



Pedro "Pete" M. Sanchez, Mayor  
Lori Wilson, Mayor Pro-Tem  
Jane Day  
Michael J. Hudson  
Michael A. Segala

First and Third Tuesday  
Every Month

**A G E N D A**

**SPECIAL 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, JULY 26, 2016**

**6:30 P.M.**

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

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**TELECONFERENCE NOTICE**

*Pursuant to Government Code Section 54953, Subdivision (b), the following Council/Successor Agency meeting includes teleconference participation by Councilmember Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

**ROLL CALL**

Council / Board Members

**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).*

**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.)*

**CLOSED SESSION**

Pursuant to California Government Code section 54950 the Suisun City Council/ Suisun City Council Acting as Successor Agency will hold a Closed Session for the purpose of:

Joint City Council / Suisun City Council Acting as Successor Agency

**1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Name of Case: City of Suisun City v. State of California, Department of Finance, et al; Case #34-2013-00146458.

**CONVENE OPEN SESSION**

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

**ADJOURNMENT**

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

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 related to an agenda item for the open session of this meeting 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. Assistive listening devices may be obtained at the meeting

*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 agendaized 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 Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including the Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA, and the Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of July 26, 2016 was posted and available for review, in compliance with the Brown Act.



CITY COUNCIL

CITY COUNCIL MEETING

Pedro "Pete" M. Sanchez, Mayor  
Lori Wilson, Mayor Pro-Tem  
Jane Day  
Michael J. Hudson  
Michael A. Segala

First and Third Tuesday  
Every Month

## A G E N D A

**REGULAR MEETING OF THE  
SUISUN CITY COUNCIL  
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE  
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,  
AND HOUSING AUTHORITY  
TUESDAY, JULY 26, 2016  
7:00 P.M.**

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

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**NOTICE**

*Pursuant to Government Code Section 54953, Subdivision (b), the following Council/Successor Agency/Housing Authority meeting includes teleconference participation by Councilmember Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

(Next Ord. No. – 741)  
(Next City Council Res. No. 2 016 – 58)  
Next Suisun City Council Acting as Successor Agency Res. No. SA2016 – 04  
(Next Housing Authority Res. No. HA2016 – 05)

**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).*

**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.)*

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

1. Mayor/Council - Chair/Boardmembers
2. City Manager/Executive Director/Staff

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

**PRESENTATIONS/APPOINTMENTS**

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

3. Introduction and Swearing in of new Suisun City Police Officer Jessica Trujillo and Temporary Community Service Officers Zacharie Harvey and Amber Williams - (Mattos).
4. Presentation of a Proclamation to Police Department Proclaiming August 2, 2016 as "National Night Out".
5. Appointment of Voting Delegate and Alternate(s) for the League of California Cities Annual Conference.

**CONSENT CALENDAR**

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

**City Council**

6. Setting Ad Valorem Tax Rates for Voter-Approved Debt Service Issues – (Anderson).
  - a. Council Adoption of Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for Fiscal Year 2016-17.
  - b. Council Adoption of Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the Highway 12 Bond Issue for Fiscal Year 2016-17.
7. Council Adoption of Resolution No. 2016-\_\_\_: Adopting the 2nd Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate Funds from an Equipment Grant from the State of California, Department of Parks and Recreation, Division of Boating and Waterways to Purchase a Patrol Boat and Trailer – (Mattos).
8. Council Adoption of Resolution No. 2016-\_\_\_: Designating the City's Representative to the Solano Animal Control Authority Board of Directors - (Mattos).
9. Council Adoption of Resolution No. 2016-\_\_\_: Authorizing the City Manager to Execute a Contract Services Agreement on the City's behalf with Michael Baker International for Planning and Project Management Services– (Garben).

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

10. Authorizing the City Manager/Executive Director to Execute a Settlement Agreement – (Taylor).
  - a. Council Adoption of Resolution No. 2016-\_\_\_: Authorizing the City Manager to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (City of Suisun City, et al. v. Matosantos, et al., Sacramento Superior Court Case No. 34-2013-00146458); and
  - b. Agency Adoption of Resolution No. SA 2016-\_\_\_: Authorizing the Executive Director to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (City of Suisun City, et al. v. Matosantos, et al., Sacramento Superior Court Case No. 34-2013-00146458).
11. Council/Agency approval of the June 2016 Payroll Warrants in the amount of \$342,496.60. Council/Agency Approval of the June 2016 Payable Warrants in the amount of \$931,244.31 – (Finance).

Joint City Council / Suisun City Council Acting as Successor Agency/Housing Authority

12. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on July 5, 2016 – (Hobson).

**GENERAL BUSINESS**

13. Placing a General Transactions and Use Tax Measure before the Voters – (Anderson).
- Council Adoption of Resolution No. 2016-\_\_: Ordering the Submission to the Qualified Electors of the City of a One-Cent per Dollar (1.0%) Transactions and Use Tax for General Fund Purposes to be Consolidated with the General Municipal Election to be Held on Tuesday, November 8, 2016; Requesting that the County of Solano Consolidate the Election with the Established Election Date to be Held on November 8, 2016; and Directing the County Elections Department to Conduct the Election on the City's Behalf; and
  - Council Adoption of Resolution No. 2016-\_\_: Directing the City Attorney to Prepare an Impartial Analysis, Setting Priorities for Filing Written Arguments, and Providing for Rebuttal Arguments regarding the General Transactions and Use Tax Measure; and
  - Council Adoption of Resolution No. 2016-\_\_: Establishing the General Transactions and Use Tax Oversight Committee's Guidelines and Duties
14. Updating User Fees and Charges – (Anderson).
- Council Adoption of Resolution No. 2016-\_\_: Approving the User Fee Study and Directing Staff to Prepare a Comprehensive Update of the Master Fee Schedule; and
  - Council Adoption of Resolution No. 2016-\_\_: Approving the Suisun Solano Water Authority (SSWA) Right-of-Way (ROW) Lease Study.

**PUBLIC HEARINGS****ADJOURNMENT**

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Office of the Mayor  
Suisun City, California

# Proclamation



**WHEREAS**, the National Association of Town Watch (NATW) is sponsoring a unique nationwide crime, drug, and violence prevention program on August 2, 2016 entitled "National Night Out"; and

**WHEREAS**, the "33rd Annual National Night Out" provides a unique opportunity for Suisun City to join forces with thousands of other communities across the country in promoting cooperative police-community crime prevention efforts; and

**WHEREAS**, the Salvation Army "KROC" Center and Neighborhood Watch Groups play a vital role in assisting the Suisun City Police Department through joint crime, drug and violence prevention efforts in Suisun City and is supporting "National Night Out 2016" locally; and

**WHEREAS**, it is essential that all citizens of Suisun City be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Suisun City; and

**WHEREAS**, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program; and therefore the Salvation Army "Kroc" Center is sponsoring a community block party for National Night Out 2016 at Carl E Hall Park.

**NOW, THEREFORE, I**, Pete Sanchez, Mayor of the City of Suisun City, do hereby proclaim Tuesday, August 2, 2016 as:

## **"NATIONAL NIGHT OUT"**

in the City of Suisun City and in doing so, urge all residents of Suisun City to join with the National Association of Town Watch, the Salvation Army "Kroc" Center and Suisun City Police in supporting the "33rd Annual National Night Out" by hosting and participating in neighborhood events and activities.

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

\_\_\_\_\_  
Pete Sanchez, Mayor

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

DATE: July 26, 2016

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## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

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**CITY AGENDA ITEM:** Setting Ad Valorem Tax Rates for Voter-Approved Debt Service Issues:

- a. Adopt Council Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for FY 2016-17; and
  - b. Adopt Council Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the Highway 12 Bond Issue for FY 2016-17.
- 

**FISCAL IMPACT:** The proposed rates for FY 2016-17 to make the debt service payments for these two voter-approved bond issues would be 0.003522 per \$100 Assessed Valuation (AV) for the North Bay Aqueduct (NBA); and 0.014813 per \$100 AV for Highway 12 (SR12). As indicated in the attached table and chart, the NBA levy would go up by \$0.000048 per \$100 or increase by about \$0.12 per year on a home with an AV of \$250,000. The SR12 levy would go up by 0.000454 per \$100 AV or increase \$1.14 per year on a home with an AV of \$250,000. *The net would be an increase of about \$1.26 per year on a home with an AV of \$250,000.*

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**STAFF REPORT:** Each year the City Council is required to establish the *ad valorem* property tax rates to be levied on the properties that benefit from the voter-approved bond issues for the acquisition of water from the North Bay Aqueduct and Highway 12 Improvement Bonds. These tax proceeds are used to make annual debt service payments on these two bond issues. Staff uses the Preliminary 2016-2017 Assessed Valuations Estimates provided by Solano County to calculate the levy, because the actual assessed valuations are not available in time to meet legal deadlines for submitting the tax rate to the County. There is an inverse relationship between the assessed values and the tax rates needed to generate the funds necessary to make the annual bond payments. In other words, when assessed values (AVs) go up, the tax rate will go down while still generating the needed revenue. When AVs go down, the tax levy must go up in order to generate the amount needed for bond payments.

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

1. Adopt Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for FY 2016-17; and
  2. Adopt Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the Highway 12 Bond Issue for FY 2016-17.
- 

**ATTACHMENTS:**

1. Table and Chart Showing Property Tax Rates for NBA and Highway 12 Bonded Indebtedness, FY 2006 through FY 2017 (proposed).
  2. Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for FY 2016-17.
  3. Resolution No. 2016-\_\_\_: Approving the Debt Service Rate for the Highway 12 Bond Issue for FY 2016-17.
- 

**PREPARED BY:**

Elizabeth Luna, Accounting Services Manager

**REVIEWED/APPROVED BY:**

Ronald C. Anderson, Jr., Assistant City Manager

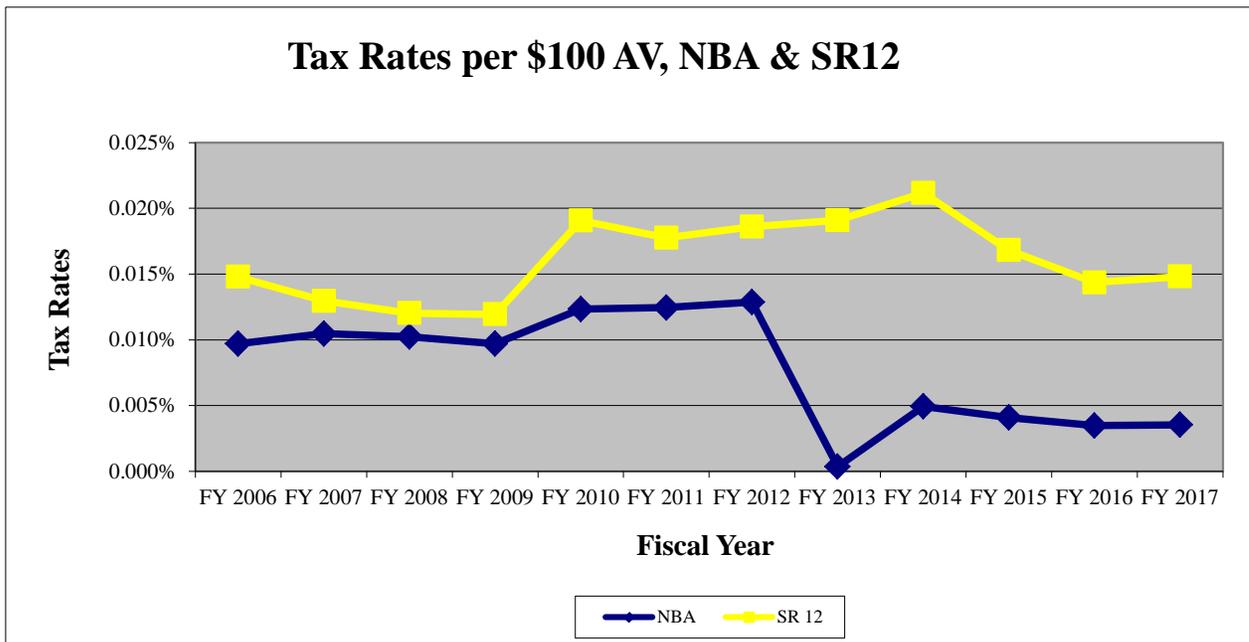
Suzanne Bragdon, City Manager

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ATTACHMENT 1

**Property Tax Rates for NBA and Highway 12 Bonded Indebtedness**  
**Rates per \$100 of Assessed Valuation (AV)**

<u>Fiscal Year</u>	<u>NBA</u>	<u>SR 12</u>
FY 2006	0.009701%	0.014788%
FY 2007	0.010465%	0.012960%
FY 2008	0.010228%	0.012030%
FY 2009	0.009704%	0.011937%
FY 2010	0.012328%	0.019064%
FY 2011	0.012448%	0.017766%
FY 2012	0.012862%	0.018605%
FY 2013	0.000345%	0.019090%
FY 2014	0.004929%	0.021165%
FY 2015	0.004095%	0.016819%
FY 2016	0.003474%	0.014359%
FY 2017	0.003522%	0.014813%



	NBA			Hwy12			TOTAL
	FY 2015-16	FY 2016-17	Difference	FY 2015-16	FY 2016-17	Difference	Difference
Assessment Rate	0.003474	0.003522	0.000048	0.014359	0.014813	0.000454	0.0005020
Assessed Value of \$ 250,000	\$ 8.69	\$ 8.81	\$ 0.12	\$ 35.90	\$ 37.03	\$ 1.14	\$ 1.26

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**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY FIXING THE DEBT SERVICE RATE FOR THE NORTH BAY AQUEDUCT BOND ISSUE FOR FISCAL YEAR 2016-17**

**WHEREAS**, On October 22, 1985, the City of Suisun City (“City”) entered into an agreement with the Solano County Flood Control and Water Conservation District (“District”) for the purpose of obtaining an additional water supply up to a maximum of 1,300 acre-feet per annum from the State’s North Bay Aqueduct project; and

**WHEREAS**, Under the agreement, the City is required to make annual payments to the District for the District’s costs associated with wheeling that water until the agreement matures in July 1, 2036; and

**WHEREAS**, City is obligated to make these interest-free payments to District by levying a zone of benefit property tax; and

**WHEREAS**, City has made the necessary calculations and has determined the correct tax rate for the 2016-17 fiscal year is \$0.003522 per \$100.00 of assessed valuation;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Suisun City Council does hereby approve the rate of Debt Service designated in the number of cents upon each \$100.00 of the full cash value of the property in the City of Suisun City, as equalized and returned to this City Council by the Auditor of Solano County, to raise the amount of money necessary to pay the FY 2016-17 indebtedness for the North Bay Aqueduct which rate is \$0.003522 per \$100.00 of assessed valuation; and

**BE IT ALSO RESOLVED** that the City Clerk is hereby directed to transmit a certified copy of this Resolution to the County Auditor as soon as possible, and to post three (3) copies thereof in the three (3) places designated by ordinance for posting in the City.

**PASSED AND ADOPTED** at a regular meeting of the Suisun City Council, duly noticed and held on Tuesday the 26<sup>th</sup> day of July 2016 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 said City this 26<sup>th</sup> day of July 2016.

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

## NORTH BAY AQUEDUCT - Fund 079

### Calculation of Voter Approved Debt for 2015-16

(Using schedules provided by the Solano County Auditor-Controller)

	Unsecured	Secured	Total
Net Values (Less H.O.)	21,476,622	1,915,379,976	1,936,856,598
SBE Values	-	65,340	65,340
Subtotal	21,476,622	1,915,445,316	1,936,921,938
Less: 2% Delinquency	(429,532)		(429,532)
.25% Delinquency		(4,788,613)	(4,788,613)
Redevelopment	-	-	-
Add: Homeowners	-	26,419,400	26,419,400
Adjusted Net Values	21,047,090	1,937,076,103	1,958,123,192
 Tax Rates *	0.004095%	0.003474%	
 <b>Amount of Taxes</b>	<b>\$ 862</b>	<b>\$ 67,285</b>	<b>\$ 68,146</b>

<b><u>Amount Needed</u></b>	<b>\$ 85,514</b>
Current Reserves	17,368
Interest	-
Secured Taxes	67,285
Unsecured Taxes	862
Total	85,514
Variance	-
 <b><u>Payments to be Made in 2015-16</u></b>	
Principal	77,740
Interest	-
Others	
Required Reserve	7,774
Total	85,514

\* The Previous Years Secured Rate is the Current Years Unsecured Rate

**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY FIXING  
THE DEBT SERVICE RATE FOR THE HIGHWAY 12 BOND ISSUE  
FOR FISCAL YEAR 2016-17**

**WHEREAS**, In 1995, the City of Suisun City (“City”) issued \$4.25 million in voter-approved general obligation bonds for the purpose of financing costs of widening that portion of California Highway 12 located within the City; and

**WHEREAS**, City is obligated to calculate the annual levy on the assessed valuation of property within the City subject to taxation, until the bonds mature in 2019; and

**WHEREAS**, the City has determined that the 2016-17 fiscal year tax rate is \$0.014813 per \$100.00 of assessed valuation;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Suisun City Council does hereby approve the rate of Debt Service designated in the number of cents upon each \$100.00 of the full cash value of the property in the City of Suisun City, as equalized and returned to this City Council by the Auditor of Solano County, to raise the amount of money necessary to pay the FY 2016-17 indebtedness for the Highway 12 Bond which rate is \$0.014813 per \$100.00 of assessed valuation; and

**BE IT ALSO RESOLVED** that the City Clerk is hereby directed to transmit a certified copy of this Resolution to the County Auditor as soon as possible, and to post three (3) copies thereof in the three (3) places designated by ordinance for posting in the City.

**PASSED AND ADOPTED** at a regular meeting of the Suisun City Council, duly noticed and held on Tuesday the 26th day of July 2016 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 said City this 26<sup>th</sup> day of July 2016.

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

**HIGHWAY 12 IMPROVEMENT BOND - FUND 324****Calculation of Voter Approved Debt for 2016-2017**

(Using schedules provided by the Solano County Auditor-Controller)

	<u>Unsecured</u>	<u>Secured</u>	<u>Total</u>
Net Values (Less H.O.)	22,795,355	2,060,482,911	2,083,278,266
SBE Values	-	65,340	65,340
Subtotal	<u>22,795,355</u>	<u>2,060,548,251</u>	<u>2,083,343,606</u>
Less: 2% Delinquency	(455,907)		(455,907)
.25% Delinquency		(5,151,371)	(5,151,371)
			-
Add: Homeowners	-	26,061,000	26,061,000
Adjusted Net Values	<u>22,339,448</u>	<u>2,081,457,880</u>	<u>2,103,797,328</u>
Tax Rates *	<u>0.014359%</u>	<u>0.014813%</u>	
<b>Amount of Taxes</b>	<b><u>\$ 3,208</u></b>	<b><u>\$ 308,328</u></b>	<b><u>\$ 311,535</u></b>

<b><u>Amount Needed</u></b>	<b><u>\$ 343,018</u></b>
Current Reserves	31,482
Interest	-
Secured Taxes	308,328
Unsecured Taxes	<u>3,208</u>
Total	<u>343,018</u>
Variance	-

**Payments to be Made Using the 2016-17 collection**

Principal Feb 2017	290,000
Interest Feb 2017 & Aug 2016	40,560
Bond Services	2,500
Cost Allocation Plan *new for 2017	7,181
Required Reserves	<u>2,777</u>
Total	<u>343,018</u>

\* The Previous Years Secured Rate is the Current Years Unsecured Rate

## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

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**CITY AGENDA ITEM:** Council Adoption of Resolution No. 2016-\_\_: Adopting the 2<sup>nd</sup> Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate Funds from an Equipment Grant from the State of California, Department of Parks and Recreation, Division of Boating and Waterways to Purchase a Patrol Boat and Trailer.

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**FISCAL IMPACT:** The total purchase price is \$83,463. The source of funds will be \$80,000 from the grant and \$3,463 from the Police Department budget.

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**BACKGROUND:** On December 15, 2015, the City Council authorized the Police Chief to accept a grant from the California Department of Parks and Recreation, Division of Boating and Waterways, to accept an equipment grant for the purchase of a new patrol boat and trailer.

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**STAFF REPORT:** On July 5, 2016, the City Council awarded the bid for purchase of a patrol boat and trailer to Rogue Jet Boatworks in the amount of \$83,463. Staff is requesting that the City Council appropriate the funds to purchase the boat and trailer.

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**STAFF RECOMMENDATION:** It is recommended that the City Council adopt Resolution No. 2016-\_\_: Adopting the 2<sup>nd</sup> Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate Funds from an Equipment Grant from the State of California, Department of Parks and Recreation, Division of Boating and Waterways to Purchase a Patrol Boat and Trailer.

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**ATTACHMENTS:**

1. Resolution No. 2016-\_\_: Adopting the 2<sup>nd</sup> Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate Funds from an Equipment Grant from the State of California, Department of Parks and Recreation, Division of Boating and Waterways to Purchase a Patrol Boat and Trailer.

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

Andrew White, Police Commander  
 Tim Mattos, Police Chief  
 Suzanne Bragdon, City Manager

**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
ADOPTING THE 2ND AMENDMENT TO THE ANNUAL APPROPRIATION  
RESOLUTION NO. 2016-48 TO APPROPRIATE FUNDS FROM AN EQUIPMENT GRANT  
FROM THE STATE OF CALIFORNIA, DEPARTMENT OF PARKS AND RECREATION,  
DIVISION OF BOATING AND WATERWAYS TO PURCHASE A PATROL BOAT AND  
TRAILER**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY:**

**THAT** Section 010 of Part III of the Annual Appropriation Resolution No. 2016-48 be and is hereby

	<u>Increase/ (Decrease)</u>
TO: POLICE DEPARTMENT	\$ -
Police Administration, Police Support Services, Code Enforcement, Police Operations	
TOTAL Section 010	<u>\$ -</u>

**THAT** Section 142 of Part III of the Annual Appropriation Resolution No. 2016-48 be and is hereby amended as follows:

	<u>Increase/ (Decrease)</u>
TO: POLICE DEPARTMENT	\$ 83,500
Police Operations	
TOTAL Section 142	<u>\$ 83,500</u>

**THAT** account titles and numbers requiring adjustment by this Resolution are as follows:

	<u>Sources</u>	<u>Uses</u>
<u>General Fund</u>		
A/C No. 010-90110-2350 Regular Salary	\$ -	\$ (3,500)
A/C No. 010-85143-2350 Transfer to Fund 142	<u>\$ -</u>	<u>\$ 3,500</u>
Total General Fund	<u>\$ -</u>	<u>\$ -</u>
<u>Boating Safety Grant Fund</u>		
Revenues:		
A/C No. 142-76230-2404 Boating Safety Grant	\$ 80,000	\$ -
A/C No. 142-81010-2404 Transfer from Fund 010	\$ 3,500	\$ -
Appropriations:		
A/C No. 142-96415-2404 Vehicle/Equipment Acquisition	<u>\$ -</u>	<u>\$ 83,500</u>
Total Boating Safety Grant Fund	<u>\$ 83,500</u>	<u>\$ 83,500</u>

**THAT** the purpose is to appropriate funds for the acquisition of a replacement patrol boat.

**ADOPTED AND PASSED** at a regular meeting of the City Council of the City of Suisun City duly held on the \_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

**AYES:** COUNCILMEMBERS  
**NOES:** COUNCILMEMBERS  
**ABSENT:** COUNCILMEMBERS  
**ABSTAIN:** COUNCILMEMBERS

**WITNESS** my hand and seal of the said City this \_\_\_\_ day of \_\_\_\_ 2016.

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

## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

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**CITY AGENDA ITEM:** Council Adoption of Resolution No. 2016-\_\_: Designating the City's Representative to the Solano Animal Control Authority Board of Directors.

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**FISCAL IMPACT:** None.

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**BACKGROUND:** On August 19, 1986, the City of Suisun City entered into an agreement with the Cities of Fairfield and Vacaville establishing the Solano County Animal Control Authority (SACA), a Joint Powers Authority (JPA). Resolution 86-64 designated the City Manager or the Police Chief as the City of Suisun City's representative to the Board of Directors.

---

**STAFF REPORT:** SACA exists for the purpose of contracting with an entity, or entities, to provide animal control services to participating agencies. The current contract is with Humane Animal Services, a private entity.

SACA is administered by a Board of Directors, composed of one representative from each of the participating agencies. One of the roles of the board is to review and approve the budget for operation, which is funded by contributions from member agencies.

SACA recently requested each agency review their resolution designating their representative on the Board of Directors. As mentioned in the background, the City of Suisun City's designated representative is the City Manager *or* the Police Chief. In practice, the Police Commander has been serving as the representative on behalf of the Police Chief. Therefore, staff is requesting the City Council adopt a resolution designating the City Manager or his/her designee as the City's representative on the SACA Board of Directors.

---

**STAFF RECOMMENDATION:** It is recommended that the City Council adopt Resolution 2016-\_\_: Designating the City's Representative to the Solano Animal Control Authority Board of Directors.

---

**ATTACHMENTS:**

1. Resolution No. 2016-\_\_: Designating the City's Representative to the Solano Animal Control Authority Board of Directors.

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

Andrew White, Police Commander  
 Tim Mattos, Police Chief  
 Suzanne Bragdon, City Manager

**RESOLUTION NO. 2016-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
DESIGNATING THE CITY’S REPRESENTATIVE TO THE SOLANO ANIMAL  
CONTROL AUTHORITY BOARD OF DIRECTORS**

**WHEREAS**, the City of Suisun City is a member of the Solano County Animal Control Authority (SACA), a Joint Powers Authority; and

**WHEREAS**, SACA is administered by a Board of Directors, composed of one representative from each of the participating agencies; and

**WHEREAS**, on August 19, 1986, the City Council approved a resolution designating the City Manager or the Police Chief as the City’s representative to the Board of Directors of SACA; and

**WHEREAS**, the City Council desires to designate the City Manager or his/her designee as the City’s representative to the Board of Directors of SACA.

**NOW THEREFORE BE IT RESOLVED**, the City Council designates the City Manager or his/her designee as the City’s representative to the Board of Directors of SACA.

**PASSED AND ADOPTED** by the City Council of the City of Suisun City at a regular meeting thereof held on the 26th day of July, 2016 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 said City this 26th day of July, 2016.

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

## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2015

---

**CITY AGENDA ITEM:** Council Adoption of Resolution No. 2016-\_\_: Authorizing the City Manager to Execute a Contract Services Agreement on the City's behalf with Michael Baker International for Planning and Project Management Services.

---

**FISCAL IMPACT:** The costs for services provided by Michael Baker associated with the day-to-day operation of the City's Planning Division in FY 2016-17 shall not exceed \$100,000, which has been appropriated in the FY 2016-17 adopted budget. There is also additional funding appropriated in the FY 2016-17 adopted budget associated with the Partnership in Community Health (PICH) Grant for project management and implementation of the PICH Program of up to \$80,500. There is no net impact to the City for services provided by Michael Baker for services associated with the Suisun Logistics Center as they are paid through a Land Use Processing Agreement completely funded by the applicant.

---

**BACKGROUND:** As a result of the elimination of the Community Development Director position, as well as the reorganization that combined the Economic Development, Planning, and Housing Divisions into the Development Services Department, additional planning assistance has been necessary. Additional operational needs of the Planning Division are monitored and adjusted accordingly depending on volume of work.

In February 2015, the City Council initially authorized a contract with Pacific Municipal Consultants (PMC) to fulfill the aforementioned needs in the Planning Division. PMC was purchased by Michael Baker International ("Michael Baker") in 2015. There have been no changes to the pricing, service level, or people as a result of the Michael Baker acquisition of PMC with Paul Junker serving as the primary staff person assigned to Suisun City by Michael Baker.

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**STAFF REPORT:** The ability of Michael Baker to scale its staffing, as well as its ability to provide a qualified executive level planner (Mr. Junker) that has capacity to work directly with City staff (not simply administer the contract to farm out work to junior level staff) are primary factors behind the recommendation to extend the contract with Michael Baker, in addition to the familiarity with the City, and the quality of work and service Michael Baker has provided since February 2015. Mr. Junker would continue to work under the supervision of the Development Services Director, and it is anticipated Mr. Junker would continue to be at City Hall as needed. This may change as workload changes. Further, Michael Baker has provided Assistant Planner level services on an as-needed basis over the course of the year. The scope of the services provided has been expanded to reflect Michael Baker's role in managing/administering the PICH Program (grant funded), in addition to the administration of processing the Suisun Logistics Center development application (Developer funded).

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**PREPARED BY:**

Jason D. Garben, Development Services Director

**REVIEWED/APPROVED BY:**

Suzanne Bragdon, City Manager

The FY 2016-17 budget was adopted with an appropriation of \$100,000 for services to the Planning Division (the adopted budget is slightly over the anticipated actual for FY 2015-16 of approximately \$82,000), and \$80,500 for services associated with PICH. The services associated with the Suisun Logistics Center are not included in the City's budget as they are paid through a Land Use Processing Agreement completely funded by the applicant.

The City would be free to terminate the agreement at any time with a 30-day notice, and the needs beyond June 30, 2017, would be assessed as part of the FY 2016-17 budget process.

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**RECOMMENDATION:** It is recommended that the City Council adopt Resolution No. 2016-\_\_: Authorizing the City Manager to Execute a Contract Services Agreement on the City's behalf with Michael Baker International for Planning Services and Project Management Services.

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**ATTACHMENTS:**

1. Council Resolution No. 2016-\_\_: Authorizing the City Manager to Execute a Contract Services Agreement on the City's behalf with Michael Baker International for Planning Services and Project Management Services.
2. Contract Services Agreement.

**RESOLUTION NO. 2016 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT SERVICES  
AGREEMENT ON THE CITY’S BEHALF WITH MICHAEL BAKER  
INTERNATIONAL FOR PLANNING AND PROJECT MANAGEMENT SERVICES.**

**WHEREAS**, in May 2014, the Community Development Director position became vacant and a reorganization combining the Economic Development, Planning, and Housing Divisions into the Development Services Department took place; and

**WHEREAS**, as a result of the reorganization, executive level planning support is needed; and

**WHEREAS**, the City issued request proposals from qualified firms to provide contract planning services; and

**WHEREAS**, the City received proposals from eleven responsive and responsible professional planning firms and individuals; and

**WHEREAS**, City staff has interviewed six of the most qualified respondents; and

**WHEREAS**, Pacific Municipal Consultants (PMC), was selected as the most qualified firm for the City; and

**WHEREAS**, Pacific Municipal Consultants (PMC) was acquired by Michael Baker International, and is now known as Michael Baker International (Michael Baker); and

**WHEREAS**, Michael Baker, through its designated contract, would provide the City, on an as-needed basis, executive level planning services, planning department oversight, project specific planning tasks, and other planning services as necessary.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Suisun City hereby authorizes the City Manager execute a Contract Services Agreement on behalf of the City with Michael Baker, for contract city planning services terminating June 30, 2017.

**PASSED AND ADOPTED** by a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 26<sup>th</sup> of July 2016, 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 26<sup>th</sup> of July 2016.

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

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## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

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**CITY/AGENCY AGENDA ITEM:** Authorizing the City Manager/Executive Director to Execute a Settlement Agreement:

- a. Council** Adoption of Resolution No. 2016-\_\_\_: Authorizing the City Manager to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458); and
- b. Agency** Adoption of Resolution No. SA 2016-\_\_\_: Authorizing the Executive Director to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458).

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**FISCAL IMPACT:** The settlement agreement will require the City to make annual payments to the County Auditor-Controller in the amount of \$193,511.20 over the next 10 years. The funds for this payment are part of the City's General Fund, and were included in the FY 2016-17 budget that was recently adopted.

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**BACKGROUND:** Following the dissolution of the City's former Redevelopment Agency (RDA), on January 15, 2013, the Successor Agency submitted to the California State Department of Finance (DOF) the Other Funds and Accounts (OFA) Due Diligence Review (DDR) that had been approved by the Oversight Board to the Successor Agency. The Successor Agency submitted the OFA DDR as required by the Dissolution Law. Among the items included in the OFA DDR was a \$1,750,000 transfer from the RDA to the City pertaining to a reimbursement agreement between the RDA and the City relating to the Harbor Center Street Extension project and a \$185,512 transfer from the RDA to the City of revenues derived from the operation and rent of properties owned or developed by the RDA (collectively, the "Disputed Items"). Ultimately, the DOF made a final determination that disallowed the transfer of the Disputed Items to the City, and directed the Successor Agency transmit to the Auditor-Controller the amount of \$1,935,512.

The City and the Successor Agency filed a Complaint for Declaratory Relief and Injunctive Relief on June 11, 2013, entitled *City of Suisun City, as a municipal corporation, et al. v. Ana Matosantos, in her official capacity as Director of the State of California Department of Finance, et al.*, Sacramento County Superior Court Case No. 34-2013-00146458 disputing the DOF determination that the transfers were not allowed.

Over the past couple of years, the City Attorney has monitored other cases with similar attributes to determine the strength of the City's legal position. Based on the outcome of several cases, it is recommended the lawsuit be settled pursuant to the terms of the Settlement Agreement attached hereto (Attachment 1).

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<b>PREPARED BY:</b>	Jason D. Garben, Development Services Director
<b>REVIEWED BY:</b>	Anthony R. Taylor, City Attorney
<b>APPROVED BY:</b>	Suzanne Bragdon, City Manager

---

**STAFF REPORT:** Having to pay the entire OFA DDR amount of \$1,935,512 at one time, as originally demanded by DOF before the City filed its lawsuit, would have depleted the City's general fund reserves, and would have put essential city services, including public safety services, at substantial risk in the event of an emergency situation in the future. The City fought hard in litigation to protect the public against this risk. The settlement agreement achieved through the lawsuit spreads these payments out over 10 years so that the general fund reserves are protected for emergency situations.

The following provides an outline of the basic terms proposed in the Settlement Agreement:

- City/Successor Agency shall pay the entire balance (\$1,935,512) due in annual installments of \$193,512.20 over a 10-year period.
- Interest will not accrue on the outstanding balance and DOF will not impose any additional penalties, as long as annual payments are made by the December 31 due date each year.
- If an annual payment is missed, the entire outstanding balance shall be due and payable, and interest shall accrue at a rate of 4% per annum commencing on the date of the failed payment.
- The City/Successor Agency will dismiss the lawsuit within 5 calendar days of having a fully executed Settlement Agreement.
- The City/Successor Agency waive any rights to further claims relating to the lawsuit or Disputed Items.

The Settlement Agreement has been fully executed by all parties except the City and Successor Agency, and approved as to form by the City Attorney. Adopting the attached resolutions would be the final step in the process to execute the document on behalf of the City and Successor Agency. It is important to note there is no Oversight Board approval required of a settlement agreement already approved by the DOF and County Auditor-Controller.

---

**STAFF RECOMMENDATION:** It is recommended that the:

1. **City Council** adopt Resolution No. 2016-\_\_\_: Authorizing the City Manager to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458); and
2. **Successor Agency** adopt Resolution No. SA 2016-\_\_\_: Authorizing the Executive Director to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458).

---

**ATTACHMENTS:**

1. Settlement Agreement.
2. Resolution No. 2016-\_\_\_: Authorizing the City Manager to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458).
3. Resolution No. SA 2016-\_\_\_: Authorizing the Executive Director to Execute a Settlement Agreement Associated with Disputed Funds Relating to the Other Funds and Accounts (OFA) Due Diligence Review (DDR) (*City of Suisun City, et al. v. Matosantos, et al.*, Sacramento Superior Court Case No. 34-2013-00146458).

**SETTLEMENT AGREEMENT**

*City of Suisun City, et al. v. Matosantos, et al.*,  
Sacramento Superior Court, Case No. 34-2013-00146458

**PARTIES**

This Settlement Agreement (“**Agreement**”) is entered into by the following parties: (1) the City of Suisun City (“**City**”); (2) the Successor Agency to the Dissolved Redevelopment Agency of the City of Suisun City (“**Successor Agency**”); (3) the California Department of Finance (“**Finance**”); (4) Michael Cohen, in his official capacity as California State Director of Finance; and (5) Simona Padilla-Scholten, in her official capacity as the Auditor-Controller of the County of Solano (“**Auditor-Controller**”) (collectively, the “**Parties**”).

**RECITALS**

A. The litigation resolved by this Agreement relates to the wind down of the Redevelopment Agency of the City of Suisun City (“**RDA**”) pursuant to Assembly Bill 26 of the 2011-12 First Extraordinary Session of the California Legislature (“**AB x1 26**”) and Assembly Bill 1484 of the 2011-12 Regular Session of the California Legislature (“**AB 1484**”) (AB x1 26 and AB 1484, collectively the “**Dissolution Law**”).

B. Following the dissolution of the RDA, on January 15, 2013, the Successor Agency submitted to Finance an Other Funds and Accounts (OFA) Due Diligence Review (DDR) that had been approved by the Oversight Board to the Successor Agency. The Successor Agency submitted the OFA DDR as required by the Dissolution Law. Among the items included in the OFA DDR was a \$1,750,000 transfer from the RDA to the City pertaining to a reimbursement agreement between the RDA and the City relating to the Harbor Center Street Extension project and a \$241,722 transfer from the RDA to the City of revenues derived from the operation and rent of properties owned or developed by the RDA (collectively, the “**Disputed Items**”).

C. Finance issued a letter, dated April 13, 2013, which included, among other things, a final determination disallowing the transfer of the Disputed Items, and directing the Successor Agency transmit to the Auditor-Controller the amount of \$1,935,512.<sup>1</sup>

D. The City and the Successor Agency filed a Complaint for Declaratory Relief and Injunctive Relief on June 11, 2013, entitled *City of Suisun City, as a municipal corporation, et al. v. Ana Matosantos, in her official capacity as Director of the State of California Department of Finance, et al.*, Sacramento County Superior Court Case No. 34-2013-00146458 (the “**Action**”).

E. On January 9, 2014, the Court designated the case as a writ of mandate and reassigned it to the writ judges. On January 27, 2014, the City and the Successor Agency filed a First Amended Complaint for Declaratory Relief and Injunctive Relief; Petition for Writ of Mandate.

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<sup>1</sup> The amount is less than the sum of the Disputed Items because there was a negative balance available for distribution to the taxing entities of \$56,210.

F. Without admission of fault or wrongdoing, the Parties have agreed to completely resolve any and all disputes between the Parties pertaining to, or in any way relating to the Action by entering into this Agreement.

**AGREEMENT**

Accordingly, in consideration of the mutual promises contained herein, the Parties agree as follows:

1. Principal Terms: The Parties agree to the following resolution of the litigation:

(a) Over the course of ten years the City and the Successor Agency shall remit the entire outstanding OFA DDR amount (\$1,935,512) to the Auditor-Controller for distribution to the taxing entities, with a payment of \$193,511.20 to be made each consecutive year thereafter on or before December 31st. The first payment shall be due on December 31, 2016, and the remaining payments shall be due as follows:

Payment Due Date	Payment Amount
December 31, 2017	\$193,511.20
December 31, 2018	\$193,511.20
December 31, 2019	\$193,511.20
December 31, 2020	\$193,511.20
December 31, 2021	\$193,511.20
December 31, 2022	\$193,511.20
December 31, 2023	\$193,511.20
December 31, 2024	\$193,511.20
December 31, 2025	\$193,511.20

(b) Interest will not accrue on the outstanding OFA DDR amount as long as the City and the Successor Agency remit the annual payments to the Auditor-Controller pursuant to the payment schedule set forth in Paragraph 1(a) of this Agreement.

(c) DOF will not impose any penalties under Health and Safety Code § 34179.6, subdivision (h), as long as the City and the Successor Agency remit the annual payments to the Auditor-Controller pursuant to the payment schedule set forth in Paragraph 1(a) of this Agreement.

(d) Should the City and the Successor Agency fail to remit an annual payment to the Auditor-Controller pursuant to the payment schedule set forth in Paragraph 1(a) of this Agreement, all outstanding OFA DDR amounts shall be immediately due and payable and shall accrue interest at four percent (4%) per annum commencing on the date the failed remittance.

(e) The City and the Successor Agency will dismiss this lawsuit in its entirety with prejudice within five calendar days after receipt by counsel for the City and the Successor Agency by e-mail of counterparts of this Agreement executed by Finance and the Auditor-Controller.

(f) The City and the Successor Agency hereby waive any right or claim related to the Action and the OFA DDR determination . Additionally, the City and the Successor Agency hereby waive any right or claim that the Successor Agency pay to the City or the City receive from the Successor Agency the \$1,935,512.

2. Claims Disputed: The Agreement does not constitute, nor shall it be construed as, an admission or concession by any of the Parties for any purpose. This Agreement is a compromise settlement of the Action, and by executing this Agreement, none of the Parties admits wrongdoing, liability, or fault in connection with either the Action or the allegations asserted in the Action.

3. Mutual Release: The Parties specifically and mutually release and discharge each other, including their respective officers, directors, commission members, trustees, agents, employees, representatives, attorneys, insurers, departments, divisions, sections, successors and assigns from all obligations, damages, costs, expenses, liens, attorney fees of any nature whatsoever, whether known or unknown, suspected or not suspected to exist, claimed or not claimed, disputed or undisputed, pertaining to the Action.

4. Successors and Assigns: This Agreement shall be binding upon the Parties' respective officers, directors, commission members, trustees, agents, employees, representatives, attorneys, departments, divisions, sections, successors and assigns.

5. Assumption of Risk: The Parties each represent that they fully understand that if the facts pertaining in any way to the Action are later found to be different from the facts now believed to be true by any Party, each of them expressly accepts and assumes the risk of such possible differences in facts and agrees that this Agreement shall remain effective notwithstanding such differences in facts. The Parties also each represent that this Agreement was entered into under the laws current as of the effective date, and agree that this Agreement shall remain effective notwithstanding any future changes in the law.

6. Independent Advice of Counsel: The Parties each represent that they know and

understand the contents of the Agreement and that this Agreement has been executed voluntarily. The Parties each further represent that they have had an opportunity to consult with an attorney of their choosing and that they have been fully advised by the attorney with respect to their rights and obligations and with respect to the execution of this Agreement.

7. Entire Agreement: No promise, inducement, understanding, or agreement not expressed has been made by or on behalf of the Parties, and this Agreement contain the entire agreement between the Parties related to the Action.

8. No Assignment: Each Party represents that it has not assigned, transferred, or purported to assign or transfer to any person or entity any matter released herein.

9. Amendments in Writing: This Agreement may not be altered, amended, modified, or otherwise changed in any respect except by a writing duly executed by the Parties. The Parties agree that they will make no claim at any time or place that this Agreement has been orally altered or modified or otherwise changed by oral communication of any kind or character.

10. Construction: The Parties agree that this Agreement is to be construed and interpreted without regard to the identity of the party drafting this Agreement.

11. Additional Acts: The Parties agree to take such actions and to execute such documents as are necessary to carry out the terms and purposes of this Agreement.

12. Attorneys Fees: The Parties shall each bear their respective attorney fees and costs incurred in the litigation.

13. Enforcement: If any Party to this Agreement files a lawsuit to enforce or interpret this Agreement, the prevailing Party in any such suit shall be entitled to reimbursement for reasonable attorney fees and costs.

14. Choice of Law and Jurisdiction: This Agreement shall be governed by the laws of the State of California. If any Party to this Agreement brings a lawsuit to enforce or interpret this Agreement, the lawsuit shall be filed in the Superior Court for the County of Sacramento, California.

15. Counterparts: This Agreement may be executed by facsimile and in counterparts, each of which is deemed an original and all of which shall constitute this Agreement.

16. Effective Date: The date on which the last counterpart of this Agreement is executed shall be the effective date of this Agreement.

17. Authority to Execute: Each Party represents that they have the authority to enter into and perform the obligations necessary to provide the consideration described in this Agreement. Each person signing this Agreement represents and warrants that they have the authority to sign on behalf of the Party for which they sign.

This Agreement consists of Recital Paragraphs A - F and Paragraphs 1 - 17.

DATED: \_\_\_\_\_

CITY OF SUISUN CITY, as a municipal  
corporation

By \_\_\_\_\_

Its \_\_\_\_\_

DATED: \_\_\_\_\_

CITY OF SUISUN CITY, as SUCCESSOR  
AGENCY TO THE SUISUN CITY  
REDEVELOPMENT AGENCY

By \_\_\_\_\_

Its \_\_\_\_\_

DATED: July 11, 2016

DEPARTMENT OF FINANCE AND MICHAEL  
COHEN, DIRECTOR OF FINANCE

By Kari Krogseng

Kari Krogseng  
Its Chief Counsel

DATED: \_\_\_\_\_

SIMONA PADILLA-SCHOLTENS  
AUDITOR-CONTROLLER OF THE COUNTY  
OF SOLANO

By \_\_\_\_\_

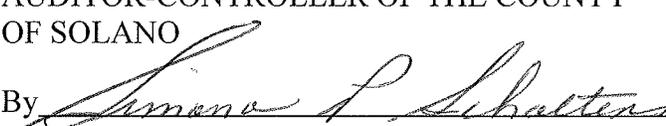
Its \_\_\_\_\_

This Agreement consists of Recital Paragraphs A - F and Paragraphs 1 – 17.

DATED: \_\_\_\_\_ CITY OF SUISUN CITY, as a municipal  
corporation  
By \_\_\_\_\_  
Its \_\_\_\_\_

DATED: \_\_\_\_\_ CITY OF SUISUN CITY, as SUCCESSOR  
AGENCY TO THE SUISUN CITY  
REDEVELOPMENT AGENCY  
By \_\_\_\_\_  
Its \_\_\_\_\_

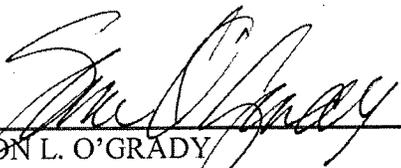
DATED: \_\_\_\_\_ DEPARTMENT OF FINANCE AND MICHAEL  
COHEN, DIRECTOR OF FINANCE  
By \_\_\_\_\_  
Kari Krogseng  
Its Chief Counsel

DATED: \_\_\_\_\_ SIMONA PADILLA-SCHOLTENS  
AUDITOR-CONTROLLER OF THE COUNTY  
OF SOLANO  
By   
Its \_\_\_\_\_

Approved as to Form and Content:  
ALESHIRE & WYNDER, LLP

By: \_\_\_\_\_  
ANTHONY R. TAYLOR  
Attorneys for Petitioners/Plaintiffs City of Suisun  
City and the Successor Agency to the Suisun  
Redevelopment Agency

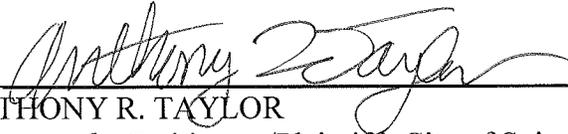
Approved as to Form and Content:  
KAMALA D. HARRIS  
Attorney General of California

By:  \_\_\_\_\_  
SHARON L. O'GRADY  
Attorneys for Respondents/Defendants, the  
California Department of Finance and Michael  
Cohen, in his official capacity as California State  
Director of Finance

Approved as to Form and Content:  
DENNIS BUNTING  
Solano County Counsel

By: \_\_\_\_\_  
DANIEL M. WOLK  
Attorneys for Real Party in Interest Simona Padilla-  
Scholtens, in her official capacity as Auditor-  
Controller of the County of Solano

Approved as to Form and Content:  
ALESHIRE & WYNDER, LLP

By:   
\_\_\_\_\_  
ANTHONY R. TAYLOR  
Attorneys for Petitioners/Plaintiffs City of Suisun  
City and the Successor Agency to the Suisun  
Redevelopment Agency

Approved as to Form and Content:  
KAMALA D. HARRIS  
Attorney General of California

By: \_\_\_\_\_  
SHARON L. O'GRADY  
Attorneys for Respondents/Defendants, the  
California Department of Finance and Michael  
Cohen, in his official capacity as California State  
Director of Finance

Approved as to Form and Content:  
DENNIS BUNTING  
Solano County Counsel

By:   
\_\_\_\_\_  
DANIEL M. WOLK  
Attorneys for Real Party in Interest Simona Padilla-  
Scholtens, in her official capacity as Auditor-  
Controller of the County of Solano

RESOLUTION NO. 2016 - \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A SETTLEMENT AGREEMENT ASSOCIATED WITH DISPUTED FUNDS RELATING TO THE OTHER FUNDS AND ACCOUNTS (OFA) DUE DILIGENCE REVIEW (DDR) (CITY OF SUISUN CITY, ET AL. V. MATOSANTOS, ET AL., SACRAMENTO SUPERIOR COURT CASE NO. 34-2013-00146458)**

**WHEREAS**, following the dissolution of the RDA, on January 15, 2013, the Successor Agency submitted to the California State Department of Finance an Other Funds and Accounts (OFA) Due Diligence Review (DDR) that had been approved by the Oversight Board to the Successor Agency; and

**WHEREAS**, the Successor Agency submitted the OFA DDR as required by the Dissolution Law; and

**WHEREAS**, among the items included in the OFA DDR was a \$1,750,000 transfer from the RDA to the City pertaining to a reimbursement agreement between the RDA and the City relating to the Harbor Center Street Extension project and a \$185,512 transfer from the RDA to the City of revenues derived from the operation and rent of properties owned or developed by the RDA (collectively, the “Disputed Items”); and

**WHEREAS**, the DOF made a final determination disallowing the transfer of the Disputed Items, and directing the Successor Agency transmit to the Solano County Auditor-Controller the amount of \$1,935,512; and

**WHEREAS**, the City and the Successor Agency filed a Complaint for Declaratory Relief and Injunctive Relief on June 11, 2013, entitled *City of Suisun City, as a municipal corporation, et al. v. Ana Matosantos, in her official capacity as Director of the State of California Department of Finance, et al.*, Sacramento County Superior Court Case No. 34-2013-00146458 (the “Action”) disputing the final determination of the DOF related to the Disputed Items; and

**WHEREAS**, without admission of fault or wrongdoing, the City Council desires to completely resolve any and all disputes pertaining to, or in any way relating to the Action by entering into the attached Settlement Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City, as follows:

**Section 1.** The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

**Section 2.** The City Council authorizes the City Manager to take any and all actions necessary to execute the Settlement Agreement referenced herein and to execute the same.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 26<sup>th</sup> day of July 2016, 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 said City this 26<sup>th</sup> day of July 2016.

\_\_\_\_\_  
Donna Pock, CMC  
Deputy Clerk

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**RESOLUTION NO. SA 2016-\_\_**

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A SETTLEMENT AGREEMENT ASSOCIATED WITH DISPUTED FUNDS RELATING TO THE OTHER FUNDS AND ACCOUNTS (OFA) DUE DILIGENCE REVIEW (DDR) (CITY OF SUISUN CITY, ET AL. V. MATOSANTOS, ET AL., SACRAMENTO SUPERIOR COURT CASE NO. 34-2013-00146458)**

**WHEREAS**, the Redevelopment Agency of the City of Suisun City (the “Former Agency”) was a public body, corporate and politic, duly established and authorized to transact business and exercise powers under and pursuant to the provisions of the Community Redevelopment Law of the State of California, constituting Part 1 of Division 24 of the Health and Safety Code of the State (the “Redevelopment Law”); and

**WHEREAS**, a redevelopment plan for the “Suisun City Redevelopment Project” in the City of Suisun City, California, was adopted in compliance with all requirements of the Redevelopment Law; and

**WHEREAS**, pursuant to Section 34172(a) of the California Health and Safety Code (unless otherwise noted, all Section references hereinafter being to such Code), the Former Agency has been dissolved and no longer exists as a public body, corporate and politic, and pursuant to Section 34173, the City of Suisun City has become the successor entity to the Former Agency (the “Successor Agency”); and

**WHEREAS**, following the dissolution of the RDA, on January 15, 2013, the Successor Agency submitted to the California State Department of Finance an Other Funds and Accounts (OFA) Due Diligence Review (DDR) that had been approved by the Oversight Board to the Successor Agency; and

**WHEREAS**, the Successor Agency submitted the OFA DDR as required by the Dissolution Law; and

**WHEREAS**, among the items included in the OFA DDR was a \$1,750,000 transfer from the RDA to the City pertaining to a reimbursement agreement between the RDA and the City relating to the Harbor Center Street Extension project and a \$185,512 transfer from the RDA to the City of revenues derived from the operation and rent of properties owned or developed by the RDA (collectively, the “Disputed Items”); and

**WHEREAS**, the DOF made a final determination disallowing the transfer of the Disputed Items, and directing the Successor Agency transmit to the Solano County Auditor-Controller the amount of \$1,935,512; and

**WHEREAS**, the City and the Successor Agency filed a Complaint for Declaratory Relief and Injunctive Relief on June 11, 2013, entitled *City of Suisun City, as a municipal corporation, et al. v. Ana Matosantos, in her official capacity as Director of the State of California Department of Finance, et al.*, Sacramento County Superior Court Case No. 34-2013-00146458 (the “**Action**”) disputing the final determination of the DOF related to the Disputed Items; and

**WHEREAS**, without admission of fault or wrongdoing, the Successor Agency desires to completely resolve any and all disputes pertaining to, or in any way relating to the Action by entering into the attached Settlement Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council Acting as Successor Agency to the Redevelopment Agency of the City of Suisun City, as follows:

**Section 1.** The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

**Section 2.** The Successor Agency authorizes the Executive Director to take any and all actions necessary to execute the Settlement Agreement referenced herein and to execute the same.

**PASSED AND ADOPTED** at a regular meeting of the City Council Acting as Successor Agency to the Redevelopment Agency of the City of Suisun City duly held on Tuesday, the 26<sup>th</sup> day of July 2016, by the following vote:

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

**WITNESS** my hand and the seal of said City this 26<sup>th</sup> day of July 2016.

\_\_\_\_\_  
 Donna Pock, CMC  
 Deputy Secretary

# MINUTES

## SPECIAL MEETING OF THE SUISUN CITY COUNCIL

TUESDAY, JULY 5, 2016

6:00 P.M.

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

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### **TELECONFERENCE NOTICE**

*Pursuant to Government Code Section 54953, Subdivision (b), the following City Council meeting includes teleconference participation by Council/Board Member Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

### **ROLL CALL**

Mayor Sanchez called the meeting to order at 6:02 PM with the following Council / Board Members present: Day, Hudson, Segala, Wilson and Sanchez.

### **PUBLIC COMMENT None**

*(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).*

### **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.)*

### **CLOSED SESSION**

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

#### City Council

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (1 potential case).
2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Name of Case: City of Suisun City v. State of California, Department of Finance, et al; Case #34-2013-00146458.

### **CONVENE OPEN SESSION**

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

**6:05 PM – Mayor Sanchez recessed the City Council to closed session.**

### **CONVENE OPEN SESSION**

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

**7:05 PM – Mayor Sanchez reconvened the City Council and stated no decisions were made in closed session.**

**ADJOURNMENT**

There being no further business, Mayor Sanchez adjourned the meeting at 7:05 PM.

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Linda Hobson, CMC  
City Clerk

# MINUTES

## REGULAR MEETING OF THE SUISUN CITY COUNCIL

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

TUESDAY, JULY 5, 2016

7:00 P.M.

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

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#### **NOTICE**

*Pursuant to Government Code Section 54953, Subdivision (b), the following Council/Successor Agency/Housing Authority meeting includes teleconference participation by Councilmember Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

(Next Ord. No. – 741)

(Next City Council Res. No. 2 016 – 55)

Next Suisun City Council Acting as Successor Agency Res. No. SA2016 – 04)

(Next Housing Authority Res. No. HA2016 – 05)

#### **ROLL CALL**

Mayor Sanchez called the meeting to order at 7:06 PM with the following Council / Board Members present: Day, Hudson, Segala, Wilson, Sanchez.  
Pledge of Allegiance was led by Council Member Wilson.  
Invocation was given by City Manager Bragdon.

#### **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).*

**Tom Wade, Event Lead, Relay for Life Fairfield-Suisun spoke on the event on Saturday and Sunday, July 16 and July 17, 2016 at Armijo High School. Relay for Life reflects 24 hours in life of cancer patients.**

**Pam Pracht commented on the need for more law enforcement and fire personnel.**

#### **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.)*

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

##### 1. Mayor/Council - Chair/Boardmembers

Council Member Day commented that is was a wonderful Fourth of July event. Received several calls regarding how many dogs were at the park during the event.

Council Member Segala asked if there are issues with the Suisun City sign at the corner of Highway 12 and Pennsylvania falling down, welcomed The Salvation Army Majors Randy and Tracie Hartt and Lieutenant Blake Wilson to the KROC Center, and the Fourth of July event.

Council Member Hudson complemented staff on the Fourth of July event and asked about tickets written for illegal fireworks.

Council Member Wilson commented on the Fourth of July and thanked staff for the wonderful event. On July 29 attended former Crystal Middle School Site Workshop with the community. There was a lot of great feedback from the community and hopefully as a result by the time the project gets to the Planning Commission and Council some of the issues are resolved.

Mayor Sanchez reiterated all the accolades given to staff for a job well done for the Fourth of July event. Reported attended Mayors and Council Members Executive Forum in Monterey, June 22 – 24 Topics included new trends on how cities are implementing economic development, protocols for city councils during labor negotiations, city finance, police community relations in adversity, strengthening the Council/Manager team, ballot box successes of other communities on why polling and community education really matter, discussion with Director of the Bureau of Medical Marijuana Regulations, stretching community dollars thru local and regional leadership, and the state budget. Received letter from Secretary of Transportation regarding our share of the FAST LANE (Fostering Advancements in Shipping and Transportation for the Long-Term Achievement of National Efficiencies. Attended Ribbon cutting of new dog park.

## 2. City Manager/Executive Director/Staff

City Manager Bragdon commented on the wonderful Fourth of July event and thanked all the staff that was out there. Enjoyed meeting with a number of residents while staffing our SWAY booth and received 37-38 formal written responses

## **PRESENTATIONS/APPOINTMENTS**

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

## **CONSENT CALENDAR**

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

### City Council

3. Council Adoption of Ordinance No. 740: Amending Title 1, Title 5, Title 13 and Title 15 of the Suisun City Code Relating to Penalties and Designating Arrest and Citation Authority Through Resolution (Introduced and Reading Waived on June 21, 2016) – (Mattos).
4. Safe Routes to School Public Safety Education and Enforcement Grant – (Mattos).
  - a. Council Adoption of Resolution No. 2016-55: Authorizing the City Manager, or Her Designee, to Execute a Contract with the Solano Transportation Authority to Receive and Administer Funding through the Safe Routes to School Public Safety Education and Enforcement Grant.
  - b. Council Adoption of Resolution No. 2016-56: Adopting the 1st Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate Funds for the Safe Routes to School Public Safety Education and Enforcement Grant.

- 5. Council Adoption of Resolution No. 2016-:57 Awarding a Contract to Rogue Jet Boatworks for the Purchase of a Patrol Boat and Trailer and Authorizing the City Manager to Execute the Contract on the City’s Behalf – (Mattos).

Joint City Council / Suisun City Council Acting as Successor Agency/Housing Authority

- 6. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on May 17, 2016, June 6, 2016 and June 21, 2016 – (Hobson).

**Council Member Hudson requested Item 4 be pulled from Consent Calendar.**

**Council Member Segala moved and Council Member Wilson seconded the motion to approve Consent Calendar items 3, 5 and 6. Motion carried by the following roll call vote:**

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

**Council Member Segala moved and Council Member Hudson seconded the motion to approve Consent Calendar items 4. Motion carried by the following roll call vote:**

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

**GENERAL BUSINESS**

City Council

- 7. Discussion and Direction – Authorization to Initiate an Ordinance to Establish a Transactions and Use Tax for Consideration on the November 8, 2016 Ballot– (Bragdon/Corey).

After a presentation by City Manager Bragdon the City Council discussed the item and the City Manager responded to questions.

**Council directed the City Manager to start initiating an ordinance to be placed before city voters at the November 8, 2016 election and bring back at the July 26 meeting.**

**PUBLIC HEARINGS None**

**ADJOURNMENT**

There being no further business, Mayor Sanchez adjourned the meeting at 9:00 PM.

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Linda Hobson, CMC  
City Clerk

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## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

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**CITY AGENDA ITEM:** Placing a General Transactions and Use Tax Measure before the Voters:

- a. Council Adoption of Resolution No. 2016-\_\_: Ordering the Submission to the Qualified Electors of the City of a One-Cent per Dollar (1.0%) Transactions and Use Tax for General Fund Purposes to be Consolidated with the General Municipal Election to be Held on Tuesday, November 8, 2016; Requesting that the County of Solano Consolidate the Election with the Established Election Date to be Held on November 8, 2016; and Directing the County Elections Department to Conduct the Election on the City's Behalf; and
- b. Council Adoption of Resolution No. 2016-\_\_: Directing the City Attorney to Prepare an Impartial Analysis, Setting Priorities for Filing Written Arguments, and Providing for Rebuttal Arguments regarding the General Transactions and Use Tax Measure; and
- c. Council Adoption of Resolution No. 2016-\_\_: Establishing the General Transactions and Use Tax Oversight Committee's Guidelines and Duties.

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**FISCAL IMPACT:** It is estimated that the General Transactions and Use Tax would generate about \$1.8 million per year in general tax revenue to the City's General Fund.

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**BACKGROUND:** On July 5, 2016, the City Council directed staff to draft the documents necessary to place a general tax measure before the voters on the November 8, 2016 ballot. (Please see **Attachment 1**.) That direction was given in response to overwhelming evidence that the City cannot sustain the desirable service levels without an ongoing general tax revenue increase. The voters can decide whether to address the shortfalls in that manner, or the City will need to significantly revise and retool the service levels that can be sustained with the current revenue stream.

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**STAFF REPORT:** The City Council asked that certain additional information be provided with this staff report. This information includes the following:

- Provide the most current responses from the SWAY outreach effort. Only about 15 – 20 additional responses have been received since the last Council meeting. Those data are provided in **Attachment 2**.
- Ask Walmart to provide data on what proportion of its shoppers live outside of Suisun City. The City Manager has met with local Walmart staff and they are following up with their district managers to determine what they are comfortable releasing.

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

Ronald C. Anderson, Jr., Assistant City Manager  
 Anthony R. Taylor, City Attorney  
 Suzanne Bragdon, City Manager

- Provide total Sales Tax information to identify trends over the past several years. The table below lists total Sales Tax collections by line item for the most recent six years.

#### SALES TAX COLLECTIONS

<u>Line Items</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Actual</u>	<u>FY 14</u> <u>Actual</u>	<u>FY 15</u> <u>Actual</u>	<u>FY 16</u> <u>Estimated</u>	<u>FY 17</u> <u>Recommend</u>
Sales Tax	\$ 792,360	\$ 992,867	\$ 808,646	\$ 824,732	\$ 1,384,500	\$ 1,612,300
ST In Lieu	\$ 171,066	\$ 317,171	\$ 424,760	\$ 167,760	\$ 311,800	\$ -
Pub Safety ST	<u>\$ 40,336</u>	<u>\$ 43,900</u>	<u>\$ 45,067</u>	<u>\$ 47,908</u>	<u>\$ 50,400</u>	<u>\$ 52,000</u>
<b>TOTAL</b>	<b><u>1,003,762</u></b>	<b><u>1,353,938</u></b>	<b><u>1,278,473</u></b>	<b><u>1,040,400</u></b>	<b><u>1,746,700</u></b>	<b><u>1,664,300</u></b>

Numerous anomalies occur from one year to the next that tend to make comparing trends difficult. Some of these include:

- The Sales Tax In Lieu figures are part of the Triple Flip used to pay off the money that the State borrowed to balance its budget. These funds are actually property tax revenues that the State stole from local government back in the early 1990's that it used to reimburse the City for diverting some of the City's current Sales Tax revenues to pay off its bonds. There is a lag built into these receipts which makes year-to-year comparisons complicated.
- A major retailer misreported its location, so the City received catch-up payments in various forms for several years. This means that earlier years reflect lower Sales Tax collections than they should have been and subsequent years appear higher than they should have been.
- Some businesses fail to make their quarterly payments on a timely basis, and so some years may be lower than they should be and the following year is higher than it should be.

Staff works with our consultant HdL to track these types of anomalies based on information supplied by the State Franchise Tax Board. HdL and the City may only view this information if it remains strictly confidential. Accordingly, the changes in the bottom line since FY 15 are not exclusively due to any one retailer.

In addition, it should be noted that HdL estimates that the tax measure would generate a net \$400,000 per year in use tax revenue (part of the \$1.8 million identified in the tax measure) for purchases that occur outside the City limits. These include new car sales, building and construction materials delivered into the City limits, business and industrial supplies delivered into the City limits, and adjustments of the use tax pool allocations.

#### TONIGHT'S ACTIONS

Pursuant to Council direction on July 5, 2016, the City Attorney and staff have prepared three resolutions to facilitate Council direction. These include the following:

- Placing the Measure on the Ballot.
- Authorizing Ballot Arguments.
- Establishing Oversight Committee Guidelines and Duties.

These resolutions are explained in more detail below:

**Attachment 3 – Placing the Measure Before the Voters**

This resolution would accomplish the following:

- Order the submission of the following measure to the voters:

To provide funding, that cannot be taken by the State, to maintain Suisun City services that make neighborhoods safer including: rapid 911 emergency response times, neighborhood police patrols, youth crime/gang prevention programs, fire prevention/protection, fixing potholes, maintaining City streets/streetlights, maintaining City parks/street trees, and other vital City services, shall Suisun City enact an ongoing one-cent (1%) sales tax, providing \$1,800,000 annually, with annual audits, citizens’ oversight, all funds spent locally in Suisun City?	YES
	NO

- Provide a copy of the Ordinance, which constitutes the complete text of the measure being placed before the voters.
- Request that the County consent to including the measure in the consolidated election.
- Direct the City Clerk to notice the election as provided in state law.
- Direct the City Clerk to immediately send certified copies of the resolution to the County if and when the measure is approved by the voters.

**Attachment 4 – Authorizing Ballot Arguments**

This resolution would accomplish the following:

- Authorize the City Attorney to prepare an impartial analysis of the ballot measure.
- Authorize councilmembers, individually or collectively, to file written ballot arguments.
- Authorize any Suisun City voter or association of Suisun City citizens to file written ballot arguments.
- Direct the City Clerk, as the City’s chief election official, to select the arguments and rebuttals for and against the measure to be printed and distributed to all voters.

**Attachment 5 – Establishing Oversight Committee Guidelines and Duties**

This resolution would accomplish the following:

- Establish the guidelines and duties as required by Subsection 3.14.220 of the Ordinance.
- Set the term at five (5) years.
- Outline the selection process for Council approval of the committee members.
- Identify what the duties of the committee are and what duties remain the Council’s responsibilities.

The three resolutions may be adopted in one motion by the City Council. Pursuant to the California Government Code, the City Council may only adopt the first resolution with a two-thirds majority vote, which means that at least four members must vote affirmatively.

---

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

1. Resolution No. 2016-\_\_: Ordering the Submission to the Qualified Electors of the City of a One-Cent per Dollar (1.0%) Transactions and Use Tax for General Fund Purposes to be Consolidated with the General Municipal Election to be Held on Tuesday, November 8, 2016; Requesting that the County of Solano Consolidate the Election with the Established Election Date to be Held on November 8, 2016; and Directing the County Elections Department to Conduct the Election on the City's Behalf; and
2. Resolution No. 2016-\_\_: Directing the City Attorney to Prepare an Impartial Analysis, Setting Priorities for Filing Written Arguments, and Providing for Rebuttal Arguments regarding the General Transactions and Use Tax Measure; and
3. Resolution No. 2016-\_\_: Establishing the General Transactions and Use Tax Oversight Committee's Guidelines and Duties.

---

**ATTACHMENTS:**

1. Staff Report from July 5, 2016, with attachments.
2. SWAY feedback response data.
3. Resolution No. 2016-\_\_: Ordering the Submission to the Qualified Electors of the City of a One-Cent per Dollar (1.0%) Transactions and Use Tax for General Fund Purposes to be Consolidated with the General Municipal Election to be Held on Tuesday, November 8, 2016; Requesting that the County of Solano Consolidate the Election with the Established Election Date to be Held on November 8, 2016; and Directing the County Elections Department to Conduct the Election on the City's Behalf.
4. Resolution No. 2016-\_\_: Directing the City Attorney to Prepare an Impartial Analysis, Setting Priorities for Filing Written Arguments, and Providing for Rebuttal Arguments regarding the General Transactions and Use Tax Measure.
5. Resolution No. 2016-\_\_: Establishing the General Transactions and Use Tax Oversight Committee's Guidelines and Duties.

## AGENDA TRANSMITTAL

**MEETING DATE:** July 5, 2016

---

**CITY AGENDA ITEM:** Discussion and Direction - Authorization to Initiate an Ordinance to Establish a Transactions and Use Tax for Consideration on the November 8, 2016, Ballot.

---

**FISCAL IMPACT:** None.

---

**BACKGROUND:** Like most cities through the State, Suisun City has been hit hard financially by the combination of the great recession, the State's dissolution of redevelopment and the continued erosion of taxes dedicated to the provision of local public services, such as law enforcement, fire protection, parks and general government services. While executing a multi-year strategy to use the proceeds from one-time sales of excess Twin Sisters land to bridge to the ongoing revenue stream of the Walmart development, the City reduced staffing by nearly 20%, reduced staff salaries and deferred all but the most critical maintenance and capital needs. If the bridging strategy was not implemented before Walmart came online in the spring of 2015, staffing and budgets would have been cut an additional 10%; the budgetary shortfall that the revenue from Walmart filled.

At the mid-year update presented to the Council in February 2016, a fourth year of status quo budgets was projected. With *status quo* budgets, we are able to cover costs of our current reduced level of services, but are unable to comprehensively address major unfunded needs, such as public safety staffing, fire equipment, road maintenance and related infrastructure repair, dredging, as well as resources to support business development and retention. Ultimately, status quo budgets are not sustainable, further eroding services year by year.

Given the significant changes that continue to evolve regarding issues of local control and how local governmental services are financed, matched with the City's ability to just get by year after year, Suisun City is at a critical "fork in the road" in terms of how we respond to these issues and ideally prosper under this "new normal." Hence the initiation of an 18-month strategic planning process that will take us through Fiscal Year 2017-18 budget. Attachment 1 includes the City Manager's Budget Message for FY 2016-17, which puts the City's financial picture into perspective.

During the mid-year update, Council directed staff to look at multiple revenue options, including updating the cost allocation plan, user fees, development impact fees, as well as the consideration of new tax revenues, such as an increase in the sales tax or the initiation of an utility users tax. To date, the Council has approved the Cost Allocation Plan, which was incorporated into the FY 2016-17 Budget. The updated User Fee Study and the Development Impact Fee Studies are approaching their final drafts, and will come before the Council for consideration this summer.

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**STAFF REPORT:** This item before Council is not to decide whether or not to put a sales tax measure on the November ballot, but rather to direct staff to bring back an ordinance on July 26,

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**PREPARED BY:**

Scott Corey, Management Analyst II

**APPROVED BY:**

Suzanne Bragdon, City Manager

2016, for Council then to consider whether or not to proceed forward with a sales tax measure. Supporting information regarding this issue is contained throughout the balance of this report, including:

- Godbe Community Satisfaction Survey
- Community Engagement – SWAY - Have Your Stay, Suisun City
- Comparisons to Other Area Communities.

---

### **Godbe Community Satisfaction Survey**

In Fall 2015, the City commissioned an independent scientific survey by Godbe Research to serve as the foundation for a community-wide discussion about the future of Suisun City. This third-party survey (the “Godbe Survey”) focused on the following research objectives:

- Perceptions of living in Suisun City.
- Satisfaction with key services and programs provided by the City.
- Awareness of the City’s financial situation.
- Identification of the most pressing problems facing the City.
- Perceptions of City responsibly managing taxpayer dollars.
- Support for potential local funding measures to maintain City services.
- Detailed analysis based on demographic considerations.

Among the key findings of the Godbe Survey (included as Attachment 2) were:

- 79% of respondents rate Suisun City as an excellent or good place to live, with 74% feeling the same about their particular neighborhood.
- 75.2% of respondents were somewhat or very satisfied with City services.
- Public safety was at the top of residents’ service priorities.
- Regarding the City’s financial situation, nearly 40% ranked it as excellent or good, while 30% said it was fair, and fully 22% were unsure or didn’t know.
- 63.4% supported a local sales tax measure, which was stated as

“To provide funding, that cannot be taken by the State, to maintain Suisun City services that make neighborhoods safer including:

- Rapid 911 emergency response times;
- Neighborhood police patrols;
- Youth crime and gang prevention programs;
- Fire prevention and protection;
- Fixing potholes;
- Maintaining city streets and street lights;
- Maintaining city parks and street trees; and
- Other vital city services;

Shall Suisun City enact an ongoing one cent (1%) sales tax, providing \$1.8 million dollars annually, with annual audits, citizens’ oversight, all funds spent locally in Suisun City?”

## **Community Engagement**

With the Godbe Survey results in hand, the Council on March 22 authorized the first phase of the community engagement and empowerment campaign, which grew into “SWAY – Have Your Say, Suisun City.” The purpose of this outreach effort is to listen to residents, including their interests, concerns and priorities regarding the Suisun City’s future direction, while educating residents on the City’s financial position and related matters so they can make informed decisions about the future.

A critical question to consider: Is the City, in terms of the services we are able to provide, where we want to be? Or is there another way that we are able to sustain and build upon the progress Suisun City made since the late 1980s, before the State dismantled redevelopment, as we look forward into the 21<sup>st</sup> Century.

Guided by WBC, the SWAY campaign was launched to:

- LISTEN to the community (WBC uses the metaphor of being “rabbit ears”).
- Development of a communications strategy focusing on residents invested in Suisun City and community opinion leaders.
- Creation of a cohesive message to be used in all aspects of outreach effort in order to break through the chatter.
- Initiate efforts with a traditional town hall meeting to give residents a chance to interact directly with City officials about concerns, suggestions about City government, and potential measures – building from the Community Satisfaction Survey undertaken in November 2015.
- Train City staff on messaging and other communication techniques to improve engagement and communication with residents.
- Facilitate elected official and staff engagement with residents in smaller group settings (going where residents go!), including the creation by WBC of all necessary collateral materials.
- Development of new media outreach strategies (i.e., use of Ad Words, social media, email marketing, as well as a micro-website within the City’s existing site that includes a short, targeted questionnaire to further facilitate community input).
- Development of one to three targeted direct mailings detailing the past successes of the City and plans to strengthen the City in the future.
- Utilization of earned media outlets including press releases, editorials, stories and interviews; includes media training for City staff as necessary.

To achieve these objectives, the City:

- Created a sub-website (sway.suisun.com) to serve as the touchstone for the campaign.
- Created an online survey via Survey Monkey available via the website and by email link.

- Created text survey via Trumphia to collect input via simple mobile surveys.
- Held a town hall meeting to collect direct input.
- Utilized social media outlets as an outreach and engagement tool.
- Created a short return postcard survey.
- Staffed an outreach booth at the July 4<sup>th</sup> Independence Day Spectacular event.
- Presented to non-profit organizations including the Fairfield Chamber of Commerce, Lions Club and Fairfield-Suisun Rotary Club.
- Scheduled upcoming presentations with Mount Calvary Baptist Church.
- Contacted Neighborhood Watch Block Captains about setting set up individual neighborhood meetings upon request.

Attachment 3 includes a narrative summary the need for outreach and engagement, and the type of feedback the City wants from its residents.

### **Community Engagement Metrics**

The community involvement to date through the SWAY outreach effort has exceeded expectations. At the Town Hall meeting, more than 100 members of the community came to participate. Nearly 3,000 post cards have been distributed at various locations throughout the community, including City Hall, other public facilities, KROC, the library and local restaurants. This is in addition to the formal mailing of information to “influentials” in the community, as well as our expanded social media efforts.

Attachment 4 provides metrics on the effectiveness of this outreach effort. As reported to the Council during the public hearing on the FY 2016-17 budget, we are pushing to increase the feedback to the various informal surveys and questionnaires. Even though this is an area we want to increase our efforts, the feedback through these surveys still far exceeds the number of participants we have had during any other similar process, most notably in 2014 when we had just over 30 residents attend a community workshop and fill out a short survey.

### **SWAY Survey and Questionnaire Results**

Three informal surveys have been used to gain additional insights from City residents through the SWAY process with 158 total responses. They are:

- An online survey (“What’s Important to You?”) asking participants to rank a series of services on a 1-5 scale. (85 respondents)
- A 1-question survey distributed at the Town Hall Meeting asking participants which services they’d want to protect from further reductions. (44 respondents)
- A 1-question postcard survey that repeats the service reduction ranking, but adds in an economic development option. (29 respondents)

An additional 1-question survey will be conducted during the July 4<sup>th</sup> Independence Day Spectacular event.

Staff utilized the online tool Survey Monkey to collect and analyze the responses using a weighted average approach similar to that used by Godbe when reporting on its survey findings.

The results – summarized in the tables below - show that input from the informal surveys closely mirrors the Godbe Survey results, as well as the survey completed during the budget process back in the spring of 2014, with residents highly valuing public safety and neighborhood support services.

<b>What's Important Survey Summary</b>	
<b>Scoring - 1 = least important; 5 = most important</b>	
<b>Topic</b>	<b>Average Score</b>
Reducing Crime	4.57
Maintaining neighborhood police patrols	4.42
Maintaining street lights	4.35
Improving rapid 911 response times	4.21
Youth crime prevention	4.19
Repairing potholes & city streets	4.18
Maintaining parks	4.17
Revitalizing neighborhoods	4.17
Attracting new businesses	4.14
Maintaining Neighborhood Watch programs	4.08
Maintaining the waterfront & marina	4.06
Encouraging more stores, restaurants, theaters	4.02

<b>Town Hall &amp; Postcard Summary</b>		
<b>Scoring - 1 = least important; 5 = most important</b>		
<b>Topic</b>	<b>Town Hall Ave. Score</b>	<b>Postcard Ave. Score</b>
Preventing cuts to police & fire	4.71	4.07
Preventing cuts to road & sidewalk repair	3.76	3.79
Preventing cuts to youth programs	3.65	4.17
Preventing cuts to senior citizen programs	3.45	3.25
Increasing programs to attract new businesses		4.31

Attachment 5 provides the detailed outcomes from these three surveys as of June 29, 2016.

**Suisun City’s Financial Position**

One piece of information that was a little disconcerting from the Godbe Survey was the fact that the majority of survey participants felt that the City’s financial situation was good or very good, despite the massive cuts and reductions that have been taking during the recession and shortly thereafter. Therefore, one part of the SWAY outreach is to educate our residents on our financial situation.

One tool, which has resonated with residents during this outreach effort, is data regarding the amount of revenue available to Suisun City as compared with neighboring cities. This comparison is summarized in the infographic below. The table below the graphic shows specific information by type of tax and total taxes, as well as total revenue per capita.



PER CAPITA TAX REVENUES AND TOTAL REVENUES – FY 2013-14								
Key Indicator	Benicia	Fairfield	Vacaville	Vallejo	Dixon	Rio Vista	All CA Cities	Suisun City
Property Tax	\$ 544.92	\$ 213.64	\$ 227.74	\$ 188.19	\$ 238.82	\$ 225.49	\$ 306.02	\$ 105.41
Sales & Use Tax	\$ 224.37	\$ 328.49	\$ 234.47	\$ 109.98	\$ 259.85	\$ 200.17	\$ 180.23	\$ 43.43
TOT	\$ 14.12	\$ 26.41	\$ 15.99	\$ 12.57	\$ 16.49	\$ 1.88	\$ 58.46	\$ 9.06
Utility Users Tax	\$ 174.61	\$ 34.14	\$ 33.52	\$ 104.00	\$ -	\$ -	\$ 59.87	\$ -
All Other Taxes	\$ 116.85	\$ 200.85	\$ 256.73	\$ 197.60	\$ 97.99	\$ 65.34	\$ 187.38	\$ 97.26
<b>TOTAL TAXES</b>	<b><u>\$ 1,074.87</u></b>	<b><u>\$ 803.53</u></b>	<b><u>\$ 768.45</u></b>	<b><u>\$ 612.34</u></b>	<b><u>\$ 613.15</u></b>	<b><u>\$ 492.88</u></b>	<b><u>\$ 791.96</u></b>	<b><u>\$ 255.16</u></b>
<b>TOTAL REVENUE (includes taxes)</b>	<b><u>\$1,928.21</u></b>	<b><u>\$1,576.29</u></b>	<b><u>\$2,223.88</u></b>	<b><u>\$1,689.67</u></b>	<b><u>\$1,184.40</u></b>	<b><u>\$1,829.74</u></b>	<b><u>\$2,208.13</u></b>	<b><u>\$ 652.04</u></b>

Source: State Controller’s Annual Cities Report

Looking at both Total Revenues Per Capita and Taxes Per Capita, Suisun City falls well below other Solano County cities and the Statewide Average of All California Cities. As a bedroom community, without the Solano Town Center or the Vacaville Premium Outlets, this is not surprising. Other factors include the fact that most of the other cities in Solano County have a utility users tax, which Suisun City does not. Benicia also realizes revenue from the Valero Refinery.

**Comparative Local Sales Taxes**

Another factor impacting the comparative per capita figures is what the sales tax rates actually are in the different communities. What consumers see as the sales tax on their receipt can actually be a compilation of several taxes from different taxing entities: the State, the County and the City. The chart below summarizes the sales taxes charged by other cities in Solano County, and communities used for compensation comparative purposes per Council resolution.

<b>SALES TAX RATES BY CITY</b>				
<b>City</b>	<b>Base Rate (Statewide)</b>	<b>Countywide Tax</b>	<b>City Tax</b>	<b>Total</b>
San Pablo	7.500%	1.000%	0.750%	9.250%
Davis	7.500%	0.000%	1.500%	9.000%
Hercules	7.500%	1.000%	0.500%	9.000%
Woodland	7.500%	0.000%	1.250%	8.750%
Benicia	7.500%	0.125%	1.000%	8.625%
Fairfield	7.500%	0.125%	1.000%	8.625%
Vallejo	7.500%	0.125%	1.000%	8.625%
Rio Vista	7.500%	0.125%	0.750%	8.375%
American Canyon	7.500%	0.500%	0.000%	8.000%
West Sacramento	7.500%	0.000%	0.500%	8.000%
Vacaville	7.500%	0.125%	0.25% *	7.875%
Dixon	7.500%	0.125%	0.000%	7.625%
Suisun City	7.500%	0.125%	0.000%	7.625%

\* Vacaville considering increase to 0.75% in November 2016; Source: California State Board of Equalization.

As mentioned earlier, the Godbe Survey sought input on whether respondents would support a 1% local sales tax measure to provide the City with approximately \$1.8 million annually - a funding source for local services that could not be taken by the State. Such a general tax measure would require a 50% plus one vote majority to pass. The Godbe Survey found 63.4% support as measured prior to any of the SWAY campaign’s education efforts.

**Unmet Needs and Priorities if Additional Revenues Were Available**

During the hearings for the adoption of the FY 2016-17 Budget, unmet funding needs were discussed in some detail. The following tables summarize community needs for which there is no funding available.

<b>UNMET SHORT- &amp; MID-TERM CAPITAL &amp; RESOURCE NEEDS</b>		
Annual Needs	Annual street maintenance & repair	\$1,000,000(a)
	Annual building maintenance & repair	\$40,000
	Selective restoration of frozen positions	\$800K to \$1,400,000
Short-Term (1 to 2 Years)	Deferred building maintenance and repair	\$550,000
	Replacement Playground Equipment	\$200,000
	Dredging shortfall	\$700,000
	Shortfall, 20% Emergency Reserve	\$350,000
	Addressing succession planning for 2 or 3 Execs	TBD
Mid-Term (3 to 5 Years)	New Police communications system	\$400,000
	New Fire communications system	\$400,000
	New Accounting/budget/payroll/HR/UBC system	\$350,000
	Brush Engine Type 4 and Command SUV	\$220,000
	Unfunded liability GF, leave balances (retirees; partially offset by salary savings)	\$480,000
<p><i>Note: This list is meant to be illustrative, not exhaustive. Likewise, grants do come around to address a myriad of needs – they just aren't "confirmable" for long-range planning purposes. (a) Supplemented by grant funding.</i></p>		

During the June 21<sup>st</sup> budget hearing, the Department Heads identified priorities in staffing to provide improved levels of service consistent with the priorities described by community residents ***IF ADDITIONAL REVENUES WERE AVAILABLE***. These are presented on the following page.

<b>FUNDING PRIORITIES AS NEW REVENUES BECOME AVAILABLE</b>	
<b>Ongoing Staffing – Part 1</b>	<b>Cost</b>
Police Officer	\$ 107,800
Police Detective	\$ 107,800
Public Safety Dispatcher I/II-II	\$ 75,700
Administrative Fire Captain	\$ 86,300
PW Maintenance Worker I/II-II	\$ 64,100
PW Maintenance Worker I/II-II	\$ 64,100
Engineering Technician	\$ 86,800
Economic Development Specialist	\$ 86,800
HR/Admin Support Specialist	\$ 86,800
Community Services Officer I/II-II	<u>\$ 63,400</u>
<b>PART ONE SUBTOTAL</b>	<b><u>\$ 829,600</u></b>
<b>Infrastructure, Facilities and Equipment – Part 2</b>	<b>Cost</b>
Dredging contribution (\$600K included FY2016-17)	\$ 700,000
Local street rehabilitation (ongoing)	\$1,000,000
Recreation Supervisor (pending new Director’s assessment.)	\$ 77,500
Upgrade Public Safety Communications	\$ 373,000
Integrated Business Mgmt System	\$ 273,000
City Hall refurbishment	<u>\$ 173,000</u>
<b>PART TWO SUBTOTAL</b>	<b><u>\$2,596,500</u></b>
<b>TOTAL</b>	<b><u>\$3,426,100</u></b>

In Attachment 1, the Budget Message for the FY 2016-17 Budget includes a discussion of how these positions translate into services to the public that are closer to what we were able to provide prior to the recession and loss of redevelopment. Importantly, this roughly \$800,000 of ongoing

monies for increased service levels, \$1,000,000 for roads and another \$1.6 million for one-time needs does not address all of the outstanding demands that the City is facing – but it is a start to address the more critical issues facing the community.

**Transportation Tax Measures – Historical Support/Otherwise by Suisun City**

One last piece of information requested by Council as part of this discussion is how the City has voted over time on transportation tax measures. The chart below summarizes the vote counts; Attachment 6 provides the Statements of the Vote issued by the Solano County Registrar of Voters as it relates to Suisun City voters.

<b>Suisun City Election Results</b>				
<b>Countywide Transportation Sales Tax Measures</b>				
<b>Measure</b>	<b>Election</b>	<b>Voter Turnout</b>	<b>Yes</b>	<b>No</b>
Measure E	Nov. 2002	46.3%	2,995	1,703
Measure A	Nov. 2004	72.2%	6,014	2,556
Measure H	June 2006	36.1%	1,785	1,693
Measure H	June 2016	42.6%	2,383	3,112

Source: Solano County Registrar of Voters

Generally, Suisun City voters have supported these transportation measures every time they have been brought forward except for the recent measure placed on the June 2016 ballot.

**Election Schedule**

The put a local sales tax measure on the ballot, the Council must pass by a two-thirds vote a resolution putting an ordinance before City voters on the November 8, 2016, ballot and a resolution requesting the election be consolidated with the general election. The ballot measure language and supporting resolutions need to be submitted to the Solano County Registrar of Voters by August 12, 2016.

If the City Manager is directed to proceed, the appropriate resolutions and the ordinance will be drafted and presented for final Council consideration at its July 26 meeting.

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**STAFF RECOMMENDATION:** It is recommended that the City Council provide direction to the City Manager on initiating an ordinance to be placed before City voters at the November 8, 2016 election.

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**ATTACHMENTS:**

1. Attachment 1 – FY 2016-17 Budget City Manager’s Message
2. Attachment 2 – Godbe Survey Results
3. Attachment 3 – SWAY Narrative from Website

4. Attachment 4 – Outreach Metrics
5. Attachment 5 – SWAY Campaign Survey Results
6. Attachment 6 – Solano County Registrar of Voters Statements of the Vote

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CITY COUNCIL  
Pedro "Pete" Sanchez, Mayor  
Lori Wilson, Mayor ProTem  
Jane Day  
Mike Hudson  
Michael Segala



## CITY OF SUISUN CITY

701 Civic Center Blvd.  
Suisun City, California 94585

Incorporated October 9, 1868

June 21, 2016

**Subject: City Manager's Budget Message for FY 2016-17**

Honorable Mayor and Members of the City Council:

On June 2, 2016, we had one of the most engaged, involved discussions with our residents that I have seen in over ten years. Over 100 residents came out to share what's on their minds about their community. The first major engagement of the **SWAY Have Your Say** outreach effort since we learned that 38.9% of participants in a community satisfaction survey believe that Suisun City's financial situation is excellent or good. In comparison, only 9.1% believe it is poor or very poor.

And that's after we've been hit with 20% staffing reductions since the recession, and growing unfunded capital and infrastructure needs in the tens of millions of dollars. As presented in budget discussions over the past five to six years.

In modern history, Suisun City has always done more with less. Essentially a bedroom community, with roughly a 70% leakage of sales tax to neighboring Fairfield, Vacaville and surrounding areas, Suisun City has both limited and limiting development opportunities. Especially without the resource of redevelopment as a financing tool. (Not to mention other State takeaways.)

And it's been acutely more challenging since the recession, steep drop in property values and State takeaways of redevelopment, gas tax and other revenues.

As compared to other cities in Solano County, Suisun City receives \$652/per person in total revenue to provide services to our residents, as defined by the State Controller's Office. The Statewide average is \$2,208/per capita.

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*In Solano County, total revenues per capita - excluding Suisun City at \$652 - range from \$1,184 in Dixon to \$2,224 in Vacaville. All figures are as of 2014.*

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## DOING MORE WITH LESS

Those are the numbers. The realities we work within. But what does this look like? Feel like, to the public in general? Consider this:

### ***Police.***

One Sergeant and two officers is the normal staffing at any given time to cover the city and respond to 26,129 calls for service (calendar year data, 2015.) *Three. Not ten, as we've heard from some residents when asked "How many officers do you think...?"*

### ***Fire.***

Three paid sworn staff. A Fire Chief and two Administrative Fire Captains. Supported by a compliment of nearly 40 volunteers. *Staffing one piece of equipment – sometimes two - 24/7 while handling 2,173 calls for service during calendar year 2015. Of which 75% are Rescue and Emergency Medical.*

### ***Street Maintenance.***

One Supervisor and three maintenance staff (includes one temporary position.) Maintain 74 miles of streets, curbs, gutters and sidewalks. *Same crew replaces streetlights, clears channels, unclogs storm drain outlets, maintains city-responsible water and sewer lines and everything else we ask of them. Think homeless camps, unidentifiable shopping carts, code enforcement support.*

### ***Landscape Maintenance.***

One Senior Maintenance Worker and three Maintenance Workers. *Graffiti removal, trash pickup, weed abatement, site prep and cleanup for special events, plus maintenance of six parks, the downtown promenade and surrounding green spaces.*

### ***Economic Development. Building. Dispatch. Recreation. Community Services. Administration.***

There are similar stories in every department and division throughout the city. It couldn't be any other way after cutting staff by 20% since the recession and State takeaway of redevelopment.

## IT'S NOT 1988

We are a special community. Now. With great "bones". So different from 1988 when we were voted the worst community in the entire Bay Area.

Today, one of the more desirable and relatively affordable communities in the Bay Area. We have a waterfront and marina. A full-service Train Depot that supports over 30 stops a day. Two relatively new school campuses and a new library. \$22 million Salvation Army KROC Center. Revived Harbor Theater, Lawler House Gallery, History Museum, and the reconstituted Suisun International Baseball at Lambrecht Sports Complex. And a diversity of restaurant choices, all within walking distance of each other, at The Waterfront District.

We are proud of Suisun City's history and heritage, and all work hard with the resources available to us. From Council through management and supervisory staff, to office, field and maintenance staff. Responding to and addressing the most pressing issues. Working tirelessly when development opportunities come our way in efforts to expand our limited tax base. (Suisun City was recognized by Walmart as the best of the best to work with through the development process.) Receiving sincere appreciation and thanks from those served during their most vulnerable times. Police, fire, dispatch, code enforcement, senior services. A smiling face at the counter. Virtually every operation in the City.

## **BUT WE ALSO HEAR CONCERNS**

**Concerns about response time to less than priority calls.**

Homelessness. The general appearance of the city.

**Why we can't make development work on property requiring infrastructure investments by "filling the gap" as "we used to do." Like when we had redevelopment financing tools. On "B sites" competing with "A sites" in neighboring communities on the I-80 corridor.**

Potholes. Crumbling roads. Roller-coaster roads.

**Three week+ turnaround time to replace streetlights.**

Speed demons. Donut-makers. Red light runners.

**Enforcement. In the marina. In my neighbor's yard. Stop property value robbers.**

Drug dealers. Drug houses. Do something!

**Deteriorating parks covered by a MAD (Maintenance Assessment District) that lack an annual inflator to keep up with inflation. Or worse, Districts that have neighborhood homes that don't contribute to the MAD.**

A "temporary" asphalt sidewalk that's been that way for longer than "temporary."

## **THE QUANDRY**

Since the massive cuts and reduction of staff positions by 20%, the City's budget has been generally status quo – meaning that resources, though growing to some extent, are generally just keeping up with inflation. They aren't growing to the extent that we are able to refill the cuts made to address the impacts of the recession or loss of redevelopment.

At first, "status quo" was a good thing. Something to celebrate because the drastic hemorrhaging had stopped. No more staff reductions, translating to no more service reductions.

But as the pattern continues, we lose ground. As economic activity grows, workload grows – but we aren't in a position to restore cuts. So resources to serve those needs remain the same. And service levels start declining. Again.

At the same time, maintenance demands on streets, sidewalks, facilities, the marina, storm drains continue to be addressed, for the most part, with short-term (and less expensive) measures. The Band-Aid Approach.

## **18-MONTH STRATEGIC PLANNING PROCESS**

Given this trend, along with the results of the Community Satisfaction Survey undertaken in November 2015, it was recommended during the mid-year update that we embark on an 18-month strategic planning process. The goal: Fully develop what future trends look like under the "new normal" cities are operating under, and develop a sustainable operating and financial plan that links services to these trends.

Given the City's limited tax base, which translates to the meager \$652 annually/per resident to provide police, fire emergency medical, maintenance, development, building, recreation, finance and, among others, administrative services, the strategic planning process includes consideration of placing a 1% sales tax measure on the November 2016 ballot.

Additionally, Council directed staff to look at all other revenue opportunities short of new taxes. These involve updating our cost allocation plan (completed), user fees (close to completion), development impact fees (underway), and projecting both one-time and ongoing revenue sources from short- and long-term new development opportunities.

### **THE FORK IN THE ROAD**

From October to December 2016, we'll have a better handle on future revenues to address short- and long-term needs. The Governor and State Legislature are working on strategies to address road maintenance and related infrastructure needs, as well as growing housing demands. By the end of the calendar year, if not before, we'll have some sense of success or failure.

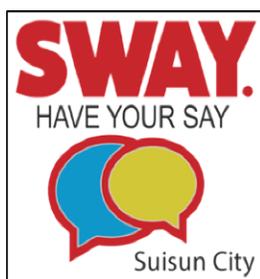
We will likewise know whether there is support locally for a 1% increase in the sales tax to solely meet Suisun City needs, as well as the revenue impact of council-approved adjustments to user fees and charges, which are currently under study.

There are a handful of development opportunities under discussion at this time, including Main Street West, which is finally moving again after being stalled in legal action with the State Department of Finance. By the end of the year, we will have a better ability to project what development is truly moving forward, over what timeframe, and what revenue will be generated.

The "fork in the road" is that by the end of the year, we will either have these or some combination of these additional resources to plan with, or we won't. The services we will be able to program into the strategic plan will be based on projections of available resources.

### **SWAY. HAVE YOUR SAY**

Faced with the "new normal" of what services California Cities can and can no longer deliver to their communities, engagement with our residents and businesses is critical. Community building is about creating that sense of place for those that live, work, play, retire and, in our case, visit Suisun City. Our Hometown. Engagement, listening, sharing of ideas is key.



Recognizing the challenge of getting the attention of residents that are commuting, bombarded by information during an unusually crazy political season, and just plain busy with everyday living, the Council approved contracting with an outside communications consultant to help get our residents engaged. Experimenting with multiple social media platforms, traditional mail, a photo contest, multiple questionnaires, data sharing and more, the "SWAY, HAVE YOUR SAY" outreach effort was born. The current contract with WBCcommunications continues through the first week of July.

The Town Hall meeting held on June 2<sup>nd</sup> was the first milestone of the outreach effort. And as already mentioned, exceeded expectations. Both in terms of the number of participants and quality of the discussion. And while we saw many, many new faces that we do not see in this type of public forum, with representation across the community, we still need to work on outreach efforts to all segments of Suisun City including age, ethnicity and gender.

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*Our goal for SWAY is to help residents and businesses guide (aka. SWAY) Suisun City's future. To understand the stressors that Suisun City works under and to appreciate better the services we do provide given limited funding. A sustainable future for Suisun City, living within our means.*

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## BUDGET RECAP: THE ESSENTIALS

With the above as background for framing the proposed FY 2016-17 budget, there are four areas I want to address in this year's budget message: (1) General Fund reserves and structural analysis; (2) Significant budget adjustments proposed by department; (3) Significant unfunded needs; and (4) a prioritization of staffing and resource investment that would support operational sustainability, and allow, in turn, revenue growth from a growing economy and future development to go toward improving the desirability of Suisun City versus plugging holes in essential service and maintenance needs.

### 1. PROPOSED GENERAL FUND RESERVES AND STRUCTURAL ANALYSIS

#### *GF Reserves*

The City has a longstanding policy of maintaining a General Fund emergency reserve of 20%. The proposed budget drops a little below this target, with a GF Reserve of \$1.9 million or 16.93%. A 20% reserve would be roughly \$2.25 million or \$350,000 more than the \$1.9 million proposed. With dredging of the marina, the supporting work to prepare Pierce Island to receive more spoils and the associated permits to undertake this work over the next two years, \$600,000 one-time money has been allocated to the Dredging Fund. Based on current estimates, a shortfall of roughly \$700,000 remains after this infusion of money, which is anticipated to be needed in FY 2017-18.

For those cities in Solano County that have an emergency reserve policy, the policy is generally 20%. Only Rio Vista has an adopted policy of less (i.e., 10%). Dixon and Vallejo do not have adopted policies, but their budgeted reserves for FY 2015-16 are 14.4% and 19.0%, respectively. Vacaville and Fairfield, with adopted policies of 20%, have budgeted reserves of 24.5% and 26.0%, respectively.

#### *FY 2016 GENERAL FUND CONTINGENCY RESERVE SURVEY*

CITY	Policy Percent	Budget Percent	NOTES
<u>Solano County Cities</u>			
Vacaville	20.0%	24.5%	Preferred range is 16% to 25%.
Vallejo	N/A	14.4%	
Fairfield	20.0%	26.0%	
Rio Vista	10.0%	10.0%	
Benicia	20.0%	19.9%	
Dixon	N/A	19.0%	

### ***Structural Analysis***

The structural analysis compares ongoing revenues against ongoing expenditures. For FY 2016-17, ongoing revenues are projected to fall short of ongoing expenditures by approximately \$175,100 resulting in a structural deficit. A factor contributing to this imbalance is the repayment of money to the State Department of Finance of \$193,000 per year for ten years. Accordingly, no new positions or restoration of frozen permanent fulltime positions has been proposed in the General Fund for FY 2016-17.

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*IMPORTANT: The structural deficit of roughly \$175,000 does not mean that the budget is out of balance, as additional one-time resources (nearly \$1.1 million) are available to balance the General Fund budget. But the City cannot sustain a budget strategy that spends more than we receive, especially on ongoing things, over the long term.*

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## **2. PROPOSED SERVICE AND STAFFING ADJUSTMENTS**

Given the priorities and concerns raised by residents during the community satisfaction survey, and Council's interests, minor adjustments have been made to each departmental budget to respond to and help alleviate, as best we can at this point in time, the underlying organizational issues. Additionally, ***nearly \$195,000 annually, for ten years***, is programmed to go to the State DOF tied to our dispute with the State over money owed to the city from the former redevelopment agency.

### ***Police – Overfill Police Officer***

The police department currently has two frozen sworn positions: A police officer and one of two detectives. Given that the proposed budget is operating at a structural deficit, it is not recommended that either of these positions be unfrozen at this time as they represent an ongoing cost. However, as a one-time cost, it is proposed that the frozen police officer position be overfilled as a way of mitigating the impacts of high turnover that the Department has been experiencing since the economy began to recover. Last year alone, we were maxed out in the number of officers that were able to serve as FTO's to new incoming officers. A sergeant even had to assume this responsibility for a short period of time on top of supervising a shift. By overfilling one officer, this gives us more cushion not only FTO training for new officers, but coverage for general training, injuries, and unplanned leaves of absence.

### ***Police - Add Grant-Funded School Safety Training Officer***

As a grant-funded position, this staffing addition would not impact the General Fund, while addressing a need tied to traffic and pedestrian safety around schools, while riding bikes and living by railroad tracks. This would be a two-year Safe Routes to School grant. The individual, that initially filled this grant-funded position when it was first created a number of years ago, is now a Police Officer in the Suisun City PD.

### ***Fire – Funding for Fire Engine (No. 2)***

Aging fire apparatus is one of the most significant challenges that the fire department has, followed by attracting volunteers during the day when the economy is strong; more people with jobs means fewer people able to volunteer. The table below provides information on current vehicles. The proposed budget includes \$350,000 from the vehicle replacement fund and another \$50,000 from the General

Fund for financing of a new engine. This purchase will replace our 1998 engine. While initially proposed that these fund would go toward a 2<sup>nd</sup> new fire engine (our first was just delivered), other options and alternatives have been identified and will be further explored as part of the Strategic Planning process.

*FIRE APPARATUS STATUS*

<b>Model Year</b>	<b>Manufacturer/ Vehicle Description</b>	<b>Miles</b>	<b>Estimated Replacement Cost</b>
1998	Pierce/Type 1 Engine <i>Frontline</i>	117,195	\$ 550,000
1999	Pierce/Type 1 Engine <i>Currently in reserve</i>	87,852	\$ 575,000
2016	Hytech Spartan/Type 1 Engine <i>Frontline</i>	2,100	\$ 750,000
2007	Ferrara/Ladder Truck <i>Frontline</i>	24,673	\$ 1,200,000
2004	Ford 550/Brush Engine <i>Frontline</i>	28,035	\$ 150,000

One option, for example, may be to purchase a brush engine with enhanced pumping capacity to meet ISO standards. Given that 75% of our calls for service are emergency medical services, use of this type of vehicle could reduce the wear and tear on our more expensive engines and ladder truck and extend their life. It could also provide additional time, ideally tied to new development in the City’s eastern sphere of influence, before a second engine would need to be purchased.

***Development Services – Economic Development Resources***

One-time seed money in the amount of \$50,000 is included in the budget for economic development activities. Of this amount, \$20,000 is included for a site development and marketing plan for the 30-acre parcel. This investment builds upon the recommendations generated from the “Moving Solano Forward – Phase II” project that is being undertaken countywide.

From a staffing perspective, the Development Services Director’s time spent on budget development and monitoring has been transferred to the Management Analyst in Administrative Services. This transition, along with 20% of time from an administrative staff position, provides dedicated staff time to this important function.

***Development Services – Housing Authority***

Due to the enormous fiscal stress on the Housing Authority, one Housing Specialist will be assigned to activities outside the Housing Authority fund on a temporary basis. These activities include support for: Economic Development, City Manager/City Clerk/Human Resources, and Police administration/community outreach; areas that have been severely stressed from staff reductions.

The challenges that the Housing Authority faces are common to other jurisdictions within the county. As the economy heats up and the demand for housing increases, rents also increase. This, coupled with the fact that many apartment complexes are no longer interested in accepting Section 8 vouchers, those qualifying for Section 8 housing are not able to find places to rent. Funding to the Housing Authority is based on vouchers used/placement of Section 8 housing clients. Roughly 20% to 25% of vouchers administered by the Authority are unused. This means the revenues we receive from the Federal Government are likewise reduced.

The City of Fairfield is experiencing similar trends. Therefore, staff is in discussions with Fairfield regarding the potential for sharing costs. We anticipate having a more permanent solution to this challenge at the mid-year.

***Public Works – Underfill of Public Works Supervisor with Maintenance Worker***

The vacant Public Works Supervisor position is proposed to be underfilled as part of the Public Works & Building Director/City Engineer's assessment of immediate needs in the maintenance area. This adjustment likewise assists with shortfalls in the Gas Tax Fund and MADs.

***Public Works – Building, Increase in Counter Staff by 20%***

The reallocation of the Housing Specialist, as discussed above, provides the additional administrative support in the City Manager/City Clerk/Human Resources program areas that was being provided by the Administrative Assistant/Building. Therefore, the Administrative Assistant/Building will be dedicated 100% to the processing of building permits at the front counter of Public Works/Building.

***Public Works – Gas Tax Reduction by 30%***

State Gas Tax revenues have been reduced by 30%. This reduction results in a drop in Gas Tax revenue to roughly \$600,000, which is not enough to cover the hours and supplies previously dedicated to street and sidewalk maintenance and repair. The resulting impact is that \$97,000 is available for maintenance of street, curb, gutters and sidewalk. Of this amount, \$64,500 is for potholes and crack seal, with the balance of \$32,500 for sidewalks.

***Recreation & Community Services – FT Recreation & Community Services Director***

For the first time in six years, the Recreation & Community Services Department will have a fulltime department director for a full fiscal year. The new Director started work with the City in February 2016. Priorities include enhanced marketing and increased programming with the goal of increased revenue generation from the Joe Nelson Center. An expansion of services and activities at the Senior Center is also a priority, as well as exploring alternative ways to fund special events.

***Administrative Services – Finance***

This budget has been adjusted in to for increased funding for the new outside auditor contract.

Increased funding has also been provided, through SSWA, to fully fund an Account Clerk in Utility Billing that was under-filled (i.e., no health benefits) while a workers' comp matter was processed through the system. The workers' comp case has been addressed.

***Administrative Services – Human Resources/Risk Management, Increase in Support Staff***

The reallocation of the Housing Specialist, as discussed above, will provide additional staff assistance to these two areas. Recruitment support, in particular, will assist all operations by reducing the time it takes to fill vacant positions.

### 3. SIGNIFICANT UNFUNDED NEEDS

Over the past several years, staff has identified both positions that have been lost since the significant belt-tightening brought on by the recession and State takeaways, as well as projections of short- and mid-term infrastructure and facility maintenance/repair needs. The following frames these issues.

#### *Frozen Positions*

Staffing reached a high-water mark of 93 full-time permanent employees in FY 2008-09. There are currently 16 fulltime positions (17.2%) that were not filled when they became vacant since FY 2008-09. The current cost of filling those positions is now about **\$1.4 million per year**. The needs of the organization have evolved over the past nine fiscal years, so even if ongoing funding were available for all of these positions, filling each and every one would not be the highest priority. A subsequent section outlines priorities in the near term if additional revenues were made available.

#### *Infrastructure and Facility Maintenance/Repair*

The short- and mid-term needs resulting from deferred maintenance, reduced equipment replacement funding and extending the life and use of vehicles and equipment longer, are significant and daunting. Rough cost estimates for needs in the next one to two years, and needs beyond three years are included in the following table.

<i>UNMET SHORT- AND MID-TERM CAPITAL &amp; RESOURCE NEEDS</i>		
Annual Needs	Annual street maintenance & repair	\$1,000,000(a)
	Annual building maintenance & repair	\$40,000
	Selective restoration of frozen positions	\$800K to \$1,400,000
Short-Term (1 to 2 Years)	Deferred building maintenance and repair	\$550,000
	Replacement Playground Equipment	\$200,000
	Dredging shortfall	\$700,000
	Shortfall, 20% Emergency Reserve	\$350,000
	Addressing succession planning for 2 or 3 Execs	TBD
Mid-Term (3 to 5 Years)	New Police communications system	\$400,000
	New Fire communications system	\$400,000
	New Accounting/budget/payroll/HR/UBC system	\$350,000
	Brush Engine Type 4 and Command SUV	\$220,000
	Unfunded liability GF, leave balances (retirees; partially offset by salary savings)	\$480,000
<b>Note:</b> This list is meant to be illustrative, not exhaustive. Likewise, grants do come around to address a myriad of needs – they just aren't "confirmable" for long-range planning purposes. (a) Supplemented by grant funding.		

***Road/Major Capital Improvements***

Per reports recently distributed through the Metropolitan Transportation Commission (MTC), Suisun City’s streets and roads are rated as “At Risk”. Numbers fluctuate, but roughly \$1.7 million per year is what is estimated to be needed to improve the ranking of our streets and roads.

The proposed budget has no capital money allocated to streets and roads (aside from the roughly \$64,000 for potholes and crack seals, and another \$118,000 for street repairs related to work undertaken by SID in the City’s ROW.

Below is a table that highlights the road/major capital improvements that top the priority list as funding becomes available. Note that the parking lot on the west side of the north basin is identified as a need, but no cost estimates have been developed.

*PUBLIC INFRASTRUCTURE REHABILITATION PRIORITY PROJECTS*

<b>Project Priority Level</b>	<b>Project Location</b>	<b>Segment</b>	<b>Improvement Needed</b>	<b>Engineer's Estimate</b>
1	Solano Street	at Main Street	Repair Storm Drain & Street Failures	\$ 90,000
2	Westside of Walters Road	Mammoth Way to Petersen Rd.	Rip out & replace asphalt walkway with concrete	\$ 50,000
3	Whispering Bay Lane	Francisco Dr. to Marina Blvd.	Repair Storm Drain & Street Failures	\$ 1,000,000
4	Civic Center Boulevard	at Almond St.	Repair Storm Drain & Street Failures	\$ 75,000
5	Elwood Street	Kellogg St. to School St.	Repair Storm Drain & Curb/gutter failures	\$ 590,000
6	Peterson Ranch Subdivision	Various locations	Repair Storm Drain	\$ 90,000
7	Gadwell Drive	Blossom Ave. to Scoter Way	Repair Storm Drain & Street Failures	<u>\$ 800,000</u>
			<b>TOTAL</b>	<u><b>\$ 2,695,000</b></u>
8	North Basin City Parking Lot	Driftwood Dr. to Solano St.	Full reconstruction	TBD

**4. FUNDING PRIORITIES – STRATEGIC PLANNING PROCESS**

It is important to recognize that very few communities are able to address all of their capital and facility needs at any one snapshot in time. Likewise, the level of staffing that can provide the highest level of service is rarely reachable (as an example, Beverly Hills has a police response time of less than 3 minutes, a level of service probably no other city provides.) The importance of the listings presented in the prior section is that they provide a baseline for Council and the community to start determining priorities.

Ultimately, based on the discussion by Council on these and other interests that arise from the community through SWAY, costs will be refined and financial strategies developed as part of the strategic planning process.

**EXECUTIVE STAFF PRIORITIES**

Based on operational knowledge and discussions with their teams, the Executive Management Team has developed a listing of first and second tier priorities ***IF and WHEN new revenues become available.*** These are presented in the following table.

Looking at these costs items, roughly \$830,000 annually on an ongoing basis is for staff positions; streets adds another \$1 million ongoing. The positions identified provide the capacity to address the more critical service demands identified by residents that participated in the Community Satisfaction Survey and heard at the town hall. The balance of nearly \$1.5 million is a combination of one-time investments in equipment, software and facilities. Note that the \$700,000 shortfall in dredging assumes that \$600,000 is allocated to dredging in the proposed budget.

The impact on services associated with the ability to fill the positions listed below, follows.

*FUNDING PRIORITIES AS NEW REVENUES  
BECOME AVAILABLE*

Ongoing Staffing – Part 1	Cost
Police Officer	\$ 107,800
Police Detective	\$ 107,800
Public Safety Dispatcher I/II-II	\$ 75,700
Administrative Fire Captain	\$ 86,300
PW Maintenance Worker I/II-II	\$ 64,100
PW Maintenance Worker I/II-II	\$ 64,100
Engineering Technician	\$ 86,800
Economic Development Specialist	\$ 86,800
HR/Admin Support Specialist	\$ 86,800
Community Services Officer I/II-II	\$ 63,400
<b>PART ONE SUBTOTAL</b>	<b><u>\$ 829,600</u></b>

Infrastructure, Facilities and Equipment – Part 2	Cost
Dredging contribution (\$600K included FY2016-17)	\$ 700,000
Local street rehabilitation (ongoing)	\$1,000,000
Recreation Supervisor (pending new Director’s assessment.)	\$ 77,500
Upgrade Public Safety Communications	\$ 373,000
Integrated Business Mgmt System	\$ 273,000
City Hall refurbishment	<u>\$ 173,000</u>
<b>PART TWO SUBTOTAL</b>	<b><u>\$2,596,500</u></b>
<b>TOTAL</b>	<b><u>\$3,426,100</u></b>

**PART ONE PRIORITIES: POSITIVE SERVICE LEVEL IMPACTS**

The positive impact on services that can be provided to the community by having the ability to fill these select positions, is discussed below and on the following pages.

***Police – Police Officer (2)***

The two additional police officers (one generalist; one assigned to investigations) bring our police department sworn positions back up to pre-recession levels. These additional positions will allow specialty assignments to be filled, like traffic and proactive enforcement, while supporting our efforts to investigate crimes and close more cases in a timely manner.

The additional Public Safety Dispatcher ensures that most shifts will have two assigned dispatchers at all time. Not only is this important for back-up, it provides the potential for expanding services to include 911 Emergency Medical Dispatch (EMD) services to the public as is currently provided by Fairfield and Vacaville, as well as all of Napa County.

***Fire – Administrative Fire Captain (1)***

With the economy strong, the recruitment of volunteers to serve the day shift is challenging, given that volunteers have a “day job” in addition to the volunteer services provided to our community. By adding an Administrative Fire Captain to the paid staff of the department, coverage during day shifts is assured (barring illness, disability and other leaves.)

***Public Works – Maintenance Worker (2)***

The addition of two Public Works Maintenance positions brings maintenance staffing back up to pre-recession levels. The amount of street miles, storm drains, flood control channels, public areas, parks and other green spaces maintained by a total of 10 staff is still daunting, but manageable.

***Public Works – Engineering Technician (1)***

The Engineering Division is staffed with two Associate Engineers, with registration as a City Engineer held by the Public Works & Building Director/City Engineer. There are many lower level engineering tasks that can be provided at the technical level including contract management, GIS system maintenance, CAD and related duties. By having an Engineering Technician as part of the division, time

is made available for the professional engineers to assume the higher level work of the program area. Ideally minimizing the need for outside contract engineering support.

***Development Services - Economic Development Specialist (1)***

Resources within the economic development program have been decimated with the loss of redevelopment. At its peak, this program had a Director, Project Manager, Marketing Manager, Intern and half-time support from an Administrative Assistant. The proposed budget frees more time of the Development Services Director to focus on economic development activities, with 20% support from a Specialist level position. The addition of a position of Economic Development Specialist increases this support from 20% to 100%. Examples of the type of support that this type of position could provide includes preparation of marketing materials, research, representation at business fairs and similar outreach efforts.

***Administrative Services – Human Resources Administrative Specialist (1)***

Currently, these services are provided by a Management Analyst with management support from the Assistant City Manager/Administrative Services Director. As a temporary measure tied to the reallocation of the Housing Specialist position to City Manager/City Clerk/HR Risk Management services, support equivalent to roughly 30% of a fulltime position will be provided to HR/Risk Management in this fiscal year. The addition of a permanent HR Administrative Specialist provides full-time support. Having this capability frees the Management Analyst from the more routine tasks of the program area, which will improve service delivery within both HR and risk management services. As another “hat” of this position is PIO/Social Media Master, our overall presence on these platforms will be enhanced.

***Police – Community Service Officer (CSO) (1)***

This is a non-sworn position in the police department that supports a broad range of programs based on need. These areas of support range from code enforcement to property & evidence to crime prevention and community outreach. The City currently has three CSO positions with two serving in Code Enforcement and one in Property & Evidence. One common complaint and concern raised during the recent Town Hall meeting was the overall “cleanliness” of the community. This position provide the capacity to enhance our code enforcement services as well as other non-sworn operations within the police department.

**IN CLOSING**

Given the strategic planning process that we are in the middle of, this budget message by necessity hones in on the challenges that need to be addressed through this 18-month process that began at mid-year 2016. This should not take away from the significant accomplishments that have been made by our team in every operation of the City. The accomplishments of the past year, along with the work plans developed for FY 2016-17 are contained in Section C of the budget document.

For ease of reference, detailed and expanded information on what has been presented in this budget message can be found in the following sections of the budget document:

***Section B – Budget Overview***

Provides an Executive Summary of the FY 2016-17 Annual Budget with an emphasis on the General Fund. A comprehensive summary of revenue and expenditure trends is presented. This section ends with an outline of all ten sections of the budget document and what’s contained in each.

***Section C - Department Operating Budgets***

Includes program and staffing organization charts; departmental accomplishments, goals, work programs and service refinements; and supporting expenditure, staffing and funding data.

***Section D – Major Capital Improvement Program***

Includes a listing of major capital improvement projects for the City, the same listing of projects cross sorted by funding source and project category, and a more detailed description and timing schedule for each individual project.

Special thanks to Ron Anderson, Assistant City Manager/Administrative Services Director, Jason Garben, Development Services Director and Scott Corey, Management Analyst. Jason and Scott worked side-by-side for weeks if not months, transitioning Scott to take over Jason's future budget responsibilities. Other staff members that warrant special thanks and appreciation include Elizabeth Luna, Accounting Services Supervisor, as well as Donna Pock and April Conner, who step in at the end of the process, when everyone else has completed their tasks and gone home; producing and delivering the budget to Council.

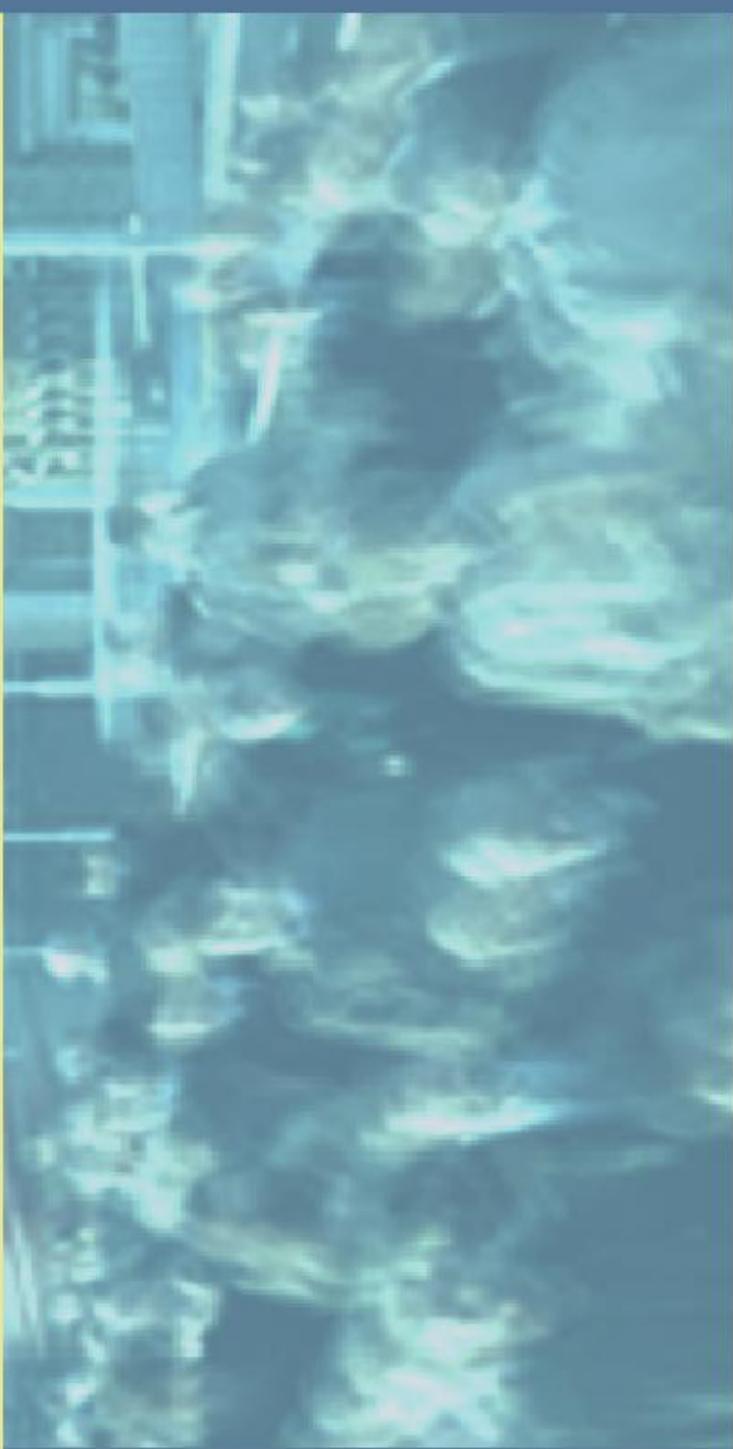
I also want to thank our Management Team and members of their staffs. Every year, for many reasons, the challenges in developing the budget grow. Lack of resources is a given, along with growing and demanding service delivery needs. This year is also unique as budget functions are being transferred to Scott in order to free up Jason's time for economic development activities. This means that two people worked side-by-side over the past weeks and months to train Scott on the complexities of this process. It also means that Department staff had to be patient and flexible when unexpected "problems" occurred. During budget, no one's core responsibilities are put on hold so that time can solely be focused on budget. Nor do we have a "deep bench" of staff to help manage spikes in workload that inevitably occur.

But as I have said for each of the last eleven budgets I have been responsible for since joining the City in 2005: Given the financial constraints that we work under, we all understand that we still have a significant distance to travel before we are able to provide the highest level of service that we know we are capable of providing. And it is refreshing to work with a team that understands the big picture. Once again, "Staff gets it." I continue to be personally honored to lead a great team and to be a part of this organization.

We look forward to your review and consideration of this budget, and moving through the Strategic Planning process and **SWAY. Have Your Say.**

Respectfully submitted,

Suzanne Bragdon  
City Manager



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Gain Insight



# Suisun City Community Satisfaction and Priorities Survey

December 2015

- Residents are satisfied with their quality of life in Suisun City.
- Respondents to the survey were most concerned with reducing crime and law enforcement issues.
- Respondents were also concerned with road repair service and would like to increase service levels.
- Respondents would like to consider a local sales tax measure to maintain and enhance these services, and such a measure is strongly viable.

# Overview and Research Objectives



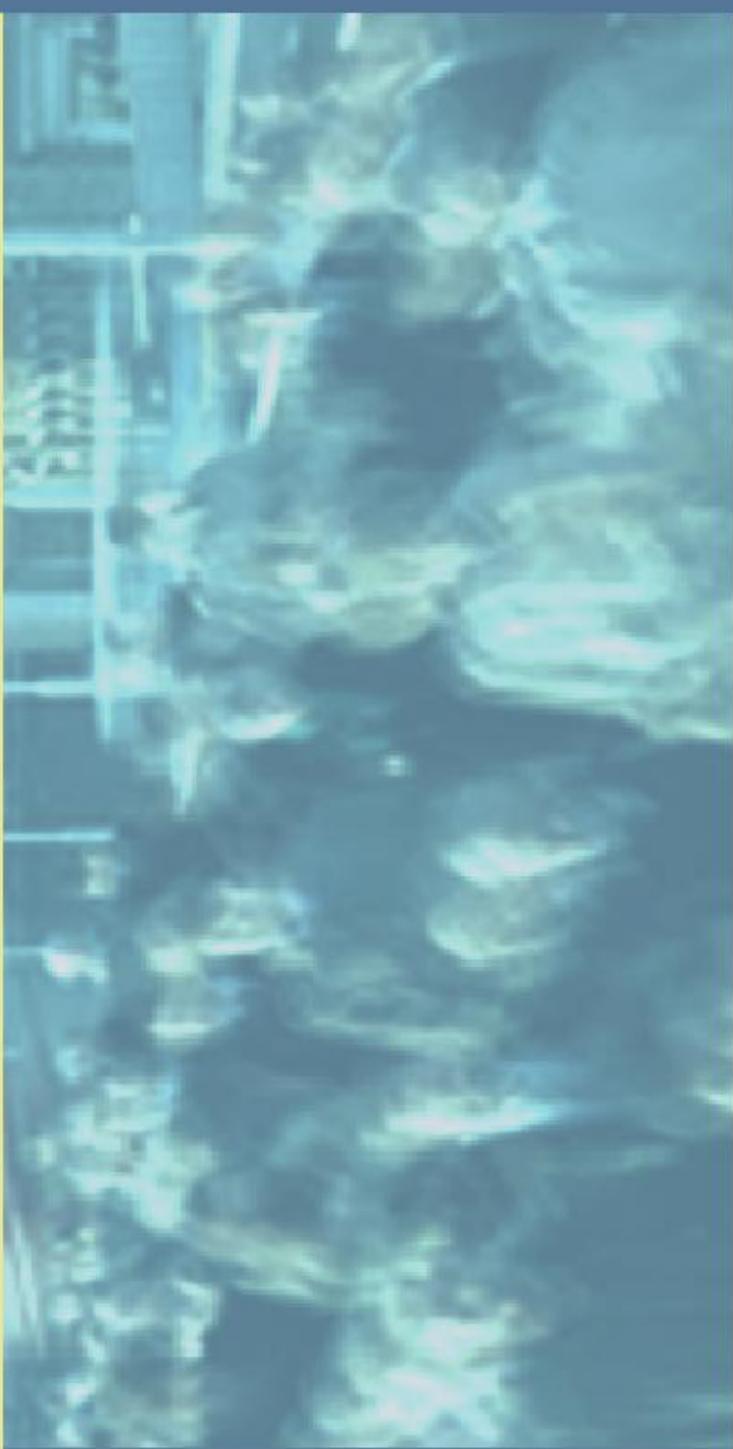
Suisun City commissioned The Lew Edwards Group and Godbe Research to conduct initial assessment services through a community survey with the following research objectives:

- Assess overall perceptions of living in Suisun City;
- Gauge satisfaction with the City's performance in providing community services and programs, as well as understand relative importance of those services and programs;
- Assess awareness of the City's financial situation;
- Determine the most pressing problems facing the City;
- Evaluate whether residents perceive the City to be responsible with taxpayer dollars;
- Gauge support for potential local funding measures to maintain City services; and
- Conduct detailed analysis based on demographic considerations.

# Methodology Overview



- Data Collection Telephone and Internet Interviewing
- Universe 9,259 likely November 2016 voters in Suisun City
- Fielding Dates and November 11 through November 24, 2015  
November 30, 2015
- Interview Length 18 minutes
- Sample Size 306
- Margin of Error  $\pm 5.51\%$

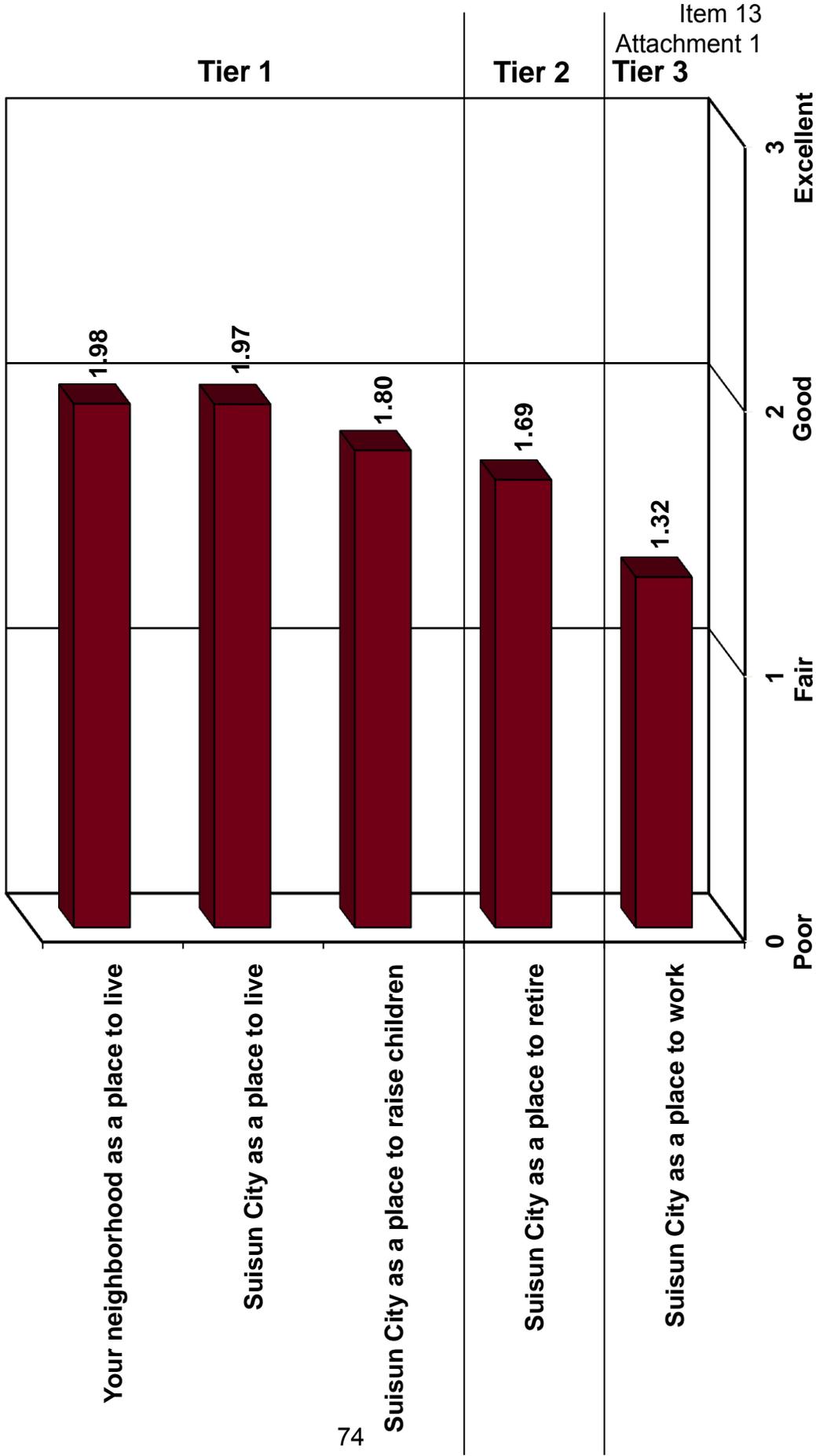


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## Key Findings



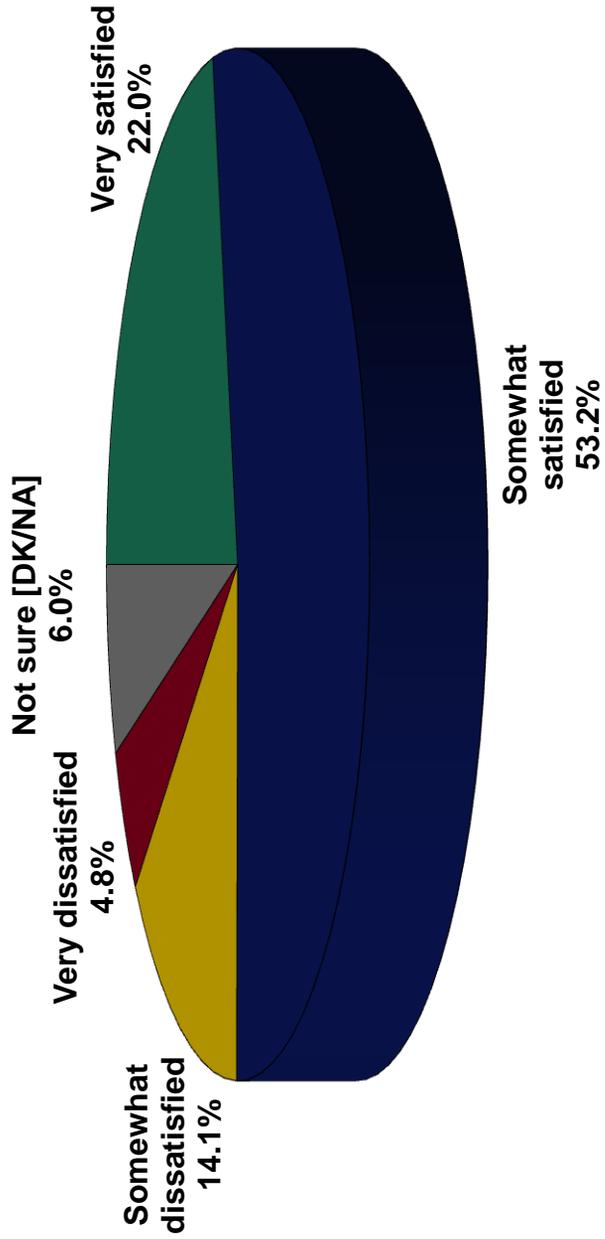
# Opinion on Quality of Life



Item 13  
Attachment 1

Note: The above rating questions have been abbreviated for charting purposes, and responses were recoded to calculate mean scores: "Excellent" = +3, "Good" = +2, "Fair" = +1, and "Poor" = 0.

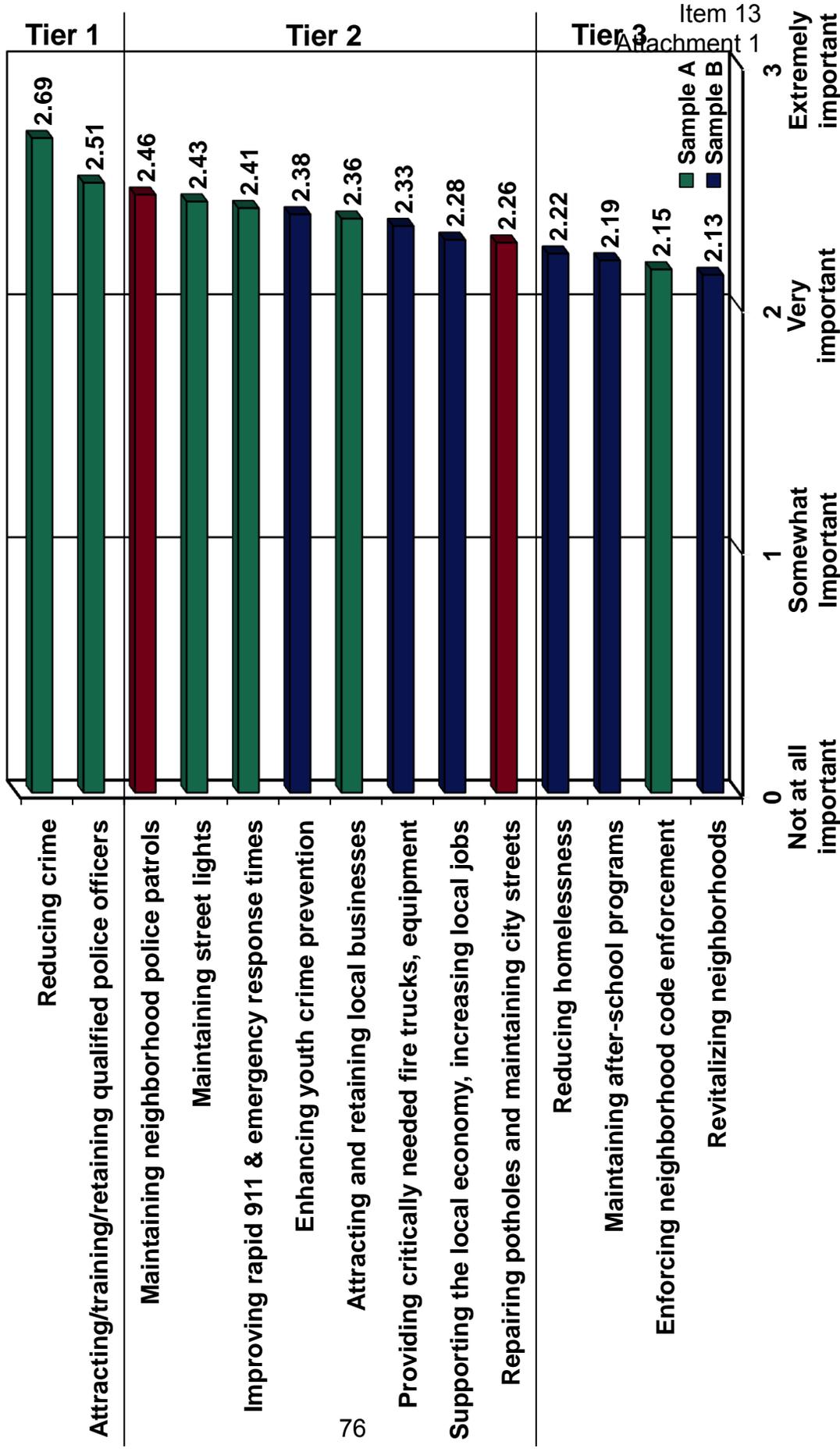
# Satisfaction With City Services



# Importance of City Services

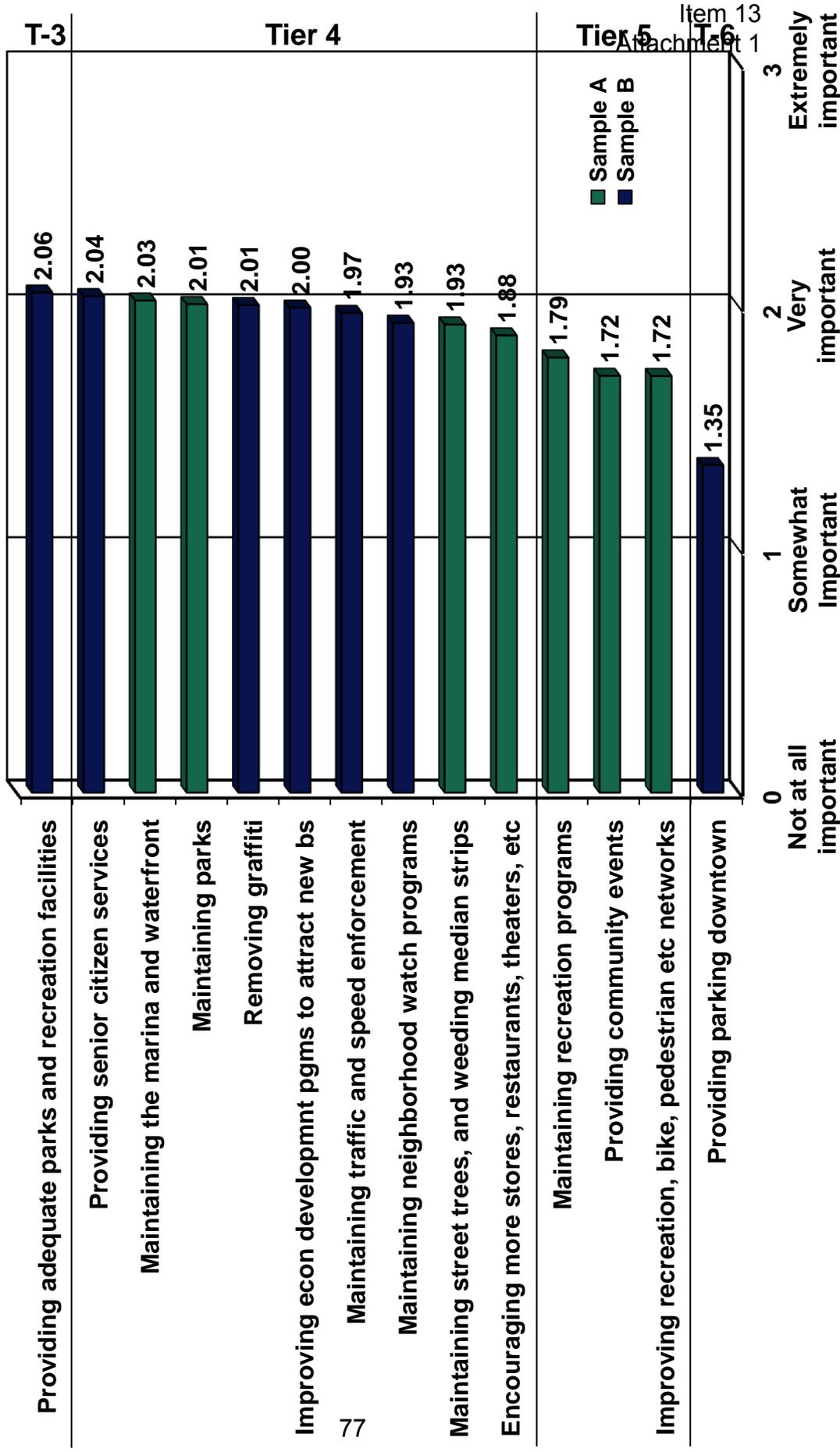


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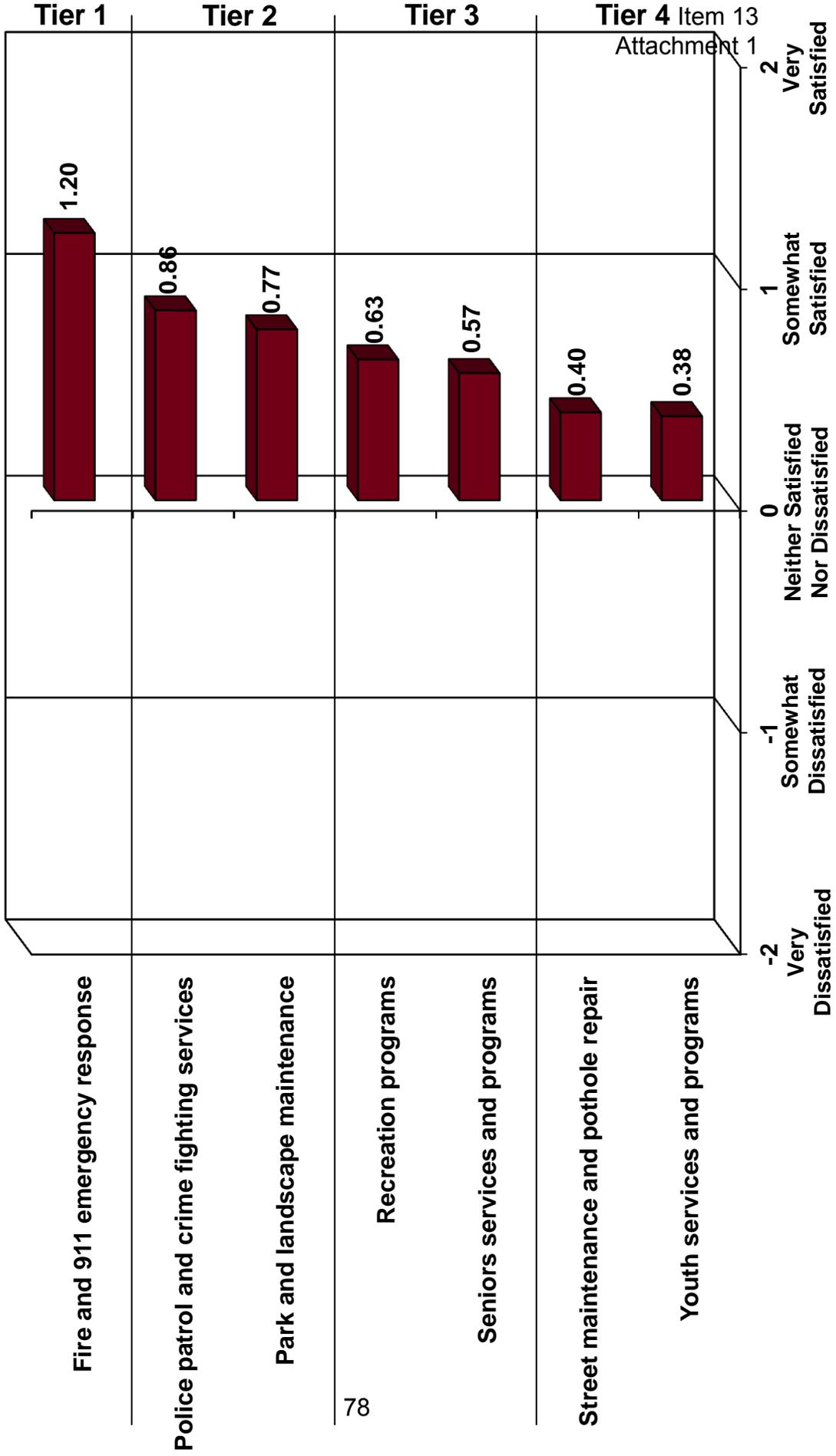
Note: The above rating questions have been abbreviated for charting purposes, and responses were recorded to calculate mean scores: "Extremely Important" = +3, "Very Important" = +2, "Somewhat Important" = +1, and "Not at all important" = 0.

# Importance of City Services (Continued)



Note: The above rating questions have been abbreviated for charting purposes, and responses were recorded to calculate mean scores: "Extremely Important" = +3, "Very Important" = +2, "Somewhat Important" = +1, and "Not at all important" = 0.

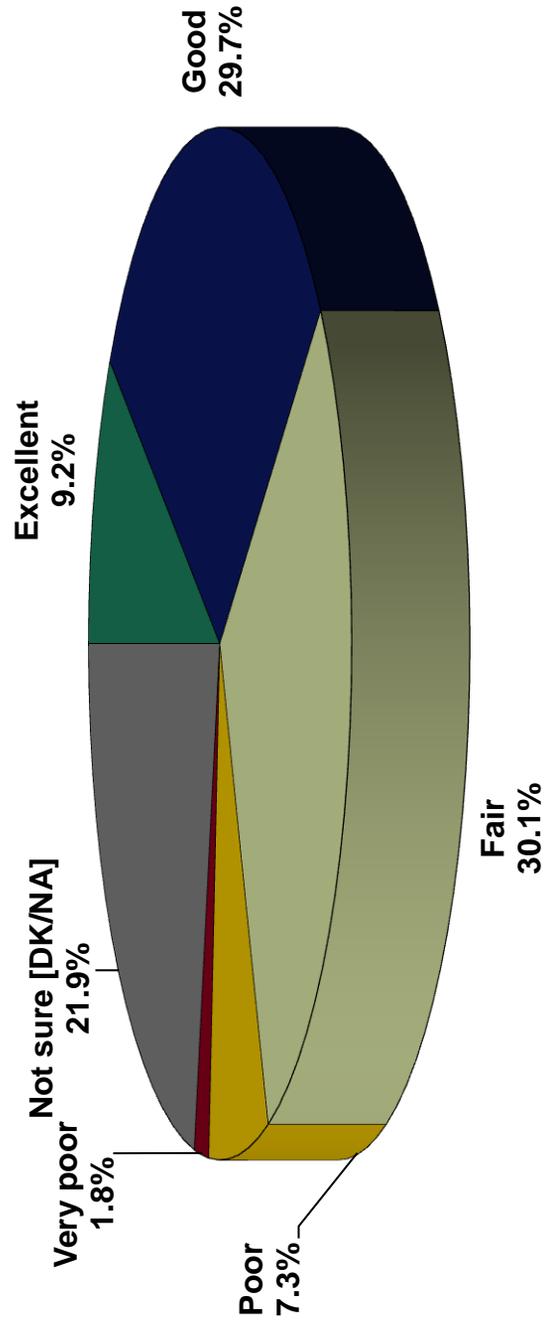
# Satisfaction With City Services



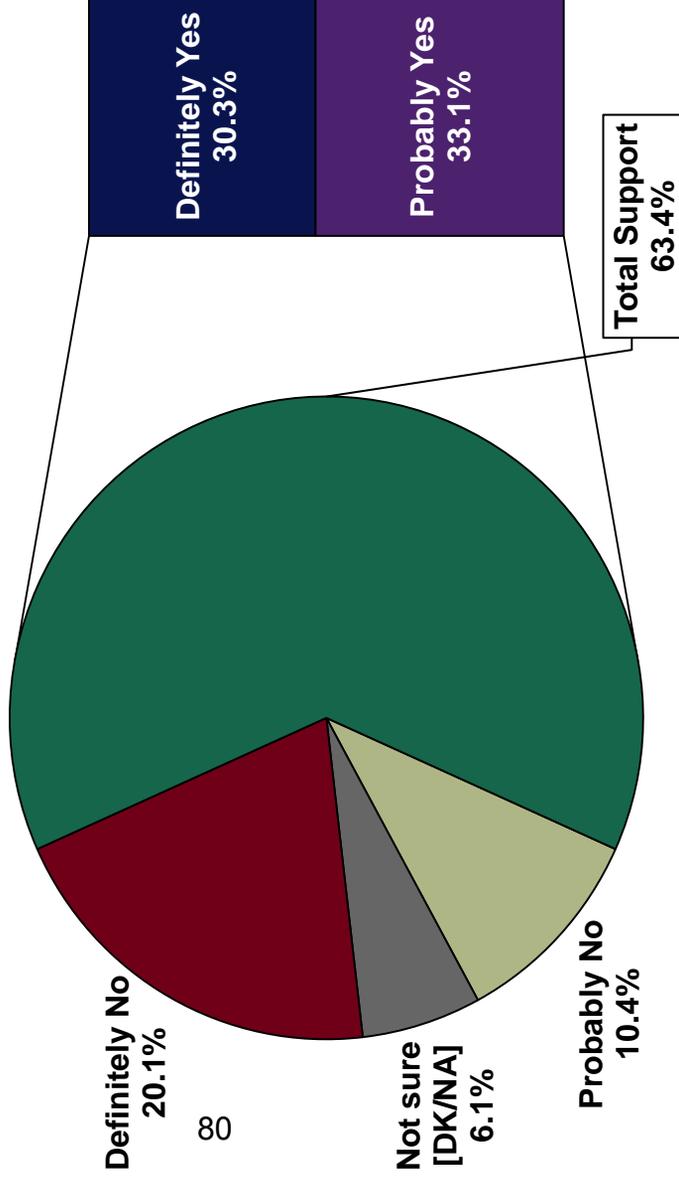
78

Note: The above rating questions have been abbreviated for charting purposes, and responses were recoded to calculate mean scores: "Very Satisfied" = +2, "Somewhat Satisfied" = +1, "Neither Satisfied nor Dissatisfied" = 0, "Somewhat Dissatisfied" = -1, and "Very Dissatisfied" = -2.

# Perception of City's Financial Situation



# Reactions to potential simple majority requirement Sales Tax Measure

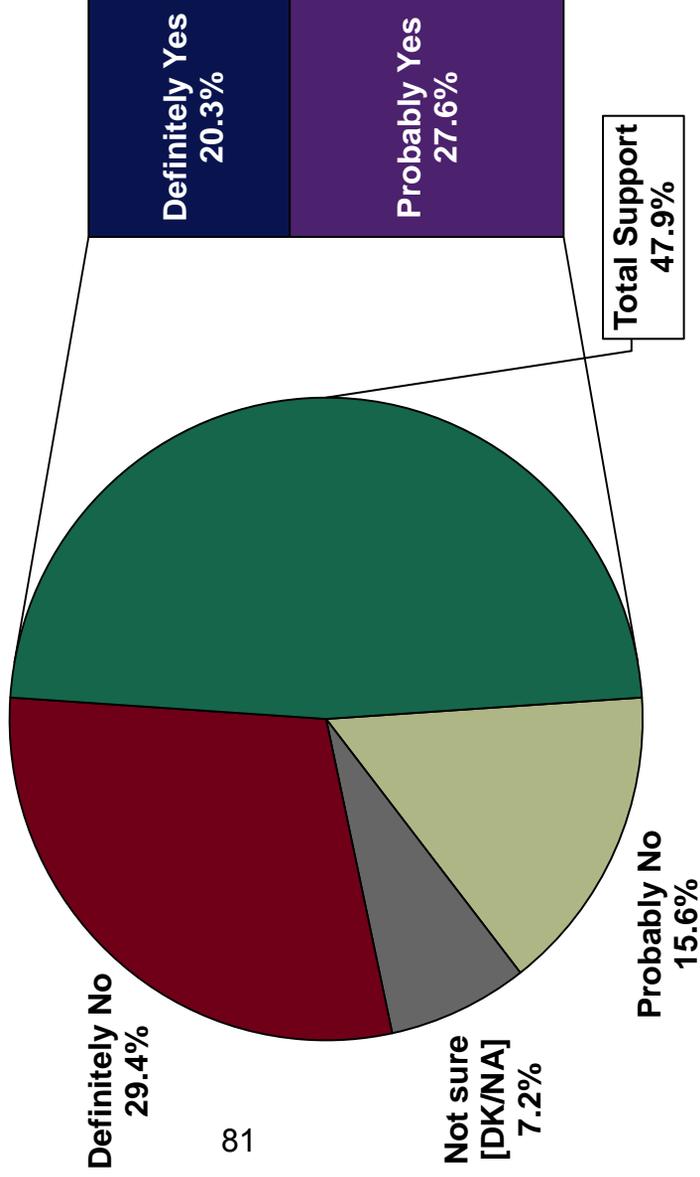


To provide funding, that cannot be taken by the State, to maintain Suisun City services that make neighborhoods safer including:

- rapid 9-1-1 emergency response times;
- neighborhood police patrols;
- youth crime and gang prevention programs;
- fire prevention and protection;
- fixing potholes;
- maintaining city streets and street lights;
- maintaining parks and street trees; and
- other vital city services;

shall Suisun City enact an ongoing one cent (1%) sales tax, providing \$1.8 million dollars annually, with annual audits, citizens' oversight, all funds spent locally in Suisun City?

# Reactions to Potential simple majority requirement UUT Measure

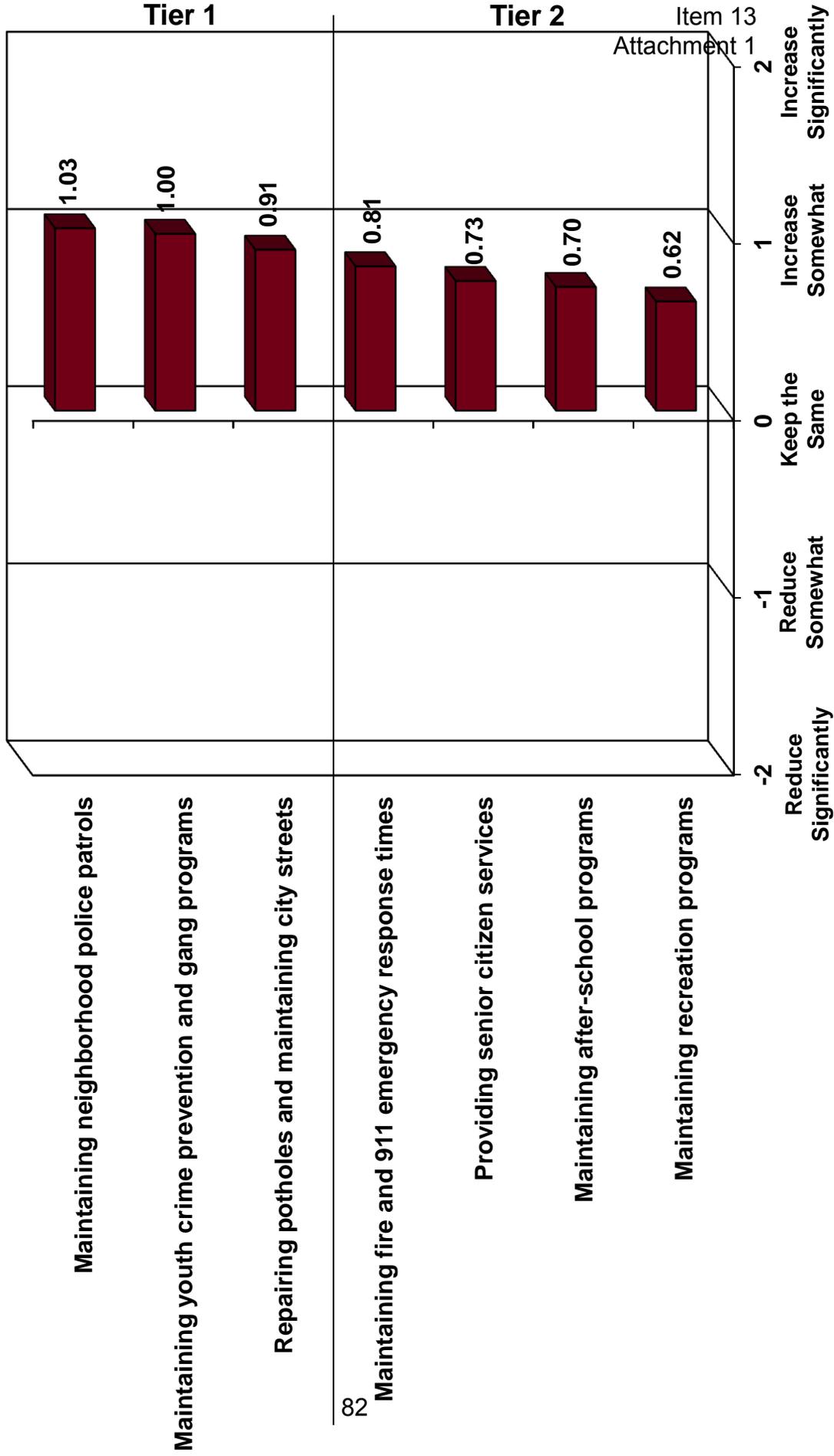


To provide funding, that cannot be taken by the State, to maintain Suisun City services that make neighborhoods safer including:

- rapid 9-1-1 emergency response times;
- neighborhood police patrols;
- youth crime and gang prevention programs;
- fire prevention and protection;
- fixing potholes;
- maintaining city streets and street lights;
- maintaining parks and street trees; and
- other vital city services;

shall Suisun City enact an ongoing 3.6 percent utility users tax, providing \$1.8 million dollars annually, with annual audits, citizens' oversight, all funds spent locally in Suisun City?

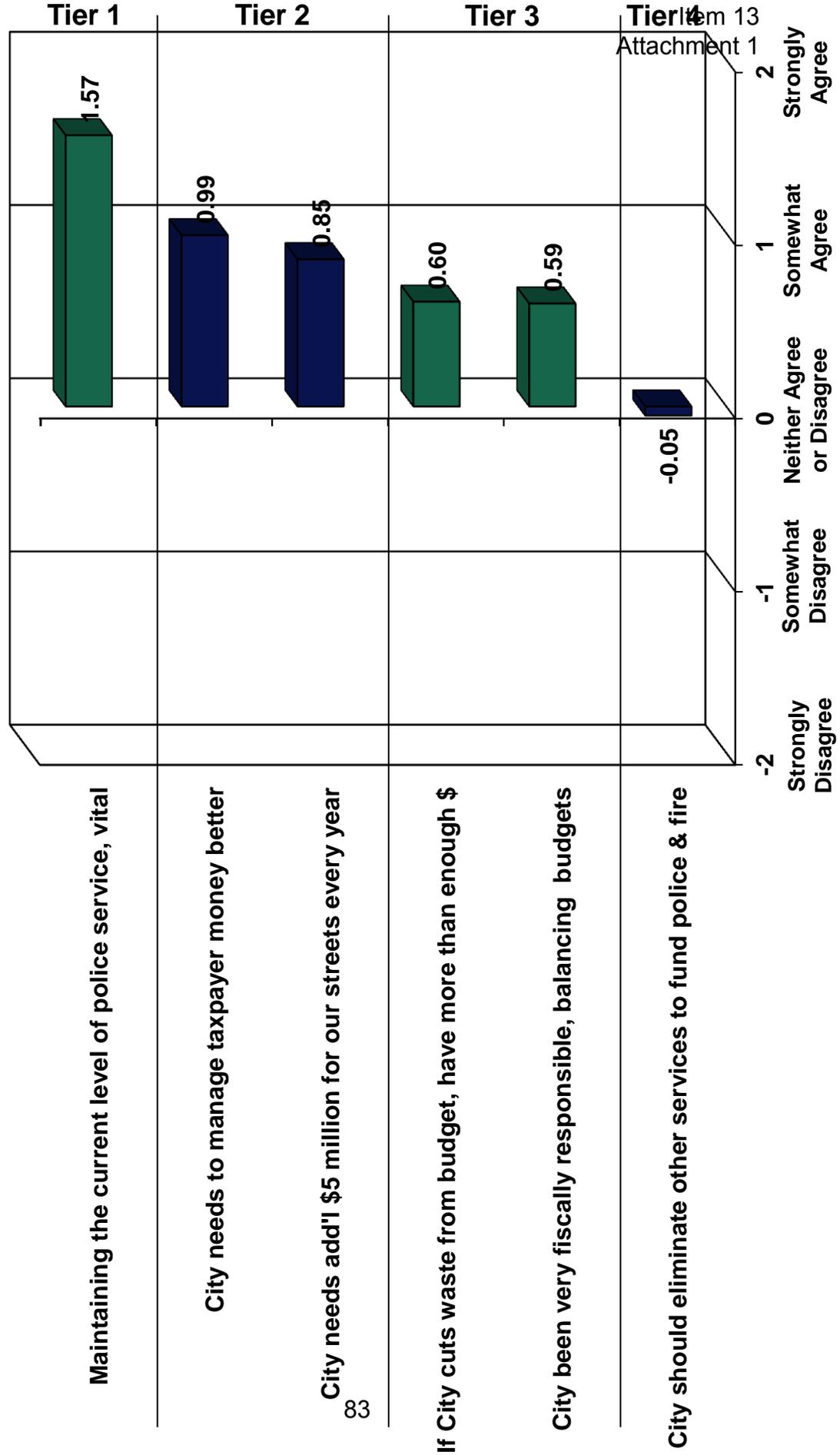
# Opinions on Level of Services



82

Note: The above rating questions have been abbreviated for charting purposes, and responses were recoded to calculate mean scores: "Increase Significantly" = +2, "Increase Somewhat" = +1, "Keep the Same" = 0, "Reduce Somewhat" = -1, and "Reduce Significantly" = -2.

# Reactions to Informational Statements About City Services



Note: The above rating questions have been abbreviated for charting purposes, and responses were recoded to calculate mean scores: "Strongly Agree" = +2, "Somewhat Agree" = +1, "Neither Agree or Disagree" = 0, "Somewhat Disagree" = -1, and "Strongly Disagree" = -2.

Page 15  
December 2015

# Recommended Engagement Timeline

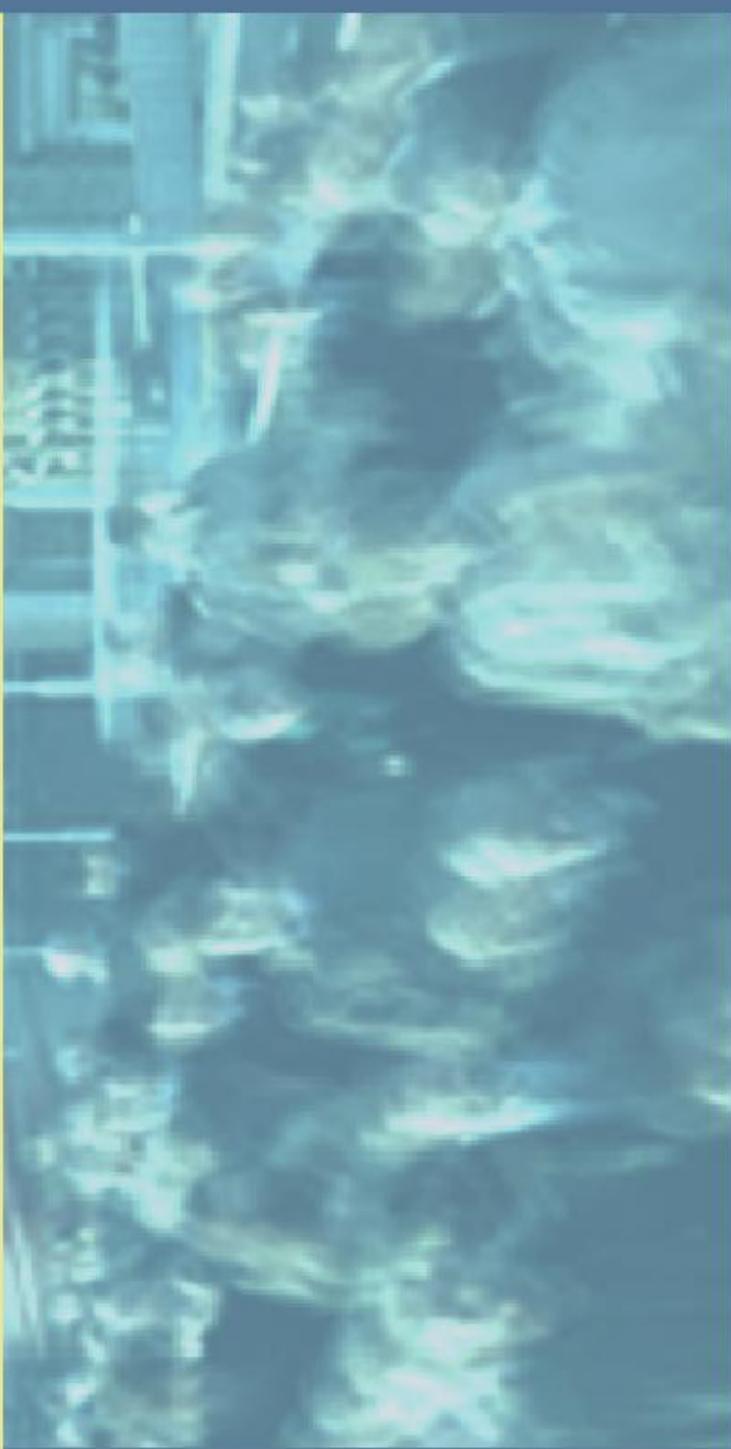


Months	Key Activities
Winter/Spring 2016	Expand Community Engagement Conversations, including Interactive Mechanisms, community presentations, and Opinion Leader updates to solicit additional feedback on constituent perspectives for upcoming City budget. Reflect the community's perspectives in FY 2016-2017 budget adoption.
Summer 2016	Following budget adoption conduct a second opinion survey to further assess interest in local funding options. If feasible to proceed, develop and present parameters of a potential local funding measure to City Council for consideration. If Council chooses to place a measure on the ballot, the deadline for submittal to the County Elections Officer is typically the first week in August.
Fall 2016	Continue to keep the public fully informed of pertinent budget and policy issues. Respond to constituent inquiries about budget and service issues. Post or disseminate official measure information where appropriate and helpful to the public.

- This community survey should be viewed as only one of several steps in the City’s ongoing efforts to inform and engage the public around service and budget needs, and to get more input and resident perspectives reflected in the City’s budget process
- In other Cities this typically takes the form of:
  - A presentation on the current budget
  - Interactive engagement tools to provide additional perspectives on service priorities and community needs
  - Posting pertinent budget information on the website and publicizing where people can get information about the budget and provide input on their service priorities



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[www.godberesearch.com](http://www.godberesearch.com)

California and Corporate Offices  
1660 South Amphlett Boulevard, Suite 205  
San Mateo, CA 94402

Nevada Office  
59 Damonte Ranch Parkway, Suite B309  
Reno, NV 89521

Pacific Northwest Office  
601 108th Avenue NE, Suite 1900  
Bellevue, WA 98004





Menu



# Welcome!

# SWAY.

## HAVE YOUR SAY



### Suisun City

### SUISUN CITY 2016:

## MOVING FORWARD. OR BACK TO 1988.

### THE DECISION FOR SUISUN CITY.

It wasn't always like this.

There was a time when Suisun City was the last place a family would want to live.

It should have been a hidden gem that locals try to keep quiet. Instead, in the 1980's and '90's, one of Suisun City's neighborhoods was known as the drug capital of Solano County. Our beautiful waterfront was anything but – empty storefronts, dilapidated buildings. Out of town of landlords who didn't care.

Back then, Suisun City's local government was broke. In fact, City Hall was actually a large trailer. "It was the only City Hall in California that was registered with the DMV," said former Mayor James Spering.

"Suisun City had every kind of problem," Spering said. "Social, economic, every stage of blight."

In 1988, Suisun City had been rated as the worst place to live in California. Things kept getting worse. Until they didn't.



#### **SUISUN CITY. SMART DECISIONS.**

The same year as the "worst" rating was given, a small group of Suisun City residents began meeting. Their goal: To turn the city around by creating a redevelopment plan. Neighborhood leaders, small business owners, retirees, parents, elected officials, planning staff and architects began to flesh out a long held dream of what Suisun City could be – if we worked together.

After a long series of meetings, this group of people dedicated to making Suisun City a hometown to be proud of created a comprehensive blueprint that was officially adopted in 1991.

And, the results can be seen today. Our waterfront has become a destination for visitors. Improvements were made to the shore and to the slough. The channel was opened in 1993 providing deep-water access. At the City's urging, the oil refinery and storage operations were removed from the waterfront and contaminants were cleaned up. New wetlands were created. And the city had gained a new identity.

One of the things that make Suisun City great is our diversity: We are the 3rd most diverse city in the nation.

And, so, for the past 20 years, Suisun City has become and remained a great place to live and raise a family.

This point needs to be made clear: The Suisun City we live in today is nearly unrecognizable from its former self. That's how much change occurred. There was a sense of pride, community and accomplishment.

If 1989 was a turning point for Suisun City – 2016 is shaping up to be just as important. This time, the question we have to answer is, "Is this the new normal for Suisun City?"

As you may know, Suisun City had slashed services and programs over the past several years.

In 2016, Suisun City – along with many, many cities – finds itself at an historic turning point: Do we settle for and accept the City in its current condition and try to live with the severe cuts that have been made in services, or do we work to recapture the quality of life that so many of us enjoyed in Suisun City just a few years ago?

Do we want this Suisun City to be the new normal? Or do we want something better?

The choice is ours.



### **THE RECESSION = A DIFFERENT SUISUN CITY.**

In the past few years, the Suisun City we all know has begun to change. If we are going to do anything about it, we need to act now. That's why we are reaching out to those who live and work in Suisun City.

As it was for so many of California's families, the years from 2007-2013 were lean times for the city government that serves the people of Suisun City.

Although it had been fiscally sound for years, Suisun City found itself in the midst of a fiscal crisis. Despite thoughtful planning and budgeting, Suisun City was caught in a storm that was not entirely of it's own making.

Some of the results of the worst recession in 70 years, fueled by plunging property values, included:

- Suisun City had among the highest foreclosure rates in the country.
- Soaring unemployment – Suisun City's unemployment rate doubled in just three years.
- Plummeting sales tax revenue: The tightening of every family's budget left the City far short of what was needed to provide the level of services we had all come to expect. It is estimated that Suisun City loses 70% of its potential sales tax revenue to other cities because of lack of shopping choices.
- Suisun City homeowners also lost a third of their home's value.
- Discretionary spending in the City budget was slashed by over a third even though costs have continued to rise. The city is no more immune to inflation than any of us.

Suisun City's current financial situation stems from the effects of the economic recession and the amount of funding that State government stripped from city treasuries. Suisun City is one of

hundreds of California's cities that face enormous financial pressures.



### **TIGHTENING THE BELT**

Suisun City's leaders saw the potential for financial problems on the horizon before many other cities and moved quickly to respond. Like many families were doing at the same time, the City of Suisun City tightened its belt, eliminated waste, found the fat and cut it, and did without.

City budgets were cut across the board. Funding for building and park maintenance was slashed. All General Fund Capital Projects came to a halt. Roads went unrepaired. Streetlights went out. Aging vehicles and equipment were left in service rather than replaced. The Community Development Department was eliminated. Custodians were let go.

The size of the Suisun City police department was reduced. School Resource Officer, Street Crimes, and Narcotics Unit assignments were eliminated. Captain and Lieutenant positions were eliminated, dispatchers, records clerks and community service officer positions were cut.

Finding ways to keep pace with a downward spiral wasn't just the City Council's problem. City employees voluntarily contributed to the solution as well.

Positions across the board have gone unfilled or were eliminated. In the end, the City workforce was reduced by 71 positions; 20% of the city workforce eliminated or their positions left vacant. The work those employees left behind was not dropped; remaining employees have absorbed as much as they can in addition to their former responsibilities, while also taking a 5% pay cut.

Employees also contributed in other ways. They came up with creative ways to cut costs, save money, and attempted to continue to provide services to which the public is accustomed.

What we have now is a very different Suisun City than we had as recently as five years ago. Any further reductions in spending will necessarily eliminate vital programs and services. Some people don't mind the reduction of services; some do. Now is the time to decide, as a community, which Suisun City we want to be.

Do we want this to be the new "normal" for Suisun City?



**LOSS OF REDEVELOPMENT**

Like many Cities in California, the City of Suisun City established its own redevelopment agency. Redevelopment agencies gave local governments the ability to capture a greater share of property taxes and those funds were used to combat blight in specifically declared areas.

As if the economic downturn wasn't enough, in 2011, to fix its own budget problems, the State of California eliminated Redevelopment and took that money from counties and cities. In our case, this was a nearly \$15 million annual revenue source Suisun City had used to support affordable housing projects and programs, waterfront vitality.



The loss of this funding dramatically impairs the City's options for funding all these activities, and

created a hole that has yet to be filled.

### **FINANCING THE CITY OF SUISUN CITY**

Cities rely mostly on their own revenue sources.

Cities rely especially on property and sales taxes to pay for public safety and other basic general government services. They also rely on grants, subsidies, and entitlements from the State and Federal Governments.

Unlike Counties, however, cities receive very little of their revenue (less than 10 percent) from State and Federal sources. Even though the City has aggressively pursued, and has been highly successful in obtaining, State and Federal funds, these sources account for only a small fraction of Suisun City's budget and typically may only be used to fund specific projects rather than operations

Property and sales taxes are the primary sources of revenue for the City of Suisun City – but we receive only about 10 cents for each dollar of tax collected. The rest must go to the State or other public agencies. If you were to make a \$10 purchase at your local store, you would pay a sales tax of 80 cents. Of that 80 cents:

- 50 cents goes to the State general fund
- 5 cents goes for local public safety
- 5 cents goes to county programs
- 3 cents goes to countywide transportation
- 10 cents is left to split between Solano County and the City of Suisun City

It is estimated that the average city resident contributes \$59.25/month in taxes or fees for city services (not including fee-funded public utilities, such as water, sewer, and garbage collection), which is less than the cost of most cable bills.

### **HOW THE CITY OF SUISUN CITY USES YOUR TAX DOLLARS**

The top priority for any city is to keep its residents safe. In Suisun City, 75 percent of the General fund pays for traditional Police and Fire services. This percentage would be higher if these

departments hadn't lost staff or worked as hard as they did during the recession to reduce their operating budgets – or been staffed almost entirely by volunteer firefighters.

The volunteer Suisun City Fire Department currently operates at the minimum staffing levels recommended by national standards.

It also funds the activities of the City Council. The remainder supports functions in the Public Works and Utilities Department -Engineering, Public Project Inspections, and storm drainage maintenance. While some of these functions may not fit the traditional characterization of "Public Safety," a large portion of the expenses that are above the 75% that funds traditional Police and Fire services also help to keep Suisun City safe.

These are not the only services that keep us safe. Well-maintained streets and sidewalks prevent injuries and property damage. Well-lit streets deter criminal activity. Properly operating and modern traffic signals improve traffic flow and reduce congestion at our intersections. Regular replacement of emergency vehicles improves response times, saves lives, and protects the men and women driving them. The City has NO general fund money for streets, sidewalks and street lighting, and only a fraction of the amount needed to replace vehicles when the time comes. These uses of have been shown by survey to be the services the majority of residents feel need the most improvement.

### **ECONOMIC RECOVERY DOES NOT SOLVE OUR PROBLEMS**

Suisun City is beginning to recover from the recession, but that recovery may be illusory, particularly in the long term. Things are indeed beginning to improve. The opening of Walmart has been and will continue to be a huge benefit to the city.

Suisun City's unemployment rate is dropping. Home values are rebounding. More tourists are visiting and spending their tax dollars here. Vacancies in Suisun City's business areas and office buildings are declining.

But all those opportunities for improvement will not be enough to restore Suisun City to what it once was.

Like its predecessors, the City of Suisun City Approved Budget for 2015/16 is balanced, but that

tells only a small part of the story. The actions taken to achieve that balance were neither entirely desirable nor sustainable.

The current year's budget, like its predecessors, is based on long -range forecasting, and that forecast paints a bleaker picture. The forecast predicts that in just a few years Suisun City will again face deficits and that's based on budgeting for the status quo. The forecast predicts no funding will be available for any significant restoration of services, or meaningful investment in equipment, buildings, streets, lighting, or flood protection.

Should we settle for and maintain the austere Suisun City that we have today, or should we make every effort to bring back the well-maintained roads, parks, emergency services and the other things that helped made Suisun City such a wonderful place to call home?

That's the question we have to answer and the choice we all have to make.

### **ARE WE WILLING TO TAX OURSELVES?**

The Suisun City Council has been wrestling with these questions for several years. First as hard choices were made, and more recently as they've considered the City's unmet needs – particularly in terms of protecting the Public's safety. Last year, the Council focused on a spectrum of needs, all of which dramatically affect our quality of life and all of which shared another common theme: our existing revenue sources will not be sufficient to meet those needs.

Suisun City is one of the few Cities in Solano County that did not increase sales tax rates during the past decade. Most of our surrounding neighbors, and Suisun City residents who shop in those communities, pay a higher sales tax than Suisun City's.

A sales tax increase would generate the funding to meet many of the City's unmet needs, and so the City Council is, thoughtfully, considering placing a tax increase measure on the November 2016 ballot.

Over the next several months the City will conduct extensive outreach, to discuss the city's finances, its unmet needs, community preferences for the kind of future it wants, and its appetite for a sales tax increase.

A brighter future is possible. The question is: Are we willing to tax ourselves to achieve it?

## Take the Survey Today!

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Click the image below to take our survey!



## Give Us Your Insights

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Have insights outside the bounds of surveys, contests or other contrivances?

The proverbial game-changer idea?

How about just a random thought?

**Email them to us at [sway@suisun.com](mailto:sway@suisun.com) now! Before they get away!**

### Send me SWAY Suisun City Info!

---

**Email Address**

**First Name**

**Last Name**

## SWAY - Suisun City Outreach Summary

thru June 29, 2016

### WEBSITES

#### SWAY.SUISUN.COM

Site Launch: 5/23/2016

Active Days

#### SUISUN.COM links

39

	<u>Total</u>	<u>Daily</u>		<u>Total</u>	<u>Daily</u>
		<u>Average</u>			<u>Average</u>
Audience - Visitors	437	11.21	General Article	117	3.00
Total Pageviews	754	19.33	Town Hall	38	0.97
Unique Pageviews	626	16.05			
Ave Pages/Visitor	2				
Home Page	315	8.08			
Photo Contest	135	3.46			
Town Hall Meeting	85	2.18			
Share Insights	58	1.49			
Resource Library	25	0.64			

### FACEBOOK

#### Total Facebook Engagement

	<u>Reach</u>	<u>Clicks</u>	<u>Reactions</u>
Across Three Facebooks	19,459	1,315	274

#### Suisun City Primary FB - Post Engagement

<u>Post</u>	<u>Date</u>	<u>Reach</u>	<u>Clicks</u>	<u>Reactions</u>
Online Survey Reminder	6/28/2016	100	6	5
Text Survey	6/15/2016	1,990	128	13 (Clicks for this view are Video Views)
Town Hall Slides	6/2/2016	1,928	781	57
Town Hall Thanks	6/2/2016	498	7	5
Town Hall Reminder	6/2/2016	560	8	-
Photo Contest	5/26/2016	723	44	24
Survey Invite	5/25/2016	1,095	15	1
Kickoff Post	5/23/2016	1,221	51	39
<b>Total</b>		<b>8,115</b>	<b>1,034</b>	<b>139</b>

#### Events

	<u>Date</u>	<u>Reach</u>			<u>Responses</u>
		<u>Organic</u>	<u>Paid</u>	<u>Total</u>	
Town Hall Meeting	6/2/2016	1,976	2,066	4,042	143

#### Police Department FB - Post Engagement

<u>Post</u>	<u>Date</u>	<u>Reach</u>	<u>Clicks</u>	<u>Reactions</u>
Text Survey	6/15/2016	1,993	158	36
Town Hall Slides	6/2/2016	847	299	14 (Clicks for this view are Video Views)
Town Hall Reminder (via PD app)	6/2/2016	782	47	16
Town Hall Invite	5/25/2016	589	38	21
Town Hall Invite (via PD app)	5/25/2016	1,207	140	24
Kickoff Post	5/23/2016	378	75	5
<b>Total</b>		<b>5,796</b>	<b>757</b>	<b>116</b>

**Fire Department FB - Post Engagement**

<u>Post</u>	<u>Date</u>	<u>Reach</u>	<u>Clicks</u>	<u>Reactions</u>
Text Survey	6/15/2016	1,068	23	10
Town Hall Slides	6/2/2016	229	88	1 (Clicks for this view are Video Views)
Town Hall Invite	5/25/2016	100	2	4
Kickoff Post	5/23/2016	109	25	4
Total		1,506	138	19

**TWITTER**

28-Day Summary

**Suisun City - Post Engagement**

<u>Post</u>	<u>Date</u>	<u>Impressions</u>	<u>Engagements</u>
Text Survey FB link	6/15/2016	210	0
Text Survey Tweet	6/15/2016	231	0
Town Hall Reminder	6/2/2016	280	2
Photo Contest	5/26/2016	382	6
Survey Invite	5/25/2016	281	3
Town Hall Announce web repost	5/25/2016	357	6
Town Hall tweet	5/25/2016	321	4
SWAY kickoff tweet	5/23/2016	446	12
SWAY kickoff web repost	5/23/2016	337	0
Totals		2,845	33

**MAILCHIMP - EMAIL NEWSLETTER**

<b>SWAY Updates</b>	1 campaign sent
Subscribers	37
Average Open Rate	50.90% (Industry Ave. 23.55%)
Average Click Rate	7.50%
<u>Platform</u>	
	Desktop 58%
	Mobile 42%

**SURVEY MONKEY - ONLINE SURVEY**

**What's Important to You?**

Responses	85
Responses Between 5/23 & 6/2	75
Close to 100% response rate to all questions.	

**POSTCARD SURVEYS**

Responses	29
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**TOWN HALL SURVEYS**

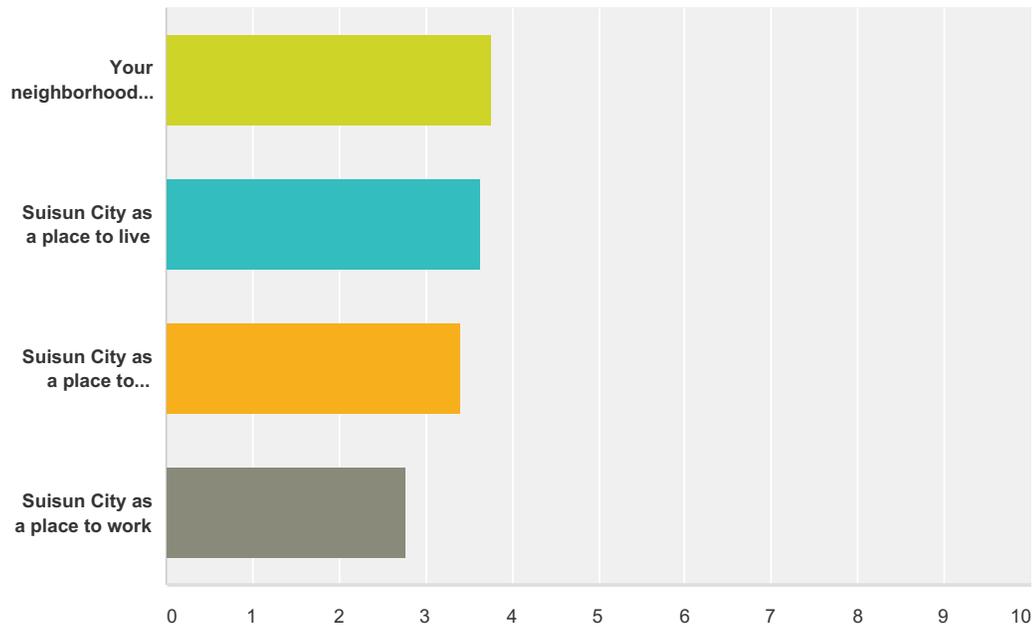
Responses	44
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**TOWN HALL ATTENDEES SIGNED IN**

Sign-ins	77
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**Q1 On a scale of 1-5, with 5 being the best, how would you rate:**

Answered: 83 Skipped: 1



	1 - Worst	2	3	4	5 - Best	Total	Weighted Average
Your neighborhood as a place to live	1.20% 1	7.23% 6	30.12% 25	38.55% 32	22.89% 19	83	3.75
Suisun City as a place to live	0.00% 0	3.66% 3	46.34% 38	32.93% 27	17.07% 14	82	3.63
Suisun City as a place to raise children	0.00% 0	13.41% 11	46.34% 38	26.83% 22	13.41% 11	82	3.40
Suisun City as a place to work	14.47% 11	21.05% 16	42.11% 32	17.11% 13	5.26% 4	76	2.78

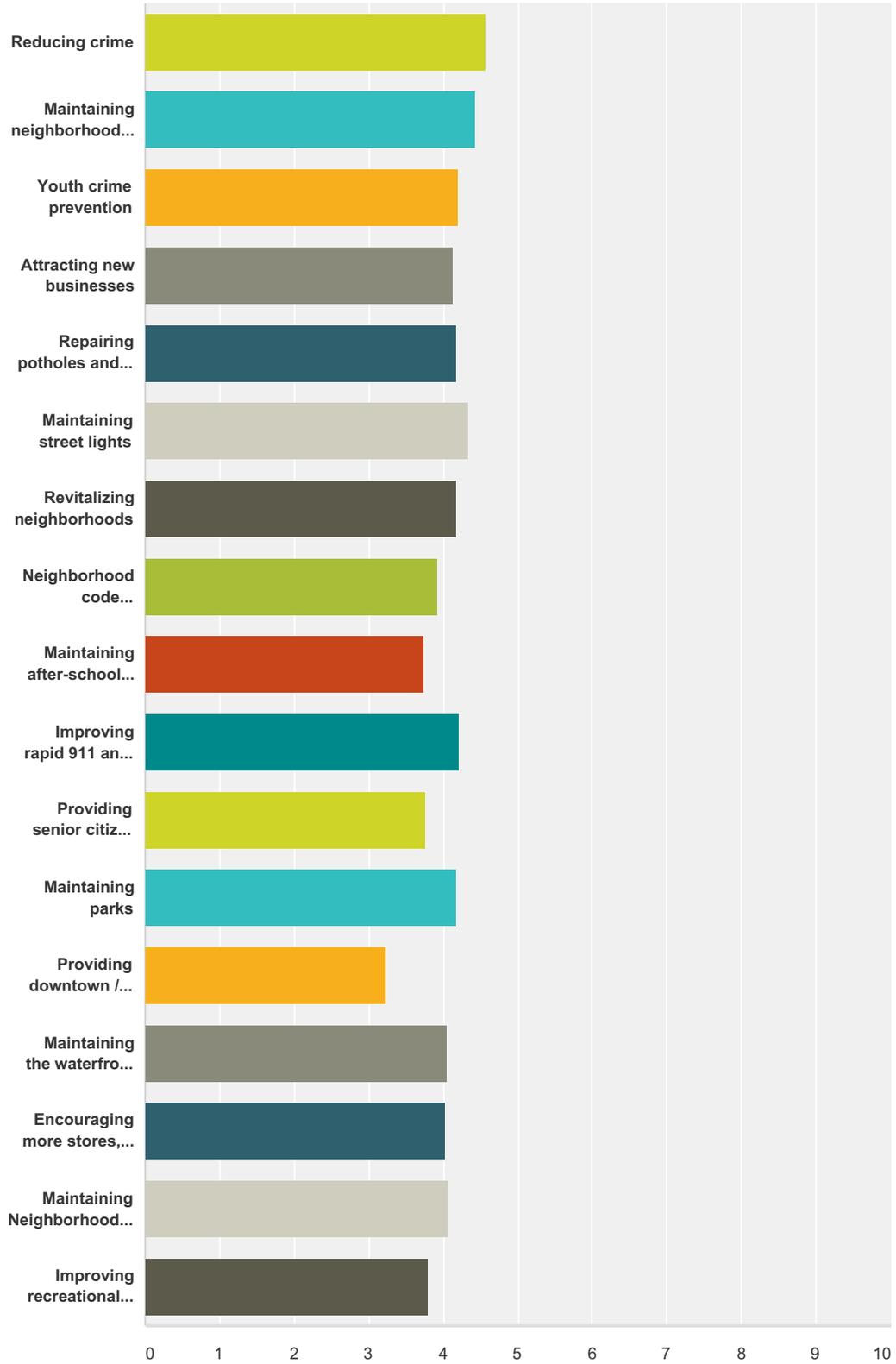
**Q2 On a scale of 0-5, with 0 being NOT IMPORTANT AT ALL and 5 being EXTREMELY IMPORTANT, how would your rate the importance of the following city programs and services?**

Answered: 84 Skipped: 0

What's Important to You?

ONLINE SURVEY

Item 13  
Attachment 1  
SurveyMonkey



	1 - Not Important to me	2	3	4	5 - Extremely Important to me	Total	Weighted Average
Reducing crime	1.19% 1	1.19% 1	8.33% 7	17.86% 15	71.43% 60	84	4.57

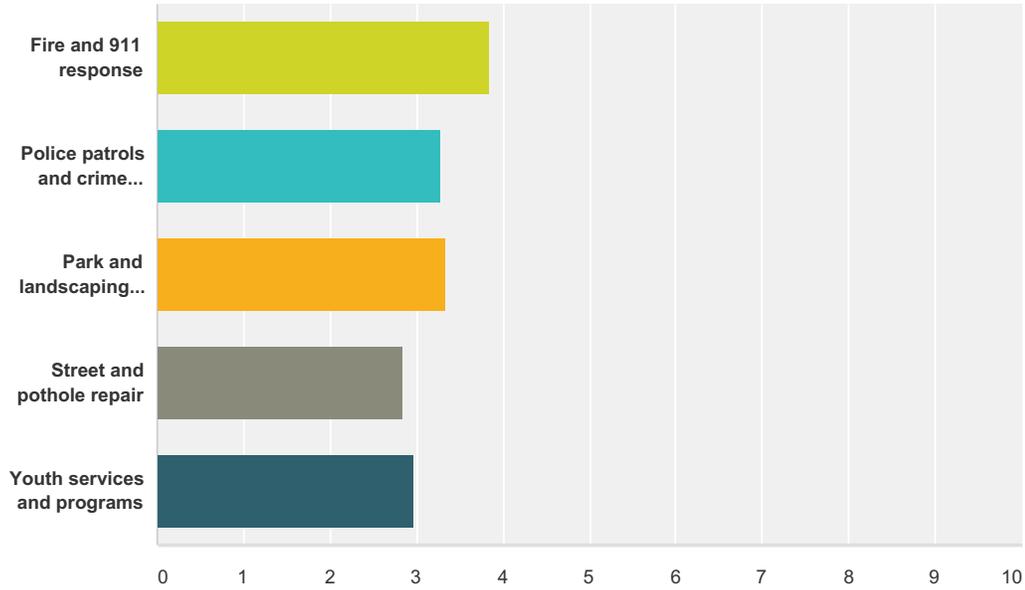
What's Important to You?

ONLINE SURVEY

Maintaining neighborhood police patrols	<b>2.38%</b> 2	<b>0.00%</b> 0	<b>11.90%</b> 10	<b>25.00%</b> 21	<b>60.71%</b> 51	84	4.42
Youth crime prevention	<b>1.19%</b> 1	<b>5.95%</b> 5	<b>15.48%</b> 13	<b>27.38%</b> 23	<b>50.00%</b> 42	84	4.19
Attracting new businesses	<b>1.20%</b> 1	<b>4.82%</b> 4	<b>20.48%</b> 17	<b>25.30%</b> 21	<b>48.19%</b> 40	83	4.14
Repairing potholes and city streets	<b>1.20%</b> 1	<b>2.41%</b> 2	<b>19.28%</b> 16	<b>31.33%</b> 26	<b>45.78%</b> 38	83	4.18
Maintaining street lights	<b>0.00%</b> 0	<b>1.19%</b> 1	<b>11.90%</b> 10	<b>38.10%</b> 32	<b>48.81%</b> 41	84	4.35
Revitalizing neighborhoods	<b>1.20%</b> 1	<b>4.82%</b> 4	<b>18.07%</b> 15	<b>27.71%</b> 23	<b>48.19%</b> 40	83	4.17
Neighborhood code enforcement	<b>3.57%</b> 3	<b>8.33%</b> 7	<b>23.81%</b> 20	<b>21.43%</b> 18	<b>42.86%</b> 36	84	3.92
Maintaining after-school programs	<b>7.32%</b> 6	<b>6.10%</b> 5	<b>26.83%</b> 22	<b>25.61%</b> 21	<b>34.15%</b> 28	82	3.73
Improving rapid 911 and emergency response times	<b>2.38%</b> 2	<b>5.95%</b> 5	<b>15.48%</b> 13	<b>20.24%</b> 17	<b>55.95%</b> 47	84	4.21
Providing senior citizen services	<b>2.41%</b> 2	<b>13.25%</b> 11	<b>22.89%</b> 19	<b>30.12%</b> 25	<b>31.33%</b> 26	83	3.75
Maintaining parks	<b>0.00%</b> 0	<b>4.76%</b> 4	<b>19.05%</b> 16	<b>30.95%</b> 26	<b>45.24%</b> 38	84	4.17
Providing downtown / Waterfront District parking	<b>13.10%</b> 11	<b>16.67%</b> 14	<b>23.81%</b> 20	<b>27.38%</b> 23	<b>19.05%</b> 16	84	3.23
Maintaining the waterfront and marina	<b>3.61%</b> 3	<b>2.41%</b> 2	<b>20.48%</b> 17	<b>31.33%</b> 26	<b>42.17%</b> 35	83	4.06
Encouraging more stores, restaurants, theaters, etc.	<b>4.82%</b> 4	<b>6.02%</b> 5	<b>13.25%</b> 11	<b>33.73%</b> 28	<b>42.17%</b> 35	83	4.02
Maintaining Neighborhood Watch programs	<b>2.38%</b> 2	<b>4.76%</b> 4	<b>19.05%</b> 16	<b>29.76%</b> 25	<b>44.05%</b> 37	84	4.08
Improving recreational programs and activities	<b>4.76%</b> 4	<b>7.14%</b> 6	<b>21.43%</b> 18	<b>38.10%</b> 32	<b>28.57%</b> 24	84	3.79

**Q3 On a scale of 1-5, with 5 being the MOST SATISFIED and 1 being the LEAST SATISFIED, how would you rate Suisun City's**

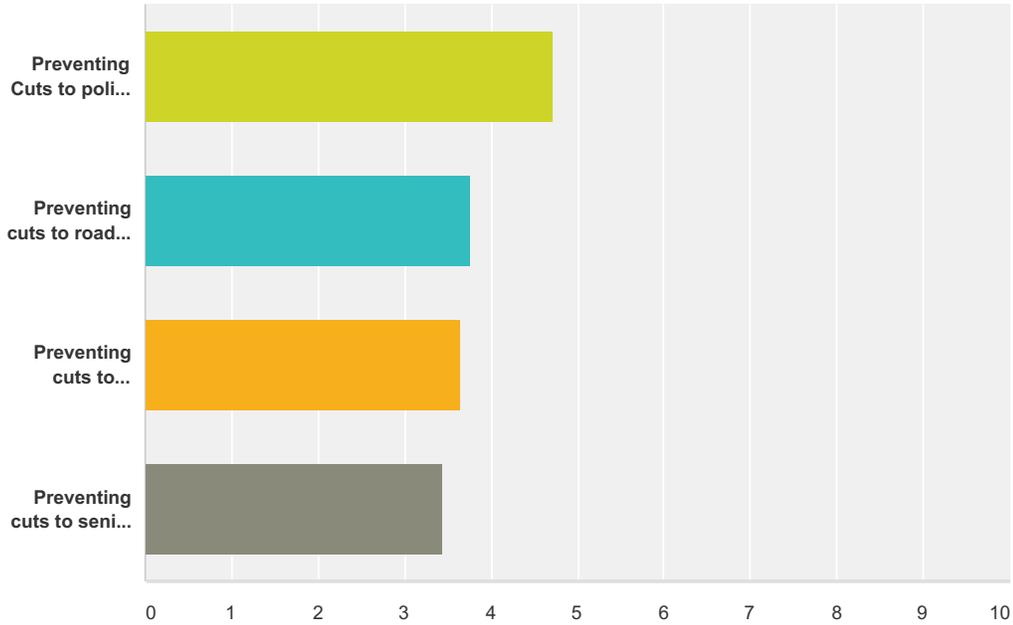
Answered: 84 Skipped: 0



	1 - Least Satisfied	2	3	4	5 - Most Satisfied	Total	Weighted Average
Fire and 911 response	0.00% 0	8.54% 7	21.95% 18	46.34% 38	23.17% 19	82	3.84
Police patrols and crime fighting services	4.82% 4	15.66% 13	38.55% 32	28.92% 24	12.05% 10	83	3.28
Park and landscaping maintenance	4.76% 4	16.67% 14	32.14% 27	33.33% 28	13.10% 11	84	3.33
Street and pothole repair	13.10% 11	25.00% 21	34.52% 29	20.24% 17	7.14% 6	84	2.83
Youth services and programs	8.33% 7	17.86% 15	48.81% 41	19.05% 16	5.95% 5	84	2.96

**Q2 On a scale of 1-5, please let us know which are the most important to you, where 5 is the most important and 1 is the least important:**

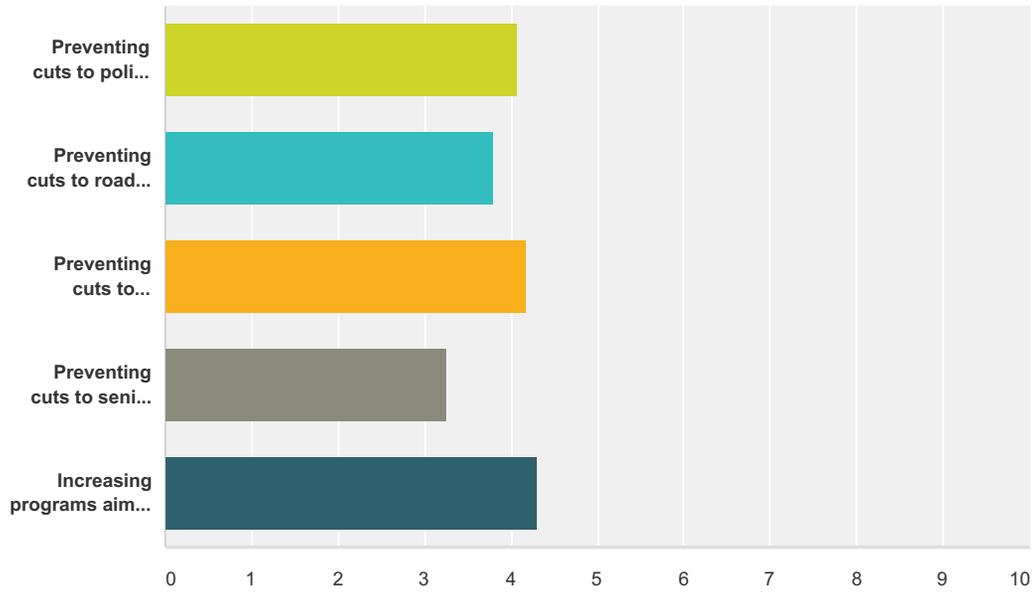
Answered: 42 Skipped: 2



	1	2	3	4	5	Total	Weighted Average
Preventing Cuts to police and fire	2.38% 1	0.00% 0	4.76% 2	9.52% 4	83.33% 35	42	4.71
Preventing cuts to road and sidewalk repair	2.44% 1	7.32% 3	24.39% 10	43.90% 18	21.95% 9	41	3.76
Preventing cuts to programs for youths	5.00% 2	10.00% 4	22.50% 9	40.00% 16	22.50% 9	40	3.65
Preventing cuts to senior citizen programs	5.00% 2	17.50% 7	27.50% 11	27.50% 11	22.50% 9	40	3.45

**Q2 On a scale of 1-5, please let us know which are the most important to you, where 5 is the most important and 1 is the least important:**

Answered: 29 Skipped: 0



	1	2	3	4	5	Total	Weighted Average
Preventing cuts to police and fire	3.70% 1	11.11% 3	18.52% 5	7.41% 2	59.26% 16	27	4.07
Preventing cuts to road and sidewalk repair	3.57% 1	14.29% 4	21.43% 6	21.43% 6	39.29% 11	28	3.79
Preventing cuts to programs for youths	3.45% 1	3.45% 1	17.24% 5	24.14% 7	51.72% 15	29	4.17
Preventing cuts to senior citizen programs	17.86% 5	14.29% 4	25.00% 7	10.71% 3	32.14% 9	28	3.25
Increasing programs aimed at bringing new businesses to Suisun City	6.90% 2	0.00% 0	10.34% 3	20.69% 6	62.07% 18	29	4.31

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SUMMARY		Official Statement Of Votes General Election November5, 2002 - County Of Solano Solano Transportation Improvement Authority Measure E																	
Page Number	150,918.001	REGISTERED VOTERS	TURNOUT	TURNOUT PERCENTAGE		C S O L A N O  C O U N T Y  M E A S U R E  E	S O L A N O  T R A N S P O R T A T I O N  Y E S	C O U N T Y  I M P R O V E M E N T  A U T H O R I T Y  N O											
<b>Congressional Districts</b>																			
3rd District		6316	4110	65.0%		2173	1635												
7th District		109243	56508	51.7%		31742	20350												
10th District		60260	30662	50.8%		16999	11843												
<b>State Senate Districts</b>																			
2nd District		78128	39893	51.0%		23060	13414												
5th District		97691	51387	52.6%		27854	20414												
<b>State Assembly Dist.</b>																			
7th District		57988	27891	48.0%		16142	9175												
8th District		117831	63389	53.7%		34772	24653												
<b>Supervisory Districts</b>																			
1st District		34109	15856	46.4%		9585	4678												
2nd District		39562	20738	52.4%		11948	7248												
3rd District		32947	16364	49.6%		9174	6256												
4th District		31852	17637	55.3%		9164	7366												
5th District		37349	20685	55.3%		11043	8280												
<b>Cities</b>																			
City of Benicia		15444	8977	58.1%		5231	3131												
City of Dixon		7256	4347	59.9%		2208	1843												
City of Fairfield		39724	19961	50.2%		11190	7628												
City of Rio Vista		2857	2008	70.2%		1213	637												
City of Suisun		10819	5012	46.3%		2995	1703												
City of Vacaville		38267	21180	55.3%		11064	8802												
City of Vallejo		51355	23980	46.6%		14269	7379												
Unincorporated Area		10097	5815	57.5%		2744	2705												
<b>Totals</b>																			
Precinct Totals		175819	67020	38.1%		37566	25092												
Absentee Totals		0	24260	0.0%		13348	8736												
* * Grand Total		175819	91280	51.9%		50914	33828												



NAME AND DISTRICTS

SOLANO COUNTY, CALIFORNIA  
GENERAL ELECTION  
NOVEMBER 2, 2004

PRINTED 12/10/04, 01:51 PM

PAGE 157

295 PRECINCTS	R V		T P	A-TRANSPORTATION IMPROVEMENT AUTHORITY	
	E O	G T	U E	Y	N
	I E	B C	R R	E	O
	S R	A A	N C	S	O
	T S	L S	O E	(NON)	(NON)
	E	L T	U N		
	R	O	T T		
	E	T	A		
	D	S	G		
			E		
STATE SENATE 2	84397	65083	77.12	39155	21838
STATE SENATE 5	111535	84974	76.19	50968	29112
STATE SENATE TOTAL	195932	150057	76.59	90123	50950
STATE ASSEMBLY 7	61826	46198	74.72	29005	14089
STATE ASSEMBLY 8	134106	103859	77.45	61118	36861
STATE ASSEMBLY TOTAL	195932	150057	76.59	90123	50950
BD OF EQUALIZATION 1	195932	150057	76.59	90123	50950
SUPERVISORIAL 1	36842	27140	73.67	17684	7483
SUPERVISORIAL 2	42877	33873	79.00	19698	12231
SUPERVISORIAL 3	37759	27624	73.16	16865	9223
SUPERVISORIAL 4	35400	27715	78.29	16109	10089
SUPERVISORIAL 5	43054	33705	78.29	19767	11924
SUPERVISORIAL TOTAL	195932	150057	76.59	90123	50950
CITY OF BENICIA	16736	14046	83.93	7309	5958
CITY OF DIXON	8040	6374	79.28	3461	2501
CITY OF FAIRFIELD	46072	34328	74.51	21023	11449
CITY OF RIO VISTA	3882	3307	85.19	2091	1085
CITY OF SUISUN	12611	9105	72.20	6014	2556
CITY OF VACAVILLE	43034	33835	78.62	19825	11976
CITY OF VALLEJO	54792	40397	73.73	26117	11541
CITY TOTAL	185167	141392	76.36	85840	47066
UNINCORPORATED AREA	10765	8665	80.49	4283	3884

NAME AND DISTRICTS

SOLANO COUNTY, CALIFORNIA  
GENERAL ELECTION  
NOVEMBER 2, 2004

OFFICIAL RESULTS

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PAGE 148

		R V		T P	A-TRANSPORTATION IMPROVEMENT AUTHORITY	
		E O		U E		
		G T		R R		
		I E	B C	N C		
		S R	A A	O E		
		T S	L S	U N		
		E	L T	T T	Y	
		R	O	A	E	N
		E	T	G	S	O
295 PRECINCTS		D	S	E	(NON)	(NON)
1841 FAIRFIELD	A	885	205	23.16	138	59
1841 FAIRFIELD	V	885	489	55.25	312	149
1910 GREEN VALLEY	A	758	267	35.22	117	143
1910 GREEN VALLEY	V	758	382	50.40	177	190
1930 GREEN VALLEY	A	631	242	38.35	121	113
1930 GREEN VALLEY	V	631	311	49.29	150	148
2110 RIO VISTA	A	708	150	21.19	89	57
2110 RIO VISTA	V	708	437	61.72	246	166
2120 RIO VISTA	A	669	128	19.13	86	33
2120 RIO VISTA	V	669	384	57.40	218	148
2130 RIO VISTA	A	971	236	24.30	137	90
2130 RIO VISTA	V	971	538	55.41	297	214
2140 RIO VISTA	A	1534	618	40.29	434	171
2140 RIO VISTA	V	1534	816	53.19	584	206
2209 SILVEYVILLE	A	292	75	25.68	40	32
2209 SILVEYVILLE	V	292	157	53.77	77	71
2310 SUISUN	A	1219	264	21.66	162	86
2310 SUISUN	V	1219	630	51.68	407	180
2319 SUISUN	A	845	125	14.79	92	30
2319 SUISUN	V	845	466	55.15	333	103
2320 SUISUN	A	888	169	19.03	104	54
2320 SUISUN	V	888	493	55.52	347	122
2321 SUISUN	A	763	143	18.74	96	44
2321 SUISUN	V	763	375	49.15	253	102
2322 SUISUN	A	1051	231	21.98	154	63
2322 SUISUN	V	1051	492	46.81	321	134
2323 SUISUN	A	1008	178	17.66	115	51
2323 SUISUN	V	1008	549	54.46	379	130
2324 SUISUN	A	1186	231	19.48	161	64
2324 SUISUN	V	1186	600	50.59	393	164
2325 SUISUN	A	1291	281	21.77	179	95
2325 SUISUN	V	1291	687	53.21	404	234
2326 SUISUN	A	1175	200	17.02	124	70
2326 SUISUN	V	1175	643	54.72	429	170
2328 SUISUN	A	693	152	21.93	105	41
2328 SUISUN	V	693	343	49.49	242	75
2329 SUISUN	A	1061	285	26.86	165	104
2329 SUISUN	V	1061	473	44.58	296	148
2333 SUISUN	A	1193	320	26.82	232	77
2333 SUISUN	V	1193	586	49.12	383	171
2510 SUISUN	A	396	92	23.23	42	49
2510 SUISUN	V	396	206	52.02	103	97
2800 TRAVIS	A	1331	249	18.71	195	39
2800 TRAVIS	V	1331	464	34.86	318	109
3010 VACAVILLE	A	952	254	26.68	130	109
3010 VACAVILLE	V	952	557	58.51	298	238
3020 VACAVILLE	A	622	157	25.24	75	74
3020 VACAVILLE	V	622	388	62.38	205	162
3030 VACAVILLE	A	978	208	21.27	106	96
3030 VACAVILLE	V	978	571	58.38	325	208

DISTRICT CANVASS

DIRECT PRIMARY ELECTION  
SOLANO COUNTY, CA  
JUNE 6, 2006

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	R V E O G T I E S R T S E R E D	B C A A L S L T O T S	T P U E R R N C O E U N T T A G E	MEASURE H	
				Y E S	N O
228 PRECINCTS					
COUNTY TOTAL	163925	66068	40.30	28870	34478
VOTING PRECINCTS	163925	66068	40.30	28870	34478
CONGRESSIONAL 3	7140	3762	52.69	1936	1710
CONGRESSIONAL 7	100491	40153	39.96	17723	20639
CONGRESSIONAL 10	56294	22153	39.35	9211	12129
CONGRESSIONAL TOTAL	163925	66068	40.30	28870	34478
STATE SENATE 2	71899	30095	41.86	13952	14704
STATE SENATE 5	92026	35973	39.09	14918	19774
STATE SENATE TOTAL	163925	66068	40.30	28870	34478
STATE ASSEMBLY 7	51389	19520	37.98	9310	9116
STATE ASSEMBLY 8	112536	46548	41.36	19560	25362
STATE ASSEMBLY TOTAL	163925	66068	40.30	28870	34478
BOARD OF EQUALIZATION 1	163925	66068	40.30	28870	34478
SUPERVISORIAL 1	30424	11008	36.18	5653	4661
SUPERVISORIAL 2	36874	15837	42.95	6774	8384
SUPERVISORIAL 3	29729	12197	41.03	5128	6626
SUPERVISORIAL 4	30272	12434	41.07	5030	6974
SUPERVISORIAL 5	36626	14592	39.84	6285	7833
SUPERVISORIAL TOTAL	163925	66068	40.30	28870	34478
CITY OF BENICIA	15020	7616	50.71	3039	4317
CITY OF DIXON	6936	2701	38.94	917	1690
CITY OF FAIRFIELD	37059	14817	39.98	6205	8066
CITY OF RIO VISTA	3731	2139	57.33	1315	759
CITY OF SUISUN	10037	3622	36.09	1785	1693
CITY OF VACAVILLE	36602	14177	38.73	5824	7879
CITY OF VALLEJO	45088	16470	36.53	8231	7237
CITY TOTAL	154473	61542	39.84	27316	31641
UNINCORPORATED AREA	9461	4529	47.87	1554	2840

DISTRICT CANVASS

DIRECT PRIMARY ELECTION  
SOLANO COUNTY, CA  
JUNE 6, 2006

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228 PRECINCTS	R V		T P	MEASURE H	
	E O		U E		
	G T		R R		
	I E	B C	N C		
	S R	A A	O E		
	T S	L S	U N		
	E	L T	T T		
	R	O	A	Y	
	E	T	G	E	N
	D	S	E	S	O
0051 FAIRFIELD 1641/1645	697	281	40.32	107	159
0052 FAIRFIELD 1650/1660	929	413	44.46	187	211
0053 FAIRFIELD 1670/1675	816	337	41.30	133	193
0054 FAIRFIELD 1680/1685	819	379	46.28	147	216
0055 FAIRFIELD 1682/1696	1093	289	26.44	139	144
0056 FAIRFIELD 1710/1831	1139	438	38.45	169	253
0057 FAIRFIELD 1720/1730	820	392	47.80	148	233
0058 FAIRFIELD 1740/1750	1032	431	41.76	195	215
0059 FAIRFIELD 1770/1780	677	264	39.00	101	152
0060 FAIRFIELD 1790	701	299	42.65	132	160
0061 FAIRFIELD 1810/1811	1297	497	38.32	220	252
0062 FAIRFIELD 1820	868	368	42.40	137	213
0063 FAIRFIELD 1830/1836	1190	495	41.60	192	293
0064 FAIRFIELD 1832	960	338	35.21	146	185
0065 FAIRFIELD 1833	999	446	44.64	197	242
0066 FAIRFIELD 1837	481	373	77.55	205	150
0067 FAIRFIELD 1840	726	278	38.29	109	154
0068 GREEN VALLEY 1910/1	1279	749	58.56	258	473
0069 RIO VISTA 2110/2120	1152	516	44.79	267	226
0070 RIO VISTA 2130	811	317	39.09	178	129
0071 RIO VISTA 2139	588	416	70.75	274	133
0072 RIO VISTA 2140	1180	890	75.42	596	271
0073 SUISUN 2310/2311/23	978	414	42.33	182	218
0074 SUISUN 2319	648	176	27.16	98	70
0075 SUISUN 2320	705	243	34.47	127	108
0076 SUISUN 2321	568	204	35.92	103	95
0077 SUISUN 2322/2328/23	1308	461	35.24	227	220
0078 SUISUN 2323	829	280	33.78	149	118
0079 SUISUN 2324/2337/23	900	299	33.22	152	132
0080 SUISUN 2325/2330	1002	392	39.12	160	218
0081 SUISUN 2326/2327	934	340	36.40	162	161
0082 SUISUN 2329/2331/23	846	285	33.69	130	149
0083 SUISUN 2333/2334/23	1319	528	40.03	295	204
0084 SUISUN 2510/2520	330	152	46.06	32	110
0085 TRAVIS 2800/2809/28	556	61	10.97	37	22
0086 VACAVILLE 3010/3011	868	417	48.04	154	250
0087 VACAVILLE 3020	544	237	43.57	84	142
0088 VACAVILLE 3030/3050	835	368	44.07	129	225
0089 VACAVILLE 3040/3031	1161	541	46.60	201	326
0090 VACAVILLE 3060/3080	709	316	44.57	129	177
0091 VACAVILLE 3070/3090	1297	578	44.56	224	328
0092 VACAVILLE 3110/40/4	1061	575	54.19	223	340
0093 VACAVILLE 3120/3160	683	321	47.00	118	194
0094 VACAVILLE 3170/3180	1154	400	34.66	177	205
0095 VACAVILLE 3181	834	336	40.29	153	171
0096 VACAVILLE 3182/3185	1259	438	34.79	181	247
0097 VACAVILLE 3183/3190	768	271	35.29	128	135
0098 VACAVILLE 3184	948	343	36.18	156	172
0099 VACAVILLE 3210/3220	1229	421	34.26	179	227
0100 VACAVILLE 3230/3240	1222	418	34.21	160	242

DISTRICT CANVASS

SOLANO COUNTY, CALIFORNIA  
PRESIDENTIAL PRIMARY ELECTION  
JUNE 7, 2016

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165 PRECINCTS	R	V	T	Measure G - Solano County Transportation Improvement Advisory Measure		Measure H - Solano County 2016 Transactions and Use Tax	
	E	O	P	Y	N	Y	N
	G	T	R	S	O	S	O
	I	B	N				
	S	A	C				
	R	A	O				
	T	L	E				
	E	L	T				
	R	O	A				
	E	T	G				
	D	S	E				
COUNTY TOTAL	209373	100181	47.85	60811	33449	42120	52982
VOTING PRECINCTS	209373	100181	47.85	60811	33449	42120	52982
CONGRESSIONAL 3	131863	63323	48.02	36257	23702	23872	36583
CONGRESSIONAL 5	77510	36858	47.55	24554	9747	18248	16399
CONGRESSIONAL TOTAL	209373	100181	47.85	60811	33449	42120	52982
STATE SENATE 3	209373	100181	47.85	60811	33449	42120	52982
STATE SENATE TOTAL	209373	100181	47.85	60811	33449	42120	52982
STATE ASSEMBLY 4	16447	8408	51.12	4359	3595	2770	5270
STATE ASSEMBLY 11	115408	54910	47.58	31894	20106	21099	31311
STATE ASSEMBLY 14	77518	36863	47.55	24558	9748	18251	16401
STATE ASSEMBLY TOTAL	209373	100181	47.85	60811	33449	42120	52982
BD OF EQUALIZATION 2	209373	100181	47.85	60811	33449	42120	52982
SUPERVISORIAL 1	41247	18176	44.07	12550	4342	9504	7534
SUPERVISORIAL 2	47077	23558	50.04	14733	7244	10577	11665
SUPERVISORIAL 3	37549	17004	45.28	9778	6360	6566	9689
SUPERVISORIAL 4	38690	19143	49.48	10555	7568	6817	11454
SUPERVISORIAL 5	44810	22300	49.77	13195	7935	8656	12640
SUPERVISORIAL TOTAL	209373	100181	47.85	60811	33449	42120	52982
CITY OF BENICIA	17836	10200	57.19	6242	3250	4461	5176
CITY OF DIXON	9058	4384	48.40	2365	1779	1574	2609
CITY OF FAIRFIELD	49921	22626	45.32	13026	8389	8625	12973
CITY OF RIO VISTA	5649	3770	66.74	2503	1058	1752	1839
CITY OF SUISUN CITY	13539	5764	42.57	3508	1966	2383	3112
CITY OF VACAVILLE	44785	21952	49.02	12473	8325	8112	12851
CITY OF VALLEJO	58313	26074	44.71	17946	6313	13514	10938
CITY TOTAL	199101	94770	47.60	58063	31080	40421	49498
UNINCORPORATED AREA	10272	5411	52.68	2748	2369	1699	3484

DISTRICT CANVASS

SOLANO COUNTY, CALIFORNIA  
PRESIDENTIAL PRIMARY ELECTION  
JUNE 7, 2016

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165 PRECINCTS	R	V	T	Measure G - Solano County Transportation Improvement Advisory Measure		Measure H - Solano County 2016 Transactions and Use Tax		
	E	O	P	Y	N	Y	N	
	G	T	U	E	S	O	E	N
	I	E	R	R			S	O
	S	R	A	N				
	T	S	A	C				
	E		L	O				
	R		S	E				
	E							
	D	S	E	S	O			
0051 FAIRFIELD 33025	1899	1050	55.29	560	439	352	654	
0052 FAIRFIELD 33040	2605	1294	49.67	697	519	446	787	
0053 FAIRFIELD 33045	912	529	58.00	259	233	162	341	
0054 FAIRFIELD 33050	1502	885	58.92	474	370	297	553	
0055 FAIRFIELD 33065	1534	785	51.17	407	336	251	494	
0056 FAIRFIELD 33070	2499	979	39.18	596	323	441	487	
0057 FAIRFIELD 33075	1414	556	39.32	338	182	237	293	
0058 FAIRFIELD 33115	1866	857	45.93	465	343	293	528	
0059 FAIRFIELD 33190	2137	863	40.38	542	290	374	460	
0060 FAIRFIELD 33195	1053	397	37.70	229	144	159	217	
0061 FAIRFIELD 33215	1761	717	40.72	456	229	321	365	
0062 FAIRFIELD 33230	1630	675	41.41	430	216	307	339	
0063 FAIRFIELD 33245	1590	616	38.74	349	248	245	350	
0064 FAIRFIELD 33250	1278	605	47.34	353	228	235	347	
0065 FAIRFIELD 33255	22	4	18.18	4	0	1	3	
0066 FAIRFIELD 33265	1234	482	39.06	297	158	205	252	
0067 SUISUN 35005	1301	608	46.73	351	215	227	345	
0068 SUISUN 35020	2261	992	43.87	626	315	432	511	
0069 SUISUN 35040	2487	970	39.00	610	314	399	528	
0070 SUISUN 35045	1938	926	47.78	574	312	396	493	
0071 SUISUN 35055	1897	759	40.01	481	243	347	378	
0072 FAIRFIELD 39452	456	237	51.97	100	124	63	166	
0073 DIXON 42010	841	429	51.01	232	179	162	250	
0074 DIXON 42020	3317	1555	46.88	843	622	568	908	
0075 DIXON 42045	150	81	54.00	38	39	32	46	
0076 DIXON 42047	752	408	54.26	209	175	126	266	
0077 DIXON 42050	2330	1173	50.34	596	517	362	765	
0078 DIXON 42065	2570	1227	47.74	694	461	482	686	
0079 VACAVILLE 46010	1110	610	54.95	368	209	236	348	
0080 VACAVILLE 46015	605	321	53.06	152	152	85	220	
0081 VACAVILLE 46020	1937	1214	62.67	659	493	430	726	
0082 VACAVILLE 46050	1866	796	42.66	451	296	285	465	
0083 VACAVILLE 46065	1507	867	57.53	494	322	324	497	
0084 VACAVILLE 46070	1358	695	51.18	396	247	281	376	
0085 VACAVILLE 46120	2342	1026	43.81	600	376	372	606	
0086 VACAVILLE 46127	213	114	53.52	54	53	27	83	
0087 VACAVILLE 46128	118	55	46.61	22	31	8	45	
0088 VACAVILLE 46129	361	190	52.63	97	82	59	122	
0089 VACAVILLE 46130	1860	960	51.61	519	386	318	601	
0090 VACAVILLE 46150	2100	967	46.05	501	433	329	605	
0091 VACAVILLE 46155	794	372	46.85	204	151	113	242	
0092 VACAVILLE 46180	1038	489	47.11	315	151	211	257	
0093 VACAVILLE 46190	1480	704	47.57	410	252	257	412	
0094 VACAVILLE 46210	1231	609	49.47	324	255	207	372	
0095 VACAVILLE 46270	1857	881	47.44	538	297	339	499	
0096 VACAVILLE 46380	1749	754	43.11	452	264	308	412	
0097 VACAVILLE 46400	2505	1177	46.99	644	467	453	670	
0098 VACAVILLE 49730	542	283	52.21	125	148	58	219	
0099 VACAVILLE 49733	1106	583	52.71	297	262	171	390	
0100 VACAVILLE 49740	471	289	61.36	154	121	111	168	

DISTRICT CANVASS

SOLANO COUNTY, CALIFORNIA  
PRESIDENTIAL PRIMARY ELECTION  
JUNE 7, 2016

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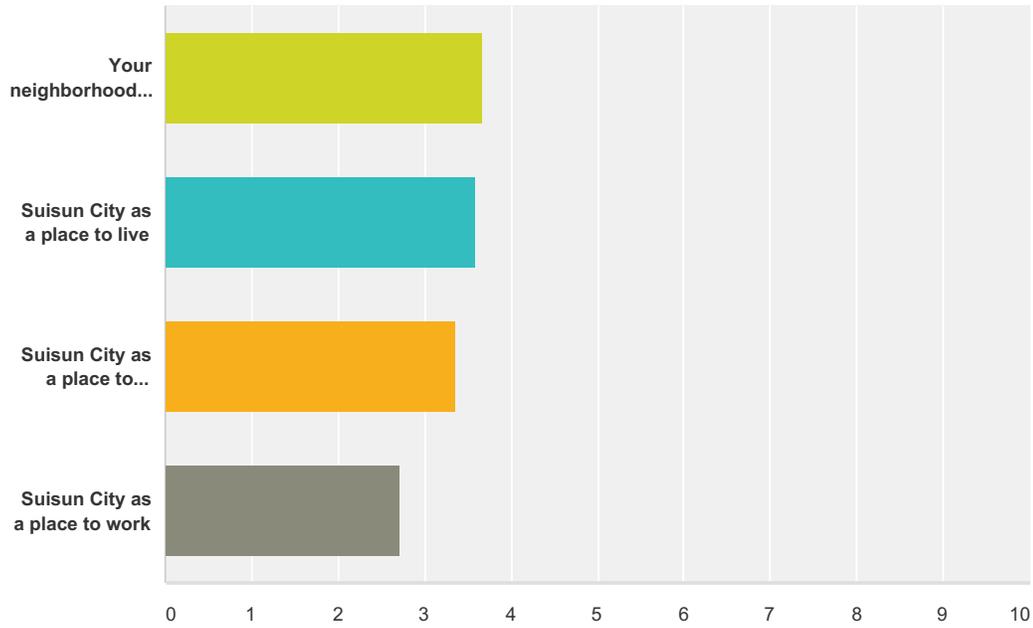
PAGE 023.024.04

165 PRECINCTS	R	V	T	Measure G - Solano County Transportation Improvement Advisory Measure		Measure H - Solano County 2016 Transactions and Use Tax	
	E	O	P	Y	N	Y	N
	D	S	E	S	O	S	O
0101 TRAVIS 53005	1459	599	41.06	385	191	253	321
0102 TRAVIS 53007	1281	442	34.50	298	128	168	255
0103 FAIRFIELD 53070	2873	1317	45.84	807	432	538	713
0104 FAIRFIELD 53100	3161	1442	45.62	859	505	553	820
0105 FAIRFIELD 53125	3029	1449	47.84	795	576	509	874
0106 FAIRFIELD 53140	2102	1166	55.47	645	456	402	714
0107 RIO VISTA 54005	2191	1103	50.34	673	367	422	624
0108 RIO VISTA 54020	3458	2667	77.13	1830	691	1330	1215
0109 SUISUN 55005	1721	696	40.44	398	263	278	385
0110 SUISUN 55010	1934	813	42.04	468	304	304	472
0111 VACAVILLE 56010	2482	1639	66.04	1013	529	704	852
0112 VACAVILLE 56020	1577	812	51.49	443	328	267	514
0113 VACAVILLE 56050	1318	690	52.35	378	284	233	433
0114 VACAVILLE 56100	1481	641	43.28	340	259	235	369
0115 VACAVILLE 56105	1906	810	42.50	442	331	296	479
0116 VACAVILLE 56107	2508	1093	43.58	636	405	419	635
0117 VACAVILLE 56110	1921	891	46.38	526	330	338	523
0118 VACAVILLE 56125	1937	893	46.10	523	330	300	559
0119 VACAVILLE 56155	1115	516	46.28	302	175	209	278
0120 VACAVILLE 56165	885	430	48.59	240	170	145	264
0121 VACAVILLE 56190	1833	861	46.97	442	370	283	544
0122 VACAVILLE 56210	1603	776	48.41	442	298	292	449
0123 ELMIRA 59700	329	172	52.28	95	68	57	105
0124 MAIL PCT 99001	177	94	53.11	35	51	29	60
0125 MAIL PCT 99002	49	28	57.14	19	8	16	12
0126 MAIL PCT 99003	12	10	83.33	3	7	1	9
0127 MAIL PCT 99004	99	48	48.48	24	22	20	26
0128 MAIL PCT 99005	184	93	50.54	40	48	22	69
0129 MAIL PCT 99006	201	120	59.70	64	50	35	78
0130 MAIL PCT 99008	2	1	50.00	1	0	0	1
0131 MAIL PCT 99009	130	66	50.77	32	30	15	50
0132 MAIL PCT 99010	244	111	45.49	61	45	32	77
0133 MAIL PCT 99011	207	117	56.52	68	38	40	68
0134 MAIL PCT 99015	9	3	33.33	0	3	0	3
0135 MAIL PCT 99016	57	34	59.65	21	12	14	20
0136 MAIL PCT 99018	99	50	50.51	21	26	12	36
0137 MAIL PCT 99020	81	47	58.02	23	22	11	35
0138 MAIL PCT 99021	10	8	80.00	5	2	4	3
0139 MAIL PCT 99024	90	55	61.11	34	17	19	31
0140 MAIL PCT 99025	5	2	40.00	2	0	0	2
0141 MAIL PCT 99027	111	56	50.45	19	31	14	39
0142 MAIL PCT 99028	5	5	100.00	1	4	1	4
0143 MAIL PCT 99029	111	59	53.15	34	24	21	38
0144 MAIL PCT 99031	27	16	59.26	8	7	3	13
0145 MAIL PCT 99032	62	27	43.55	24	3	15	11
0146 MAIL PCT 99034	8	5	62.50	4	1	3	2
0147 MAIL PCT 99035	28	12	42.86	4	7	5	7
0148 MAIL PCT 99038	48	21	43.75	12	6	8	11
0149 MAIL PCT 99039	19	12	63.16	6	5	4	7
0150 MAIL PCT 99904	0	0		0	0	0	0

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**Q1 On a scale of 1-5, with 5 being the best, how would you rate:**

Answered: 102 Skipped: 1

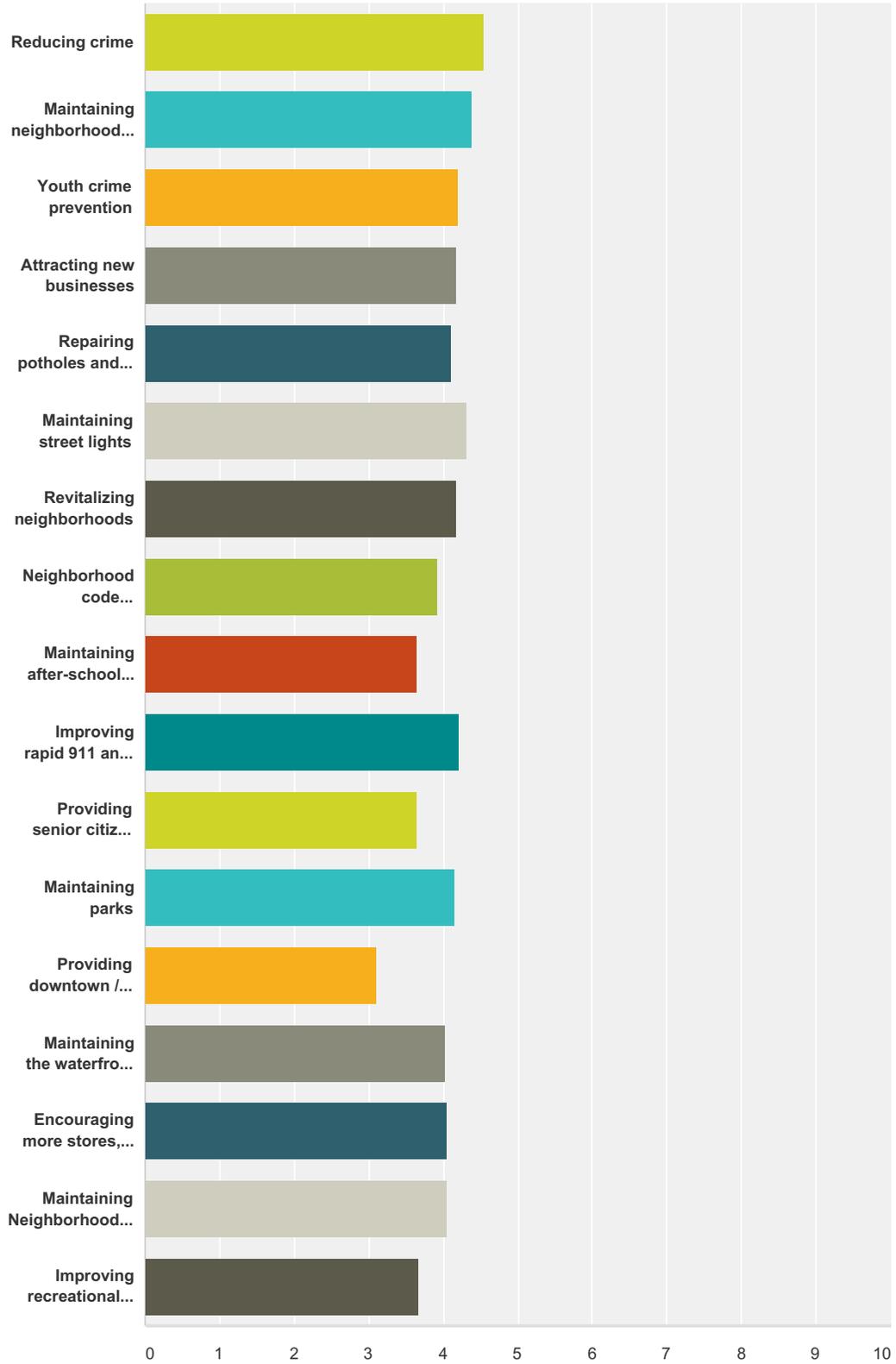


	1 - Worst	2	3	4	5 - Best	Total	Weighted Average
Your neighborhood as a place to live	1.96% 2	7.84% 8	33.33% 34	35.29% 36	21.57% 22	102	3.67
Suisun City as a place to live	0.00% 0	5.94% 6	44.55% 45	33.66% 34	15.84% 16	101	3.59
Suisun City as a place to raise children	0.00% 0	14.85% 15	45.54% 46	27.72% 28	11.88% 12	101	3.37
Suisun City as a place to work	13.83% 13	25.53% 24	40.43% 38	15.96% 15	4.26% 4	94	2.71

**Q2 On a scale of 0-5, with 0 being NOT IMPORTANT AT ALL and 5 being EXTREMELY IMPORTANT, how would your rate the importance of the following city programs and services?**

Answered: 103 Skipped: 0

# What's Important to You?



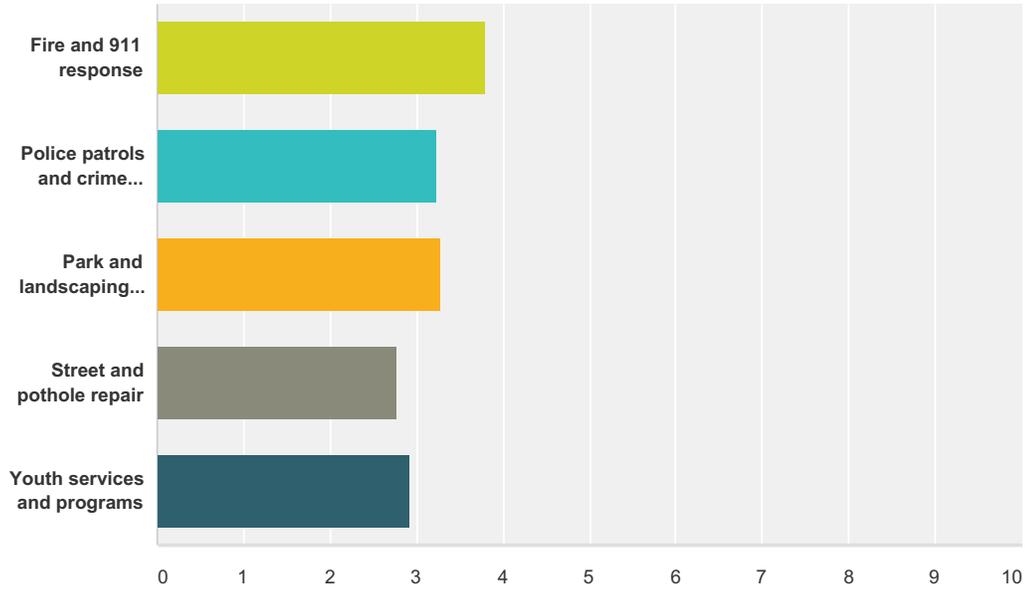
	1 - Not Important to me	2	3	4	5 - Extremely Important to me	Total	Weighted Average
Reducing crime	0.97% 1	0.97% 1	9.71% 10	18.45% 19	69.90% 72	103	4.55

What's Important to You?

Maintaining neighborhood police patrols	<b>1.94%</b> 2	<b>0.97%</b> 1	<b>13.59%</b> 14	<b>23.30%</b> 24	<b>60.19%</b> 62	103	4.39
Youth crime prevention	<b>0.97%</b> 1	<b>5.83%</b> 6	<b>15.53%</b> 16	<b>28.16%</b> 29	<b>49.51%</b> 51	103	4.19
Attracting new businesses	<b>1.96%</b> 2	<b>4.90%</b> 5	<b>18.63%</b> 19	<b>23.53%</b> 24	<b>50.98%</b> 52	102	4.17
Repairing potholes and city streets	<b>0.98%</b> 1	<b>2.94%</b> 3	<b>21.57%</b> 22	<b>33.33%</b> 34	<b>41.18%</b> 42	102	4.11
Maintaining street lights	<b>0.00%</b> 0	<b>1.96%</b> 2	<b>11.76%</b> 12	<b>38.24%</b> 39	<b>48.04%</b> 49	102	4.32
Revitalizing neighborhoods	<b>0.99%</b> 1	<b>3.96%</b> 4	<b>17.82%</b> 18	<b>30.69%</b> 31	<b>46.53%</b> 47	101	4.18
Neighborhood code enforcement	<b>3.88%</b> 4	<b>8.74%</b> 9	<b>22.33%</b> 23	<b>21.36%</b> 22	<b>43.69%</b> 45	103	3.92
Maintaining after-school programs	<b>6.93%</b> 7	<b>9.90%</b> 10	<b>25.74%</b> 26	<b>25.74%</b> 26	<b>31.68%</b> 32	101	3.65
Improving rapid 911 and emergency response times	<b>1.94%</b> 2	<b>4.85%</b> 5	<b>16.50%</b> 17	<b>23.30%</b> 24	<b>53.40%</b> 55	103	4.21
Providing senior citizen services	<b>2.94%</b> 3	<b>15.69%</b> 16	<b>24.51%</b> 25	<b>27.45%</b> 28	<b>29.41%</b> 30	102	3.65
Maintaining parks	<b>0.00%</b> 0	<b>3.88%</b> 4	<b>21.36%</b> 22	<b>30.10%</b> 31	<b>44.66%</b> 46	103	4.16
Providing downtown / Waterfront District parking	<b>14.56%</b> 15	<b>16.50%</b> 17	<b>28.16%</b> 29	<b>24.27%</b> 25	<b>16.50%</b> 17	103	3.12
Maintaining the waterfront and marina	<b>3.92%</b> 4	<b>1.96%</b> 2	<b>22.55%</b> 23	<b>30.39%</b> 31	<b>41.18%</b> 42	102	4.03
Encouraging more stores, restaurants, theaters, etc.	<b>4.90%</b> 5	<b>5.88%</b> 6	<b>10.78%</b> 11	<b>35.29%</b> 36	<b>43.14%</b> 44	102	4.06
Maintaining Neighborhood Watch programs	<b>2.94%</b> 3	<b>3.92%</b> 4	<b>20.59%</b> 21	<b>30.39%</b> 31	<b>42.16%</b> 43	102	4.05
Improving recreational programs and activities	<b>6.80%</b> 7	<b>8.74%</b> 9	<b>21.36%</b> 22	<b>35.92%</b> 37	<b>27.18%</b> 28	103	3.68

**Q3 On a scale of 1-5, with 5 being the MOST SATISFIED and 1 being the LEAST SATISFIED, how would you rate Suisun City's**

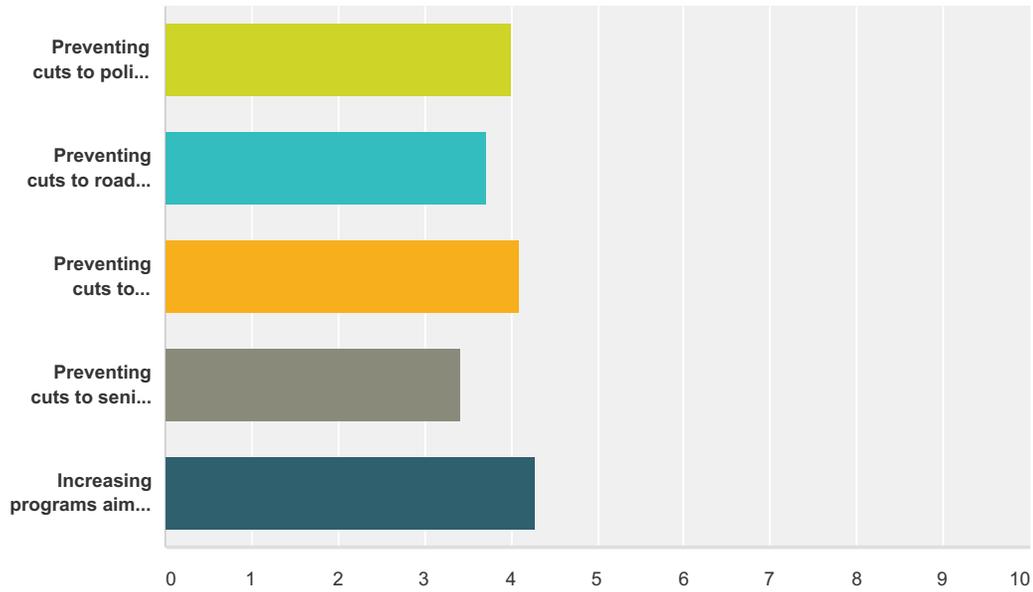
Answered: 103 Skipped: 0



	1 - Least Satisfied	2	3	4	5 - Most Satisfied	Total	Weighted Average
Fire and 911 response	0.00% 0	9.90% 10	21.78% 22	45.54% 46	22.77% 23	101	3.81
Police patrols and crime fighting services	3.96% 4	15.84% 16	42.57% 43	27.72% 28	9.90% 10	101	3.24
Park and landscaping maintenance	5.83% 6	17.48% 18	31.07% 32	33.98% 35	11.65% 12	103	3.28
Street and pothole repair	13.59% 14	25.24% 26	36.89% 38	18.45% 19	5.83% 6	103	2.78
Youth services and programs	7.84% 8	20.59% 21	48.04% 49	18.63% 19	4.90% 5	102	2.92

**Q2 On a scale of 1-5, please let us know which are the most important to you, where 5 is the most important and 1 is the least important:**

Answered: 44 Skipped: 0



	1	2	3	4	5	Total	Weighted Average
Preventing cuts to police and fire	11.90% 5	7.14% 3	11.90% 5	7.14% 3	61.90% 26	42	4.00
Preventing cuts to road and sidewalk repair	6.98% 3	9.30% 4	25.58% 11	20.93% 9	37.21% 16	43	3.72
Preventing cuts to programs for youths	4.55% 2	6.82% 3	15.91% 7	20.45% 9	52.27% 23	44	4.09
Preventing cuts to senior citizen programs	13.95% 6	18.60% 8	16.28% 7	13.95% 6	37.21% 16	43	3.42
Increasing programs aimed at bringing new businesses to Suisun City	6.98% 3	2.33% 1	6.98% 3	23.26% 10	60.47% 26	43	4.28

<b>TOWN HALL MEETING – WRITTEN COMMENTS</b>
<p>Question: What can Suisun City do to make life easier for commuters? + General Comments.</p>
<p>There is only one way in or out of Suisun- that is every sector of Suisun of hwy 12. Direct traffic to side streets- off Hwy 12 - to reach homes, restaurants, and businesses. What are the programs for youths? What are the programs for senior citizens?</p>
<p>The only thorough fares in the city to get to each side of the city is sunset and (?) road. Other side streets need to be developed to divert traffic off Hwy 12 to relieve congestion and move people into commercial areas similar to Travis Blvd.</p>
<p>Do a better a job of coordinating signals at 4 way stops, i.e., by the train station area. Long lines of cars from Hwy12 to stop light at Main Street. Lights seem to stop from Highway 12. Wait of [?] and take a chance to drive through (when it is safe).</p>
<p>Amtrak needs to be more [?] frequently.</p>
<p>Good roads, good signage of streets</p>
<p>I moved here originally because it makes commuting easy.</p>
<p>Coffee near the Amtrak station pedestrian crossing where everyone jaywalks. By hav(ing) meetings earlier- not 6pm. Amtrak parking lot.</p>
<p>I do not commute but have been frustrated with the challenge of no easy transportation to the oak/sfo airports. My husband looks forward to the 12/80 construction completion.</p>
<p>Speeders on pelican drive. Clean up graffiti on sound walls. Walmart. Tall grass weeds in residential areas. Christmas lights. Junk trailers / trucks on streets.</p>
<p>Left turn from Walters into Bella Vista- wait several lights. Control speeding on hwy12 and Walters.</p>
<p>Better selection of diners; What are you doing with the big paddle boat? Could be a revenue generator.</p>
<p>Not a commuter- don't know.</p>
<p>I think for commuters it is friendly, but I don't commute. Maybe a carpool lane on 12?</p>
<p>A carpool lane on hwy12 to 80 would help. Offer a commuter sticker for purchase for single occupant in carpool lane (if built).</p>
<p>Make it so people don't have to commute. Encourage new businesses to locate in Suisun so people can live and work local. Offer tax breaks to new businesses that are time limited.</p>

Add a park and ride in Suisun to encourage citizens to carpool. The park and ride by 680/80 is not convenient for residents who travel east to Rio Vista and Stockton.
Vanpool
Better control of light timing; Ticket speeders from Beck to Walters road; Address homeless problem.
Make it safer for people living on streets, less spending. Traffic, install speedbumps on Main Street.
Parking structure
Better visibility for Capitol Corridor (Amtrak) trains.
Economic development of the waterfront! Use code enforcers to beautify city! Take pride in our community. Police department could use more tech i.e. more cameras.
Synchronize traffic lights; Keep road and streets in good shape; Help to create work around the city for a shorter commute for citizens.
Recruit more businesses/ industry for local jobs.
Being landlocked, not much. Just maintain streets and roads.
Have places near the train station for quick dinners to take home, coffee shop, etc. Example: Marin Lakespur ferry has food truck Friday.
Bring more jobs to Solano County and Suisun City so people can work where they live instead of commuting to other counties.
Parking structure for casual carpool.
More FAST transit stops in Suisun. If you catch the wrong bus you're stuck at the transit center. Wish: bring jobs to Suisun so I don't have to commute.
At marina and HWY 12, make two right turn lanes onto West hwy12. Also, extend railroad to Main Street giving quick access to West Hwy 12 and locals can get to town without using Highway 12.
Property; Re-time the traffic lights for better flow control.

<b>July 4, 2016 SWAY Booth Survey Comments</b>	
<b>What could Suisun City do to make life easier for commuter? Open-Ended Response</b>	
Hire more firefighters to give a better response to a medical and fire.	
Advertise more on the backside of Suisun City that faces Pennsylvania Ave.	
Shuttle Services	
So far so good	
IDK. It's great.	
Making a bus run on Sundays.	
Extend bike paths.	
Add lane or merge lane near railroad tracks.	
Yes	
Yes	
Repair Streets	
Let you know when I-80/I-680/Hwy 12 is done.	
The traffic during school time in the morning by Marina Blvd. and Lotz way.	
Widen the lanes to make more lane available.	
Road repairs/closures at night.	
Increase bus service. Times and Schedules.	
Bring more business to Suisun so we don't have to commute.	
Keep the streets up to date. Activities for after school.	
Bart.	
Open up new jobs. I would like to work closer to home.	
Wider Roads.	
<b>Any additional comments about living in Suisun City?</b>	
If PD is up to full staff why isn't the Fire Department.	
Change the name of Main St. to "Waterfront District" [so can list waterfront district on Highway 12 sign.]	
Focus on strength. Waterfront area. If people come, so will business.	
Live by creek on Anderson Drive. One side of creek cleaned 2x this year, other side has not. [Given to PW.]	
Great place. Love the Marina Events	
Street cleaning schedule.	
We love it here!	
Getting better recently.	
Makes an easier route for kids to get to Armjio; [safety concern of crossing railroad tracks.]	
Neighborhood watch; young kids smoking pot outside house.	
It used to be a nice place to live.	
I love this town!!	

POST CARD "PIGGY" SURVEY – COMMENTS
It's very important to me that the roads and landscape are kept up. Walters Rd. looks awful. Also the parks where our families play. Please!
Stop bus run in Lawler Ranch on parkway- it is most often empty, too much congestion/ pollution/ noise/ too frequent.
All are very important.
None.
We need more housing in Suisun City (rental housing). We need to stop telling ourselves that homeowners are the only ones with spending money in our community.
We need to [be] told the truth sooner. City staff and management waited too long to do something.
Local working people need a local rental housing supply and demand has allowed local apartment communities to raise rents to unreasonable levels. We need more rental housing options. If we are forced out of the community- our \$ goes with us.
Delicate balance in restoring cuts-prefer focus on fiscal needs that often have no supplemental funding from other sources.
We need more law enforcement/ housing rule enforcement.
Fix the road at Worley and Railroad. No more patch re-pave that road!
We need new and more long lasting businesses here in Suisun City.
Anything that has to do with fire, medic, and police should be #1 at all times for the safety, security for the people in Suisun City.
Great job.
I have the honor to propose that the Council pass a city ordinance requiring every citizen 18 years old and above who are residing in the city of Suisun to pay a residence tax in the amount of \$20 yearly effective fiscal year 2016. Also propose that 10 percent added tax must be collected to all business establishment in Suisun City.
I do not want cuts to police and fire service, nor do I wish cuts to seniors, I prioritize those less compared to others concerns
<p>Dear Suisun City Council and SWAY staff,</p> <p>The survey postcard you sent is not big enough for a substantive comment, so this is a supplement to the bulleted items, which of course are all important to residents of the city.</p> <p>Here is a small suggestion, which I suspect is being acted upon already as quickly as possible: Old Town and Victorian Harbor housing infill ASAP (for example, the Crystal Middle School footprint, the north side of Lotz Way, possibly space adjacent to the waterfront on the north and east sides). There need to be more residents in this area to tempt businesses in.</p> <p>In addition, the city council should its end its reluctance to join clearly constructive county and regional programs. I am thinking of the Daily Republic article about our city declining to participate in the Solano County Recycling Development Zone. It is shocking that any member of our Council would find the terms "environmental justice" or "recycling" objectionable, or be "suspicious of the state's involvement". Among other things, that attitude is an obstacle to optimal completion of the city redevelopment projects.</p>

Our city's redevelopment, which is beautiful so far and cries to be completed, depends on looking beyond the narrow bounds of city limits. Depends on vision that encompasses opportunities offered by county, regional, state and federal developments and initiatives that could affect our city. That is how Mayor Jim Spering accomplished what he did. We need some of that heads-up energy again, whereas present Council members make like frogs who fear to peep over the edge of the well.

Case in point: Was anyone on the City Council tracking developments of the kind that brought Fairfield the Pacific Flyway Center? Or fighting for it? Why didn't the Pacific Flyway Center come to Suisun City? Our city is a much more appropriate site. Might the Pacific Flyway Center have been the attraction that made our town a destination, attracting and sustaining businesses and raising property values?

That opportunity has passed, but Suisun City's need for a downtown destination with a capital "D" will continue. Perhaps some gateway tie-in ala Napa with the Suisun Valley wine AVA, which is getting better known and higher in quality?

City officials should make a sustained, long-term effort to state well informed and well connected, so as not to be caught asleep at the switch when future possibilities are in the wind.

Thank you for this chance to make suggestions. Sincerely, Patricia

**COMMENTS COLLECTED JULY 5 THROUGH JULY 20, 2016**

My name is Angela. I recently moved to Suisun City from Vallejo, CA. I ported to Suisun City via a Housing Voucher. I am on Section 8. Because of my social economic status, I have found that I am often stereotyped and treated less than kind. This is not only hurtful to me but it is also very disturbing. The Federal Government has created programs like those who are financially challenged and need assistance. I qualified after being on the wait list for several years. I have always followed the rules and regulations, making sure to stay in complete compliance at all times. I also am a tax paying citizen of this Nation, and a United States Army Veteran, having served in Korea during Desert Shield/Desert Storm. I am a volunteer Grassroots Activist, and have provided 100+ hours of volunteer service in the Vallejo community. As a results, I have a supportive network of business owners, entrepreneurs, artists, and community liaisons/facilitators. Including, New Pacific Studio, The Vallejo Naval & Historical Museum, Nathan's Conscious Cup, IntegriTea, Vallejo Together, NAACP-Vallejo Branch, ACLU of Northern California, American Indian Movement (AIM) - West & Northwest, and Sacred Sites Protection and Rights of Indigenous Tribes (SSPRIT). Why did I move? One of the reasons why I was forced to move from Vallejo was because no one would accept my Section 8 voucher. My previous resident / landlord provided me with a 90 Day Notice to Vacate with no reason for the notice. I search for 4-5 months with no success. Mind you, I have never been evicted and was never a problem tenant. The denial of rent to me based solely on the fact that have a voucher was very disconcerting and stressful. There is a slow process of gentrification taking place within Vallejo, and I was forced to leave the city I love after having lived there for almost 40 years. During my search for a new residence in Vallejo, I looked into the prospect of finding a live-work space so that I may become more self-sufficient, combining work with home. Unfortunately, most spaces in Downtown Vallejo area would not accept my voucher, were too expensive, or were not viable due to the absence of a kitchen, full bathroom, or both. It has been my dream for many years now to own a small business. I test marketed my product during the Vallejo Art Walk in June of 2015. The launch for test marketing went very well! The general public was very interested and receptive, requesting customization and referring my products to friends and family. I feel with the right tools and resources, I could make my dream come

true! This brings me to my comments & suggestions for SWAY. I have an idea I would like to share and hope that it does not fall on to deaf ears. In an effort to stimulate the economy, gain support for property owners in the way of rents from the Federal Government for live-work or business spaces within the city, and to assist families receiving Section 8 in becoming self-sufficient while simultaneously community building and combating stereotypes; would the City of Suisun consider partnering with local property owners to receive federal monies via Section 8 by renting to someone like myself who is looking to combine work with home? I can see myself with a little store downtown, contributing to the city, providing a service and being a productive member of this beautiful town! I would love to sit down with City Officials, and Representatives from Suisun City's Housing Authority to discuss creating a Pilot Program. There are several properties in Downtown Suisun that I am very interested in!! I would love to share my vision and can provide a PowerPoint presentation of my product line at your earliest convenience. Thank you for your time and consideration. I appreciate the opportunity to provide feedback on how to make the City of Suisun a better place for EVERYONE!!!

I would vote higher but at our school the police do not do their job during school hours. People still park in the red zone, speed, don't stop at stop signs and for the roads you guys did it backwards seal cracks first then cover not seal later.

We believe there should be a community committee formed. Also and break those that want to participate into team groups and this will allow more ideas to flow and not be duplicated.

We need a parcouse (exercise stations) along the waterfront. We also need a dog park. Why is there no dog park in Suisun? Maybe use that big patch of undeveloped land by the waterfront.

Suisun is a place waiting to happen, but it won't happen on it's own - retail business needs motivation and with some more shopping Suisun could easily become a 'daycation destination.'

We should encourage the establishment and funding of small businesses in Suisun and study community resident tax to generate additional revenue for the local government.

The train station looks great!! Since age 5 yr & up, I've seen the city continue to make great improvements! On the other hand, I thing there's enough business & residents. We need more for the youth to keep them active & safe. I think the Public Works Dept. get paid too much for unnecessary work. There is no need for weekly maintenance.

**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY ORDERING THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY OF A ONE-CENT PER DOLLAR (1.0%) TRANSACTIONS AND USE TAX FOR GENERAL FUND PURPOSES TO BE CONSOLIDATED WITH THE GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016; REQUESTING THAT THE COUNTY OF SOLANO CONSOLIDATE THE ELECTION WITH THE ESTABLISHED ELECTION DATE TO BE HELD ON NOVEMBER 8, 2016; AND DIRECTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION ON THE CITY'S BEHALF**

**WHEREAS**, in response to the Great Recession, as well as the elimination of the Redevelopment Agency and other state take-aways, the City of Suisun City dramatically tightened its belt; and

**WHEREAS**, this belt tightening included: reducing staffing by 20%; deferring building, parks and street maintenance; and postponing vehicle replacement; and

**WHEREAS**, in addition there are huge funding shortfalls for such critical needs as updating the police and fire communications system, replacing a 35-year old accounting/budget/payroll/HR/purchasing/billing/permit system, fully funding the dredging of the Suisun Marina, replacing playground equipment at parks; and

**WHEREAS**, continuing to try to operate with reduced staffing has a negative impact on public service delivery in all departments of the City; and

**WHEREAS**, as a solution to the fiscal constraints on general services, the City Council desires to submit to the voters a proposal to enact a one-cent per dollar (i.e., 1.0%) transaction and use tax in the City of Suisun City, with the funds to be deposited in the City's General Fund and be used for general City purposes and services, including but not limited to maintain rapid 911 emergency response times, neighborhood police patrols, youth crime and gang prevention programs, fire prevention and protection, fixing potholes, maintaining City streets and streetlights, maintaining City parks and street trees, and other vital City services; and

**WHEREAS**, by taking this step to keep the City safe by keeping crime rates low, to maintain or reduce emergency response times, and to enhance the City's maintenance of its critical public facility infrastructure, the City can protect property values and protect the progress the City has made to date, and keep it moving in the right direction; and

**WHEREAS**, funds from this proposed measure are subject to strict fiscal accountability and transparency provisions, including annual independent audits and publishing of expenditure reports to ensure funds are spent efficiently and effectively; and

**WHEREAS**, California Constitution Article XIII C, Section 2, provides any general tax must be submitted to the electorate and approved by a majority vote of the electorate; and

**WHEREAS**, California Constitution Article XIII C, Section 2, provides that an election regarding a general tax must be consolidated with a regularly scheduled general municipal election for members of the City Council; and

**WHEREAS**, a general municipal election on Tuesday, November 8, 2016, has been called by Resolution No. 2016-40, adopted on June 21, 2016; and

**WHEREAS**, on the basis of the foregoing, the City Council hereby determines it is appropriate to place a measure before the voters at the November 8, 2016, general municipal election regarding adopting a general City transactions and use tax.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City as follows:

**SECTION 1.** That the City Council, pursuant to its right and authority, does order submitted to the voters at the General Municipal Election on November 8, 2016, the following question:

To provide funding, that cannot be taken by the State, to maintain Suisun City services that make neighborhoods safer including: rapid 911 emergency response times, neighborhood police patrols, youth crime/gang prevention programs, fire prevention/protection, fixing potholes, maintaining City streets/streetlights, maintaining City parks/street trees, and other vital City services, shall Suisun City enact an ongoing one-cent (1%) sales tax, providing \$1,800,000 annually, with annual audits, citizens' oversight, all funds spent locally in Suisun City?	YES
	NO

**SECTION 2.** Upon approval of the voters of the City of Suisun City, the Suisun City Code shall be amended to add a new Chapter 3.14 to Title 3, establishing a one-cent per dollar (1.0%) sales tax within the City. The proposed complete text of the measure submitted to the voters is attached hereto as Exhibit "A". This question requires the approval of a majority of those casting votes. The City Council hereby approves the ordinance, the form thereof attached hereto as Exhibit "A", and its submission to the voters of the City.

**SECTION 3.** That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**SECTION 4.** That notice of the time and place of holding the election is hereby given, and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form and manner as required by law.

**SECTION 5.** That pursuant to the requirements of Section 10403 of the California Elections Code, the Board of Supervisors of the County of Solano is hereby requested to consent and agree to the consolidation of said election. The City Council authorizes the Registrar of Voters to consolidate this election with the established election on November 8, 2016, for the ease and convenience of the registered voters and to take advantage of any cost savings possible

by such consolidation. The County Election Department is authorized to canvass the returns of said election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. That the Solano County Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election. The City Clerk may request the assistance of the County Elections Department in regard to said election, as the City Clerk deems necessary. The City shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill.

**SECTION 6.** That this Resolution shall become effective immediately upon its passage and adoption, and the City Clerk is directed to send certified copies of this Resolution to the Solano County Board of Supervisors, to the County Clerk-Recorder, and County of Solano Election Department.

**PASSED AND ADOPTED** at a regular meeting of the Suisun City Council, duly noticed and held on Tuesday the 26<sup>th</sup> day of July 2016 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 said City this 26<sup>th</sup> day of July 2016.

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

**EXHIBIT "A"**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE PEOPLE OF THE CITY OF SUISUN CITY ADDING CHAPTER 3.14 TO THE SUISUN CITY CODE IMPOSING A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE STATE BOARD OF EQUALIZATION, SUBJECT TO APPROVAL OF A MAJORITY OF THE ELECTORS VOTING ON THE TAX MEASURE AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016**

**WHEREAS**, Article XIIC, Section 2 of the California Constitution authorizes a city to impose a general tax if approved by a majority vote of the qualified electors; and

**WHEREAS**, Part 1.6 (commencing with Section 7251) of Division 2 of the California Revenue and Taxation Code, and Section 7285.9 of the California Revenue and Taxation Code, authorizes a city to adopt a transactions and use (sales) tax ordinance, which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose; and

**WHEREAS**, in response to the Great Recession, as well as the elimination of the Redevelopment Agency and other state take-aways, the City of Suisun City dramatically tightened its belt; and

**WHEREAS**, this belt tightening included: reducing staffing by 20%; deferring building, parks and street maintenance; and postponing vehicle replacement; and

**WHEREAS**, in addition there are huge funding shortfalls for such critical needs as updating the police and fire communications system, replacing a 35-year old accounting/budget/payroll/HR/purchasing/billing/permit system, fully funding the dredging of the Suisun Marina, replacing playground equipment at parks; and

**WHEREAS**, continuing to try to operate with reduced staffing has a negative impact on public service delivery in all departments of the City; and

**WHEREAS**, as a solution to the fiscal constraints on general services, the City Council desires to submit to the voters a proposal to enact a one-cent per dollar (i.e., 1.0%) transaction and use tax in the City of Suisun City, with the funds to be deposited in the City's General Fund and be used for general City purposes and services, including but not limited to maintain rapid 911 emergency response times, neighborhood police patrols, youth crime and gang prevention programs, fire prevention and protection, fixing potholes, maintaining City streets and streetlights, maintaining City parks and street trees, and other vital City services; and

**WHEREAS**, by taking this step to keep the City safe by keeping crime rates low, to maintain or reduce emergency response times, and to enhance the City's maintenance of its critical public facility infrastructure, the City can protect property values and protect the progress the City has made to date, and keep it moving in the right direction; and

**WHEREAS**, funds from this proposed measure are subject to strict fiscal accountability and transparency provisions, including annual independent audits and publishing of expenditure reports to ensure funds are spent efficiently and effectively; and

**WHEREAS**, California Constitution Article XIII C, Section 2, provides any general tax must be submitted to the electorate and approved by a majority vote of the electorate; and

**WHEREAS**, California Constitution Article XIII C, Section 2, provides that an election regarding a general tax must be consolidated with a regularly scheduled general municipal election for members of the City Council; and

**WHEREAS**, a general municipal election on Tuesday, November 8, 2016, has been called by Resolution No. 2016-40, adopted on June 21, 2016; and

**WHEREAS**, on the basis of the foregoing, the City Council hereby determines it is appropriate to place a measure before the voters at the November 8, 2016, general municipal election regarding adopting a general City transactions and use tax.

**NOW THEREFORE**, on the basis of the foregoing, the People of the City of Suisun City at the November 8, 2016, general municipal election do hereby Ordain as follows:

**SECTION 1.** A new Chapter 3.14 is hereby added to the Suisun City Code to read as follows:

Chapter 3.18  
GENERAL TRANSACTIONS AND USE TAX

**3.14.010 Title of ordinance.** This Chapter shall be known as the General Transactions and Use Tax Ordinance. This Chapter shall be applicable only in the incorporated territory of the City.

**3.14.020 Basic definitions.** As used in this Chapter, "City" means the City of Suisun City and "tax" means the transactions and use tax (general tax) imposed under the provisions of this Chapter.

**3.14.030 Operative date.** "Operative Date" means the first day that the tax is imposed. The "operative date" means the first day of the first calendar quarter commencing more than 110 days after the effective date of this Chapter, such effective date being as set forth below.

**3.14.040 Purpose.** This Chapter is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2, which authorizes the City to adopt this tax ordinance which shall be operative only if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax (general tax) ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a general tax and provides a measure therefore that may be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that may be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.14.050 Contract with state. Prior to the operative date, the City shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided however, that if the City shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.14.060 Transaction tax rate. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one-cent per dollar (1.0%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Chapter.

3.14.070 Place of sale. For the purposes of this Chapter, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the State sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

3.14.080 Use tax rate. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this Chapter for storage, use or other consumption in said territory at the rate of one-cent per dollar (1.0%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to State sales or use tax regardless of the place to which delivery is made.

3.14.090 Proceeds of taxes. The proceeds of the transactions and use tax imposed by this Chapter shall be deposited into the General Fund of the City to be used for all general government purposes which may include, but are not limited to, fire and police protection, street and sidewalk repair and maintenance, park repair and maintenance, recreational programs, building and code enforcement services, planning and zoning services, capital equipment requirements, public infrastructure, repair and replacement of City facilities, capital improvement projects, operational expenses, fiduciary responsibilities, administration, indebtedness, and general obligations of the City. The tax imposed by this Chapter is intended to be and is, a general tax, the proceeds of which are to be spent as the City Council shall in its discretion, from time to time, determine.

3.14.100 Adoption of provisions of state law. Except as otherwise provided in this Chapter and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Chapter as though fully set forth herein.

3.14.110 Limitations on adoption of state law and collection of use taxes. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of the City shall be substituted therefore. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California.

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Chapter.

3. In those sections, including, but not necessarily limited to, sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property, which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property, which would not be subject to tax by the State under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203 of the Revenue and Taxation Code.

3.14.120 Permit not required. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Chapter.

3.14.130 Exemptions and exclusions.

A. There shall be excluded from the calculation of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any State-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this Chapter.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this Chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this Chapter, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any State-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Chapter.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this Chapter may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.14.140 Changes in law. All amendments subsequent to the effective date of this Chapter to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Chapter, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Chapter.

3.14.150 Enjoining collection forbidden. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this Chapter, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.14.160 Annual audit. The proceeds resulting from this Transactions and Use Tax shall be deposited into the City's General Fund and become subject to the same independent annual audit requirements as other general fund revenue. In addition the City's independent auditor shall complete a General Transactions and Use Tax Compliance and Internal Control Audit Report. Such report shall review whether the tax revenues collected pursuant to this Chapter are collected, managed, and expended in accordance with this Chapter.

3.14.170 All funds staying local. All tax revenues collected under the authority of this Chapter shall be expended solely on local municipal services, and shall not be used for any other purposes.

3.14.180 Effective date. This Chapter levying the tax described herein shall be effective ten (10) days after the date on which the City Council has declared that the voters of the City of Suisun City have approved the Chapter by a vote of no fewer than a majority of the votes cast by the electors voting on the tax measure set forth in this Chapter at that general municipal election to be held on Tuesday, November 8, 2016.

3.26.190 Penalties. Without limiting any remedies available at law or equity, any person violating any of the provisions of this Chapter shall be deemed guilty of a misdemeanor.

3.14.200 Amendments. The tax rate in this Chapter may only be increased by a vote of the People of the City of Suisun City; provided, however, that the City Council may amend this Chapter to otherwise implement or advance the purpose and intent of this Chapter.

3.14.210 Severability. If any provision of this Chapter or the application thereof to any person or circumstance is held invalid, the remainder of the Chapter and the application of such provision to other persons or circumstances shall not be affected thereby.

3.14.220 Suisun City oversight committee. The City Council shall establish a Suisun City General Tax Oversight Committee to review the expenditure of the revenues collected pursuant to this Chapter. The committee shall consist of five members appointed by the City Council. The committee members shall be residents and taxpayers in the City. The terms of the committee members, as well as their specific duties shall be set forth in a resolution adopted by the City Council. Such resolution may be amended by resolution of the Council.

**SECTION 2. SEVERABILITY.** If any section, subsection, sentence, clause or phrase of this ordinance or the application thereof to any person or circumstance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The People of the City of Suisun City hereby declared that they would have passed each subsection, subdivision, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more subsection, subdivision, paragraph, sentence, clause, or phrase be declared unconstitutional.

**SECTION 3.** The adoption of this ordinance is not a "project" subject to the requirements of 19 the California Environmental Quality Act (CEQA) (Public Resources Code Section §§ 21000 *et seq.*). CEQA Guideline 15378(b)(4) provides that the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment are not projects subject to the requirements of CEQA.

**SECTION 4. NOTICE OF PUBLICATION.** This Ordinance shall be posted in compliance with Municipal Code Section 1.12.010 and applicable law.

**SECTION 5. EXECUTION.** The Mayor of the City of Suisun City is hereby authorized and shall attest to the adoption of the Ordinance by the voters of the City of Suisun City by signing where indicated below.

**CERTIFICATION**

Ordinance No. \_\_\_\_ was submitted to the People of the City of Suisun City at the November 8, 2016, general municipal election. It was approved by the following vote of the electors:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

I hereby certify that the foregoing Ordinance was PASSED, APPROVED and ADOPTED by the People of the City of Suisun City, California voting on the 8th day of November, 2016.

\_\_\_\_\_  
Pete Sanchez  
Mayor

**ATTEST**

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

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## RESOLUTION NO. 2016-\_\_

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS, SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS, AND PROVIDING FOR REBUTTAL ARGUMENTS REGARDING THE GENERAL TRANSACTIONS AND USE TAX MEASURE

**WHEREAS**, a General Municipal Election shall be held in the City of Suisun City on November 8, 2016, at which there will be submitted to the voters a ballot measure to consider a general transactions and use tax for the City (the "Measure"); and

**WHEREAS**, whenever a municipal ballot measure is authorized, State law provides that the City Council may direct the City Attorney to prepare an impartial analysis and provide for the filing of written arguments for and against a measure and for rebuttal arguments to be filed with the City elections official.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City as follows:

**Section 1.** The City Council directs the City Attorney to prepare an impartial analysis of the Measure. The impartial analysis shall be filed within fifteen (15) days of the adoption of this Resolution or by the date set by the City Clerk for the filing of primary arguments, whichever is later.

**Section 2.** The City Council authorizes members of that body, collectively or individually, or any individual Suisun City voter or association of Suisun City citizens, to file written arguments in favor or against the General Transactions and Use Tax Measure, and to change the argument until and including the date fixed by the City Clerk after which no arguments for or against the Measure may be submitted to the City Clerk. The City Clerk shall follow Elections Code sections 9281 through 9287 in determining the printing of all arguments in favor and against.

**Section 3.** Any argument filed for or against said Measure not exceeding 300 words shall be filed with the City Clerk, signed, with the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument.

**Section 4.** When the City Clerk has selected the arguments for and against the Measure that will be printed and distributed to the voters, the City Clerk shall send a copy of the argument in favor of the Measure to the authors of any argument against the Measure and a copy the argument against the Measure to the authors of any argument in favor of the Measure.

**Section 5.** The author or a majority of the authors of an argument relating to the Measure may prepare and submit a rebuttal argument not exceeding 250 words or may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal argument. A rebuttal argument may not be signed by more than five persons. The rebuttal arguments shall be

filed with the City Clerk, signed, with the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers. Any rebuttal argument must be filed within 10 days after the final date for filing direct arguments.

**Section 6.** Rebuttal arguments shall be printed in the same manner as the direct arguments. Each rebuttal argument shall immediately follow the direct argument which it seeks to rebut.

**Section 7.** The City Clerk shall cause the City Attorney's Impartial Analysis, and duly selected arguments and rebuttals, to be printed and distributed to voters in accordance with State law regarding same.

**PASSED AND ADOPTED** by the City Council of the City of Suisun City at a regular meeting thereof held on the 26th day of July, 2016 by the following vote:

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

**WITNESS** my hand and the seal of said City this 26th day of July, 2016.

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

**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
ESTABLISHING THE GENERAL TRANSACTIONS AND USE TAX  
OVERSIGHT COMMITTEE’S GUIDELINES AND DUTIES**

**WHEREAS**, a General Municipal Election shall be held in the City of Suisun City on November 8, 2016, at which there will be submitted to the voters a ballot measure to consider a general transactions and use tax for the City (the “Measure”); and

**WHEREAS**, the measure would enact an ordinance that calls for the creation of a General Transactions and Use Tax Oversight Committee; and

**WHEREAS**, the ordinance provides that the City Council shall set the terms and duties of the committee members by resolution.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City as follows:

**Section 1.** With the passage of the General Transactions and Use Tax by the voters of the City, the City Council hereby establishes a five (5) member oversight committee to be known as the General Transactions and Use Tax Oversight Committee, which shall be comprised of Suisun City residents and taxpayers.

**Section 2.** The term of office for the committee members shall be five (5) years.

**Section 3.** The City Council hereby approves the General Transactions and Use Tax Oversight Committee Guidelines and Duties, which is set forth in Exhibit “A” attached hereto.

**Section 4.** The Deputy City Clerk is hereby directed to advertise that applications for citizens interested in serving on the Oversight Committee will be received by the City up to and including January 9, 2017.

**Section 5.** Following the application deadline of Thursday, January 5, 2017, the applications received shall be reviewed by an ad hoc committee of the City Council which has been appointed by the Mayor, and a list of no more than two finalists per vacancy shall be submitted by the ad hoc committee to the full City Council for interviews and selection by the full City Council.

**PASSED AND ADOPTED** by the City Council of the City of Suisun City at a regular meeting thereof held on the 26th day of July, 2016 by the following vote:

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

**WITNESS** my hand and the seal of said City this 26th day of July, 2016.

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

## **GENERAL TRANSACTIONS AND USE TAX OVERSIGHT COMMITTEE GUIDELINES AND DUTIES**

The City Council of the City of Suisun City hereby establishes an oversight committee to monitor the revenue collected pursuant to the General Transactions and Use Tax Ordinance, as well as to report on the use of the funds. The committee shall be known as the General Transactions and Use Tax Oversight Committee (hereinafter "Oversight Committee").

### Application/Recruitment Process

Whenever there are vacancies on the Oversight Committee, the Deputy City Clerk shall advertise an invitation for individuals who are residents and taxpayers of the City of Suisun City to apply to serve on the committee. Notice of any vacancies will be advertised in the Fairfield Daily Republic and on the City's website and social media outlets. The applications received shall be reviewed by an ad hoc committee of the City Council which has been appointed by the Mayor, and a list of no more than two finalists per vacancy shall be submitted by the ad hoc committee to the full City Council for interviews and selection by the full City Council. In other words, if there are two vacancies, no more than four names would be submitted to the City Council.

### Powers and Duties

The Oversight Committee will ensure transparency and oversight of the revenue generated by the voter-approved General Transactions and Use Tax Ordinance. The duties will consist of reviewing the General Transactions and Use Tax Compliance and Internal Control Audit Report which will be prepared annually by the City's independent auditor, as well as any City financial reports necessary to advise the City Council.

The duties of the Oversight Committee do not include decision-making or advisory responsibilities regarding spending priorities, funding source decisions or financial plans, as these are the purview of the City Council as set forth in state law and the Suisun City Code. The Oversight Committee serves in an advisory-only role to the City Council limited to the use of revenues generated by the General Transactions and Use Tax Ordinance.

### Qualifications for Appointment

Suisun City citizens interested in serving on the Oversight Committee must be residents who meet the following requirements:

- The residency requirement is defined as residing within the City limits of Suisun City. Residency may be verified annually by the City Clerk's office through: 1) voter registration, or 2) utility bills (water, phone, cable, etc.).
- Oversight Committee members are also required to be taxpayers in the City of Suisun City.

### Selection of Members

The composition of the Oversight Committee will consist of five (5) members. The applications received shall be reviewed by an ad hoc committee of the City Council which has been appointed by the Mayor, and a list of no more than ten finalists shall be submitted by the ad hoc committee to the full City Council for interviews and selection by the full City Council.

### Term of Service

The terms of the Oversight Committee members shall be for a period of five (5) years.

### Meetings

The Oversight Committee will meet at least once annually. The committee shall be subject to the provisions of the Ralph M. Brown Act (California Government Code Section 54950 *et seq.*). Meetings must be noticed and open to the public. Committee minutes and reports are a matter of public record pursuant to the Public Records Act (California Government Code Section 6250 *et seq.*) and they may be posted on the City's website. Additional meetings may be scheduled as deemed necessary by the Oversight Committee. All committee members shall attend training and orientation prior to attending their first meeting, including Brown Act training and AB 1234 Ethics training.

Oversight Committee members are expected to attend all regular meetings. Failure to attend the annual meeting(s) may result in removal from the Oversight Committee at the discretion of the City Council. Committee decisions and actions require a simple majority vote of those members in attendance. A quorum for any meeting shall be a minimum of three (3) members.

### Staff Liaison

The City Manager and/or his/her designee will serve as staff liaison(s) to the Oversight Committee. The liaison(s) will be responsible for providing relevant information to the Oversight Committee, including the annual financial audit. The liaison(s) will provide copies of the minutes of the Oversight Committee's proceedings to the City Council and the public.

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## AGENDA TRANSMITTAL

**MEETING DATE:** July 26, 2016

**CITY AGENDA ITEM:** Updating User Fees and Charges:

- a. Council Adoption of Resolution No. 2016-\_\_: Approving the User Fee Study and Directing Staff to Prepare a Comprehensive Update of the Master Fee Schedule; and
- b. Council Adoption of Resolution No. 2016-\_\_: Approving the Suisun Solano Water Authority (SSWA) Right-of-Way (ROW) Lease Study.

**FISCAL IMPACT:** Updating the City’s Master Fee Schedule would address the gap between current recovery levels and full-cost recovery, as well as ensure that the City is not charging more than “costs reasonably borne” which would constitute a tax under the State Constitution. The proposed fee adjustments would generate about \$350,000 in payments from SSWA to the General Fund (already assumed in the adopted FY 2016-17 Annual Budget), and about \$12,000 to \$50,000 in revenue generated from user fees (not assumed in the adopted budget). The range is broad as we can never be certain what services will be demanded by the public in any year.

**BACKGROUND:** With the adoption of the FY 2015-16 Annual Budget, the City Council provided funding for several consultant studies to address:

- **Cost Allocation Plan** to recover direct and indirect costs for services provided by the General Fund to non-General Fund City, Agency, Authority, and SSWA programs.
- **User Fee Study** to recover up to 100% of the direct and in-direct costs associated with providing services to individuals or businesses in the City.
- **Development Impact Fee Study** to recover the allocated share of the costs of certain public improvements from new development such as: major streets, parks, public safety facilities and equipment, and City vehicles.
- **Long-Term Fiscal Stability** in the form of a voter-approved tax or decrease in service levels.

This report will focus on the User Fee Study, as well as the allocation of costs to the Suisun Solano Water Authority (SSWA). These studies were performed by two different consulting firms. Matrix Consulting Group prepared the User Fee Study, and MGT of America, Inc. prepared the Right-of-Way Lease Study as an adjunct of the Cost Allocation Plan. Due to the constraints of the SSWA budget process, the results of the SSWA ROW study were incorporated into both the City budget and the SSWA budget.

**STAFF REPORT:** This report addresses:

- Costs of Services (User Fee) Study.
- SSWA ROW Lease Study.

**PREPARED BY:**

Ronald C. Anderson, Jr., Assistant City Manager

**REVIEWED/APPROVED BY:**

Suzanne Bragdon, City Manager

## **USER FEE STUDY**

The last time that the City had a consultant prepare a user fee study was 1986. In the interim, fees were occasionally added as new services were identified, and occasionally staff would adjust the Master Fee Schedule (MFS) by a uniform cost-of-living adjustment (COLA). No COLAs have been applied for about ten years, so generally our fees probably lag behind other cities in the county. We can only charge costs reasonably borne (direct and in-direct), and since the City has done a lot of belt tightening over the past eight years, our costs of services are most likely lower per unit of service than Solano County cities. In addition there is not a lot of consistency in how cities break out fees to recover costs, but staff has prepared representative examples to assist the Council in its review.

### **Legal Parameters**

Article XIII of the State Constitution (Proposition 13) provides that local governments may charge “costs reasonably borne” when providing services to individuals, developers, or businesses. These are the types of fees that are listed in the Master Fee Schedule. If the City sets the fee above the actual costs (direct and in-direct), then the difference would be a “tax” that must receive voter approval or not be imposed. If the City sets a fee below its full-cost recovery, then the taxpayers of the City are subsidizing the provision of those services that only benefit individuals, developers or businesses. Choosing whether to set fees at full-cost recovery rates is a policy decision that is left to the City Council to make. In most cities this exercise looks at a number of criteria such as staff has done in Suisun City’s case.

### **Costs of Services (User Fee) Study**

The study prepared by Matrix calculates what full-cost recovery would be for the range of services that the City provides. (Please see **Attachment 1**.) The process used involved sitting down with representatives of each department that provides public services for which fees may be charged. The interviews determined how much time is typically spent providing specific services and by which employees. Hourly rates for each employee were calculated including fringe costs. In addition applicable in-direct costs were also identified. Based on this information, full-cost recovery fees were determined for all City services provided to the public.

In order to assist the City Council in determining which fees should be set below full-cost recovery levels, staff has analyzed all of the current and potential fees identified by Matrix based on the following criteria:

- Comparison with the current fee to determine how extreme the increase may be.
- Determination of whether a fee increase may discourage participation (such as in recreation programs), or avoidance of obtaining a permit (such as a permit to install a water heater).
- Comparison with fees charged in other Solano County cities.
- Comparison with the full-cost recovery that Matrix has costed out.

Based on this analysis, staff has developed a proposed comprehensive update of the Master Fee Schedule. (Please see **Attachment 2**.) Summaries of the proposed changes by department are provided beginning on the following page.

### Police Department

A number of fees would be reduced so that they do not exceed full-cost recovery. These are primarily related to providing copies of records. There are a number of fees proposed for services that we previously did not charge for, but which are common fees among the other cities in the county. Most of these are at full-cost recovery levels. Some fees are not at full-cost recovery because they are restricted by the Suisun City Code or State Law. All of the proposed fees would still be among the lowest in the County, and the increases would not be exorbitant.

The current MFS lists a number of fines that are set forth either in the California Vehicle Code, or in the Suisun City Code. The proposed MFS update includes bringing these fines up to the current levels.

### Fire Department

The vast majority of the current fees actually recover costs for services provided by the Building & Public Works Department, so they are being proposed to be moved to that section of the MFS. Fireworks fees are set by the Suisun City Code, so no change is proposed. Full-cost recovery is proposed for the reports fee, as this is primarily a service provided to insurance companies. That fee would go up 329%, but that would only be \$23. The hourly rates are consistent with the five-party agreement with the California Office of Emergency Services.

### Public Works

The five fees are listed under Public Works, as well as an hourly rate for services that do not neatly fit within one of the identified fees. All of the fees are proposed to be at full-cost recovery. Staff did not feel that any of these fees were onerous, or that the taxpayers should subsidize these services.

### Recreation & Community Services

The Costs of Services (User Fee) Study did not assess rental fees, as these are essentially market-driven activities. Accordingly, the Recreation & Community Services Director surveyed local cities to determine where we might modify our fees to bring them in line. He has recommended about 10% of them be updated to remain competitive. Most of the program fees are established to recover the direct cost, as well as some allocated overhead, and these are not listed in the Master Fee Schedule as they change with the seasons.

### Building

For a number of years, the City has relied on an approach to calculating building fees based on the value of the projects being built. This approach does not have the necessary nexus to compare actual costs of service with the services being provided, so Matrix recommends that the City switch to a square-footage basis that does demonstrate a nexus between the costs of services and the services being provided. In theory some higher-value projects would be charged amounts in excess of costs reasonably borne, so switching to a square-footage basis would theoretically lower revenues, but in reality the City has had very few high-value projects, and none are in the works at this time. Accordingly staff is recommending that these fees be set at full-cost recovery. These fees are very difficult to compare with other cities, so the Study compares several typical projects. It is virtually impossible to determine whether full-cost recovery would still yield fees that are below most of the County's other cities, but most cities appear to be attempting to recover most of their costs.

### Development Services

Most large projects end up with a development agreement that ensures that the City recovers the vast majority of its costs for service. Smaller projects are far less likely to have current fees that would come close to recovering the costs for services. Staff applied the several criteria outlined above on a fee-by-fee basis to arrive at a set of fees that would close the gap, without being out of line with other cities and without an exorbitant increase. Many of these fees are for projects that rarely occur, so there should not be a dramatic increase in revenues generated by the proposed increases.

### Business License, Water, & Sewer

These schedules are provided to assist citizens and staff in locating these taxes and user fees. They are either established within the Suisun City Code or set by the Suisun Solano Water Authority or the Fairfield-Suisun Sewer District.

### Miscellaneous

Several fees are proposed to be increased to recover full costs, including document searches, printed agenda subscription, and returned check fee. Two fees would be added a check reissue fee and an express check request. The charge for a copy of the Annual Budget would be eliminated, as this document can be found on the City's website. The CD/DVD copy fee would be reduced, in order to bring it to full-cost recovery.

## **SSWA ROW LEASE STUDY**

The City contracted with MGT of America, Inc. to perform critical cost analyses for the City of Suisun City: a central services cost allocation plan, and an underground utilities right-of-way study. The last cost allocation study was completed back in 2002. Even though it has been 15 years since the last plan was updated, a minimal increase was expected. While inflation has increased costs since 2002, the overall General Fund budget has suffered staff reductions of nearly 20% over the same period. The CAP determined that the FY 2016-17 amount of City services provided to SSWA should be \$139,127, which is a reduction of (\$40,873) from FY 2015-16 level of \$180,000.

MGT of America, Inc. developed a methodology to quantify the lease value of the underground "footprint" occupied by utility piping. The process involves valuing the adjacent surface right-of-way land via GIS and assessment records, applying appropriate reduction factors to recognize that the underground space is not as valuable as surface or aerial space, determining the piping footprint occupied, and calculating the cost per square foot. This value is then translated into a rent factor for annual use of the space. (Please see **Attachment 3**.) The \$140,000 annual infrastructure acquisition expense was eliminated. The result of the study would allow the City to charge SSWA \$346,239 for FY 2016-17. The right-of-way lease rental will annually be adjusted by changes in land values, and be updated as water mains are extended. The net impact was an increase of \$165,366, which is (\$134,634) below the \$300,000 increase in City Administrative costs assumed in the SSWA Financial Plan that was used to set water rates, so this charge does not have a negative impact on water rates. Accordingly, the SSWA FY 2016-17 Annual Budget was adopted assuming that this charge would be in effect for FY 2016-17, and the City's Annual Budget also was adopted assuming this charge would be in place. Failure to impose the charge would have a negative impact on the City's General Fund of \$346,239 per year.

**NET STEPS**

If the City Council is comfortable with the staff recommendation regarding the Master Fee Schedule update, it would be appropriate for Council to adopt the attached resolution, which directs staff to initiate the public notice process to set a public hearing on the changes. The SSWA Board requested that the SSWA ROW Lease Study be reviewed by SSWA's new General Counsel. It would be appropriate for the City Council to approve the study, so that staff can forward the study to SSWA's General Counsel.

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

1. Resolution No. 2016-\_\_: Approving the User Fee Study and Directing Staff to Prepare a Comprehensive Update of the Master Fee Schedule; and
2. Resolution No. 2016-\_\_: Approving the Suisun Solano Water Authority (SSWA) Right-of-Way (ROW) Lease Study.

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**ATTACHMENTS:**

1. Cost of Services (User Fee) Study.
2. DRAFT Comprehensive Update to the Master Fee Schedule.
3. SSWA ROW Lease Analysis Report.
4. Resolution No. 2016-\_\_: Approving the User Fee Study and Directing Staff to Prepare a Comprehensive Update of the Master Fee Schedule.
5. Resolution No. 2016-\_\_: Approving the Suisun Solano Water Authority (SSWA) Right-of-Way (ROW) Lease Study.

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**Cost of Services (User Fee) Study**  
**Final Report**

**CITY OF SUISUN CITY CITY, CALIFORNIA**

**matrix**   
consulting group  
201 San Antonio Circle, Suite 148  
Mountain View, CA 94040  
v.650.858.0507 f.650.917.2310

**July 2016**

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### **ATTACHMENTS:**

- INSPECTION – NEW CONSTRUCTION FEE SCHEDULE**
- MECHANICAL, ELECTRICAL, PLUMBING FEE SCHEDULES**
- MISCELLANEOUS FEES**
- COMPARATIVE SURVEY**

# 1. EXECUTIVE SUMMARY

The report, which follows, presents the results of the Cost of Services (User Fee) Study conducted by the Matrix Consulting Group for the City of Suisun City.

## 1. PROJECT BACKGROUND AND SCOPE OF WORK

The Matrix Consulting Group analyzed the cost of service relationships that exist between fees for service activities related to building permits, planning applications, public works, general services, and parks and recreation. The results of this Study provide a tool for understanding current service levels, the cost and demand for those services, and what fees for service can and should be charged.

## 2. GENERAL PROJECT APPROACH AND METHODOLOGY

The methodology employed by the Matrix Consulting Group is a widely accepted “bottom up” approach to cost analysis, where time spent per unit of fee activity is determined for each position within a division. Once time spent for a fee activity is determined, all applicable City costs are then considered in the calculation of the “full” cost of providing each service. The table on the following page provides an overview of types of costs applied in establishing the “full” cost of services provided by each Department included in this Study:

<b>Cost Component</b>	<b>Description</b>
<b>Direct</b>	Fiscal Year 2015/16 Adopted Budgeted salaries, benefits and allowable expenditures.
<b>Overhead</b>	Division and departmental administration / management and clerical support, along with Citywide overhead as calculated through the Cost Allocation Plan.
<b>Supporting (Cross) Unit Review</b>	Where applicable, direct and indirect costs associated with external divisions' assistance.

Together, the cost components in the table above comprise the calculation of the total “full” cost of providing any particular service, whether a fee for that service is charged or not.

The work accomplished by the Matrix Consulting Group in the analysis of the proposed fees for service involved the following steps:

- **Divisional Staff Interviews:** The project team interviewed staff in each division regarding their needs for clarification to the structure of existing fee items, or for addition of new fee items.
- **Data Collection:** Data was collected for each item, including time estimates and volume of activity. In addition, all budgeted costs and staffing levels for Fiscal Year 15/16 were entered into the Matrix Consulting Group’s analytical software model.
- **Cost Analysis:** The full cost of providing each service included in the analysis was established. Cross-checks including allocation of not more than 100% of staff resources to both fee and non-fee related activities assured the validity of the data used in the Study.
- **Review and Approval of Results with City Staff:** Department and City management have reviewed and approved these documented results.

A more detailed description of user fee methodology, as well as legal and policy considerations are provided in subsequent chapters of this report.

### **3. STUDY RESULTS**

When comparing Fiscal Year 15/16 budgeted expenditures with revenue generated in Fiscal Year 14/15 the City is under-recovering its costs by approximately \$6,960,188 per year for Building, Planning, Engineering, Police, Fire, and Recreation services. The table on the following page presents a summary of results by Department / Division for the City of Suisun City:

**CITY OF SUISUN CITY, CALIFORNIA**  
**Cost of Services (User Fee) Study**

Department / Division	FY15 Revenue	FY16 Budget	Surplus / (Deficit)	Current Cost Recovery Percentage
Building	\$182,417	\$337,700	(\$155,283)	54%
Parks & Recreation	\$1,044,575	\$2,088,400	(\$1,043,825)	50%
Planning	\$44,697	\$367,900	(\$323,203)	12%
Police	\$817,030	\$5,108,800	(\$4,291,770)	16%
Fire	\$60,684	\$1,101,100	(\$1,040,416)	6%
Engineering	\$112,609	\$218,300	(\$105,691)	52%
<b>TOTAL</b>	<b>\$2,262,012</b>	<b>\$9,222,200</b>	<b>(\$6,960,188)</b>	<b>25%</b>

The table above shows that Building has the highest cost recovery for its services at 54%, while Fire services has the lowest cost recovery percentage at 6%. However, the primary functions of Police and Fire are not to provide fee related services; and as a result, their subsidies and cost recovery should not be factored into this analysis. Likewise, Parks and Recreation services are often heavily subsidized in order to promote community values.

In order to truly understand the City's fee-related cost recovery only Building, Planning, and Engineering services should be considered, as these departments exist almost exclusively to provide fee based services to the public. The following table presents cost recovery results for Building, Planning, and Engineering services:

Department / Division	FY15 Revenue	FY16 Budget	Surplus / (Deficit)	Current Cost Recovery Percentage
Building	\$182,417	\$337,700	(\$155,283)	54%
Planning	\$44,697	\$367,900	(\$323,203)	12%
Engineering	\$112,609	\$218,300	(\$105,691)	52%
<b>TOTAL</b>	<b>\$339,723</b>	<b>\$923,900</b>	<b>(\$584,177)</b>	<b>37%</b>

As the table above illustrates, the City is currently subsidizing fee-related services for Building, Planning, and Engineering services by approximately \$584,000. The largest source of the under-recovery is related to Planning, which represents approximately 55% of the overall subsidy. Planning provides Current (fee-related) and Advanced (non-fee related) services, which could explain the low cost recovery subsidy.

The display of the cost recovery figures shown in this report are meant to provide a basis for policy development discussions among Council members and City staff, and do not represent a recommendation for where or how the Council should take action. The setting of the “rate” or “price” for services, whether at 100 percent full cost recovery or lower, is a policy decision to be made only by the Council, often with input from City staff and the community.

**5. CONSIDERATIONS FOR COST RECOVERY POLICY AND UPDATES**

The Matrix Consulting Group recommends that the City use the information contained in this report to discuss, adopt, and implement a formal Cost Recovery Policy, and also to implement a mechanism for the annual update of fees for service.

**(1) Adopt a Formal Cost Recovery Policy**

The Matrix Consulting Group strongly recommends that the Council adopt a formalized, individual cost recovery policy for each department included in this Study. Whenever a cost recovery policy is established at less than 100% of the full cost of providing services, a known gap in funding is recognized and may then potentially be recovered through other revenue sources. The following table presents typical cost recovery levels seen in other jurisdictions:

<b>Department</b>	<b>Typical Cost Recovery</b>
<b>Building</b>	80 – 100%
<b>Planning</b>	50 – 80%
<b>Public Works</b>	80 – 100%
<b>Parks &amp; Rec</b>	20 – 40%

Information presented in the table above is based on the Matrix Consulting Group’s experience in analyzing local government’s operations across the United States and in California, and reflects the *typical* cost recovery levels observed by local adopting

authorities.

In recent years, more local jurisdictions have adopted formal cost recovery policies at the department / division level. The Matrix Consulting Group considers a formalized cost recovery policy for various fees for service an industry Best Management Practice.

**(2) Adopt an Annual Fee Update / Increase Mechanism**

The purpose of a comprehensive update is to completely revisit the analytical structure, service level estimates and assumptions applied in the previous study, and to account for any major shifts in cost components or organizational structures. The Matrix Consulting Group believes it is a best management practice to perform a complete update of a Fee Assessment every 3 to 5 years.

In between comprehensive updates, the City could utilize published industry economic factors such as CPI or other regional factors to update the cost calculations established in the Study on an annual basis. The City could also consider the use of its own anticipated labor cost increases such as step increases, benefit enhancements, or cost of living raises. Alternatively, the project team will provide the City with user fee models, which can be utilized to update time estimates and costs on an annual basis. Utilizing an annual increase mechanism would ensure that the City receives appropriate fee and revenue increases that reflect growth in costs.

## 2. LEGAL FRAMEWORK AND POLICY CONSIDERATIONS

A “user fee” is a charge for service provided by a governmental agency to a public citizen or group. In California, several constitutional laws such as Propositions 13, 4, and 218, State Government Codes 66014 and 66016, and more recently Prop 26 and the Attorney General’s Opinion 92-506 set the parameters under which the user fees typically administered by local government are established and administered. Specifically, California State Law, Government Code 66014(a), stipulates that user fees charged by local agencies “...may not exceed the estimated reasonable cost of providing the service for which the fee is charged”.

### 1. GENERAL PRINCIPLES AND PHILOSOPHIES REGARDING USER FEES

Local governments are providers of many types of general services to their communities. While all services provided by local government are beneficial to constituents, some services can be classified as globally beneficial to all citizens, while others provide more of a direct benefit to a specific group or individual. The following table provides examples of services provided by local government within a continuum of the degree of community benefit received:

Services that Provide General “Global” Community Benefit	Services that Provide Both “Global” Benefit and also a Specific Group or Individual Benefit	Services that Provide a Primary Benefit to an Individual or Group, with less “Global” Community Benefit
<ul style="list-style-type: none"> <li>• Police</li> <li>• Park Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Recreation / Community Services</li> <li>• Fire Suppression / Prevention</li> </ul>	<ul style="list-style-type: none"> <li>• Building Permits</li> <li>• Planning and Zoning Approval</li> <li>• Site Plan Review</li> <li>• Engineering Development Review</li> <li>• Facility Rentals</li> </ul>

Funding for local government is obtained from a myriad of revenue sources such as taxes, fines, grants, special charges, user fees, etc. In recent years, alternative tax revenues, which typically offset subsidies for services provided to the community, have become increasingly limited. These limitations have caused increased attention on user fee activities as a revenue source that can offset costs otherwise subsidized (usually) by the general fund. In the table on the previous page, services in the “global benefit” section tend to be funded primarily through voter approved tax revenues. In the middle of the table, one typically finds a mixture of taxes, user fee, and other funding sources. Finally, in the “individual / group benefit” section of the table, lie the services provided by local government that are typically funded almost entirely by user fee revenue.

The following are two central concepts regarding the establishment of user fees:

- **Fees should be assessed according to the degree of individual or private benefit gained from services.** For example, the processing and approval of a land use or building permit will generally result in monetary gain to the applicant, whereas Police services and Fire Suppression are examples of services that are essential to the safety of the community at large.
- **A profit making objective should not be included in the assessment of user fees.** In fact, California laws require that the charges for service be in direct proportion to the costs associated with providing those services. Once a charge for service is assessed at a level higher than the actual cost of providing a service, the term “user fee” no longer applies. The charge then becomes a tax subject to voter approval.

Therefore, it is commonly accepted that user fees are established at a level that will recover up to, and not more than, the cost of providing a particular service.

## **2. GENERAL POLICY CONSIDERATIONS REGARDING USER FEES**

Undoubtedly, there are programs, circumstances, and services that justify a subsidy from a tax based or alternative revenue source. However, it is essential that jurisdictions prioritize the use of revenue sources for the provision of services based on

the continuum of benefit received.

Within the services that are typically funded by user fees, the Matrix Consulting Group recognizes several reasons why City staff or the Council may not advocate the full cost recovery of services. The following factors are key policy considerations in setting fees at less than 100 percent of cost recovery:

- **Limitations posed by an external agency.** The State or an outside agency will occasionally set a maximum, minimum, or limit the jurisdiction's ability to charge a fee at all. An example includes time spent copying and retrieving public documents in the City Clerk's office.
- **Encouragement of desired behaviors.** Keeping fees for certain services below full cost recovery may provide better compliance from the community. For example, if the cost of a permit for changing a water heater in a residential home is higher than the cost of the water heater itself, many citizens will avoid pulling the permit.
- **Affect on demand for a particular service.** Sometimes raising the "price" charged for services might reduce the number of participants in a program. This is largely the case in Recreation programs such as camps or enrichment classes, where participants often compare the City's fees to surrounding jurisdictions or other options for leisure activities.
- **Benefit received by user of the service and the community at large is mutual.** Many services that directly benefit a group or individual equally benefit the community as a whole. Examples include Recreation programs, Planning Design Review, historical dedications and certain types of special events.

The Matrix Consulting Group recognizes the need for policies that intentionally subsidize certain activities. The primary goals of a User Fee Study are to provide a fair and equitable basis for determining the costs of providing services, and assure that the City is in compliance with State law.

Once the full cost of providing services is known, the next step is to determine the "rate" or "price" for services at a level which is up to, and not more than the full cost amount. The Council is responsible for this decision, which often becomes a question of

balancing service levels and funding sources. The placement of a service or activity within the continuum of benefit received may require extensive discussion and at times fall into a “grey area”. However, with the resulting cost of services information from a User Fee Study, the Council can be assured that the adopted fee for service is reasonable, fair, and legal.

### 3. USER FEE STUDY METHODOLOGY

The Matrix Consulting Group utilizes a cost allocation methodology, commonly known and accepted as the “bottom-up” approach to establishing User Fees. The term means that several cost components are calculated for each fee or service. These components then build upon each other to comprise the total cost for providing the service. The components of a full cost calculation are typically as follows:

<b>Cost Component</b>	<b>Description</b>
<b>Direct</b>	Salaries, benefits and allowable departmental expenditures.
<b>Departmental Overhead</b>	Division or Departmental administration / management and clerical support.
<b>Citywide Overhead</b>	City costs associated with central service costs such as payroll, human resources, budgeting, City management, etc. Established for this Study through a separate Study performed by the Matrix Consulting Group.
<b>Cross-Departmental Support</b>	Costs associated with review or assistance in providing specific services. For example, costs established via study of the Building department for intake and routing of Planning applications and permits are included as an applicable cost toward Planning fees for service.

The general steps utilized by the project team to determine allocations of cost components to a particular fee or service are:

- Calculate the fully burdened hourly rate for each position, including direct and indirect costs;
- Develop time estimates for each service included in the study;
- Ensure that not more than 100% of a position’s time is allocated between fee and non-fee services.

The result of these allocations provides detailed documentation for the reasonable estimate of the actual cost of providing each service. The following are critical points about the use of time estimates and the validity of cost allocation models.

**1. TIME ESTIMATES ARE A MEASURE OF SERVICE LEVELS REQUIRED TO PERFORM A PARTICULAR SERVICE**

One of the key study assumptions utilized in the “bottom up” approach is the use of time estimates for the provision of each fee related service. Utilization of time estimates is a reasonable and defensible approach, especially since experienced staff members who understand service levels and processes unique to the City of Suisun City, developed these estimates.

The project team worked closely with each Department’s staff in developing time estimates with the following criteria:

- Estimates are representative of average times for providing services. Extremely difficult or abnormally simple projects are excluded from the analysis.
- Estimates reflect the time associated with the position or positions that typically perform a service.
- Estimates provided by staff are reviewed and approved by the department, and often involve multiple iterations before a Study is finalized.
- Estimates are reviewed by the project team for “reasonableness” against their experience with other agencies.
- Estimates were not based on time in motion studies, as they are not practical for the scope of services and time frame for this project.

The Matrix Consulting Group agrees that while the use of time estimates is not perfect, it is the best alternative available for setting a standard level of service for which to base a jurisdiction’s fees for service, and it meets the requirements of California law.

The alternative to time estimating is actual time tracking, often referred to billing on a “time and materials” basis. Except in the case of anomalous or sometimes very large and complex projects, the Matrix Consulting Group believes this approach to not be cost effective or reasonable for the following reasons:

- Accuracy in time tracking is compromised by the additional administrative burden required to track, bill, and collect for services in this manner.
- Additional costs are associated with administrative staff's billing, refunding, and monitoring deposit accounts.
- Customers often prefer to know the fees for services in advance of applying for permits or participating in programs.
- Applicants may request assignment of less expensive personnel to their project.
- Departments can better predict revenue streams and staff needs using standardized time estimates and anticipated permit volumes.

Situations arise where the size and complexity of a given project warrants time tracking and billing on a "time and materials" basis. The Matrix Consulting Group has recommended taking a deposit and charging Actual Costs for such fees as appropriate and itemized in each department.

## **2. CROSS CHECKS ENSURE THE VALIDITY OF OUR ANALYTICAL MODEL**

In addition to the collection of time estimate data for each fee or service included in the User Fee Study, annual volume of activity data assumptions are also a critical component. By collecting data on the estimated volume of activity for each fee or service, a number of analyses are performed which not only provide useful information to departments regarding allocation of staff resources, but also provide valuable cross checks that ensure the validity of each cost allocation model. This includes assurance that 100% of staff resources are accounted for and allocated to a fee for service, or "other non fee" related category. Since there are no objectives to make a profit in establishing user fees, it is very important to ensure that services are not estimated at a level that exceeds budgeted resource capacity. By accounting for not more than 100% of staff resources, no more than 100% of costs will be allocated through the Study.

## 4. RESULTS OVERVIEW

The motivation behind a cost of services (User Fee) analysis is for the City Council and City staff to maintain services at a level that is both accepted and effective for the community, and also to maintain control over the policy and management of these services.

It should be noted that the results presented in this report are not a precise measurement. In general a cost of service analysis takes a “snapshot in time”, where a fiscal year of adopted budgeted cost information is compared to the same fiscal year of revenue, and workload data available. Changes to the structure of fee names, along with the use of time estimates allow only for a reasonable projection of subsidies and revenue. Consequently, the Council and City staff should rely conservatively upon these estimates to gauge the impact of implementation going forward.

Discussion of each department / division’s results in the following chapters is intended as a summary of extensive and voluminous cost allocation documentation produced during the Study. Each chapter will include detailed cost calculation results for each department / division including the following:

- **Modifications or Issues:** discussions regarding any revisions to the current fee schedule, including elimination or addition of fees.
- **“Per Unit” Results:** comparison of the full cost of providing each unit of service to the current fee for each unit of service (where applicable).
- **Annualized Results:** utilizing volume of activity estimates annual subsidies and revenue impacts were projected.

The full analytical results associated with each department / division were provided to City staff under separate cover from this summary report.

## **5. ADMINISTRATIVE SERVICES**

The Administrative Services Department's responsibilities include the organization, coordination, and direction of all financial activities for the City as determined by the City Council and City Manager. The Department thus fulfills all services related to accounting, payroll, purchasing, investment, risk management, utility billing, debt services, and business tax license administration. The fees examined within this study pertain to document searches for non-public records, City Council Annual Agenda Subscriptions, as well as returned checks, along with other Admin services fees. The project team worked with Administrative Services Department staff to modify the current fee schedule as a means to accurately represent the services provided. The following sections discuss all modifications to the fee schedule, the per unit results, and the annual revenue impacts of fee-related services.

### **1. MODIFICATIONS TO FEE SCHEDULE**

Upon discussion with department staff, several modifications were made to the department's current fee schedule. These modifications primarily consisted of eliminating fees that were no longer applicable to the current services provided. As a result, all fees related to facsimile, videotapes, and audiotapes were eliminated and replaced with a fee for requested Compact Disks and Digital Video Disks. While the fee for copies of city records is also listed on the Department's current fee schedule, the project team did not review costs for this service, as it is an existing California statute. Additionally, services for city budget copies were not reviewed as staff determined most requests are redirected online for an electronic copy or charged the state set fee for

printed records. The project team also worked with staff to create a 'Check Reissue' fee for services provided regarding stop payment requests and an 'Express Check Request' fee.

**2. DETAILED RESULTS**

The Administrative Services Department collects fees for returned checks, document searches, agenda subscriptions, CD / DVD copies, and special handling. The following table details the total cost per unit for each fee category, the current fee charged, the total cost calculated through this study, and the resulting surplus or deficit.

Fee Name	Current Fee / Deposit	Total Cost Per Unit	Surplus / (Deficit) per Unit
Copies of City Records	\$0.10	\$-	\$0.10
Document Search - Non-Public Records (per hour)	\$30	\$63	\$(33)
City Council Annual Agenda Subscription	\$53	\$125	\$(72)
City Budget (per copy)	\$42	\$-	\$42
Special Handling Charge (fee for overnighting)	\$7	\$-	\$7
CD / DVD Fee	\$25	\$17	\$8
Returned Checks	\$25	\$28	\$(3)
Check Reissue (requires stop payment request)	\$-	\$53	\$(53)
Express Check Request	\$-	\$28	\$(28)

As the table above shows, the Department is under-recovering on most of its fees on a per-unit basis. As previously noted, the Copies of City Records and City Budget fees do not apply but are currently listed. For those applicable, the deficits range from a low of \$29 to a high of \$65. It is important to note that for fees such as the CD / DVD fee, Special Handling Charge, and Copies of City Records fee, the costs of materials, mailing costs, or pass through fees have also been included in the corresponding cost per unit calculation.

## **6. BUILDING**

The Building division of the Building and Public Works Department is committed to safeguarding life, health, property and public welfare through the administration and enforcement of the uniform building codes and adopted City ordinances and policies.

Specifically, the Building division provides the following services:

- Plan review and permit issuance of all proposed construction to assure compliance with all state and local building codes.
- Explaining codes, ordinances, requirements and regulations that apply to individual building projects.
- Assisting the public with their concerns about public safety within their homes or places of business.
- Providing building inspection services for all privately funded development.

The fees included for examination in this study relate to plan review and inspection of buildings and structures within the City of Suisun City. The following subsections present the results of the fee analysis including changes made to the current fee schedule and discussion of results of the building fees analysis.

### **1. FEE SCHEDULE MODIFICATIONS**

Currently the Building Division uses a mixture of flat and valuation-based fees to charge for permitting services. The Division currently calculates new construction, tenant improvements (alterations), miscellaneous plan check and inspection fees based on a valuation table established by the International Conference of Building Officials (ICBO). The table on the following page shows the current fee structure for the City of Suisun City:

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Project Valuation		Permit Fee	Plan Check Fee
<b>\$0.00 to \$500</b>		\$23.50	\$15.28
<b>\$501 to \$2,000</b>	First \$501	\$23.50	\$15.28
	Each Additional \$100 or fraction thereof	\$3.05	\$1.98
<b>\$2,001 to \$25,000</b>	First \$2,001	\$69.25	\$45.01
	Each Additional \$1,000 or fraction thereof	\$14	\$9.10
<b>\$25,001 to \$50,000</b>	First \$25,001	\$391.75	\$254.64
	Each Additional \$1,000 or fraction thereof	\$10.10	\$6.57
<b>\$50,001 to \$100,000</b>	First \$50,001	\$643.75	\$418.44
	Each Additional \$1,000 or fraction thereof	\$7	\$4.55
<b>\$100,001 to \$500,000</b>	First \$100,001	\$993.75	\$645.94
	Each Additional \$1,000 or fraction thereof	\$5.60	\$3.64
<b>\$500,001 to \$1,000,000</b>	First \$500,001	\$3,233.75	\$2,101.94
	Each Additional \$1,000 or fraction thereof	\$4.75	\$3.09
<b>\$1,000,001 and up</b>	First \$1,000,001	\$5,608.75	\$3,645.69
	Each Additional \$1,000 or fraction thereof	\$3.15	\$2.05

As the table above shows, the Division currently charges 65% of the building permit for plan check services. However, the use of valuation tables has come under scrutiny in recent years, as this methodology does not always appropriately translate to staff effort and time. Due to these reasons along with discussions with senior level staff, it was decided that the Division would move forward with transitioning from a valuation based fee schedule, to a square footage based fee schedule.

**2. NEW CONSTRUCTION PLAN CHECK AND INSPECTION SERVICES**

Converting from a valuation-based fee schedule to a square-footage based fee schedule provides the Division with a stable, more defensible methodology for calculating fees, and is much more reflective of actual staff services and cost. The study identified inspection time associated with various construction projects specific to the City of Suisun City based on square footage, occupancy type, and construction type. The results of this analysis are presented in Attachment A.

Currently the City contracts with outside consultants to provide plan check services. The fee for plan check services is based on a percentage of the building permit: 65% for New Construction, Additions, Alterations, or Tenant Improvements; and 25% each for Electrical, Mechanical, or Plumbing. These fees were not assessed through this study, as they are passed through to the consultant providing plan check services.

### **3. MECHANICAL, ELECTRICAL, AND PLUMBING PERMITS**

The City currently charges flat fees for all of its single trade permits relating to Mechanical, Electrical, and Plumbing services. Similar to new construction, the project team worked with staff to review the time estimates associated with plan check, inspection, and permit issuance. Based upon a per unit analysis the division is recovering, on average, approximately 12% of its costs related to these services. The complete Mechanical, Electrical, and Plumbing fee analysis is attached to this report as Attachment B.

### **4. MISCELLANEOUS BUILDING SERVICES**

In addition to new construction and mechanical, electrical, and plumbing permits, the City also processes additional building services by charging a flat fee. These miscellaneous services include remodels, additions, reroofing, swimming pools, fire systems, etc.

While not currently shown in the Building fee schedule, the Division is currently responsible for plan checking and inspecting fire extinguishing and alarm systems, as well as various other fire code related services. The majority of these services are contracted out on an hourly basis, as outlined in the current Fire fee schedule. The City

should consider moving the building related fire code fees to the building fee schedule in order to better reflect the services provided by the Division, and for ease of use for applicants. The Division should consider limiting the fee cost description to only note that it is charged by an outside consultant, and not the actual consultant hourly rate. This will eliminate any potential issues should a consultant change their rate before the City is able to update their fee schedule. Furthermore, the Division should consider raising the \$25 admin fee for these services to \$63, to better reflect the current cost of administrative oversight.

The complete Miscellaneous fee schedule and analysis, including fire services is attached to this report as Attachment C.

**5. ANNUAL RESULTS**

Overall, the Building Division is currently maintaining a cost recovery level of 54% and is under-recovering its costs by \$155,000. The following table shows the actual revenue for FY14-15, FY 15-16 budgeted expenditures, and the resulting cost recovery level.

<b>Category</b>	<b>Amount</b>
FY14-15 Actual Revenue	\$182,417
FY15-16 Budgeted Expenditures	\$373,700
<b>Cost Recovery</b>	<b>54%</b>

The Division’s under-recovery is most likely due to the use of the outdated valuation-based fee table, which has not been updated in more than 10 years. The current cost recovery level of 54% is well below the industry standard of 80% - 100%. Transitioning to a square-footage based fee schedule will ensure that revenues collected reflect the associated services provided.

## 7. ENGINEERING

The Engineering division of the Building and Public Works Department is responsible for reviewing plans and applications for private developments to ensure conformance with City standards, including work related to onsite grading and drainage operations. Additionally, the division issues encroachment permits and conducts inspections of any work within the Public Right of Way. The fees examined within this study relate to Encroachments, Site Improvements, Grading Plans, and other fees associated with tasks performed by the Engineering Division.

### 1. FEE SCHEDULE MODIFICATIONS

In reviewing the Division’s current fee schedule, the project team worked with staff to develop alternative mechanisms to calculate Site Improvement, Map, and Grading fees. Currently, the Division employs a percentage-based system for calculating Site Improvement fees, and a base and per lot system for calculating Maps. Additionally, staff identified time spent issuing and administering block party permits, which is not part of the current fee schedule.

### 2. DETAILED RESULTS

The following table details the current fee charged for each fee category, the total cost calculated through this study, and the resulting surplus or deficit for Engineering fees.

Fee Name	Current Fee / Deposit	Total Cost Per Unit	Surplus / (Deficit) per Unit
Encroachment Permit Application	\$89	\$102	\$(13)
Site Inspection (Minimum 3 Inspections)	\$267	\$288	\$(21)
Flood Zone Clarification Letter	\$25	\$26	\$(1)
Block Party Permit	\$30	\$102	\$(72)

As shown in the table on the previous page, the Engineering division is under-recovering for all of its flat fees. On a per unit basis, the Division is recovery approximately 77% of its costs. The deficits range from a low of \$1, to a high of \$72.

The majority of Engineering fees are time-based, and a divisional hourly rate is used to determine the total cost of service. The following table shows the current hourly rate utilized by the Division, the Fully Burdened Hourly Rate calculated through this study, and the associated deficit.

Rate	Cost
Current Hourly Rate	\$89
Fully Burdened Hourly Rate	\$135
<b>Deficit</b>	<b>\$(46)</b>

As the table above shows, the Division is currently under-recovery its costs for time and material related services by \$46 for each hour it bills. This equates to a cost recovery of approximately 66%.

### 3. REVENUE IMPACTS

Overall, the Engineering Division is currently maintaining a cost recovery level of 52% and is under-recovering its costs by \$106,000. The following table shows the current revenue, projected annual fee-related cost, and associated cost-recovery.

Category	Amount
FY 15 Actual Revenue	\$112,609
FY 16 Budgeted Expenditures	\$218,300
<b>Cost Recovery</b>	<b>52%</b>

If the Engineering Division implements a time and material based billing system there is potential for the cost recovery to increase. The 52% cost recovery is below the average cost recovery seen for Engineering divisions.

## 8. FIRE

The Fire Department provides both fire protection and emergency medical services to the community of Suisun City City with a dedicated volunteer staff. The primary divisions of the Department include Fire Operations and Emergency Preparedness. The fees examined within this study relate to Fireworks, Safe & Sane, Asphalt Kettle, Candles, and Report Photocopies. The following sections discuss all modifications to the fee schedule, the per unit results, and the annual revenue impacts of fee-related services.

### 1. MODIFICATIONS TO FEE SCHEDULE

Construction related permits associated with alarm and suppression systems are currently shown on the Department's fee schedule; while the Building division handles the services associated with these permits. The project team therefore recommends that these fees be moved to the Building division fee schedule to better reflect the division that provides these services.

### 2. DETAILED RESULTS

The following table shows the current fee category, the current fee charged, the total cost per unit, and the associated surplus / deficit for all Fire related fees.

Fee Name	Current Fee / Deposit	Total Cost Per Unit)	Surplus / (Deficit) per Unit
<b>FIREWORKS</b>			
Public Display Application Fee	\$50	\$120	\$(70)
Public Display Permit Fee	\$85	\$239	\$(154)
Safe & Sane Application Fee	\$50	\$40	\$10
Safe & Sane Permit Fee	\$85	\$120	\$(35)
Asphalt Kettle / Per Co. Anly	\$25	\$60	\$(35)
Candles (in assembly occ)	\$25	\$60	\$(35)
Reports - Fire	\$7	\$30	\$(23)

As the table on the previous page shows, the Fire Department is under-recovering costs for nearly all fees on a per-unit basis. The deficit ranges from as low as \$23 to as high as \$154 for the Public Display Permit required for Fireworks setup. The Safe & Sane application permit is the only fee in which the Department is currently over-recovering for a total of \$10. On average, the Department recovers 54% of total costs associated with Fire fees on a per unit basis.

## **9. PARKS AND RECREATION**

The Parks and Recreation Department strives to enhance the leisure lifestyle and quality of life of both residents of and visitors to the City by providing affordable, fun, integrated, and safe recreational activities for people of all ages and abilities. The Department organizes, markets, and oversees recreation and leisure services in a variety of programs, including Senior programs, sports, classes, trips, facility rentals, Fourth of July celebrations, Christmas Celebrations, and other recreation activities. The Parks and Recreation Department also oversees the operations of the Marina. The following chapter provide a brief introduction to Recreation Services fees and costs assessed in the study and the cost recovery on a division / program basis.

### **1. BACKGROUND & INTRODUCTION**

Recreation fees are historically market driven, as residents have a choice between utilizing programs offered in their own city or those of a neighboring city. Grants, special funding, or general fund subsidies often offset programs and services provided by Recreation departments in order to ensure that all citizens have equal opportunity and choice of participation. Recreation fees were not assessed in this study, as they are not subject to the same regulations and guidelines as other user fees.

Currently, the Suisun City Parks and Recreation Services Departments sets and updates its fees internally on a seasonal basis. The primary methodology used for fee-setting is to determine the demand of a program based upon participation, conducting market surveys, and determining the benefit of the program to the community. These are typically the most important components of determining parks and recreation fees.

**2. COST RECOVERY ANALYSIS**

While the project team did not assess individual program fees as part of this study, it did review the cost recovery associated with each Recreation Services Division, and the department as a whole. The Recreation Department is recovering approximately 50% of its direct costs, which is above the average, 20-40% seen in other jurisdictions. This cost recovery percentage equates to an annual subsidy of approximately \$1 million. In order to assess each program’s recovery level, the project team compared fiscal year 15/16 budgeted expenditures with fiscal year 14/15 actual revenue to assess the direct cost recovery. The following table shows program expenditures, revenue and cost recovery for Recreation & Community Services division.

<b>Fund</b>	<b>Div</b>	<b>Program Name</b>	<b>FY15 Actual Revenue</b>	<b>FY16 Budget</b>	<b>Annual Surplus / (Deficit)</b>	<b>Cost Recovery %</b>
10	8750	Community Center Operations	\$113,342	\$298,400	(\$185,058)	38%
10	8613	Crystal PM Program	\$13,450	\$12,500	\$950	108%
10	8615	Dan O. Root II After-School	\$52,887	\$51,800	\$1,087	102%
10	8610	Recreation	\$220,470	\$428,300	(\$207,830)	51%
10	8760	Senior Center Operations	\$41,584	\$172,300	(\$130,716)	24%
50	8815	Fourth of July Festivities	\$68,653	\$161,300	(\$92,647)	43%
51	8816	Christmas Celebration	\$14,241	\$23,900	(\$9,659)	60%
52	8817	Other Special Events & Programs	\$13,123	\$33,100	(\$19,977)	40%
53	8819	4th of July Safety	\$15,031	\$37,900	(\$22,869)	40%
158	8652	Alcohol Tobacco & Other Drugs	\$60,343	\$61,300	(\$957)	98%
171	8650	Proposition 49 After-School	\$90,839	\$196,500	(\$105,661)	46%
721	8614	Crystal AM	\$4,434	\$34,200	(\$29,766)	13%
721	8611	Recreation Trust	\$240	\$600	(\$360)	40%
909	8910	Marina Operations	\$271,850	\$507,500	(\$235,650)	54%
919	8920	Marina Fuel	\$38,027	\$41,300	(\$3,273)	92%
<b>TOTAL</b>			<b>\$1,044,574</b>	<b>\$2,088,400</b>	<b>\$1,018,514</b>	<b>49%</b>

As the table above shows, certain divisions such as Senior Center Operations, Recreation Trust, Other Special events and 4<sup>th</sup> of July Safety all have fairly low recovery percentages. These low cost recovery percentages are fairly typical for these types of events and programs as they are heavily subsidized to provide a greater benefit to the

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community.

The highest direct cost recovery is seen for the After School programs such as the Public Safety Academy (147%), Crystal PM Afterschool (108%), and Dan O. Root Afterschool programs (102%). Similar to golf and senior services being heavily subsidized, typically these afterschool programs are usually at a higher cost recovery and not subsidized by the public as they are providing a private benefit to a specific group of residents.

It is important to note that the cost recovery presented in the table on the previous page only incorporates direct budgeted expenditures for Parks and Recreation. However, there are indirect costs associated with managing all of the different divisions and programs. The following table shows the cost recovery percentages on a division level based upon comparing FY 14/15 Actual Revenue to FY 15/16 Direct and Indirect Expenditures.

Fund	Div	Program Name	FY15 Actual Revenue	Direct + Indirect Costs	Annual Surplus / (Deficit)	Cost Recovery %
10	8750	Community Center Operations	\$113,342	\$304,473	(\$191,131)	37%
10	8613	Crystal PM Program	\$13,450	\$12,770	\$680	105%
10	8615	Dan O. Root II After-School	\$52,887	\$52,939	(\$52)	100%
10	8610	Recreation	\$220,470	\$436,432	(\$215,962)	51%
10	8760	Senior Center Operations	\$41,584	\$179,645	(\$138,061)	23%
50	8815	Fourth of July Festivities	\$68,653	\$162,625	(\$93,972)	42%
51	8816	Christmas Celebration	\$14,241	\$24,222	(\$9,981)	59%
52	8817	Other Special Events & Programs	\$13,123	\$33,347	(\$20,224)	39%
53	8819	4th of July Safety	\$15,031	\$38,268	(\$23,237)	39%
158	8652	Alcohol Tobacco & Other Drugs	\$60,343	\$64,236	(\$3,893)	94%
171	8650	Proposition 49 After-School	\$90,839	\$198,629	(\$107,790)	46%
721	8614	Crystal AM	\$4,434	\$34,377	(\$29,943)	13%
721	8611	Recreation Trust	\$240	\$600	(\$360)	40%
909	8910	Marina Operations	\$271,850	\$517,569	(\$245,719)	53%
919	8920	Marina Fuel	\$38,027	\$42,374	(\$4,347)	90%
<b>TOTAL</b>			<b>\$1,044,574</b>	<b>\$2,135,440</b>	<b>\$1,018,514</b>	<b>48%</b>

As the table on the previous page shows, incorporating the indirect costs associated with Parks and Recreation Services decreases the cost recovery percentage from 49% to 48%. The 48% cost recovery is still slightly higher than the 20-40% cost recovery that is seen for many other jurisdictions. The annual subsidy for Recreation & Community services is approximately \$1.1 million. The most drastic impact to cost recovery is to the Alcohol, Tobacco, & Other Drugs Program whose cost recovery declined from 98% to 94% with the addition of approximately \$3,000 in indirect costs.

The cost recovery percentages shown in the table above should be used in conjunction with the annual deficit to evaluate the greatest sources of lost revenue for the Department. Approximately 23% of the Department's subsidy is associated with Marina operations. As marina services are providing a private rather than global benefit, the Division should focus on improving the cost recovery for the division by increasing the marina fees. The other areas of large deficits (Community Center, Recreation, Senior Center, and Prop 49 After School) are services that provide significant benefit to the community and are specifically chosen to be subsidized by the City.

### **3. FACILITY RENTAL RATES**

The project team did not evaluate any facility rental rates as similar to other recreation fees these are a market driven service. It is the project team's recommendation that the Department evaluate its current facilities based on size, features, location, and other factors that enhance its desirability of use in the community. The facility rental rates should be set based upon the aspects discussed above as well as seeing what other similar types of facilities in the surrounding area are charging for use of their facilities.

The cost recovery analysis indicates that currently the Department is recovering 37% of its community center operations direct and indirect costs. This equates to an annual subsidy of \$191,000. The Department should evaluate the total number of private and profit rentals of those facilities and ensure that at a minimum those rates are raised to be more reflective of the value of the facility as well as surrounding market value.

## **10. PLANNING**

The Planning Division is responsible for both current and advanced planning. The division implements all development regulations, zoning compliance and long-range land use policy through plan review. Examples of the types of services provided by the Division are:

- Current and Advanced Land Planning,
- Grant Preparation and Management,
- Environmental Review
- Mitigation Monitoring
- Regional Planning

The fees examined within this study relate to Use Permits, Site Plan and Architectural Reviews, Zoning, Variances, and other related planning fees.

### **1. FEE SCHEDULE MODIFICATIONS**

Following discussion with the project team, division staff chose to modify several areas of the fee schedule. Some of these changes included the restructuring of existing categories by establishing new ranges and classifications, including: Site Plan / Architectural Review, Tentative Subdivision Maps, Planned Unit Developments, and Rezoning / Prezoning fees. Specifically, staff added ranges based on Acreage, along with a deposit requirement for fees associated with Site Plan / Architectural Reviews, Planned Unit Developments, and Rezoning / Prezoning. In addition, planning staff eliminated and replaced the previous categorical range from the number of lots to the number of units for all Tentative Subdivision Maps. These new categories allow the

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division to capture the time and different processes associated with each fee. The project team also worked with staff to add, remove, and consolidate specific fees from the fee schedule, including the addition of a Condo Map fee, a Home Day Care Use Permit fee, and the consolidation of Design Review services into a single fee. The division staff also chose to eliminate the group of fees listed in the Publication / Maps section citing outdated and unrelated processes. Lastly, the Negative Declaration, Mitigated Negative Declaration, and Categorical Exemption fees were re-categorized from flat fees to a deposit-based.

**2. DETAILED RESULTS**

The following tables detail the total cost per unit for each fee category, the current fee charged, the total cost calculated through this study, and the resulting surplus or deficit.

Fee Name	Current Fee / Deposit	Total Cost Per Unit	Surplus / (Deficit) per Unit
<b>VARIANCE:</b>			
Variance	895	1,318	\$(423)
<b>USE PERMIT:</b>			
Conditional Use Permit	895	1,501	\$(606)
Temporary Use Permit	371	373	\$(2)
Exceptions (Hr District)	74	1,647	\$(1,573)
Home Day Care	-	611	\$(611)
<b>SITE PLAN / ARCHITECTURAL REVIEW:</b>			
0-1 Acre	\$744	\$3,303	\$(2,559)
1-10 Acres	\$744	\$5,007	\$(4,263)
10+ Acres (deposit)	\$-	\$-	\$-
<b>Tentative Parcel Map (0-4 lots)</b>	\$372	\$1,065	\$(693)
<b>Lot Line Adjustments Processing</b>	\$358	\$399	\$(41)
<b>TENTATIVE SUBDIVISION MAP:</b>			
5-100 Units	\$1,115	\$6,108	\$(4,993)
100+ Units (deposit)	\$1,115	\$-	\$1,115
Condo Map	\$-	\$4,404	\$(4,404)
Tentative Map Extension	\$372	\$666	\$(294)

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Fee Name	Current Fee / Deposit	Total Cost Per Unit	Surplus / (Deficit) per Unit
<b>PLANNED UNIT DEVELOPMENT:</b>			
0-10 Acres	\$1,115	\$7,916	\$(6,801)
10+ Acres (deposit)	\$1,115	\$-	\$1,115
Annexations	\$1,484	\$4,457	\$(2,973)
Final Parcel Map	\$371	\$480	\$(109)
Final Subdivision Map	\$630	\$480	\$150
Appeals (Planning Comm. / City Council)	\$74	\$798	\$(724)
<b>REZONING / PREZONING:</b>			
1-10 Acres	\$1,484	\$4,339	\$(2,855)
10+ Acres (deposit)	\$1,484	\$-	\$1,484
<b>GENERAL PLAN AMENDMENT:</b>			
1-10 Acres	\$1,484	\$4,339	\$(2,855)
10+ Acres (deposit)	\$1,484	\$-	\$1,484
<b>SPECIFIC PLAN AMENDMENT:</b>			
1-10 Acres	\$1,484	\$4,339	\$(2,855)
10+ Acres (deposit)	\$1,484	\$-	\$1,484
Custom Homes	-	\$853	\$(853)
Demolition Permit	-	\$346	\$(346)
Ordinance Amendment (Text or Other)	\$1,484	\$3,357	\$(1,873)
Design Review (e.g Awnings, Signs, and Cell Modifications, etc.)	\$74	\$267	\$(193)
Planning & Zoning Insp. - Letter of Compliance and Inspection Record	\$61	\$134	\$(73)
Director (per hour)	\$116	\$157	\$(41)
Assoc. Planner (per hour)	\$77	\$134	\$(57)
Clerical Staff - (per hour)	\$59	\$106	\$(47)
Public Hearing Notice	\$50	\$212	\$(162)

As the table above and on the previous page shows, the planning division is under-recovering on all of its fees. These under-recoveries range from a low of \$41 to a high of \$6,801. The Planned Unit Development fee represents the largest deficit of any fee, totaling \$6,801. It is important to note that there are several permits shown that do not have a current fee listed but can be accounted for as new fees or range categories established by planning staff following discussions with the project team. These services are related to Use Permits, Site Plan / Architectural Review, Tentative Subdivision Maps, Planned Unit Developments, and Rezoning / Prezoning. Overall, the division's average cost recovery on a per unit basis is currently 48%.

**3. REVENUE IMPACTS**

Overall, the Planning Division is currently maintaining a cost recovery level of 12% and is under-recovering its costs by \$323,000. The following table shows the current revenue, annual cost, and associated cost-recovery.

<b>Category</b>	<b>Amount</b>
FY 15 Actual Revenue	\$44,697
FY 16 Budgeted Expenditures	\$367,900
<b>Cost Recovery</b>	<b>12%</b>

Implementing the fee schedule modifications could result in increased cost recovery for planning services. The 12% cost recovery is significantly below the average cost recovery seen for Planning divisions.

## 11. POLICE DEPARTMENT

The Police Department provides law enforcement services to the community of Suisun City City. The three primary divisions of the Department include Administration, Police Operations, and Police Support Services. The Police Department collects fees for Taxi and Solicitor permits, Immigration Clearance Letters, Incident Printouts and Fingerprinting, along with several other police services. The following table details the current fee charged, the total cost calculated through this study, and the resulting surplus or deficit.

Fee Name	Current Fee / Deposit	Total Cost Per Unit	Surplus / (Deficit) per Unit
Report Photocopies - Police Dept. (1-6 pages)	\$7	\$23	\$(16)
Each Additional Page	\$1	\$2	\$(1)
Incident Printout - per page	\$0	\$12	\$(12)
Videotapes - 1st	\$42	\$39	\$3
Videotapes - each additional	\$21	\$20	\$1
Audio Tapes - 1st	\$42	\$39	\$3
Audio Tapes - each additional	\$11	\$20	\$(9)
Fingerprint	\$26	\$30	\$(4)
Live Scan Fingerprint	\$42	\$69	\$(27)
Taxi Permits	\$53	\$101	\$(48)
Solicitor Permit	\$68	\$101	\$(33)
Clearance Letter (Visa Application)	\$16	\$36	\$(20)
Tow Releases Fee	\$185	\$188	\$(3)
Repossession Fee	\$20	\$14	\$6

As the table above shows, the Department is under-recovering costs in 10 of its 14 permit categories resulting in a deficit on a per-unit basis. These deficits range from a low of \$1 to a high of \$48. On average, the department's per unit cost-recovery is currently 70%.

## **12. COMPARATIVE MARKET SURVEY**

As part of this Cost of Services (User Fee) Study for the City of Suisun City, the Matrix Consulting Group conducted a comparative survey of fees. The City identified six jurisdictions to be included in the comparative survey: American Canyon, Benicia, Dixon, Fairfield, Vacaville, and Vallejo.

While this report will provide the City with a reasonable estimate and understanding of the true costs of providing services, many jurisdictions also wish to consider the local “market rates” for services as a means for assessing what types of changes in fee levels their community can bear. However, a comparative survey does not provide adequate or objective information regarding the relationship of a jurisdiction’s cost to its fees. Three important factors to consider when comparing fees across multiple jurisdictions are: population, operating budget, and size of workforce. The following tables provide statistical information regarding the jurisdictions included in the comparative survey.

<b>Jurisdiction</b>	<b>2015 Census</b>
Dixon	19,158
American Canyon	20,149
Benicia	27,689
Suisun City	28,888
Vacaville	94,702
Fairfield	111,891
Vallejo	119,683

<b>Jurisdiction</b>	<b>FY 15/16 Budget</b>
American Canyon	\$53,161,438
Suisun City	\$54,781,381
Dixon	\$62,550,376
Benicia	\$66,780,000
Vacaville	\$180,864,147
Vallejo	\$196,882,462
Fairfield	\$241,904,029

**CITY OF SUISUN CITY, CALIFORNIA**  
**Cost of Services (User Fee) Study**

Jurisdiction	FY 15/16 FTE
Suisun City	84.00
Dixon	107.38
American Canyon	123.50
Benicia	231.83
Vacaville	525.00
Fairfield	532.56
Vallejo	537.75

Based on the data shown in the above tables, the City of Suisun City ranks below average in regards to population, budget, and total staffing levels. In order to provide additional context, the project team also obtained cost recovery information for the three major fee-related services: Community Development (Building & Planning), Engineering, and Recreation Services. The following tables show the cost recovery percentages for each of the jurisdictions surveyed and how Suisun City ranks in comparison to those jurisdictions.

Jurisdiction	Community Development Cost Recovery %
Benicia	31%
Suisun City	32%
American Canyon	56%
Vallejo	66%
Fairfield	69%
Dixon	73%
Vacaville	87%

Jurisdiction	Engineering Cost Recovery %
American Canyon	3%
Dixon	6%
Benicia	20%
Vallejo	50%
Suisun City	52%
Vacaville	138%

Jurisdiction	Parks & Recreation Cost Recovery %
Dixon	8%
American Canyon	16%
Benicia	17%
Fairfield	47%
Suisun City	50%

As the tables above show, Suisun City has the second lowest recovery percentage for Community Development Fees as compared to neighboring Cities, while

its Engineering cost recovery is the second highest, and Parks and Recreation cost recovery is the highest compared to that seen by other cities.

Along with keeping these statistics in mind, the following issues should also be noted regarding the use of market surveys in the setting of fees for service:

- Each jurisdiction and its fees are different, and many are not based on actual cost of providing services.
- The same “fee” with the same name may include more or less steps or sub-activities. In addition, jurisdictions provide varying levels of service and have varying levels of costs associated with providing services such as staffing levels, salary levels, indirect overhead costs, etc.

In addition to the issues noted above, market surveys can also run the risk of creating a confusing excess of data that will obscure rather than clarify policy issues. Because each jurisdiction is different, the Matrix Consulting Group recommends that the information contained in the market comparison of fees be used as a secondary decision-making tool, rather than a tool for establishing an acceptable price point for services.

The survey covered Administrative Services, Building, Fire, Planning, Police, and Engineering fees. On average, the survey showed that the City’s fees are in line with the jurisdictions surveyed, with some fees higher than other cities and other fees significantly lower. The results of the survey are shown as an attachment to this report.

## **13. CONCLUSION**

The City of Suisun City engaged the Matrix Consulting Group to determine the total cost of services provided to its citizens and businesses for fee related services. To calculate the total cost of each Department / Division's services, the Matrix Consulting Group employed both a widely accepted and defensible methodology, as well as the experience and input of City staff to complete the necessary data collection and discussion to complete the analysis. City leaders can now use this information to make informed decisions and set its fees to meet the fiscal and policy goal objectives of the City.

Overall, this Cost of Services Study concluded that the City under-recovers its costs by approximately \$584,000 year for its Planning, Building, and Engineering *fee-related* services. While the detailed documentation of the Study will show an over-collection in some departments / divisions and / or certain fees (on a per unit basis), and an undercharge for others, overall, the City is providing an annual subsidy to fee payers for all services included in the analysis.

The project team recommends the City lower fees that show an over-recovery in order to comply with state laws. For fees that show an under-recovery, the City should review all circumstances and policy factors and raise fees where feasible. For fees that the City chooses to subsidize, policies should be established to outline target recovery percentages.

**INSPECTION – NEW CONSTRUCTION FEE SCHEDULE**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating	1,500	\$1,932	\$6,0425	\$1,610	\$5,0354	\$1,288	\$4,0283
-	Theater, Concert Hall	7,500	\$2,294	\$7,8500	\$1,912	\$6,5417	\$1,530	\$5,2333
-	-	15,000	\$2,883	\$5,4200	\$2,403	\$4,5167	\$1,922	\$3,6133
-	-	30,000	\$3,696	\$1,5200	\$3,080	\$1,2667	\$2,464	\$1,0133
-	-	75,000	\$4,380	\$1,2600	\$3,650	\$1,0500	\$2,920	\$0,8400
-	-	150,000	\$5,325	\$3,5500	\$4,438	\$2,9583	\$3,550	\$2,3667
A-2	Assembly—Food & Drink	1,000	\$2,908	\$13,6500	\$2,423	\$11,3750	\$1,939	\$9,1000
-	Restaurant, Night Club, Bar	5,000	\$3,454	\$17,7450	\$2,878	\$14,7875	\$2,303	\$11,8300
-	-	10,000	\$4,341	\$12,2100	\$3,618	\$10,1750	\$2,894	\$8,1400
-	-	20,000	\$5,562	\$3,4600	\$4,635	\$2,8833	\$3,708	\$2,3067
-	-	50,000	\$6,600	\$2,8200	\$5,500	\$2,3500	\$4,400	\$1,8800
-	-	100,000	\$8,010	\$8,0100	\$6,675	\$6,6750	\$5,340	\$5,3400
A-3	Assembly—Worship, Amusement	1,200	\$2,633	\$10,2938	\$2,195	\$8,5781	\$1,756	\$6,8625
-	Arcade, Church, Community Hall	6,000	\$3,128	\$13,3950	\$2,606	\$11,1625	\$2,085	\$8,9300
-	-	12,000	\$3,931	\$9,2100	\$3,276	\$7,6750	\$2,621	\$6,1400
-	-	24,000	\$5,036	\$2,6100	\$4,197	\$2,1750	\$3,358	\$1,7400
-	-	60,000	\$5,976	\$2,1300	\$4,980	\$1,7750	\$3,984	\$1,4200
-	-	120,000	\$7,254	\$6,0450	\$6,045	\$5,0375	\$4,836	\$4,0300
A-4	Assembly—Indoor Sport Viewing	500	\$2,183	\$20,4720	\$1,819	\$17,0600	\$1,455	\$13,6480
-	Arena, Skating Rink, Tennis Court	2,500	\$2,592	\$26,6400	\$2,160	\$22,2000	\$1,728	\$17,7600
-	-	5,000	\$3,258	\$18,3360	\$2,715	\$15,2800	\$2,172	\$12,2240
-	-	10,000	\$4,175	\$5,1880	\$3,479	\$4,3233	\$2,783	\$3,4587
-	-	25,000	\$4,953	\$4,2360	\$4,128	\$3,5300	\$3,302	\$2,8240
-	-	50,000	\$6,012	\$12,0240	\$5,010	\$10,0200	\$4,008	\$8,0160
A-5	Assembly—Outdoor Activities	1,500	\$2,412	\$7,5525	\$2,010	\$6,2937	\$1,608	\$5,0350
-	Amusement Park, Bleacher, Stadium	7,500	\$2,865	\$9,7950	\$2,388	\$8,1625	\$1,910	\$6,5300
-	-	15,000	\$3,600	\$6,7500	\$3,000	\$5,6250	\$2,400	\$4,5000
-	-	30,000	\$4,613	\$1,9250	\$3,844	\$1,6042	\$3,075	\$1,2833
-	-	75,000	\$5,479	\$1,5450	\$4,566	\$1,2875	\$3,653	\$1,0300
-	-	150,000	\$6,638	\$4,4250	\$5,531	\$3,6875	\$4,425	\$2,9500
A	A Occupancy Tenant Improvements	1,000	\$1,769	\$8,3025	\$1,474	\$6,9188	\$1,179	\$5,5350
-	-	5,000	\$2,101	\$10,7850	\$1,751	\$8,9875	\$1,401	\$7,1900
-	-	10,000	\$2,640	\$7,4400	\$2,200	\$6,2000	\$1,760	\$4,9600
-	-	20,000	\$3,384	\$2,0950	\$2,820	\$1,7458	\$2,256	\$1,3967
-	-	50,000	\$4,013	\$1,7250	\$3,344	\$1,4375	\$2,675	\$1,1500
-	-	100,000	\$4,875	\$4,8750	\$4,063	\$4,0625	\$3,250	\$3,2500
B	Business—Animal Hospital	500	\$2,317	\$21,7388	\$1,931	\$18,1156	\$1,545	\$14,4925
-	-	2,500	\$2,752	\$28,2750	\$2,293	\$23,5625	\$1,835	\$18,8500
-	-	5,000	\$3,459	\$19,4700	\$2,883	\$16,2250	\$2,306	\$12,9800
-	-	10,000	\$4,433	\$5,5000	\$3,694	\$4,5833	\$2,955	\$3,6667
-	-	25,000	\$5,258	\$4,5300	\$4,381	\$3,7750	\$3,505	\$3,0200
-	-	50,000	\$6,390	\$12,7800	\$5,325	\$10,6500	\$4,260	\$8,5200
B	Business—Bank	400	\$1,958	\$22,9763	\$1,632	\$19,1469	\$1,306	\$15,3175
-	-	2,000	\$2,326	\$29,8650	\$1,938	\$24,8875	\$1,551	\$19,9100
-	-	4,000	\$2,923	\$20,5500	\$2,436	\$17,1250	\$1,949	\$13,7000
-	-	8,000	\$3,745	\$5,8150	\$3,121	\$4,8458	\$2,497	\$3,8767
-	-	20,000	\$4,443	\$4,7550	\$3,703	\$3,9625	\$2,962	\$3,1700
-	-	40,000	\$5,394	\$13,4850	\$4,495	\$11,2375	\$3,596	\$8,9900
B	Business—Barber Shop/Beauty Shop	200	\$2,021	\$47,4263	\$1,685	\$39,5219	\$1,348	\$31,6175
-	-	1,000	\$2,401	\$61,6800	\$2,001	\$51,4000	\$1,601	\$41,1200
-	-	2,000	\$3,018	\$42,4350	\$2,515	\$35,3625	\$2,012	\$28,2900
-	-	4,000	\$3,866	\$12,0100	\$3,222	\$10,0083	\$2,578	\$8,0067
-	-	10,000	\$4,587	\$9,8400	\$3,823	\$8,2000	\$3,058	\$6,5600
-	-	20,000	\$5,571	\$27,8550	\$4,643	\$23,2125	\$3,714	\$18,5700
B	Business—Car Wash	800	\$1,702	\$9,9870	\$1,418	\$8,3225	\$1,135	\$6,6580
-	-	4,000	\$2,022	\$12,9840	\$1,685	\$10,8200	\$1,348	\$8,6560
-	-	8,000	\$2,541	\$8,9400	\$2,118	\$7,4500	\$1,694	\$5,9600
-	-	16,000	\$3,256	\$2,5320	\$2,714	\$2,1100	\$2,171	\$1,6880
-	-	40,000	\$3,864	\$2,0760	\$3,220	\$1,7300	\$2,576	\$1,3840
-	-	80,000	\$4,694	\$5,8680	\$3,912	\$4,8900	\$3,130	\$3,9120
B	Business—Clinic, Outpatient	500	\$2,370	\$22,2338	\$1,975	\$18,5281	\$1,580	\$14,8225
-	-	2,500	\$2,815	\$28,9350	\$2,346	\$24,1125	\$1,877	\$19,2900
-	-	5,000	\$3,539	\$19,9200	\$2,949	\$16,6000	\$2,359	\$13,2800
-	-	10,000	\$4,535	\$5,6200	\$3,779	\$4,6833	\$3,023	\$3,7467
-	-	25,000	\$5,378	\$4,6200	\$4,481	\$3,8500	\$3,585	\$3,0800
-	-	50,000	\$6,533	\$13,0650	\$5,444	\$10,8875	\$4,355	\$8,7100
B	Business—Dry Cleaning	200	\$2,066	\$48,4575	\$1,721	\$40,3813	\$1,377	\$32,3050
-	-	1,000	\$2,453	\$63,0300	\$2,045	\$52,5250	\$1,636	\$42,0200
-	-	2,000	\$3,084	\$43,3650	\$2,570	\$36,1375	\$2,056	\$28,9100
-	-	4,000	\$3,951	\$12,2750	\$3,293	\$10,2292	\$2,634	\$8,1833
-	-	10,000	\$4,688	\$10,0650	\$3,906	\$8,3875	\$3,125	\$6,7100
-	-	20,000	\$5,694	\$28,4700	\$4,745	\$23,7250	\$3,796	\$18,9800

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
B	Business—Laboratory	500	\$1,761	\$16,5240	\$1,467	\$13,7700	\$1,174	\$11,0160
-	-	2,500	\$2,091	\$21,4920	\$1,743	\$17,9100	\$1,394	\$14,3280
-	-	5,000	\$2,629	\$14,7960	\$2,191	\$12,3300	\$1,752	\$9,8640
-	-	10,000	\$3,368	\$4,1840	\$2,807	\$3,4867	\$2,246	\$2,7893
-	-	25,000	\$3,996	\$3,4320	\$3,330	\$2,8600	\$2,664	\$2,2880
-	-	50,000	\$4,854	\$9,7080	\$4,045	\$8,0900	\$3,236	\$6,4720
B	Business—Motor Vehicle Showroom	500	\$2,001	\$18,7725	\$1,668	\$15,6438	\$1,334	\$12,5150
-	-	2,500	\$2,377	\$24,4200	\$1,981	\$20,3500	\$1,585	\$16,2800
-	-	5,000	\$2,987	\$16,8150	\$2,489	\$14,0125	\$1,992	\$11,2100
-	-	10,000	\$3,828	\$4,7550	\$3,190	\$3,9625	\$2,552	\$3,1700
-	-	25,000	\$4,541	\$3,8850	\$3,784	\$3,2375	\$3,028	\$2,5900
-	-	50,000	\$5,513	\$11,0250	\$4,594	\$9,1875	\$3,675	\$7,3500
B	Business—Professional Office	1,000	\$2,876	\$13,4850	\$2,397	\$11,2375	\$1,917	\$8,9900
-	-	5,000	\$3,416	\$17,5500	\$2,846	\$14,6250	\$2,277	\$11,7000
-	-	10,000	\$4,293	\$12,0900	\$3,578	\$10,0750	\$2,862	\$8,0600
-	-	20,000	\$5,502	\$3,4100	\$4,585	\$2,8417	\$3,668	\$2,2733
-	-	50,000	\$6,525	\$2,7900	\$5,438	\$2,3250	\$4,350	\$1,8600
-	-	100,000	\$7,920	\$7,9200	\$6,600	\$6,6000	\$5,280	\$5,2800
B	Business—High Rise Office	20,000	\$8,554	\$1,7450	\$7,128	\$1,4542	\$5,703	\$1,1633
-	-	100,000	\$9,950	\$1,4900	\$8,292	\$1,2417	\$6,633	\$0,9933
-	-	200,000	\$11,440	\$1,2000	\$9,533	\$1,0000	\$7,627	\$0,8000
-	-	400,000	\$13,840	\$0,5100	\$11,533	\$0,4250	\$9,227	\$0,3400
-	-	1,000,000	\$16,900	\$0,5500	\$14,083	\$0,4583	\$11,267	\$0,3667
-	-	2,000,000	\$22,400	\$1,1200	\$18,667	\$0,9333	\$14,933	\$0,7467
B	B Occupancy Tenant Improvements	1,000	\$1,558	\$7,2975	\$1,298	\$6,0813	\$1,038	\$4,8650
-	-	5,000	\$1,850	\$9,5100	\$1,541	\$7,9250	\$1,233	\$6,3400
-	-	10,000	\$2,325	\$6,5400	\$1,938	\$5,4500	\$1,550	\$4,3600
-	-	20,000	\$2,979	\$1,8450	\$2,483	\$1,5375	\$1,986	\$1,2300
-	-	50,000	\$3,533	\$1,5150	\$2,944	\$1,2625	\$2,355	\$1,0100
-	-	100,000	\$4,290	\$4,2900	\$3,575	\$3,5750	\$2,860	\$2,8600
E	Educational—Group Occupancy 6+ persons, up to the 12th Grade	1,000	\$1,917	\$8,9925	\$1,597	\$7,4937	\$1,278	\$5,9950
-	-	5,000	\$2,276	\$11,6850	\$1,897	\$9,7375	\$1,518	\$7,7900
-	-	10,000	\$2,861	\$8,0550	\$2,384	\$6,7125	\$1,907	\$5,3700
-	-	20,000	\$3,666	\$2,2800	\$3,055	\$1,9000	\$2,444	\$1,5200
-	-	50,000	\$4,350	\$1,8600	\$3,625	\$1,5500	\$2,900	\$1,2400
-	-	100,000	\$5,280	\$5,2800	\$4,400	\$4,4000	\$3,520	\$3,5200
E	Educational—Day Care 5+ children, older than 2 1/2 yrs	500	\$1,694	\$15,8925	\$1,412	\$13,2438	\$1,129	\$10,5950
-	-	2,500	\$2,012	\$20,6850	\$1,677	\$17,2375	\$1,341	\$13,7900
-	-	5,000	\$2,529	\$14,2200	\$2,108	\$11,8500	\$1,686	\$9,4800
-	-	10,000	\$3,240	\$4,0250	\$2,700	\$3,3542	\$2,160	\$2,6833
-	-	25,000	\$3,844	\$3,2850	\$3,203	\$2,7375	\$2,563	\$2,1900
-	-	50,000	\$4,665	\$9,3300	\$3,888	\$7,7750	\$3,110	\$6,2200
E	E Occupancy Tenant Improvements	1,000	\$1,685	\$7,9125	\$1,404	\$6,5938	\$1,124	\$5,2750
-	-	5,000	\$2,002	\$10,2750	\$1,668	\$8,5625	\$1,335	\$6,8500
-	-	10,000	\$2,516	\$7,0650	\$2,096	\$5,8875	\$1,677	\$4,7100
-	-	20,000	\$3,222	\$2,0100	\$2,685	\$1,6750	\$2,148	\$1,3400
-	-	50,000	\$3,825	\$1,6500	\$3,188	\$1,3750	\$2,550	\$1,1000
-	-	100,000	\$4,650	\$4,6500	\$3,875	\$3,8750	\$3,100	\$3,1000
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,200	\$2,2410	\$1,833	\$1,8675	\$1,467	\$1,4940
-	-	20,000	\$2,558	\$1,9200	\$2,132	\$1,6000	\$1,706	\$1,2800
-	-	40,000	\$2,942	\$1,5240	\$2,452	\$1,2700	\$1,962	\$1,0160
-	-	80,000	\$3,552	\$0,6600	\$2,960	\$0,5500	\$2,368	\$0,4400
-	-	200,000	\$4,344	\$0,7080	\$3,620	\$0,5900	\$2,896	\$0,4720
-	-	400,000	\$5,760	\$1,4400	\$4,800	\$1,2000	\$3,840	\$0,9600
F-2	Factory Industrial—Low Hazard	3,000	\$2,128	\$3,3263	\$1,773	\$2,7719	\$1,418	\$2,2175
-	-	15,000	\$2,527	\$4,3350	\$2,106	\$3,6125	\$1,685	\$2,8900
-	-	30,000	\$3,177	\$2,9700	\$2,648	\$2,4750	\$2,118	\$1,9800
-	-	60,000	\$4,068	\$0,8550	\$3,390	\$0,7125	\$2,712	\$0,5700
-	-	150,000	\$4,838	\$0,6750	\$4,031	\$0,5625	\$3,225	\$0,4500
-	-	300,000	\$5,850	\$1,9500	\$4,875	\$1,6250	\$3,900	\$1,3000
F	F Occupancy Tenant Improvements	2,000	\$1,449	\$3,3930	\$1,208	\$2,8275	\$966	\$2,2620
-	-	10,000	\$1,721	\$4,4160	\$1,434	\$3,6800	\$1,147	\$2,9440
-	-	20,000	\$2,162	\$3,0600	\$1,802	\$2,5500	\$1,442	\$2,0400
-	-	40,000	\$2,774	\$0,8560	\$2,312	\$0,7133	\$1,850	\$0,5707
-	-	100,000	\$3,288	\$0,6960	\$2,740	\$0,5800	\$2,192	\$0,4640
-	-	200,000	\$3,984	\$1,9920	\$3,320	\$1,6600	\$2,656	\$1,3280
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$1,398	\$6,5575	\$1,165	\$5,4646	\$932	\$4,3717
-	-	5,000	\$1,661	\$8,5300	\$1,384	\$7,1083	\$1,107	\$5,6867
-	-	10,000	\$2,087	\$5,8700	\$1,739	\$4,8917	\$1,391	\$3,9133
-	-	20,000	\$2,674	\$1,6700	\$2,228	\$1,3917	\$1,783	\$1,1133
-	-	50,000	\$3,175	\$1,3500	\$2,646	\$1,1250	\$2,117	\$0,9000
-	-	100,000	\$3,850	\$3,8500	\$3,208	\$3,2083	\$2,567	\$2,5667

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$1,779	\$4,1760	\$1,483	\$3,4800	\$1,186	\$2,7840
		10,000	\$2,113	\$5,4360	\$1,761	\$4,5300	\$1,409	\$3,6240
		20,000	\$2,657	\$3,7320	\$2,214	\$3,1100	\$1,771	\$2,4880
		40,000	\$3,403	\$1,0480	\$2,836	\$0,8733	\$2,269	\$0,6987
		100,000	\$4,032	\$0,8640	\$3,360	\$0,7200	\$2,688	\$0,5760
		200,000	\$4,896	\$2,4480	\$4,080	\$2,0400	\$3,264	\$1,6320
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$2,224	\$10,4250	\$1,853	\$8,6875	\$1,483	\$6,9500
		5,000	\$2,641	\$13,5750	\$2,201	\$11,3125	\$1,761	\$9,0500
		10,000	\$3,320	\$9,3450	\$2,766	\$7,7875	\$2,213	\$6,2300
		20,000	\$4,254	\$2,6450	\$3,545	\$2,2042	\$2,836	\$1,7633
		50,000	\$5,048	\$2,1750	\$4,206	\$1,8125	\$3,365	\$1,4500
		100,000	\$6,135	\$6,1350	\$5,113	\$5,1125	\$4,090	\$4,0900
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$1,779	\$8,3400	\$1,483	\$6,9500	\$1,186	\$5,5600
		5,000	\$2,113	\$10,8600	\$1,761	\$9,0500	\$1,408	\$7,2400
		10,000	\$2,656	\$7,4760	\$2,213	\$6,2300	\$1,770	\$4,9840
		20,000	\$3,403	\$2,1160	\$2,836	\$1,7633	\$2,269	\$1,4107
		50,000	\$4,038	\$1,7400	\$3,365	\$1,4500	\$2,692	\$1,1600
		100,000	\$4,908	\$4,9080	\$4,090	\$4,0900	\$3,272	\$3,2720
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$1,779	\$8,3400	\$1,483	\$6,9500	\$1,186	\$5,5600
		5,000	\$2,113	\$10,8600	\$1,761	\$9,0500	\$1,408	\$7,2400
		10,000	\$2,656	\$7,4760	\$2,213	\$6,2300	\$1,770	\$4,9840
		20,000	\$3,403	\$2,1160	\$2,836	\$1,7633	\$2,269	\$1,4107
		50,000	\$4,038	\$1,7400	\$3,365	\$1,4500	\$2,692	\$1,1600
		100,000	\$4,908	\$4,9080	\$4,090	\$4,0900	\$3,272	\$3,2720
H	H Occupancy Tenant Improvements	1,000	\$1,440	\$6,7590	\$1,200	\$5,6325	\$960	\$4,5060
		5,000	\$1,711	\$8,7960	\$1,426	\$7,3300	\$1,140	\$5,8640
		10,000	\$2,150	\$6,0480	\$1,792	\$5,0400	\$1,434	\$4,0320
		20,000	\$2,755	\$1,7160	\$2,296	\$1,4300	\$1,837	\$1,1440
		50,000	\$3,270	\$1,4040	\$2,725	\$1,1700	\$2,180	\$0,9360
		100,000	\$3,972	\$3,9720	\$3,310	\$3,3100	\$2,648	\$2,6480
I-1	Institutional—7+ persons, ambulatory	2,000	\$1,922	\$4,5090	\$1,601	\$3,7575	\$1,281	\$3,0060
		10,000	\$2,282	\$5,8560	\$1,902	\$4,8800	\$1,522	\$3,9040
		20,000	\$2,868	\$4,0440	\$2,390	\$3,3700	\$1,912	\$2,6960
		40,000	\$3,677	\$1,1320	\$3,064	\$0,9433	\$2,451	\$0,7547
		100,000	\$4,356	\$0,9480	\$3,630	\$0,7900	\$2,904	\$0,6320
		200,000	\$5,304	\$2,6520	\$4,420	\$2,2100	\$3,536	\$1,7680
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$2,402	\$5,6363	\$2,002	\$4,6969	\$1,601	\$3,7575
		10,000	\$2,853	\$7,3200	\$2,378	\$6,1000	\$1,902	\$4,8800
		20,000	\$3,585	\$5,0550	\$2,988	\$4,2125	\$2,390	\$3,3700
		40,000	\$4,596	\$1,4150	\$3,830	\$1,1792	\$3,064	\$0,9433
		100,000	\$5,445	\$1,1850	\$4,538	\$0,9875	\$3,630	\$0,7900
		200,000	\$6,630	\$3,3150	\$5,525	\$2,7625	\$4,420	\$2,2100
I-3	Institutional—6+ persons, restrained	2,000	\$2,402	\$5,6363	\$2,002	\$4,6969	\$1,601	\$3,7575
		10,000	\$2,853	\$7,3200	\$2,378	\$6,1000	\$1,902	\$4,8800
		20,000	\$3,585	\$5,0550	\$2,988	\$4,2125	\$2,390	\$3,3700
		40,000	\$4,596	\$1,4150	\$3,830	\$1,1792	\$3,064	\$0,9433
		100,000	\$5,445	\$1,1850	\$4,538	\$0,9875	\$3,630	\$0,7900
		200,000	\$6,630	\$3,3150	\$5,525	\$2,7625	\$4,420	\$2,2100
I-4	Institutional—6+ persons, day care	1,000	\$2,402	\$11,2725	\$2,002	\$9,3938	\$1,601	\$7,5150
		5,000	\$2,853	\$14,6400	\$2,378	\$12,2000	\$1,902	\$9,7600
		10,000	\$3,585	\$10,0800	\$2,988	\$8,4000	\$2,390	\$6,7200
		20,000	\$4,593	\$2,8650	\$3,828	\$2,3875	\$3,062	\$1,9100
		50,000	\$5,453	\$2,3250	\$4,544	\$1,9375	\$3,635	\$1,5500
		100,000	\$6,615	\$6,6150	\$5,513	\$5,5125	\$4,410	\$4,4100
I	I Occupancy Tenant Improvements	1,000	\$1,516	\$7,1130	\$1,263	\$5,9275	\$1,011	\$4,7420
		5,000	\$1,801	\$9,2520	\$1,501	\$7,7100	\$1,200	\$6,1680
		10,000	\$2,263	\$6,3600	\$1,886	\$5,3000	\$1,509	\$4,2400
		20,000	\$2,899	\$1,7960	\$2,416	\$1,4967	\$1,933	\$1,1973
		50,000	\$3,438	\$1,4760	\$2,865	\$1,2300	\$2,292	\$0,9840
		100,000	\$4,176	\$4,1760	\$3,480	\$3,4800	\$2,784	\$2,7840
L	Labs (California ONLY)	2,000	\$1,947	\$4,5690	\$1,622	\$3,8075	\$1,298	\$3,0460
		10,000	\$2,312	\$5,9400	\$1,927	\$4,9500	\$1,542	\$3,9600
		20,000	\$2,906	\$4,0920	\$2,422	\$3,4100	\$1,938	\$2,7280
		40,000	\$3,725	\$1,1520	\$3,104	\$0,9600	\$2,483	\$0,7680
		100,000	\$4,416	\$0,9600	\$3,680	\$0,8000	\$2,944	\$0,6400
		200,000	\$5,376	\$2,6880	\$4,480	\$2,2400	\$3,584	\$1,7920
M	Mercantile—Department & Drug Store	1,000	\$2,265	\$10,6388	\$1,888	\$8,8656	\$1,510	\$7,0925
		5,000	\$2,691	\$13,8300	\$2,243	\$11,5250	\$1,794	\$9,2200
		10,000	\$3,383	\$9,4950	\$2,819	\$7,9125	\$2,255	\$6,3300
		20,000	\$4,332	\$2,6850	\$3,610	\$2,2375	\$2,888	\$1,7900
		50,000	\$5,138	\$2,2050	\$4,281	\$1,8375	\$3,425	\$1,4700
		100,000	\$6,240	\$6,2400	\$5,200	\$5,2000	\$4,160	\$4,1600

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
M	Mercantile—Market	2,000	\$2,266	\$5,3175	\$1,888	\$4,4313	\$1,510	\$3,5450
-	-	10,000	\$2,691	\$6,9000	\$2,243	\$5,7500	\$1,794	\$4,6000
-	-	20,000	\$3,381	\$4,7550	\$2,818	\$3,9625	\$2,254	\$3,1700
-	-	40,000	\$4,332	\$1,3550	\$3,610	\$1,1292	\$2,888	\$0,9033
-	-	100,000	\$5,145	\$1,0950	\$4,288	\$0,9125	\$3,430	\$0,7300
-	-	200,000	\$6,240	\$3,1200	\$5,200	\$2,6000	\$4,160	\$2,0800
M	Mercantile—Motor fuel-dispensing	400	\$2,264	\$26,5613	\$1,887	\$22,1344	\$1,509	\$17,7075
-	-	2,000	\$2,689	\$34,5300	\$2,241	\$28,7750	\$1,793	\$23,0200
-	-	4,000	\$3,380	\$23,7750	\$2,817	\$19,8125	\$2,253	\$15,8500
-	-	8,000	\$4,331	\$6,7350	\$3,609	\$5,6125	\$2,887	\$4,4900
-	-	20,000	\$5,139	\$5,5050	\$4,283	\$4,5875	\$3,426	\$3,6700
-	-	40,000	\$6,240	\$15,6000	\$5,200	\$13,0000	\$4,160	\$10,4000
M	Mercantile—Retail or wholesale store	1,000	\$2,876	\$13,4850	\$2,397	\$11,2375	\$1,917	\$8,9900
-	-	5,000	\$3,416	\$17,5500	\$2,846	\$14,6250	\$2,277	\$11,7000
-	-	10,000	\$4,293	\$12,0900	\$3,578	\$10,0750	\$2,862	\$8,0600
-	-	20,000	\$5,502	\$3,4100	\$4,585	\$2,8417	\$3,668	\$2,2733
-	-	50,000	\$6,525	\$2,7900	\$5,438	\$2,3250	\$4,350	\$1,8600
-	-	100,000	\$7,920	\$7,9200	\$6,600	\$6,6000	\$5,280	\$5,2800
M	M Occupancy Tenant Improvements	1,000	\$2,001	\$9,3863	\$1,668	\$7,8219	\$1,334	\$6,2575
-	-	5,000	\$2,377	\$12,2250	\$1,981	\$10,1875	\$1,585	\$8,1500
-	-	10,000	\$2,988	\$8,4000	\$2,490	\$7,0000	\$1,992	\$5,6000
-	-	20,000	\$3,828	\$2,3650	\$3,190	\$1,9708	\$2,552	\$1,5767
-	-	50,000	\$4,538	\$1,9650	\$3,781	\$1,6375	\$3,025	\$1,3100
-	-	100,000	\$5,520	\$5,5200	\$4,600	\$4,6000	\$3,680	\$3,6800
R-1	Residential—Transient Boarding Houses, Hotels, Motels	2,000	\$4,220	\$0,5438	\$3,516	\$0,4531	\$2,813	\$0,3625
-	-	10,000	\$4,263	\$2,8200	\$3,553	\$2,3500	\$2,842	\$1,8800
-	-	20,000	\$4,545	\$1,1850	\$3,788	\$0,9875	\$3,030	\$0,7900
-	-	40,000	\$4,782	\$0,8550	\$3,985	\$0,7125	\$3,188	\$0,5700
-	-	100,000	\$5,295	\$0,3150	\$4,413	\$0,2625	\$3,530	\$0,2100
-	-	200,000	\$5,610	\$2,8050	\$4,675	\$2,3375	\$3,740	\$1,8700
R-2	Residential—Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,500	\$7,623	\$1,3200	\$6,352	\$1,1000	\$5,082	\$0,8800
-	-	7,500	\$7,702	\$6,7800	\$6,418	\$5,6500	\$5,135	\$4,5200
-	-	15,000	\$8,210	\$2,8350	\$6,842	\$2,3625	\$5,474	\$1,8900
-	-	30,000	\$8,636	\$2,0850	\$7,196	\$1,7375	\$5,757	\$1,3900
-	-	75,000	\$9,574	\$0,7050	\$7,978	\$0,5875	\$6,383	\$0,4700
-	-	150,000	\$10,103	\$6,7350	\$8,419	\$5,6125	\$6,735	\$4,4900
R-3	Dwellings—Custom Homes	1,500	\$4,731	\$4,8825	\$3,943	\$4,0688	\$3,154	\$3,2550
-	-	2,500	\$4,780	\$31,5525	\$3,983	\$26,2938	\$3,187	\$21,0350
-	-	3,500	\$5,096	\$26,3850	\$4,246	\$21,9875	\$3,397	\$17,5900
-	-	4,500	\$5,360	\$29,2538	\$4,466	\$24,3781	\$3,573	\$19,5025
-	-	6,500	\$5,945	\$9,4264	\$4,954	\$7,8554	\$3,963	\$6,2843
-	-	10,000	\$6,275	\$62,7450	\$5,229	\$52,2875	\$4,183	\$41,8300
R-3	Dwellings—Models, First Master Plan	1,500	\$3,733	\$3,8475	\$3,110	\$3,2063	\$2,488	\$2,5650
-	-	2,500	\$3,771	\$24,8925	\$3,143	\$20,7438	\$2,514	\$16,5950
-	-	3,500	\$4,020	\$20,8275	\$3,350	\$17,3563	\$2,680	\$13,8850
-	-	4,500	\$4,228	\$23,0775	\$3,524	\$19,2313	\$2,819	\$15,3850
-	-	6,500	\$4,690	\$7,4357	\$3,908	\$6,1964	\$3,127	\$4,9571
-	-	10,000	\$4,950	\$49,5000	\$4,125	\$41,2500	\$3,300	\$33,0000
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$2,550	\$2,6175	\$2,125	\$2,1813	\$1,700	\$1,7450
-	-	2,500	\$2,576	\$16,9875	\$2,147	\$14,1563	\$1,717	\$11,3250
-	-	3,500	\$2,746	\$14,2575	\$2,288	\$11,8813	\$1,831	\$9,5050
-	-	4,500	\$2,888	\$15,7763	\$2,407	\$13,1469	\$1,926	\$10,5175
-	-	6,500	\$3,204	\$5,0614	\$2,670	\$4,2179	\$2,136	\$3,3743
-	-	10,000	\$3,381	\$33,8100	\$2,818	\$28,1750	\$2,254	\$22,5400
R-3	Dwellings—Alternate Materials	1,500	\$4,526	\$4,6800	\$3,772	\$3,9000	\$3,018	\$3,1200
-	-	2,500	\$4,573	\$30,1500	\$3,811	\$25,1250	\$3,049	\$20,1000
-	-	3,500	\$4,875	\$25,2675	\$4,062	\$21,0563	\$3,250	\$16,8450
-	-	4,500	\$5,127	\$27,9938	\$4,273	\$23,3281	\$3,418	\$18,6625
-	-	6,500	\$5,687	\$9,0236	\$4,739	\$7,5196	\$3,791	\$6,0157
-	-	10,000	\$6,003	\$60,0300	\$5,003	\$50,0250	\$4,002	\$40,0200
R-3	Dwellings—Hillside - Custom Homes	1,500	\$4,673	\$4,8525	\$3,895	\$4,0438	\$3,116	\$3,2350
-	-	2,500	\$4,722	\$31,1175	\$3,935	\$25,9313	\$3,148	\$20,7450
-	-	3,500	\$5,033	\$26,0850	\$4,194	\$21,7375	\$3,355	\$17,3900
-	-	4,500	\$5,294	\$28,9200	\$4,412	\$24,1000	\$3,529	\$19,2800
-	-	6,500	\$5,872	\$9,3021	\$4,894	\$7,7518	\$3,915	\$6,2014
-	-	10,000	\$6,198	\$61,9800	\$5,165	\$51,6500	\$4,132	\$41,3200
R-3	Dwellings—Hillside - Models, First Master Plan	1,500	\$4,673	\$4,8525	\$3,895	\$4,0438	\$3,116	\$3,2350
-	-	2,500	\$4,722	\$31,1175	\$3,935	\$25,9313	\$3,148	\$20,7450
-	-	3,500	\$5,033	\$26,0850	\$4,194	\$21,7375	\$3,355	\$17,3900
-	-	4,500	\$5,294	\$28,9200	\$4,412	\$24,1000	\$3,529	\$19,2800
-	-	6,500	\$5,872	\$9,3021	\$4,894	\$7,7518	\$3,915	\$6,2014
-	-	10,000	\$6,198	\$61,9800	\$5,165	\$51,6500	\$4,132	\$41,3200

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings—Hillside - Production Phase of Master Plan (repeats)	1,500	\$3,548	\$3,690	\$2,957	\$3,075	\$2,366	\$2,460
		2,500	\$3,585	\$23,610	\$2,988	\$19,675	\$2,390	\$15,740
		3,500	\$3,821	\$19,815	\$3,185	\$16,512	\$2,548	\$13,210
		4,500	\$4,020	\$21,952	\$3,350	\$18,293	\$2,680	\$14,635
		6,500	\$4,459	\$7,052	\$3,716	\$5,876	\$2,972	\$4,704
		10,000	\$4,706	\$47,055	\$3,921	\$39,212	\$3,137	\$31,370
R-3	Dwellings—Hillside - Alternate Materials	1,500	\$4,761	\$4,950	\$3,968	\$4,125	\$3,174	\$3,300
		2,500	\$4,811	\$31,717	\$4,009	\$26,431	\$3,207	\$21,145
		3,500	\$5,128	\$26,557	\$4,273	\$22,131	\$3,418	\$17,705
		4,500	\$5,393	\$29,467	\$4,494	\$24,556	\$3,596	\$19,645
		6,500	\$5,983	\$9,497	\$4,986	\$7,914	\$3,988	\$6,314
		10,000	\$6,315	\$63,150	\$5,263	\$52,625	\$4,210	\$42,100
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$4,425	\$0,768	\$3,687	\$0,640	\$2,950	\$0,512
		7,500	\$4,471	\$3,930	\$3,726	\$3,275	\$2,981	\$2,620
		15,000	\$4,766	\$1,650	\$3,971	\$1,375	\$3,177	\$1,100
		30,000	\$5,013	\$1,210	\$4,178	\$1,008	\$3,342	\$0,807
		75,000	\$5,558	\$0,420	\$4,631	\$0,350	\$3,705	\$0,280
		150,000	\$5,873	\$3,915	\$4,894	\$3,262	\$3,915	\$2,610
R	R Occupancy Tenant Improvements	1,000	\$3,258	\$0,832	\$2,715	\$0,699	\$2,172	\$0,557
		5,000	\$3,291	\$4,350	\$2,743	\$3,625	\$2,194	\$2,900
		10,000	\$3,509	\$1,815	\$2,924	\$1,512	\$2,339	\$1,210
		20,000	\$3,690	\$1,350	\$3,075	\$1,125	\$2,460	\$0,900
		50,000	\$4,095	\$0,450	\$3,413	\$0,375	\$2,730	\$0,300
		100,000	\$4,320	\$4,320	\$3,600	\$3,600	\$2,880	\$2,880
S-1	Storage—Moderate Hazard	1,000	\$1,660	\$7,782	\$1,383	\$6,485	\$1,106	\$5,188
		5,000	\$1,971	\$10,140	\$1,643	\$8,450	\$1,314	\$6,760
		10,000	\$2,478	\$6,972	\$2,065	\$5,810	\$1,652	\$4,648
		20,000	\$3,175	\$1,976	\$2,646	\$1,647	\$2,117	\$1,317
		50,000	\$3,768	\$1,608	\$3,140	\$1,340	\$2,512	\$1,072
		100,000	\$4,572	\$4,572	\$3,810	\$3,810	\$3,048	\$3,048
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$1,659	\$15,561	\$1,383	\$12,967	\$1,106	\$10,374
		2,500	\$1,970	\$20,256	\$1,642	\$16,880	\$1,314	\$13,504
		5,000	\$2,477	\$13,944	\$2,064	\$11,620	\$1,651	\$9,296
		10,000	\$3,174	\$3,940	\$2,645	\$3,283	\$2,116	\$2,627
		25,000	\$3,765	\$3,228	\$3,138	\$2,690	\$2,510	\$2,152
		50,000	\$4,572	\$9,144	\$3,810	\$7,620	\$3,048	\$6,096
S-2	Storage—Low Hazard	500	\$2,075	\$19,458	\$1,729	\$16,215	\$1,383	\$12,975
		2,500	\$2,464	\$25,320	\$2,053	\$21,100	\$1,643	\$16,880
		5,000	\$3,097	\$17,415	\$2,581	\$14,512	\$2,065	\$11,610
		10,000	\$3,968	\$4,925	\$3,306	\$4,104	\$2,645	\$3,283
		25,000	\$4,706	\$4,035	\$3,922	\$3,362	\$3,138	\$2,690
		50,000	\$5,715	\$11,430	\$4,763	\$9,525	\$3,810	\$7,620
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$2,201	\$10,320	\$1,834	\$8,600	\$1,467	\$6,880
		5,000	\$2,614	\$13,425	\$2,178	\$11,187	\$1,743	\$8,950
		10,000	\$3,285	\$9,240	\$2,738	\$7,700	\$2,190	\$6,160
		20,000	\$4,209	\$2,620	\$3,508	\$2,183	\$2,806	\$1,747
		50,000	\$4,995	\$2,130	\$4,163	\$1,775	\$3,330	\$1,420
		100,000	\$6,060	\$6,060	\$5,050	\$5,050	\$4,040	\$4,040
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$1,895	\$8,898	\$1,579	\$7,415	\$1,264	\$5,932
		5,000	\$2,251	\$11,568	\$1,876	\$9,640	\$1,501	\$7,712
		10,000	\$2,830	\$7,968	\$2,358	\$6,640	\$1,886	\$5,312
		20,000	\$3,626	\$2,252	\$3,022	\$1,876	\$2,418	\$1,501
		50,000	\$4,302	\$1,836	\$3,585	\$1,530	\$2,868	\$1,224
		100,000	\$5,220	\$5,220	\$4,350	\$4,350	\$3,480	\$3,480
S	S Occupancy Tenant Improvements	1,000	\$1,611	\$7,567	\$1,342	\$6,306	\$1,074	\$5,045
		5,000	\$1,913	\$9,825	\$1,594	\$8,187	\$1,276	\$6,550
		10,000	\$2,405	\$6,765	\$2,004	\$5,637	\$1,603	\$4,510
		20,000	\$3,081	\$1,905	\$2,568	\$1,587	\$2,054	\$1,270
		50,000	\$3,653	\$1,575	\$3,044	\$1,312	\$2,435	\$1,050
		100,000	\$4,440	\$4,440	\$3,700	\$3,700	\$2,960	\$2,960
U	Accessory—Agricultural Building	600	\$1,970	\$15,393	\$1,641	\$12,821	\$1,313	\$10,265
		3,000	\$2,339	\$20,040	\$1,949	\$16,700	\$1,559	\$13,360
		6,000	\$2,940	\$13,785	\$2,450	\$11,487	\$1,960	\$9,190
		12,000	\$3,767	\$3,895	\$3,140	\$3,245	\$2,512	\$2,597
		30,000	\$4,469	\$3,195	\$3,724	\$2,662	\$2,979	\$2,130
		60,000	\$5,427	\$9,045	\$4,523	\$7,575	\$3,618	\$6,030
U	Accessory—Barn or Shed	200	\$1,506	\$35,325	\$1,255	\$29,437	\$1,004	\$23,550
		1,000	\$1,788	\$45,930	\$1,490	\$38,275	\$1,192	\$30,620
		2,000	\$2,248	\$31,620	\$1,873	\$26,350	\$1,498	\$21,080
		4,000	\$2,880	\$8,950	\$2,400	\$7,458	\$1,920	\$5,967
		10,000	\$3,417	\$7,320	\$2,848	\$6,100	\$2,278	\$4,880
		20,000	\$4,149	\$20,745	\$3,458	\$17,287	\$2,766	\$13,830

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
U	Accessory—Private Garage	200	\$1,506	\$35,3250	\$1,255	\$29,4375	\$1,004	\$23,5500
-	-	1,000	\$1,788	\$45,9300	\$1,490	\$38,2750	\$1,192	\$30,6200
-	-	2,000	\$2,248	\$31,6200	\$1,873	\$26,3500	\$1,498	\$21,0800
-	-	4,000	\$2,880	\$8,9500	\$2,400	\$7,4583	\$1,920	\$5,9667
-	-	10,000	\$3,417	\$7,3200	\$2,848	\$6,1000	\$2,278	\$4,8800
-	-	20,000	\$4,149	\$20,7450	\$3,458	\$17,2875	\$2,766	\$13,8300
U	Accessory—Other	1,000	\$1,970	\$9,2400	\$1,641	\$7,7000	\$1,313	\$6,1600
-	-	5,000	\$2,339	\$12,0150	\$1,949	\$10,0125	\$1,560	\$8,0100
-	-	10,000	\$2,940	\$8,2800	\$2,450	\$6,9000	\$1,960	\$5,5200
-	-	20,000	\$3,768	\$2,3400	\$3,140	\$1,9500	\$2,512	\$1,5600
-	-	50,000	\$4,470	\$1,9200	\$3,725	\$1,6000	\$2,980	\$1,2800
-	-	100,000	\$5,430	\$5,4300	\$4,525	\$4,5250	\$3,620	\$3,6200
-	Other Tenant Improvements	1,000	\$2,064	\$9,6825	\$1,720	\$8,0687	\$1,376	\$6,4550
-	-	5,000	\$2,452	\$12,6150	\$2,043	\$10,5125	\$1,635	\$8,4100
-	-	10,000	\$3,083	\$8,6550	\$2,569	\$7,2125	\$2,055	\$5,7700
-	-	20,000	\$3,948	\$2,4650	\$3,290	\$2,0542	\$2,632	\$1,6433
-	-	50,000	\$4,688	\$1,9950	\$3,906	\$1,6625	\$3,125	\$1,3300
-	-	100,000	\$5,685	\$5,6850	\$4,738	\$4,7375	\$3,790	\$3,7900
R-3	Residential Room Addition	50	\$1,735	\$9,0000	\$1,446	\$7,5000	\$1,157	\$6,0000
-	-	250	\$1,753	\$46,2150	\$1,461	\$38,5125	\$1,169	\$30,8100
-	-	500	\$1,868	\$19,3650	\$1,557	\$16,1375	\$1,246	\$12,9100
-	-	1,000	\$1,965	\$14,3150	\$1,638	\$11,9292	\$1,310	\$9,5433
-	-	2,500	\$2,180	\$4,8450	\$1,817	\$4,0375	\$1,453	\$3,2300
-	-	5,000	\$2,301	\$46,0200	\$1,918	\$38,3500	\$1,534	\$30,6800
<b>SHELL BUILDINGS</b>								
-	All Shell Buildings	1,000	\$1,660	\$7,7820	\$1,383	\$6,4850	\$1,106	\$5,1880
-	-	5,000	\$1,971	\$10,1400	\$1,643	\$8,4500	\$1,314	\$6,7600
-	-	10,000	\$2,478	\$6,9720	\$2,065	\$5,8100	\$1,652	\$4,6480
-	-	20,000	\$3,175	\$1,9760	\$2,646	\$1,6467	\$2,117	\$1,3173
-	-	50,000	\$3,768	\$1,6080	\$3,140	\$1,3400	\$2,512	\$1,0720
-	-	100,000	\$4,572	\$4,5720	\$3,810	\$3,8100	\$3,048	\$3,0480
A-2	Shell: Assembly—Food & Drink	1,000	\$1,660	\$7,7820	\$1,383	\$6,4850	\$1,106	\$5,1880
-	-	5,000	\$1,971	\$10,1400	\$1,643	\$8,4500	\$1,314	\$6,7600
-	-	10,000	\$2,478	\$6,9720	\$2,065	\$5,8100	\$1,652	\$4,6480
-	-	20,000	\$3,175	\$1,9760	\$2,646	\$1,6467	\$2,117	\$1,3173
-	-	50,000	\$3,768	\$1,6080	\$3,140	\$1,3400	\$2,512	\$1,0720
-	-	100,000	\$4,572	\$4,5720	\$3,810	\$3,8100	\$3,048	\$3,0480
B	Shell: Business—Clinic, Outpatient	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
B	Shell: Business—Professional Office	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
M	Shell: Mercantile—Department & Drug Store	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
-	Other Shell Building	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100

\* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.

**MECHANICAL, ELECTRICAL, & PLUMBING FEES**

FEE TYPES	Actual Unit Cost
<b>ADMINISTRATIVE AND MISC. FEES</b>	
Travel and Documentation Fees:	
Simple Project (1 trip)	\$ 115.33
Moderate Project (2 trips)	\$ 125.81
Complex Project (3 trips)	\$ 136.30
Permit Issuance	\$ 94.36
Supplemental Permit Issuance	\$ 94.36
<b>MECHANICAL PERMIT FEES</b>	
Stand Alone Mechanical Plan Check (hourly rate)	\$ 125.81
<b>UNIT FEES:</b>	
A/C, Residential (each)	\$ 199.21
Furnace (F.A.U., Floor)	\$ 262.11
Heater (Wall)	\$ 262.11
Appliance Vent/Chimney (only)	\$ 188.72
Refrigeration Compressor	\$ 167.75
Boiler	\$ 251.63
Chiller	\$ 251.63
Heat Pump (Package Unit)	\$ 314.54
Heater (Unit, Radiant, etc.)	\$ 314.54
Air Handler	\$ 314.54
Duct Work (only)	\$ 440.35
Evaporative Cooler	\$ 251.63
Make-up Air System	\$ 188.72
Moisture Exhaust Duct (Clothes Dryer)	\$ 188.72
Vent Fan, Single Duct (each)	\$ 188.72
Vent System	\$ 188.72
Exhaust Hood and Duct (Residential)	\$ 251.63
Exhaust Hood, Type I (Commercial Grease Hood)	\$ 314.54
Exhaust Hood, Type II (Commercial Steam Hood)	\$ 314.54
Non-Residential Incinerator	\$ 377.44
Refrigerator Condenser Remote	\$ 377.44
Walk-in Box/Refrigerator Coil	\$ 377.44
listed (each)	\$ 251.63
Other Mechanical Inspections (per half hour)	\$ 62.91

FEE TYPES	Actual Unit Cost
<b>PLUMBING/GAS PERMIT FEES</b>	
Stand Alone Plumbing Plan Check (hourly rate)	\$ 188.72
<b>UNIT FEES:</b>	
Fixtures (each)	\$ 188.72
Gas System	
First Outlet	\$ 188.72
Each Additional Outlet	\$ 251.63
Building Sewer	\$ 314.54
Grease Trap	\$ 188.72
Backflow Preventer	
First 5	\$ 188.72
Each after the First 5	\$ 188.72
Roof Drain—Rainwater System	\$ 188.72
Water Heater	
First Heater	\$ 188.72
Each Additional Heater	\$ 125.81
Water Pipe Repair/Replacement (ea. Outlet)	\$ 125.81
Drain-Vent Repair/Alterations	\$ 125.81
Drinking Fountain	\$ 125.81
Solar Water System Fixtures (solar panels, tanks, water treatment equipment)	\$ 691.98
Graywater Systems (per hour)	\$ 440.35
Medical Gas System (Each Outlet)	\$ 629.07
Other Plumbing and Gas Inspections (per hour)	\$ 125.81

FEE TYPES	Actual Unit Cost
<b>ELECTRICAL PERMIT FEES</b>	
Stand Alone Electrical Plan Check (hourly rate)	\$ 188.72
<b>SYSTEM FEES:</b>	
Private, Residential, In-ground Swimming Pools (each new)	\$ 62.91
Single Phase Service (per 100 amps)	\$ 377.44
Three Phase Service (per 100 amps)	\$ 377.44
15 or 20 amp, first 10 circuits (each)	\$ 440.35
15 or 20 amp, next 90 circuits (each)	\$ 408.90
15 or 20 amp, over 100 circuits (each)	\$ 513.74
25 to 40 amp circuits (each)	\$ 377.44
50 to 175 amp circuits (each)	\$ 503.26
200 amp and larger circuits (each)	\$ 125.81
Temporary Service (each)	\$ 188.72
Temporary Pole (each)	\$ 251.63
Pre-Inspection (per half hour)	\$ 125.81
Generator Installation (per kW)	\$ 188.72
<b>Lighting Fixtures</b>	
First 10	\$ 188.72
Each additional 10	\$ 188.72
Pole or platform-mounted lighting fixtures (each)	\$ 251.63
Theatrical-type lighting fixtures or assemblies (each)	\$ 440.35
<b>Residential Appliances</b>	
Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter mounted cooking tops; electric ranges; self-contained room console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances (each) not exceeding one horsepower (HP) in rating (each)	\$ 377.44
<b>Nonresidential Appliances</b>	
Residential appliances and self-contained factory-wired, nonresidential appliances, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ 440.35
Residential appliances and self-contained factory-wired, nonresidential appliances not exceeding one horsepower (HP), kilowatt (kW), or kilovolt-ampere (kVA) in rating, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ 314.54
<b>Power Apparatus</b>	
Up to and including 1 (each)	\$ 188.72
Over 1 and not over 10 (each)	\$ 188.72
Over 10 and not over 50 (each)	\$ 314.54
Over 50 and not over 100 (each)	\$ 314.54
Over 100 (each)	\$ 503.26
<b>Busways</b>	
Trolley and plug-in-type busways - each 100 feet or fraction thereof	\$ 440.35
<b>Signs, Outline Lighting, and Marquees</b>	
Signs, Outline Lighting, or Marquees supplied from one branch circuit (each)	\$ 188.72
Additional branch circuits within the same sign, outline lighting system, or marquee (each)	\$ 188.72
<b>Services</b>	
Services of 600 volts or less, up to 200 amperes in rating (each)	\$ 251.63
Services of 600 volts or less, 201 to 1000 amperes in rating (each)	\$ 251.63
Services over 600 volts or over 1000 amperes in rating (each)	\$ 440.35
<b>Miscellaneous Apparatus, Conduits, and Conductors</b>	
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth	\$ 251.63
<b>Photovoltaic Systems (each)</b>	
Other Electrical Inspections (per half hour)	\$ 125.81

FEE TYPES	Actual Unit Cost
<b>OTHER INSPECTIONS AND FEES</b>	
Inspections outside of normal business hours, 0-2 hours (minimum charge)	\$ 251.63
Each additional hour or portion thereof	\$ 125.81
Reinspection Fee (per hour)	\$ 125.81
Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)	\$ 125.81
Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)	\$ 125.81

**MISCELLANEOUS BUILDING FEES**

**MISCELLANEOUS FEES**

Work Item	Total Actual Cost
<b>Acoustical Review</b>	
Single Family Home/Duplex—New	\$ 2,019.32
Single Family Home/Duplex—Addition/Alteration	\$ 2,774.20
Multi-Family/Commercial	\$ 4,283.97
Address Assignment	\$ 257.92
<b>Antenna—Telecom Facility</b>	
Radio	\$ 572.45
Cellular/Mobile Phone, free-standing	\$ 572.45
Cellular/Mobile Phone, attached to building	\$ 572.45
<b>Application Meeting</b>	
First Hour	\$ 144.69
Each additional hour	\$ 144.69
Arbor/Trellis	\$ 572.45
Awning/Canopy (supported by building)	\$ 399.46
Balcony addition	\$ 541.00
Carport	\$ 776.90
<b>Certifications</b>	
Special Inspector Certification Application	\$ 572.45
Chimney Repair	\$ 462.37
<b>Close Existing Openings</b>	
Interior wall	\$ 415.19
Exterior wall	\$ 415.19
Commercial Coach (per unit)	\$ 541.00
Covered Porch	\$ 509.55
Deck (wood)	\$ 509.55
Deck Railing	\$ 399.46
<b>Demolition (up to 3,000 sf)</b>	
Commercial	\$ 493.82
Residential	\$ 493.82
Disabled Access Compliance Inspection	\$ 541.00
<b>Door</b>	
New door (structural shear wall/masonry)	\$ 462.37
Duplicate/Replacement Job Card	\$ 336.55
<b>Fence</b>	
Non-masonry, over 6 feet in height	\$ 462.37
Non-masonry, each additional 100 lf	\$ 336.55
Masonry, over 6 feet in height	\$ 651.09
Masonry, each additional 100 lf	\$ 518.98
<b>Fireplace</b>	
Masonry	\$ 572.45
Pre-Fabricated/Metal	\$ 493.82
Flag pole (over 20 feet in height)	\$ 493.82
Foundation Repair	\$ 603.91
<b>Garage (detached)</b>	
Wood frame up to 1,000 sf	\$ 616.49
Masonry up to 1,000 sf	\$ 695.12
<b>Modular Structures</b>	
Partition—Commercial, Interior (up to 30 lf)	\$ 301.95
Additional partition	\$ 191.87
Partition—Residential, Interior (up to 30 lf)	\$ 301.95
Additional partition	\$ 191.87

**MISCELLANEOUS FEES**

Work Item	Total Actual Cost
<b>Patio Cover</b>	
Wood frame	\$ 317.68
Metal frame	\$ 317.68
Other frame	\$ 317.68
Additional patio	\$ 191.87
Enclosed, wood frame	\$ 380.59
Enclosed, metal frame	\$ 380.59
Enclosed, other frame	\$ 380.59
Additional enclosed patio	\$ 191.87
<b>Photovoltaic System</b>	
Residential	\$ 333.41
Commercial, up to 4 kilowatts	\$ 427.77
Commercial, each additional 1 kilowatt	\$ 157.27
<b>Pile Foundation</b>	
Cast in Place Concrete (first 10 piles)	\$ 710.85
Additional Piles (increments of 10)	\$ 710.85
Driven (steel, pre-stressed concrete)	\$ 710.85
Additional Piles (increments of 10)	\$ 710.85
Product Review	\$ 207.59
<b>Remodel—Residential</b>	
Less than 300 sf	\$ 522.13
Kitchen	\$ 600.76
Bath	\$ 600.76
Additional remodel	\$ 239.05
<b>Re-roof</b>	
Residential	\$ 144.69
Multi-Family Dwelling	\$ 317.68
Commercial	\$ 317.68
Commercial Addition	\$ 412.04
<b>Retaining Wall (concrete or masonry)</b>	
Standard (up to 50 lf)	\$ 490.68
Additional retaining wall	\$ 160.41
Special Design, 3-10' high (up to 50 lf)	\$ 553.58
Additional retaining wall	\$ 160.41
Special Design, over 10' high (up to 50 lf)	\$ 569.31
Additional retaining wall	\$ 160.41
Gravity/Crib Wall, 0-10' high (up to 50 lf)	\$ 286.23
Additional Gravity/Crib Wall	\$ 135.25
Gravity/Crib Wall, over 10' high (up to 50 lf)	\$ 412.04
Additional Gravity/Crib Wall	\$ 135.25
Revisions	\$ 160.41
Commercial New	\$ 160.41
Tenant Improvement	\$ 160.41
SFDWL	\$ 160.41
Addition	\$ 160.41
Remodel	\$ 160.41
Roof Structure Replacement	\$ 317.68
Additional roof structure replacement	\$ 128.96
Sauna—steam	\$ 270.50
<b>Siding</b>	
Stone and Brick Veneer (interior or exterior)	\$ 232.76
All Other	\$ 232.76
Additional siding	\$ 119.52

**MISCELLANEOUS FEES**

Work Item	Total Actual Cost
<b>Signs</b>	
Directional	\$ 286.23
Ground/Roof/Projecting Signs	\$ 245.34
Master Plan Sign Check	\$ 81.78
Rework of any existing Ground Sign	\$ 182.43
Other Sign	\$ 169.85
Wall/Awning Sign, Non-Electric	\$ 270.50
Wall, Electric	\$ 270.50
<b>Skylight</b>	
Less than 10 sf	\$ 185.58
Greater than 10 sf or structural	\$ 248.48
Stairs—First Flight	\$ 311.39
Each additional flight	\$ 160.41
<b>Storage Racks</b>	
0-8' high (up to 100 lf)	\$ 286.23
each additional 100 lf	\$ 147.83
over 8' high (up to 100 lf)	\$ 223.32
each additional 100 lf	\$ 147.83
Stucco Applications	\$ 138.40
Additional Stucco Application	\$ 138.40
<b>Supplemental Plan Check Fee (after 3rd review)</b>	
First hour	\$ 286.23
Each Additional hour	\$ 286.23
<b>Supplemental Inspection Fee</b>	
First hour	\$ 144.69
Each Additional hour	\$ 144.69
<b>Swimming Pool/Spa</b>	
Vinyl-lined (up to 800 sf)	\$ 647.94
Fiberglass	\$ 647.94
Gunite (up to 800 sf)	\$ 647.94
Additional pool (over 800 sf)	\$ 333.41
Commercial pool (up to 800 sf)	\$ 710.85
Commercial pool (over 800 sf)	\$ 710.85
Spa or Hot Tub (Pre-fabricated)	\$ 308.24
<b>Window or Sliding Glass Door</b>	
Replacement	\$ 207.59
New Window (non structural)	\$ 232.76
New window (structural shear wall/masonry)	\$ 396.31
Bay Window (structural)	\$ 396.31
<b>FIRE PLAN CHECK &amp; INSPECTION</b>	
Hood and Duct System	\$ 503
1 & 2 Family Res. Fire Extinguish Systems	\$ -
13D Systems - per residence	\$ 629
13R - per unit	\$ 629
Spray Booth	\$ 629
Insecticide Fogging	\$ 283

**COMPARATIVE SURVEY**

Administrative Services Comparative Survey

Fee Schedule Adopted / Effective Date July 2015 July 2015 July 2015 July 2015 July 2015

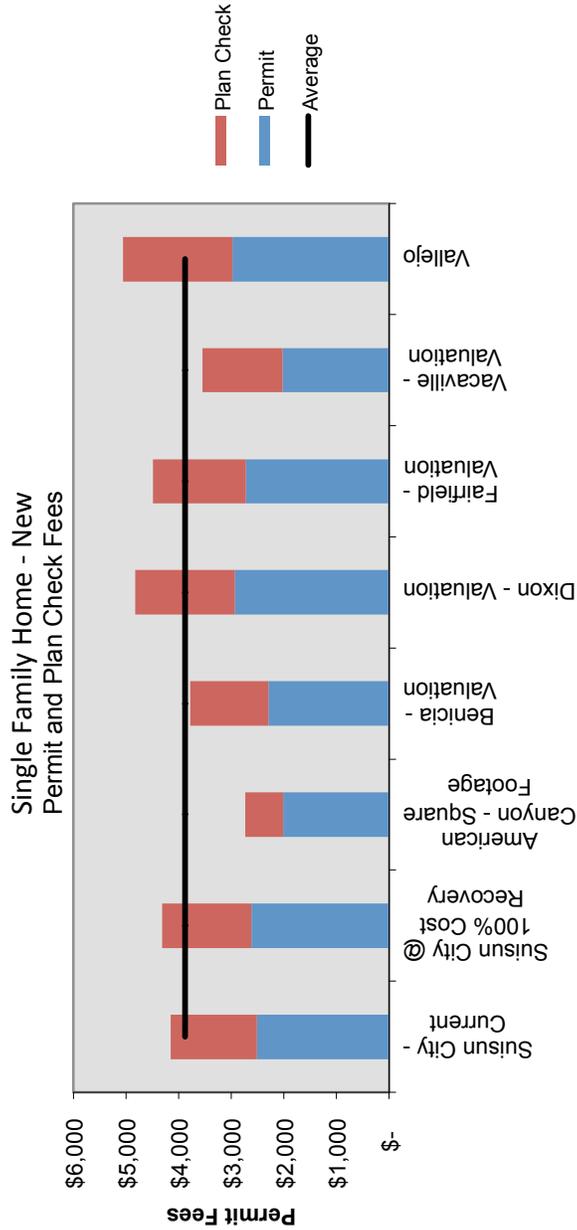
Category	Suisun City		American Canyon	Benicia	Vacaville	Vallejo
	Current	Full Cost				
Copies of City Records	\$ 0.10	\$ -	1 sided: \$0.20/page; 2-sided: \$0.25/page	>10 pages - B&W: \$0.20 per page; Color: \$1 per page	\$0.25 per sheet	Actual Costs
Document Search - Non-Public Records (per hour)	\$ 30	\$ 63	Hourly Rate	Hourly Rate + Overhead; Documents >=5 years in storage: \$5 per visit		Hourly Rate
City Council Annual Agenda Subscription	\$ 53	\$ 125	Actual Cost	Electronic - (No Charge); Paper - All Agendas: \$24; Monthly Commission Agendas: \$12		
City Budget (per copy)	\$ 42	\$ -	Actual Cost		Charged applied to City by contractor	\$ 5.40
CD / DVD Fee	\$ 25	\$ 17	\$ 11			1 check: \$25; 2+ checks: \$35
Returned Checks	\$ 25	\$ 28	1 check: \$25; 2+ checks: \$35	\$ 30		
Check Reissue (requires stop payment request)	\$ -	\$ 53		\$		

\*Dixon and Fairfield do not have Admin Fees for the above services.

**CITY OF SUISUN, CALIFORNIA  
BUILDING COMPARATIVE FEE SURVEY**

Single Family Home - New  
Occupancy Type: R3  
Square Footage: 3,100 sqft.  
Valuation: \$371,165

	BP Fee	PC Fee	Total
Suisun City - Current	\$ 2,512	\$ 1,633	\$ 4,145
Suisun City @ 100% Cost Recovery	\$ 2,614	\$ 1,699	\$ 4,312
American Canyon - Square Footage	\$ 2,017	\$ 718	\$ 2,735
Benicia - Valuation	\$ 2,293	\$ 1,491	\$ 3,784
Dixon - Valuation	\$ 2,926	\$ 1,902	\$ 4,828
Fairfield - Valuation	\$ 2,723	\$ 1,770	\$ 4,493
Vacaville - Valuation	\$ 2,026	\$ 1,519	\$ 3,545
Vallejo	\$ 2,974	\$ 2,082	\$ 5,056
<b>Average</b>	\$ 2,397	\$ 1,480	\$ 3,877



**CITY OF SUISUN, CALIFORNIA  
BUILDING COMPARATIVE FEE SURVEY**

**Retail Shell Building**

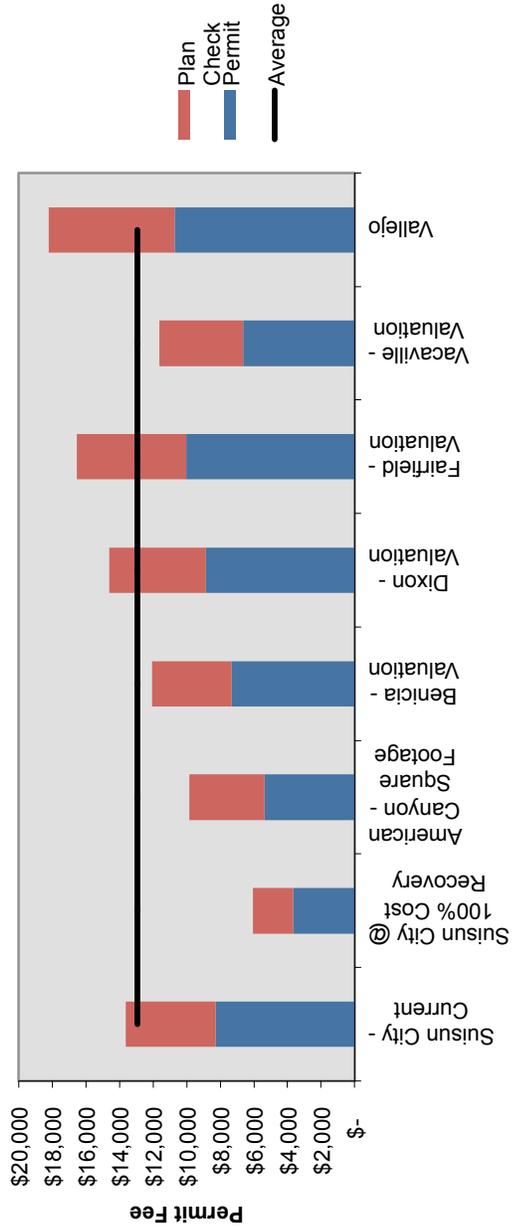
Occupancy Type: M

Square Footage: 20,000 sqft.

Valuation: \$1,841,000

	BP Fee	PC Fee	Total
Suisun City - Current	\$ 8,258	\$ 5,368	\$ 13,626
Suisun City @ 100% Cost Recovery	\$ 3,668	\$ 2,384	\$ 6,052
American Canyon - Square Footage	\$ 5,368	\$ 4,467	\$ 9,835
Benicia - Valuation	\$ 7,310	\$ 4,752	\$ 12,062
Dixon - Valuation	\$ 8,851	\$ 5,753	\$ 14,604
Fairfield - Valuation	\$ 10,009	\$ 6,506	\$ 16,515
Vacaville - Valuation	\$ 6,640	\$ 4,980	\$ 11,621
Vallejo	\$ 10,700	\$ 7,490	\$ 18,190
<b>Average</b>	\$ 7,636	\$ 5,292	\$ 12,927

**Retail Shell Building  
Permit and Plan Check Fees**

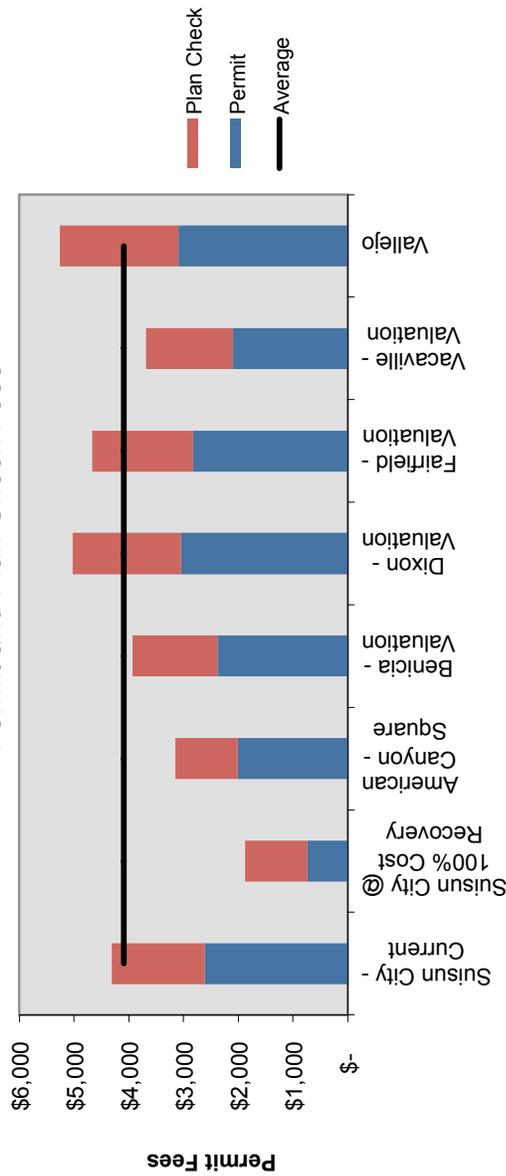


**CITY OF SUISUN, CALIFORNIA  
BUILDING COMPARATIVE FEE SURVEY**

Office - Tenant Improvement  
Occupancy Type: B  
Square Footage: 3,000 sqft.  
Valuation: \$388,476

	BP Fee	PC Fee	Total
Suisun City - Current	\$ 2,609	\$ 1,696	\$ 4,305
Suisun City @ 100% Cost Recovery	\$ 738	\$ 1,135	\$ 1,873
American Canyon - Square Footage	\$ 2,009	\$ 1,137	\$ 3,146
Benicia - Valuation	\$ 2,380	\$ 1,547	\$ 3,927
Dixon - Valuation	\$ 3,047	\$ 1,981	\$ 5,028
Fairfield - Valuation	\$ 2,828	\$ 1,838	\$ 4,666
Vacaville - Valuation	\$ 2,103	\$ 1,577	\$ 3,680
Vallejo	\$ 3,096	\$ 2,167	\$ 5,263
<b>Average</b>	\$ 2,473	\$ 1,616	\$ 4,089

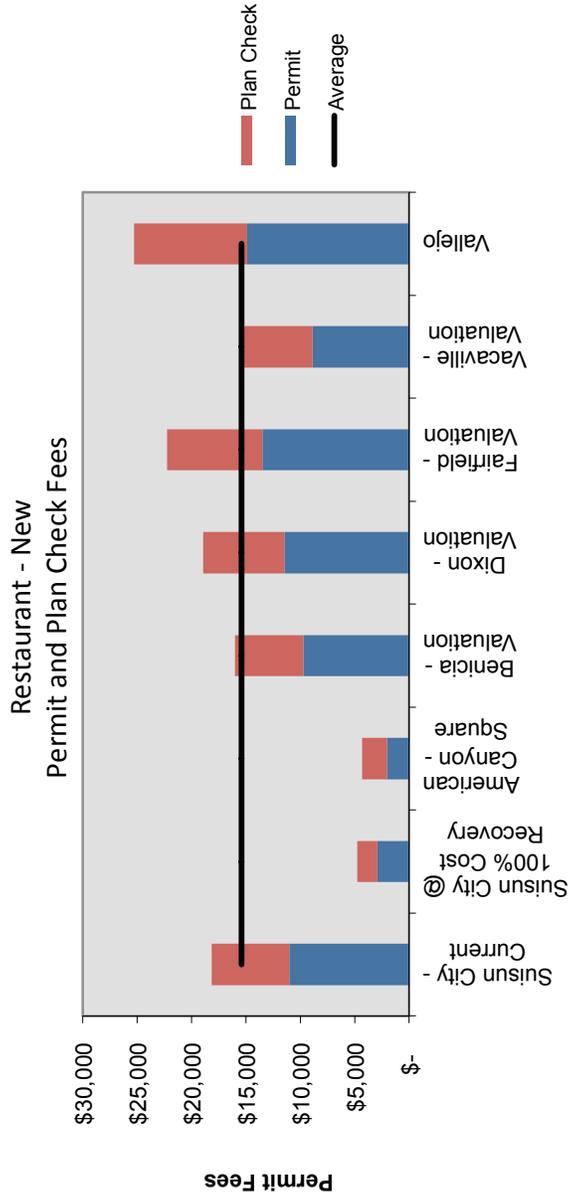
Office - Tenant Improvement  
Permit and Plan Check Fees



**CITY OF SUISUN, CALIFORNIA  
BUILDING COMPARATIVE FEE SURVEY**

**Restaurant - New**  
Occupancy Type: A-2  
Square Footage: 10,000 sqft.  
Valuation: \$2,713,600

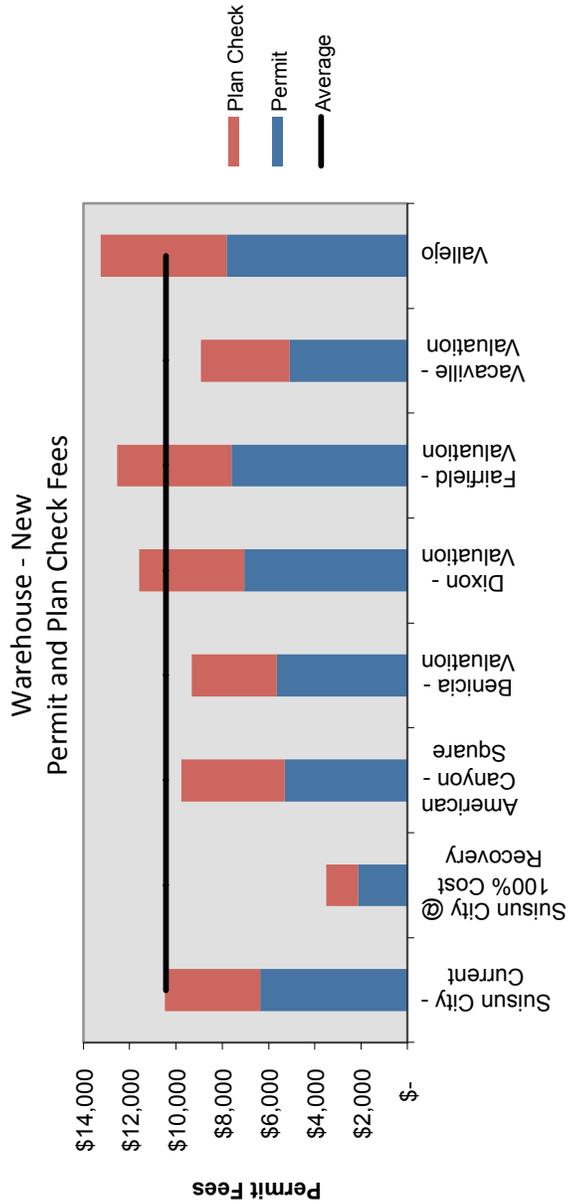
	<b>BP Fee</b>	<b>PC Fee</b>	<b>Total</b>
Suisun City - Current	\$ 11,007	\$ 7,154	\$ 18,161
Suisun City @ 100% Cost Recovery	\$ 2,894	\$ 1,881	\$ 4,775
American Canyon - Square Footage	\$ 2,009	\$ 2,318	\$ 4,327
Benicia - Valuation	\$ 9,710	\$ 6,311	\$ 16,021
Dixon - Valuation	\$ 11,469	\$ 7,455	\$ 18,924
Fairfield - Valuation	\$ 13,465	\$ 8,752	\$ 22,217
Vacaville - Valuation	\$ 8,857	\$ 6,643	\$ 15,499
Vallejo	\$ 14,871	\$ 10,410	\$ 25,281
<b>Average</b>	\$ 9,102	\$ 6,296	\$ 15,398



**CITY OF SUISUN, CALIFORNIA  
BUILDING COMPARATIVE FEE SURVEY**

Warehouse - New  
Occupancy Type: S-1  
Square Footage: 20,000 sqft.  
Valuation: \$1,234,600

	BP Fee	PC Fee	Total
Suisun City - Current	\$ 6,348	\$ 4,126	\$ 10,474
Suisun City @ 100% Cost Recovery	\$ 2,117	\$ 1,376	\$ 3,493
American Canyon - Square Footage	\$ 5,302	\$ 4,467	\$ 9,769
Benicia - Valuation	\$ 5,643	\$ 3,668	\$ 9,310
Dixon - Valuation	\$ 7,032	\$ 4,571	\$ 11,602
Fairfield - Valuation	\$ 7,608	\$ 4,945	\$ 12,553
Vacaville - Valuation	\$ 5,100	\$ 3,825	\$ 8,925
Vallejo	\$ 7,801	\$ 5,461	\$ 13,262
<b>Average</b>	\$ 6,137	\$ 4,295	\$ 10,432



Fee Schedule Adopted / Effective Date July 2015 Jan 2015 Nov 2015 Feb 2015 July 2015 July 2015 July 2015

Category	Suisun City Current	Suisun City Full Cost	American Canyon	Benicia	Dixon	Fairfield	Vacaville	Vallejo
Enroachment Permit Application Fee	\$ 89	\$ 98	Minor: \$28 Medium: \$170	Minor - Permit:\$35; Plan Check: \$65 Major - Permit:\$65; Plan Check: \$240	150	\$55 w/o traffic control plan review; \$104 w/ traffic control plan review	Private Constr.- 100% refundable deposit + 7.62% non- refundable fee Single Res Driveway - 100% refundable deposit + \$229 non- refundable fee	\$ 591
			Major: AC + Deposit	Utilities - Permit:\$65			Single commer. Driveway100 % refundable deposit +\$515 non- refundable fee	
Site Inspection - per inspection (min 3 inspections)	\$ 267	\$ 279		Developments - Permit: \$65; Plan Check: 4% est. costs Minor:\$75; Major :\$42; Utilities:\$75, Developments: Insp.: 6% @50k, 4%@150k				\$0-500k 7.65%; \$500- \$1 mil: \$38,250+8.26 %;>\$1 mil: \$79,550+2.47 %

Engineering Comparative Survey

Category	Suisun City		American Canyon	Benicia	Dixon	Fairfield	Vacaville	Vallejo
	Current	Full Cost						
Site Improvement Plans - Base	\$ 660	\$ -					\$120/lot	\$0-500k 4.47%; \$500-\$1 mil: \$22,350+2.28%
1st Million - 5%			Actual Cost + Deposit + 15% of consultant costs		5% of amount		0-\$100k: 9.61% Engineer Est.; \$100,001-\$200k: 8.11% Engr est.	\$33,750 + 1.82%
2nd Million - 4%					4% of amount		\$200k+: 6.61% Engr. Est.	\$33,750 + 1.82%
Each Additional Million - 3%							Final - (Up to 4): \$765; \$857	\$33,750 + 1.82%
Parcel Maps - Base	\$ 315	\$ -			\$ 2,250			\$ 3,266.00
Subdivision Maps - base	\$ 315	\$ -		\$640 + hourly rate	Final Check <20: \$2,250; Final Check >20: \$2,250 + ea. Add'l lot			
Each additional lot (subdivision)	\$ 70	\$ -	Actual Cost + Deposit + 15% of consultant costs		\$950; Inspection: \$850		Engineer Estimate - Non-Res: 2.37%; Non-hillside: 3.55%; Hillside Res: \$538	51-1,000 C.Y: \$97; 1,001-40K C.Y.: \$2,627
Grading Plans - Base	\$ 130	\$ -						(ea. Add'l) - 51-1,000 C.Y: \$253 per 100 C.Y.; 1,001-40k C.Y.: \$92 per 1k C.Y
Each additional square foot	\$ 0	\$ -						

Fire Comparative Survey

Fee Schedule Adopted / Effective Date

Jan 2015    July 2015    July 2015    Feb 2006    July 2015    July 2015

Category	Suisun City						Vallejo
	Current	Full Cost	Benicia	Dixon	Fairfield	Vacaville	
<b>FIREWORKS</b>							
Public Display Permit Fee	\$ 85	\$ 239		\$ 85	\$ 137 / hour	\$ 553	\$ 466 / day
Candles (in assembly occ)	\$ 25	\$ 60		\$ 28		\$ 89	\$ 221
Reports - Fire	\$ 7	\$ 30	\$ 6		(1-10 pgs): \$5, (11-20 pgs): \$12, (20-30 pgs): \$18		per City Clerk

\* American Canyon does not charge fees for the above services.

Planning Comparative Survey

Fee Schedule Adopted / Effective Date      July 2015      Jan 2015      Jan 2011      Feb 2016      July 2015      July 2015

Category	Suisun City		American Canyon	Benicia	Dixon	Fairfield	Vacaville	Vallejo
	Current	Full Cost						
<b>VARIANCE</b>								
Major	\$ 895	\$ 1,318	\$1,568 (\$1,000 deposit)	\$1,750 (commission)	\$1,000 (by commission)	\$ 3,369	\$ 7,136	\$7,201; Single Family Dwelling: \$5,761
Minor	\$ 371	\$ 1,318	\$1,102 (\$800 deposit)	\$1,500 (Single Family R)	\$250 (by staff)	\$	\$ 7,136	
<b>USE PERMIT</b>								
Major (Including Health Care Facilities)	\$ 895	\$ 3,003	\$6,696 (\$3,000 deposit)	\$ 2,730	New Construction- \$100k-\$250k: \$1,000; \$250k-\$500k: \$2,000; >\$500k: \$3,000			
Minor (Including Health Care Facilities)	\$ 371	\$ 1,488	\$ 1,695	Office <2,500 sq ft., Res Projects <6 lots, Commercial <7,500 sq ft. = \$1,800	New Construction- \$120k-\$100k: \$600	\$ 3,369		Staff Review: \$2,958; Comm. Review: \$7,099; Existing: \$1,030
Temporary - less than 72 hours	\$ 31	\$ 320		Office <7,500 sq ft., Res Projects <20 lots, Commercial <20,000 sq ft. = \$2,275	New Construction- <\$20k: \$300			
Temporary - more than 72 hours	\$ 124	\$ 454	\$ 565				\$ 1,253	
<b>SITE PLAN / ARCHITECTURAL REVIEW</b>								
Tentative Parcel Map (0-4 lots)	\$ 372	\$ 1,065	\$2,950 (\$1,225 deposit)	\$ 3,250	\$ 2,000	\$ 4,094	\$ 6,431	
Lot Line Adjustments Processing	\$ 358	\$ 399	\$1,505 (\$600 deposit)	\$ 500	\$ 750	\$ 1,279	\$ 532	\$ 1,781

Planning Comparative Survey

Category	Suisun City Current	Suisun City Full Cost	American Canyon	Benicia	Dixon	Fairfield	Vacaville	Vallejo
<b>TENTATIVE SUBDIVISION MAP</b>								
5-100 Units	\$ 1,115	\$ 6,108		\$ 3,250	\$ 2,000	\$ 8,907	(5-49 lots): \$12,317, (50-199 lots): \$18,476 (50-199 lots): \$18,476;(200-499 lots): \$23,096; (>500 lots): base + \$1,721 ea. Add'l 100	5-21 lots: \$7,846; 21+: \$12,015
100+ Units (deposit)	\$ -	\$ -	\$6,725 (\$3,000 deposit)	\$ 3,250	\$ 2,000	\$ 8,907		\$ 12,015
Tentative Map Extension	\$ 372	\$ 666	\$ 848	\$ 3,250	\$ 325	*half of fee + hourly	\$ 5,597	\$ 5,822
<b>PLANNED UNIT DEVELOPMENT</b>								
0-10 Acres	\$ 1,115	\$ 7,916					(up to 49 Units): \$10,490; (50-199 units): \$15,672	(<5 acres or <.5 FAR) - Master: \$9,260; Master / Unit Plan: \$9,359; Unit Plan Council: \$4,339
10+ Acres (deposit)	\$ -	\$ -			\$ 3,500	\$ 3,369	(200-499 units): \$19,667; (>500 lots): base + \$2,002 ea. Add'l 100	Master Plan: \$18,522; Master Unit Plans: \$18,720; Unit Plan (Council): \$7,445; Unit Plan (Comm.): \$7,501; Single Family Dwelling: \$4,515
Annexations	\$ 1,484	\$ 4,457		\$ 1,500	\$ 1,995	\$ 6,836	Application: \$6,045 + \$214 / acre + \$2,092 agreement	Time & Materials + Hourly Rate
Final Parcel Map	\$ 371	\$ 480	\$2,950 (\$1,225 deposit)	\$ 2,375	w/ tentative: \$500; w/o tentative: \$1,000	\$ 3,843		\$ 2,327
Final Subdivision Map	\$ 630	\$ 480	\$313 (\$280 deposit)		\$ 2,000	\$ 3,592		
Appeals (Planning Comm. / City Council)	\$ 74	\$ 798	\$ 622	\$ 150	\$ 400	\$ 1,175	25% of original fees	

Planning Comparative Survey

Category	Suisun City		American Canyon	Benicia	Dixon	Fairfield	Vacaville	Vallejo
	Current	Full Cost						
<b>REZONING / PREZONING</b>								
1-10 Acres	\$ 1,484	\$ 4,339	\$3,072 (\$2,000 deposit)		\$ 3,500		\$ 12,448	(<.5 acres or <.5 FAR): \$4,491
10+ Acres (deposit)	\$ -	\$ -						\$ 8,985
General Plan Amendment	\$ 1,484	\$ 4,339	\$6,876 (\$4,000 deposit)	\$2,000 deposit		\$ 6,463	\$ 12,626	(<.5 acres or <.5 FAR): \$4,025; \$8,052
Ordinance Amendment (Text or Other)	\$ 1,484	\$ 3,357		\$ 2,500		\$ 5,471	Major: \$11,807; Minor: \$5,711	
Design Review (e.g Awnings, Signs, and Cell Modifications, etc.)	\$ 74	\$ 267			\$ 100		Staff Approval- Accessory Bldg: \$1,510 Staff Approval- Single Family Res:\$1,595 Staff Approval- Multi Fam Res, Commerc., Indust :\$2,921 Planning Comm.: \$6,609	
Public Hearing Notice	\$ 50	\$ 212				\$ 98		100 & 200 ft: \$247; 500 ft: \$616

Police Comparative Survey

Fee Schedule Adopted / Effective Date

July 2012

July 2015

Category	Suisun City		American Canyon	Benicia		Dixon	Fairfield	Vacaville	Vallejo
	Current	Full Cost		Free up to 50 pages	Free up to 20 pages				
<b>Report Photocopies - Police Dept (1-6 pages)</b>	\$ 7	\$ 24		Free up to 50 pages	Free up to 20 pages	\$5 per 10 pages	\$0.25 per page	\$ 18	
Each Additional Page	\$ 1	\$ 2		\$ 0.20	\$ 0.05				
Incident Printout - per page	\$ 0.25	\$ 15					\$15 total		
Videotapes - 1st	\$ 42	\$ 49		\$ 10					
Videotapes - each additional	\$ 21	\$ 24		\$ 10					
Audio Tapes - 1st	\$ 42	\$ 49		\$ 10					
Audio Tapes - each additional	\$ 11	\$ 24		\$ 10					
<b>Concealed Weapons Permit</b>	\$ 68	\$ 424		\$ 200	\$ 120			\$ 100	
Fingerprint	\$ 26	\$ 39		\$ 32				\$ 54	
Live Scan Fingerprint	\$ 42	\$ 87		DOJ: \$32; FBI: \$17; Rolling Fee: \$25					
Taxi Permits	\$ 53	\$ 87		\$ 99				\$ 163	
Tow Releases Fee	\$ 185	\$ 49	\$ 150	Involving Arrest: \$160 Towed: \$110 Traffic Collision / Crime Victim: No Cost	\$ 65	Involving Arrest: \$135 DUI: \$249	Involving Arrest: \$234 Abandoned: \$96	\$ 355	
Repossession Fee	\$ 20	\$ 24		\$ 15	\$ 15			\$ 9	

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**Comprehensive Update  
to the  
Master Fee Schedule**

City of Suisun City  
2016

**MASTER FEE SCHEDULE**

**Section 1: Public Safety/Police**

Fee Description	Current Fee 19-Jun-12	Proposed
<b>PUBLIC SAFETY</b>		
Report Photocopies	\$ 7	\$ 0.10
Incident Printout, per page	\$ 1	\$ 0.10
Videotapes	\$ 42	\$ 39
Video Tapes - each additional	\$ 21	\$ 20
Audio Tapes	\$ 42	\$ 39
Audio Tapes - each additional	\$ 11	\$ 20
Public Nuisance Abatement Posting/Mailing Fee	\$ 50	\$ 54
<b>POLICE DEPARTMENT</b>		
Abandoned Shopping Cart: Fine	\$ 50	\$ -
Abandoned Shopping Cart: Administrative Fee	\$ 30	\$ 51
Abandoned Shopping Cart: Storage Fee Per Day	\$ 5	\$ 6
Alarm Registration Fee	\$ -	\$ 35
Alarm Response: First Call - False	\$ -	\$ -
Alarm Response: Second Call - False	\$ 50	\$ 50
Alarm Response: Third Call - False	\$ 100	\$ 100
Alarm Registration/Response Late Fine	\$ -	\$ 110
Bingo Permit Application Fee	\$ 50	\$ 50
Bingo Permit Background Check Fee	\$ 35	\$ 50
Concealed Weapons Permit	\$ 68	\$ 100
Concealed Weapons Permit - Renewal	\$ -	\$ 25
Concealed Weapons Permit - Amendment	\$ -	\$ 10
Fingerprint Per Card	\$ 26	\$ 30
Live Scan Fingerprint (+ DOJ fee)	\$ 42	\$ 50
Criminal History Local Review	\$ -	\$ 39
Firearms Retail Sales Permit	\$ 95	\$ 97
Taxi Permits	\$ 53	\$ 73
Alcohol Beverage Control Letter Per Request	\$ 26	\$ 25
Solicitor Permit	\$ 67	\$ 101
Secondhand Dealer Permit - New	\$ -	\$ 360
Secondhand Dealer Permit - Renewal	\$ -	\$ 360
Clearance Letter (VISA application)	\$ 16	\$ 29
Tow Releases Fee	\$ 185	\$ 135
Tow Releases Fee 22651 H&P and DUI 23109	\$ -	\$ 225

**MASTER FEE SCHEDULE**

**Section 1: Public Safety/Police**

Fee Description	Current Fee	
	19-Jun-12	Proposed
Repossession Fee	\$ 20	\$ 15
Civil Subpoena (Deposit)	\$ -	\$ 275
VIN Verification	\$ -	\$ 22
Dangerous Animal Hearing	\$ -	\$ 164
Firearms Storage Fee (per case)	\$ -	\$ 63
Firearms Storage Fee (per day)	\$ -	\$ 6
Administrative Citation Late Fine	\$ -	\$ 39
Vehicle/Equipment Violation Clearance Signoff	\$ 15	\$ 22
<b>PARKING, REGISTRATION &amp; MECHANICAL PENALTIES AND FEES</b>		
<b>California Vehicle Code</b>		
4000(a)(1) Unregistered Vehicle/Expired Registration	\$ 83	\$ 85
5200(a) Front and rear license plates required	\$ 58	\$ 60
5201 License plate not securely fastened	\$ 58	\$ 60
5201 (f) License plate covered	\$ 58	\$ 60
5204(a) Current vehicle registration tab improperly attached	\$ 83	\$ 85
21113(a) On public grounds (must be posted)	\$ 68	\$ 70
21210 Bicycle on sidewalk (blocking pedestrians)	\$ 58	\$ 60
21211(a) Parking in bike lane	\$ 58	\$ 60
22500(a) Within an intersection	\$ 58	\$ 60
22500(b) On a crosswalk	\$ 58	\$ 60
22500(d) Within 15 feet of a fire station driveway	\$ 58	\$ 60
22500(e) In front of public/private driveway	\$ 58	\$ 60
22500(f) On a sidewalk	\$ 58	\$ 60
22500(g) As to obstruct traffic	\$ 58	\$ 60
22500(h) Double parking	\$ 58	\$ 60
22500(i) In posted or marked bus zone	\$ 323	\$ 325
22500(k) On a bridge	\$ 58	\$ 60
22500(l) In wheelchair access	\$ 363	\$ 365
22502(a) On right within 18" of curb	\$ 58	\$ 60
22502(e) On left within 18" of curb (on one-way streets only)	\$ 58	\$ 60
22505(b) Failure to obey posted parking sign (state highway only)	\$ 58	\$ 60
22507.8(a) Blue/handicap zone (private property only)	\$ 363	\$ 365
22507.8(b) As to block access to handicap stall/space	\$ 363	\$ 365
22507.8(c)(1) Parking on handicap stall blue lines	\$ 363	\$ 365

**MASTER FEE SCHEDULE**

**Section 1: Public Safety/Police**

Fee Description		Current Fee	
		19-Jun-12	Proposed
22507.8(c)(2)	Parking on crosshatched lines	\$ 363	\$ 365
22514	By fire hydrant	\$ 58	\$ 60
22515(a)	Motor running and brake not set (motor vehicle)	\$ 68	\$ 70
22516	Parked with person locked in vehicle	\$ 78	\$ 70
22517	Opening door on traffic side (hazard)	\$ 58	\$ 60
22518	Vehicle 30+ feet parked in Park & Ride Lot	\$ 58	\$ 60
22521	On/about railroad tracks (within 71/2 feet)	\$ 58	\$ 60
22522	Within 3 feet of handicapped access ramp	\$ 363	\$ 365
22523(a)	Abandoned vehicle (City streets)	\$ 263	\$ 265
22523(b)	Abandoned vehicle (private property)	\$ 263	\$ 265
23333	Parking on bridge/vehicular crossing	\$ 68	\$ 70
<b>Suisun City Ordinances (SCO)</b>			
8.12.090.E.1 SCO	No parking/all-weather material - first offense	\$ 73	\$ 75
8.12.090.E.2 SCO	No parking/all-weather material - second offense	\$ 123	\$ 125
8.12.090.E.3 SCO	No parking/all-weather material - third & more offenses	\$ 273	\$ 275
10.08.010.1 SCO	Red curb (city streets only)	\$ 58	\$ 60
10.08.010.2 SCO	White curb (city streets only)	\$ 58	\$ 60
10.08.010.3 SCO	Yellow curb (city streets only)	\$ 58	\$ 60
10.08.010.4 SCO	Green curb (city streets only)	\$ 58	\$ 60
10.08.010.5 SCO	Blue/handicap zone (city streets only)	\$ 363	\$ 365
10.08.010.A SCO	No parking (city streets only)	\$ 58	\$ 60
10.08.020.B SCO	No parking (posted with 24 hour notice - city streets only)	\$ 58	\$ 60
10.08.030 SCO	Two-hour parking (city streets only)	\$ 58	\$ 60
10.08.040 SCO	No parking (narrow streets only)	\$ 58	\$ 60
10.08.050.1 SCO	Parked in excess of 72 hours	\$ 263	\$ 265
10.08.050.2 SCO	Repairing or working on city streets	\$ 78	\$ 80
10.16.010.A SCO	One-way parking on Solano Street W/B only	\$ 58	\$ 60
10.16.010.B SCO	One-way parking on California Street E/B only	\$ 58	\$ 60
10.16.010.C SCO	One-way parking on Morgan Street W/B only	\$ 58	\$ 60
10.16.010.D SCO	One-way parking on Suisun Street S/B only	\$ 58	\$ 60
10.16.010.E SCO	One-way parking on West Street N/B only	\$ 58	\$ 60
10.22.070 SCO	Failure to obey posted sign (Private Property)	\$ 58	\$ 60
10.32.020 SCO	Weight limit (street must be posted)	\$ 263	\$ 265
10.36.180 SCO	Abatement of vehicles (private property only)	\$ 263	\$ 265

**MASTER FEE SCHEDULE**

**Section 1: Public Safety/Police**

Fee Description	Current Fee	
	19-Jun-12	Proposed
15.04.270 SCO            No parking fire lane (private property only)	\$        78	\$    80
18.44.270.1 SCO            No parking in front yard - first offense	\$        73	\$    75
18.44.270.2 SCO            No parking in front yard - second offense	\$      123	\$ 125
18.44.270.3 SCO            No parking in front yard - third & more offense	\$      273	\$ 275
All Mechanical Violations    (violations pursuant to 40610(b) CVC)	\$        58	\$    60
With Proof of Corrections    (violations pursuant to 40610(b) CVC)	\$        10	\$    60
Delinquent Fee	\$      110	\$    -

**MASTER FEE SCHEDULE**

**Section 2: Fire**

Fee Description		Current Fee 19-Jun-12	Proposed
<b>FIRE DEPARTMENT</b>			
Reports - Fire		\$ 7	\$ 0.10
Fireworks			
SCC Section 8.04.030 Public Display Application Fee		\$ 50	\$ 50
SCC Section 8.04.030 Public Display Permit Fee, <i>Plus:</i>		\$ 85	\$ 85
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.			
SCC Section 8.04.060 Safe & Sane Application Fee		\$ 50	\$ 50
SCC Section 8.04.060 Safe & Sane Application Permit Fee, <i>Plus:</i>		\$ 85	\$ 85
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.			
Asphalt Kettle/Per Co. Anly			\$ 60
Candles (in assembly occ)			\$ 60
Hazardous Materials Emergency = personnel costs+ equipment+ materials+admin fee 14.6%, 2 hour minimum			
Response Fee - Initial Response 2 hr minimum		\$ 396	
Other Agency Response Additional Equipment & Manpower / per hour		Below: Hourly Rates	
Fire Chief		\$ 30.25	
Deputy Chief / Battalion Chief / Company Officer / Captain / Lieutenant		\$ 10.77	
Firefighter		\$ 9.44	
Engine - Type 1		\$ 45.00	
Ladder Truck		\$ 45.00	
Engine - Type 3 or type 4		\$ 24.50	
Minimum charge		2 hours	
Administrative fee		14.6%	
Actual response rates based on current California Fire Assistance Agreement for the California Fire Service and Rescue Emergency Mutual Aid System.			

**MASTER FEE SCHEDULE**

**Section 3: Public Works Engineering**

Fee Description	Current Fee	
	19-Jun-12	Proposed
<b>PUBLIC WORKS (Plan &amp; Review)</b>		
Encroachment Permit Application Fee, per Hour **	\$89.00	\$ 102.00
Site Inspection (Minimum 3 inspections)	\$267.00	\$ 288.00
Flood Zone Certification Letter	\$25.00	\$ 26.00
Block Party Permit	\$30.00	\$ 102.00
Hourly Rate	\$89.00	\$ 135.00

MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted 15-Sep-15	Proposed
<b>SENIOR CENTER</b>		
<b>Large Room</b> 2000 sq.ft. (40 x 50)		
Rate per hour, (3 hour minimum)	\$ 90	\$90
Deposit	\$ 400	\$400
<b>Kitchen</b> Fee, per hour (3 hour minimum)		
	\$ 20	\$30
<b>Small Room</b> , 750 sq.ft. (34 x 22) No Kitchen		
Rate per hour, (3 hour minimum)	\$ 40	\$55
Deposit	\$ 200	\$200
<b>Both Rooms</b>		
Rate per hour, (3 hour minimum)	\$ 110	\$110
Deposit	\$ 400	\$400
<b>CITY HALL COUNCIL CHAMBERS / ROTUNDA</b>		
Rate per hour, (3 hour minimum)	\$ 115	\$115
Deposit (No Kitchen)	\$ 300	\$300
<b>COURTYARD AT HARBOR SQUARE</b>		
Rate per hour, (2 hour minimum)	\$ 110	\$110
Includes 2 staff for 1st 50 persons, additional fee for every 50 persons, per hour, Includes use of Courtyard Restrooms	\$ 22	\$22
Gas Fee for any use of Fireplace 1 Hour Before Sunset, per hour	\$ 6	\$6
Deposit	\$ 200	\$200
<b>OLD TOWN PLAZA &amp; SHELDON PLAZA</b>		
Rate per hour, (2 hour minimum)	\$ 88	\$88
P/A System Deposit	\$ 250	\$250
P/A System - Rent	\$ 75	\$75
Includes 1 staff for 1st 100 persons, additional fee for every 50 persons	\$ 22	\$22
Deposit	\$ 200	\$200
<b>TRAIN DEPOT PLAZA</b>		
Rate per hour, 2 hour minimum	\$ 65	\$65
Deposit	\$ 200	\$200
Rate per hour for staff for Events requiring or requesting staff monitoring	\$ 22	\$22
<b>PARK USE FEES</b>		
Rate per hour, (2 hour minimum)	\$ 30	\$35
Rate per hour for staff for Events requiring or requesting staff monitoring	\$ 22	\$22
Deposit	\$ 100	\$100
<b>BALLFIELD - RENTAL</b>		
Other than tournament - field only - 2 hours only	\$ 30	\$30
Other than tournament - field with lights-2 hours only	\$ 55	\$55
<b>LAMBRECHT/HERITAGE</b>		
Tournament-Per Field, Per Day	\$ 110	\$175
Tournament- for 2 hours only (bases included)	\$ 40	\$60
Site Attendant Required/Per Hour	\$ 22	\$22
Prep per field, per prep - required every 4 games	\$ 30	\$30
Light Use Fee -Per Field/Per Hour	\$ 35	\$35
Scoreboard Use	\$ 25	\$25
<b>MARINA</b>		
Overnight Guest Berthing, per night (72 hour limit)	\$ 15	\$0.75
<i>Commercial Use of Marina, Docks, and Boat Launch (other than as provided in separate agreement with City, or when the business is renting a slip and paying business license tax in lieu of this fee.)</i>	<i>10% of Gross Receipts</i>	\$0
<i>Commercial Use of Marina, Docks, and Boat Launch when a business is renting a slip.</i>	<i>No additional fee</i>	\$0
<i>Commercial Use of Marina, Docks, and Boat Launch as provided in a separate agreement.</i>	<i>See agreement.</i>	\$0
<b>BOAT LAUNCH</b>		
Parking fee, per 24 hours	\$ 5	\$5

MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted 15-Sep-15	Proposed
Parking fee, annual pass	\$ 90	\$90
Parking fee, monthly pass	\$ 50	\$50
<b>MONTHLY SLIP RENTAL RATES</b>		
<b>SLIP SIZE</b>		
28 feet	\$ 160	\$6.10
34 feet	\$ 194	\$6.10
40 feet	\$ 228	\$6.10
46 feet	\$ 263	\$6.10
50 feet	\$ 285	\$6.10
<b>JOE NELSON COMMUNITY CENTER</b>		
<b>BANQUET ROOM WITHOUT KITCHEN</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 120	\$120
Weekday Rates Class B (private & for-profit) - per hour	\$ 130	\$130
Weekend Rates - per hour	\$ 150	\$150
Deposit	\$ 400	\$400
<b>BANQUET ROOM WITH KITCHEN</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 130	\$130
Weekday Rates Class B (private & for-profit) - per hour	\$ 140	\$140
Weekend Rates - per hour	\$ 170	\$185
Deposit	\$ 400	\$400
<b>MEETING ROOM A Deposit</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 33	\$40
Weekday Rates Class B (private & for-profit) - per hour	\$ 55	\$63
Weekend Rates - per hour	\$ 83	\$83
Deposit	\$ 200	\$200
<b>MEETING ROOM B</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 40	\$45
Weekday Rates Class B (private & for-profit) - per hour	\$ 60	\$68
Weekend Rates - per hour	\$ 88	\$88
Deposit	\$ 200	\$200
<b>MEETING ROOM C</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 30	\$37
Weekday Rates Class B (private & for-profit) - per hour	\$ 50	\$56
Weekend Rates - per hour	\$ 70	\$70
Deposit	\$ 200	\$200
<b>MEETING ROOMS - MULTIPLE</b>		
Weekend Multi-room Rate, any 2 rooms	\$ 105	\$115
Weekend Multi-room Rate, any 3 rooms	\$ 125	\$137
Deposit	\$ 400	\$400
<b>CLASSROOM 1</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 30	\$30
Weekday Rates Class B (private & for-profit) - per hour	\$ 50	\$50
Weekend Rates - per hour	\$ 80	\$80
Deposit	\$ 200	\$200
<b>KITCHEN (WITH MEETING ROOM) RENT</b>		
Weekday Rates Class A (non-profit) - per hour	\$ 40	\$40
Weekday Rates Class B (private & for-profit) - per hour	\$ 45	\$45
Charge to add additional tables	\$ 25	\$25
<b>KITCHEN (WITHOUT MEETING ROOM) RENT</b>		
Normal Business Hours - per hour	\$ 45	\$50

MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted 15-Sep-15	Proposed
Non-Business Hours (2 Hour Minimum) - per hour	\$ 70	\$80
Deposit	\$ 200	\$200

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating Theater, Concert Hall	1,500	\$1,932	\$6,0425	\$1,610	\$5,0354	\$1,288	\$4,0283
		7,500	\$2,294	\$7,8500	\$1,912	\$6,5417	\$1,530	\$5,2333
		15,000	\$2,883	\$5,4200	\$2,403	\$4,5167	\$1,922	\$3,6133
		30,000	\$3,696	\$1,5200	\$3,080	\$1,2667	\$2,464	\$1,0133
		75,000	\$4,380	\$1,2600	\$3,650	\$1,0500	\$2,920	\$0,8400
		150,000	\$5,325	\$3,5500	\$4,438	\$2,9583	\$3,550	\$2,3667
A-2	Assembly—Food & Drink Restaurant, Night Club, Bar	1,000	\$2,908	\$13,6500	\$2,423	\$11,3750	\$1,939	\$9,1000
		5,000	\$3,454	\$17,7450	\$2,878	\$14,7875	\$2,303	\$11,8300
		10,000	\$4,341	\$12,2100	\$3,618	\$10,1750	\$2,894	\$8,1400
		20,000	\$5,562	\$3,4600	\$4,635	\$2,8833	\$3,708	\$2,3067
		50,000	\$6,600	\$2,8200	\$5,500	\$2,3500	\$4,400	\$1,8800
		100,000	\$8,010	\$8,0100	\$6,675	\$6,6750	\$5,340	\$5,3400
A-3	Assembly—Worship, Amusement Arcade, Church, Community Hall	1,200	\$2,633	\$10,2938	\$2,195	\$8,5781	\$1,756	\$6,8625
		6,000	\$3,128	\$13,3950	\$2,606	\$11,1625	\$2,085	\$8,9300
		12,000	\$3,931	\$9,2100	\$3,276	\$7,6750	\$2,621	\$6,1400
		24,000	\$5,036	\$2,6100	\$4,197	\$2,1750	\$3,358	\$1,7400
		60,000	\$5,976	\$2,1300	\$4,980	\$1,7750	\$3,984	\$1,4200
		120,000	\$7,254	\$6,0450	\$6,045	\$5,0375	\$4,836	\$4,0300
A-4	Assembly—Indoor Sport Viewing Arena, Skating Rink, Tennis Court	500	\$2,183	\$20,4720	\$1,819	\$17,0600	\$1,455	\$13,6480
		2,500	\$2,592	\$26,6400	\$2,160	\$22,2000	\$1,728	\$17,7600
		5,000	\$3,258	\$18,3360	\$2,715	\$15,2800	\$2,172	\$12,2240
		10,000	\$4,175	\$5,1880	\$3,479	\$4,3233	\$2,783	\$3,4587
		25,000	\$4,953	\$4,2360	\$4,128	\$3,5300	\$3,302	\$2,8240
		50,000	\$6,012	\$12,0240	\$5,010	\$10,0200	\$4,008	\$8,0160
A-5	Assembly—Outdoor Activities Amusement Park, Bleacher, Stadium	1,500	\$2,412	\$7,5525	\$2,010	\$6,2937	\$1,608	\$5,0350
		7,500	\$2,865	\$9,7950	\$2,388	\$8,1625	\$1,910	\$6,5300
		15,000	\$3,600	\$6,7500	\$3,000	\$5,6250	\$2,400	\$4,5000
		30,000	\$4,613	\$1,9250	\$3,844	\$1,6042	\$3,075	\$1,2833
		75,000	\$5,479	\$1,5450	\$4,566	\$1,2875	\$3,653	\$1,0300
		150,000	\$6,638	\$4,4250	\$5,531	\$3,6875	\$4,425	\$2,9500
A	A Occupancy Tenant Improvements	1,000	\$1,769	\$8,3025	\$1,474	\$6,9188	\$1,179	\$5,5350
		5,000	\$2,101	\$10,7850	\$1,751	\$8,9875	\$1,401	\$7,1900
		10,000	\$2,640	\$7,4400	\$2,200	\$6,2000	\$1,760	\$4,9600
		20,000	\$3,384	\$2,0950	\$2,820	\$1,7458	\$2,256	\$1,3967
		50,000	\$4,013	\$1,7250	\$3,344	\$1,4375	\$2,675	\$1,1500
		100,000	\$4,875	\$4,8750	\$4,063	\$4,0625	\$3,250	\$3,2500
B	Business—Animal Hospital	500	\$2,317	\$21,7388	\$1,931	\$18,1156	\$1,545	\$14,4925
		2,500	\$2,752	\$28,2750	\$2,293	\$23,5625	\$1,835	\$18,8500
		5,000	\$3,459	\$19,4700	\$2,883	\$16,2250	\$2,306	\$12,9800
		10,000	\$4,433	\$5,5000	\$3,694	\$4,5833	\$2,955	\$3,6667
		25,000	\$5,258	\$4,5300	\$4,381	\$3,7750	\$3,505	\$3,0200
		50,000	\$6,390	\$12,7800	\$5,325	\$10,6500	\$4,260	\$8,5200
B	Business—Bank	400	\$1,958	\$22,9763	\$1,632	\$19,1469	\$1,306	\$15,3175
		2,000	\$2,326	\$29,8650	\$1,938	\$24,8875	\$1,551	\$19,9100
		4,000	\$2,923	\$20,5500	\$2,436	\$17,1250	\$1,949	\$13,7000
		8,000	\$3,745	\$5,8150	\$3,121	\$4,8458	\$2,497	\$3,8767
		20,000	\$4,443	\$4,7550	\$3,703	\$3,9625	\$2,962	\$3,1700
		40,000	\$5,394	\$13,4850	\$4,495	\$11,2375	\$3,596	\$8,9900
B	Business—Barber Shop/Beauty Shop	200	\$2,021	\$47,4263	\$1,685	\$39,5219	\$1,348	\$31,6175
		1,000	\$2,401	\$61,6800	\$2,001	\$51,4000	\$1,601	\$41,1200
		2,000	\$3,018	\$42,4350	\$2,515	\$35,3625	\$2,012	\$28,2900
		4,000	\$3,866	\$12,0100	\$3,222	\$10,0083	\$2,578	\$8,0067
		10,000	\$4,587	\$9,8400	\$3,823	\$8,2000	\$3,058	\$6,5600
		20,000	\$5,571	\$27,8550	\$4,643	\$23,2125	\$3,714	\$18,5700
B	Business—Car Wash	800	\$1,702	\$9,9870	\$1,418	\$8,3225	\$1,135	\$6,6580
		4,000	\$2,022	\$12,9840	\$1,685	\$10,8200	\$1,348	\$8,6560
		8,000	\$2,541	\$8,9400	\$2,118	\$7,4500	\$1,694	\$5,9600
		16,000	\$3,256	\$2,5320	\$2,714	\$2,1100	\$2,171	\$1,6880
		40,000	\$3,864	\$2,0760	\$3,220	\$1,7300	\$2,576	\$1,3840
		80,000	\$4,694	\$5,8680	\$3,912	\$4,8900	\$3,130	\$3,9120
B	Business—Clinic, Outpatient	500	\$2,370	\$22,2338	\$1,975	\$18,5281	\$1,580	\$14,8225
		2,500	\$2,815	\$28,9350	\$2,346	\$24,1125	\$1,877	\$19,2900
		5,000	\$3,539	\$19,9200	\$2,949	\$16,6000	\$2,359	\$13,2800
		10,000	\$4,535	\$5,6200	\$3,779	\$4,6833	\$3,023	\$3,7467
		25,000	\$5,378	\$4,6200	\$4,481	\$3,8500	\$3,585	\$3,0800
		50,000	\$6,533	\$13,0650	\$5,444	\$10,8875	\$4,355	\$8,7100
B	Business—Dry Cleaning	200	\$2,066	\$48,4575	\$1,721	\$40,3813	\$1,377	\$32,3050
		1,000	\$2,453	\$63,0300	\$2,045	\$52,5250	\$1,636	\$42,0200
		2,000	\$3,084	\$43,3650	\$2,570	\$36,1375	\$2,056	\$28,9100
		4,000	\$3,951	\$12,2750	\$3,293	\$10,2292	\$2,634	\$8,1833
		10,000	\$4,688	\$10,0650	\$3,906	\$8,3875	\$3,125	\$6,7100
		20,000	\$5,694	\$28,4700	\$4,745	\$23,7250	\$3,796	\$18,9800

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
B	Business—Laboratory	500	\$1,761	\$16,5240	\$1,467	\$13,7700	\$1,174	\$11,0160
-	-	2,500	\$2,091	\$21,4920	\$1,743	\$17,9100	\$1,394	\$14,3280
-	-	5,000	\$2,629	\$14,7960	\$2,191	\$12,3300	\$1,752	\$9,8640
-	-	10,000	\$3,368	\$4,1840	\$2,807	\$3,4867	\$2,246	\$2,7893
-	-	25,000	\$3,996	\$3,4320	\$3,330	\$2,8600	\$2,664	\$2,2880
-	-	50,000	\$4,854	\$9,7080	\$4,045	\$8,0900	\$3,236	\$6,4720
B	Business—Motor Vehicle Showroom	500	\$2,001	\$18,7725	\$1,668	\$15,6438	\$1,334	\$12,5150
-	-	2,500	\$2,377	\$24,4200	\$1,981	\$20,3500	\$1,585	\$16,2800
-	-	5,000	\$2,987	\$16,8150	\$2,489	\$14,0125	\$1,992	\$11,2100
-	-	10,000	\$3,828	\$4,7550	\$3,190	\$3,9625	\$2,552	\$3,1700
-	-	25,000	\$4,541	\$3,8850	\$3,784	\$3,2375	\$3,028	\$2,5900
-	-	50,000	\$5,513	\$11,0250	\$4,594	\$9,1875	\$3,675	\$7,3500
B	Business—Professional Office	1,000	\$2,876	\$13,4850	\$2,397	\$11,2375	\$1,917	\$8,9900
-	-	5,000	\$3,416	\$17,5500	\$2,846	\$14,6250	\$2,277	\$11,7000
-	-	10,000	\$4,293	\$12,0900	\$3,578	\$10,0750	\$2,862	\$8,0600
-	-	20,000	\$5,502	\$3,4100	\$4,585	\$2,8417	\$3,668	\$2,2733
-	-	50,000	\$6,525	\$2,7900	\$5,438	\$2,3250	\$4,350	\$1,8600
-	-	100,000	\$7,920	\$7,9200	\$6,600	\$6,6000	\$5,280	\$5,2800
B	Business—High Rise Office	20,000	\$8,554	\$1,7450	\$7,128	\$1,4542	\$5,703	\$1,1633
-	-	100,000	\$9,950	\$1,4900	\$8,292	\$1,2417	\$6,633	\$0,9933
-	-	200,000	\$11,440	\$1,2000	\$9,533	\$1,0000	\$7,627	\$0,8000
-	-	400,000	\$13,840	\$0,5100	\$11,533	\$0,4250	\$9,227	\$0,3400
-	-	1,000,000	\$16,900	\$0,5500	\$14,083	\$0,4583	\$11,267	\$0,3667
-	-	2,000,000	\$22,400	\$1,1200	\$18,667	\$0,9333	\$14,933	\$0,7467
B	B Occupancy Tenant Improvements	1,000	\$1,558	\$7,2975	\$1,298	\$6,0813	\$1,038	\$4,8650
-	-	5,000	\$1,850	\$9,5100	\$1,541	\$7,9250	\$1,233	\$6,3400
-	-	10,000	\$2,325	\$6,5400	\$1,938	\$5,4500	\$1,550	\$4,3600
-	-	20,000	\$2,979	\$1,8450	\$2,483	\$1,5375	\$1,986	\$1,2300
-	-	50,000	\$3,533	\$1,5150	\$2,944	\$1,2625	\$2,355	\$1,0100
-	-	100,000	\$4,290	\$4,2900	\$3,575	\$3,5750	\$2,860	\$2,8600
E	Educational—Group Occupancy 6+ persons, up to the 12th Grade	1,000	\$1,917	\$8,9925	\$1,597	\$7,4937	\$1,278	\$5,9950
-	-	5,000	\$2,276	\$11,6850	\$1,897	\$9,7375	\$1,518	\$7,7900
-	-	10,000	\$2,861	\$8,0550	\$2,384	\$6,7125	\$1,907	\$5,3700
-	-	20,000	\$3,666	\$2,2800	\$3,055	\$1,9000	\$2,444	\$1,5200
-	-	50,000	\$4,350	\$1,8600	\$3,625	\$1,5500	\$2,900	\$1,2400
-	-	100,000	\$5,280	\$5,2800	\$4,400	\$4,4000	\$3,520	\$3,5200
E	Educational—Day Care 5+ children, older than 2 1/2 yrs	500	\$1,694	\$15,8925	\$1,412	\$13,2438	\$1,129	\$10,5950
-	-	2,500	\$2,012	\$20,6850	\$1,677	\$17,2375	\$1,341	\$13,7900
-	-	5,000	\$2,529	\$14,2200	\$2,108	\$11,8500	\$1,686	\$9,4800
-	-	10,000	\$3,240	\$4,0250	\$2,700	\$3,3542	\$2,160	\$2,6833
-	-	25,000	\$3,844	\$3,2850	\$3,203	\$2,7375	\$2,563	\$2,1900
-	-	50,000	\$4,665	\$9,3300	\$3,888	\$7,7750	\$3,110	\$6,2200
E	E Occupancy Tenant Improvements	1,000	\$1,685	\$7,9125	\$1,404	\$6,5938	\$1,124	\$5,2750
-	-	5,000	\$2,002	\$10,2750	\$1,668	\$8,5625	\$1,335	\$6,8500
-	-	10,000	\$2,516	\$7,0650	\$2,096	\$5,8875	\$1,677	\$4,7100
-	-	20,000	\$3,222	\$2,0100	\$2,685	\$1,6750	\$2,148	\$1,3400
-	-	50,000	\$3,825	\$1,6500	\$3,188	\$1,3750	\$2,550	\$1,1000
-	-	100,000	\$4,650	\$4,6500	\$3,875	\$3,8750	\$3,100	\$3,1000
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,200	\$2,2410	\$1,833	\$1,8675	\$1,467	\$1,4940
-	-	20,000	\$2,558	\$1,9200	\$2,132	\$1,6000	\$1,706	\$1,2800
-	-	40,000	\$2,942	\$1,5240	\$2,452	\$1,2700	\$1,962	\$1,0160
-	-	80,000	\$3,552	\$0,6600	\$2,960	\$0,5500	\$2,368	\$0,4400
-	-	200,000	\$4,344	\$0,7080	\$3,620	\$0,5900	\$2,896	\$0,4720
-	-	400,000	\$5,760	\$1,4400	\$4,800	\$1,2000	\$3,840	\$0,9600
F-2	Factory Industrial—Low Hazard	3,000	\$2,128	\$3,3263	\$1,773	\$2,7719	\$1,418	\$2,2175
-	-	15,000	\$2,527	\$4,3350	\$2,106	\$3,6125	\$1,685	\$2,8900
-	-	30,000	\$3,177	\$2,9700	\$2,648	\$2,4750	\$2,118	\$1,9800
-	-	60,000	\$4,068	\$0,8550	\$3,390	\$0,7125	\$2,712	\$0,5700
-	-	150,000	\$4,838	\$0,6750	\$4,031	\$0,5625	\$3,225	\$0,4500
-	-	300,000	\$5,850	\$1,9500	\$4,875	\$1,6250	\$3,900	\$1,3000
F	F Occupancy Tenant Improvements	2,000	\$1,449	\$3,3930	\$1,208	\$2,8275	\$966	\$2,2620
-	-	10,000	\$1,721	\$4,4160	\$1,434	\$3,6800	\$1,147	\$2,9440
-	-	20,000	\$2,162	\$3,0600	\$1,802	\$2,5500	\$1,442	\$2,0400
-	-	40,000	\$2,774	\$0,8560	\$2,312	\$0,7133	\$1,850	\$0,5707
-	-	100,000	\$3,288	\$0,6960	\$2,740	\$0,5800	\$2,192	\$0,4640
-	-	200,000	\$3,984	\$1,9920	\$3,320	\$1,6600	\$2,656	\$1,3280
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$1,398	\$6,5575	\$1,165	\$5,4646	\$932	\$4,3717
-	-	5,000	\$1,661	\$8,5300	\$1,384	\$7,1083	\$1,107	\$5,6867
-	-	10,000	\$2,087	\$5,8700	\$1,739	\$4,8917	\$1,391	\$3,9133
-	-	20,000	\$2,674	\$1,6700	\$2,228	\$1,3917	\$1,783	\$1,1133
-	-	50,000	\$3,175	\$1,3500	\$2,646	\$1,1250	\$2,117	\$0,9000
-	-	100,000	\$3,850	\$3,8500	\$3,208	\$3,2083	\$2,567	\$2,5667

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$1,779	\$4,1760	\$1,483	\$3,4800	\$1,186	\$2,7840
		10,000	\$2,113	\$5,4360	\$1,761	\$4,5300	\$1,409	\$3,6240
		20,000	\$2,657	\$3,7320	\$2,214	\$3,1100	\$1,771	\$2,4880
		40,000	\$3,403	\$1,0480	\$2,836	\$0,8733	\$2,269	\$0,6987
		100,000	\$4,032	\$0,8640	\$3,360	\$0,7200	\$2,688	\$0,5760
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$2,224	\$10,4250	\$1,853	\$8,6875	\$1,483	\$6,9500
		5,000	\$2,641	\$13,5750	\$2,201	\$11,3125	\$1,761	\$9,0500
		10,000	\$3,320	\$9,3450	\$2,766	\$7,7875	\$2,213	\$6,2300
		20,000	\$4,254	\$2,6450	\$3,545	\$2,2042	\$2,836	\$1,7633
		50,000	\$5,048	\$2,1750	\$4,206	\$1,8125	\$3,365	\$1,4500
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$1,779	\$8,3400	\$1,483	\$6,9500	\$1,186	\$5,5600
		5,000	\$2,113	\$10,8600	\$1,761	\$9,0500	\$1,408	\$7,2400
		10,000	\$2,656	\$7,4760	\$2,213	\$6,2300	\$1,770	\$4,9840
		20,000	\$3,403	\$2,1160	\$2,836	\$1,7633	\$2,269	\$1,4107
		50,000	\$4,038	\$1,7400	\$3,365	\$1,4500	\$2,692	\$1,1600
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$1,779	\$8,3400	\$1,483	\$6,9500	\$1,186	\$5,5600
		5,000	\$2,113	\$10,8600	\$1,761	\$9,0500	\$1,408	\$7,2400
		10,000	\$2,656	\$7,4760	\$2,213	\$6,2300	\$1,770	\$4,9840
		20,000	\$3,403	\$2,1160	\$2,836	\$1,7633	\$2,269	\$1,4107
		50,000	\$4,038	\$1,7400	\$3,365	\$1,4500	\$2,692	\$1,1600
H	H Occupancy Tenant Improvements	1,000	\$1,440	\$6,7590	\$1,200	\$5,6325	\$960	\$4,5060
		5,000	\$1,711	\$8,7960	\$1,426	\$7,3300	\$1,140	\$5,8640
		10,000	\$2,150	\$6,0480	\$1,792	\$5,0400	\$1,434	\$4,0320
		20,000	\$2,755	\$1,7160	\$2,296	\$1,4300	\$1,837	\$1,1440
		50,000	\$3,270	\$1,4040	\$2,725	\$1,1700	\$2,180	\$0,9360
I-1	Institutional—7+ persons, ambulatory	2,000	\$1,922	\$4,5090	\$1,601	\$3,7575	\$1,281	\$3,0060
		10,000	\$2,282	\$5,8560	\$1,902	\$4,8800	\$1,522	\$3,9040
		20,000	\$2,868	\$4,0440	\$2,390	\$3,3700	\$1,912	\$2,6960
		40,000	\$3,677	\$1,1320	\$3,064	\$0,9433	\$2,451	\$0,7547
		100,000	\$4,356	\$0,9480	\$3,630	\$0,7900	\$2,904	\$0,6320
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$2,402	\$5,6363	\$2,002	\$4,6969	\$1,601	\$3,7575
		10,000	\$2,853	\$7,3200	\$2,378	\$6,1000	\$1,902	\$4,8800
		20,000	\$3,585	\$5,0550	\$2,988	\$4,2125	\$2,390	\$3,3700
		40,000	\$4,596	\$1,4150	\$3,830	\$1,1792	\$3,064	\$0,9433
		100,000	\$5,445	\$1,1850	\$4,538	\$0,9875	\$3,630	\$0,7900
I-3	Institutional—6+ persons, restrained	2,000	\$2,402	\$5,6363	\$2,002	\$4,6969	\$1,601	\$3,7575
		10,000	\$2,853	\$7,3200	\$2,378	\$6,1000	\$1,902	\$4,8800
		20,000	\$3,585	\$5,0550	\$2,988	\$4,2125	\$2,390	\$3,3700
		40,000	\$4,596	\$1,4150	\$3,830	\$1,1792	\$3,064	\$0,9433
		100,000	\$5,445	\$1,1850	\$4,538	\$0,9875	\$3,630	\$0,7900
I-4	Institutional—6+ persons, day care	1,000	\$2,402	\$11,2725	\$2,002	\$9,3938	\$1,601	\$7,5150
		5,000	\$2,853	\$14,6400	\$2,378	\$12,2000	\$1,902	\$9,7600
		10,000	\$3,585	\$10,0800	\$2,988	\$8,4000	\$2,390	\$6,7200
		20,000	\$4,593	\$2,8650	\$3,828	\$2,3875	\$3,062	\$1,9100
		50,000	\$5,453	\$2,3250	\$4,544	\$1,9375	\$3,635	\$1,5500
I	I Occupancy Tenant Improvements	1,000	\$1,516	\$7,1130	\$1,263	\$5,9275	\$1,011	\$4,7420
		5,000	\$1,801	\$9,2520	\$1,501	\$7,7100	\$1,200	\$6,1680
		10,000	\$2,263	\$6,3600	\$1,886	\$5,3000	\$1,509	\$4,2400
		20,000	\$2,899	\$1,7960	\$2,416	\$1,4967	\$1,933	\$1,1973
		50,000	\$3,438	\$1,4760	\$2,865	\$1,2300	\$2,292	\$0,9840
L	Labs (California ONLY)	2,000	\$1,947	\$4,5690	\$1,622	\$3,8075	\$1,298	\$3,0460
		10,000	\$2,312	\$5,9400	\$1,927	\$4,9500	\$1,542	\$3,9600
		20,000	\$2,906	\$4,0920	\$2,422	\$3,4100	\$1,938	\$2,7280
		40,000	\$3,725	\$1,1520	\$3,104	\$0,9600	\$2,483	\$0,7680
		100,000	\$4,416	\$0,9600	\$3,680	\$0,8000	\$2,944	\$0,6400
M	Mercantile—Department & Drug Store	1,000	\$2,265	\$10,6388	\$1,888	\$8,8656	\$1,510	\$7,0925
		5,000	\$2,691	\$13,8300	\$2,243	\$11,5250	\$1,794	\$9,2200
		10,000	\$3,383	\$9,4950	\$2,819	\$7,9125	\$2,255	\$6,3300
		20,000	\$4,332	\$2,6850	\$3,610	\$2,2375	\$2,888	\$1,7900
		50,000	\$5,138	\$2,2050	\$4,281	\$1,8375	\$3,425	\$1,4700
		100,000	\$6,240	\$6,2400	\$5,200	\$5,2000	\$4,160	\$4,1600

NEW CONSTRUCTION - INSPECTION / PERMIT FEES

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
			M	Mercantile—Market	2,000	\$2,266	\$5,3175	\$1,888
-	-	10,000	\$2,691	\$6,9000	\$2,243	\$5,7500	\$1,794	\$4,6000
-	-	20,000	\$3,381	\$4,7550	\$2,818	\$3,9625	\$2,254	\$3,1700
-	-	40,000	\$4,332	\$1,3550	\$3,610	\$1,1292	\$2,888	\$0,9033
-	-	100,000	\$5,145	\$1,0950	\$4,288	\$0,9125	\$3,430	\$0,7300
-	-	200,000	\$6,240	\$3,1200	\$5,200	\$2,6000	\$4,160	\$2,0800
M	Mercantile—Motor fuel-dispensing	400	\$2,264	\$26,5613	\$1,887	\$22,1344	\$1,509	\$17,7075
-	-	2,000	\$2,689	\$34,5300	\$2,241	\$28,7750	\$1,793	\$23,0200
-	-	4,000	\$3,380	\$23,7750	\$2,817	\$19,8125	\$2,253	\$15,8500
-	-	8,000	\$4,331	\$6,7350	\$3,609	\$5,6125	\$2,887	\$4,4900
-	-	20,000	\$5,139	\$5,5050	\$4,283	\$4,5875	\$3,426	\$3,6700
-	-	40,000	\$6,240	\$15,6000	\$5,200	\$13,0000	\$4,160	\$10,4000
M	Mercantile—Retail or wholesale store	1,000	\$2,876	\$13,4850	\$2,397	\$11,2375	\$1,917	\$8,9900
-	-	5,000	\$3,416	\$17,5500	\$2,846	\$14,6250	\$2,277	\$11,7000
-	-	10,000	\$4,293	\$12,0900	\$3,578	\$10,0750	\$2,862	\$8,0600
-	-	20,000	\$5,502	\$3,4100	\$4,585	\$2,8417	\$3,668	\$2,2733
-	-	50,000	\$6,525	\$2,7900	\$5,438	\$2,3250	\$4,350	\$1,8600
-	-	100,000	\$7,920	\$7,9200	\$6,600	\$6,6000	\$5,280	\$5,2800
M	M Occupancy Tenant Improvements	1,000	\$2,001	\$9,3863	\$1,668	\$7,8219	\$1,334	\$6,2575
-	-	5,000	\$2,377	\$12,2250	\$1,981	\$10,1875	\$1,585	\$8,1500
-	-	10,000	\$2,988	\$8,4000	\$2,490	\$7,0000	\$1,992	\$5,6000
-	-	20,000	\$3,828	\$2,3650	\$3,190	\$1,9708	\$2,552	\$1,5767
-	-	50,000	\$4,538	\$1,9650	\$3,781	\$1,6375	\$3,025	\$1,3100
-	-	100,000	\$5,520	\$5,5200	\$4,600	\$4,6000	\$3,680	\$3,6800
R-1	Residential—Transient Boarding Houses, Hotels, Motels	2,000	\$4,220	\$0,5438	\$3,516	\$0,4531	\$2,813	\$0,3625
-	-	10,000	\$4,263	\$2,8200	\$3,553	\$2,3500	\$2,842	\$1,8800
-	-	20,000	\$4,545	\$1,1850	\$3,788	\$0,9875	\$3,030	\$0,7900
-	-	40,000	\$4,782	\$0,8550	\$3,985	\$0,7125	\$3,188	\$0,5700
-	-	100,000	\$5,295	\$0,3150	\$4,413	\$0,2625	\$3,530	\$0,2100
-	-	200,000	\$5,610	\$2,8050	\$4,675	\$2,3375	\$3,740	\$1,8700
R-2	Residential—Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,500	\$7,623	\$1,3200	\$6,352	\$1,1000	\$5,082	\$0,8800
-	-	7,500	\$7,702	\$6,7800	\$6,418	\$5,6500	\$5,135	\$4,5200
-	-	15,000	\$8,210	\$2,8350	\$6,842	\$2,3625	\$5,474	\$1,8900
-	-	30,000	\$8,636	\$2,0850	\$7,196	\$1,7375	\$5,757	\$1,3900
-	-	75,000	\$9,574	\$0,7050	\$7,978	\$0,5875	\$6,383	\$0,4700
-	-	150,000	\$10,103	\$6,7350	\$8,419	\$5,6125	\$6,735	\$4,4900
R-3	Dwellings—Custom Homes	1,500	\$4,731	\$4,8825	\$3,943	\$4,0688	\$3,154	\$3,2550
-	-	2,500	\$4,780	\$31,5525	\$3,983	\$26,2938	\$3,187	\$21,0350
-	-	3,500	\$5,096	\$26,3850	\$4,246	\$21,9875	\$3,397	\$17,5900
-	-	4,500	\$5,360	\$29,2538	\$4,466	\$24,3781	\$3,573	\$19,5025
-	-	6,500	\$5,945	\$9,4264	\$4,954	\$7,8554	\$3,963	\$6,2843
-	-	10,000	\$6,275	\$62,7450	\$5,229	\$52,2875	\$4,183	\$41,8300
R-3	Dwellings—Models, First Master Plan	1,500	\$3,733	\$3,8475	\$3,110	\$3,2063	\$2,488	\$2,5650
-	-	2,500	\$3,771	\$24,8925	\$3,143	\$20,7438	\$2,514	\$16,5950
-	-	3,500	\$4,020	\$20,8275	\$3,350	\$17,3563	\$2,680	\$13,8850
-	-	4,500	\$4,228	\$23,0775	\$3,524	\$19,2313	\$2,819	\$15,3850
-	-	6,500	\$4,690	\$7,4357	\$3,908	\$6,1964	\$3,127	\$4,9571
-	-	10,000	\$4,950	\$49,5000	\$4,125	\$41,2500	\$3,300	\$33,0000
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$2,550	\$2,6175	\$2,125	\$2,1813	\$1,700	\$1,7450
-	-	2,500	\$2,576	\$16,9875	\$2,147	\$14,1563	\$1,717	\$11,3250
-	-	3,500	\$2,746	\$14,2575	\$2,288	\$11,8813	\$1,831	\$9,5050
-	-	4,500	\$2,888	\$15,7763	\$2,407	\$13,1469	\$1,926	\$10,5175
-	-	6,500	\$3,204	\$5,0614	\$2,670	\$4,2179	\$2,136	\$3,3743
-	-	10,000	\$3,381	\$33,8100	\$2,818	\$28,1750	\$2,254	\$22,5400
R-3	Dwellings—Alternate Materials	1,500	\$4,526	\$4,6800	\$3,772	\$3,9000	\$3,018	\$3,1200
-	-	2,500	\$4,573	\$30,1500	\$3,811	\$25,1250	\$3,049	\$20,1000
-	-	3,500	\$4,875	\$25,2675	\$4,062	\$21,0563	\$3,250	\$16,8450
-	-	4,500	\$5,127	\$27,9938	\$4,273	\$23,3281	\$3,418	\$18,6625
-	-	6,500	\$5,687	\$9,0236	\$4,739	\$7,5196	\$3,791	\$6,0157
-	-	10,000	\$6,003	\$60,0300	\$5,003	\$50,0250	\$4,002	\$40,0200
R-3	Dwellings—Hillside - Custom Homes	1,500	\$4,673	\$4,8525	\$3,895	\$4,0438	\$3,116	\$3,2350
-	-	2,500	\$4,722	\$31,1175	\$3,935	\$25,9313	\$3,148	\$20,7450
-	-	3,500	\$5,033	\$26,0850	\$4,194	\$21,7375	\$3,355	\$17,3900
-	-	4,500	\$5,294	\$28,9200	\$4,412	\$24,1000	\$3,529	\$19,2800
-	-	6,500	\$5,872	\$9,3021	\$4,894	\$7,7518	\$3,915	\$6,2014
-	-	10,000	\$6,198	\$61,9800	\$5,165	\$51,6500	\$4,132	\$41,3200
R-3	Dwellings—Hillside - Models, First Master Plan	1,500	\$4,673	\$4,8525	\$3,895	\$4,0438	\$3,116	\$3,2350
-	-	2,500	\$4,722	\$31,1175	\$3,935	\$25,9313	\$3,148	\$20,7450
-	-	3,500	\$5,033	\$26,0850	\$4,194	\$21,7375	\$3,355	\$17,3900
-	-	4,500	\$5,294	\$28,9200	\$4,412	\$24,1000	\$3,529	\$19,2800
-	-	6,500	\$5,872	\$9,3021	\$4,894	\$7,7518	\$3,915	\$6,2014
-	-	10,000	\$6,198	\$61,9800	\$5,165	\$51,6500	\$4,132	\$41,3200

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings—Hillside - Production Phase of Master Plan (repeats)	1,500	\$3,548	\$3,690	\$2,957	\$3,075	\$2,366	\$2,460
		2,500	\$3,585	\$23,610	\$2,988	\$19,675	\$2,390	\$15,740
		3,500	\$3,821	\$19,815	\$3,185	\$16,512	\$2,548	\$13,210
		4,500	\$4,020	\$21,952	\$3,350	\$18,293	\$2,680	\$14,635
		6,500	\$4,459	\$7,052	\$3,716	\$5,876	\$2,972	\$4,704
		10,000	\$4,706	\$47,055	\$3,921	\$39,212	\$3,137	\$31,370
R-3	Dwellings—Hillside - Alternate Materials	1,500	\$4,761	\$4,950	\$3,968	\$4,125	\$3,174	\$3,300
		2,500	\$4,811	\$31,717	\$4,009	\$26,431	\$3,207	\$21,145
		3,500	\$5,128	\$26,557	\$4,273	\$22,131	\$3,418	\$17,705
		4,500	\$5,393	\$29,467	\$4,494	\$24,556	\$3,596	\$19,645
		6,500	\$5,983	\$9,497	\$4,986	\$7,914	\$3,988	\$6,314
		10,000	\$6,315	\$63,150	\$5,263	\$52,625	\$4,210	\$42,100
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$4,425	\$0,768	\$3,687	\$0,640	\$2,950	\$0,512
		7,500	\$4,471	\$3,930	\$3,726	\$3,275	\$2,981	\$2,620
		15,000	\$4,766	\$1,650	\$3,971	\$1,375	\$3,177	\$1,100
		30,000	\$5,013	\$1,210	\$4,178	\$1,008	\$3,342	\$0,807
		75,000	\$5,558	\$0,420	\$4,631	\$0,350	\$3,705	\$0,280
		150,000	\$5,873	\$3,915	\$4,894	\$3,262	\$3,915	\$2,610
R	R Occupancy Tenant Improvements	1,000	\$3,258	\$0,832	\$2,715	\$0,699	\$2,172	\$0,557
		5,000	\$3,291	\$4,350	\$2,743	\$3,625	\$2,194	\$2,900
		10,000	\$3,509	\$1,815	\$2,924	\$1,512	\$2,339	\$1,210
		20,000	\$3,690	\$1,350	\$3,075	\$1,125	\$2,460	\$0,900
		50,000	\$4,095	\$0,450	\$3,413	\$0,375	\$2,730	\$0,300
		100,000	\$4,320	\$4,320	\$3,600	\$3,600	\$2,880	\$2,880
S-1	Storage—Moderate Hazard	1,000	\$1,660	\$7,782	\$1,383	\$6,485	\$1,106	\$5,188
		5,000	\$1,971	\$10,140	\$1,643	\$8,450	\$1,314	\$6,760
		10,000	\$2,478	\$6,972	\$2,065	\$5,810	\$1,652	\$4,648
		20,000	\$3,175	\$1,976	\$2,646	\$1,647	\$2,117	\$1,317
		50,000	\$3,768	\$1,608	\$3,140	\$1,340	\$2,512	\$1,072
		100,000	\$4,572	\$4,572	\$3,810	\$3,810	\$3,048	\$3,048
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$1,659	\$15,561	\$1,383	\$12,967	\$1,106	\$10,374
		2,500	\$1,970	\$20,256	\$1,642	\$16,880	\$1,314	\$13,504
		5,000	\$2,477	\$13,944	\$2,064	\$11,620	\$1,651	\$9,296
		10,000	\$3,174	\$3,940	\$2,645	\$3,283	\$2,116	\$2,627
		25,000	\$3,765	\$3,228	\$3,138	\$2,690	\$2,510	\$2,152
		50,000	\$4,572	\$9,144	\$3,810	\$7,620	\$3,048	\$6,096
S-2	Storage—Low Hazard	500	\$2,075	\$19,458	\$1,729	\$16,215	\$1,383	\$12,975
		2,500	\$2,464	\$25,320	\$2,053	\$21,100	\$1,643	\$16,880
		5,000	\$3,097	\$17,415	\$2,581	\$14,512	\$2,065	\$11,610
		10,000	\$3,968	\$4,925	\$3,306	\$4,104	\$2,645	\$3,283
		25,000	\$4,706	\$4,035	\$3,922	\$3,362	\$3,138	\$2,690
		50,000	\$5,715	\$11,430	\$4,763	\$9,525	\$3,810	\$7,620
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$2,201	\$10,320	\$1,834	\$8,600	\$1,467	\$6,880
		5,000	\$2,614	\$13,425	\$2,178	\$11,187	\$1,743	\$8,950
		10,000	\$3,285	\$9,240	\$2,738	\$7,700	\$2,190	\$6,160
		20,000	\$4,209	\$2,620	\$3,508	\$2,183	\$2,806	\$1,747
		50,000	\$4,995	\$2,130	\$4,163	\$1,775	\$3,330	\$1,420
		100,000	\$6,060	\$6,060	\$5,050	\$5,050	\$4,040	\$4,040
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$1,895	\$8,898	\$1,579	\$7,415	\$1,264	\$5,932
		5,000	\$2,251	\$11,568	\$1,876	\$9,640	\$1,501	\$7,712
		10,000	\$2,830	\$7,968	\$2,358	\$6,640	\$1,886	\$5,312
		20,000	\$3,626	\$2,252	\$3,022	\$1,876	\$2,418	\$1,501
		50,000	\$4,302	\$1,836	\$3,585	\$1,530	\$2,868	\$1,224
		100,000	\$5,220	\$5,220	\$4,350	\$4,350	\$3,480	\$3,480
S	S Occupancy Tenant Improvements	1,000	\$1,611	\$7,567	\$1,342	\$6,306	\$1,074	\$5,045
		5,000	\$1,913	\$9,825	\$1,594	\$8,187	\$1,276	\$6,550
		10,000	\$2,405	\$6,765	\$2,004	\$5,637	\$1,603	\$4,510
		20,000	\$3,081	\$1,905	\$2,568	\$1,587	\$2,054	\$1,270
		50,000	\$3,653	\$1,575	\$3,044	\$1,312	\$2,435	\$1,050
		100,000	\$4,440	\$4,440	\$3,700	\$3,700	\$2,960	\$2,960
U	Accessory—Agricultural Building	600	\$1,970	\$15,393	\$1,641	\$12,821	\$1,313	\$10,265
		3,000	\$2,339	\$20,040	\$1,949	\$16,700	\$1,559	\$13,360
		6,000	\$2,940	\$13,785	\$2,450	\$11,487	\$1,960	\$9,190
		12,000	\$3,767	\$3,895	\$3,140	\$3,245	\$2,512	\$2,597
		30,000	\$4,469	\$3,195	\$3,724	\$2,662	\$2,979	\$2,130
		60,000	\$5,427	\$9,045	\$4,523	\$7,575	\$3,618	\$6,030
U	Accessory—Barn or Shed	200	\$1,506	\$35,325	\$1,255	\$29,437	\$1,004	\$23,550
		1,000	\$1,788	\$45,930	\$1,490	\$38,275	\$1,192	\$30,620
		2,000	\$2,248	\$31,620	\$1,873	\$26,350	\$1,498	\$21,080
		4,000	\$2,880	\$8,950	\$2,400	\$7,458	\$1,920	\$5,967
		10,000	\$3,417	\$7,320	\$2,848	\$6,100	\$2,278	\$4,880
		20,000	\$4,149	\$20,745	\$3,458	\$17,287	\$2,766	\$13,830

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
U	Accessory—Private Garage	200	\$1,506	\$35,3250	\$1,255	\$29,4375	\$1,004	\$23,5500
-	-	1,000	\$1,788	\$45,9300	\$1,490	\$38,2750	\$1,192	\$30,6200
-	-	2,000	\$2,248	\$31,6200	\$1,873	\$26,3500	\$1,498	\$21,0800
-	-	4,000	\$2,880	\$8,9500	\$2,400	\$7,4583	\$1,920	\$5,9667
-	-	10,000	\$3,417	\$7,3200	\$2,848	\$6,1000	\$2,278	\$4,8800
-	-	20,000	\$4,149	\$20,7450	\$3,458	\$17,2875	\$2,766	\$13,8300
U	Accessory—Other	1,000	\$1,970	\$9,2400	\$1,641	\$7,7000	\$1,313	\$6,1600
-	-	5,000	\$2,339	\$12,0150	\$1,949	\$10,0125	\$1,560	\$8,0100
-	-	10,000	\$2,940	\$8,2800	\$2,450	\$6,9000	\$1,960	\$5,5200
-	-	20,000	\$3,768	\$2,3400	\$3,140	\$1,9500	\$2,512	\$1,5600
-	-	50,000	\$4,470	\$1,9200	\$3,725	\$1,6000	\$2,980	\$1,2800
-	-	100,000	\$5,430	\$5,4300	\$4,525	\$4,5250	\$3,620	\$3,6200
-	Other Tenant Improvements	1,000	\$2,064	\$9,6825	\$1,720	\$8,0687	\$1,376	\$6,4550
-	-	5,000	\$2,452	\$12,6150	\$2,043	\$10,5125	\$1,635	\$8,4100
-	-	10,000	\$3,083	\$8,6550	\$2,569	\$7,2125	\$2,055	\$5,7700
-	-	20,000	\$3,948	\$2,4650	\$3,290	\$2,0542	\$2,632	\$1,6433
-	-	50,000	\$4,688	\$1,9950	\$3,906	\$1,6625	\$3,125	\$1,3300
-	-	100,000	\$5,685	\$5,6850	\$4,738	\$4,7375	\$3,790	\$3,7900
R-3	Residential Room Addition	50	\$1,735	\$9,0000	\$1,446	\$7,5000	\$1,157	\$6,0000
-	-	250	\$1,753	\$46,2150	\$1,461	\$38,5125	\$1,169	\$30,8100
-	-	500	\$1,868	\$19,3650	\$1,557	\$16,1375	\$1,246	\$12,9100
-	-	1,000	\$1,965	\$14,3150	\$1,638	\$11,9292	\$1,310	\$9,5433
-	-	2,500	\$2,180	\$4,8450	\$1,817	\$4,0375	\$1,453	\$3,2300
-	-	5,000	\$2,301	\$46,0200	\$1,918	\$38,3500	\$1,534	\$30,6800
<b>SHELL BUILDINGS</b>								
-	All Shell Buildings	1,000	\$1,660	\$7,7820	\$1,383	\$6,4850	\$1,106	\$5,1880
-	-	5,000	\$1,971	\$10,1400	\$1,643	\$8,4500	\$1,314	\$6,7600
-	-	10,000	\$2,478	\$6,9720	\$2,065	\$5,8100	\$1,652	\$4,6480
-	-	20,000	\$3,175	\$1,9760	\$2,646	\$1,6467	\$2,117	\$1,3173
-	-	50,000	\$3,768	\$1,6080	\$3,140	\$1,3400	\$2,512	\$1,0720
-	-	100,000	\$4,572	\$4,5720	\$3,810	\$3,8100	\$3,048	\$3,0480
A-2	Shell: Assembly—Food & Drink	1,000	\$1,660	\$7,7820	\$1,383	\$6,4850	\$1,106	\$5,1880
-	-	5,000	\$1,971	\$10,1400	\$1,643	\$8,4500	\$1,314	\$6,7600
-	-	10,000	\$2,478	\$6,9720	\$2,065	\$5,8100	\$1,652	\$4,6480
-	-	20,000	\$3,175	\$1,9760	\$2,646	\$1,6467	\$2,117	\$1,3173
-	-	50,000	\$3,768	\$1,6080	\$3,140	\$1,3400	\$2,512	\$1,0720
-	-	100,000	\$4,572	\$4,5720	\$3,810	\$3,8100	\$3,048	\$3,0480
B	Shell: Business—Clinic, Outpatient	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
B	Shell: Business—Professional Office	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
M	Shell: Mercantile—Department & Drug Store	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100
-	Other Shell Building	1,000	\$2,075	\$9,7275	\$1,729	\$8,1063	\$1,383	\$6,4850
-	-	5,000	\$2,464	\$12,6750	\$2,053	\$10,5625	\$1,643	\$8,4500
-	-	10,000	\$3,098	\$8,7150	\$2,581	\$7,2625	\$2,065	\$5,8100
-	-	20,000	\$3,969	\$2,4700	\$3,308	\$2,0583	\$2,646	\$1,6467
-	-	50,000	\$4,710	\$2,0100	\$3,925	\$1,6750	\$3,140	\$1,3400
-	-	100,000	\$5,715	\$5,7150	\$4,763	\$4,7625	\$3,810	\$3,8100

\* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.

**MASTER FEE SCHEDULE**

**Section 5: Building**

**Mechanical, Electrical & Plumbing Schedules**

<b><u>ADMINISTRATIVE AND MISC. FEES</u></b>	<b><u>Existing Fee</u></b>	<b><u>Proposed</u></b>
	<b><u>Per Uniform Code</u></b>	
Permit Issuance	\$ 23.50	\$ 94
Supplemental Permit Issuance	\$ 7.25	\$ 94
<b><u>MECHANICAL PERMIT FEES</u></b>		
Stand Alone Mechanical Plan Check (hourly rate)	\$ 49.50	\$ 126
<b>Unit Fees</b>		
A/C, Residential (each)		\$ 199
Furnace (F.A.U., Floor)	\$ 14.80	\$ 262
Heater (Wall)	\$ 14.80	\$ 262
Appliance Vent/Chimney (only)	\$ 7.25	\$ 189
Refrigeration Compressor		\$ 168
Boiler		\$ 252
Chiller		\$ 252
Heat Pump (Package Unit)		\$ 315
Heater (Unit, Radiant, etc.)		\$ 315
Air Handler	\$ 10.65	\$ 315
Duct Work (only)		\$ 440
Evaporative Cooler	\$ 10.65	\$ 252
Make-up Air System		\$ 189
Moisture Exhaust Duct (Clothes Dryer)		\$ 189
Vent Fan, Single Duct (each)	\$ 7.25	\$ 189
Vent System	\$ 10.65	\$ 189
Exhaust Hood and Duct (Residential)	\$ 10.65	\$ 252
Exhaust Hood, Type I (Commercial Grease Hood)		\$ 315
Exhaust Hood, Type II (Commercial Steam Hood)		\$ 315
Non-Residential Incinerator	\$ 18.20	\$ 377
Refrigerator Condenser Remote		\$ 377
Walk-in Box/Refrigerator Coil		\$ 377
Not listed (each)	\$ 10.65	\$ 252
Other Mechanical Inspections (per half hour)	\$ 49.50	\$ 63
<b><u>PLUMBING / GAS PERMIT FEES</u></b>		
Stand Alone Plumbing Plan Check (hourly rate)	\$ 49.50	\$ 189
<b>Unit Fees</b>		
Fixtures (each)	\$ 9.80	\$ 189
<b>Gas System</b>		
First Outlet	\$ 6.15	\$ 189
Each Additional Outlet	\$ 1.10	\$ 252

Building Sewer	\$ 24.65	\$ 315
Grease Trap	\$ 9.80	\$ 189
<b>Backflow Preventer</b>		
First 5	\$ 12.30	\$ 189
Each after the First 5	\$ 2.25	\$ 189
Roof Drain--Rainwater System	\$ 9.80	\$ 189
<b>Water Heater</b>		
First Heater	\$ 12.30	\$ 189
Each Additional Heater	\$ 12.30	\$ 126
Water Pipe Repair/Replacement (ea. Outlet)	\$ 4.75	\$ 126
Drain-Vent Repair/Alterations	\$ 4.75	\$ 126
Drinking Fountain	\$ 9.80	\$ 126
Solar Water System Fixtures (solar panels, tanks, water treatment equipment)		\$ 692
Graywater Systems (per hour)		\$ 440
Medical Gas System (Each Outlet)		\$ 629
Other Plumbing and Gas Inspections (per hour)	\$ 49.50	\$ 126
<b><u>ELECTRICAL PERMIT FEES</u></b>		
Stand Alone Electrical Plan Check (hourly rate)	\$ 49.50	\$ 189
<b>System Fees:</b>		
Private, Residential, In-ground Swimming Pools (each new)	\$ 49.50	\$ 63
Single Phase Service (per 100 amps)		\$ 377
Three Phase Service (per 100 amps)		\$ 377
15 or 20 amp, first 10 circuits (each)		\$ 440
15 or 20 amp, next 90 circuits (each)		\$ 409
15 or 20 amp, over 100 circuits (each)		\$ 514
25 to 40 amp circuits (each)		\$ 377
50 to 175 amp circuits (each)		\$ 503
200 amp and larger circuits (each)		\$ 126
Temporary Service (each)	\$ 23.50	\$ 189
Temporary Pole (each)	\$ 23.50	\$ 252
Pre-Inspection (per half hour)		\$ 126
Generator Installation (per kW)	\$ 23.50	\$ 189
<b>Lighting Fixtures</b>		
First 10	\$ 1.10	\$ 189
Each additional 10	\$ 0.73	\$ 189
Pole or platform-mounted lighting fixtures (each)	\$ 1.10	\$ 252
Theatrical-type lighting fixtures or assemblies (each)	\$ 1.10	\$ 440
<b>Residential Appliances</b>		
Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter mounted cooking tops; electric ranges; self-contained room console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances (each not exceeding one horsepower (HP) in rating (each)	\$ 4.75	\$ 377
<b>Nonresidential Appliances</b>		

Residential appliances and self-contained factory-wired, nonresidential appliances, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ -	\$ 440
Residential appliances and self-contained factory-wired, nonresidential appliances not exceeding one horsepower (HP), kilowatt (kW), or kilovolt-ampere (kVA) in rating, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ 4.75	\$ 315
<b>Power Apparatus</b>		
Up to and including 1 (each)	\$ 4.75	\$ 189
Over 1 and not over 10 (each)	\$ 12.30	\$ 189
Over 10 and not over 50 (each)	\$ 24.60	\$ 315
Over 50 and not over 100 (each)	\$ 49.50	\$ 315
Over 100 (each)	\$ 74.50	\$ 503
<b>Busways</b>		
Trolley and plug-in-type busways - each 100 feet or fraction thereof	\$ 7.25	\$ 440
<b>Signs, Outline Lighting, and Marquees</b>		
Signs, Outline Lighting, or Marquees supplied from one branch circuit (each)	\$ 24.60	\$ 189
Additional branch circuits within the same sign, outline lighting system, or marquee (each)	\$ 4.75	\$ 189
<b>Services</b>		
Services of 600 volts or less, up to 200 amperes in rating (each)	\$ 30.50	\$ 252
Services of 600 volts or less, 201-1000 amperes in rating (each)	\$ 62.15	\$ 252
Services over 600 volts or over 1000 amperes in rating (each)	\$ 124.30	\$ 440
<b>Miscellaneous Apparatus, Conduits, and Conductors</b>		
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth	\$ 18.20	\$ 252
<b>Photovoltaic Systems (each)</b>		
Other Electrical Inspections (per half hour)	\$ -	\$ 126
<b><u>OTHER INSPECTIONS AND FEES</u></b>		
Inspections outside of normal business hours, 0-2 hours (minimum charge)	\$ 49.50	\$ 252
Each additional hour or portion thereof	\$ 49.50	\$ 126
Reinspection Fee (per hour)	\$ 49.50	\$ 126
Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)	\$ 49.50	\$ 126
Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)	\$ 49.50	\$ 126

**MASTER FEE SCHEDULE**

**Section 5: Building**

**Miscellaneous Building Fees**

	<u>Existing Fee</u>	<u>Proposed</u>
<b>Acoustical Review</b>		
Single Family Home/Duplex - New		\$ 2,019
Single Family Home/Duplex - Addition/Alteration		\$ 2,774
Multi-Family/Commercial		\$ 4,284
Address Assignment		\$ 258
<b>Antenna-Telecom Facility</b>		
Radio		\$ 572
Cellular/Mobile Phone, free-standing		\$ 572
Cellular/Mobile Phone, attached to building		\$ 572
<b>Application Meeting</b>		
First Hour		\$ 145
Each additional hour		\$ 145
Arbor/Trellis		\$ 572
Awning/Canopy (supported by building)		\$ 399
Balcony addition		\$ 541
Carport		\$ 777
Chimney Repair		\$ 462
<b>Close Existing Openings</b>		
Interior wall		\$ 415
Exterior wall		\$ 415
Commercial Coach (per unit)		\$ 541
Covered Porch		\$ 510
Deck (wood)		\$ 510
Deck Railing		\$ 399
<b>Demolition (up to 3,000 sf)</b>		
Commercial		\$ 494
Residential		\$ 494
Disabled Access Compliance Inspection		\$ 541

**MASTER FEE SCHEDULE**

**Section 6: Planning**

Fee Description		Adopted Fee	
		19-Jun-12	Proposed
Variance		\$ 895.00	\$ 937
<b>Use Permits</b>			\$ -
Conditional Use Permit		\$ 895.00	\$ 975
Temporary Use Permit		\$ 124.00	\$ 373
Exceptions (Historic Residential District)		\$ 74.00	\$ 373
Home Day Care		\$ -	\$ 373
<b>Site Plan / Architectural Review</b>			\$ -
0-1 Acre		\$ 1,000.00	\$ 2,147
1-10 Acres		\$ 3,000.00	\$ 3,255
10+ Acres (Applicable hourly rate with deposit)			\$ -
<b>Site Plan / Architectural Review (Non-Residential)</b>			\$ -
0-1 Acre	Up to	\$ 1,800.00	\$ 2,147
1-10 Acres		\$ 11,600.00	\$ 3,255
10+ Acres (Applicable hourly rate with deposit)			\$ -
Tentative Parcel Map (0-4 Lots)		\$ 372.00	\$ 1,065
Lot Line Adjustments / Merger Processing		\$ 358.00	\$ 399
<b>Tentative Subdivision Map</b>		<del>\$ 1,115.00</del>	\$ -
5-100 Units	Up to	\$ 2,600.00	\$ 3,054
100+ Units (Applicable hourly rate with deposit)			\$ -
Condo Map		\$ -	\$ 3,054
Tentative Map Extension		\$ 372.00	\$ 373
<b>Planned Unit Development</b>			\$ -
0-5 Acres		\$ 2,200.00	\$ 5,145
5+ Acres (Applicable hourly rate with deposit)			\$ -
Annexations		\$ 1,484.00	\$ 4,457
Final Parcel Map		\$ 371.00	\$ 480
Final Subdivision Map		\$ 630.00	\$ 480
Appeals Planning Comm/City Council		\$ 74.00	\$ 399
<b>Rezoning/Prezoning</b>			\$ -
0-10 Acres		\$ 2,200.00	\$ 2,170
10+ Acres (Applicable hourly rate with deposit)			\$ -
<b>General Plan Amendment</b>			\$ -
0-10 Acres		\$ 1,484.00	\$ 2,170
10+ Acres (Applicable hourly rate with deposit)		\$ 1,484.00	\$ -
<b>Special Plan Amendment</b>			\$ -

MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Adopted Fee	
		19-Jun-12	Proposed
0-10 Acres		\$ 1,484.00	\$ 2,170
10+ Acres (Applicable hourly rate with deposit)		\$ 1,484.00	\$ -
Custom Homes			\$ 427
Demolition Permit (Historic District Resource Assessment)			\$ 173
Ordinance Amendment-Text or other		\$ 1,484.00	\$ 2,182
Design Review		\$ 74.00	\$ 173
Planning & Zoning Insp. -Letter of Compliance		\$ 61.00	\$ 77
Work of - Professional Staff - Director, per hour		\$ 116.00	\$ 157
Work of - Paraprofessional Staff - Assoc. Planner, per hour		\$ 77.00	\$ 134
Work of - Clerical Staff, per hour		\$ 59.00	\$ 106
Public Hearing Notice		\$ 75.00	\$ 137
Water Efficient Landscaping Ordinance Compliance		\$25 + Cost of Outside Services or \$77/hour	\$ 41
<b><u>Deposits applied toward Actual Costs of Staff, Attorneys, Consultants</u></b>			\$ -
Development Agreement - Minimum Deposit Required		\$ 20,000.00	\$ -
Environmental Impact Report (EIR), Minimum Deposit Required		\$ 20,000.00	\$ -
Categorical Exemption		\$ 250.00	\$ -
Initial Study / Environmental Determination at Actual Cost, Min. Deposit Required		\$ 12,000.00	\$ -
Mitigation Monitoring Program, at Actual Cost - Minimum Deposit		\$ 5,000.00	\$ -
Annexation into Community Facilities District #2, Min. Deposit		\$ 10,000.00	\$ -

**MASTER FEE SCHEDULE**

**Section 7: Business Tax License**

Fee Description	Current Tax	
<b>BUSINESS LICENSE, GROSS RECEIPTS SCHEDULE:</b>		
<b>Class A <sup>(1)</sup> - retail sales, contractors, subcontractors, restaurants, property management or leasing, rentals, personal or repair services, etc.</b>		
<b>Class B <sup>(1)</sup> -professionals such as attorneys, architects, accountants, real estate agents and brokers, appraisers, doctors, consultants, engineers, bookkeepers, investigators, developers, advertising agents, interior designers, etc.</b>		
	Class	
	A <sup>(1)</sup>	B <sup>(1)</sup>
Gross Receipts : 0 - 40,000	50.00	76.00
Gross Receipts : 40,000 - 60,000	60.00	90.00
Gross Receipts : 60,000 - 80,000	70.00	96.00
Gross Receipts : 80,000 - 100,000	80.00	120.00
Gross Receipts : 100,000 - 120,000	90.00	136.00
Gross Receipts : 120,000 - 140,000	100.00	150.00
Gross Receipts : 140,000 - 160,000	110.00	166.00
Gross Receipts : 160,000 - 180,000	120.00	180.00
Gross Receipts : 180,000 - 200,000	130.00	196.00
Gross Receipts : 200,000 - 240,000	146.00	220.00
Gross Receipts : 240,000 - 280,000	170.00	256.00
Gross Receipts : 280,000 - 320,000	190.00	286.00
Gross Receipts : 320,000 - 360,000	210.00	316.00
Gross Receipts : 360,000 - 400,000	230.00	346.00
Gross Receipts : 400,000 - 450,000	250.00	376.00
Gross Receipts : 450,000 - 500,000	270.00	406.00
Gross Receipts : 500,000 - 550,000	290.00	436.00
Gross Receipts : 550,000 - 600,000	310.00	466.00
Gross Receipts : 600,000 - 700,000	330.00	646.00
Gross Receipts : 700,000 - 800,000	350.00	766.00
Gross Receipts : 800,000 - 900,000	370.00	826.00
Gross Receipts : 900,000 - 1,000,000	390.00	886.00
For each add'l \$100,000 or fraction thereof :	15.00	15.00
<b>BUSINESS LICENSE, MISCELLANEOUS FEE SCHEDULE</b>		
Apartments, Hotels, Motels & Mobile Home Parks - per unit for fourplexes & up <sup>(1)</sup>	\$5.30	
Amusement/Vending Machines, per Gross Receipts schedule, except for:		
Billiard and Pool Rooms - for first table <sup>(1)</sup>	\$31.90	
Each additional table	\$15.90	
Circus, per Day	\$213.00	
Carnivals, per Day	\$213.00	
Night Clubs, per year <sup>(1)</sup>	\$532.50	
Dance Halls, per year <sup>(1)</sup>	\$532.50	
Mechanical Amusement, per year per machine (music mechanical or video devices)	\$21.30	

**MASTER FEE SCHEDULE**

**Section 7: Business Tax License**

<b>Fee Description</b>	<b>Current Tax</b>
Ambulance Service - per ambulance, per year	\$53.20
Auctioneer	\$53.20
Administrative Offices with No Gross Receipts <sup>(1)</sup> , the greater of:	\$50.00 or .1% of gross operating expenses
Itinerant Merchant, Peddlers (Temporary sales up to 190 days) and must post a bond	\$266.20
Principal Solicitor without a regular place of business in the City (and must post bond)	\$266.20
Additional Solicitors	\$21.30
Solicitor who is a bona fide resident of the city, applying as an individual	\$47.90
Bingo - for profit	\$53.20
Contractors and trades based outside City	\$133.10
Plus for each associate or employee working within the City	\$26.60
Service firms based outside the City	\$50.00
Plus for each associate or employee working within the City	\$25.00
Transportation & Trucking - for the first truck, per year	\$42.60
Additional truck, per year	\$21.30
<b>(1) SAFETY INSPECTION FEE</b>	
<b><sup>(1)</sup> In addition to the above, businesses within the city are charged a Safety inspection fee, per year</b>	<b>\$24.90 plus \$0.027 per square foot</b>

**MASTER FEE SCHEDULE**

**Section 8: SSWA WATER RATES**

**ADOPTED APRIL 13, 2015**  
**(As Established by SSWA-JPA Resolution)**

<b>Fee Description</b>	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
<b>WATER DEPARTMENT</b>		
Late Charge (Late Penalty-Water Bills)	10% of balance	10% of balance
Same Day Reconnection Fee	\$35.00	\$35.00
Collection Fee	\$21.30	\$21.30
Unauthorized Turn-on Fee	\$42.60	\$42.60
Curb Stop Damage Fee	\$235.30	\$235.30
Meter Lock Damage Fee	\$42.60	\$42.60
Emergency Connection Fee (Outside of Reg Business Hours)	\$35.00	\$35.00
Water Deposit	\$30.00	\$30.00
Maximum Deposit	\$180.00	\$180.00
Hydrant Meter Deposit	\$750.00	\$750.00
<b>WATER CONNECTION FEES</b>		
	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
Single-Family Homes - 3/4" meter	\$5,595.00	\$5,595.00
Other Customer Classes - 3/4" meter	\$5,595.00	\$5,595.00
- 1" meter	\$9,405.00	\$9,405.00
- 1 1/2" meter	\$18,754.00	\$18,754.00
- 2" meter	\$30,019.00	\$30,019.00
- 3" meter	\$56,319.00	\$56,319.00
- 4" meter	\$93,887.00	\$93,887.00
- 6" meter	\$187,717.00	\$187,717.00
<b>WATER METER - SET FEES</b>		
	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
3/4 " Single-Family Residence	\$408.00	\$408.00
3/4 "	\$408.00	\$408.00
1 "	\$446.00	\$446.00
1 1/2 "	\$708.00	\$708.00
2 "	\$978.00	\$978.00
3"	\$1,835.00	\$1,835.00
4"	\$3,158.00	\$3,158.00
6"	\$5,018.00	\$5,018.00
Water Construction Sites	\$20.45	\$20.45

**MASTER FEE SCHEDULE**

**Section 8: SSWA WATER RATES**

**ADOPTED APRIL 13, 2015**  
**(As Established by SSWA-JPA Resolution)**

<b>Fee Description</b>	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
<b>WATER BI-MONTHLY SERVICE CHARGES</b>	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
Single-Family Customers	\$44.11	\$47.64
3/4" Meter	\$44.11	\$47.64
1" Meter.	\$70.03	\$75.63
1 1/2" Meter	\$87.30	\$94.29
2" Meter	\$173.68	\$187.57
3" Meter	\$260.05	\$280.86
4" Meter	\$346.43	\$374.15
6" Meter	\$864.69	\$933.86
<b>RESIDENTIAL COMMODITY RATES</b>	<b>Effective 7/1/2015</b>	<b>Effective 7/1/2016</b>
0 to 13 CCF	\$1.99	\$2.15
14 to 32 CCF	\$1.99	\$2.15
33 to 48 CCF	\$1.99	\$2.15
49+ CCF	\$1.99	\$2.15
<b>NON-RESIDENTIAL COMMODITY RATE</b>		
All water usage above minimum	\$1.99	\$2.15

**MASTER FEE SCHEDULE**

**Section 9: FSSD SEWER CONNECTION FEES**

**Effective 7/1/08**

**(As Established by Fairfield-Suisun Sewer District Resolution)**

<b>Fee Description</b>	<b>Current Fee</b>
<b>SEWER CONNECTION FEES</b>	
Single-Family Dwelling	\$5,943.00
Multi-Family Dwelling-First Unit	\$5,943.00
Multi-Family Dwelling: Each Additional Unit in Same Building	\$3,566.00
Trailer Court, Mobile Home Park, Hotel, Auto Court, Motel,	
Rooming House: First Unit	\$5,943.00
Each Additional Unit	\$2,971.00

**MASTER FEE SCHEDULE**

**Section 10: MISCELLANEOUS**

Fee Description	Current Fee	
	19-Jun-12	Proposed
<b>MISCELLANEOUS FEES</b>		
Copies of City Records		
Copies/pdf's Limited by Statute (per page)	\$0.10	\$ 0.10
Document Search (per hour)	\$30.00	\$ 63.00
City Council Agenda Subscription (Annual)	\$53.00	\$ 125.00
City Budget (per document copy)	\$42.00	\$ -
CD / DVD Fee	\$25.00	\$ 17.00
Special Handling charge (Express mailing, etc.)	\$7.00	\$ -
Returned Checks	\$25.00	\$ 28.00
Check Reissue (requires stop payment request)	\$0.00	\$ 53.00
Express Check Request	\$0.00	\$ 28.00
Abandoned and Distressed Properties Registration Fee	\$50.00	\$ -

## SSWA ROW LEASE ANALYSIS

MGT of American, Inc. (MGT) is pleased to deliver this report of our analysis of the cost-value inherent in the City of Suisun City's right-of way (ROW) applicable to the water distribution system owned and operated by the Suisun-Solano Water Authority (SSWA). The study was undertaken to calculate a fair-market value of the space occupied by the subterranean utility piping.

### FINDINGS

Our study indicates:

- ❖ The "rental value" of the City's underground right-of-way for the water lines (main and lateral) owned and used by SSWA equals \$346,239 given the assumptions detailed in the Calculation section of this report.
- ❖ The data used in this analysis can also be used by the City in constructing "displacement" fees for applicants wishing to use public right-of-way surface areas.
- ❖ It is our opinion that the establishment of a "rental value" for the City's right of way is a fee-for-service activity and does not require a vote of the Suisun City electorate.

### BACKGROUND

The public right of way (ROW) is an extremely valuable governmental asset. A 1998 "white paper" prepared for the National Association of Telecommunications Officers and Advisors (NATOA) stated that "Local governments have a duty and an obligation to bear the costs of acquiring and maintaining the public right of way...(a key principle of the right of way is that) commercial use of public property for private profit requires equitable, fair, and reasonable compensation for its use." The issue of "reasonable compensation" necessarily raises questions concerning both equity and legality, and is the basis of this analysis.

Many California local governments own and operate their own water distribution systems. Those that do not use private water companies or other governmental jurisdictions water agencies for this "product". In all cases, however, the water transmission lines are contained within the public right of way.

**Legal Issues.** What is a tax, and what is a fee for service? Does a charge for a service require a vote of the people, or can it be administratively set? These are important issues when addressing the public right-of-way question. Inasmuch as there is no definitive case law in this area at this time on this subject, we have approached the question of allowability based on existing legislation and administrative rulings, and private utility accounting principles.

Propositions 13, 62, and 218 set the stage for defining taxes versus administratively set fees. Court rulings involving the legality of in-lieu and general transfer fees charged to governmental, captive water utilities, indicated that the charges were not supportable without documented cost of service analysis (Jarvis vs. City of Roseville (2002) 97 Cal. App. 4<sup>th</sup> 637; Jarvis v. City of Fresno (2005) 127 Cal. App. 4<sup>th</sup> 914; and Bighorn-Desert View Water Agency vs. Beringson (2006). Other legislative and administrative rulings (e.g., California Attorney General Opinion 92-506 and California GC 66014), clearly note that a

charge for a governmental service must be fair and equitable, and tied to a specific, documentable cost calculation. From the federal government's side, the executive order establishing the accounting principles of central service overhead cost calculation (OMB 87) has as its core the requirement to be "fair and equitable", and documentable.

In summary, an administrative fee or charge for a governmental service must be cost-based and supportable.

***Private Sector Investor-Owned Utilities Similarities:*** It is common practice for investor-owned electric utilities (IOU's), to pay for right-of-way use associated with their above- and below-ground distribution and transmission lines. In fact, the Federal Energy Regulatory Commission (FERC), which regulates these utilities, has established accounts to record such payments. This includes account 589-Rents, the definition of which states: "This account shall include rents of property of others used, occupied, or operated in connection with the distribution system...for the use and occupancy of public lands and reservations for distribution line rights of way". In other words, the state of California is collecting money from the IOU's for the right-of-way they own, and the same principle should apply to a city collecting rent for its ROW from its (structurally) independent enterprise fund.

Similarly, FERC accounting guidelines has also established account, 454, for "Rent from Electric Property – This account shall include rents received for the use by others of **land** (emphasis added), buildings, and other property devoted to electric operations by the utility." Since FERC represents the industry standard, it is common practice for City-owned (municipal) electric utilities to follow FERC practices. It is also common practice for municipal electric utilities to charge private telephone companies to attach items to their utility poles and the land that these poles are sitting on is actually owned by the cities as public land.

In summary, rent of land is common practice for utilities.

## Analysis Methodology

Prices generally measure cost, with "generally" being the operative word. In most all pricing decisions, cost may be the primary component of price but other considerations also come into play: loss-leader marketing, economy of scale, monopoly position, etc. The underground right-of-way is somewhat unique in that while exceedingly valuable, it is exceedingly valuable to only a select group of potential users.

***General Guidance.*** OMB A-87, the federal guideline for indirect cost calculation states that rental costs are allowable to the extent that the "rates are reasonable in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and, the type, life expectancy, condition, and value of the property leased." (Attachment B, sec. 38). Governmental jurisdictions routinely charge enterprise funds a rental, or proportionate depreciation rate, for using public (office) space.

The issue in valuing the underground "footprint", therefore, lies in the question: what is it worth? The reality is that it is not really saleable or transferable, nor is there is history of transactions to provide a guide to valuation. The area is publicly and not individually owned. Finally, use of the subterranean space is limited to only a select number of businesses. To answer that question one must know (1) how valuable it is, and to whom, and (2) what is the correct proportion of the underground space associated with utility services.

## Calculation

The following section details the calculation for a rental charge established to value the municipal-owned subterranean space. The analysis has the following primary points:

1. Subterranean space is land, and land values can be assigned according to accepted property assessment principles.
2. Costs per square foot can be determined based on valuation, and can be assigned to occupied space within the public right-of-way. This information would also prove useful in determining above-ground rental values for selected user fees.
3. The cost-value of the space can be redefined as a rent charge.

The resultant calculation is: Value of adjacent land x use factor degradation factor x Length of area occupied by each utility (main and lateral pipes) x width of area occupied by each utility x opportunity cost/rate of return.

*Land Value:* The first issue is the “dollar value” of the land. The second issue is “dollar quality” of the land, e.g., there are differing values within each area according to its salability. In this regard, values must be apportioned to street level, aerial (above a fixed height, say 40 feet), and subterranean (basements and underground).

- ❖ *Assessed Value – Parcel Count – Acreage (square feet) Data.* MGT used the City’s data to obtain the aforementioned information. The City currently has 8,399 water customers and the total assessed valuation of land (89.2 million square feet) based on County records is \$465,534,043.

Note: Use of the assessed land value per the assessment rolls is clearly a conservative approach, especially for the commercial and industrial components, vis-à-vis likely current appraisals. It is also likely that residential land values (on the whole) are higher than those listed on the assessment rolls – even given the Great Recession economic retrenchment.

- ❖ *Dollar Quality factor* – It is widely recognized in the industry that subterranean property has value, but it is generally valued at less than surface or first floor value. The noted appraiser and author George L. Schmutz suggested in his book *Condemnation Appraisal Handbook* (1949, pp. 160-161) that values for a parcel of land (excluding buildings and improvements) are in the following ranges:
  - Subterranean equal to 10% - 50% of assessed value.
  - Surface or first floor equal to 100% of assessed value.
  - Overhead easements equal to 10% - 30%.

Donald Sherwood’s valuation matrix published in *Right of Way* magazine (May/June 2006) *Easement Valuation* indicated a value of 11% - 25% for subsurface or air rights that have minimal effect on use. Another article discussing fee payments in *Right of Way* magazine (March/April 2008) *Appraising Pipeline Easements*, by Gary Valentine, used 30% for the “fee encumbered.”

For purposes of this analysis, we have assumed a subterranean land value of 20%.

While subterranean space might not be rentable in the traditional sense, it is a critical component of revenue generating capability for water transmission. How else, for example, could the SSWA deliver its product? Adding to the value of the space is the alienation factor imposed by the utilities piping footprint. It would not be rational to put anything below the pipes. Additionally, there must be lateral separation between utilities for safety and repairs. The sum of these intangibles may be a value higher than a single application of any one application.

- ❖ *Utility Footprint.* There is a total of 447,634 linear feet of water piping in the City streets, plus another 125,985 feet of laterals. In addition to the physical pipe sizes, we have included a value for the “protected” area around the pipes to determine the total water footprint (15 feet for the water mains and 12.5 feet for the laterals). The total footprint is, therefore, 8,289,323 square feet. (Please see Exhibit A.)
- ❖ *Rate of Return.* In order to arrive at an annual charge for use of the subterranean space, it is necessary to create an annualized charge. A Rate of Return percentage is an accepted method to “value” the calculation based on a known number, in this case the annual rate of return on the City’s investments (cash and other values). We have used 4% for this calculation. The use of ROR is common in the utility world, as evidenced (for example) by the California Public Utilities Commission (Water Division) “Standard Practice for Determining Fixed Capital and Rate Base of Class B, C, and D Water Utilities: Standard Practice U-5-SM.”

Combining the above assumptions produces a “rental factor” for the SSWA water operation of \$346,239.

Rate of Return Percent	Subterranean Assessed Value at 25%	Subterranean Assessed Value at 20%	Subterranean Assessed Value at 15%
5%	\$ 540,998.42	\$ 432,798.74	\$ 324,599.05
4%	\$ 432,798.74	<b>\$ 346,238.99</b>	\$ 259,679.24
3%	\$ 324,599.05	\$ 259,679.24	\$ 194,759.43

It should be noted that calculation results are extremely sensitive to varying the percentages of both the subterranean land degradation and especially the rate of return. The table above depicts how relatively small changes in selected variables can have a significant impact on the final calculation, especially when taken in tandem. Note: the bolded number indicates the value based on the detail displayed in Exhibit B. The potential charge ranges from a high of \$540,998 to a low of \$194,759. The range between assumptions is shown in the table above, as well as in more detail in Exhibit B.

Respectively submitted,

Richard L. Pearl  
MGT of America, Inc.  
Sacramento, CA

**Exhibit A**

**TYPICAL CITY STREET**

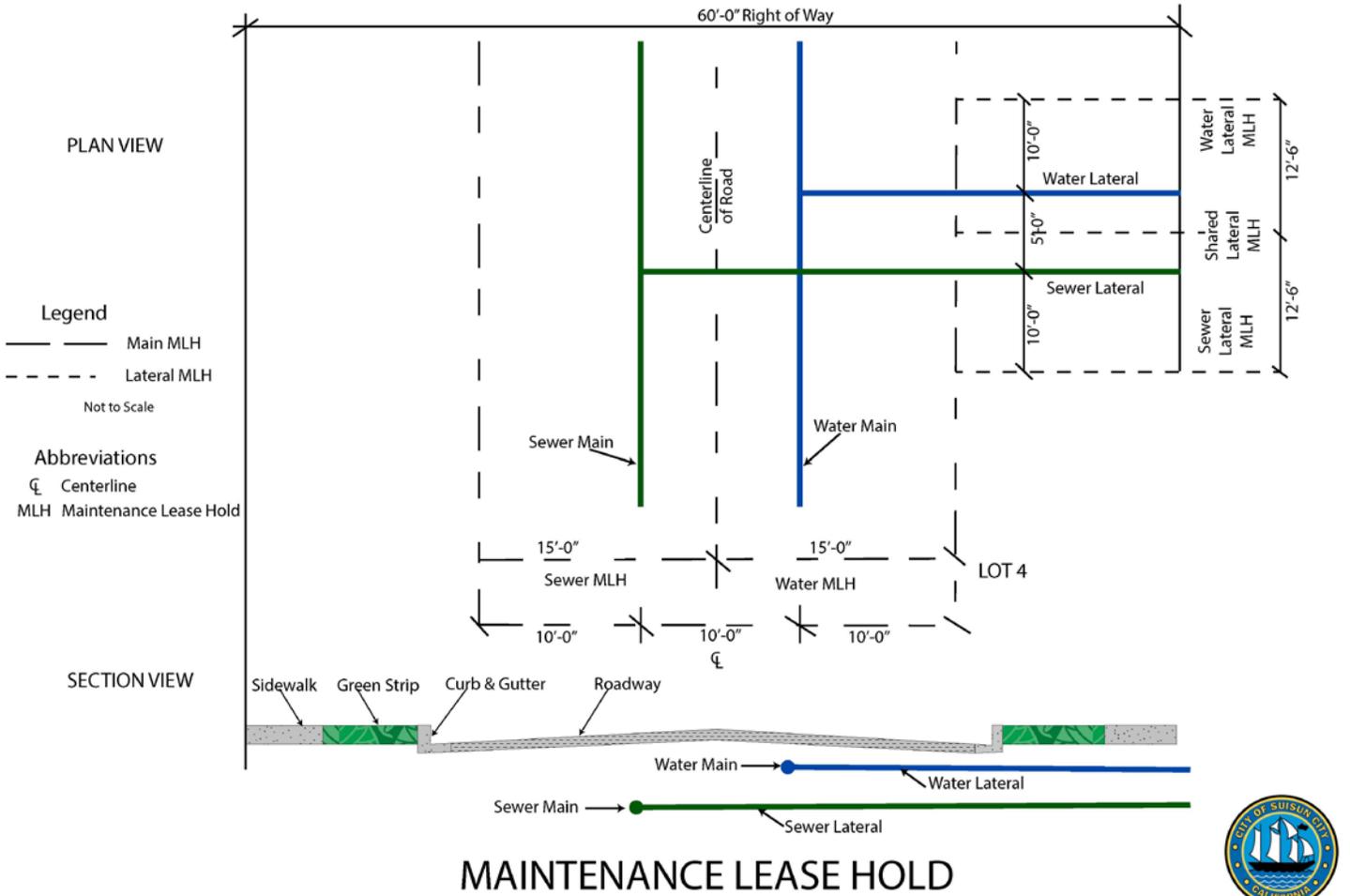


Exhibit B

**SSWA ROW CALCULATIONS**

<u>Data Elements</u>	<u>Costing Factors</u>
Assessed Value - Land Only	\$ 465,534,043
Subterranean Value Factor	20.00%
Subterranean Value	\$ 93,106,809
Square Footage of Land Only (sq. ft.)	89,162,964
Value per Square Foot (\$/sq. ft.)	\$ 1.04
Return of Investment Factor	4.00%
<b>Lease per Square Foot (\$/sq. ft.)</b>	<b>\$ 0.0418</b>
Linear Feet of Water Mains (ft.)	447,634.0
Width of Protected Area (ft.)	15.0
<b>Water Main Protected Area (sq. ft.)</b>	<b>6,714,510</b>
Number of Water Services	8,399
Width of Protected Area (ft.)	12.5
Average Length of Protected Area (ft.)	15.0
<b>Lateral Protected Area (sq. ft.)</b>	<b>1,574,813</b>
<b>Water Main Protected Area (sq. ft.)</b>	<b>6,714,510</b>
<b>Lateral Protected Area (sq. ft.)</b>	<b>1,574,813</b>
<b>Total ROW Lease Area (sq. ft.)</b>	<b>8,289,323</b>
<b>Lease per Square Foot (\$/sq. ft.)</b>	<b>\$ 0.0418</b>
<b>Total Annual Lease Payment</b>	<b>\$ 346,238.99</b>

**RESOLUTION NO. 2016 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
APPROVING THE USER FEE STUDY AND DIRECTING STAFF TO PREPARE A  
COMPREHENSIVE UPDATE OF THE MASTER FEE SCHEDULE**

**WHEREAS**, pursuant to Article XIII B of the Constitution of the State of California, it is the intent of the Suisun City Council to ascertain and recover costs reasonably borne from fees and charges levied therefore in providing certain City regulation, products or services; and

**WHEREAS**, in 2015, the City Council appropriated funds for the conduct of a Cost of Services (User Fee) Study to evaluate the cost factors, as well as the changing demands and operations of the City to determine the adequacy of the Master Fee Schedule; and

**WHEREAS**, the Matrix Consulting Group, under appropriate competitive bidding procedures, was retained to conduct the Cost of Services (User Fee) Study, which study is now complete and identifies the full cost of services and products provided to the public.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City, as follows:

**Section 1.** The City Council approves the Cost of Services (User Fee) Study prepared by Matrix Consulting Services.

**Section 2.** The City Council directs the City Manager to prepare a comprehensive update of the Master Fee Schedule consistent with the approved study and the law of the State of California, and prepare and post the necessary public notices for a public hearing at which the updated Master Fee Schedule will be considered for adoption.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 26<sup>th</sup> day of July 2016, 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 said City this 26<sup>th</sup> day of July 2016.

\_\_\_\_\_  
Donna Pock, CMC  
Deputy Clerk

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**RESOLUTION NO. 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
APPROVING THE SUISUN SOLANO WATER AUTHORITY (SSWA)  
RIGHT-OF-WAY (ROW) LEASE STUDY**

**WHEREAS**, the Suisun Solano Water Authority (SSWA) is a joint exercise of powers district that provides water services to the City of Suisun City; and

**WHEREAS**, SSWA does own the water mains and service laterals within the City, but it does not own the rights-of-way through which these pipes traverse; and

**WHEREAS**, a study has been performed by MGT of America, Inc. to calculate the fair-market value of the space occupied by this water infrastructure; and

**WHEREAS**, the study also calculated the potential rate of return on that space, which results in an annual lease value of \$346,239; and

**WHEREAS**, both the City of Suisun City’s Annual Budget and the SSWA annual budget assume that a lease payment of about \$350,000 would be made by SSWA to the City in FY 2016-17; and

**WHEREAS**, no water rate increase would be required to make such annual payments.

**WHEREAS**, it would be appropriate to update the study annually by changes in land values and modifications of the water infrastructure.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun City that the SSWA ROW Lease Study is hereby approved, and staff is directed to update the study annually for use in the preparation of the City’s Annual Budget.

**PASSED AND ADOPTED** by the City Council of the City of Suisun City at a regular meeting thereof held on the 26th day of July, 2016 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 said City this 26th day of July, 2016.

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