

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Amit Pal, Member



CITY COUNCIL MEETING

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, MARCH 21, 2023
6:30 PM**

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

*MEETING ID: **813 6886 7869***

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 6 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720*

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Ord. No. – 799)

(Next City Council Res. No. 2023 – 23)

Next Suisun City Council Acting as Successor Agency Res. No. SA2023 - 01)

(Next Housing Authority Res. No. HA2023 – 02)

ROLL CALL

Council /Board Members

Pledge of Allegiance

Invocation

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 City Manager Update - (Folsom: gfolson@suisun.com).

PRESENTATION/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

- 2 Mayoral Appointment of Commissions and Committees - (Hernandez: ahernandez@suisun.com).
 - a. Approval of Appointments to the Environment & Climate Community Advisory Committee.
 - b. Approval of Appointments to the Public Safety & Emergency Management Committee.
 - c. Approval of Appointments to the General Tax Oversight Committee.
- 3 Proclamations Presented at Meeting - (Hernandez: ahernandez@suisun.com).
 - a. Presentation of Proclamation Proclaiming March 2023 as "Red Cross Month" in Suisun City.
 - b. Presentation of Proclamation to Veterans of Foreign Wars (VFW) Auxillary 2333.

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

COUNCIL COMMENTS

- 4 Council/Board Member Updates.

CONSENT CALENDAR

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

City Council

- 5 Council Adoption of Resolution No. 2023-___: Resolution Approving a Priority List of Community Events for Fiscal Year (FY) 2023-2024 - (Lofthus: klofthus@suisun.com).
- 6 Council Adoption of Resolution No. 2023-___: Resolution Adopting a List of Projects for Fiscal Year 2023-24 Funded by Senate Bill 1: The Road Repair and Accountability Act of 2017 - (Vue: nvue@suisun.com).
- 7 Council Adoption of Resolution No. 2023-___: Resolution of Approving the Final Map for the Lotz Way Subdivision, Accepting All Offers of Dedication and Authorizing the City Manager to Sign the Subdivision Improvement Agreement with Ashria, LLC - (Vue: nvue@suisun.com).
- 8 Council Adoption of Council Resolution 2023-___: Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Lawler Mixed Use) - (Vue: nvue@suisun.com).

- 9 Council Adoption of Council Resolution 2023-___: Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Marina Village Apartments) - (Vue: nvue@suisun.com).
- 10 Council Adoption of Resolution No. 2023 - ___: Resolution Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element - (Bermudez: jbermudez@suisun.com).
- 11 Council Adoption of Resolution No. 2023-__: Resolution Authorizing Amending the Membership of the Public Safety & Emergency Management Community Advisory Committee - (Lopez: bllopez@suisun.com).

Joint City Council / Suisun City Council Acting as Successor Agency

- 12 Council/Agency Approval of February 2023 Payroll Warrants in the Amount of \$626,272.47 and Council/Agency Approval of the February 2023 Accounts Payable Warrants in the Amount of \$825,257.03 - (Finance).

PUBLIC HEARING

City Council

- 13 PUBLIC HEARING: SUISUN CITY GENERAL PLAN UPDATES - (Bermudez: jbermudez@suisun.com).
 - a. Council Adoption of Resolution No. 2023 - ___: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Repeal the 2015-2023 Housing Element and Adopt the Housing Element of the General Plan for the Period of 2023-2031 in Compliance with State Housing Element Law, and, Determine the Housing Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)
 - b. Council Adoption of Resolution No. 2023 - __: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Update the General Plan Public Health and Safety Element, and, Determine the Safety Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)

GENERAL BUSINESS

City Council

- 14 Council Approval of the Staff Recommendation to Implement the Suisun Microtransit Monthly Pass Program - (Brandon Thomson, Transit Mobility Coordinator).
- 15 Council Adoption of Resolution No. 2023-___: Resolution of the City Council of the City of Suisun City Appointing _____ to the Vacant Councilmember Seat for the Remainder of the Current Term - (City Attorney).

REPORTS: (Informational items only)

- 16 Non-Discussion Items.

ADJOURNMENT

Public Access To Agenda Documents

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. To the extent feasible, the agenda packet is available for online public viewing on the City's website: www.suisun.com/government/city-council/city-council

The City Council/Agency/Authority hopes to conclude its public business by 10:00 p.m. No new items will be taken up after 10:00 p.m., unless so moved by a majority of the City Council, and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

Accommodations

If you require an accommodation to participate in this meeting, please contact the City Clerk at (707) 421-7302 or clerk@suisun.com. The City's reasonable accommodation policy is available for review on the City's website at www.suisun.com/government/city-council/, you may request an electronic copy or have a copy mailed to you. Please note that for accommodations that are not readily available, you must make your request as soon as you can prior to the time of the meeting.

Decorum

All participants are expected to conduct themselves with mutual respect. Conduct that disrupts meetings will be addressed in accordance with Section 54957.95 of the Government Code.

Ordinances

Ordinances are city laws contained in the Suisun City Municipal Code. Enacting a new city law or changing an existing one is a two-step process. Government Code 36934 provides, except when, after reading the title, further reading is waived by regular motion adopted by majority vote all ordinances shall be read in full either at the time of introduction or passage; provided, however, that a reading of the title or ordinance shall not be required if the title is included on the published agenda and a copy of the full ordinance is made available to the public online and in print at the meeting prior to the introduction or passage.

Certification Of Posting

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:

- Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
- Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA;
- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

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

AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-___: Approving a Priority List of Community Events for Fiscal Year (FY) 2023-2024.

FISCAL IMPACT: Total Budget of \$136,450 with \$74,000 being funded by fireworks sales, \$7,000 in donations, \$35,500 from ticket sales and booth rentals, and a request of \$19,950 from the General Fund.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: Due to the loss of the Redevelopment Agency, which previously provided funding for special events, the Suisun City Community Services Foundation (Foundation) was established in 2012 to generate funds to financially support community events in Suisun City. In 2016, all but one of the members of the Community Services Foundation decided that they were unable to continue functioning in this capacity. Supporting this decision, the Foundation submitted a name change to the State of California to become the Friends of Suisun City Recreation. The Department Director and staff are working through strategies to make this a viable partner in funding future community events.

The City has established positive relationships with a variety of organizations that will continue to foster growth in community events. Through partnerships with the Suisun City Waterfront Business Improvement District (BID), Chabad of Solano County, and Fairfield-Suisun Rotary Club, events in the community will continue to thrive and provide a positive gathering place for residents and visitors alike.

STAFF REPORT: Special events are essential activities that bring neighbors together and build a sense of place and community. By providing these opportunities, residents have a gathering place in which they can celebrate a national holiday, recreate together, and build positive community relationships. Special events also act as an economic driver for those businesses located within proximity of the events.

- Summer events: 4th of July Celebration, Dinner and Movies in the Park on Friday nights, Saturday Night Music on the Waterfront Series, Sunday Jazz Series, and National Night Out. National Night Out will be coordinated in conjunction with the Suisun City Police Department and will feature music, family activities, free food, and community resource booths. The summer program begins on Saturday, June 23 with a Movie in the Park funded in the 2022-2023 fiscal year. Movies in the Park will be enhanced by adding a food truck on location to provide families an opportunity to come early and enjoy a picnic on the lawn at the Joseph Nelson Community Center. Food trucks will change each Friday to provide a variety of options.
- Fall events include Cruisin' Suisun Car Show and new this year will a Día de Los Muertos event, featuring live music, dancing, food, vendor sales, beer garden, and traditional alters.
- Winter events scheduled are to be Christmas on the Waterfront, the Menorah Lighting, and new this year, a Kwanzaa Celebration.

In addition to the events listed above, the Recreation, Parks, and Marina Department co-hosts BrewBash at the Basin in April with the Fairfield-Suisun Rotary Club and Friends of Suisun City Recreation. The department also provides support to a variety of events throughout the year including the BID events, Mother's Day, Art, Wine and Music, and new this year, Cinco de Mayo, and others coordinated by community groups.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2023-__: Approving a Priority List of Events for Fiscal Year (FY) 2023-24.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Approving a Priority List of Events for Fiscal Year 2023-2024.
2. Exhibit A: Community Events Calendar for FY 2023-24.
3. Exhibit B: Community Events Budgets for FY 2023-24.

PREPARED BY:

Janet Hull, Recreation Manager

REVIEWED BY:

Kris Lofthus, Deputy City Manager

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

- 1 [Resolution Approving a Priority List of Events for Fiscal Year 2023-2024.pdf](#)
- 2 [Exhibit A Community Events Calendar Fiscal Year 2023-24.pdf](#)
- 3 [Exhibit B Community Events Budget Fiscal Year 2023-2024.pdf](#)

RESOLUTION NO. 2023-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
APPROVING A PRIORITY LIST OF EVENTS FOR FISCAL YEAR (FY) 2023-24**

WHEREAS, traditionally the City Council annually adopted a seasonal events calendar to be funded through Redevelopment; and

WHEREAS, with the loss of the Redevelopment Agency, the Suisun City Community Services Foundation (Foundation) was established in 2012 to generate funding for these community events; and

WHEREAS, in 2016 the Foundation no longer financially supported City of Suisun City Special Events; and

WHEREAS, it is recognized that community events provide gathering places that strengthens a city; and

WHEREAS, the City Council has an interest in supporting community events; and

WHEREAS, community events contribute to the economy of our business community by bringing people to Suisun City; and

WHEREAS, by providing these opportunities, residents have a gathering place in which they can celebrate a national holiday, recreate together, and build positive community relationships.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City hereby approves a priority list of events for fiscal year (FY) 2023-24.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 21st day of March 2023 by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

Exhibit A
Special Events Schedule 2023-2024

Spring Events

Brew Bash

Saturday, April 22, 2023

Summer Events

Dinner & Movies in the Park Series (6)

Friday, June 23, 2023

Friday, June 30, 2023

Friday, July 7, 2023

Friday, July 14, 2023

Friday, July 21, 2023

Friday, July 28, 2023

4th of July Independence Day Celebration

July 4th 2pm-8pm

Saturday Night Music on the Waterfront (5)

Saturday, July 15, 2023

Saturday, July 22, 2023

Saturday, July 29, 2023

Saturday, August 5, 2023

Saturday, August 12, 2023

Sunday Jazz Concert Series (6)

Sunday, July 9, 2023

Sunday, July 16, 2023

Sunday, July 23, 2023

Sunday, July 30, 2023

Sunday, August 6, 2023

Sunday, August 13, 2023

August 1st National Night Out

Fall Events

Cruisin' Suisun Car Show

Saturday, October 14, 2023

Dia de los Muertos Celebration

Saturday, October 28, 2023

Winter Events

Christmas on the Waterfront

Saturday, December 2, 2023

Menorah Lighting

12/7/23 or 12/14/23*

Kwanzaa

Thursday, December 28, 2023

Summer 2024

Dinner & Movies in the Park

Friday, June 21, 2024

Friday, June 28, 2024

*Awaiting date confirmation from Rabi

SPECIAL EVENT BUDGETS FOR FY 2023-24

Date	Special Events	Expenditures	Revenue Type	Revenue Amount
7/7-7/28/23 6/21 & 6/28/24	<u>Friday Night Movie in the Park Series(6)</u> Staff Movies Field Supplies Marketing Friday Night Movies in the Park Total	<div>\$1,000</div> <div>\$3,000</div> <div>\$500</div> <div>\$500</div> <div>\$5,000</div>		<div></div> <div></div> <div></div> <div></div> <div>\$-</div>
7/4/23	<u>4th of July Celebration</u> Staff OT - PW and PD Entertainment Sound Fireworks Security Restrooms Field Supplies Marketing Rentals Permits 4th of July Total	<div>\$3,000</div> <div>\$7,000</div> <div>\$3,600</div> <div>\$3,000</div> <div>\$16,750</div> <div>\$1,700</div> <div>\$5,000</div> <div>\$2,300</div> <div>\$1,200</div> <div>\$4,400</div> <div>\$550</div> <div>\$48,500</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Rent</div> <div>\$6,000</div>
7/15-8/12/23	<u>Saturday Night Music on the Waterfront Series (5)</u> Staff Bands Permits ASCAP Mistic License Sound Field Supplies Marketing Restrooms Saturday Night Music on the Waterfront Total	<div>\$1,500</div> <div>\$6,000</div> <div>\$800</div> <div>\$1,500</div> <div>\$4,500</div> <div>\$500</div> <div>\$1,000</div> <div>\$1,000</div> <div>\$16,800</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Rent</div> <div>\$1,500</div>
7/16-8/13/23	<u>Sunday Jazz Series (6)</u> Staff Marketing Bands Restrooms Sunday Jazz Total	<div>\$1,000</div> <div>\$500</div> <div>\$5,000</div> <div>\$1,000</div> <div>\$7,500</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Donation</div> <div>\$7,000</div>
8/1/2023	<u>National Night Out</u> Staff Music / Sound Refreshments Marketing Field Supplies Boat in Movie	<div>\$300</div> <div>\$1,000</div> <div>\$750</div> <div>\$500</div> <div>\$500</div> <div>\$3,050</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>\$-</div>
10/14/2023	<u>Cruisin' Suisun Car Show</u> Staff Marketing Permits Entertainment/Sound Restrooms Field Supplies Cruisin'Suisun Car Show Total	<div>\$1,500</div> <div>\$500</div> <div>\$500</div> <div>\$4,000</div> <div>\$1,500</div> <div>\$1,500</div> <div>\$9,500</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Rent/Entry Fee</div> <div>\$4,000</div>
10/28/2023	<u>Dia de los Muertos</u> Staff Security Marketing Permits Entertainment/Sound Restrooms Field Supplies Dia de los Muertos Total	<div>\$1,500</div> <div>\$1,500</div> <div>\$1,000</div> <div>\$500</div> <div>\$4,000</div> <div>\$1,500</div> <div>\$2,700</div> <div>\$12,700</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Rent/Tickets</div> <div>\$14,000</div>
12/2/2023	<u>Christmas on the Waterfront</u> Staffing OT - PW and PD Field Supplies, tree decorations, staging, equipment Permits Carriage Ride Sound Entertainment Fireworks Show Restrooms Marketing Christmas on the Waterfront Total	<div>\$1,500</div> <div>\$3,000</div> <div>\$10,000</div> <div>\$500</div> <div>\$2,000</div> <div>\$1,500</div> <div>\$3,000</div> <div>\$5,000</div> <div>\$2,500</div> <div>\$1,300</div> <div>\$30,300</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>Rent</div> <div>\$3,000</div>
12/7 or 12/14	<u>Menorah Lighting</u> Staff Marketing Field Supplies Menorah Lighting Total	<div>\$200</div> <div>\$300</div> <div>\$600</div> <div>\$800</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>\$-</div>
12/28/2023	<u>Kwanza</u> Staff Field Supplies Marketing Entertainment Kinara Kwanza Total	<div>\$300</div> <div>\$500</div> <div>\$500</div> <div>\$900</div> <div>\$1,500</div> <div>\$2,300</div>		<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>\$-</div>
	All Events 2022/23 Events Total	\$136,450		
	Fireworks Sales			\$74,000
	Donations			\$7,000
	Ticket, Booth, and Concession Sales			\$35,500
	General Fund Request	\$19,950		

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AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-__: Resolution Adopting a List of Projects for Fiscal Year 2023-24 Funded by Senate Bill 1: The Road Repair and Accountability Act of 2017.

FISCAL IMPACT: Total operating cost for the Suisun City (City) Road Maintenance and Rehabilitation Act (RMRA) project is budgeted under the Transportation PW Capital Projects Fund (Fund 115) for Fiscal Year (FY) 2023-24. The estimated annual Senate Bill 1 (SB 1) fund for pavement projects is \$505,000.

STRATEGIC PLAN: Restore Historic Downtown. Develop Sustainable Economy. Ensure Public Safety. Provide Good Governance. Ensure Fiscal Solvency. Enhance Environment.

BACKGROUND: The City of Suisun City is responsible for the maintenance of 153 lane miles of roadway with over 13 million square feet of pavement. The goal of the Suisun City Pavement Management Program is to maintain the city's pavement in the best condition possible given the available funding. Each year, preventive maintenance treatments are performed on selected city streets. These planned treatment projects are intended to extend the life of the pavement and avoid costlier repair or replacement of streets. Road reconstruction is only considered when preventive maintenance treatments are no longer cost-effective or feasible. The cost of reconstructing a street can exceed the cost of performing a preventative maintenance treatment by tenfold.

On April 28, 2017, the Governor signed Senate Bill 1, also known as the Road Repair and Accountability Act of 2017. This bill provides a stable source of funding to local agencies to provide for road maintenance and rehabilitation.

STAFF REPORT: In accordance with SB 1, the City of Suisun City must adopt a budget each fiscal year appropriating revenues and expenditures of Road Maintenance and Rehabilitation Account (RMRA) funds. In addition, the City must submit a list of projects corresponding to the adopted budget to the California Transportation Commission (CTC) prior to July 1, 2023 in order to receive the SB 1 funds for FY 2023-24. Suisun City is committed to improving the road conditions and ADA accessibility in the city and has budgeted SB 1 funds for road maintenance and rehabilitation.

SB 1 funds can be used not only for the construction phase of pavement resurfacing projects but also for the preparation of plans, specifications and cost estimates (PS&E) for the projects. Examples of pavement resurfacing projects completed in previous years include the following:

- Asphalt rubber cape sealing on Village Drive and Whispering Bay Lane (from Josiah Circle to Francisco Drive), including the upgrade of curb ramps to ADA-compliant curb ramps on both street segments and adding buffered bicycle lane striping on Village Drive.
- Asphalt overlay on Civic Center Boulevard from Lotz Way to Driftwood Drive, including the upgrade of curb ramps to ADA-compliant curb ramps and the replacement of curbs/gutters and sidewalk squares.

- Cape sealing and slurry sealing on various streets in which cape seal was applied to approximately 27,230 square yards of streets and slurry seal applied to approximately 32,617, including the upgrade of 44 curb ramps to ADA-compliant curb ramps. This SB 1 project was augmented by Measure S funds. The projects streets were primarily residential streets: Bottlebrush Court, Camellia Court, Hibiscus Lane, Limewood Drive, Flagstone Circle, Birchwood Court, Brookside Court, Dawn Rose Court, Dawn Rose Way, Lemonwood Way, McCoy Creek Court, Kinsmill Court, Ricky Court, Michael Court, Jeanne Court, Westwind Court, Westwind Way, Steller Way, Crested Drive, Canary Court, Heron Drive, Swallow Court, Whipporwill Way, Keyes Court, Hillborn Court, Marston Court, McNabe Court, Peytonia Court, Spence Court, Yuba Court, and Hacienda Way.

The new projects list, including the previously proposed and adopted projects, listed in the table on the following page may utilize Fiscal Year 2023-24 Road Maintenance and Rehabilitation Account Revenues. With the listing of these project streets in the fiscal year resolution, the City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation revenues.

- Please refer to Attachment 2 for a graph of City of Suisun City – FY 2023-2024 Local Streets and Roads Program Projects List.

Staff recommends that the City Council approve the Resolution included as Attachment No. 1 of this report and authorize staff to submit the required list of projects to the California Transportation Commission (CTC) prior to July 1, 2023 to secure SB 1 funding. The list of projects and project streets can be modified in the future without consequence.

STAFF RECOMMENDATION: Staff Recommends the City Council Adoption of Resolution No. 2023-__: Resolution Adopting a List of Projects for Fiscal Year 2023-24 Funded by Senate Bill 1: The Road Repair and Accountability Act of 2017.

DOCUMENTS ATTACHED:

1. Council Adoption of Resolution No. 2023-__: Resolution Adopting a List of Projects for Fiscal Year 2023-24 Funded by Senate Bill 1: The Road Repair and Accountability Act of 2017
2. City of Suisun City – Fiscal Year 2023-2024 Local Streets and Roads Program Projects List.

PREPARED BY:

Nick Lozano, Sr. Associate Engineer

REVIEWED BY:

Nouae Vue, Public Works Director

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

- 1 [Resolution Adopting a List of Projects for Fiscal Year 2023-2024 Funded by Senate Bill 1.pdf](#)
- 2 [City of Suisun City - Fiscal Year 2023-2024 Local Streets and Roads Program Projects List.pdf](#)

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24
FUNDED BY SENATE BILL 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT
OF 2017**

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Suisun City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Suisun City, will receive an estimated \$505,000 in RMRA funding in Fiscal Year 2023-24 from SB 1; and

WHEREAS, the City of Suisun City has undergone a robust public process to ensure public input into our community’s transportation priorities/the project list; and

WHEREAS, the funding from SB 1 will help the City of Suisun City maintain and rehabilitate up to eighteen (18) streets/roads throughout the City/County this year by applying a combination of crack seals and slurry seals this year to preserve good roads and applying asphalt rubber cape or asphalt concrete overlay to high volume collector roads the following years; and many similar projects into the future; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive impact on our road system.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Suisun City, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following previously proposed and adopted projects may utilize Fiscal Year 2023-24 Road Maintenance and Rehabilitation Account Revenues in their delivery (see table below). Street segments added from the previous list are Marina Boulevard (Driftwood Drive to Highway 12), Blossom Avenue (Pintail Drive to Chyrl Way), Emperor Drive (Pintail Drive to Longspur Drive), Montebello Drive (Walters Road to Bella Vista Drive), Woodlark Drive (Highway 12 to Pintail Drive), and Anderson Drive (Grizzly Island Road to McCoy Creek Way). With the relisting of the previous streets/projects and the six new street segments in the adopted fiscal year resolution, the City of Suisun City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation revenues.

City of Suisun City - FY 2023-2024 Local Streets and Roads Program Projects List					
Pavement Treatment Description	Location	Estimated Useful Life Minimum	Estimated Useful Life Maximum	Project Started or Estimated Project Start	Revised Estimated Project End
Crack Seal and Slurry Seal	Main Street (S of Cordelia St to Lotz Way)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Floyd Court	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Capistrano Drive (Montebello Dr. to Bella Vista Dr)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Catamaran Way (Civic Center Blvd to Harbor Park Dr)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Harbor Park Drive (Civic Center Blvd to Terminus)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Breakwater Circle	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Catalina Circle	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Anderson Drive (E of Canal to Lawler Ranch Pkwy)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Lawler Ranch Parkway (Mayfield Way to Potrero St)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Hoyt Court	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Pepperwood Street	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Emperor Drive (Highway 12 to Pintail Dr)	5-7	40	6/1/2022	12/1/2023
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Marina Boulevard (Highway 12 to Railroad Avenue)	8-10	40	2023	12/1/2024
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Blossom Avenue (Pintail Drive to Chyrl Way)	8-10	40	2024	12/1/2025

Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Emperor Drive (Pintail Drive to Longspur Drive)	8-10	40	2025	12/1/2026
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Montebello Drive (Walters Road to Bella Vista Drive)	8-10	40	2026	12/1/2027
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Woodlark Drive (Highway 12 to Pintail Drive)	8-10	40	2027	12/1/2028
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Anderson Drive (Grizzly Island Road to McCoy Creek Way)	8-10	40	2028	12/1/2029

PASSED AND ADOPTED by the following vote at a regular meeting of the City Council of the City of Suisun City duly held on the 21st day of March 2023:

AYES: Council Members: _____
NOES: Council Members: _____
ABSENT: Council Members: _____
ABSTAIN: Council Members: _____

WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

City of Suisun City - FY 2023-2024 Local Streets and Roads Program Projects List					
Pavement Treatment Description	Location	Estimated Useful Life Minimum	Estimated Useful Life Maximum	Project Started or Estimated Project Start	Revised Estimated Project End
Crack Seal and Slurry Seal	Main Street (S of Cordelia St to Lotz Way)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Floyd Court	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Capistrano Drive (Montebello Dr. to Bella Vista Dr)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Catamaran Way (Civic Center Blvd to Harbor Park Dr)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Harbor Park Drive (Civic Center Blvd to Terminus)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Breakwater Circle	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Catalina Circle	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Anderson Drive (E of Canal to Lawler Ranch Pkwy)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Lawler Ranch Parkway (Mayfield Way to Potrero St)	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Hoyt Court	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Pepperwood Street	5-7	40	6/1/2022	12/1/2023
Crack Seal and Slurry Seal	Emperor Drive (Highway 12 to Pintail Dr)	5-7	40	6/1/2022	12/1/2023
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Marina Boulevard (Highway 12 to Railroad Avenue)	8-10	40	2023	12/1/2024
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Blossom Avenue (Pintail Drive to Chyrl Way)	8-10	40	2024	12/1/2025
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Emperor Drive (Pintail Drive to Longspur Drive)	8-10	40	2025	12/1/2026
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Montebello Drive (Walters Road to Bella Vista Drive)	8-10	40	2026	12/1/2027
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Woodlark Drive (Highway 12 to Pintail Drive)	8-10	40	2027	12/1/2028
Asphalt Rubber Cape Seal with Digouts and ADA Ramp Upgrades	Anderson Drive (Grizzly Island Road to McCoy Creek Way)	8-10	40	2028	12/1/2029

AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-__: Approving the Final Map for the Lotz Way Subdivision, Accepting All Offers of Dedication and Authorizing the City Manager to Sign the Subdivision Improvement Agreement with Ashria, LLC.

FISCAL IMPACT: There is no impact to the General Fund. Prior to the recordation of the Final Map, the developer will pay the city plan check fees, map check fees, inspection fees, permit fees, utility connection fees and other applicable fees for the Lotz Way Subdivision.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: On June 28, 2022, the Planning Commission approved the Tentative Map for the Lotz Way Subdivision. The project is located at the northeast corner of Civic Center Boulevard and Lotz Way, within a 1.58-acre project site that is currently vacant. See attached location map. Improvements at this subdivision will include, among others, construction of 16 single family homes, soundwall along the north perimeter, a pocket park, a bioretention facility, utilities, a 10-foot wide concrete pedestrian/bicycle path along the north side of Lotz Way from Alder Street to Civic Center Boulevard, and various pavement resurfacing treatments on the street segments fronting the project site.

STAFF REPORT: The City Subdivision Ordinance requires that prior to the approval of the Final Map, all fees are to be paid, and the following deliverables be completed and/or submitted to the City: the approved Improvement Plans, signed Subdivision Improvement Agreement, bonds and insurance. See attached Final Map.

In reviewing the Final Map, the County Surveyor has noticed that half of the Lotz Way segment fronting the project site, as well as half of the Alder Street segment fronting the project, are still owned by the Applicant, who is the project site property owner. This Final Map corrects that circumstance by dedicating those portions of the two streets to the City. Also, an alley will be formed along the north side of the proposed 16 single family homes. That alley will be dedicated to the City as well, and the Applicant is proposing to name the alley "Day Lane".

Staff recommends approval of the Final Map subject to a condition in the resolution that, prior to the recordation of the Final Map, all fees are paid and Improvement Plans approved and signed by the City Engineer. Moreover, prior to starting construction, all necessary bonds and insurance are posted by the Developer.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2023-__: Approving the Final Map for the Lotz Way Subdivision, Accepting All Offers of Dedication and Authorizing the City Manager to Sign the Subdivision Improvement Agreement with Ashria, LLC.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Approving the Final Map for the Lotz Way Subdivision, Accepting All

Offers of Dedication and Authorizing the City Manager to Sign the Subdivision Improvement Agreement with Ashria, LLC.

2. Project Location Map.
3. Final Map.

PREPARED BY:

Nick Lozano, Sr. Associate Engineer

REVIEWED BY:

Nouae Vue, Public Works Director

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

1 Resolution Approving the Final Map for Lotz Way Subdivision, Accepting all Offers of Dedication and Authorizing City Manager to sign Subdivision Agreements with Ashria, LLC.pdf

2 Project Location Map.pdf

3 Final Map.pdf

RESOLUTION NO. 2023-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
APPROVING THE FINAL MAP FOR THE LOTZ WAY SUBDIVISION,
ACCEPTING ALL OFFERS OF DEDICATION AND AUTHORIZING THE CITY
MANAGER TO SIGN THE SUBDIVISION IMPROVEMENT AGREEMENT WITH
ASHRIA, LLC**

WHEREAS, on June 28, 2022, the Planning Commission approved the Tentative Map for the Lotz Way Subdivision; and

WHEREAS, the Public Works Director has found the proposed Final Maps to be in substantial conformance to the requirements of the City and the City's General Plan; and

WHEREAS, the design of the improvements for the proposed subdivision units is consistent with the Tentative Map, General Plan, and the Design Standards of the City of Suisun City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City does hereby resolve as follows:

- (1) The City Council does hereby approve the Final Maps entitled "Final Map of Lotz Way Subdivision" for filing with the Recorder of Solano County, California.
- (2) The City Council does hereby accept all offers of dedication as shown on the Final Map entitled "Final Map of Lotz Way Subdivision".
- (3) The City Manager is authorized to execute the Subdivision Improvement Agreement for the Lotz Way Subdivision on behalf of the City and to take other actions as necessary and appropriate to implement this resolution.

SUBJECT TO THE FOLLOWING CONDITIONS, and all other Suisun City Codes and Ordinances:

- (1) Prior to the recording of the Final Map for the Lotz Subdivision, the Developer shall pay all applicable fees and costs.
- (2) Prior to the recording of Final Map for the Lotz Way Subdivision, all Improvement Plans for the project shall be approved by the City and appropriate agencies, and shall be consistent with any existing Master Plans and the Suisun City Subdivision Ordinance
- (3) Prior to starting construction of the improvements at the Lotz Way Subdivision, the Developer shall sign a Subdivision Agreement acceptable to the City.
- (4) Prior to starting construction of the improvements at the Lotz Way Subdivision, the Developer shall provide Performance, Material, and Maintenance bonds and insurance as required by City Ordinance
- (5) Prior to issuance of Certificate of Occupancy for any of the buildings, the development shall be annexed into Community Facilities No. 2.
- (6) All conditions of the Resolutions, Planning Commission actions, Development Agreement, etc., also apply unless explicitly changed by these conditions.

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PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of
Suisun City duly held on Tuesday, the 21st day of March 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

LOTZ WAY SUBDIVISION Location Map



LOTZ WAY SUBDIVISION

Final Map

OWNER'S STATEMENT

The undersigned does hereby state that they are the only party having record title interest in the real property embraced within the distinctive border upon Sheet 2 of 2 of that certain map entitled "Final Map of the Lotz Way Subdivision", Block 110, Book 5 of Maps Page 5 of Solano County, California, and that the undersigned is the owner of the property being on Sheet 1 of 2 sheets of said map; that they consent to the preparation and filing of said map, that said map particular sets forth the dimensions of all parcels intended for sale and that each parcel is designated thereon by a number.

The same undersigned hereby dedicates in fee to the City of Solano City the areas designated Lot A, Lot B, Lot C, Lot D, and Lot E.

The same undersigned also hereby dedicates to the City of Solano City the areas designated as Public Utility Easements (P.U.E.), together with the right of ingress thereto and egress therefrom, over, and across, any adjoining lands to reach said easements.

The same undersigned also hereby state that the areas designated as 3" Building Maintenance Easement are for the benefit of the owner of the lots adjoining said areas.

In witness thereof, the undersigned has caused his name to be subscribed this ____ day of _____, 202__.

Owner, City of Solano Redevelopment Agency

By: _____

Name: _____

Title: _____

OWNER'S ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California

County of _____

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/hers/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

WITNESS my hand and official seal.

Signature: _____

Printed Notary Name: _____

Commissioned Expires: _____

Notary Registration Number: _____

County or Principal Place of Business: _____

CERTIFICATE OF DEDICATION

Subdivider: Astria Holdings LLC
9700 Village Center Dr., Suite 120
Granite Bay CA 95746

Description of property granted in fee simple: Lot "A", Lot "B", and Lot "C"

The City of Solano City shall reconvey the above described property to the above named owner, or successor in interest, if the City determines pursuant to Government Code Section 66477.5 that the same public purposes for which the property was dedicated does not exist, or the property or any portion thereof is not needed for public utilities.

COUNTY TAX COLLECTOR'S STATEMENT

I, Charles Lorneli, County Tax Collector of Solano County, California, do hereby state that according to the records of this office, there are no liens against this subdivision or any part thereof for unpaid State, County, Municipal, Local taxes or Special Assessments collected on taxes except taxes or special assessment not yet payable.

I also state that a good and sufficient bond to the benefit of Solano County has been filed with this office in the sum of _____, which is the amount estimated by the assessor of Solano County as being a lien, but not yet payable for taxes and special assessments against the land constituting this subdivision; and all certificates required under the provisions of sections 66492 and 66493 of the government code have been filed. This certificate void after _____.

Dated: _____

Charles Lorneli
County Tax Collector
Solano County California

By: _____
Deputy

SOILS REPORT

A preliminary geotechnical investigation was conducted for this subdivision. A copy of the report is on file in the Solano City Building Officials Office. The report is dated March 24, 2022, and was prepared by KC Engineering Company.

CITY CLERK'S STATEMENT

I, _____, City Clerk of the City of Solano City, Solano County California, do hereby state that this Final Map was presented to the City Council of the City of Solano City, that said Council did by its Resolution No. _____, adopted on the _____ day of _____, 202__, approve said Final Map.

In witness thereof, I herewith set my hand to this _____ day of _____, 202__.

City Clerk of the City of Solano City
Solano County, California

DEVELOPMENT SERVICES DIRECTOR STATEMENT

I, Jim Bermudez, Development Services Director of the City of Solano City, Solano County, California, do hereby state that I have examined this Final Map and did find that said map is substantially the same as the Tentative Map thereof approved by the Planning Commission on June 28, 2022 by Resolution No. PC 22-03 and that all conditions of said resolution have been complied with.

Date: _____

Jim Bermudez Development Services Director of the
City of Solano City, Solano County, California

SURVEYOR'S STATEMENT

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and any local ordinance at the request of Camran Nojomi in July 2022. I hereby state that this Final Map substantially conforms to the conditionally approved Tentative Map, and that all the monuments are of the character and occupy the positions indicated, and that the monuments are sufficient to enable the survey to be retraced.

Date: _____

Ty Hawkins
LS 7973



CITY ENGINEER'S STATEMENT

I, Nouze Vue, City Engineer of the City of Solano City, Solano County, California, do hereby state that I have examined this Final Map, and that the subdivision shown thereon is substantially the same as that shown on the Tentative Map approved by the Planning Commission on June 28, 2022 by Resolution No. PC 22-03 and any approved alterations thereof and that all conditions of said resolution have been complied with; and that the provisions of the local ordinances applicable at the time of approval of the Tentative Map have been complied with.

Date: _____

Nouze Vue
City Engineer, City of Solano City
Solano County California

COUNTY RECORDER'S STATEMENT

Filed this _____ day of _____, 202__, at _____m.
in Book _____ of Maps at Page _____, at the request of
Camran Nojomi.

Glenn Zook
County Assessor / Recorder of Solano County
State of California

By: _____
Deputy Recorder

CITY SURVEYOR'S STATEMENT

I, Stephen Fredricks Acting City Surveyor of the City of Solano City, Solano County, California, do hereby state that I have examined this Final Map as shown herein, and that the map is technically correct.

Date: _____

Stephen Fredricks PLS 7072
Acting City Surveyor,
Solano County California

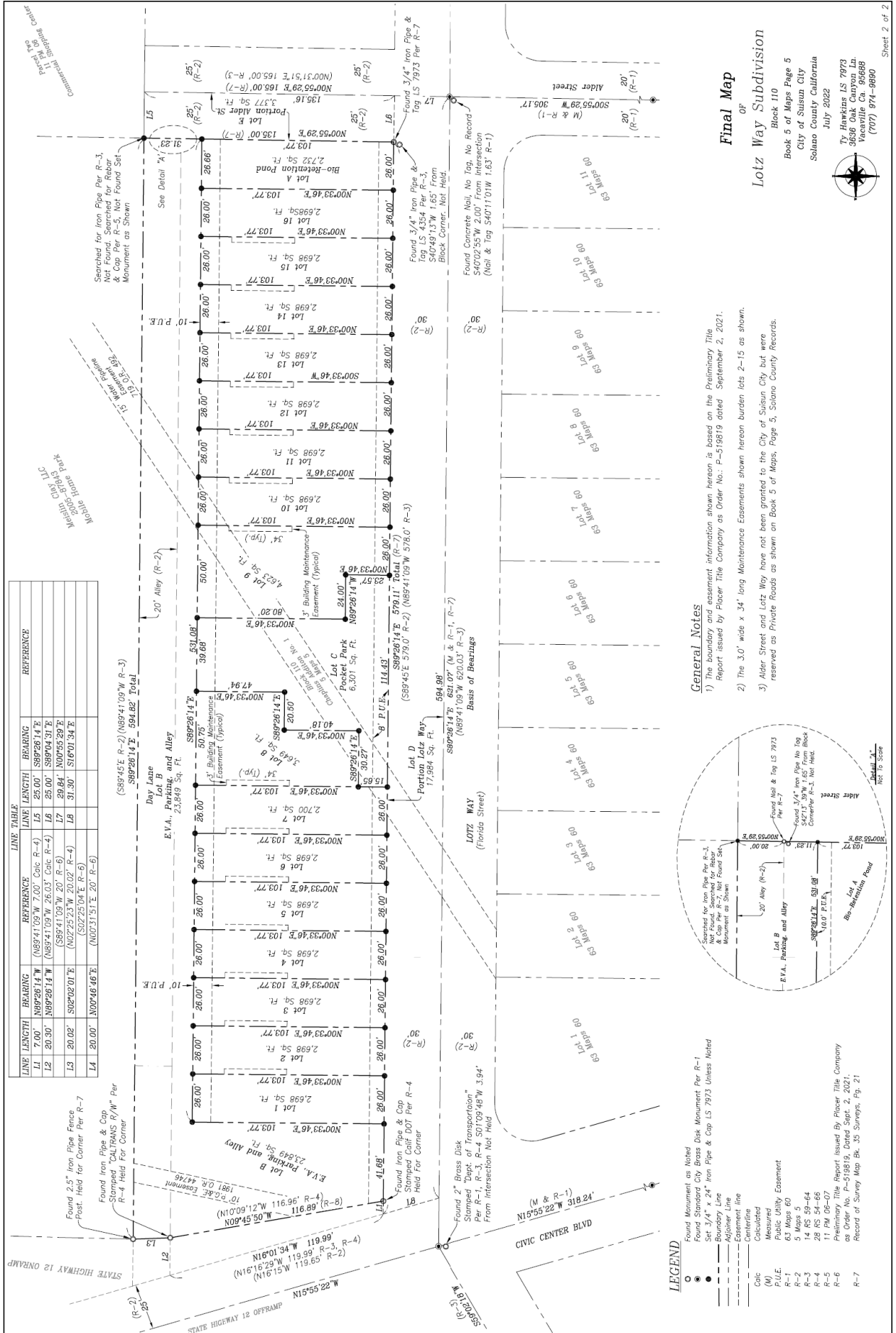
Final Map
OF
Lotz Way Subdivision

Block 110
Book 5 of Maps Page 5
City of Solano City
Solano County California
July 2022



Ty Hawkins LS 7973
3836 Oak Canyon Ln
Vacaville Ca 95688
(707) 974-9890

LOTZ WAY SUBDIVISION Final Map



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AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Council Resolution 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Lawler Mixed Use).

FISCAL IMPACT: There would be no impact to the General Fund from this item. The cost of the annexation process is covered by developer supplied funds. The Annexation of the Caterpillar Clubhouse into Community Facilities District No. 2 meets the fiscal criteria as established by Resolution No. 2005-69 Cost Recovery Policy for New Development, dated October 4, 2005. The Community Facilities District is intended to offset Municipal Service costs, including administrative costs, thereby reducing the negative fiscal impact of new development on the City's General Fund.

STRATEGIC PLAN: Provide Good Governance and Ensure Public Safety.

BACKGROUND: As part of the Lawler Mixed Use conditions of approval, the developer is required to mitigate the impact on City Services due to the new development. In accordance with the development conditions imposed on development project, the landowner is annexing to Community Facility District No. 2 to offset municipal service costs for police, fire, paramedics.

STAFF REPORT: The first step in the legislative process for annexation of the Lawler Mixed Use into Community Facility District No. 2 is for Council to pass a Resolution of Intention.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Lawler Mixed Use).

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Lawler Mixed Use).
2. Boundary Map.
3. Community Facilities District #2 Rate and Method of Apportionment.

PREPARED BY:

Amanda Dum, Management Analyst II

REVIEWED BY:

Nouae Vue, Director Public Works

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

[1 Resolution of Intention to Annex Territory to Community Facilities District](#)

[2 Boundary Map Annexation 15 CFD 2 \(Lawler Mixed Use\)](#)

[3 Community Facilities District #2 Rate and Method of Appointment](#)

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1 **4. Special Tax.** Except to the extent that funds are otherwise available to the CFD to pay
2 for the Services, a special tax sufficient to pay the costs thereof is intended to be levied
3 annually within the CFD and collected in the same manner as ordinary *ad valorem* property
4 taxes.

5 The special tax proposed to pay for Services to be supplied within the territory proposed to be
6 annexed will be equal to the special taxes levied to pay for the same Services in the CFD,
7 except that a higher or lower tax may be levied within the territory proposed to be annexed or
8 to be annexed in the future to the extent that the actual cost of providing the Services in that
9 territory is higher or lower than the cost of providing those Services in the CFD.

10 The proposed rate and method of apportionment of the special tax among the parcels of real
11 property within the CFD, as now in existence and following the annexation proposed herein,
12 in sufficient detail to allow each landowner within the territory proposed to be annexed to the
13 CFD to estimate the maximum amount such owner will have to pay, are described in the Rate
14 and Method.

15 **5. Hearing.** Tuesday, May 2, 2023, at 6:30 p.m. or as soon as possible thereafter, in the
16 City Hall, Council Chambers, 701 Civic Center Boulevard, Suisun City, California, be, and
17 the same are hereby appointed and fixed as the time and place when and where this Council,
18 as legislative body for the CFD, will conduct a public hearing on the matters described in this
19 Resolution.

20 **6. Notice.** The City Clerk is hereby directed to cause notice of said public hearing to be
21 given by publication one time in a newspaper of general circulation in the area of the CFD,
22 including the area to be annexed to the CFD. The publication of said notice shall be
23 completed at least 7 days before the date herein set for said hearing. The City Clerk may also
24 cause a copy of such notice and a copy of this Resolution to be mailed to each landowner
25 within the territory proposed to be annexed, which notice, and resolution shall be mailed at
26 least 15 days before the date of said hearing. Such notice shall be substantially in the form
27 specified in Section 53339.4 of the Act, with a summary form specifically authorized.

28 **7. Effective Date.** This Resolution shall take effect upon its adoption.

* * * * *

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of
Suisun City duly held on Tuesday, the 21st day of March 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

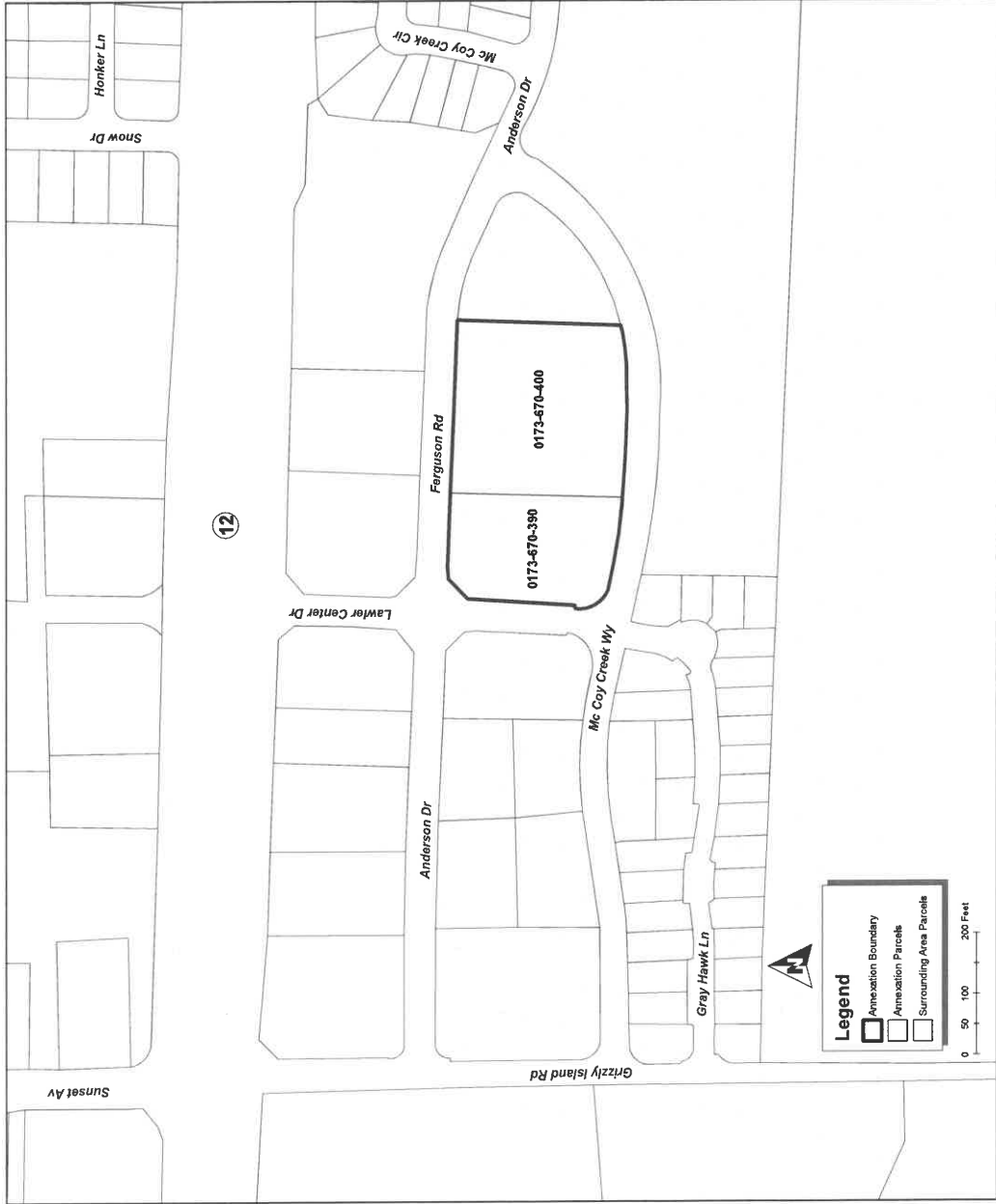
WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

Annexation Map No. 15 of City of Suisun City Community Facilities District No. 2 (Municipal Services)

ATTACHMENT NO. 2

COUNTY OF SOLANO
STATE OF CALIFORNIA



REFERENCE IS HEREBY MADE TO THAT CERTAIN MAP ENTITLED "PROPOSED BOUNDARIES OF CITY OF SUI SUN COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), COUNTY OF SOLANO, STATE OF CALIFORNIA," FILED THE 27TH DAY OF OCTOBER, 2006, AT THE HOUR OF 11:00 A.M. IN BOOK 13 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICT AT PAGE 60, IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF SOLANO, STATE OF CALIFORNIA, WHICH THIS ANNEXATION MAP AFFECTS.

1. FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF SUI SUN CITY THIS ____ DAY OF ____, 20__.

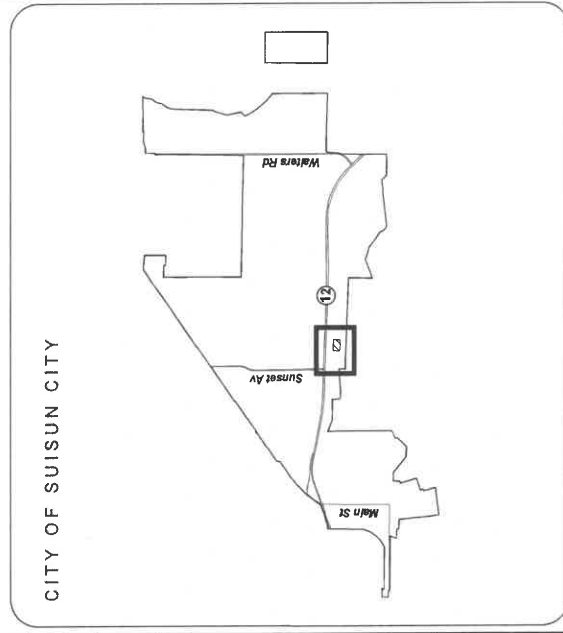
CITY CLERK

2. I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF ANNEXATION NO. 15 TO CITY OF SUI SUN CITY COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), COUNTY OF SOLANO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF SUI SUN CITY, AT A MEETING THEREOF, HELD ON THE ____ DAY OF ____, 20__, BY ITS RESOLUTION NO. ____.

CITY CLERK

3. FILED THIS ____ DAY OF ____, 20__, AT THE HOUR OF ____ O'CLOCK ____ M., IN BOOK ____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, AT PAGE ____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SOLANO, STATE OF CALIFORNIA.

COUNTY RECORDER,
COUNTY OF SOLANO



Source: Solano County GIS
Geographic Coordinate Reference: GCS North American 1983
Projection: NAD 1983 StatePlane California II FIPS 0402 Feet



CITY OF SUISUN CITY
Community Facilities District No. 2
(Municipal Services)

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

A Special Tax applicable to each Assessor's Parcel in Community Facilities District No. 2 (Municipal Services) (the "CFD") shall be levied and collected according to the tax liability determined by the City Council, through the application of the appropriate amount or rate for Taxable Property, as described below. All of the property in the CFD, unless exempted by law or by the provisions of Section E below, shall be taxed for the purposes, to the extent, and in the manner herein provided, including property subsequently annexed to the CFD unless a separate Rate and Method of Apportionment of Special Tax is adopted for the annexation area.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Acre or Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map or other parcel map recorded at the Solano County Recorder's Office.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5 commencing at Section 53311 of the California Government Code.

"Administrator" means the individual(s) designated by the City to administer the CFD in accordance with the authority and powers granted by the City Council.

"Assessor's Parcel" or "Parcel" means a lot or parcel shown on an Assessor's Parcel Map with an assigned Assessor's Parcel number.

"Assessor's Parcel Map" means an official map of the County Assessor of the County of Solano designating parcels by Assessor's Parcel number.

"Average Increase" means the annual average increase in the Indices that shall be applied to escalate the Maximum Special Tax each Fiscal Year. The Average Increase shall be calculated in January of each year by (1) referencing the Bureau of Labor Statistics Data to identify the annual percentage increase in each Index as of the end of the prior year, and (2) taking the average of these two percentages. If either Index decreases from one year to the next, the percentage change from the prior year shall be assumed to be zero for purposes of calculating the Average Increase.

"Building Square Footage" means the total gross square footage of the floor area of the buildings on any Parcel of Non-Residential Property determined by calculating the combined floor area contained within a building's exterior walls including the area of an addition where floor area is increased. Parking areas and exterior walkways shall not be included in the calculation of Building Square Footage. The determination of Building Square Footage shall be made by reference to appropriate records kept by the City's Building Department.

"CFD-Wide Special Tax" means the Maximum Special Tax identified in Section C.1 below that shall be levied on all Developed Property within the CFD.

"CFD-Wide Special Tax Requirement" means the amount necessary in any Fiscal Year to (i) pay the cost of authorized police, fire, paramedical, storm drain and City-wide landscaping services, (ii) pay administrative expenses of the CFD, and (iii) cure delinquencies in the payment of Special Taxes levied in prior Fiscal Years or (based on delinquencies in the payment of Special Taxes which have already taken place) are expected to occur in the Fiscal Year in which the tax will be collected.

"City" means the City of Suisun City.

"City Council" means the City Council of the City of Suisun City, acting as the legislative body of the CFD.

"Developed Property" means, in any Fiscal Year, all Taxable Property for which a building permit for new construction has been issued prior to July 1 of the preceding Fiscal Year.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Indices" means the Consumer Price Indexes for the San Francisco-Oakland-San Jose Urban Wage Earners and Clerical Workers Category and the U.S. City Average Urban Wage Earners and Clerical Workers Category.

"Live/Work Property" means a Parcel on which all or a portion of a Unit is deed-restricted for commercial use, as determined in the sole discretion of the City.

"Maximum CFD-Wide Special Tax" means the maximum CFD-Wide Special Tax, determined in accordance with Section C.1 below, that can be levied on Taxable Property in any Fiscal Year.

"Maximum Tax Zone Special Tax" means the maximum Tax Zone Special Tax, determined in accordance with Section C.2 below, that can be levied on Taxable Property in any Fiscal Year.

"Multi-Family Property" means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure with Units that are offered for rent to the general public.

“Non-Residential Property” means any Taxable Property within the boundaries of the CFD that is not Live/Work Property, Single Family Detached Property, Single Family Attached Property or Multi-Family Property, as defined herein.

“Public Agency” means the federal government, State of California or other local governments or public agencies.

“RMA” means this Rate and Method of Apportionment of Special Tax.

“Single Family Attached Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure consisting of two or more Units that share common walls and are offered as for-sale units, including such residential structures that meet that statutory definition of a condominium contained in Civil Code Section 1351.

“Single Family Detached Property” means, in any Fiscal Year, all Parcels of Developed Property which meet both of the following criteria: (i) a building permit was issued for construction of a Unit that does not share a common wall with another Unit, and (ii) the Parcel has not been designated as Live/Work Property.

“Special Tax” means a special tax levied in any Fiscal Year to pay the CFD-Wide Special Tax Requirement or the Tax Zone Special Tax Requirement.

“Taxable Property” means all Assessor’s Parcels within the boundaries of the CFD which are not exempt from the Special Tax pursuant to law or Section E below.

“Tax Zone” means a mutually exclusive geographic area within which a particular Tax Zone Special Tax may be levied pursuant to this RMA. All of the property within the CFD at the time of the CFD formation is within Tax Zone #1; additional Tax Zones may be created when property is annexed into the CFD, and a separate Tax Zone Special Tax shall be identified for property within a new Tax Zone at the time of such annexation.

“Tax Zone Special Tax” means a Special Tax that shall be levied within a particular Tax Zone or Tax Zones but not necessarily levied at a consistent rate throughout the entire CFD.

“Tax Zone Special Tax Requirement” means the amount necessary in any Fiscal Year to pay the cost of authorized landscaping services within a particular Tax Zone. A separate Tax Zone Special Tax Requirement shall be determined each Fiscal Year for each Tax Zone within which a Tax Zone Special Tax is authorized to be levied.

“Unit” means a residential dwelling unit, including individual single-family detached, duplex, triplex, fourplex, townhome, condominium, or apartment units.

B. DATA FOR ANNUAL ADMINISTRATION OF SPECIAL TAX

After July 1 of each Fiscal Year, the Administrator shall categorize all Parcels of Taxable Property in the CFD as Single Family Detached Property, Single Family Attached Property, Multi-Family Property, Live/Work Property or Non-Residential Property. For each Parcel of Single Family Attached Property, Live/Work Property and Multi-Family Property, the Administrator shall determine the number of Units on the Parcel by referencing the building permit, site plan, condominium plan, apartment plan or other development plan for the Parcel. The Administrator shall determine the Building Square Footage for all Parcels of Non-Residential Property. The Administrator shall also determine the Tax Zone within which each Parcel of Taxable Property is located.

C. MAXIMUM SPECIAL TAX

1. CFD-Wide Special Tax

Table 1 below identifies the Maximum CFD-Wide Special Taxes.

**Table 1
City of Suisun City
Community Facilities District No. 2
(Municipal Services)
Maximum CFD-Wide Special Taxes**

Land Use Category	Maximum CFD-Wide Special Tax Fiscal Year 2005-06 *
Single Family Detached Property	\$629.90 per Unit
Single Family Attached Property	\$472.43 per Unit
Multi-Family Property	\$236.21 per Unit
Live/Work Property	\$629.90 per Unit plus \$629.90 per 1,000 square feet (or portion thereof) of non-residential building and ancillary improvements
Non-Residential Property	The greater of \$629.90 per parcel or \$629.90 per 1,000 Square Feet (or portion thereof) of Building Square Footage

* Beginning in January 2006 and each January thereafter, this Maximum Special Tax shall be adjusted by applying the Average Increase, if any, in the Indices. Each annual adjustment of the Maximum Special Tax shall become effective on the subsequent July 1.

2. Tax Zone #1 Special Tax

Table 2 below identifies the Maximum Tax Zone Special Tax for Tax Zone #1. A different Maximum Tax Zone Special Tax shall be identified for Tax Zones added to the CFD as a result of future annexations.

Table 2
City of Suisun City
Community Facilities District No. 2
(Municipal Services)
Maximum Tax Zone Special Taxes for Tax Zone #1

Land Use Category	Maximum CFD-Wide Special Tax Tax Zone #1 Fiscal Year 2005-06 *
Single Family Detached Property	\$386.04 per Unit
Single Family Attached Property	\$289.53 per Unit
Multi-Family Property	\$144.77 per Unit
Live/Work Property	\$386.04 per Unit plus \$386.04 per 1,000 square feet (or portion thereof) of non-residential space
Non-Residential Property	The greater of \$386.04 per Parcel or \$386.04 per 1,000 Square Feet (or portion thereof) of Building Square Footage

* Beginning in January 2006 and each January thereafter, this Maximum Special Tax shall be adjusted by applying the Average Increase, if any, in the Indices. Each annual adjustment of the Maximum Special Tax shall become effective on the subsequent July 1.

D. METHOD OF LEVY AND COLLECTION OF THE SPECIAL TAX

1. CFD-Wide Special Tax

Each Fiscal Year, the CFD-Wide Special Tax shall be levied on all Parcels of Developed Property within the CFD as follows:

- Step 1:** Determine the CFD-Wide Special Tax Requirement for the Fiscal Year in which the CFD-Wide Special Tax will be collected;
- Step 2:** Calculate the total CFD-Wide Special Tax revenues that could be collected from Developed Property within the CFD based on application of the Maximum CFD-Wide Special Tax rates determined pursuant to Section C.1 above;

Step 3: If the amount determined in Step 1 is **greater than or equal to** the amount calculated in Step 2, levy the Maximum CFD-Wide Special Tax on all Parcels of Developed Property in the CFD.

Step 4: If the amount determined in Step 1 is **less than** the amount calculated in Step 2, levy the CFD-Wide Special Tax against all Parcels of Developed Property in equal percentages up to 100% of the Maximum CFD-Wide Special Tax for each Parcel until the amount of the CFD-Wide Special Tax levy equals the CFD-Wide Special Tax Requirement for that Fiscal Year.

2. Tax Zone Special Tax

Each Fiscal Year, the Tax Zone Special Tax shall be levied on all Parcels of Developed Property within each Tax Zone as follows:

Step 1: Separately for each Tax Zone, determine the Tax Zone Special Tax Requirement for the Fiscal Year in which the Tax Zone Special Tax will be collected;

Step 2: Calculate separately for each Tax Zone the total Tax Zone Special Tax revenues that could be collected from Developed Property within the Tax Zone based on application of the Maximum Tax Zone Special Tax rates for that Tax Zone;

Step 3: If the amount determined in Step 1 is **greater than or equal to** the amount calculated in Step 2, levy the Maximum Tax Zone Special Tax on all Parcels of Developed Property in the Tax Zone.

Step 4: If the amount determined in Step 1 is **less than** the amount calculated in Step 2, levy the Tax Zone Special Tax against all Parcels of Developed Property within the Tax Zone in equal percentages up to 100% of the Maximum Tax Zone Special Tax for each Parcel until the amount of the Tax Zone Special Tax levy equals the Tax Zone Special Tax Requirement for that Fiscal Year.

The CFD-Wide Special Tax and the Tax Zone Special Tax within the CFD shall be collected in the same manner and at the same time as ordinary ad valorem property taxes, provided, however, that the CFD may (under the authority provided in the Act), in any particular case, bill the taxes directly to the property owner off the County tax roll, and the Special Taxes will be equally subject to penalties and foreclosure if delinquent.

E. LIMITATIONS

Notwithstanding any other provision of this Rate and Method of Apportionment of Special Tax, no Special Tax shall be levied on land that has been conveyed to a Public Agency, except as otherwise provided in Sections 53317.3 and 53317.5 of the Act.

F. INTERPRETATION OF SPECIAL TAX FORMULA

The City reserves the right to make minor administrative and technical changes to this document that do not materially affect the rate and method of apportioning Special Taxes. In addition, the interpretation and application of any section of this document shall be left to the City's discretion. Interpretations may be made by the City by ordinance or resolution for purposes of clarifying any vagueness or ambiguity in this Rate and Method of Apportionment.

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AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Council Resolution 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Marina Village Apartments).

FISCAL IMPACT: There would be no impact to the General Fund from this item. The cost of the annexation process is covered by developer supplied funds. The Annexation of the Caterpillar Clubhouse into Community Facilities District No. 2 meets the fiscal criteria as established by Resolution No. 2005-69 Cost Recovery Policy for New Development, dated October 4, 2005. The Community Facilities District is intended to offset Municipal Service costs, including administrative costs, thereby reducing the negative fiscal impact of new development on the City's General Fund.

STRATEGIC PLAN: Provide Good Governance and Ensure Public Safety.

BACKGROUND: As part of the Marina Village Apartments conditions of approval, the developer is required to mitigate the impact on City Services due to the new development. In accordance with the development conditions imposed on development project, the landowner is annexing to Community Facility District No. 2 to offset municipal service costs for police, fire, paramedics.

STAFF REPORT: The first step in the legislative process for annexation of the Marina Village Apartments into Community Facility District No. 2 is for Council to pass a Resolution of Intention.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Marina Village Apartments).

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: A Resolution of Intention to Annex Territory to Community Facilities District and to Authorize the Levy of Special Taxes Therein (Marina Village Apartments).
2. Boundary Map.
3. Community Facilities District #2 Rate and Method of Apportionment.

PREPARED BY:

Amanda Dum, Management Analyst II

REVIEWED BY:

Nouae Vue, Director Public Works

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

- 1 [Resolution of Intention to Annex Territory to Community Facilities District](#)
- 2 [Boundary Map Annexation 16 CFD 2 \(Marina Village Apartments\)](#)
- 3 [Community Facilities District #2 Rate and Method of Appointment.pdf](#)

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Annexation No. 16 (Marina Village Apartments)

WHEREAS, this Council has conducted proceedings to establish Community Facilities District No. 2 (Municipal Services) (the “CFD”) pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code; and

WHEREAS, under the Act, this Council, as the legislative body for the CFD, is empowered with the authority to annex territory to the CFD, and now desires to undertake proceedings to annex territory to the CFD.

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

- 1. Findings.** This Council hereby finds and determines that public convenience and necessity require that territory be added to the CFD.
- 2. Territory Described.** The name of the existing CFD is “City of Suisun City Community Facilities District No. 2 (Municipal Services).” The territory originally included in the existing CFD is set forth in the map of the CFD heretofore recorded in the Solano County Recorder’s Office on October 27, 2005, in Book 23 at Page 60 of Maps of Assessment and Community Facilities Districts, to which map reference is hereby made, as such map has been supplemented in connection with subsequent annexations.

The territory now proposed to be annexed to the CFD is as shown on the Annexation Map for the captioned Annexation No. 16 (Marina Village Apartments) to the CFD, on file with the Clerk, the boundaries of which territory are hereby preliminarily approved and to which map reference is hereby made for further particulars. The City Clerk is hereby directed to cause to be recorded such Annexation Map, showing the territory to be annexed, in the office of the County Recorder of the County of Solano within 15 days of the date of adoption of this resolution.

- 3. The Services.** The types of public services financed by the CFD and pursuant to the Act consist of those municipal services (the “Services”) as described in Exhibit A to the Resolution of Formation with respect to the CFD adopted by the Council as Resolution No. 2005-89 on November 15, 2005 (the “Resolution of Formation”). It is presently intended that the Services will be provided, without preference or priority, to the existing territory in the CFD and the territory proposed to be annexed to the CFD.

1 **4. Special Tax.** Except to the extent that funds are otherwise available to the CFD to pay
2 for the Services, a special tax sufficient to pay the costs thereof is intended to be levied
3 annually within the CFD and collected in the same manner as ordinary *ad valorem* property
4 taxes.

5 The special tax proposed to pay for Services to be supplied within the territory proposed to be
6 annexed will be equal to the special taxes levied to pay for the same Services in the CFD,
7 except that a higher or lower tax may be levied within the territory proposed to be annexed or
8 to be annexed in the future to the extent that the actual cost of providing the Services in that
9 territory is higher or lower than the cost of providing those Services in the CFD.

10 The proposed rate and method of apportionment of the special tax among the parcels of real
11 property within the CFD, as now in existence and following the annexation proposed herein,
12 in sufficient detail to allow each landowner within the territory proposed to be annexed to the
13 CFD to estimate the maximum amount such owner will have to pay, are described in the Rate
14 and Method.

15 **5. Hearing.** Tuesday, May 2, 2023, at 6:30 p.m. or as soon as possible thereafter, in the
16 City Hall, Council Chambers, 701 Civic Center Boulevard, Suisun City, California, be, and
17 the same are hereby appointed and fixed as the time and place when and where this Council,
18 as legislative body for the CFD, will conduct a public hearing on the matters described in this
19 Resolution.

20 **6. Notice.** The City Clerk is hereby directed to cause notice of said public hearing to be
21 given by publication one time in a newspaper of general circulation in the area of the CFD,
22 including the area to be annexed to the CFD. The publication of said notice shall be
23 completed at least 7 days before the date herein set for said hearing. The City Clerk may also
24 cause a copy of such notice and a copy of this Resolution to be mailed to each landowner
25 within the territory proposed to be annexed, which notice, and resolution shall be mailed at
26 least 15 days before the date of said hearing. Such notice shall be substantially in the form
27 specified in Section 53339.4 of the Act, with a summary form specifically authorized.

28 **7. Effective Date.** This Resolution shall take effect upon its adoption.

* * * * *

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of
Suisun City duly held on Tuesday, the 21st day of March 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

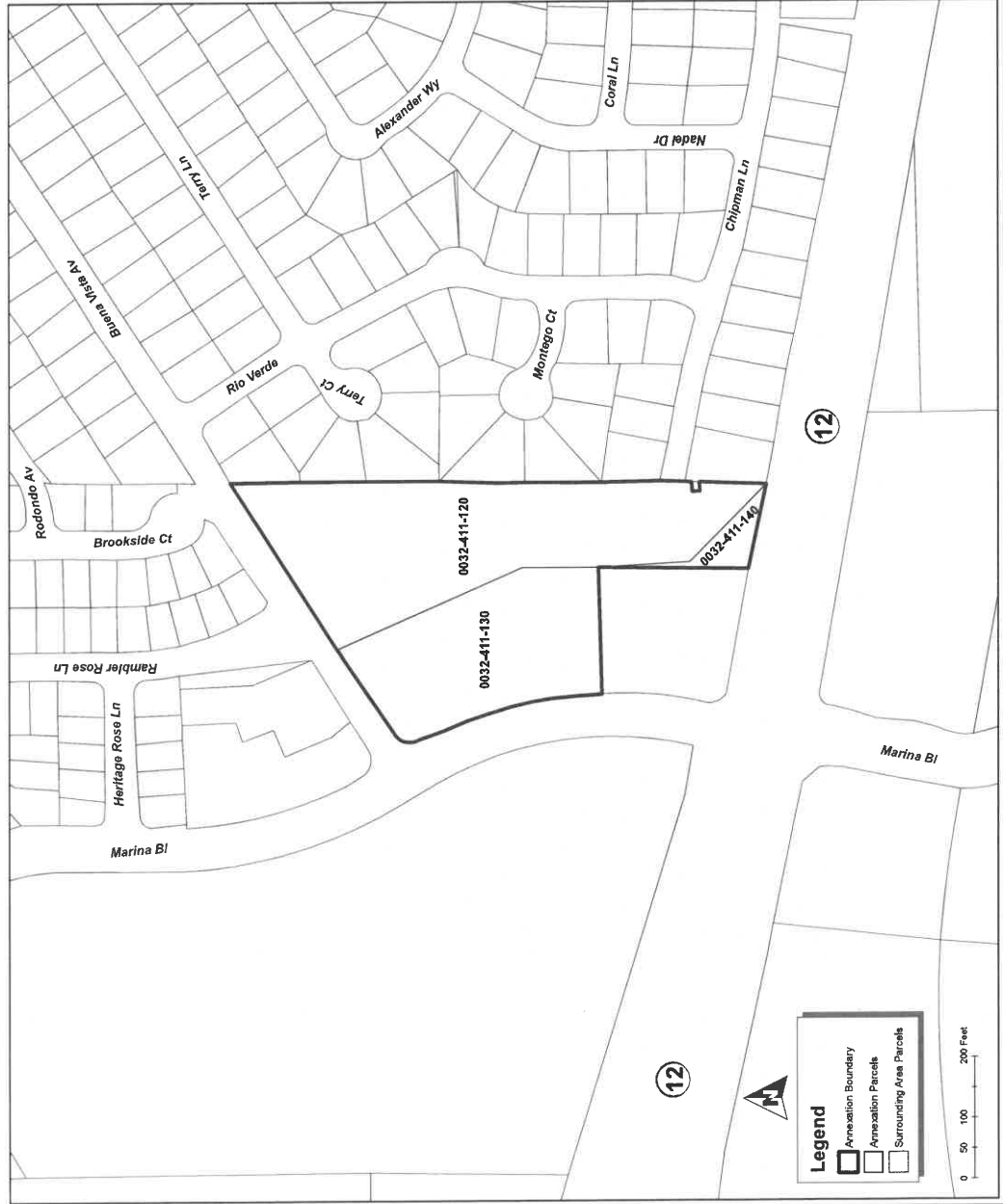
WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

Annexation Map No. 16 of City of Suisun City Community Facilities District No. 2 (Municipal Services)

ATTACHMENT NO. 2

COUNTY OF SOLANO
STATE OF CALIFORNIA



REFERENCE IS HEREBY MADE TO THAT CERTAIN MAP ENTITLED "PROPOSED BOUNDARIES OF CITY OF SUISUN CITY COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), COUNTY OF SOLANO, STATE OF CALIFORNIA," FILED THE 27TH DAY OF OCTOBER, 2002, AT THE HOUR OF 11:00 A.M. IN BOOK 23 OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICT AT PAGE 60, IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF SOLANO, STATE OF CALIFORNIA, WHICH THIS ANNEXATION MAP AFFECTS.

1. FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF SUISUN CITY THIS ____ DAY OF ____, 20__.

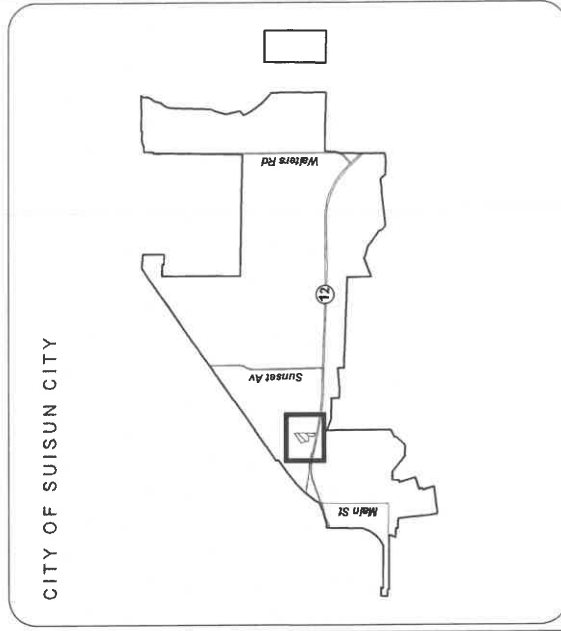
CITY CLERK

2. I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF ANNEXATION NO. 16, TO CITY OF SUISUN CITY COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), COUNTY OF SOLANO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY, AT A MEETING THEREOF, HELD ON THE ____ DAY OF ____, 20__, BY ITS RESOLUTION NO. ____.

CITY CLERK

3. FILED THIS ____ DAY OF ____, 20__, AT THE HOUR OF ____ O'CLOCK, ____ M., IN BOOK ____ OF MAPS OF THE CITY OF SUISUN CITY, COUNTY FACILITIES DISTRICT NO. 2, AT PAGE ____ IN THE OFFICE OF THE COUNTY RECORDER, COUNTY OF SOLANO, STATE OF CALIFORNIA.

COUNTY RECORDER,
COUNTY OF SOLANO



Source: Solano County GIS
Geographic Coordinate Reference: GCS North American 1983
Projection: NAD 1983 StatePlane California II FIPS 0402 Feet



CITY OF SUISUN CITY
Community Facilities District No. 2
(Municipal Services)

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

A Special Tax applicable to each Assessor’s Parcel in Community Facilities District No. 2 (Municipal Services) (the “CFD”) shall be levied and collected according to the tax liability determined by the City Council, through the application of the appropriate amount or rate for Taxable Property, as described below. All of the property in the CFD, unless exempted by law or by the provisions of Section E below, shall be taxed for the purposes, to the extent, and in the manner herein provided, including property subsequently annexed to the CFD unless a separate Rate and Method of Apportionment of Special Tax is adopted for the annexation area.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

“**Acre or Acreage**” means the land area of an Assessor’s Parcel as shown on an Assessor’s Parcel Map, or if the land area is not shown on an Assessor’s Parcel Map, the land area shown on the applicable final subdivision map or other parcel map recorded at the Solano County Recorder’s Office.

“**Act**” means the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5 commencing at Section 53311 of the California Government Code.

“**Administrator**” means the individual(s) designated by the City to administer the CFD in accordance with the authority and powers granted by the City Council.

“**Assessor’s Parcel**” or “**Parcel**” means a lot or parcel shown on an Assessor’s Parcel Map with an assigned Assessor’s Parcel number.

“**Assessor’s Parcel Map**” means an official map of the County Assessor of the County of Solano designating parcels by Assessor’s Parcel number.

“**Average Increase**” means the annual average increase in the Indices that shall be applied to escalate the Maximum Special Tax each Fiscal Year. The Average Increase shall be calculated in January of each year by (1) referencing the Bureau of Labor Statistics Data to identify the annual percentage increase in each Index as of the end of the prior year, and (2) taking the average of these two percentages. If either Index decreases from one year to the next, the percentage change from the prior year shall be assumed to be zero for purposes of calculating the Average Increase.

"Building Square Footage" means the total gross square footage of the floor area of the buildings on any Parcel of Non-Residential Property determined by calculating the combined floor area contained within a building's exterior walls including the area of an addition where floor area is increased. Parking areas and exterior walkways shall not be included in the calculation of Building Square Footage. The determination of Building Square Footage shall be made by reference to appropriate records kept by the City's Building Department.

"CFD-Wide Special Tax" means the Maximum Special Tax identified in Section C.1 below that shall be levied on all Developed Property within the CFD.

"CFD-Wide Special Tax Requirement" means the amount necessary in any Fiscal Year to (i) pay the cost of authorized police, fire, paramedical, storm drain and City-wide landscaping services, (ii) pay administrative expenses of the CFD, and (iii) cure delinquencies in the payment of Special Taxes levied in prior Fiscal Years or (based on delinquencies in the payment of Special Taxes which have already taken place) are expected to occur in the Fiscal Year in which the tax will be collected.

"City" means the City of Suisun City.

"City Council" means the City Council of the City of Suisun City, acting as the legislative body of the CFD.

"Developed Property" means, in any Fiscal Year, all Taxable Property for which a building permit for new construction has been issued prior to July 1 of the preceding Fiscal Year.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Indices" means the Consumer Price Indexes for the San Francisco-Oakland-San Jose Urban Wage Earners and Clerical Workers Category and the U.S. City Average Urban Wage Earners and Clerical Workers Category.

"Live/Work Property" means a Parcel on which all or a portion of a Unit is deed-restricted for commercial use, as determined in the sole discretion of the City.

"Maximum CFD-Wide Special Tax" means the maximum CFD-Wide Special Tax, determined in accordance with Section C.1 below, that can be levied on Taxable Property in any Fiscal Year.

"Maximum Tax Zone Special Tax" means the maximum Tax Zone Special Tax, determined in accordance with Section C.2 below, that can be levied on Taxable Property in any Fiscal Year.

"Multi-Family Property" means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure with Units that are offered for rent to the general public.

“Non-Residential Property” means any Taxable Property within the boundaries of the CFD that is not Live/Work Property, Single Family Detached Property, Single Family Attached Property or Multi-Family Property, as defined herein.

“Public Agency” means the federal government, State of California or other local governments or public agencies.

“RMA” means this Rate and Method of Apportionment of Special Tax.

“Single Family Attached Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure consisting of two or more Units that share common walls and are offered as for-sale units, including such residential structures that meet that statutory definition of a condominium contained in Civil Code Section 1351.

“Single Family Detached Property” means, in any Fiscal Year, all Parcels of Developed Property which meet both of the following criteria: (i) a building permit was issued for construction of a Unit that does not share a common wall with another Unit, and (ii) the Parcel has not been designated as Live/Work Property.

“Special Tax” means a special tax levied in any Fiscal Year to pay the CFD-Wide Special Tax Requirement or the Tax Zone Special Tax Requirement.

“Taxable Property” means all Assessor’s Parcels within the boundaries of the CFD which are not exempt from the Special Tax pursuant to law or Section E below.

“Tax Zone” means a mutually exclusive geographic area within which a particular Tax Zone Special Tax may be levied pursuant to this RMA. All of the property within the CFD at the time of the CFD formation is within Tax Zone #1; additional Tax Zones may be created when property is annexed into the CFD, and a separate Tax Zone Special Tax shall be identified for property within a new Tax Zone at the time of such annexation.

“Tax Zone Special Tax” means a Special Tax that shall be levied within a particular Tax Zone or Tax Zones but not necessarily levied at a consistent rate throughout the entire CFD.

“Tax Zone Special Tax Requirement” means the amount necessary in any Fiscal Year to pay the cost of authorized landscaping services within a particular Tax Zone. A separate Tax Zone Special Tax Requirement shall be determined each Fiscal Year for each Tax Zone within which a Tax Zone Special Tax is authorized to be levied.

“Unit” means a residential dwelling unit, including individual single-family detached, duplex, triplex, fourplex, townhome, condominium, or apartment units.

B. DATA FOR ANNUAL ADMINISTRATION OF SPECIAL TAX

After July 1 of each Fiscal Year, the Administrator shall categorize all Parcels of Taxable Property in the CFD as Single Family Detached Property, Single Family Attached Property, Multi-Family Property, Live/Work Property or Non-Residential Property. For each Parcel of Single Family Attached Property, Live/Work Property and Multi-Family Property, the Administrator shall determine the number of Units on the Parcel by referencing the building permit, site plan, condominium plan, apartment plan or other development plan for the Parcel. The Administrator shall determine the Building Square Footage for all Parcels of Non-Residential Property. The Administrator shall also determine the Tax Zone within which each Parcel of Taxable Property is located.

C. MAXIMUM SPECIAL TAX

1. CFD-Wide Special Tax

Table 1 below identifies the Maximum CFD-Wide Special Taxes.

**Table 1
City of Suisun City
Community Facilities District No. 2
(Municipal Services)
Maximum CFD-Wide Special Taxes**

Land Use Category	Maximum CFD-Wide Special Tax Fiscal Year 2005-06 *
Single Family Detached Property	\$629.90 per Unit
Single Family Attached Property	\$472.43 per Unit
Multi-Family Property	\$236.21 per Unit
Live/Work Property	\$629.90 per Unit plus \$629.90 per 1,000 square feet (or portion thereof) of non-residential building and ancillary improvements
Non-Residential Property	The greater of \$629.90 per parcel or \$629.90 per 1,000 Square Feet (or portion thereof) of Building Square Footage

* Beginning in January 2006 and each January thereafter, this Maximum Special Tax shall be adjusted by applying the Average Increase, if any, in the Indices. Each annual adjustment of the Maximum Special Tax shall become effective on the subsequent July 1.

2. Tax Zone #1 Special Tax

Table 2 below identifies the Maximum Tax Zone Special Tax for Tax Zone #1. A different Maximum Tax Zone Special Tax shall be identified for Tax Zones added to the CFD as a result of future annexations.

Table 2
City of Suisun City
Community Facilities District No. 2
(Municipal Services)
Maximum Tax Zone Special Taxes for Tax Zone #1

Land Use Category	Maximum CFD-Wide Special Tax Tax Zone #1 Fiscal Year 2005-06 *
Single Family Detached Property	\$386.04 per Unit
Single Family Attached Property	\$289.53 per Unit
Multi-Family Property	\$144.77 per Unit
Live/Work Property	\$386.04 per Unit plus \$386.04 per 1,000 square feet (or portion thereof) of non-residential space
Non-Residential Property	The greater of \$386.04 per Parcel or \$386.04 per 1,000 Square Feet (or portion thereof) of Building Square Footage

* Beginning in January 2006 and each January thereafter, this Maximum Special Tax shall be adjusted by applying the Average Increase, if any, in the Indices. Each annual adjustment of the Maximum Special Tax shall become effective on the subsequent July 1.

D. METHOD OF LEVY AND COLLECTION OF THE SPECIAL TAX

1. CFD-Wide Special Tax

Each Fiscal Year, the CFD-Wide Special Tax shall be levied on all Parcels of Developed Property within the CFD as follows:

- Step 1:** Determine the CFD-Wide Special Tax Requirement for the Fiscal Year in which the CFD-Wide Special Tax will be collected;
- Step 2:** Calculate the total CFD-Wide Special Tax revenues that could be collected from Developed Property within the CFD based on application of the Maximum CFD-Wide Special Tax rates determined pursuant to Section C.1 above;

Step 3: If the amount determined in Step 1 is **greater than or equal to** the amount calculated in Step 2, levy the Maximum CFD-Wide Special Tax on all Parcels of Developed Property in the CFD.

Step 4: If the amount determined in Step 1 is **less than** the amount calculated in Step 2, levy the CFD-Wide Special Tax against all Parcels of Developed Property in equal percentages up to 100% of the Maximum CFD-Wide Special Tax for each Parcel until the amount of the CFD-Wide Special Tax levy equals the CFD-Wide Special Tax Requirement for that Fiscal Year.

2. Tax Zone Special Tax

Each Fiscal Year, the Tax Zone Special Tax shall be levied on all Parcels of Developed Property within each Tax Zone as follows:

Step 1: Separately for each Tax Zone, determine the Tax Zone Special Tax Requirement for the Fiscal Year in which the Tax Zone Special Tax will be collected;

Step 2: Calculate separately for each Tax Zone the total Tax Zone Special Tax revenues that could be collected from Developed Property within the Tax Zone based on application of the Maximum Tax Zone Special Tax rates for that Tax Zone;

Step 3: If the amount determined in Step 1 is **greater than or equal to** the amount calculated in Step 2, levy the Maximum Tax Zone Special Tax on all Parcels of Developed Property in the Tax Zone.

Step 4: If the amount determined in Step 1 is **less than** the amount calculated in Step 2, levy the Tax Zone Special Tax against all Parcels of Developed Property within the Tax Zone in equal percentages up to 100% of the Maximum Tax Zone Special Tax for each Parcel until the amount of the Tax Zone Special Tax levy equals the Tax Zone Special Tax Requirement for that Fiscal Year.

The CFD-Wide Special Tax and the Tax Zone Special Tax within the CFD shall be collected in the same manner and at the same time as ordinary ad valorem property taxes, provided, however, that the CFD may (under the authority provided in the Act), in any particular case, bill the taxes directly to the property owner off the County tax roll, and the Special Taxes will be equally subject to penalties and foreclosure if delinquent.

E. LIMITATIONS

Notwithstanding any other provision of this Rate and Method of Apportionment of Special Tax, no Special Tax shall be levied on land that has been conveyed to a Public Agency, except as otherwise provided in Sections 53317.3 and 53317.5 of the Act.

F. INTERPRETATION OF SPECIAL TAX FORMULA

The City reserves the right to make minor administrative and technical changes to this document that do not materially affect the rate and method of apportioning Special Taxes. In addition, the interpretation and application of any section of this document shall be left to the City's discretion. Interpretations may be made by the City by ordinance or resolution for purposes of clarifying any vagueness or ambiguity in this Rate and Method of Apportionment.

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AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023 - ____: Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element.

FISCAL IMPACT: There would be no fiscal impact associated with adoption of the proposed Resolution. Failure to adopt the Resolution could result in the loss of future grant funding.

STRATEGIC PLAN: Revitalize Historic Downtown; Develop Sustainable Economy; Ensure Public Safety; Provide Good Governance, Ensure Fiscal Solvency; Enhance Environment.

BACKGROUND: The State of California Department of Housing and Community Development (HCD) requires an annual report on the progress of the jurisdiction's Housing Element. The Annual Report is required for all General Plans by California Government Code Section 65400(b), which states, "the planning agency shall provide an annual report to the legislative body on the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs...."

The Planning Commission discussed the annual report at their March 14 meeting and voted unanimously (3-0) to recommend City Council acceptance of the report.

STAFF REPORT: The General Plan represents Suisun City's future vision of the City in the year 2035. The Plan identifies the general location for future land uses, including residential, commercial, and industrial areas, and desired population and building densities throughout the community. The Plan states future goals for Community Character and Design, Land Use, Transportation, Economic Development, Housing, Open Space and Conservation, Community Facilities and Services, and Public Health and Safety.

The report describes the City's progress in implementing the policies and programs of the General Plan, as well as the City's progress on providing its share of the Regional Housing Needs Allocation (Attachment 1.B). The attachment includes an accounting of progress in addressing adopted housing policies as well as information in table form regarding the number of units that have been constructed in the City by calendar year. This information is used to track housing production at the state level. The report of the General Plan (Attachment 1.A) is divided into topic areas based on the City's General Plan Elements. It is important to understand that the items provided under each element are only for the prior calendar year and not the life of the Plan.

The Annual Progress Report informs the Planning Commission, the City Council, and State agencies about the progress in implementing the Suisun City General Plan during the calendar year 2022. This report is the 8th annual report since the City Council adopted the 2035 General Plan Update and 2015-2023 Housing Element, respectively in May 2015.

Projects implementing the General Plan during 2022 included (but are not limited to):

- **Community Character and Design Element**
 - Continued Implementation of Suisun City Strategic Plan.
 - Continued Holding Committee Meetings for Specific Issues.
 - Continued Implementation of Revised Public Notification Requirements and Adoption of Good Neighbor Policy.
- **Land Use Element**
 - Initiated Amendments to Title 18 “Zoning”.
 - Initiated Amendments to the Waterfront District Specific Plan.
- **Transportation**
 - Initiated Amendments to Transportation Element of the General Plan to Improve Circulation in and Around the City.
 - Completion of Railroad Avenue Resurfacing Project.
 - Completion of Village Drive and Whispering Bay Lane Asphalt Rubber Cape Seal Project (Senate Bill 1).
 - Completion of Traffic Calming Improvements Project on Whispering Bay Lane.
 - McCoy Creek Bicycle Trail Phase II Improvements (currently in construction).
 - Currently in conceptual design for Kellogg Resiliency Project.
- **Economic Development**
 - Entitled Element 7 Commercial Cannabis Dispensary.
 - Continued Processing Suisun Logistics (Eastern Sphere of Influence) and Highway 12 Logistics (Western Sphere of Influence) Development Projects.
 - Entitled Take 5 Oil Change and New Starbucks Drive Thru (NE Corner of Highway 12 and Walters Road).
 - Sale of Successor Agency Property
- **Housing Element**
 - Issued Building Permits for Marina Village and Blossom Apartments.
 - Filed Final Map and began review of building permit plans for the Meridian West project.
 - Entitled and began plan checking for the Lotz Residences project.
 - Permitting of Accessory Dwelling Units (ADUs).
- **Open Space and Conservation**
 - Continued to stay in contact with the Solano County Water Agency regarding the Habitat Conservation Plan (HCP).
- **Community Facilities and Services**
 - Completed energy efficiency upgrades to City-owned facilities.
 - Implementation of the Public Art Ordinance.
 - Continued work on the Prosperity Farm Community Garden Project.
- **Public Health and Safety**
 - Completed annual flood control projects.
 - Implementation of the Multi-Jurisdictional Hazard Mitigation Plan.
 - Development of Amendments to the Public Health and Safety Element of the General Plan.

As required by State law, staff also prepared the Annual Progress Report in the Housing Element for submission to HCD. The report summarized progress toward the goals and policies of the 2015-2023 Housing Element.

STAFF RECOMMENDATION: Staff recommends that the Council adopt Resolution No. 2023 - ____: Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element.

DOCUMENTS ATTACHED: 1. Council Adoption of Resolution No. 2023 - ____: Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element.
a. Annual Progress Report CY 2022.
b. Annual Housing Progress Report CY 2022 (A larger document is available for review in the City Clerk's Office).
2. PowerPoint Presentation

PREPARED BY:

John Kearns, Principal Planner

REVIEWED BY:

Jim Bermudez, Development Services Director

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

1 [Resolution Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element.pdf](#)

a [Annual Progress Report CY 2022.pdf](#)

b [Annual Housing Progress Report CY 2022 \(A larger document is available for review in the City Clerk's Office\)..pdf](#)

2 [Annual Progress Report 2022 PowerPoint.pdf](#)

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RESOLUTION NO. 2023 -

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE 2022 ANNUAL PROGRESS REPORT OF THE SUISUN CITY
GENERAL PLAN AND HOUSING ELEMENT**

WHEREAS, On May 5, 2015, the City Council adopted the 2035 General Plan Update; on May 19, 2015, the City Council adopted the 2015-2023 Housing Element, on November 1, 2016 the City Council adopted the Waterfront District Specific Plan and on March 21, 2017 the City Council adopted a Comprehensive Amendment to Title 18 of the Suisun City Code; and

WHEREAS, An Annual Report is required for all General Plans by California Government Code Section 65400(b), which states “the planning agency shall provide an annual report to the legislative body on the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs...”; and

WHEREAS, Staff has presented the Annual Report on the General Plan for 2022 to the City Council, and the City Council has reviewed said Annual Report; and

WHEREAS, The Annual Report is not considered a project under the provisions of the California Environmental Quality Act (CEQA); and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Suisun City that based on its review, the City Council accepts the 2022 Annual Report on the Suisun City General Plan (Exhibit A) and Housing Element (Exhibit B); and

BE IT FURTHER RESOLVED that the record of proceedings shall be located at the City Manager’s Office, and that the City Clerk shall be the custodian of such documents.

PASSED AND ADOPTED by the following vote at a regular meeting of the City Council of the City of Suisun City duly held on the 21st day of March 2023:

AYES:	Council Members:	_____
NOES:	Council Members:	_____
ABSENT:	Council Members:	_____
ABSTAIN:	Council Members:	_____

WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk

2022 ANNUAL GENERAL PLAN

PROGRESS REPORT

City or County Name:

City of Suisun City

Mailing Address:

701 Civic Center Boulevard
Suisun City, CA 94585

Contact Person:

John Kearns
Principal Planner

Phone:

(707)-421-7335

Fax:

(707)-429-3758

E-mail:

jkearns@suisun.com

Reporting Period by Calendar Year:

From January 1, 2022 to December 31, 2022

Submitted to:

Governor's Office of Planning and Research
P.O. Box 3044

INTRODUCTION AND PURPOSE OF THE ANNUAL REPORT

An Annual Report is required for all General Plans by California Government Code Section 65400(b), which states “the planning agency shall provide an annual report to the legislative body on the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs....”

The General Plan represents Suisun City’s future vision of the City in the year 2035. The Plan identifies the general location for future land uses, including residential, commercial, and industrial areas, and desired population and building densities throughout the community. The Plan states future goals for Community Character and Design, Land Use, Transportation, Economic Development, Housing, Open Space and Conservation, Community Facilities and Services, and Public Health and Safety.

The report describes the City’s progress in implementing the policies and programs of the General Plan, as well as the City’s progress on providing its share of the Regional Housing Needs Allocation. The report is divided into topic areas based on the City’s General Plan Elements.

This is the 8th Annual Report prepared by the Development Services Department since the adoption of the 2035 General Plan in 2015. For further information or additional copies of the Report, please contact:

John Kearns, Principal Planner
City of Suisun City
Development Services Department
701 Civic Center Blvd.
Suisun City, CA 94585
707-421-7335
jkearns@suisun.com

Below is a brief description of projects that the City has begun or completed during CY 2022 that assisted in implementing both the 2035 General Plan and 2015-2023 Housing Element:

Community Character and Design Element

Continued Implementation of Suisun City Strategic Plan. The Suisun City Council adopted the 2020-2025 Strategic Plan on October 22, 2019. Each City Council agenda item now ties back to how it relates to the adopted strategic plan.

Continued Holding Committee Meetings for Specific Issues. In 2019, the City Council created three committees to address important issues in the City: Lighting and Landscaping Districts, Public Safety, and Environment and Climate. These committees are made up of city residents appointed by the City Council. The Lighting and Landscaping District was disbanded in 2022 however the other two have continued on.

Continued Implementation of Revised Public Notification Requirements and Adoption of Good Neighbor Policy. The City updated its public noticing requirements and procedures in 2019. Noticing for development projects now includes mailings sent to all property owners within 600 feet of a project and placing a sign visible on the site displaying project information. Full use of the City's social media and website has been implemented in order to get the word out. In 2021, the City Council adopted a "Good Neighbor" Policy which allows residents and interested parties to be better informed early in the development review process. The policy has now applied to several projects and become a part of the entitlement process.

Land Use Element

Initiated Amendments to Title 18 "Zoning". Staff initiated work with the City's consultant, Gary Price, to amend/update the zoning code to address various inconsistencies and ambiguities.

Initiated Amendments to the Waterfront District Specific Plan. As a part of the City of Suisun City's Senate Bill 2 grant, AECOM Technical Service Inc. has been contracted to update and amend the Waterfront District Specific Plan. Amendments include a closer analysis of allowable uses, parking requirements throughout the Plan, and specific analysis of various sites within the Plan. The City has now expanded its consultant bench for the project by including Kosmont Associates.

Transportation

Initiated Amendments to Transportation Element of the General Plan to Improve Circulation in and Around the City. Staff continued analysis of the realignment of Railroad Avenue as well as other possible long-term circulation improvements for the City to consider.

Recently completed projects include the following:

New Railroad Avenue Pavement Resurfacing Project

This project provided pavement overlay, including digout repairs, on the eastbound lanes of New Railroad Avenue from Sunset Avenue to a point approximately 900 feet west of Village Drive. Pavement overlay will be from Village Drive to Sunset Avenue, on the south side of New Railroad Avenue. The project also replaced the existing bicycle lanes with buffered bicycle lanes on both

sides of Railroad Avenue from Sunset Avenue to Marina Boulevard. The striping improvements resulted in the width reduction the travel lanes. Moreover, a total of four (4) curb ramps were upgraded to ADA-compliant curb ramps at the southwest and southeast corners of the following t-intersections: Railroad Avenue/Village Drive and Railroad Avenue/Pepperwood Street. This project addressed the roadway deficiencies which included significant alligator cracks and base failure within the project pavement.

Village Drive and Whispering Bay Lane Asphalt Rubber Cape Seal Project (Senate Bill 1)

This project provided asphalt rubber cape seal treatment, including digout repairs, on the following street segments: 1) Village Drive from Highway 12 to Railroad Avenue, and 2) Whispering Bay Lane from Francisco Drive to Josiah Circle.

As part of this project, Village Drive received a road diet by the introduction of new buffered bicycle lanes on each side of the roadway, resulting in the reduction of vehicle travel widths. The new buffered bicycle lane directly connect to the Central County Bikeway, creating a safe facility for students who choose to ride their bikes to and from Crystal Middle School.

Traffic Calming Improvements Project on Whispering Bay Lane

This project provided improvements at the existing crosswalk fronting Crystal Middle School, on Whispering Bay Lane and just south of Almond Street. The project improvements include the installation of rectangular rapid flashing beacons, high visibility crosswalk, a concrete curb extension and curb ramp upgrades.

Currently in construction and anticipated to be completed in 2023 are the following projects:

McCoy Creek Bicycle Trail Phase II Improvements

The project is an extension of McCoy Creek Trail – Phase 1. Phase I was completed in 2008 and resulted in the addition of 0.38 miles (2,000 feet) in Class I trail to the City’s existing trail system. The Phase 2 Project will extend the existing Phase 1 Trail along the west bank of the McCoy Creek canal, starting from Pintail Drive to a new pedestrian bridge which will cross over the Laurel Creek. The bridge will span from the south bank of the Laurel Creek canal to the north bank of the Laurel Creek canal (roughly ending at the dead-end of Humphrey Drive).. From the bridge, the trail continues along the north bank of the Laurel Creek canal east to Blossom Avenue. The Project will be approximately one (1) mile in length. This Project will add a natural, scenic paved trail through the center of town that allows for easy connection to the Kroc Center, Suisun City Library, Suisun Elementary, transportation, shopping, and the Central County Bikeway.

The last planned phase of this Project (Phase 3) would complete the Trail eastward from Blossom Avenue to the bend in Laurel Creek canal where it turns northward (just east of Sunset Avenue) and will dead-end at Old Railroad Avenue. This would allow easy access into the City of Fairfield from the trail.

Highway 12 Shoulder and Median Improvements Project

The City has secured Clean California grant funds in the amount of \$2,300,000 for this project, which will beautify Highway 12 from Civic Center Boulevard to Walters Road at the following locations:

- 1) Landscaping within the unpaved area on the south side of Highway 12, located between the eastbound off-ramp and on-ramp at Civic Boulevard.
- 2) Landscaping in the medians from Marina Boulevard to Walters Road.
- 3) Landscaping and fence replacement between the curb line and soundwall along the north side of Highway 12 from Marina Boulevard to Village Drive.
- 4) Painting of existing k-rails on Highway 12 at McCoy Creek.

Projects for which design and construction is anticipated to be completed in 2023 include the following:

HSIP Cycle 10 Rectangular Rapid Flashing Beacons (RRFB) Project

Highway Safety Improvement Program (HSIP) Cycle10 in the amount of \$249,800 has been secured for this project. No local match is required. The project will install rectangular rapid flashing beacons, high visibility crosswalks and concrete bulbouts at the following locations:

- 1) Golden Eye Way at Shoveller Drive (fronting Suisun Elementary School.
- 2) Pintail Drive at Crane Drive (fronting Goepp Park and Dan O. Root Elementary School).
- 3) Harrier Drive, north of Osprey Way (fronting the main entrance to Dan O. Root Elementary School).

These are locations identified for Safe Routes to School (SR2S) improvements through the SR2S Task Force Committee, which is comprised of representatives from the Fairfield-Suisun Unified School District (FUSD), Solano Transportation Authority (STA), and the City. Design work will begin and will be completed by the end of 2022. Construction is anticipated to begin in 2022 and to be completed 2023.

(HSIP) Cycle 10 Traffic Signal Improvements Project

Highway Safety Improvement Program (HSIP) Cycle10 in the amount of \$1,515,330 has been secured for this project. A 10% local match (\$168,370) is required. The project will upgrade the existing five (5) traffic signals on Sunset Avenue, the five (5) traffic signals on Walters Road, and the one traffic signal at Main Street and Lotz Way.

Green Stormwater Infrastructure Project

A Caltrans funding allocation has been secured for this project in the amount of \$893,270 for design and construction. The goals of the project are to reduce the amount of trash and to improve the quality of stormwater entering the Suisun Marsh and San Francisco Bay ecosystems, as well as to beautify this gateway to the City's Historic Waterfront District. These goals will be achieved by constructing a green stormwater infrastructure feature and a full trash capture device within the project area, which is located east of the Amtrak Park & Ride Lot and west of the Highway 12 off-ramp at Civic Center Boulevard. The parking lot slopes towards a drainage ditch on the eastern perimeter of the parking lot, covered with primarily non-native grasses, bare earth, and rock. The ditch is well suited for conversion into a bioretention facility to slow and treat runoff from the parking lot and the off ramp.

Sidewalk Gap Closure Project

The City has secured a Transportation Fun for Clean Air (TFCA) allocation in the amount of \$95,000 for this project. This is a Safe Routes to School Project to Crystal Middle School as well

as a Safe Routes to Transit Project to the Train Depot. This project will fill in the gap in the sidewalk system around the parcel located at the southeast corner of Marina Boulevard and Buena Vista Drive. Affordable apartments are currently being constructed in that parcel, and the City has conditioned the project to construct one half of the 10-foot wide sidewalk planned along the project frontages. As part of the TFC A project, the City will construct the other half. The goal is to connect this planned 10-foot wide concrete pedestrian/bicycle path to the nearby Central County Bikeway and Grizzly Island Trail.

2023 Pavement Resurfacing Projects

Approximately \$2.1 million dollars is budgeted for the 2023 pavement resurfacing projects, which are as follows: 1) Slurry Seal Project, and 2) Asphalt Rubber Cape Seal Project. D

The Slurry Seal Project will apply crack seal and slurry seal to the following street segments:

- 1) Main Street from Highway 12 to Main Street's southerly terminus.
- 2) Catalina Circle.
- 3) Harbor Park Drive.
- 4) Breakwater Circle.
- 5) Catamaran Way.
- 6) Pepperwood Street.
- 7) Floyd Court
- 8) Anderson Drive from Lawler Ranch Parkway to the McCoy Creek bridge.
- 9) Hoyt Court.
- 10) Lawler Ranch Parkway from Mayfield Way to Potrero Street.
- 11) Capistrano Drive.

On the other hand, the Asphalt Rubber Cape Seal Project will provide digout repairs, curb ramp upgrades and asphalt rubber cape seal to the following street segments:

- 1) Merganser Drive from Village Drive to Wigeon Way.
- 2) Wigeon Way from Pintail Drive to Merganser Drive.
- 3) Lawler Ranch Parkway (west entrance) from Highway 12 to Mayfield Way.
- 4) Lawler Ranch Parkway (east entrance) from Highway 12 to Potrero Street.

The following is a project for which conceptual design will be completed in 2023 and 100% plans, specifications and estimates (PS&E) is anticipated to be completed in 2024:

Kellogg Resiliency Project

The goal of the project is to enhance the social and ecological resilience of the City by:

- 1) Reducign risk of fire and slope instability to the homes adjacent to the Kellogg Pump Station Basin.
- 2) Empowering current and future City leaders to implement phased seal level rise adaption measures.
- 3) Enhancing recreational and educational opportunities to support the well-being and ecological literacy.
- 4) Reducing existing surface water flooding and enhancing water quality through effective stormwater management.
- 5) Ensuring the ease of long-term operations and maintenance of the project area.

This project is located within the two parcels located south of the homes on Maple Street between Kellogg Street and School Street.

The project will be administered by the Fairfield-Suisun Sewer District (FSSD). American Rescue Plan Act (ARPA) funds in the amount of \$200,000 will be directed to FSSD for the purpose of environmental design, community outreach and the preparation of conceptual plans through 30% plans and cost estimate.

A State allocation of \$8.6 million has been secured to take the above-mentioned 30% documents to completion in the form of 100% plans, specifications and estimates (PS&E). The State allocation will also fund the construction of the improvements, which may include the following:

- 1) Concrete path for emergency vehicle access/use, pedestrians and bicyclists.
- 2) Stabilizing the embankment adjacent to the homes on Maple Street.
- 3) Raised ecotone levees for future flood risk reduction.
- 4) Covering the basin and introducing an underground pipe for the conveyances of stormwater.
- 5) Green stormwater infrastructure south of the adjacent homes on Maple street, at the southerly terminus of School Street, and on the west side of Kellogg Street immediately east of the project storm basin.
- 6) Green privacy screens to reduce noises emanating from the project site.
- 7) Perimeter gates and fencing.
- 8) Trash collection receptacles.

Economic Development

Entitled Element 7 Commercial Cannabis Dispensary. The City Council entitled the City's second commercial cannabis dispensary located at 300 Railroad Avenue. Element 7 is currently working on finalizing civil plans for the property and submitting tenant improvement plans for building permit.

Continued Processing Suisun Logistics (Eastern Sphere of Influence) and Highway 12 Logistics (Western Sphere of Influence) Development Projects.

Suisun Logistics

The City received a development application and annexation request for 167 acres within the City's Eastern Sphere of Influence. The project, as proposed, would include over 2 million square feet of High-Cube Industrial space. Entitlements are anticipated to be considered in mid-2023.

Highway 12 Logistics

The City received a development application and annexation request for property west of the Suisun City downtown, adjacent to Pennsylvania Avenue and south of Highway 12 within the City's Western Sphere of Influence. The project, as proposed, would include approximately 1.28 million square feet of High-Cube Industrial space. Entitlements are anticipated to be considered in mid-to-late 2023.

Entitled Take 5 Oil Change and New Starbucks Drive Thru (NE Corner of Highway 12 and Walters Road). The Planning Commission granted entitlements for both projects (1) Take 5 (May); and (2) Starbucks (September). The Take 5 project has received its building permit and is now under construction. The Starbucks project is expected to be under construction during the 2nd quarter of 2023.

Sale of Successor Agency Property. The Successor Agency closed escrow on sale of five vacant parcels of land which were formerly a part of the Main Street West Disposition and Development Agreement.

Housing Element

Issued Building Permits for Marina Village and Blossom Apartments. Between the two project there are a total of 340 units. The Marina Village project is an affordable project with the Blossom Apartments project being market rate. Both projects are expected to be occupied within the next couple of years.

Meridian West. The final map for the 71-unit single family subdivision (west edge of Waterfront District area) has been recorded. Plot plans have been submitted and approved. Building construction is expected to commence the second half of 2023.

Lotz Residences. The Planning Commission granted entitlements for a 16-unit single family subdivision at the NE corner of Civic Center Blvd. and Lotz Way. **The project is in the building permit/plan check process presently with the expectation of permit issuance in Spring 2023.**

Permitting of Accessory Dwelling Units (ADU's). The City issued two Accessory Dwelling Units (ADU's) in the 2022 calendar year and are looking at ways to continue to streamline their permitting moving forward.

In Cooperation with Other Jurisdictions in Solano County, Formed a Collaborative in Updating the Housing Element (6th Cycle). Along with the cities of Benicia, Dixon, Rio Vista, Vacaville, Vallejo, and Solano County, the City of Suisun City formed a collaborative in updating the upcoming Housing Element of the General Plan. Consulting work (performed by PlaceWorks) began in late 2021 with the City's element coming before the City Council in March 2023.

Open Space and Conservation

Habitat Conservation Plan (HCP). The City of Suisun City continues to be a participant of the HCP.

Community Facilities and Services

Completed Energy Efficiency Upgrades to City-Owned Facilities.

Implementation of the Public Art Ordinance. The City adopted a Public Art Ordinance which obligates development to either pay a fee or install public art as part of a project. The Ordinance was further amended in late 2021. With the most recent development projects, revenues are beginning to be received and applied to this policy.

Continued Work on the Prosperity Farm Community Garden Project. The area being considered for the new Community Garden is City owned property that was once part of a plan to become a street. That idea never came to fruition and the land has been vacant ever since. Ironically, the name of the street that was never built was Prosperity Lane, which leads to naming this project Prosperity Farm. This property sits adjacent to the McCoy Creek Bike Trail Phase 3, which will connect this area to the majority of the city by walking or riding a bicycle. The Community Garden will be planned comprehensively and designed by a landscape architect to help bring concepts to reality and to insure we have a first class product the community can be proud of at completion.

Public Health and Safety

Flood control projects (Annual). Staff completed routine removal of vegetation to ensure proper functioning and operation of channel runoff, existing water control facilities, or other structures necessary for public health, safety and benefit. The following activities took place in 2022: spraying, mowing/weed eating, debris removal, and limb pruning.

Implementation of the Multi-Jurisdictional Hazard Mitigation Plan. Staff worked closely with the County and other participants of the Plan to complete the update. This is being completed in advance of the update to the Safety Element of the General Plan.

General Plan Safety Element. In addition to the update of the Housing Element that PlaceWorks is completing, they are also updating the Safety Element. The amendment are largely centered around update dictated by new laws/statutes. The element is slated for City Council adoption in March 2023.

Please Start Here

General Information	
Jurisdiction Name	Suisun City
Reporting Calendar Year	2022
Contact Information	
First Name	John
Last Name	Kearns
Title	Principal Planner
Email	jkearns@suisun.com
Phone	7074217337
Mailing Address	
Street Address	701 Civic Center Boulevard
City	Suisun City
Zipcode	94585

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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Jurisdiction	Saskatoon City
Reporting Year	2022 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 01/01/2015 - 01/01/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "-" indicates an optional field
Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier			Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes						Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications	Application Status	Notes						
1		2	3	4	5						6	7	8	9	10	11	12						
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (1-5 ADU/MH)	Tenure (Renter or Owner)	Date Application Submitted (see instructions)	Very Low - Income Non Restricted	Very Low - Income Deed Restricted	Low Income Non Restricted	Low Income Deed Restricted	Moderate Income Non Deed Restricted	Moderate Income Deed Restricted	Above Moderate Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Was APPLICATION Pursuant to GC 65915.4(b)? (SB 35 Streamlining)	Did the housing development seek incentives or concessions pursuant to Government Code section 65915?	Were incentives requested pursuant to Government Code section 65915 approved?	Pass indicate that the application is for a density bonus	Notes*	
Summary Row: Start Data Entry Below																							
Same as current		0037-222-0601, 110, 120, 130, 0038-2-32 010120	Not addressed	TSM2122-201	SPD	O	2/2/2022								70	70		No	No	N/A	Pending		
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ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Suisun City
Reporting Year	2022 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 01/31/2015 - 01/31/2023

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier				Unit Types		Affordability by Household Incomes - Completed Entitlement										
1				2	3	4							5	6		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units Issued Entitlements	
Summary Row: Start Data Entry Below																
0032-411-020; 030; 050; 060; 070; 080; 090; 100; and 110	0032-411-120, 130, 140	201 Marina Boulevard	Marina Village Apartments	SP/AR-20/1-002	5+	R								12/14/2021	16	
0037-130-010	0037-130-010	1343 Blossom Avenue	Blossom Apartments	SP/AR 20/1-001	5+	R								6/15/2021	0	
	0032-042-300,360,440,460,480,500,520,540,560,580,600,680	Not yet addressed	Lotz Residences	SP/AR 21/2-001	SFD	O							16	6/28/2022	16	
	0173-612-190	1224 Lawler Ranch Parkway	Jackson JADU	B21-2-0952	ADU	R									0	
	0174-361-210	1672 Hickam Circle	Weinman JADU	B22-3-0183	ADU	R									0	
															0	
															0	
															0	
															0	

Note: "*" indicates an optional field
Cells in grey contain auto-calculation formulas

Affordability by Household Incomes - Building Permits							Affordability by Household Incomes - Certificates of Occupancy										
7							8	9	10						11	12	
Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Building Permits <u>Date Issued</u>	# of Units Issued Building Permits	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units Issued Certificates of Occupancy or other forms of readiness
44	0	115	2	0	0	13		174	0	0	0	0	0	0	0		0
44	0	115	0	0	0	1	2/2/2022	160									0
0	0	0	0	0	0	12	10/24/2022	12									0
								0									0
			1				9/28/2022	1									0
			1				11/10/2022	1									0
								0									0
								0									0
								0									0
								0									0
								0									0

Jurisdiction	Suisun City
Reporting Year	2022 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
				Permitted Units Issued by Affordability										
				2										
		1												
Income Level		RHNA Allocation by Income Level		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
				-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	147		-	-	-	-	-	-	-	44	-	44	103
	Non-Deed Restricted			-	-	-	-	-	-	-	-	-	-	-
Low	Deed Restricted	57		-	-	-	-	-	-	-	115	-	115	-
	Non-Deed Restricted			-	-	-	-	-	-	-	2	-	2	-
Moderate	Deed Restricted	60		-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted			-	-	-	-	-	-	-	-	-	-	60
Above Moderate		241		-	-	-	-	-	-	-	-	-	-	-
Total RHNA		505		-	8	52	19	5	1	77	13	-	175	66
Total Units				-	8	52	19	5	1	77	174	-	336	229
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Units Remaining
		Extremely low-income Need												7
		Extremely/Low-income Units*	74	-	-	-	-	-	-	-	24	-	24	50

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.
 Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).
 Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.
 Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Suisun City
Reporting Year	2022 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "-" indicates an optional field
Cells in grey contain auto-calculation formulas

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier			Date of Rezone		RHNA Shortfall by Household Income Category			Rezone Type	Sites Description								
1			2		3			4	8								
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	
0032081310,060,050,070,320, 0032062140	Not addressed			11/1/2016	45	8			Unaccommodated Need	2.63	Downtown Waterfront	Downtown Mixed Use	20	45	53	Non-Vacant	Existing uses on-site. Will need to consolidate the parcels, but all parcels owned by a single entity.
0032-411-070, 080, 090, 100, and 110	201 Marina Blvd.	Marina Apartments	SP/AR 20-1-002	3/1/2017		64			Unaccommodated Need	3.22	Mixed Use	High Density Residential 2	20	45	64	Vacant	These sites are being combined with adjacent parcels forming a 160-unit project which has been rezoned to accommodate a 100-unit increase.
0032-042-120, 130, and 140	Not Addressed			11/1/2016	26	57			Unaccommodated Need	3.31	Downtown Waterfront	Downtown Mixed Use	20	45	83	Non-Vacant	Site is existing Park N Ride property.
0032-281-060, 110, and 130	Not Addressed			11/1/2016	122				Unaccommodated Need	4.06	Downtown Waterfront	Residential High Density	20	45	122	Vacant	Multiple ownership. Will need to consolidate the parcels.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Suisun City		
Reporting Year	2022 (Jan. 1 - Dec. 31)		
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1.A.1	Rezoning to accommodate Regional Housing Needs Allocation (RHNA)	Rezoning of two sites (1) 0032-081-310, 050, 060, 070 and 320; and (2) 0032-082-140 and 0032-411-070, 080, 090, 100 and 110 to accommodate the 4th cycle shortfall by January 31, 2016. The rezone of two sites (1) 0032-042-120, 130 and 640 and (2) 0032-281-060, 130 and 110 to meet the 5th cycle shortfall will be completed by May 31, 2016.	Completed/Ongoing. The Waterfront District Specific Plan was updated in November 2016, allowing for the rezones of Mixed Use to High Density Residential to accommodate the 204-unit shortfall for this cycle.The Zoning Ordinance was adopted in March 2017 and thus the proper zonings are in place. During the 2019 calendar year, the City will analyze the possibility of fee deferrals.
1.A.2	To acquire or obtain air rights to the Park n Ride property across from the Train Depot.	The City will send a formal letter of interest to Caltrans by July 2015 and will negotiate with Caltrans on the transfer of the property and will amend the Waterfront District Specific Plan by May 31, 2016 or Program 1.A.3 will take effect.	The City has prepared a letter and begun engaging the State of California regarding this program.
1.A.3	To ensure adequate sites are available through the planning period to meet the City's RHNA. The City will continue to maintain an inventory of sites available and appropriate for residential development for households at all income levels.	Ongoing, as projects are proposed.	This program is ongoing and the City updated the Waterfront District Specific Plan in 2016 and its Zoning Ordinance in 2017. The City has applied for and has been granted two grants (SB 2 and LEAP). Work has begun on both. Work is expected to meet applicable deadlines.
1.B.1	As part of the process of assessing a proposed residential development, evaluate the potential to incorporate other uses within the project or in conjunction with the project, including but not limited to project-serving retail, job centers, or services such as child care.	Ongoing.	This program is ongoing and many of the concepts of the program have been incorporated into the various mixed use zoning districts the City offers.
1.C.1	Annually review and update the City's inventory of properties that are suitable for redevelopment/reuse and continue to identify the potential number of additional dwelling units on such sites based on the age, condition, and density of existing land uses in relation to zoning or specific plan requirements. The City will continueto make the inventory available to interested residential developers via the City's website and through predevelopment meetings.	Post the Housing Element on the City's website as soon as it is adopted (January 2015) and contact affordable housing developers annually to provide them with a list of vacant and underutilized sites for the development of affordable housing (also see Program 1.E.1).	The Housing Element has been posted on the City's website and the City will continue to engage affordable housing developers. The City has developed a list of affordable housing developers for reference.
1.C.2	Continue to provide regulatory and financial incentives to increase the probability that residences will be constructed in commercial zones, either as single use projects or in mixed-use developments, particularly within the Waterfront District Specific Plan.	The City will continue to work with developers to provide regulatory incentives including fee deferrals and flexible developments standards as projects are submitted to the Development Services Department. The City will assist developers with securing additional financing as projects are submitted to the Development Services Department and funds are available.	This program is ongoing.

1.D.1	Review and adopt, as appropriate, a program requiring developers of residential development to either: (a) provide a percentage of their units at a below-market rent or prices; (b) pay a fee; (c.) propose alternative measures to meet their affordable housing requirements determined by an ordinance that will be drafted.	The City will review and adopt, as appropriate, an Inclusionary Housing Ordinance within one year of adoption of Housing Element.	This program is ongoing. Staff is working on addressing this program.
1.E.1	Provide financial incentives to make construction of affordable housing for extremely low-, very low-, low-, and moderate-income households economically feasible by applying for state and federal subsidies.	Apply for additional funding as Notices of Funding Available (NOFAs) are released by the state. The City will post the Housing Element on the City's website as soon as it is adopted and contact affordable housing developers annually to provide them with a list of vacant and underutilized sites for the development of affordable housing (also see Program 1.C.1).	This program is ongoing. The City will continue to seek opportunities to apply for available funding.
1.E.2	Continue to seek interested nonprofit housing sponsors/developers to make use of available financing techniques for affordable housing projects for extremely low-, very low-, low-, and moderate income households. The City will identify for-profit and nonprofit housing developers interested in developing affordable housing in Suisun City.	Develop a list of for-profit and nonprofit housing developers by July 2015 and contact, annually or as funding for sites, potential projects, and funding is available.	Staff will continue reaching out to developers regarding this program.
1.E.3	Annually meet with representatives of Solano County, Vallejo, Fairfield, Vacaville, and/or other jurisdictions to determine interest in, and feasibility of, applying for a mortgage revenue bond or mortgage certification allocation.	Annually meet representatives from the County and representatives from the other cities in the county to discuss interest in applying for mortgage revenues bonds or mortgage credit certificates. If feasible, apply for the first allocation in 2016. If the program is successful, the City will apply for the second allocation in 2017.	The City will again reach out to the other communities to discuss opportunities.
1.F.1	Continue to implement the second dwelling unit ordinance that follows the requirements of state law (Government Code Section 65852.1) in allowing second dwelling units on any residential lot subject to ministerial review.	The City will amend the Zoning Ordinance to include the state law language that was passed in 2005 which removed discretionary review.	The City updated its Accessory Dwelling Unit (ADU) ordinance to come into compliance with state law in 2020.
1.F.2	Continue to allow construction of duplexes on corner lots and other flexible housing designs according to City Design Guidelines.	2015-2023, as projects are received through the Development Services Department.	This program is ongoing, but the City has not yet had an opportunity to implement.
1.G.1	Evaluate development proposals based on development standards, the distinctiveness of design, and compatibility with existing residential development in the vicinity of the proposal. The City will evaluate the compatibility with the physical and environmental characteristics of the area in which a development proposal is to be located, and by using the specific plan and planned unit development processes, the City will encourage the distinctiveness of new residential neighborhoods.	2015-2023, as projects are received through the Development Services Department.	This program is ongoing.
1.H.1	Continue to use PUD zoning to offer greater housing choice for residents and greater flexibility for developers than in conventional zone districts. The PUD Zone enables developers to provide a great range of housing units that can accommodate a variety of needs.	2015-2023. Consider using PUD zoning where appropriate and as projects are submitted to the Development Services Department.	The City has continued to emphasize the benefits of PUD Zoning and again used it on for a development project in 2020 (Lawler Mixed Use).

1.1.1	As required by state law (Government Code Section 65400), annually review and evaluate the City's progress in meeting Housing Element objectives and prepare a report to the City Council on annual achievements...	Submit annual reports starting April 2015, and annually thereafter. The City will submit its adopted Housing Element to local water providers upon adoption of this Housing Element.	The City has continued to report annually on the Housing Element. The adopted element has been provided to the Solano Irrigation District (SID) and Fairfield-Suisun Sewer District (FSSD).
2.A.2	Assist nonprofit housing corporations seeking to acquire and maintain privately owned, government-subsidized housing developments that could convert to market-rate housing under state or federal loan agreements. Acquisition will be negotiated sale. Note: At present, there are three "at-risk" assisted rental housing projects in Suisun City.	2015-2023	This program is ongoing.
2.B.1	The Suisun City Housing Authority will continue to seek additional Section 8 vouchers for its very low-income residents to reduce the number of such households paying more than 30 percent of their incomes for housing expenses when funding for additional vouchers becomes available and the Authority is able to apply for such funding.	2015-2023	This program is ongoing and the Housing Authority will continue to seek additional vouchers.
3.A.1	Amend the Zoning Ordinance to specifically allow employee housing for six or fewer residents as a permitted use in residential zoning districts, in compliance with Health and Safety Code Section 17021.5.	12/1/2015	This program has been completed.
3.A.2	Provide information on state and federal fair housing laws, and refer discrimination complaints to the Fair Employment and Housing Commission. The City will continue to make available, at City Hall and on the City's website, and distribute information on state and federal fair housing laws to rental property owners, lenders, and real estate agents in the city.	Referral will occur on an as needed basis and information on the website will be ongoing. Information will be distributed to rental property owners, lenders and real estate agents annually.	This program has been satisfied and information posted on the City website.
3.A.3	Cooperate with nonprofit housing corporations and for-profit developers specializing in housing for adults 55 years of age and above to accommodate housing that meets the needs of this age group. This will include actions by both the Development Services Department and the Housing Authority.	Use density bonus and Planned Unit Development (PUD) processes to facilitate the development of housing for older adults, as projects are proposed. Assist developers in locating sites and converting and retrofitting existing residential buildings annually. Provide rehabilitation assistance to older low-income homeowners annually. Assist in the funding of affordable housing for older adults annually or as projects are proposed.	This program is ongoing and the City will continue to seek opportunities.
3.A.4	Cooperate with Travis Air Force Base officials to identify any unmet needs among military personnel for affordable housing in Suisun City.	Annually meet with representatives of Travis Air Force Base to determine whether unmet housing needs exist.	This program is ongoing and staff will continue to meet with representatives of Travis Air Force Base.
3.A.5	The City will encourage affordable rental housing developments for low- and moderate-income households to contain an appropriate percentage of three- and four-bedroom units.	2015-2023	This program is ongoing.
3.A.6	Continue to comply with Americans with Disabilities Act (ADA) requirements for accessibility and adaptability of new residential buildings to meet the needs of mobility-impaired persons.	2015-2023	This program is ongoing.
3.A.7	Cooperate with, and provide assistance to, organizations seeking to develop or convert residential buildings for use as group homes for persons with disabilities that prevent them from using conventionally designed housing.	Identify locations within the City by December 2015. Apply for funding, as developments are proposed.	This program is ongoing, but City has not yet had a chance to implement program.

3.A.8	Work with housing providers to address special housing needs for seniors, large families, female-headed households, single-parent households with children, persons with physical disabilities and developmental disabilities, farmworkers, and homeless individuals and families. The City may seek funding under the federal housing opportunities for persons with AIDS program, California Child Care Facility Financing Program, and other state and federal programs designated specifically for special needs groups such as seniors, persons with physical and developmental disabilities, and persons at risk for homelessness.	One time during the planning period or as appropriate development comes forth.	The City will continue to seek opportunities.
4.A.1	Continue to check building plans for compliance with state energy conservation standards for new residential buildings.	2015-2023	The City will continue to comply with applicable codes and regulations.
4.A.2	The state energy conservation requirements address energy conservation in the construction of dwelling units. Additional energy conservation can be obtained from development patterns that encourage conservation. The City will continue to implement design guidelines for site development that encourage energy conservation.	2015-2023	This program is ongoing.
4.A.3	Substantial energy conservation and reduced utility payments can be realized from weatherizing and insulating older dwelling units. Many low-income homeowners, and owners of rental units whose occupants are low-income, lack the financial resources to undertake such home improvements.	2015-2023	The City will continue to assist in facilitating this program.

Jurisdiction	Suisun City		
Reporting Period	2022	(Jan. 1 - Dec. 31)	
Planning Period	5th Cycle	01/31/2015 - 01/31/2023	

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Table E									
Commercial Development Bonus Approved pursuant to GC Section 65915.7									
Project Identifier			Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved	
1			2				3	4	
APN	Street Address	Project Name +	Local Jurisdiction Tracking ID +	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Suisun City	
Reporting Period	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2 Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2																
For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).																
Project Identifier			Unit Types		Affordability by Household Incomes After Conversion								Units credited toward Above Moderate RHNA			Notes
1			2	3	4								5	6		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below																

Jurisdiction	Suisun City		
Reporting Period	2022	(Jan. 1 - Dec. 31)	
Planning Period	5th Cycle	01/31/2015 - 01/31/2023	

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table G					
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of					
Project Identifier					
1		2	3	4	
APN	Street Address	Project Name +	Local Jurisdiction Tracking ID +	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred
Intended Use for Site					
Summary Row: Start Data Entry Below					

Jurisdiction	Suisun City	NOTE: This table is meant to contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns	
Reporting Period	2022	(Jan. 1 - Dec. 31)	

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Solano County jurisdictions, please format the APN's as follows:9999-999-999

Table H						
Locally Owned Surplus Sites						
Parcel Identifier		Designation	Size	Notes		
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

Jurisdiction	Suisun City	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	44
	Non-Deed Restricted	0
Low	Deed Restricted	115
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		13
Total Units		174

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	16	0	0
2 to 4	0	0	0
5+	0	172	0
ADU	0	2	0
MH	0	0	0
Total	16	174	0

Housing Applications Summary	
Total Housing Applications Submitted:	1
Number of Proposed Units in All Applications Received:	70
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0

Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2,

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		16
Total Units		16

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	44
	Non-Deed Restricted	0
Low	Deed Restricted	115
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		13
Total Units		174

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Submittal Instructions

Please save your file as Jurisdictionname2022 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2022



Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov, and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.





1



Why do we do this every year?

- Government Code section 65400 requires that each city, county, or city and county, including charter cities, prepare an annual progress report (APR) on the status of the housing element of its general plan and progress in its implementation, using forms and definitions adopted by the Department of Housing and Community Development (HCD)
- Each jurisdiction's Annual Progress Report (APR) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) by **April 1** of each year (covering the previous calendar year)

2






Highlights

2022

- Completion of Railroad Avenue Resurfacing Project
- Completion of SB 1 Projects
- Completion of Traffic Calming Improvements Project on Whispering Bay Lane
- McCoy Creek Bicycle Trail Phase II Improvements Kellogg Resiliency Project (Conceptual Design)
- Entitlement of development projects (Element 7, Take 5, Lotz Residences, etc.)
- Building Permit issuance for residential projects (e.g. Marina Village and Blossom Apartments)

3

Recommendation

- Resolution No. 2023 - ____; Accepting the 2022 Annual Progress Report of the Suisun City General Plan and Housing Element.

4

AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-__: Authorizing Amending the Membership of the Public Safety & Emergency Management Community Advisory Committee.

FISCAL IMPACT: There is no fiscal impact to the name change.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: Resolution No. 2019-09 created Citizen Advisory Committees for Lighting and Landscape Districts, Environment and Climate, and Public Safety & Emergency Management. Resolution No. 2020-55 created Economic Pandemic Impact Citizen Advisory Committee. Resolution 2020-148 authorized the title of the Citizen Advisory Committees to change to Community Advisory Committees.

STAFF REPORT: The City Council has made it a part of its strategic priorities to increase community engagement at all levels. Each Public Safety Department has a representative appointed by each respective bargaining unit. The newly formed Suisun Professional Firefighters Association will appoint a represented replacing the former Suisun City Fire Department appointment.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2023-__: Authorizing Amending the Membership of the Public Safety & Emergency Management Community Advisory Committee.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Authorizing Amending the Membership of the Public Safety & Emergency Management Community Advisory Committee.
-

PREPARED BY:

Brad Lopez, Fire Chief

REVIEWED BY:

Greg Folsom, City Manager

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

[1 Resolution Authorizing Amending Membership of Public Safety & Emergency Management Community Advisory Committee.pdf](#)

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WHEREAS, on February 19, 2019, the City Council approved the formation, mission, and functions of three new Suisun City Citizens Advisory Committees: Environment & Climate, Public Safety & Emergency Management, and Lighting & Landscape; and

WHEREAS, on December 8, 2020 the City Council approved changing the title of the Citizen Advisory Committees to Community Advisory Committees; and

WHEREAS, the City Council's purpose in establishing the new advisory committees was their desire to foster a culture of civic engagement as part of Suisun City's form of governance; and

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 21st day of March 2023, by the following vote:

WITNESS my hand and the seal of said City this 21st day of March 2023.

88

Exhibit A

The Structure of each Community Advisory Committees would mirror one another in the following manner:

- A. Each Committee would be a “Standing Committee” as defined by the Brown Act as one which has “continuing subject matter jurisdiction.” Therefore, it is subject to the Brown Act’s notice and posting requirements. Standing Committees do not have to establish a “regular meeting time and place” but must meet in public and post notices of their meetings.
- B. Each Committee would hold regular meetings as needed, but meet at a minimum once a Quarter. The meeting will take place at a City Building and at a time convenient for its members and allow for maximum community participation.
- C. The Agenda shall be properly noticed and posted at City Hall and Suisun.com.
- D. Each Committee will serve as an Advisory Board to both the Council and the Commissions. Once a consensus of the Committee is reached, they will submit any findings, reports or comments to the City Council as needed, no less than bi-annually. All such reports and findings are to be solely advisory in nature. On occasion, the City Council or Commission may direct the Committee to review a particular item and may request a report with a specific date or time certain. In either case, the Committee would be subject to the same regular agenda process for appearing before the City Council or Commission.
- E. Committee membership will be for two-years, expiring March 31 or every odd numbered year, and determined based on the specific Committee and confirmed by the full City Council.
 - a. Environment & Climate: 7-member board with each member appointed by a member of the Council, with the Mayor having two appointments. The Chair and 7th member of the Committee will be a current City Council member appointed by the Mayor. The Vice Chair will be selected by vote of the members of the Committee annually.
 - b. Public Safety & Emergency Management: 9-member board with each member appointed by a member of the Council with the Mayor having three appointments, one member appointed by the ~~Suisun City Fire Department~~ **Suisun Professional Firefighters Association** and one member appointed by the Suisun City Police Officers Association. The Chair & Vice Chair to be selected by vote of the members of the Committee annually.

Purpose and Mission:

The purpose behind the creation of the Committees was identified in the Background Section of this report in that each Committee's various missions will be a tool towards advancing civic engagement as a part of the Suisun City governance culture.

The Mission of each Committee will differ and will strive to undertake the following tasks:

The Advisory Committee on Environment and Climate Impacts in Suisun City. This Committee centers on the environment and our changing climate. Examples of the Committee's duties include but are not limited to climate impacts on existing and planned developments, researching initiatives to enhance the Suisun City environmental quality of life, promoting ecotourism in Suisun City while focusing on opportunities for education and sustainability, being a forum for on topic presentations, and review of Environmental Impact Reports (EIR) prior to Commission or City Council review.

The Advisory Committee for Public Safety & Emergency Management of Suisun City. This Committee centers on reviewing critical public safety functions including but not limited to, scheduling and participation in disaster preparedness training through the Federal Emergency Management Agency (FEMA) Incident Command System (ISC), reverse 911 testing and evacuation modeling, involvement in "Table Top" exercises, creation, training and maintenance of Community Emergency Response Teams (CERT), evaluation of Essential Services Facilities as defined by State and Federal Regulations, support for and creation of Neighborhood Watch Captains and periodic reviews of public safety response levels of service (LOS). All annual Fire and Police Annual Reports will be made to the Advisory Committee for Public Safety & Emergency Management prior to the City Council.

Amendments

March 21, 2023	
March 29, 2022	Resolution 2022-45
December 8, 2020	Resolution 2020-148
January 14, 2020	Resolution 2020-01
February 19, 2019	Formation Resolution 2019-09

AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: PUBLIC HEARING: SUISUN CITY GENERAL PLAN UPDATES.

- a. Council Adoption of Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Repeal the 2015-2023 Housing Element and Adopt the Housing Element of the General Plan for the Period of 2023-2031 in Compliance with State Housing Element Law, and, Determine the Housing Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)
- b. Council Adoption of Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Update the General Plan Public Health and Safety Element, and, Determine the Safety Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)

FISCAL IMPACT: The consultant contract with PlaceWorks (consultant) was part of the Local Early Action Planning (“LEAP”) grant funding received by the City. Failure to adopt the Resolution could result in the loss of future grant funding.

STRATEGIC PLAN: Revitalize Historic Downtown; Develop Sustainable Economy; Ensure Public Safety; Provide Good Governance, Ensure Fiscal Solvency; Enhance Environment.

BACKGROUND:

2023-2031 Housing Element

California Government Code Sections 65580-65589.8 requires local jurisdictions to update the Housing Element of their General Plans every eight years, subject to the review and approval of the State Department of Housing and Community Development (HCD). The City’s current Housing Element (“5th Cycle”) was adopted on May 19, 2015, and covers the period from 2015 to 2023.

The Housing Element is a comprehensive statement by the community of its current and future housing needs and proposed action to facilitate the provision of additional housing to meet those needs at all income levels. The policies contained in the Housing Element are an expression of the statewide housing goal of meeting the housing needs in our region, as well a reflection of the unique concerns of the community. Housing Elements are required to:

1. Assess and address constraints to housing development;
2. Provide an assessment of population housing needs;
3. Analyze progress toward implementing the previous Housing Element;
4. Guide housing development policy;
5. Identify opportunities to meet the City’s housing needs and identified Regional Housing Needs Allocation (RHNA);
 - a. Identify resources that support housing for all income groups;
 - b. Complete an inventory of existing and new sites for housing development in support of meeting the City’s RHNA;

Housing Element law does not require the City to build all units identified as part of the RHNA, but rather to implement a plan to accommodate for these units throughout the City. The Housing Element is not only a tool to solve housing problems but aims to identify constraints and barriers and provide realistic solutions where able.

The City has prepared the 6th Cycle Housing Element which plans for the period of 2023 to 2031. All 6th cycle Housing Elements must be certified by HCD by January 31, 2023 (with an additional 120-day grace-period possible, until May 31, 2023, to accommodate for delays).

On January 14, 2020, the City Council, by Resolution, became a member of the Solano County sub-region to administer the Regional Housing Needs Allocation (RHNA) for Solano County in the 6th Cycle Housing Element update (2023-2031). The County as a whole was assigned 10,992 units throughout the four income ranges (Very Low-, Low-, Moderate-, Above Moderate-) to plan for as part of the Housing Element updates. All jurisdictions worked together, under the authority of the Solano City-County Coordinating Council (4C's), to develop methodology to allocate the housing needs amongst its member jurisdictions.

In 2020, the City also joined the County Collaborative, a partnership with the other jurisdictions in Solano County to jointly select, utilize, and fund a single consultant to prepare the Housing Elements for partnering jurisdictions in the county.

In December 2021, HCD approved the Solano Subregion 6th cycle RHNA plan and methodology, which established the housing needs that each jurisdiction in the subregion needed to plan for as part of the 6th Housing Element cycle. For Suisun City, the total RHNA assigned is 620 units (of the 10,992 units assigned to Solano County as a whole). See Table 1 below for a breakdown of units by income group. The sites are located throughout the City and a map and discussion of the sites can be found beginning on Page 48. The discussion includes Table 7, Page 49; and Figure 1, Page 50.

Table 1 - REGIONAL HOUSING NEED, 2023-2031

Income Category	Allocation (units)
Very Low*	160
Low	95
Moderate	98
Above Moderate	267
Total	620

Source: ABAG 2021

**It is assumed that 50 percent of the very low-income category is allocated to the extremely low-income category.*

- In January 2022, the Planning Commission (January 11, 2022) conducted a study session to receive an introduction to the update process, the requirements for the update, overview of the RHNA process, and new state housing laws that must be incorporated into the Housing Element update.
- On August 17, 2022, the City released the Draft Housing Element for a 30-day public review period, ending on September 16, 2022.
- In August 2022, the Planning Commission and City Council held a joint meeting (August 20, 2022) to review the Draft Housing Element and recommend submittal to HCD for initial review.

- On October 4, 2022, the City submitted the Draft Housing Element to HCD for review. HCD had 90-days, until December 30th, to complete their review of the draft.
- On December 7, 2022, staff and the consultant team met with HCD to discuss HCD's preliminary comments prior to the end of their 90-day review. Based on the preliminary comments received, the City staff and the consultant team revised the Draft Housing Element, released it for public review on December 21st, and submitted it to HCD on December 27th.
- On December 28, 2022, the City received a comment letter from HCD regarding items that need to be corrected or further addressed. The HCD comment letter is included as Attachment 3. Following receipt of the HCD comment letter, staff and the consultant team revised the Housing Element to address all the comments in the letter.

2023 Public Health and Safety Element

Pursuant to California Government Code Section 65302(g), a Safety Element must be updated upon the revision of a Housing Element or a Local Hazard Mitigation Plan, but no less than every eight years. The Safety Element must identify potential natural and human-caused hazards that could affect the City of Suisun City's residents, businesses, and services. The purpose of a Safety Element is to establish a framework that anticipates these hazards and prepares the community to minimize exposure to these risks.

Suisun City's Safety Element content is included in the Public Health and Safety Element of the City's General Plan 2035. Although the Safety Element was updated as part of the 2035 General Plan adopted by the City Council in May 2015, California Government Code Section 65302(g) requires the City to review the Safety Element and update it as needed concurrent with the update of the Housing Element update. The City initiated this update in late 2021.

City staff and the consultant team prepared a Climate Change Vulnerability Assessment in accordance with the California Adaptation Planning Guide and pursuant to Government Code Section 65302(g)(4) in mid-2022. Concurrently with this assessment, City staff and the consultant team prepared the Public Health and Safety Background Report, which includes an overview of natural and human-caused hazards in Suisun City, past occurrences, updated mapping of hazards, and how the hazards are likely to change in the future. The results of the Climate Change Vulnerability Assessment were integrated into the Background Report, which was prepared in late 2022. The Background Report was then used to update the text, goals, policies, and actions of the 2023 Public Health and Safety Element. The background report has been added as an appendix to the General Plan.

- A link to the 2023 Public Health and Safety Element is provided as Attachment 9.

The Planning Commission held a public hearing at their February 28 meeting in which they unanimously voted in favor of City Council adoption of the proposed element amendments.

STAFF REPORT:

2023-2031 Housing Element

The attached Suisun City 2023-2031 Housing Element Summary (Attachment 6) outlines modifications made to the Final Draft document following City Council endorsement in December 2020. These amendments were required by State Housing and Community Development in order to issue a letter of compliance and allow the adoption and certification process to move forward.

2023 Public Health and Safety Element Update

The Safety Element (Public Health and Safety) is a required element of the General Plan per California state law and as stated previously must be updated concurrently with any Housing Element update. As part of the update, below is a discussion of changes and additions to the element.

An appendix to the General Plan has been created for the Public Health and Safety Background Report. Within the background report, evaluation of public safety issues is discussed with emphasis on the following items:

- Healthy Communities
- Hazardous Materials
- Flooding
- Fire Risk
- Geologic, Soils, and Seismic Hazards
- Emergency Response
- Climate change hazards

Additionally, the element includes updated mapping, regulatory framework discussion, as well as a discussion of past events and future risks. Lastly, a Climate Change Vulnerability Assessment (CCVA) was prepared by the project team pursuant to Government Code section 65302(g)(4). The assessment included a four-step process: (1) characterizing the city's exposure to current and projected climate hazards; (2) identifying potential sensitivities and potential impacts to city populations and assets; (3) evaluating the current ability of the populations and assets to cope with climate impacts, also referred to as its adaptive capacity; and (4) identifying vulnerabilities based on systematic scoring. The CCVA included an evaluation of 59 populations and community assets to ten potential hazards. The CCVA is included as Appendix A of the Public Health and Safety Background Report.

- The attached Suisun City 2023-2031 Public Health and Safety Summary (Attachment 7) provides a summary of the major changes to the revised draft Public Health and Safety Element.

CEQA REVIEW

Section 15061(b)(3): Common Sense Exemption

The proposed project is exempt as a "common sense" exemption under State CEQA Guidelines Section 15061(b)(3) because the project involves policies, programs, and actions to meet the City's RHNA allocation that would not have the potential to cause a significant physical effect on the environment. As it can be seen with certainty that there is no possibility that the proposed 6th Cycle Housing Element Update would have a significant effect on the environment, the 6th Cycle Housing Element is exempt from CEQA under the commonsense exemption.

Similarly, the proposed Public Health and Safety Element Update is also exempt as a "common sense" exemption because it does not propose site-specific development. It is an update to an existing policy document to comply with new laws and reinforce existing policy direction. Therefore, the proposed Public Health and Safety Element would not result in any direct or indirect physical changes to the environment.

Analysis in Support of Findings

Policies, programs, and actions included in the Housing Element encourage housing production and outline steps for the future implementation of certain actions. Similarly, the goals, objectives, policies, and programs included in the Public Health and Safety Element ensure that the City appropriately considers public health and safety in decisions related to land development, the provision of services,

and public investments. Future implementation actions would include amendments to zoning and other regulations to facilitate housing development; however, no amendments to the City's land use regulations are included in the Housing Element or Public Health or Safety Element Update. In addition, as discussed in Section 2.2.2, Proposed Sites and Zoning, the Housing Sites Inventory utilizes existing land use and zoning densities and does not require redesignation or rezoning to meet the RHNA. Furthermore, the proposed 6th Cycle Housing Element does not include specific amendments to any land use regulations but rather provides a timeline for future amendments. Subsequent amendments to the City's land use or zoning regulations will be subject to separate CEQA review at the time the amendments are considered. Until the details and scope of the amendments are known, it is too speculative and premature to evaluate environmental impacts. Therefore, it can be seen with certainty that the Suisun City 6th Cycle Housing Element and Public Health and Safety Element Update would not have a significant effect on the environment and is, therefore, exempt from further CEQA analysis.

STAFF RECOMMENDATION:

1. Adopt Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Repeal the 2015-2023 Housing Element and Adopt the Housing Element of the General Plan for the Period of 2023-2031 in Compliance with State Housing Element Law, and, Determine the Housing Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)
2. Adopt Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Update the General Plan Public Health and Safety Element, and, Determine the Safety Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)

DOCUMENTS ATTACHED:

1. Council Adoption of Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Repeal the 2015-2023 Housing Element and Adopt the Housing Element of the General Plan for the Period of 2023-2031 in Compliance with State Housing Element Law, and, Determine the Housing Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)
2. Council Adoption of Resolution No. 2023 - ____: A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment to Update the General Plan Public Health and Safety Element, and, Determine the Safety Element is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Section 15061(b)(3)
3. City of Suisun City's 6th Cycle (2023-2031) Draft Housing Element Comment Letter from California Housing and Community Development (HCD), dated December 28, 2023
4. California Environmental Quality Act Exemption Technical Memorandum
5. PowerPoint Presentation
6. Housing Element Key Changes
7. Public Health and Safety Key Changes
8. Suisun City's 2023-2031 Housing Element Comment Letter from Fair Housing Advocates of Northern California, dated February 28, 2023
9. 2023-2031 Housing Element Update and Public Health and Safety Element Update: <https://www.suisun.com/News-articles/Housing-and-Public-Health-and-Safety-General-Plan-Element-Updates>

PREPARED BY:

John Kearns, Principal Planner

REVIEWED BY:

Jim Bermudez, Development Services Director

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

- 1 [A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment.pdf](#)
- 2 [A Resolution of the City Council of the City of Suisun City Adopting a General Plan Amendment.pdf](#)
- 3 [City of Suisun City's 6th Cycle \(2023-2031\) Draft Housing Element Comment Letter, dated December 28, 2023.pdf](#)
- 4 [California Environmental Quality Act Exemption Technical Memorandum.pdf](#)
- 5 [PowerPoint Presentation.pdf](#)
- 6 [Housing Element Key Changes.pdf](#)
- 7 [Public Health and Safety Key Changes.pdf](#)
- 8 [Housing Element Comment Letter from Fair Housing Advocates of Northern California.pdf](#)
- 9 [Housing Element Update and Public Health and Safety Element Update Link.pdf](#)

RESOLUTION NO. 2023-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING A GENERAL PLAN AMENDMENT TO REPEAL THE 2015-2023
HOUSING ELEMENT AND ADOPT THE HOUSING ELEMENT OF THE
GENERAL PLAN FOR THE PERIOD OF 2023-2031 IN COMPLIANCE WITH
STATE HOUSING ELEMENT LAW, AND, DETERMINE THE HOUSING
ELEMENT IS EXEMPT FROM THE CALIFORNIAL ENVIRONMENTAL
QUALITY ACT (CEQA) PURSUANT TO CEQA SECTION 15061(B)(3)**

WHEREAS, local governments are authorized by Government Code section 65350 et seq. to prepare, adopt, and amend general plans; and

WHEREAS, Government Code section 65580 et seq. requires cities to update their Housing Elements on a regular basis; and

WHEREAS, an update to the Housing Element of the Suisun City General Plan for the 2023-2031 planning period has been initiated and prepared by the City of Suisun City; and

WHEREAS, the 2023-2031 Housing Element update leaves the General Plan internally consistent; and

WHEREAS, the staff report and supporting materials accompanying this resolution are found to be true, are adopted as Facts and Findings, and are incorporated by reference in this resolution; and

WHEREAS, pursuant to State Law, the Draft 2023-2031 Housing Element was submitted to the California Department of Housing and Community Development ("HCD"); and

WHEREAS, on December 7, 2022, HCD contacted the City to amend the draft Housing Element, and based on that direction, City staff revised the draft Housing Element to include additional information and data; and

WHEREAS, on December 28, 2022, the City received a letter from HCD providing its findings regarding the Draft Housing Element; and

WHEREAS, on February 28, 2023, the Planning Commission held a public hearing on the proposed amendments and took all public comment before unanimously recommending City Council adoption of the amendments; and

WHEREAS, on March 6, 2023, a public hearing was properly noticed in the Daily Republic newspaper advertising a public hearing on March 21, 2023; and

1 **WHEREAS**, pursuant to the provisions of the California Environmental Quality Act
2 (Public Resources Code section 21000 et seq.; "CEQA") and the CEQA Guidelines (Title 14
3 California Code of Regulations section 15000 et seq.), the City has determined that the proposed
4 action is exempt per Section 15061(b)(3) as there is no foreseeable impact as a result of the
5 subject action.

6 **NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Suisun
7 City, exercising its independent judgment as follows:

8 **SECTION 1:** The above recitals are true and correct and incorporated herein by
9 reference.

10 **SECTION 2:** The City Council finds that General Plan Amendment is consistent with
11 and achieves the objectives prescribed in Suisun City Municipal Code.

12 **SECTION 3:** The City Council finds the update to the Housing Element are consistent
13 with California Government Code Section 65300 and State of California General Plan
14 Guidelines.

15 **SECTION 4:** The Planning Commission recommended adoption of the proposed
16 amendments to the City Council of the City of Suisun City at their regular meeting of February
17 28, 2023.

18 **SECTION 5:** This resolution is effective immediately upon adoption.

19 **NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council of the
20 City of Suisun City hereby adopts the proposed amendments to the Suisun City General Plan
21 and authorizes the City Manager to make non-substantive modifications to the Housing
22 Element, subject to approval as to form by the City Attorney, as may be required by the State
23 Department of Housing and Community Development to achieve certification.

24 **PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of
25 Suisun City held on Tuesday the 21st day of March 2023 by the following vote:

26 **AYES:** Councilmembers: _____
27 **NOES:** Councilmembers: _____
28 **ABSENT:** Councilmembers: _____
29 **ABSTAIN:** Councilmembers: _____

30 **WITNESS** my hand and the seal of said City this 21st day of March 2023.

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Anita Skinner
City Clerk

RESOLUTION NO. 2023-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING A GENERAL PLAN AMENDMENT TO UPDATE THE GENERAL
PLAN PUBLIC HEALTH AND SAFETY ELEMENT, AND, DETERMINE THE
SAFETY ELEMENT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL
QUALITY ACT (CEQA) PURSUANT TO CEQA SECTION 15061(B)(3)**

WHEREAS, local governments are authorized by Government Code section 65350 et seq. to prepare, adopt, and amend general plans; and

WHEREAS, Government Code section 65580 et seq. requires cities to update their Housing Elements on a regular basis; and

WHEREAS, an update to the Public Health and Safety Element of the Suisun City General Plan has been initiated and prepared by the City of Suisun City; and

WHEREAS, the 2023 Public Health and Safety Element update leaves the General Plan internally consistent; and

WHEREAS, Pursuant to California Government Code Section 65302(g), a Safety Element must be updated upon the revision of a Housing Element or a Local Hazard Mitigation Plan, but no less than every eight years; and

WHEREAS, the staff report and supporting materials accompanying this resolution are found to be true, are adopted as Facts and Findings, and are incorporated by reference in this resolution; and

WHEREAS, on February 28, 2023, the Planning Commission held a public hearing on the proposed amendments and took all public comment before unanimously recommending City Council adoption of the amendments; and

WHEREAS, on March 6, 2023, a public hearing was properly noticed in the Daily Republic newspaper advertising a public hearing on March 21, 2023; and

WHEREAS, pursuant to the provisions of the California Environmental Quality Act (Public Resources Code section 21000 et seq.; "CEQA") and the CEQA Guidelines (Title 14 California Code of Regulations section 15000 et seq.), the City has determined that the proposed action is exempt per Section 15061(b)(3) as there is no foreseeable impact as a result of the subject action.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Suisun City, exercising its independent judgment as follows:

1 **SECTION 1:** The above recitals are true and correct and incorporated herein by
2 reference.

3 **SECTION 2:** The City Council finds that General Plan Amendment is consistent with
4 and achieves the objectives prescribed in Suisun City Municipal Code.

5 **SECTION 3:** The City Council finds the update to the Public Health and Safety
6 Element are consistent with California Government Code Section 65300 and State of California
7 General Plan Guidelines.

8 **SECTION 4:** The Planning Commission recommended adoption of the proposed
9 amendments to the City Council of the City of Suisun City at their regular meeting of February
10 28, 2023.

11 **SECTION 5:** This resolution is effective immediately upon adoption.

12 **PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of
13 Suisun City held on Tuesday the 21st day of March 2023 by the following vote:

14 **AYES:** Councilmembers: _____
15 **NOES:** Councilmembers: _____
16 **ABSENT:** Councilmembers: _____
17 **ABSTAIN:** Councilmembers: _____

18 **WITNESS** my hand and the seal of said City this 21st day of March 2023.

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Anita Skinner
City Clerk

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



December 28, 2022

John Kearns, Principal Planner
Department of Development Services
City of Suisun City,
701 Civic Center Blvd,
Suisun, CA 94585

Dear John Kearns:

RE: City of Suisun City's 6th Cycle (2023-2031) Draft Housing Element

Thank you for submitting the City of Suisun's (City) draft housing element received for review on October 4, 2022, along with revisions received on December 28, 2022.

Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review. Our review was facilitated by a conversation on December 7, 2022, with you, City staff, and consultant Cynthia Walsh. In addition, HCD considered comments from David Kellogg, pursuant to Government Code Section 65585, subdivision (c).

The draft element with revisions addresses many statutory requirements; however, revisions will be necessary to comply with State Housing Element Law (Article 10.6 of the Gov. Code), as follows:

1. *Review the previous element to evaluate the appropriateness, effectiveness, and progress in implementation, and reflect the results of this review in the revised element. (Gov. Code, § 65588 (a) and (b).)*

Unaccommodated Need and Shortfall of Sites from Prior Planning Periods: As noted on page 11, the City had an unaccommodated need and shortfall of sites from the 4th and 5th cycle of the housing element. The element notes that rezoning was completed but should describe how all requirements were met or include new programs to address any gaps in meeting requirements. Specifically, the element should clearly describe how the 4th and 5th cycle needs were met with sites at appropriate densities, size and other suitability and availability factors. Currently, the element only discusses how the 5th cycle total capacity was met and does not discuss the capacity added to accommodate the 4th cycle unaccommodated need. The element should also discuss the suitability and availability of the sites, lack of programs implemented to facilitate availability, including consolidation, how all by right requirements were met pursuant to Government Code section 65583.2, subdivisions (h) and (i) and add or modify programs, as appropriate.

Special Housing Needs: The element must provide an evaluation of the cumulative effectiveness of past goals, policies, and related actions in meeting the housing needs of special needs populations (e.g., elderly, persons with disabilities, large households, female-headed households, farmworkers, and persons experiencing homelessness) and revise programs as appropriate. Currently, the element makes brief mention of a few accomplishments that do not appear related to special housing needs and then provides little to no evaluation of progress or effectiveness of programs related to special housing needs. Instead, the element should evaluate the specific efforts or lack of efforts to address special housing needs to better formulate appropriate programs. For example, the element could discuss the results, success or lack of, challenges and opportunities from outreach, coordination, application for funding, incentives or other activities and then discuss potential strategies.

2. *Include an analysis of population and employment trends and documentation of projections and a quantification of the locality's existing and projected needs for all income levels, including extremely low-income households. (Gov. Code, § 65583, subd. (a)(1).)*

Include an analysis and documentation of household characteristics, including level of payment compared to ability to pay, housing characteristics, including overcrowding, and housing stock condition. (Gov. Code, § 65583, subd. (a)(2).)

Analyze any special housing needs such as elderly; persons with disabilities, including a developmental disability; large families; farmworkers; families with female heads of households; and families and persons in need of emergency shelter. (Gov. Code, § 65583, subd. (a)(7).)

The element includes a quantification of housing needs, including special needs for the Solano County area. While HCD applauds the collaboration and broader efforts to address housing needs and this quantification is generally adequate, the element should also analyze the quantification to better understand housing needs and formulate appropriate policies and programs. Further, this analysis should be specific to Suisun City. An analysis should generally address trends, characteristics, magnitude of needs, resources and potential strategies and should at least be conducted for population growth, employment, tenure, overpayment, overcrowding, housing unit types, extremely low-income households and all special needs households. The City may consider a community specific profile to address this requirement. For more information, please see the Building Blocks at <https://www.hcd.ca.gov/planning-and-community-development/housing-elements/building-blocks>.

An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites. (Gov. Code, § 65583, subd. (a)(3).)

Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory... (Gov. Code, § 65583, subd. (c)(1).)

Progress toward the Regional Housing Need Allocation (RHNA): The element may utilize pending, approved, permitted and under construction projects toward the RHNA. However, the element must demonstrate their availability and affordability. While the element lists pending and approved projects (Table 7) toward the above moderate-income RHNA, it should also demonstrate their availability in the planning period. Availability should account for the likelihood of project completion in the planning period and should address the status, necessary steps to issue permits, any barriers to development and other relevant factors.

Realistic Capacity: While the element lists realistic residential capacity assumptions in mixed-use zones (50 percent of maximum allowable densities), it must also account for the likelihood of 100 percent nonresidential development. For example, the element could analyze all development activity in these mixed-use zones, how often residential development occurs and adjust residential capacity calculations, policies, and programs accordingly. This analysis may incorporate any proposed policies such as residential performance standards, prohibition of commercial uses and should clarify that all zones allow residential uses, particularly 100 percent residential uses.

Environmental Constraints: While the element notes there are no environmental constraints on identified sites, it should also discuss whether there are any other known constraints that will preclude development on identified sites (e.g., shape, contamination, easements, conditions, compatibility). For example, the element should provide a discussion on possible contaminants near identified sites in the City's Waterfront Specific Plan (WFSP) and additional policies and programs should be incorporated in addition to transitional buffers implemented by Program 5.A.

Electronic Sites Inventory: Pursuant to Government Code section 65583.3, subdivision (b), the City must utilize standards, forms, and definitions adopted by

HCD when preparing the sites inventory. Please see HCD's housing element webpage at <https://www.hcd.ca.gov/planning-and-community-development/housing-elements> for a copy of the form and instructions. The City can reach out to HCD at sitesinventory@hcd.ca.gov for technical assistance. Please note, upon adoption of the housing element, the City must submit an electronic version of the sites inventory with its adopted housing element to sitesinventory@hcd.ca.gov.

Zoning for a Variety of Housing Types (Emergency Shelters): While the element describes emergency shelters are permitted by-right in most residential zones and the Commercial Services and Fabricating (CSF) zone, it should clarify that emergency shelters are permitted without discretionary action. In addition, the element mentions two vacant sites in these zones but should also discuss reuse opportunities, particularly in the CSF zone, to demonstrate sufficient and suitable capacity to accommodate the need for emergency shelters.

Programs: As noted above, the element does not include a complete site analysis. Depending upon the results of that analysis, the City may need to add or revise programs.

3. *An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including... ..site improvements... ..and local processing and permit procedures... (Gov. Code, § 65583, subd. (a)(5).)*

An analysis of potential and actual nongovernmental constraints upon the maintenance, improvement, or development of housing for all income levels, including... ..requests to develop housing at densities below those anticipated in the analysis required by subdivision (c) of Government Code section 65583.2... (Gov. Code, § 65583, subd. (a)(6).)

Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities... (Gov. Code, § 65583, subd. (c)(3).)

Local Processing and Permit Procedures: The element discusses pre-consultation meetings and a program to establish objective standards. However, the element should analyze all approvals necessary for a typical multifamily and single-family development that complies with zoning and the general plan. The analysis should address approval body, typical number of hearings and approval findings. The analysis should address impacts on housing cost, timing, feasibility and approval certainty.

In addition, the element states that the City's Planned Unit Development (PUD) process is mandatory for all development within the Waterfront Specific Plan (p. 78). Noting the strong reliance of sites within the WFSP, (51 percent), the element must describe and analyze approval procedures and decision-making criteria for impacts on housing cost, timing, feasibility and approval certainty. Lastly, the element should provide policies and programs to address constraints resulting from the lack of potential transparency and predictability of this process.

Finally, the element should discuss compliance with permit streamlining act and California Environmental Quality Act streamlining and add or modify programs as appropriate.

On/Off Site Improvements: While the element identifies subdivision level improvement requirements, such as minimum street widths (p. 76), it should still analyze site improvements for impacts on housing costs and supply (number of units).

Permit Times: The element must analyze the length of time between receiving approval for a housing development and submittal of an application for building permits. The element mentions the length of time between project approval in many cases is determined by the applicant (p. 80). However, the element should still quantify the length of time. Based on the length of time, the element should analyze any hinderances on the construction of a locality's share of the regional housing need and add or modify programs as appropriate.

Programs: As noted above, the element requires a complete analysis of potential governmental and nongovernmental constraints. Depending upon the results of that analysis, the City may need to revise or add programs and address and remove or mitigate any identified constraints.

In addition, the element includes Program 4.A (Remove Constraints) to monitor parking requirement and make changes if appropriate. However, the element describes that multifamily parking requirements for studio and smaller one-bedroom units are constraints and increase costs for affordable housing. As a result, Program 4.A should include specific commitment to address multifamily parking requirements for studio and smaller one-bedroom units as a constraint. For example, the Program could commit to reduce parking requirements regardless of monitoring or future potential determinations.

4. *The Housing Element shall contain programs which assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate-income households. (Gov. Code, § 65583, subd. (c)(2).)*

The element should include specific commitment to address the needs of farmworkers. For example, the element could commit to proactive actions to coordinate with nonprofit developers, employers, and other related organizations, to explore funding and incentives and to identify specific development opportunities.

5. *Promote and affirmatively further fair housing opportunities and promote housing throughout the community or communities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics... (Gov. Code, § 65583, subd. (c)(5).)*

The element includes various affirmatively furthering fair housing (AFFH) actions and provides “High Resource” targeting on various programs. While programs generally benefit from this geographic targeting, according to TCAC/HCD maps, the City does not have designated areas of “higher resource.” Instead, the element should target neighborhoods of areas of relatively higher median income such as Montebello, Peterson Ranch, and Quail Glen South. The element should re-evaluate key programs relative to these specific neighborhoods for the purposes of AFFH, including promoting housing mobility and new housing choices and affordability in these areas. Finally, the element should consider additional place-based strategies toward community revitalization in relatively lower income areas. HCD will send sample programs under a separate cover.

6. *Develop a plan that incentivizes and promotes the creation of accessory dwelling units that can be offered at affordable rent... (Gov. Code, § 65583, subd. (c)(7).)*

The element (p. 53) indicates a minimal number of recently permitted accessory dwelling units but then assumes 12 ADUs over the planning period based on additional funding and marketing of resources. However, Program 1.H should commit to actions beyond amending the ordinance in compliance with state law and posting educational materials on the website. For example, the Program could commit to applying for funding, building partnerships, proactively marketing the program (e.g., community events, flyers, educational seminars) and incentives and waivers beyond state law.

7. *Local governments shall make a diligent effort to achieve public participation of all economic segments of the community in the development of the Housing Element, and the element shall describe this effort. (Gov. Code, § 65583, subd.(c)(9).)*

While the element described various efforts to achieve public participation in the preparation of the housing element update, including comments received, it

should discuss how those comments were incorporated into the element. In a few cases, the element briefly and generically states programs were revised but the linkage between comments and program revisions is not apparent and the element should include a discussion of how comments were considered and incorporated into the element, beyond a generic statement that programs were revised.

In addition, public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. During the housing element revision process, the City must continue to engage the community, including organizations that represent lower-income and special needs households, including local neighborhood groups, by making information regularly available while considering and incorporating comments where appropriate. Please be aware, any revisions to the element must be posted on the local government's website and to email a link to all individuals and organizations that have previously requested notices relating to the local government's housing element at least seven days before submitting to HCD.

The element will meet the statutory requirements of State Housing Element Law once it has been revised and adopted to comply with the above requirements.

For your information, pursuant to Assembly Bill 1398 (Chapter 358, Statutes of 2021), if a local government fails to adopt a compliant housing element within 120 days of the statutory deadline (January 31, 2023), then any rezoning to make prior identified sites available or accommodate the RHNA pursuant to Government Code sections 65583, subdivision (c) and 65583.2, subdivision (c), shall be completed no later than one year from the statutory deadline. Please be aware, if the City fails to adopt a compliant housing element within one year from the statutory deadline, the element cannot be found in substantial compliance until any necessary rezones are completed.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City will meet housing element requirements for these and other funding sources.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the City to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical

Advisories issued by the Governor's Office of Planning and Research at:
<https://www.opr.ca.gov/planning/general-plan/guidelines.html>.

HCD appreciates the responsiveness and dedication of the City's housing element team during the review. We are committed to assisting the City in addressing all statutory requirements of State Housing Element Law. If you have any questions or need additional technical assistance, please contact Irvin Saldana, of our staff, at Irvin.Saldana@hcd.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul McDougall", with a stylized flourish at the end.

Paul McDougall
Senior Program Manager

Housing Element and Safety Element Updates CEQA Exemption Technical Memorandum

Suisun City

Prepared for:

Suisun City

Contact: Jim Bermudez, Development Services Director
Suisun City Development Services
701 Civic Center Boulevard | Suisun City, CA 94585

Prepared by:

PlaceWorks

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January 2023

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1. Introduction

1.1 PURPOSE

This Technical Memorandum serves as an evaluation of the Suisun City 6th Cycle Housing Element Update and Public Health and Safety Element (proposed project) concerning California Environmental Quality Act (CEQA) compliance. This Technical Memorandum was prepared to present: 1) the findings resulting from the CEQA compliance review, as described below; and 2) the recommendations concerning the appropriate CEQA compliance documentation.

1.2 STATUTORY AUTHORITY AND REQUIREMENTS

Once it is determined that an activity is a project subject to CEQA, it is then determined whether the project is exempt from CEQA. State CEQA Guidelines Section 15061(b) outlines the ways in which a project may be exempt as follows:

A project is exempt from CEQA if:

- 1) The project is exempt by statute (see, e.g. Article 18, commencing with Section 15260).
- 2) The project is exempt pursuant to a categorical exemption (see Article 19, commencing with Section 15300) and the application of that categorical exemption is not barred by one of the exceptions set forth in Section 15300.2.
- 3) The activity is covered by the commonsense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.
- 4) The project will be rejected or disapproved by a public agency. (See Section 15270(b)).
- 5) The project is exempt pursuant to the provisions of Article 12.5 of Chapter 3.

2. Project Description

2.1 REGIONAL LOCATION

Suisun City is in central Solano County, midway between Sacramento and San Francisco. The city is bounded on the north and west by the city of Fairfield, the Solano County seat. The city is also bounded on the east by Travis Air Force Base and unincorporated agricultural lands and on the south by the Suisun Marsh Protection District. The community is bisected by State Highway 12 and is approximately 2 miles east of Interstate 80. The Suisun Slough, a major tidal waterway, connects Suisun City to Suisun Bay and the greater San Francisco Bay. The Union Pacific Railroad passes through the city, and the only remaining passenger stop in Solano City is located adjacent to Main Street in the Old Town business district.

2.2 PROPOSED PROJECT

2.2.1 Project Background

Suisun City is preparing an update to its existing Housing Element, a State-mandated policy document that is a component of the Suisun City General Plan. The overall purpose of the Housing Element Update is to identify current and projected housing needs; show locations where housing can be built; and set goals, policies, and programs to meet the community's housing needs. The foundation of the Housing Element is the Regional Housing Needs Allocation (RHNA), which is 620 units, including 160 very low- income units, 95 low- income units, 98 moderate- income units, and 267 above moderate- income units. The city has identified sufficient sites with adequate development capacity to accommodate these new housing units with existing land use designations and zoning. No amendments to land use regulations or zoning is required or included as part of the Housing Element.

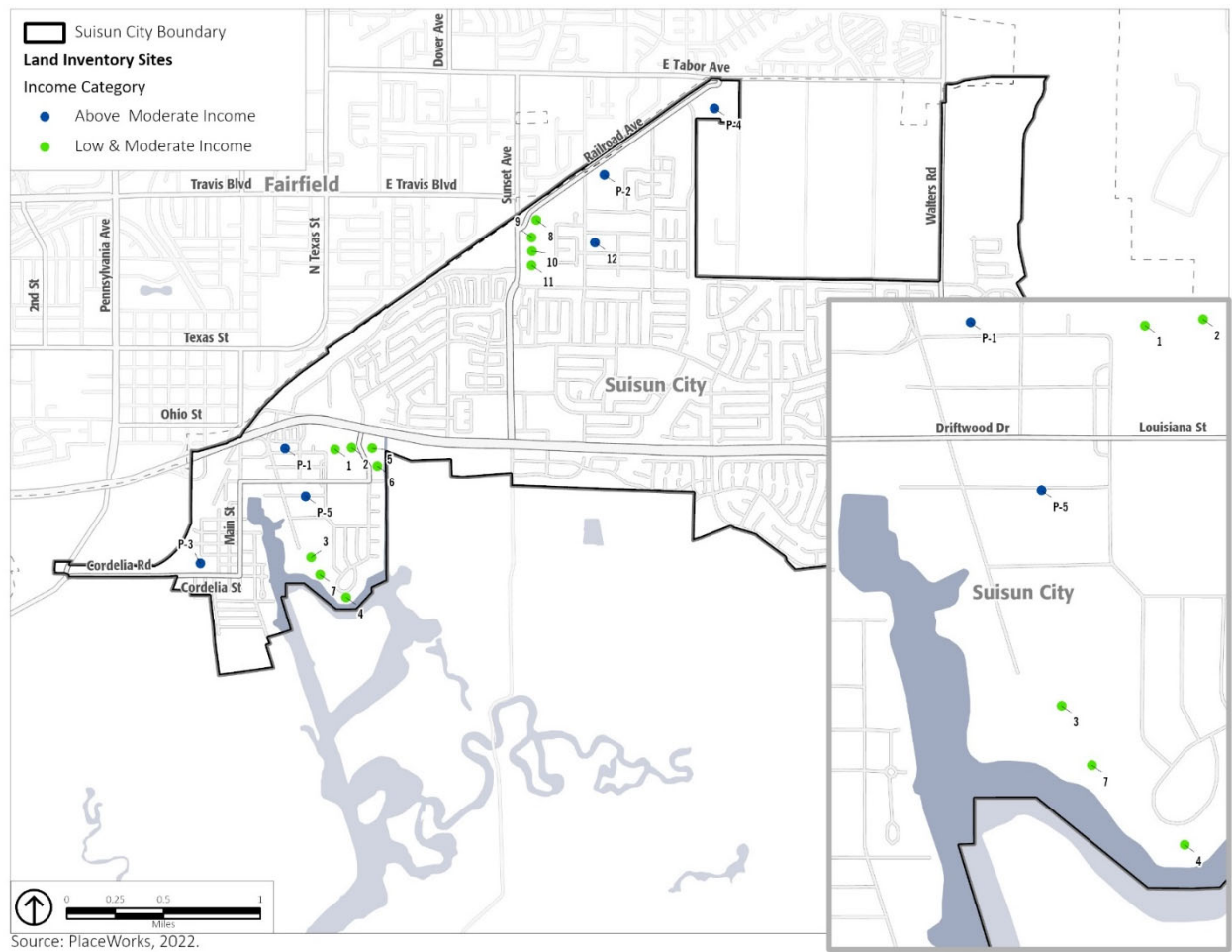
State legislation requires that the City update the Safety Element at the same time as the Housing Element. The updated Public Health and Safety Element will be adopted concurrently with the Housing Element. The Safety Element topics related to both public health and safety hazards including noise and vibration, air quality and greenhouse gas emissions, water quality, hazards and hazardous materials, flooding, fire risk, geologic and seismic hazards, climate change hazards, and emergency response. The City will update its existing General Plan Safety Element (2015) in conformance with the requirements and guidelines issued by the State Office of Planning and Research (OPR) General Plan Guidelines (2017), OPR's Fire Hazard Planning guidance, and the City's very high fire hazard severity zone map. The Safety Element will incorporate by reference the Solano County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) (2022). Under California law, the Public Health and Safety Element is required to include a vulnerability assessment that looks at how people, buildings, infrastructure, and other key community assets may be affected by climate change and the degree to which they are vulnerable. The City conducted this assessment in fall of 2022.

Findings Concerning CEQA Exemption

2.2.2 Proposed Sites and Zoning

State law requires that the Housing Element identify adequate sites that exist within the Land Use Element of the General Plan for housing by including an inventory of land suitable for residential development, including vacant sites and sites having potential for redevelopment, including analysis of the development capacity that can realistically be achieved for each site. The purpose of the Sites Inventory is to evaluate whether there are sufficient sites with appropriate zoning to meet the RHNA. It is based on the City's current land use designations and zoning requirements. The City's Sites Inventory for future housing identifies housing sites, approved projects, and projected accessory dwelling units and manufactured homes, spread throughout the City that could be developed with up to 1,080 new housing units, exceeding the RHNA assigned to the City. While all sites in the Housing Element inventory are located low resource areas according to the Tax Credit Allocation Committee and Department of Housing and Community Development's Opportunity Area maps, this Housing Element ensures that the site's inventory affirmatively furthers fair housing by analyzing the inventory against a variety of fair housing indicators. Figure 2-1, *Sites Inventory Map*, show where each site is located within the City. The development capacity of each of the identified housing sites is based on existing land use and zoning densities currently in place. No redesignations or rezoning are necessary, and no redesignation or rezoning would occur as part of the adoption of the proposed 6th cycle Housing Element.

FIGURE 2-1: SITES INVENTORY MAP



Findings Concerning CEQA Exemption

3. Findings Concerning CEQA Exemption

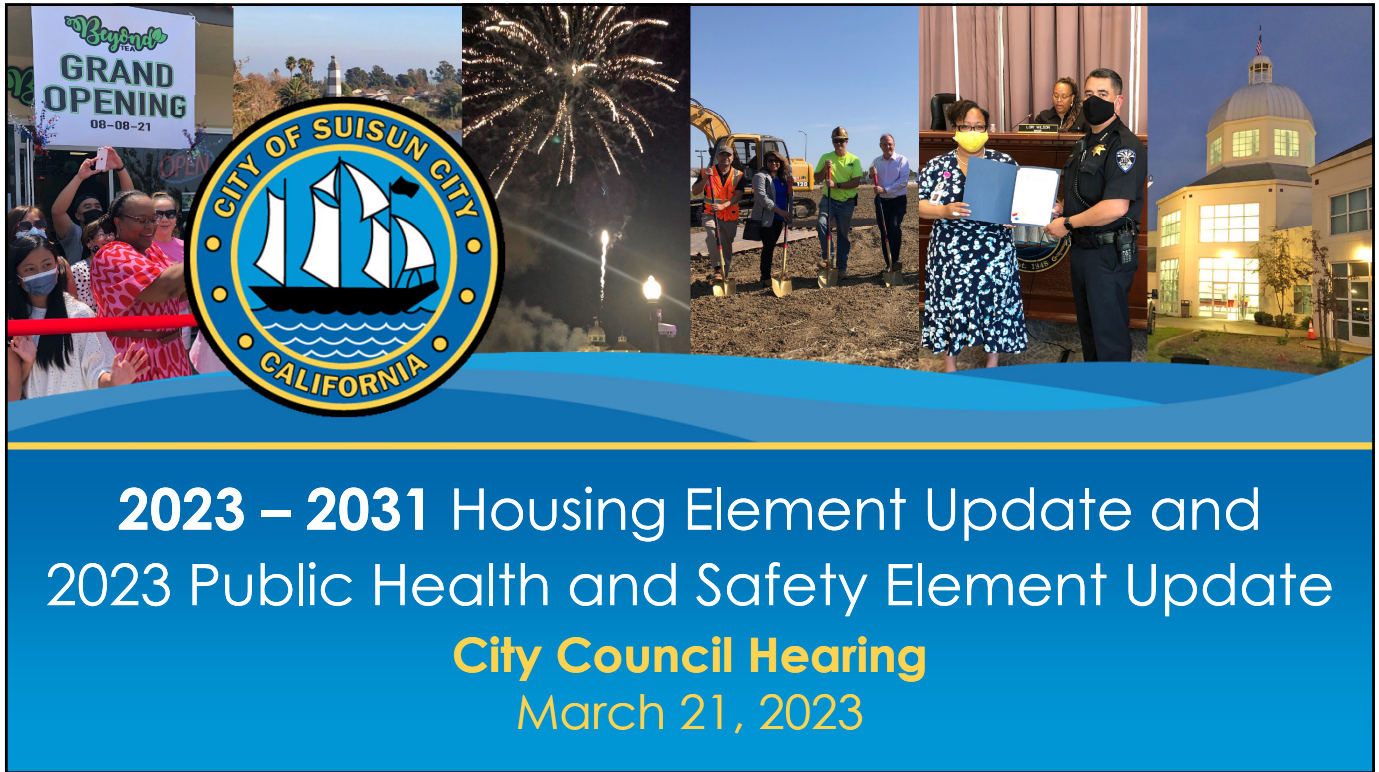
3.1 SECTION 15061(B)(3): COMMON SENSE EXEMPTION

The proposed project is exempt as a “common sense” exemption under State CEQA Guidelines Section 15061(b)(3) because the project involves policies, programs, and actions to meet the City’s RHNA allocation that would not have the potential to cause a significant physical effect on the environment. As it can be seen with certainty that there is no possibility that the proposed 6th Cycle Housing Element Update would have a significant effect on the environment, the 6th Cycle Housing Element is exempt from CEQA under the commonsense exemption.

Similarly, the proposed Public Health and Safety Element Update is also exempt as a “common sense” exemption because it does not propose site-specific development. It is an update to an existing policy document to comply with new laws and reinforce existing policy direction. Therefore, the proposed Public Health and Safety Element would not result in any direct or indirect physical changes to the environment.







3.2 ANALYSIS IN SUPPORT OF FINDINGS

Policies, programs, and actions included in the Housing Element encourage housing production and outline steps for the future implementation of certain actions. Similarly, the goals, objectives, policies, and programs included in the Public Health and Safety Element ensure that the City appropriately considers public health and safety in decisions related to land development, the provision of services, and public investments. Future implementation actions would include amendments to zoning and other regulations to facilitate housing development; however, no amendments to the City’s land use regulations are included in the Housing Element or Public Health or Safety Element Update. In addition, as discussed in Section 2.2.2, *Proposed Sites and Zoning*, the Housing Sites Inventory utilizes existing land use and zoning densities and does not require redesignation or rezoning to meet the RHNA. Furthermore, the proposed 6th Cycle Housing Element does not include specific amendments to any land use regulations but rather provides a timeline for future amendments. Subsequent amendments to the City’s land use or zoning regulations will be subject to separate CEQA review at the time the amendments are considered. Until the details and scope of the amendments are known, it is too speculative and premature to evaluate environmental impacts. Therefore, it can be seen with certainty that the Suisun City 6th Cycle Housing Element and Public Health and Safety Element Update would not have a significant effect on the environment and is therefore exempt from further CEQA analysis.



1

Agenda

-  Housing Element Overview and Contents
-  Housing Element Outreach
-  Regional Housing Needs Allocation (RHNA)
-  Revisions to Address HCD comments
-  Public Health and Safety Element Overview
-  Project Schedule

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Housing Element



3

Housing Element Overview

» Adoption Deadline: January 31, 2023

- 6th Cycle Planning Period: January 31, 2023 – January 31, 2031
- 5th Cycle Planning Period: January 31, 2015 – January 31, 2023

» Required element of the General Plan

» State-mandated update schedule

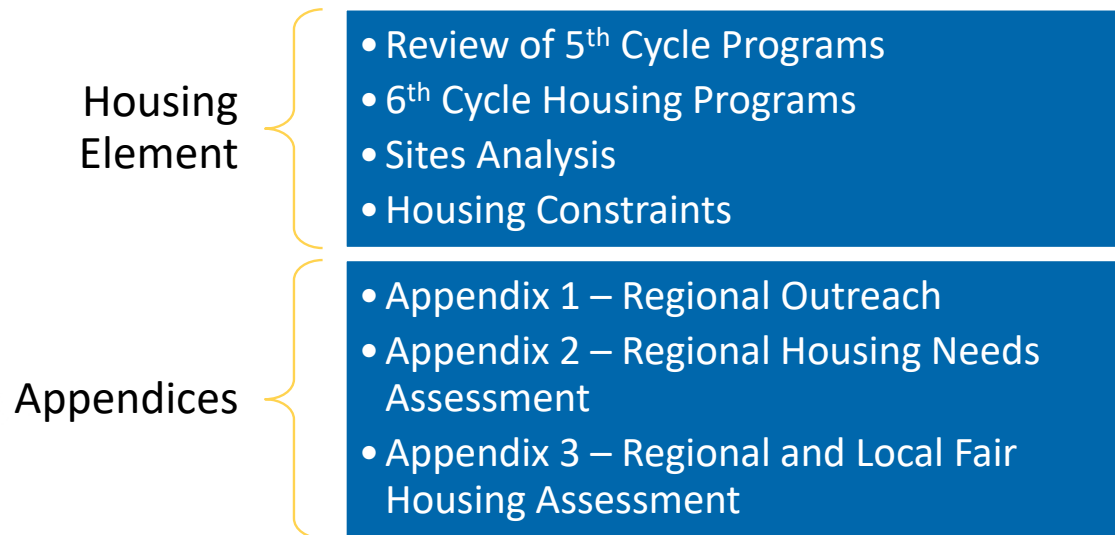
» Reviewed and certified by State (HCD) for compliance with State law

» Plan for accommodating a jurisdiction's "fair share" of the regional housing need

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4

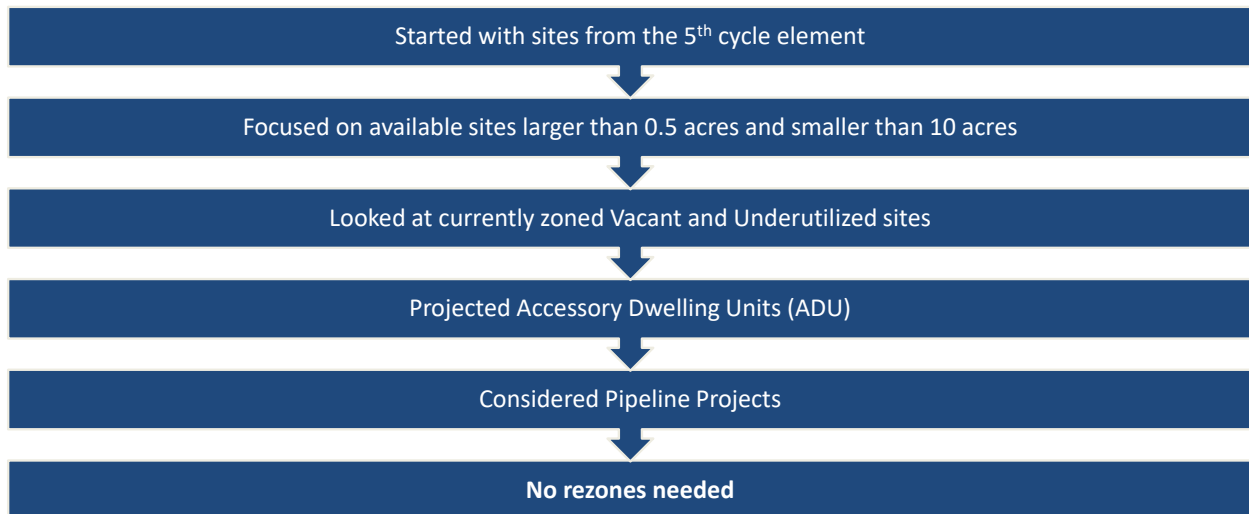
Housing Element Contents



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Strategies to Meet the RHNA



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Plan to Meet the 6th Cycle RHNA

Income	6 th Cycle RHNA	Approved Projects	Vacant Site Capacity	Projected ADU's	Total Capacity	Unit Surplus
Very Low	160	0	325	7	332	77
Low	95					
Moderate	98	0	331	4	335	237
Above	267	384	1	1	386	119
Total	620	384	657	12	1,053	433

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Housing Element Progress with HCD

Milestone	Date
Submitted to HCD – 90 days	October 4, 2022
Call with HCD to discuss draft Housing Element	December 7, 2022
Revised Housing Element and posted revisions on City's website	December 21, 2022
Submitted Revisions to HCD	December 27, 2022
Findings letter received from HCD	December 28, 2022

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Key Changes to Address HCD Comments

HCD Comment: Realistic Capacity

- » The City is relying on sites within the CMU to meet the RHNA – must promote development.
- » Program 1.B was revised to state that the City will create a residential overlay that allows 100 percent residential and/or require at least 50 percent of the FAR is residential in mixed use projects. The overlay will be applied to four sites (sites 8, 9, 10, and 11 in Table 7) in the Housing Element to meet a portion of the City's RHNA.



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Key Changes to Address HCD Comments

HCD Comment: Zoning for a Variety of Housing Types (Emergency Shelters)

- » Language was added to clarify that approval on an emergency shelter in the CSF zone, is a by-right process, with no discretionary review.
- » Clarification was added regarding the potential reuse opportunities of existing underutilized warehouses in the RM and CSF zones. Specifically, along Railroad Avenue.
- » No emergency shelters are being proposed with this housing element.

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Housing Element Public Outreach

Activity	Dates
Stakeholder Consultations	January – June 2022
Planning Commission Study Session	January 11, 2022
Regional Housing Element Introduction Workshops	January 26 and 27, 2022
Countywide Housing Survey	March 17 – June 16, 2022
Regional Housing Needs Assessment Workshops	March 30, 2022
Regional Fair Housing Workshops	June 1, 2022
Joint PC/CC Study Session	August 23, 2022
Planning Commission Meeting (recommend adoption)	February 28, 2023
City Council Meeting (Adoption)	March 21, 2023

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Public Health and Safety Element



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Safety Element Overview

- » Required component of the General Plan.
- » Addresses physical hazards: flood, severe weather, and seismic risks.
- » State requires updates for emergency egress, climate change vulnerability, and evacuation routes.
- » Incorporates the LHMP by reference.



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New Appendix to the General Plan

- » **Public Health and Safety Background Report**
 - Evaluation of public safety issues
 - Healthy Communities
 - Hazardous Materials
 - Flooding
 - Fire Risk
 - Geologic, Soils, and Seismic Hazards
 - Emergency Response
 - Climate change hazards
 - Updated mapping
 - Regulatory framework/agencies
 - Past events and future risks
- » **Climate Change Vulnerability Assessment**
 - Required by State law
 - Identify most vulnerable populations and community assets
 - Results integrated into Background Report

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Public Health and Safety Element

» Public Health

- Noise (minor changes)
- Air Quality and GHGs (minor changes)
- Water Quality (minor changes)
- Healthy Communities (minor changes)

» Safety

- Hazardous Materials (updated)
- Flooding (updated and expanded)
 - Sea Level Rise and Shoreline Flooding (new section)
- Fire Risk (updated)
- Geologic and Seismic Hazards (updated and expanded)
- Climate Change Hazards (new section)
 - Drought
 - Extreme Heat
 - Severe Weather
 - Agriculture and Ecosystem Pests
- Emergency Response (updated and expanded)
 - Evacuation (new section)

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Goals/Policies

» New Goals/Policies

- Goal PHS-15: Climate Change Hazards
 - Drought
 - Extreme Heat
 - Severe Weather

» Updated Goals/Policies

- Goal PHS-3: Air Pollutants
- Goal PHS-4: Greenhouse Gas Emissions
- Goal PHS-5: Water Quality
- Goal PHS-7: Healthy Lifestyles
- Goal PHS-9: Economic Health and Opportunity
- Goal PHS-10: Hazardous Materials
- Goal PHS-11: Flooding
- Goal PHS-12: Fire
- Goal PHS-14: Geologic Hazards
- Goal PHS-16: Emergency Response and Evacuation

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Schedule



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Project Schedule

Milestone	Date
2022	
Released Public Draft Housing Element (30-40 days)	August 17
Submitted Housing Element to HCD	October 4
Letter received from HCD	December 28
2023	
Planning Commission Hearing – Recommend Adoption	February 28
City Council Hearing – Adoption	March 21
Submit Final Adopted Housing Element to HCD – Certification (60 days)	April - May

We are here

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Recommended Motion

- » It is recommended by the Development Services Department and the Planning Commission that the City Council determine a “common sense” exemption under State CEQA Guidelines Section 15061(b)(3) and adopt the 2023 – 2031 Housing Element and 2023 Public Health and Safety Element and authorize staff to submit the Housing Element to HCD for certification review.

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Housing Element Summary

Key Changes to Housing Element Programs (Housing Element, Page 24)

- Program 1.A: **Expanded** to fully meet rezone requirements from previous Program 1.A.1.
- Program 1.B: **Revised** to increase allowable residential component in the CMU zone or to establish a residential minimum.
- Program 1.E: **Expanded** to seek developer input on draft Inclusionary Housing Ordinance.
- Program 1.G: **Removed** “consider” from language to seek funding for a First-Time Homebuyer Program.
- Program 1.H: **Clarified** how the City will encourage ADU construction.
- Program 1.L: **Removed** “consider” from language to commit to developing objective design standards.
- Program 2.D: **Added** language to complete a Housing Conditions Survey.
- Program 3.A: **Added** language to provide incentives for construction of affordable units with multiple bedrooms.
- Program 3.B: **Added** language to monitor the migrant student population to assess need for farmworker housing.
- Program 3.E: **Expanded** to monitor the demographic composition of the homeless population to identify targeted needs.
- Program 4.A: **Expanded** to allow mobile and manufactured homes and employee housing in compliance with State law and to reduce parking for studio and one-bedroom units.
- Program 4.E: **New** program monitor the impact of nongovernmental constraints on residential development.
- Program 5.A: **Expanded** to provide targeted outreach on affordable opportunities, prioritize investment in underserved areas, and provide multilingual access to programs.
- Program 1.C, 1.D, 1.E, 1.F, 1.k, 2.C, 4.C: **Expanded** fair housing targeting to improve housing mobility opportunities, reduce displacement risk, and improve access to resources for all households.

Key Changes to Housing Needs Assessment (Housing Element, Appendix 2)

- **Expanded** analysis of non-English speaking households and need for translation services.
- **Expanded** discussion of potential rehabilitation need.
- **Expanded** analysis of cost burden for senior households.
- **Expanded** analysis of farmworkers in Suisun City and housing need.
- **Expanded** analysis of extremely low-income housing need.
- **Revised** discussion of the homeless population to address 2022 PIT.
- **Expanded** on specific demographic characteristics of Suisun City.

Key Changes to Fair Housing Analysis (Housing Element, Appendix 3)

- **Expanded** analysis of income patterns in the city.
- **Expanded** analysis of access to opportunities compared to region.
- **Expanded** analysis of female-headed households and high rates of disabilities.

ATTACHMENT 6

- **Revised** analysis of housing conditions to identify areas of need.
- **Updated** homelessness analysis and identified available resources.
- **Added** analysis of the influence of historic growth patterns.
- **Added** analysis of the distribution of RHNA sites by unit capacity.

Key Changes to Constraints (Housing Element, Page 57)

- **Added** analysis of the cumulative impacts of development standards on residential development.
- **Clarified** parking requirements for studio and one-bedroom units and in the Waterfront District Specific Plan area.
- **Clarified** how manufactured homes are permitted.
- **Expanded** on how the City can accommodate and meet the need for emergency shelters and homeless services.
- **Confirmed** that site improvement requirements are not a constraint on development.
- **Identified** the typical processing times and procedures by project type.
- **Analyzed** design guidelines in the Waterfront District Specific Plan.
- **Confirmed** compliance with the Permit Streamlining Act and CEQA streamlining requirements.
- **Identified** local providers of dry utilities (i.e., electricity, phone, internet).
- **Analyzed** efforts to address nongovernmental constraints.

Key Changes to Site Analysis (Housing Element, Page 45)

- **Identified** sites used in two previous housing element cycles.
- **Expanded** analysis of realistic capacity for development based on development standards.
- **Removed** park and ride sites due to barriers to residential development.
- **Clarified** the current status and next steps of approved and pending projects.

Public Health and Safety Summary

Public Health (Public Health and Safety, Page 9-5)

- Noise (minor changes)
- Air Quality and GHGs (minor changes)
- Water Quality (minor changes)
- Healthy Communities (minor changes)

Safety (Public Health and Safety, Page 9-26)

- Hazardous Materials (updated)
- Flooding (updated and expanded)
- Sea Level Rise and Shoreline Flooding (new section)
- Fire Risk (updated)
- Geologic and Seismic Hazards (updated and expanded)
- Climate Change Hazards (new section)
- Drought
- Extreme Heat
- Severe Weather
- Agriculture and Ecosystem Pests
- Emergency Response (updated and expanded)
- Evacuation (new section)

Goals/Polices (Public Health and Safety, Discussion begins on Page 9-7)

New Goals/Polices

- Goal PHS-15: Climate Change Hazards
- Drought
- Extreme Heat
- Severe Weather

Updates Goals/Polices

- Goal PHS-3: Air Pollutants
- Goal PHS-4: Greenhouse Gas Emissions
- Goal PHS-5: Water Quality
- Goal PHS-7: Healthy Lifestyles
- Goal PHS-9: Economic Health and Opportunity
- Goal PHS-10: Hazardous Materials
- Goal PHS-11: Flooding
- Goal PHS-12: Fire
- Goal PHS-14: Geologic Hazards
- Goal PHS-16: Emergency Response and Evacuation



Fair Housing Advocates of Northern California

1314 Lincoln Ave., Ste. A, San Rafael, CA 94901 ▼ (415) 457-5025 ▼ TDD: (800) 735-2922
www.fairhousingnorcal.org ▼ fhanc@fairhousingnorcal.org

SENT VIA EMAIL ONLY: jkearns@suisun.com

February 28, 2023

John Kearns
Principal Planner
Members Planning Commission
City of Suisun City

RE: Suisun City's 2023-2031 Housing Element

Dear Planning Commission:

We provide this letter as public comment on the adoption draft of Suisun City's 2023-2031 Housing Element ("Draft").

Fair Housing Advocates of Northern California (FHANC) is a private nonprofit organization dedicated to assisting individuals experiencing housing discrimination and educating the community, including tenants, housing providers, and government employees, as to their rights and responsibilities under federal and state fair housing laws. The mission of FHANC is to ensure equal housing opportunity and to educate the community on the value of diversity in housing.

FHANC provides free comprehensive fair housing counseling services to individuals alleging housing discrimination in Sonoma County (except the incorporated city of Petaluma) Marin County, and Vallejo and Fairfield in Solano County (and other parts of Solano County through a one-year pilot project). FHANC also provides other services, such as prepurchase and foreclosure prevention services and trainings to housing providers in other neighboring counties.

In addition to counseling and education services, FHANC recruits, trains, and employs fair housing testers in order to investigate claims of housing discrimination and to assist in conducting systemic investigations.

We support the City's commitment to strengthening its fair housing activities through seeking funding to contract with a fair housing service provider and providing fair housing education to landlords and tenants. In order to meet the City's requirement to affirmatively further fair housing, we urge the planning team to add programs to protect Suisun City renters, who comprise a large portion of the most vulnerable residents in the City.

Fair Housing Education and Enforcement

We appreciate the City's commitment to seek funding annually to contract with a fair housing service provider, as the need for fair housing action in the region is great; we would urge the City

to make sure it is a comprehensive fair housing counseling agency able to conduct fair housing testing and represent clients in the administrative complaint process.

FHANC's recent investigations and audits in Solano County have highlighted the great need for fair housing education and enforcement in the County. In 2019-20, FHANC conducted an audit to test for national origin and source of income (SOI) discrimination¹, and in 2021-22, FHANC conducted an audit to test for race and SOI discrimination². Both of these audits revealed high rates of discrimination in the County. In 2019-20, FHANC found evidence of SOI discrimination in 52% of tests in the county, national origin discrimination in 19% of tests, and both national origin and SOI discrimination in 10% of the tests. In 2021-22, FHANC found evidence of SOI discrimination in 44% of tests in the County, race discrimination in 32% of tests, and both race and SOI discrimination in 18% of the tests. FHANC continues to see increases in complaints of SOI discrimination, and in the past fiscal year FHANC received more SOI complaints than any other type except disability. FHANC's May 2021 Audit Report also found evidence of disability discrimination in 46% of tests in the County.³

This evidence highlights a need for strengthened fair housing education for all housing providers and tenants, and we support the city's commitment to providing biannual trainings for tenants and landlords on fair housing. Programs to affirmatively further fair housing must identify clear "metrics and milestones for determining what fair housing results will be achieved."⁴ The fair housing programs and activities in the Draft do not include adequate metrics and milestones around fair housing education and enforcement, such as number of housing providers/residents provided education or training, or number of fair housing complaints referred. The Draft should therefore be updated to include such metrics and milestones. The Draft should also explain how its proposed programs and development plans, such as the site inventory, will serve to overcome existing patterns of segregation.⁵

Prioritize Specific Policies and Programs to Protect Tenants

We urge Suisun City to commit to advancing specific policies and programs that offer strong tenant protections as a crucial component of affirmatively furthering fair housing. Suisun City should commit to enacting the following policies/ordinances to maximize housing opportunity and protect the rights of all tenants, including those of protected classes:

Fair Chance Ordinance: The use of criminal history in obtaining housing should be eliminated, given the disparate impact on people of color, using Berkeley, Oakland, Seattle, and Alameda County as templates for such an ordinance.

¹ See 2019-2020 Audit Report: National Origin and Source of Income Discrimination in Rental Housing, <https://www.fairhousingnorcal.org/resources--more-information.html>

² See 2021-2022 Audit Report: Race and Source of Income Discrimination in Rental Housing, https://www.fairhousingnorcal.org/uploads/1/7/0/5/17051262/race_and_soi_audit_report_2021-22_1.pdf.

³ See <https://www.fairhousingnorcal.org/resources--more-information.html>

⁴ Gov. Code § 65583(c)(10)(A)(iv).

⁵ See Gov. Code § 65583(c)(10)(A)(ii).

Rent Stabilization: Further limiting the rent increase caps enacted by the state is crucial to address the displacement of the City's low-income renters.

Just Cause Eviction: The City should commit to enacting a Just Cause Eviction ordinance, which would offer tenants, especially those of protected classes, crucial protection. One of the leading causes of evictions and displacement are the no fault just causes - substantial remodels, owner move-ins, and withdrawal from the rental market. These no-fault just causes are often used, and abused, by owners to remove tenants so that rents can be increased to market rate, further eroding affordable housing stock. Strengthening no-fault just causes for evictions – through higher relocation payments, longer eviction notice periods, and a right for a tenant to return at the same rent at the time of displacement, apart from lawful, annual rent increases – are critical to a general plan that complies with state law and addressing the displacement of the City's BIPOC and senior renters. A Just Cause ordinance should include:

- Substantial repairs - Repairs for health and safety concerns only and permits obtained before notice to vacate is served; tenant has the right to return under the same terms/rent, subject to allowable rent increases
- Withdrawal from the rental market - Clarify that a sale of the property is not “withdrawal” and is not a just cause for eviction; owner is required to file notice with the city/county; a longer notice period and the right to return for displaced tenants.
- Right to Return if owner/owner's family move out of the unit within 2 years, or if the owner/owner's family fail to move into the unit within 30 days of the tenant's removal.

Community or Tenant Right to Purchase (“COPA/TOPA”): As a key intervention against speculation, TOPA/COPA preserves currently affordable housing and generates new permanently affordable housing for future generations. TOPA/COPA expands stability and wealth-building opportunities for tenants by creating pathways to homeownership.

Tenant Bill of Rights: The purpose of a Tenant Bill of Rights (TBR) is to state unequivocally that all residents have the right to clean, safe, and secure housing, which includes but is not limited to:

- Anti-retaliation - Rebuttable presumption of retaliation if tenant asserts their rights, including but not limited to, requesting a reasonable accommodation, reporting sexual harassment, and otherwise filing complaints against housing provider staff within 6 months.
- Clean, safe housing - stronger protections for tenants from eviction if they deduct repairs from rent
- A rental registry.
- Tenant Commission- Seats reserved that represent low-income seniors, persons with disabilities, tenants in federally subsidized housing including LIHTC, and communities of color on a commission that provides information, referrals, and advice to tenants and advises City leadership on programs and policies affecting tenants.
- Nonpayment notices - Require landlords to provide a 7-day warning letter before a 3-day notice to pay or quit.

- Protections for subletting - Subletting not a just cause for eviction IF the landlord unreasonably withheld consent following a written request by tenant, so long as the maximum number of occupants does not exceed allowable limits.
- Protections for families - Addition of family members not a just cause for eviction, so long as the number of occupants does not exceed allowable limits. Protections for families - Addition of family members not a just cause for eviction, so long as the number of occupants does not exceed allowable limits.

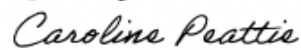
The Draft should include the above policies and programs proven to improve and conserve existing, non-subsidized, affordable housing stock and address the unmet needs of low-income, protected class tenants in order to meet the City's obligations under Housing Element Law.

Conclusion

Our agency is committed to housing justice and assisting the City to meet the current and future housing needs of Suisun City citizens. There is a tremendous opportunity with this Housing Element to outline specific, aligned, and actionable plans that will have widespread impact for years and decades to come. Suisun City should seize this opportunity to take the lead to outline and advance specific policies and practices to realize the goal of fair housing opportunity and housing justice for all who call Suisun City home.

Thank you for your work and time on this urgent and important opportunity.

Sincerely,



Caroline Peattie
Executive Director
Fair Housing Advocates of Northern California



Savannah Wheeler
Staff Attorney/Housing Counselor
Fair Housing Advocates of Northern California

Attachment 9

2023-2031 Housing Element Update and Public Health and Safety Element Update:
<https://www.suisun.com/News-articles/Housing-and-Public-Health-and-Safety-General-Plan-Element-Updates>

AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Approval of the Staff Recommendation to Implement the Suisun Microtransit Monthly Pass Program.

FISCAL IMPACT: The approval of the Suisun Microtransit monthly passes has no fiscal impact on the General Fund.

STRATEGIC PLAN: Provide Good Governance, Ensure Public Safety, and Enhance the Environment.

BACKGROUND: On August 17, 2021, the Suisun City Council considered two options and chose to reduce Fairfield and Suisun Transit (FAST) fixed route service funding by 100% on Routes 5 and 6. Routes 5 and 6 operate within Suisun City and/or Fairfield. The Suisun City Council will instead focus future Transportation Development Act (TDA) funding on implementing microtransit. In the interim, the Suisun City proposed to partner with the Solano Transportation Authority (STA) to participate in the First/Last Mile Lyft Program that will be available to residents traveling within Suisun City. Suisun City also chose to discontinue funding FAST's local reduced taxi program.

At its August 17, 2021 meeting, the Suisun City Council voted to reallocate use of its annual TDA funding and discontinue funding of FAST Route 5, Route 6, and local reduced taxi services effective January 1, 2022. Because there will be a full reduction of fixed route services, FAST was required by the Federal Transit Administration (FTA) to follow its fare and service change policy that is part of its Title VI Plan.

On October 19, 2022, the Suisun City Council conducted a Public Hearing for the discontinuation of Routes 5 and 6, effective December 31, 2022, which was unanimously approved by the Suisun City Council.

STAFF REPORT: The Suisun Microtransit program launched on January 3, 2023, and consists of dial-a-ride service available within Suisun City limits, and nine select locations within the City of Fairfield, as well as one fixed route known as the School Tripper. Since its inception, the Suisun Microtransit program has been relatively popular and has provided 2,062 passenger trips during the months of January and February 2023, with ridership increasing month to month. The ridership information based on mode can be found in Attachment A. The Suisun Microtransit program fares are \$2.00 per trip for the General Fare, and \$1.00 fare for Seniors, Youth, and the Disabled. However, as this is a new program the fare collection was suspended until March 1, 2023, in order to acclimate the patrons into their new service.

When fare collection resumed, the patron must pay their fare in exact cash as the drivers do not carry cash and cannot make change. Therefore, staff is recommending that the Suisun Microtransit Program implement a monthly pass to make fare payment easier for frequent riders of the system and provide another payment method for those who are interested. Based on the current fare structure, staff proposes the Monthly Passes to be set by the Suisun City Council at \$90.00 for the General Fare and \$45.00 for

the Discounted Monthly Pass (Senior, Disabled, and Youth), which equates to a 25% discount. It is recommended to make these passes available for purchase at the Solano Transportation Authority, and Suisun City Hall. A sample of the proposed passes can be found on Attachment B.

STAFF RECOMMENDATION: It is recommended that the City Council approve the staff recommendation and implement a monthly pass program for patrons that utilize the Suisun Microtransit Program.

DOCUMENTS ATTACHED:

1. Suisun Rideship
2. Microtransit Passes General 2023
3. Microtransit PowerPoint Presentation

PREPARED BY:	Brandon Thomson, Transit Mobility Coordinator
REVIEWED BY:	Greg Folsom, City Manager
APPROVED BY:	Greg Folsom, City Manager

ATTACHMENTS:

- 1 [Suisun Rideship.pdf](#)
- 2 [Suisun Microtransit Passes General 2023.pdf](#)
- 3 [Microtransit PowerPoint Presentation.pdf](#)

Suisun Microtransit

Month	Fixed Route	Dial-a-Ride	Total
January-23	652	284	936
February-23	822	304	1126
Total	1474	588	2062

**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000001



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000002



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000003



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000004



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000005



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000006



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000007



**SUISUN
MICROTRANSIT**

**MARCH 2023
General Fare**
Monthly InterCityPass 000008



SUISUN MICROTRANSIT
General Monthly InterCityPass

This monthly pass is valid for unlimited rides during the month shown on the reverse side for the fare category indicated. Upon boarding, show the Bus Operator the pass. This pass is valid on all routes. Do not deposit into the fare box.

NOT VALID IF MULTILATED, LAMINATED OR ALTERED. The City of Suisun City assumes no responsibility for lost or stolen passes. No refunds or replacements.

It is a violation of California Penal Code Section 640 to misuse, alter a bus pass, or evade a fare on public transit. Violation of this Code is punishable by a fine up to \$250.00 or 6 months of community service.

TRANSIT INFORMATION (707) 673-2129

SUISUN MICROTRANSIT
General Monthly InterCityPass

This monthly pass is valid for unlimited rides during the month shown on the reverse side for the fare category indicated. Upon boarding, show the Bus Operator the pass. This pass is valid on all routes. Do not deposit into the fare box.

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It is a violation of California Penal Code Section 640 to misuse, alter a bus pass, or evade a fare on public transit. Violation of this Code is punishable by a fine up to \$250.00 or 6 months of community service.

TRANSIT INFORMATION (707) 673-2129

SUISUN MICROTRANSIT
General Monthly InterCityPass

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TRANSIT INFORMATION (707) 673-2129



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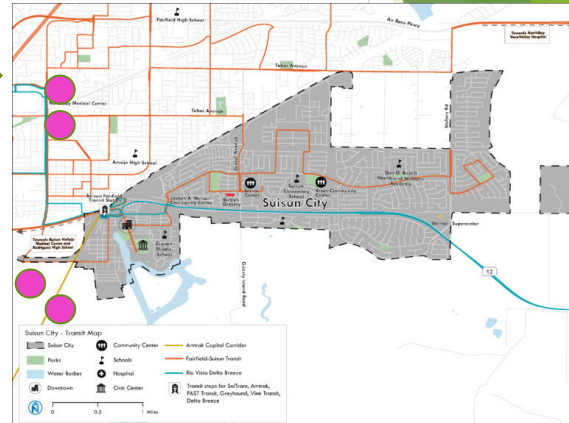
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Lyft First and Last Mile Program



Effective November 8, 2021

- Geofence Suisun City boundaries along with 4 surrounding hospitals & clinics
 - Sutter Health
 - NorthBay Hospital
 - Kaiser Clinic in Fairfield
 - Ole Health Clinic



APPROVED FARE STRUCTURE

1-Way Ride	Cost	Route 5 & 6
Within Suisun City	\$2.00/per ride	\$1.75
Within Suisun City (verified low-income)	\$1.50/per ride	
Suisun City to/from 4 hospital/clinics	\$3.00/per ride	

3

EXISTING SERVICES

Solano Mobility Programs Serving Suisun City

► Solano Older Adults Medical Trips Concierge Services (GoGo)

- Rides Taken (since April 2019): **1,511**

▪ Suisun City Taxi Card Program*

- Rides Taken: **597**

▪ Suisun City \$1.50/\$2/\$3 Lyft Ride Program**

- Rides Taken: **3,010**

▪ First/Last Mile Program**

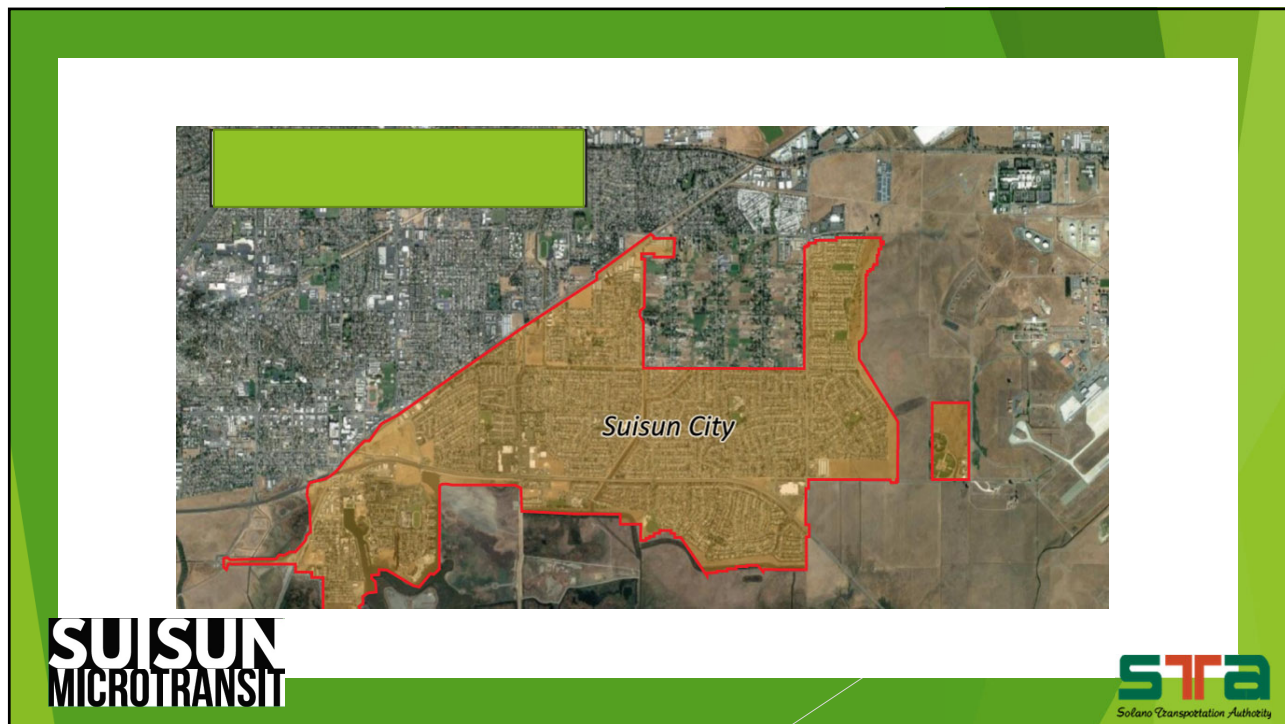
- Rides Taken (combined origin/destination): **2,113**

* Began in January 2022

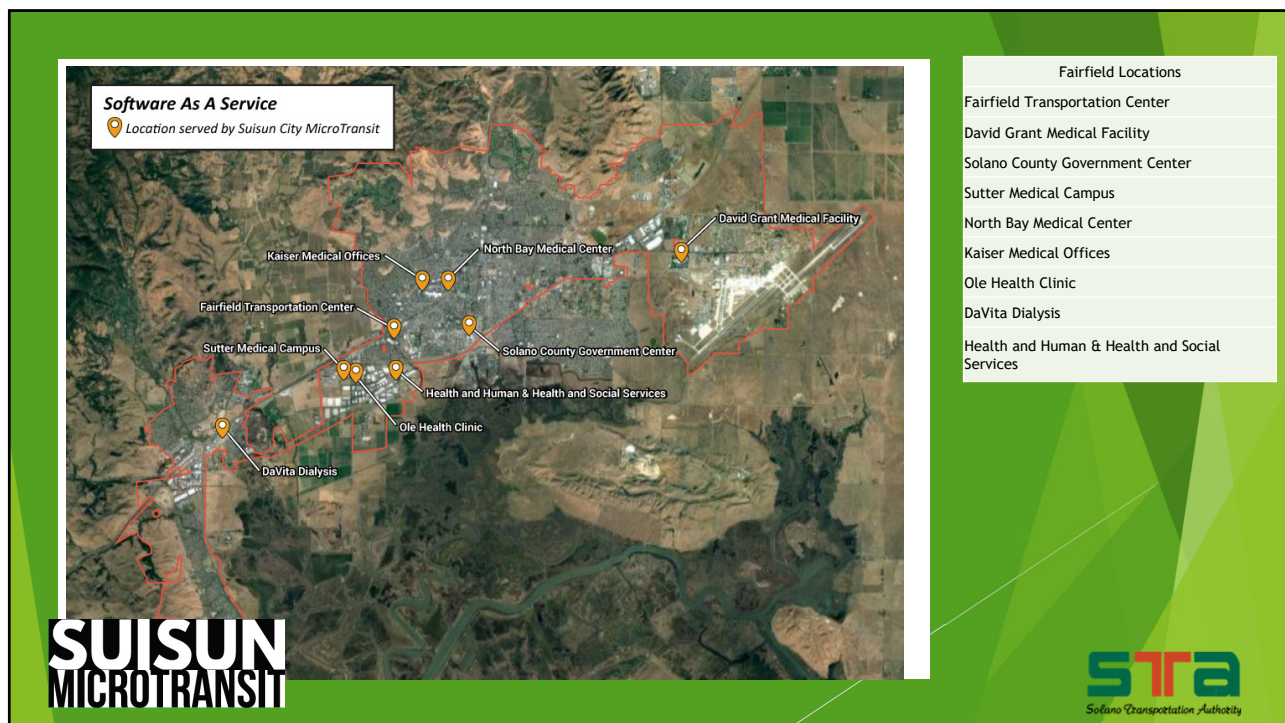
** Began in November 2021



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School Tripper

SUISUN CITY SCHOOL TRIPPER

AM Departure Schedule

Potrero Circle at Lawler Ranch Parkway	Bella Vista at Montebello Driver	Harrier at Root Elementary School	Pintail at White Wing Lane (Suisun Elementary School)	Driftwood Drive at Josiah Circle (Crystal Middle School)	Main Street at Lotz Way (Suisun Train Station)	FTC (Connect to FAST Route 7)	Washington Street at Empire Street (Armijo High School)
6:21	6:30	6:33	6:36	6:43	6:45	6:54	-
7:45	7:52	7:57	8:00	8:06	8:10	-	8:20
8:31	8:36	8:41	8:44	8:50	8:55	-	-

PM Departure Schedule

Washington Street at Empire Street (Armijo High School)	FTC (Connect from extended FAST Route 8)	Main Street at Lotz Way (Suisun Train Station)	Driftwood Drive at Josiah Circle (Crystal Middle School)	Pintail at White Wing Lane (Suisun Elementary School)	Harrier at Root Elementary School	Bella Vista at Montebello Driver	Potrero Circle at Lawler Ranch Parkway
-	-	-	3:15	3:20	3:23	3:28	3:37
3:40	4:10	4:22	4:26	4:36	4:40	4:50	5:00

SUISUN
MICROTRANSIT

STa
Solano Transportation Authority

7

January and February's Ridership

SUISUN
MICROTRANSIT

- ▶ 2,062 Trips Taken
- ▶ 1,474 passengers in the School Tripper
- ▶ 588 passenger trips on the dial-a-ride

SUISUN
MICROTRANSIT

STa
Solano Transportation Authority

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- Free for the months of January and February 2023

SUISUN MICROTRANSIT

**SUISUN
MICROTRANSIT**

Offering Door To Door Service

Featuring

- General Fare is \$2
- Discounted Fare: \$1 for Adults Age 62 & Older and/or ADA-Eligible, Youth/Students Age 17 or Under
- Cash Only Fares
- Wheelchair Accessible
- Mobile App Under Development



Phone Reservations Available: (707) 673-2129

STA
Solano Transportation Authority

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Monthly Pass

Staff proposes to issue Suisun Microtransit Monthly Passes at a 25% discount as follows:

1. General Fare Monthly Pass-\$90.00 dollars
2. Discounted Fare Monthly Pass-\$45.00 Dollars

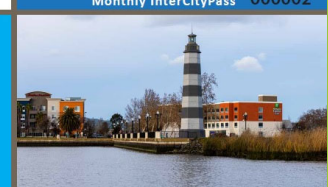
**SUISUN
MICROTRANSIT**

**SUISUN
MICROTRANSIT**



**MARCH 2023
General Fare**

Monthly InterCityPass 000002



**SUISUN
MICROTRANSIT**



**MARCH 2023
General Fare**

Monthly InterCityPass 000001



STA
Solano Transportation Authority

10

Questions

Kris Lofthus
Deputy City Manager
707-421-7200

Brandon Thomson
Transit Mobility Coordinator
707-399-3234



SUISUN
MICROTRANSIT

STA
Solano Transportation Authority

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AGENDA TRANSMITTAL

MEETING DATE: March 21, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-___: A Resolution of the City Council of the City of Suisun City Appointing _____ to the Vacant Councilmember Seat for the Remainder of the Current Term.

FISCAL IMPACT: None

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: Councilmember Mike Hudson tendered his resignation effective February 21, 2023 resulting in a vacancy on the City Council, which must be filled. The term of the vacated office runs through the end of 2024.

Suisun Municipal Code Section 2.04.040 and Government Code Section 36512 govern the process by which vacancies in the elected offices of city council members are filled. Specifically, Section 36512 provides that a city council shall, within 60 days of the date of vacancy (i.e., no later than April 21, 2023), fill such vacancy by appointment, or call a special election to fill the vacancy for the remainder of the vacated term. Section 36512 does not provide any specific guidance on the manner in which the City Council selects an individual to fill a vacancy.

Section 2.3, Filling of a Council Vacancy, of the Suisun City Council Rules and Procedures, provides:

In the event of a vacancy of office or the death or resignation of any Council Member, the Mayor shall appoint a new Council Member, with the consent of the Council, within sixty (60) days after a vacancy or death or resignation becomes effective in compliance with the California Elections Code, unless the Council, by resolution, decides to instead call a special election. In the event of appointment, the Mayor, with the consent of the Council, shall determine by resolution the process for appointment prior to the application process and in accordance with State law.

At the February 21, 2023 City Council meeting, the Council was presented with the following options for a process to fill the council seat:

1. Direct the City Attorney to return at a future council meeting with the appropriate resolution to call a special election.
2. Appointment of a councilmember following an application and interview process.
3. Appointment from the previous list of interested applicants from the previous vacancy.
4. Direct the City Attorney to return at a future meeting with the appropriate documentation to appoint a specific candidate pursuant to Council direction.
5. Provide the City Attorney with other direction.

The Council deliberated and agreed on an application and interview process, and directed the City Attorney to return at today's meeting with appropriate documentation to appoint a candidate pursuant to Council direction. Details of the application and interview process include:

- All the applicants from the vacancy appointment process to fill the vacancy of former Councilmember and now Mayor Hernandez, who are still available and interested, are being considered, along with any new applicants. Previous round applicants did not submit new applications
- Mayor reviewed and considered all properly submitted applications and was to interview no more than eight from the pool of available applicants.
- Out of those eight or fewer, the Mayor was to choose no more than three applicants, to be interviewed and considered for appointment by the full Council at its regular meeting on March 21, 2023.
- Following deliberations and Council consensus, the Mayor will appoint one individual to the vacant seat.

STAFF REPORT: As described above, at the previous Council meeting on February 21, 2023, the Council deliberated and agreed on an application and interview process, whereby the Mayor would consider all applicants from the previous appointment process who are still available and interested, along with any new applicants, and narrow the pool of applicants to three individuals for the full Council's consideration.

The application period began Monday, February 27, 2023 and ended Friday, March 10, 2023 at 5:00pm.

The Mayor reviewed and considered all properly submitted applications and interviewed the following five applicants: Laura Cole-Rowe, Thomas D. Alder, Katrina Garcia, Jonathan Richardson, and Marlon Osum. Thomas Alder subsequently withdrew his name from the pool of applicants. The Mayor interviewed the remaining applicants, and has selected three applicants to move on to today's meeting to be interviewed and considered for appointment by the whole Council.

After discussion and deliberation of applicants remaining by Mayor and Council and reaching a consensus, the Mayor shall select one applicant to appoint to the vacant councilmember seat. The individual appointed may be sworn in and take their seat on the dais immediately following the appointment.

The appointed councilmember will hold office for the unexpired balance of the vacated seat's term, as the vacancy occurred in the second half of the former incumbent's term.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2023-____: A Resolution of the City Council of the City of Suisun City Appointing _____ to the Vacant Councilmember Seat for the Remainder of the Current Term

DOCUMENTS ATTACHED:

1. Resolution No. 2023-____ A Resolution of the City Council of the City of Suisun City Appointing _____ to the Vacant Councilmember Seat for the Remainder of the Current Term

PREPARED BY:

Elena Gerli, City Attorney

REVIEWED BY:

Greg Folsom, City Manager

APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

1 Resolution of the City Council of the City of Suisun City Appointing _____ to the Vacant Councilmember Seat for the Remainder of the Current Term.doc.pdf

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Section 4. This Resolution shall take effect and be in full force immediately after its adoption by the Council, and shall expire upon the expiration of the vacated seat's term.

PASSED AND ADOPTED by the City Council of the City of Suisun City at a regular meeting thereof held on March 21, 2023, by the following vote:

AYES: Council Members:

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

WITNESS my hand and the seal of said City this 21st day of March 2023.

Anita Skinner
City Clerk