

CITY COUNCIL

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



CITY COUNCIL MEETING

First and Third Tuesday
Every Month

A G E N D A

REGULAR MEETING OF THE SUISUN CITY COUNCIL

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

TUESDAY, NOVEMBER 17, 2015

7:00 P.M.

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

NOTICE

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

(Next Ord. No. – 738)

(Next City Council Res. No. 2 015 – 125)

Next Suisun City Council Acting as Successor Agency Res. No. SA2015 – 03)

(Next Housing Authority Res. No. HA2015 – 04)

ROLL CALL

Council / Board Members

Pledge of Allegiance

Invocation

PUBLIC COMMENT

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

CONFLICT OF INTEREST NOTIFICATION

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

REPORTS: (Informational items only.)

1. Mayor/Council - Chair/Boardmembers
2. City Manager/Executive Director/Staff
 - a. Traffic Committee Presentation – Quarterly Report - (O'Brien/McSorley).
 - b. STA Award naming Suisun City as "Agency of the Year" – (McSorley).

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
SUCCESSOR AGENCY 421-7309 FAX 421-7366

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Introduction and Swearing in of new Suisun City Police Officers Cheryl Avery, Andrew McCabe and Mark Zorich, and Communications and Records Technician Victoria Hill - (Mattos).

CONSENT CALENDAR

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

City Council

4. Council Adoption of Ordinance No. 736: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto (Introduced and Reading Waived on October 20, 2015) – (Garben).
5. Council Adoption of Ordinance No. 737: Levying Special Tax within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Introduced and Reading Waived on November 3, 2015) – (McSorley).
6. Council Adoption of Resolution No. 2015-___: Authorizing the City Manager to Enter into a Construction Contract on the City's Behalf with All-American Construction, Inc. for the Suisun-Fairfield Train Depot Improvement Project – (McSorley).
7. Council Reauthorization and Continuation of the Suisun City Historic Waterfront Business Improvement District – (Garben).
 - a. Council Adoption of Resolution No. 2015-___: Reauthorizing and Continuing the Suisun City Historic Waterfront Business Improvement District and the Assessment Levy for the District.
 - b. Council Adoption of Resolution No. 2015-___: Accepting the 2015 Annual Report, and Approving the Proposed Calendar Year 2016 Operating Budget for the Suisun City Historic Waterfront Business Improvement District.

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

8. Council/Agency/Authority Accept the Investment Report for the Quarter Ending September 30, 2015 – (Anderson)
9. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 6, 2015, October 20, 2015 and November 3, 2015 – (Hobson).

Joint City Council / Suisun City Council Acting as Successor Agency

10. Council/Agency Approval of the October 2015 Payroll Warrants in the amount of \$545,248.35. Council/Agency Approval of the October 2015 Payable Warrants in the amount of \$1,078,731.71 – (Finance).

GENERAL BUSINESS**PUBLIC HEARINGS**

CLOSED SESSION

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

City Council

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

11. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

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

CONVENE OPEN SESSION

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

ADJOURNMENT

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

PLEASE NOTE:

1. The City Council/Agency/Authority hopes to conclude its public business by 11:00 P.M. Ordinarily, no new items will be taken up after the 11:00 P.M. cutoff and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including the Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA, and the Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA.

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AGENDA TRANSMITTAL

MEETING DATE: November 17, 2015

CITY AGENDA ITEM: Council Adoption of Ordinance No. 736: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.

FISCAL IMPACT: There would be no fiscal impact associated with the adoption of this Ordinance.

BACKGROUND: The State Water Board has updated the State Model Water-Efficient Landscape Ordinance (2015 MWELO) and cities are required to adopt a water-efficient landscape ordinance of equal or greater effectiveness or adopt the 2015 MWELO prepared by the Water Board.

STAFF REPORT: At its regular meeting on October 20, 2015, the City Council introduced and waived the reading of Ordinance No. 736 that would repeal Title 20 in its entirety and would reenact Title 20 consistent with the 2015 MWELO. The staff report from that meeting is attached. On November 3, 2015, the Ordinance was not adopted due to a 2 – 2 vote. Thus, Ordinance No. 736 is brought forward for reconsideration.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Ordinance No. 736: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.

ATTACHMENTS:

1. Ordinance No. 736: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.
2. Staff report, October 20, 2015 council meeting.

REVIEWED BY:
APPROVED BY:

Jason D. Garben, Development Services Director
Suzanne Bragdon, City Manager

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ORDINANCE NO. 736**AN ORDINANCE OF THE SUISUN CITY COUNCIL APPROVING THE REPEAL OF
TITLE 20 WATER-EFFICIENT LANDSCAPING AND THE REENACTMENT OF
TITLE 20 WATER-EFFICIENT LANDSCAPES REGULATIONS TO COMPLY WITH
GOVERNOR BROWN'S EXECUTIVE ORDER B-29-15 AND THE REGULATIONS
PROMULGATED BY THE STATE WATER RESOURCES CONTROL BOARD
IN RESPONSE THERETO**

WHEREAS, the City of Suisun City, Development Services Department initiated an amendment related to Title 20 of the Suisun City Code; and

WHEREAS, on April 1, 2015, Governor Brown issued Executive Order B-29-15, imposing restrictions on water use in order to achieve an aggregate statewide 25 percent reduction in potable urban water usage through February 2016; and

WHEREAS, on May 5, 2015, in accordance with Governor's Executive Order B-29-15, the State Water Resources Control Board adopted Resolution 2015-0032 detailing emergency regulations ("Regulations") implementing a statewide 25% reduction in potable urban water use; and

WHEREAS, that the waters of the state are of limited supply and are subject to ever increasing demands; and

WHEREAS, failure to take the actions and to adopt the regulations set forth herein could subject the City of Suisun City to fines, and could threaten public health, safety, or welfare because: (1) there may not be sufficient water available to the public for basic living necessities; (2) there may not be sufficient water available to the public to fight fires; and (3) there may not be sufficient water available to preserve drought tolerant landscaping, which would adversely impact property values in the City; and

WHEREAS, the regulations established conservation levels for water suppliers based on an average Residential Gallons per Capita per Day ("R-GPCD") for the period of July through September 2014, and the Suisun Solano Water Authority has been categorized among the cities mandated with a 28 percent potable urban water use reduction; and

WHEREAS, the City Council of the City of Suisun City wishes to implement comprehensive regulations in order to comply with Executive Order B-29-15, to protect the public health, safety and welfare; and

WHEREAS, the long-term health, safety and prosperity of the community depends upon having a reliable supply of potable water; and

WHEREAS, in accordance with State Law and City Code a public notice was published on October 10, 2015, in the *Daily Republic* newspaper; and

WHEREAS, the City Council of the City of Suisun City did conduct a public hearing on October 20, 2015 to consider amendments to Title 20 of the City of Suisun City Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY as follows:

SECTION 1. The City Council of the City of Suisun City finds that the above recitals are true and correct and incorporated herein by this reference.

SECTION 2. Title 20.04 of the Suisun City Code is hereby deleted and repealed in its entirety.

SECTION 3. A new Title 20.04 of the Suisun City Code is hereby added to read as follows:

“Title 20.04 State model water-efficient landscaping ordinance adopted by reference.

The City adopts by reference the California State Model Water-Efficient Landscaping Ordinance (AB 1881), and any amendments thereto, as the law of the City. One copy of the California State Model Water-Efficient Landscaping Ordinance has been, and is now, filed in the office of the Development Services Director, and the ordinance is adopted by reference as if incorporated and set out in full in this chapter.”

SECTION 4. The project is exempt from the requirements of the California Environmental Quality Act (CEQA), subject to section 15308, Actions by Regulatory Agencies for Protection of the Environment of the CEQA Guidelines. This section exempts from review actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment and the Model Water-Efficient Landscape Ordinance is exempt from review because it can be considered an action.

SECTION 5. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 6. This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 7. The City Clerk is hereby authorized and directed to certify as the passage of this Ordinance and to give notice thereof by causing copies of this Ordinance to be posted in three public places throughout the City, or published in a county newspaper that is circulated in the City, within 15 days after its passage, there being no newspaper of general circulation printed and published within the City.

PASSED, APPROVED, AND ADOPTED as an Ordinance at a regular meeting of the City Council of the City of Suisun City, California, on this 17th day of November 2015.

Pete Sanchez
Mayor

CERTIFICATION

I, Linda Hobson, City Clerk of the City of Suisun City, California, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council on October 20, 2015, and passed, approved, and adopted by the City Council of the City of Suisun City at a regular meeting held on the 17th day of November 2015 by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

WITNESS my hand and the seal of said City this 17th day of November 2015.

Linda Hobson, CMC
City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: October 20, 2015

CITY COUNCIL AGENDA ITEM: PUBLIC HEARING: Council Introduction of Ordinance and Waive Reading of Ordinance No. ____: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.

FISCAL IMPACT: There would be no fiscal impact associated with the adoption of this Ordinance.

BACKGROUND: On January 5, 2010, the City adopted the then-current State Model Water Efficient Landscaping Ordinance as Title 20 of the Suisun City Municipal Code. On April 1, 2015, Governor Brown signed Executive Order B-29-15 that directs the State Water Resources Control Board (Water Board) to take a variety of actions to achieve a 25 percent reduction in the statewide use of potable water by February, 2016. Among its provisions, the Governor's Order directed the Water Board to revise the State Model Water-Efficient Landscape Ordinance to increase water-efficiency standards for new and retrofitted landscapes through more efficient irrigation systems, graywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in high water usage plants.

The 2015 State Model Landscape Efficient-Water Ordinance (2015 Model Ordinance) was drafted by the State to assist local agencies with revision of local codes to support water conservation. Local agencies may adopt the Model Code as is, or use it as a reference or a template for their own landscape ordinances. All cities and counties in California are required, by December 1, 2015, to either adopt the 2015 Model Ordinance or adopt a customized local water efficient landscape ordinance that is at least as effective in conserving water as the updated Model Ordinance. If agencies do not take either of these actions, the 2015 Model Ordinance will automatically go into effect and apply. The Governor's Order also requires reporting on the implementation and enforcement of local ordinances, with required reports due by December 31, 2015. To bring the Suisun City Code up to date and into compliance with State requirements and to assist in the statewide effort to reduce water consumption in response to the continuing four year drought in California, staff recommends that the City Council adopt the 2015 State Model Water-Efficient Landscape Ordinance.

This action is exempt from review under the California Environmental Quality Act (CEQA), subject to Section 15308 of the CEQA Guidelines - Actions by Regulatory Agencies for Protection of the Environment. This exemption addresses actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of

PREPARED BY:
REVIEWED BY:
APPROVED BY:

James W. Beggs, Assistant Planner
 Jason D. Garben, Development Services Director
 Suzanne Bragdon, City Manager

the environment where the regulatory process involves procedures for protection of the environment.

STAFF REPORT: Listed below are a descriptions of affected projects and major differences between the current City Code (2010 Model Ordinance) and the 2015 Model Ordinance:

Affected Projects

The 2015 Model Ordinance will have affects on all new developments with landscaping of 500 sq feet or more or any rehabilitated landscapes of 2,500 square feet or more where such projects require a building or landscape permit, plan check or design review. The amendment sections require implementation of efficient irrigation systems, onsite stormwater capture, limiting the planting of high water use plants and new reporting requirements for local agencies.

Differences between current Suisun City Code and the 2015 Model Ordinance

Irrigation systems require:

- Dedicated landscape water meters (residential 5,000 sq feet and over, non-residential 1,000 sq feet and over).
- Pressure regulators and master shut off valves now required.
- Flow sensor.
- Areas less than ten feet wide must use drip or other means that produces no runoff or overspray.

Stormwater Capture:

- Recommendation that runoff from impervious surfaces (driveways and roofs) be captured on-site.
- Improve soils in new landscape areas with 4 yards of compost per 1000 sq feet landscaped area.
- Friable Soil (loose soil) for planted area (promotes infiltration and reduces runoff).

Plants:

- 25% of landscaped area can be high water usage plants.
- Median strips cannot be landscaped with high water plants.

Reporting Requirements under Governor's Executive Order and the 2015 Model Ordinance

- State whether you are adopting a single agency ordinance or a regional agency alliance ordinance, and the date of adoption or anticipated date of adoption.
- Report on a range of information related to the implementation of the 2015 Model Ordinance, including amount of development that has occurred, actions taken to ensure compliance with water conservation requirements, challenges to implementing the 2015 Model Ordinance, and public education efforts.

Additional Considerations

Section 492 Provisions for New Construction or Rehabilitated Landscapes

A local agency may designate by mutual agreement, another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.

Section 492.2 Penalties

A local agency may establish and administer penalties to the project applicant for non-compliance with the ordinance to the extent permitted by law.

Section 492.1 Compliance with Landscape Documentation Package

- Prior to construction, the local agency shall:
 - Provide the project applicant with the ordinance and procedures for permits, plan checks, or design reviews;
 - Review the Landscape Documentation Package submitted by the project applicant;
 - Approve or deny the Landscape Documentation Package;
 - Issue a permit or approve the plan check or design review for the project applicant; and
 - Upon approval of the Landscape Documentation Package, submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.
- Prior to construction, the project applicant shall:
 - Submit a Landscape Documentation Package to the local agency.
- Upon approval of the Landscape Documentation Package by the local agency, the project applicant shall:
 - Receive a permit or approval of the plan check or design review and record the date of the permit in the Certificate of Completion;
 - Submit a copy of the approved Landscape Documentation Package along with the record drawings, and any other information to the property owner or his/her designee; and
 - Submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

STAFF RECOMMENDATION: It is recommended that the City Council:

1. Open the Public Hearing; and
2. Receive testimony, if any; and
3. Close the Public Hearing; and
4. Introduce and waive first reading of Ordinance No.____: Approving the Repeal of Title 20 Water Efficient Landscaping and the Reenactment of Title 20 Water Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.

ATTACHMENTS:

1. Ordinance No. ____: Approving the Repeal of Title 20 Water Efficient Landscaping and the Reenactment of Title 20 Water Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto.
2. 2015 State Model Water Efficient Landscape Ordinance (Revisions from 2010 Water Ordinance).

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AGENDA TRANSMITTAL

MEETING DATE: November 17, 2015

CITY AGENDA ITEM: Council Adoption of Ordinance No. 737: Levying Special Tax within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory.

FISCAL IMPACT: As noted in the staff report for the September 15, 2015 meeting, if approved, the annexation of the Zephyr Estates Project (Project) into Community Facilities District No. 2 (Municipal Services) ("CFD No. 2"), including the existing Tax Zone No.3 thereof, would result in a total revenue of \$49,436, of which \$47,096 is deposited into the General Fund and \$2,340 deposited into the existing fund for Tax Zone No.3. The Project is also within the District boundary map for the Peterson Ranch Maintenance Assessment District (MAD). This assessment would result in \$18,951 in revenue into the MAD. All levy amounts would be adjusted annually based on inflation modifiers.

BACKGROUND: As part of the Zephyr Estates' Conditions of Approval, the developer is required to annex into CFD No. 2 to offset the impacts on City Services due to the new development. City Services covered under CFD No. 2 include police, fire and paramedics. The developer is also required to annex into the existing Tax Zone No.3 (included within CFD No. 2) to cover costs associated with storm drainage maintenance within and around the new project. Separately, the development will also merge into the existing Peterson Ranch MAD to cover costs of lighting and landscaping.

Zephyr Estates includes fifty-nine (59) residential parcels and one commercial parcel located at the corner of Walters Road and East Tabor Avenue. On July 22, 2014, the Planning Commission forwarded a recommendation to the Council to approve a General Plan Amendment, Rezone, Planned Unit Development and the Tentative Subdivision Map for the Project. On September 16, 2014, the Council approved these entitlements and introduced an ordinance to rezone the property. On October 7, 2014, the Council adopted the ordinance that rezoned the property. The action to approve the Tentative Subdivision map included a number of Conditions of Approval. One of those conditions was to annex into CFD No. 2 to cover the costs of municipal services described above.

Within CFD No. 2 is Tax Zone No.3, which is a zone within which further special tax can be levied for maintenance of storm drain facilities in and around the new development. Tax Zone No.3 is defined as the areas south of East Tabor Road, east of Walters Road and north of Caswell Lane and west of Charleston Street. The Project already lies within the boundaries of the Peterson Ranch MAD which cover maintenance costs associated with street lighting and landscaping. Only the residential portion of the subdivision is being constructed at this time and therefore will be the only portion of the subdivision annexing into CFD No. 2 (including Tax Zone No.3 therein), and the Peterson Ranch MAD.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Amanda Dum, Management Analyst I
 Timothy McSorley, Public Works & Building Director
 Suzanne Bragdon, City Manager

On September 15, 2015, the City Council took the first step in the proceedings for the annexation of the subject property into CFD No. 2 by adopting a Resolution of Intention to Annex Territory.

On October 20, 2015, the City Council opened the Public Hearing portion of this item, but continued the hearing to November 3, 2015, to ensure the proper noticing requirements were met for item.

On November 3, 2015, Council held the second step in the proceedings, which required the holding of a public hearing, the submission of certain matters to the qualified electors located within the territory to be annexed into CFD No. 2, declaration the results of this election. As the election was successful, the Council introduced and waived the reading of this ordinance levying taxes within CFD No. 2 (including the territory to be annexed into the district).

Now the City is at the final step in the process, and staff recommends the adoption of the ordinance levying taxes that you have before you tonight.

STAFF REPORT: As noted above, before the Council is the final of three steps in the proceedings to annex property into CFD No. 2 (including Tax Zone No.3 therein). The annexation of property into CFD No. 2 (and Tax Zone No.3 therein) would meet the fiscal criteria as established by Resolution No. 2005-69 Cost Recovery Policy for New Development, dated October 4, 2005. CFD No. 2 is generally intended to offset Municipal Service costs, including administrative costs, thereby reducing the negative fiscal impact of new development on the City's General Fund, while Tax Zone No.3 is intended to offset Public Works Maintenance costs associated with maintenance of bio-retention drainage basins created by certain new development, thereby reducing the negative impact of the new development on the Storm Drain & Flood Channel Maintenance budget.

Multiple steps are required in the annexation process, some of which require Council action. As the first step in the annexation process, the Council adopted a Resolution of Intention to Annex Territory. At the next step, Council was asked to conduct a public hearing on the question of annexation of territory into CFD No. 2, consider submitting certain matters to the qualified electors located within the territory to be annexed into CFD No. 2, declare the results of the election, and, since the election was successful, introduce an ordinance levying taxes within CFD No. 2 (including the territory to be annexed into the district). As a reminder, it was necessary to continue the public hearing from October 20, 2015 until November 3, 2015. We are now at the final step in the process where Council is asked to adopt the ordinance at tonight's meeting of the Council. Once adopted, staff will then run a publication of the ordinance within 15 days thereafter in a newspaper of general circulation in the area of CFD No. 2.

STAFF RECOMMENDATION: It is recommended that the City Council: Adopt Ordinance No. 737: Levying Special Tax within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory.

ATTACHMENTS:

1. Ordinance No. 737: Levying Special Tax within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory.

ORDINANCE NO. 737

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA LEVYING SPECIAL TAX WITHIN CITY OF SUISUN CITY COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), INCLUDING CERTAIN ANNEXATION TERRITORY

WHEREAS, the City of Suisun City (the “City”) previously conducted proceedings pursuant to the Mello-Roos Community Facilities Act, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the “Act”) to establish “City of Suisun City Community Facilities District No. 2 (Municipal Services)” (the “CFD”) for the purpose of financing certain municipal services (the “Services”) as provided in the Act; and

WHEREAS, the CFD was established pursuant to City Council Resolution 2005-89, which was adopted on November 15, 2005 (the “Resolution of Formation”); and

WHEREAS, the rate and method of apportionment of special tax for the CFD (the “Original Rate and Method”) is set forth in Exhibit B to the Resolution of Formation; and

WHEREAS, the Original Rate and Method has been subsequently supplemented, including by City Council Resolution No. 2006-44 which added Tax Zone No. 3 to the Original Rate and Method (as so supplemented to date, the “Rate and Method”); and

WHEREAS, the City has conducted proceedings under the Act to annex territory into the CFD and, in connection therewith, add such annexed territory into Tax Zone No. 3 under and pursuant to the Rate and Method.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY as follows:

SECTION ONE: By the passage of this Ordinance, pursuant to the Act, the Council hereby authorizes and levies the special tax within the CFD (the “Special Tax”), including all territory annexed into the CFD, at the rate and in accordance with the method set forth in the Rate and Method, which by this reference is hereby incorporated herein.

SECTION TWO: The City Manager or designee, or an employee or consultant of the City, is hereby authorized and directed each fiscal year to determine the specific Special Tax to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, including all territory annexed to the CFD prior to the date hereof, in the manner and as provided in the Rate and Method.

SECTION THREE: Exemptions from the levy of the Special Tax shall be as provided in the Resolution of Formation, the Rate and Method and the applicable provisions of the Act. In no event shall the Special Tax be levied on any parcel within the CFD in excess of the maximum Special Tax specified in the Rate and Method.

SECTION FOUR: All of the collections of the Special Tax shall be used as provided in the Act and in the Resolution of Formation, including, but not limited to, the payment of costs of the Services, the payment of the costs of the City in administering the CFD, and the costs of collecting and administering the Special Tax.

SECTION FIVE: The Special Tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes; provided, however, that the City Manager (or the City Manager's designee) is hereby authorized to bill the Special Taxes directly to any property owner off the secured property tax roll for fiscal year 2015-16 for territory that annexed into the CFD following the deadline for including such Special Taxes on such tax roll. Without limiting the foregoing, the City Manager (or the City Manager's designee) is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of Solano in order to effect proper billing and collection of the Special Tax, so that the Special Tax shall be included on the secured property tax roll of the County of Solano for fiscal year 2016-17 and for each fiscal year thereafter, as set forth above, until no longer required to pay for the Services or until otherwise terminated by the City.

SECTION SIX: If for any reason any portion of this Ordinance is found to be invalid, or if the Special Tax is found inapplicable to any particular parcel within the CFD, including all territory annexed to the CFD prior to the date hereof, by a court of competent jurisdiction, the balance of this Ordinance and the application of the Special Tax to the remaining parcels within the CFD, including all territory annexed to the CFD prior to the date hereof, shall not be affected.

SECTION SEVEN: The Mayor shall sign this Ordinance and the City Clerk shall cause the same to be published within 15 days after its passage at least once in a newspaper of general circulation circulated in the City.

SECTION EIGHT: The City Council hereby ratifies previous levies of Special Taxes within the CFD pursuant to the Act, at the rate and in accordance with the Rate and Method. The City Council affirms the provisions of Ordinance No. 684, passed and adopted by the City Council on December 6, 2005, except to the extent any terms of such Ordinance are inconsistent with the provisions of this Ordinance, in which case the terms of this Ordinance shall govern.

SECTION NINE: This Ordinance shall become effective (30) days following its passage and adoption and shall be published once within fifteen (15) days upon passage and adoption in a newspaper of general circulation in the City of Suisun City, County of Solano.

PASSED, APPROVED, AND ADOPTED as an Ordinance at a regular meeting of the City Council of the City of Suisun City, California, on this 17th day of November 2015.

Pete Sanchez
Mayor

CERTIFICATION

I, Linda Hobson, City Clerk of the City of Suisun City, California, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council on November 3, 2015 and passed, approved, and adopted by the City Council of the City of Suisun City at a regular meeting held on the 17th day of November 2015 by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

WITNESS my hand and the seal of said City this 17th day of November 2015.

Linda Hobson, CMC
City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: November 17, 2015

CITY AGENDA ITEM: Council Adoption of Resolution No. 2015-___: Authorizing the City Manager to Enter into a Construction Contract on the City's Behalf with All-American Construction, Inc. for the Suisun-Fairfield Train Depot Improvement Project.

FISCAL IMPACT: On July 2, 2013, the City Council approved the \$700,100 budget for the Suisun-Fairfield Train Depot Improvement Project (Project). Design and staff costs to date have left a balance of \$570,600. With the construction bids the City received exceeding the available funding, City staff worked closely with STA staff to develop a funding strategy as shown in Table 1 in order to award the Project.

TABLE 1

REVISED PROJECT FUNDING	AMOUNT
OBAG CMAQ	\$315,000
OBAG STP	\$100,000
STAF (State Transit Assistance Funds)	\$150,000
TDA (Transportation Development Act) Article 3*	\$ 35,000
OSSIP (Off-Street Site Improvement Program)*	\$100,100
TDA (Transportation Development Act) Article 4	\$223,100
TOTAL PROJECT BUDGET	\$923,100

*\$29,400 of TDA Article 3 and \$100,100 of OSSIP funds were used for design.

BACKGROUND: Design plans were brought to the Council for review, direction, and approval on April 2, 2014. Council requested changes and the Plans were brought back to Council on May 6, 2014, and Council approved the Project Design at that meeting. On October 13, 2015, the City received three construction bids of which All-American Construction, Inc. was the apparent low bidder.

STAFF REPORT: On October 13, 2015, the City received three construction bids of which All-American Construction, Inc. was the lowest responsive and responsible bidder with a bid of \$762,022. The amount budgeted in FY 2015-16 for CIP Construction is \$581,000. However, additional Design costs reduced the available funding to \$570,600. This resulted in a shortfall of \$223,100 between the authorized available Project budget and the amount needed to complete the Project including contingency. Staff, working with STA, was able to develop a funding strategy to fill in the shortfall.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Amanda Dum, Management Analyst I
Tim McSorley, Public Works & Building Director
Suzanne Bragdon, City Manager

The proposed funding strategy is as follows:

- One Bay Area Grants (OBAG) - \$415,000.
- State Transit Assistance Funds (STAF) - \$150,000.
- Transportation Development Act (TDA) Article 3 funds - \$5,600.
- Transportation Development Act (TDA) Article 4 funds - \$223,100.

The essence of the funding strategy is the use of the TDA Article 4 funds. These funds are annual revenues through FAST and are distributed and managed by STA and are earmarked for use on the Depot. We currently have accrued \$85,551 of these funds. STA has agreed to lend the City the remaining \$137,549 from the STAF funds to be repaid from future Article 4 revenues. On November 4, 2015, the STA Board approved this funding strategy.

As stated previously, on October 13, 2015, the City received bids for the project. The bid results are as follows:

<u>Company</u>	<u>Base Bid</u>	<u>Add Alt. #1</u>	<u>Base Bid + Add Alt. #1</u>
All-American Construction, Inc.	\$762,022.00	\$4,900.00	\$766,922.00
Southwest Construction	\$866,685.20	\$14,000.00	\$900,685.20
Bobo Construction, Inc.	\$1,104,997.00	\$12,000.00	\$1,116,997.00

Based on the revised Project budget strategy, staff recommends awarding the construction contract in the base bid amount of \$762,022 to All-American Construction, Inc.

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2015-__: Authorizing the City Manager to Enter into a Construction Contract on the City's Behalf with All-American Construction, Inc. for the Suisun-Fairfield Train Depot Improvement Project.

ATTACHMENTS:

1. Council Resolution No. 2015-__: Authorizing the City Manager to Enter into a Construction Contract on the City's Behalf with All-American Construction, Inc. for the Suisun-Fairfield Train Depot Improvement Project.

RESOLUTION NO. 2015 - ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION
CONTRACT ON THE CITY'S BEHALF WITH ALL-AMERICAN CONSTRUCTION,
INC. FOR THE SUISUN-FAIRFIELD TRAIN DEPOT IMPROVEMENT PROJECT**

WHEREAS, the Suisun-Fairfield Train Depot is an important and heavily used transit center within Suisun City and Solano County; and

WHEREAS, the City has been awarded multiple grants, and will use OSSIP funds and TDA Article 4 maintenance funds to cover the cost of the Suisun-Fairfield Train Depot Improvement Project (Project); and

WHEREAS, staff has prepared plans, specifications, and an Engineer's Estimate for the Project; and

WHEREAS, three bid proposals were received by the City on October 13, 2015, by 2:00 pm, and bids were opened and read aloud; and

WHEREAS, All-American Construction, Inc. provided the lowest responsible base bid of \$762,022 for the Project; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City authorizes the City Manager to enter into a construction contract on behalf of the City with All-American Construction, Inc. for the Suisun-Fairfield Train Depot Improvement Project in the amount of \$762,022 and to take any and all necessary and appropriate actions to implement this contract. The City Council further authorizes the City Manager to approve changes for contingencies not to exceed 4% of the total contract amount in the amount of \$31,700; and

BE IT FURTHER RESOLVED that the City Council authorizes staff to move forward with the design and implementation of removal and replacement of landscaping in the Walters Road area.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 17th day of November 2015, by the following vote:

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

WITNESS my hand and the seal of the City of Suisun City this 17th day of November 2015.

Linda Hobson, CMC
City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: November 17, 2015

CITY AGENDA ITEM: Reauthorization and Continuation of the Suisun City Historic Waterfront Business Improvement District:

- a. Council Adoption of Resolution No. 2015-__: Reauthorizing and Continuing the Suisun City Historic Waterfront Business Improvement District and the Assessment Levy for the District; and
- b. Council Adoption of Resolution No. 2015-__: Accepting the 2015 Annual Report, and Approving the Proposed Calendar Year 2016 Operating Budget for the Suisun City Historic Waterfront Business Improvement District.

FISCAL IMPACT: Staff is involved in collection of the annual BID Assessments through the collection of the business license taxes, and attends the monthly BID meetings on a regular basis. It is estimated the staff costs range between \$2,000 and \$3,000 per year to administer BID assessments and attend monthly meetings. These costs would not be avoided if the BID did not exist, as these staff resources would be allocated elsewhere.

BACKGROUND: Per City Ordinance No. 667, enacted April 18, 2003, the Main Street Waterfront Business Improvement District, commonly known as the Suisun City Historic Waterfront Business Improvement District (the “District”), was established. The District is a 501(c)(3) non-profit organization created at the request of downtown merchants to promote improved business conditions and marketing of downtown Suisun City. Under procedures described in the California Streets and Highways Code, the City, on behalf of the BID, levies assessments on those businesses within the District area (see attached map) for use in various marketing and improvement activities, as determined beneficial by the District board. Each year since 2003, the Council has reauthorized the continued operation of the District.

STAFF REPORT: On October 31, 2015, the District board submitted its annual report and proposed budget for the 2016 calendar year for City Council review, and requested consideration of continuation of the District and its related assessment for 2016.

In the years following the dissolution of the Redevelopment Agency and the shift to community-based funding for special events, the efforts of the District have proven to be crucial in maintaining, and improving upon, the quantity and quality of events in Suisun City’s Waterfront. In 2015, the District continued to assume the primary marketing role of District- and City-sponsored occasions, contributing significantly to the increased attendance and success of events such as the annual Waterfront Festival and the recurring Ghost Walk tours.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Katrina Lapira, Planning Specialist
 Jason Garben, Economic Development Director
 Suzanne Bragdon, City Manager

Below is an outline of other District activities throughout 2015:

- Held the 7th annual *Charity Tree Auction*, coordinated arts and crafts vendors, and sold wine tasting for *Christmas at the Waterfront*.
- Associated with the Visit California statewide effort, continued to build *Restaurant Week*, rendering increased restaurant participation.
- Contributed \$500 to Suisun City Community Services Foundation to support the *Saturday Night at the Movies* series.
- Supported City promotional efforts at the *Solano County Fair* by providing dining/ business guides and event informational handouts for the display.
- Held its first annual *Member Mixer* in August, in lieu of an annual BBQ, in an effort to educate the business community about the BID and foster better relationships amongst the BID, business stakeholders, and the City.
- Continued to host interactive *Ghost Walk* tours from February through mid-November, slowly attracting guests to the Waterfront.
- Expanded the *Mother's Day Artisan Fair* to more than 60 vendors, even making small profit from the sales of champagne/ mimosas in commemorative glasses.
- Co-sponsoring the *Wine Tasting at Harbor Square* event, from May to October, by providing social media and public relations assistance.
- Held the annual Waterfront Festival Art, Wine, and Chocolate, consisting of more than 100 vendors, thus attracting an estimated 8,000 attendees.
- Coordinated efforts with the City's Planning staff and a Lawler House Gallery artist to replace the banners in the Waterfront District in the future.

More detailed information regarding District activities can be found in the 2015 Annual Report (please see Attachment 3).

Consider Continuing the District

The City Council annually considers adoption of a resolution renewing the establishment of the District, as described in Ordinance 667. The resolution describes the boundaries of the District, the general purposes for which assessments may be used, and three benefit zones with associated assessment rates according to business type.

The District Board requested no changes to the District boundaries, uses of funds, benefit zones, or assessment rates. Staff is not recommending that the City provide any matching funds for the District. Continuation of the District is necessary this month so the assessment can be collected as part of the annual Business License billing cycle, which begins in early December.

Review and Approve the Proposed District Budget

The Suisun City Code Section 3.40.110 directs the District “board to present an annual budget for City Council review and approval prior to the beginning of each fiscal year.” It further provides that the “City shall not adopt, modify or otherwise amend any fiscal year budget of the District that is inconsistent in any way with said fiscal year’s budget as agreed to and presented by the BID board except in the case of a written majority protest ...”

On October 31, 2015, the District submitted its 2015 Annual Report and Proposed 2016 Budget. Over the past several years, the Council has requested additional supplemental financial information to assist in the deliberative process, which was collected by Staff and provided to the Council.

The District financial information distributed to the City Council as part of this staff report were

- The District's 2015 Annual Report and Proposed 2016 Budget.
- 12 months of actual District expenditure detail beginning Nov. 1, 2014, through Oct. 31, 2015.
- Profit and loss statement comparing District's 2015 budget to actual expenditures January through October 2015.
- Estimated District expenditures November through December 2015, and January 1 through March 31, 2016.

Staff has used these data to compile an exhibit comparing four years of actual budget results, the 2015 budget against year-to-date expenditures and estimated expenses, and the proposed 2016 budget.

The City Council is empowered to approve or disapprove the District budget in its entirety. In the event the City Council wishes to recommend changes in the budget, such direction should be delineated and consideration of the budget resolution continued to allow the District board an opportunity to consider amending its budget accordingly. Though the District may not spend additional resources without an approved budget, renewal of the assessment would allow the Administrative Services Department to collect the assessments with the business license renewals, and hold the proceeds until such time as a District budget is approved.

Matching Funds

The former Redevelopment Agency provided matching funds to support the efforts of the District. Given the constraints on the City's budget, staff is not recommending matching funds for the District, at this time.

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 2015-__: Reauthorizing and Continuing the Suisun City Historic Waterfront Business Improvement District and the Assessment Levy for the District; and
2. Adopt Resolution No. 2015-__: Accepting the 2015 Annual Report, and Approving the Proposed Calendar Year 2016 Operating Budget for the Suisun City Historic Waterfront Business Improvement District.

ATTACHMENTS:

1. Resolution No. 2015-__: Reauthorizing and Continuing the Suisun City Historic Waterfront Business Improvement District and the Assessment Levy for the District.

2. Resolution No. 2015-__: Accepting the 2015 Annual Report, and Approving the Proposed Calendar Year 2016 Operating Budget for the Suisun City Historic Waterfront Business Improvement District.
3. The District's 2015 Annual Report and Proposed 2016 Budget.
4. 12 months of actual District expenditure detail beginning Nov. 1, 2014, through Oct. 31, 2015.
5. Profit and loss statement comparing District's 2015 budget to actual expenditures January through October 2015.
6. Estimated District expenditures November through December 2015, and January 1 through March 31, 2016.
7. Multiple Year Budget Analysis Prepared by Staff.

RESOLUTION NO. 2015-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY REAUTHORIZING AND CONTINUING THE SUISUN CITY HISTORIC WATERFRONT BUSINESS IMPROVEMENT DISTRICT AND THE ASSESSMENT LEVY FOR THE DISTRICT

WHEREAS, the California Streets and Highways Code Section 36500 *et seq.* authorizes cities to establish parking and business improvement areas for the purpose of promoting economic revitalization and physical maintenance of business districts in order to create jobs, attract new business, and prevent erosion of the new business district; and

WHEREAS, The Main Street-Waterfront Business Improvement District, commonly known as the Suisun City Historic Waterfront Business Improvement District (District), was formed, at the request of the Main Street-Waterfront Business Improvement District Formation Committee (Committee), by City Council approval of City Ordinance No. 667 on April 18, 2003; and

WHEREAS, at the request of the Committee, Ordinance No. 667 established an annual special assessment on all businesses within the District, which said assessment must be renewed annually by City Council; and

WHEREAS, the District Board of Directors (Board) has requested that the Suisun City Council renew the special assessment on all businesses within the District; and

WHEREAS, the assessment will continue at the same level established in 2003 by adoption of City Ordinance No. 667; and

WHEREAS, protests in writing from businesses in the District paying 50% or more of the proposed assessment have not been received; and

WHEREAS, this City Council has now determined to reauthorize the imposition of a benefit assessment for the District; and

WHEREAS, in the opinion of this City Council, the businesses within the District will be benefited by the expenditure of the funds raised by the assessments levied hereby in the manner prescribed herein; and

WHEREAS, the assessments or charges levied on businesses pursuant to this Ordinance shall be levied, to the maximum extent feasible, on the basis of the estimated benefit to the businesses within the District.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City does hereby determine that:

1. The recitals set forth herein are true and correct.
2. The City Council does, at the request of the Board and pursuant to the California Streets and Highways Code, reauthorize and continue the “Main Street-Waterfront Business Improvement District,” commonly known as the “Suisun City Historic Waterfront Business Improvement District” (District).
3. The boundaries of the entire area included in the District, and the boundaries of each separate benefit zone within the District, are set forth in the Map, Exhibit A, incorporated herein by reference. A true and correct copy of the map is on file with the City Clerk of the City of Suisun City.
4. The types of improvements and activities proposed to be funded by the levy of assessments on businesses in the District are in Exhibit B hereto and incorporated by reference.
5. The City Council reauthorizes and renews the levy of an annual benefit fee on businesses in the District to pay for selected improvements and activities of the District.
6. All funds of the District shall be expended on improvements and activities within the District.
7. The method and the basis for levying the benefit fee on all the businesses within the District are set forth in the Exhibit C hereto, incorporated herein by reference.
8. This Resolution is effective on its adoption.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on the 17th day of November 2015 by the following vote:

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

WITNESS my hand and the seal of said City this 17th day of November 2015.

Linda Hobson, City Clerk

EXHIBIT A (3)

**PROPOSED SUISUN CITY DOWNTOWN - WATERFRONT
BUSINESS IMPROVEMENT DISTRICT (BID)
BOUNDARY MAP**



EXHIBIT B

Purpose and Use of Benefit Assessments.

The types of improvements and activities proposed to be funded by the levy of assessments on businesses in the District are as follows:

a. The acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following improvements:

- (1) Benches;
- (2) Trash receptacles;
- (3) Decorations;
- (4) Signage
- (5) Facade improvements;
- (6) Permanent landscaping

b. Activities including but not limited to the following:

- (1) Promotion of public events which benefit businesses in the area and which take place on or in public places within the area;
- (2) Furnishing of music in any public place in the area;
- (3) Activities which benefit businesses located and operating in the area, including but not limited to commercial shopping and promotional programs.

c. Activities in support of the Suisun City Redevelopment Agency's proposed "Main Street West" plan.

EXHIBIT C

DISTRICT ASSESSMENT FORMULA Proposed 2015 Benefit Fee Formula Matrix:

	ZONE A	ZONE B	ZONE C
Retailers and Restaurants	\$400	\$300	\$200
Service Businesses	\$300	\$200	\$150
Lodging	\$ 10 per room	\$ 10 per room	\$ 10 per room
Professional Businesses	\$200	\$150	\$100
Financial Institutions	\$500	\$500	\$500

Business Type Definitions:

Retail and Restaurant: Businesses that buy and resell goods, examples are clothing stores, shoe stores, office supplies as well as businesses that sell prepared foods and drinks.

Service Businesses: Businesses that sell services. Examples are beauty and barber shops, repair shops, most automotive-oriented businesses, entertainment businesses such as theaters, etc.

Lodging: Includes renting rooms by the day or week to community visitors.

Professional Businesses: Includes Architects, Engineers, Attorneys, Dentists, Doctors, Accountants, Optometrists, Realtors, Insurance Offices, Mortgage Brokers and most other businesses that require advanced and/or specialized licenses and/or advanced academic degrees.

Financial Institutions: Includes banking and savings and loan institutions as well as credit unions, etc.

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RESOLUTION NO. 2015-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE 2015 ANNUAL REPORT, AND APPROVING THE
PROPOSED CALENDAR YEAR 2016 OPERATING BUDGET FOR THE
SUISUN CITY HISTORIC WATERFRONT BUSINESS IMPROVEMENT
DISTRICT**

WHEREAS, the City Council has passed Ordinance No 667 establishing the Main Street-Waterfront Business Improvement District, commonly known as the Suisun City Historic Waterfront Business Improvement District (District); and

WHEREAS, said Ordinance requires the District to present an annual report and annual budget to the City of Suisun City for review and approval; and

WHEREAS, the City Council of the City of Suisun City has reviewed the proposed District budget; and

WHEREAS, the City Council desires to promote and assist the District to insure the success of the projects and programs of the District.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City does hereby accept the 2015 Annual Report, and approve the calendar year 2016 operating budget for the District.

PASSED AND ADOPTED at a meeting of the Suisun City Council duly noticed and held on the 17th day of November 2015 by the following City Council vote:

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

WITNESS my hand and the seal of said City this 17th day of November 2015.

Linda Hobson, City Clerk

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SUISUN CITY HISTORIC WATERFRONT BUSINESS IMPROVEMENT DISTRICT 2015 ANNUAL REPORT TO THE CITY COUNCIL

(Submitted to City of Suisun City staff on November 1, 2015)

Dear Mayor Sanchez, Suisun City Council Members and City Staff:

The Suisun City Historic Waterfront Business Improvement District is pleased to submit the attached annual report to the City Council. The report includes the following:

- **Executive Summary** – Gives the highlights of SCHWBID's accomplishments in 2015.
- **SCHWBID End of Year Report 2015** – Recaps in detail our activities and accomplishments for 2015.
- **SCHWBID Proposed Program of Work for 2016** – Plans for marketing, events and other items for 2016.
- **Detailed Profit and Loss Statement (Income and Expenditures)** – This report covers the period **November 1, 2014 through October 31, 2015**.
- **Estimated Pending Income and Expenses** from November 1, 2015 through April 1, 2016. As this is an active period for SCHWBID because of the Christmas at the Waterfront and Restaurant Week activities, we will carry over funds to be able to pay expenses for the period of January 1, 2016 to April 1, 2016 (we usually receive BID fees by March each year).
- **Proposed 2016 SCHWBID Budget**



Executive Summary

SCHWBID continues to provide service and benefits to its members, the City of Suisun City, and the community at large in its capacity as one of the key organizational, management, leadership, and advocacy organization for the Waterfront District in the Suisun City community.

Key initiatives for the past year that supported this goal include:

- ❑ Continued member outreach by board members and contracted staff
- ❑ Continued marketing efforts to strengthen the Waterfront District's position within the region
- ❑ Continued community relationships with other organizations
- ❑ Met with key city staff on Waterfront District issues and opportunities
- ❑ Supported City events including a contribution to the Suisun City Community Services Foundation for the Jazz Series event in the amount of \$500, and promoted all city events
- ❑ Planned and executed Waterfront District events that attracted residents from throughout the city and visitors from surrounding communities, including Restaurant Week, Ghost Walk, Mother's Day Artisan Faire and Art, Wine and Chocolate in 2015

During 2015, the SCHWBID board of directors again evaluated all SCHWBID programs, special events and marketing programs and made recommendations on their effectiveness for the organization.

SCHWBID thanks and appreciates the City's continued partnership in the organization and the Waterfront District, since our original Memorandum of Understanding dated June 5, 2003.



SCHWBID End of the Year Report 2015

Over the past 12 years, the Suisun City Historic Waterfront Business Improvement District has continued to strengthen its vision for the Waterfront District area.

At the 2015 annual board retreat and strategic planning session, our vision statement, mission statement and organization's goals were reaffirmed as follows:

Vision Statement

Suisun City's Waterfront is a vibrant destination for dining, cultural experiences and waterfront activities for all ages.

Mission Statement

The mission of the Suisun City Historic Waterfront B.I.D. is to promote the physical and financial health of the Waterfront District as a unique business, social and cultural center of the City of Suisun City.

Organizational Goals

1. Increase awareness and cooperation among existing businesses
2. Expand name recognition for Suisun City Waterfront District
3. Improve and promote commercial and social activity
4. Encourage new development
5. Promote a wholesome and safe community
6. Increase awareness of Suisun City's history
7. Provide benefit for all members of the District
8. Serve as advocate and liaison between members and city government

Committees

Budget Committee – Oversees income and expenditures of SCHWBID.

Membership Committee – Oversees member benefits and member relations; does member outreach, gathers information about members for website, brochures, etc.

Organization Committee – Reviews by-laws, proposed city ordinances, beautification issues.

Marketing/Events – Oversees marketing of the district and special events.

Member involvement is critical to the organization, however, as in many B.I.D. organizations throughout the state, only a small percentage of B.I.D. members actually participate in meetings and special events. The organization would not be able to move forward without the help of some very dedicated volunteers who monetarily sponsor, volunteer their time away from their businesses, and support our numerous endeavors.

Even though many members are not involved with the planning of events and the marketing of the district because of time restrictions within their business, many of these businesses have been active with their support of the district.



SCHWBID continued its contracted employee agreement with Laura Cole-Rowe, a Waterfront District resident and SCHWBID member to help with the day-to-day business of the district. Ms. Cole-Rowe has more than 28 years of experience working with business improvement districts, downtowns and cities. She works with SCHWBID on contract on an hourly basis at a fraction of her regular consulting rate. Her duties include email and written correspondence, member database upkeep, procurement of insurance coverage, ABC licenses and BOE temporary sales permits for the district, writes content for both the website and the SCHWBID Dining and Business Guide, press releases, posts social media updates and e-newsletters, places and designs paid advertising content, does website changes and is involved with the special events for the Waterfront District. She also does the bookkeeping, financial reporting and bill paying for SCHWBID for \$100 monthly.

Summary and Highlights of 2015 Activities

Overview Status of 2015 Budget

A total of \$20,570 in BID fees was received for 2015 as of October 1, 2015 (down \$400 from \$20,970 in 2014).

SCHWBID's 2015 budget was based on projections of \$55,500 in total income, including revenue from special events and sponsorship. A detailed breakdown of income and expenses is included in the financial report.

Board of Directors

The Board of Directors is responsible to receive committee reports, make decisions on committee recommendations, take positions on issues that will directly or indirectly affect the SCHWBID, and set new objectives. The board meets regularly, holds an annual meeting and an annual board retreat. All SCHWBID members are strongly encouraged to attend the monthly board meetings. When there are pressing issues, the board will schedule an additional meeting.

After having been given direction by the Board, the committees are responsible for research, discussion and recommendations to the Board of Directors for action.

Each board member is involved with, and has knowledge of, ongoing SCHWBID projects. Board members are asked to actively participate on one committee each.

The SCHWBID Board of directors is comprised of seven business owners/representatives, with representatives from each zone, ensuring business diversity on the board.

This year the board has concluded meetings with each of the City of Suisun City's department heads, but will be meeting with recently hired department heads in the next few months. The purpose of these meetings is to foster a better understanding of each department, its processes and how it relates to the Waterfront District so that SCHWBID can become more involved as a stakeholder and have input on future projects.



2015 Accomplishments

Member Benefits

The SCHWBID provides the following benefits to all members.

- *SCHWBID website* – Each member is entitled to a free directory page, including a free email through the SCHWBID website (www.suisunwaterfront.com). All businesses are listed on the website, and if they have a website address, a link is provided from the SCHWBID website.
- *Suisun City Waterfront District Dining & Business Directory Brochure* – Each SCHWBID member is listed in the brochure at no cost.
- *Ability to participate in any SCHWBID event at no cost.*
- *Promotion of any business event at no cost* through SCHWBID's newsletters and social media.

Marketing and Branding

SCHWBID has concentrated on marketing the Waterfront District in Suisun City as a regional destination, as well as a local destination. The committee has undertaken the following marketing projects for 2015:

1. **Waterfront District Dining and Business Directory Brochure** – 20,000 copies of the Waterfront District Dining and Business Directory Brochure were updated and printed in October 2014. These brochures are racked in businesses and other public places, and are sent with the City of Suisun City's marketing packages. Approximately 12,000 updated brochures will be mailed locally in November 2015. All Waterfront District businesses are listed in the brochure, at no charge to the business.
2. **Miscellaneous Opportunity Marketing** – SCHWBID places ads with KUIC and local newspapers/tabloids to promote events. The Waterfront District now has a weekly ad in the *Daily Republic* on Fridays each week where businesses get a reduced rate to advertise, and SCHWBID can advertise *all* events that take place in the district. The *Daily Republic*, *Breeze*, *Local Happenings Magazine*, KUIC and the *Vacaville Reporter* have continually been generous in running publicity articles/announcements for our events.
3. **Website** – Our website, www.suisunwaterfront.com, has been active since June 2006 and is continuously updated/refreshed with new articles of interest and information on special events. All Waterfront District businesses are listed on the website, and links to businesses' websites are provided. The website includes a searchable database to find a business, and has sections on history, events, news, a map, and a calendar. Our contract employee can make changes easily on both the database and other pages. Website statistics show an



average of about 2,239 unique monthly visitors to the site in 2015, with an average of about 14,356 pages accessed monthly. Site activity increases during times of special events such as Restaurant Week, Waterfront Festival, Fourth of July, Art, Wine & Chocolate and Christmas.

4. **Newsletters** – SCHWBID sends out two different newsletters – a members’ newsletter and a visitors’ newsletter. The members’ newsletter focuses on member involvement, upcoming events, business news, and SCHWBID marketing programs and opportunities, while the visitors’ newsletter mailing list (with more than 832 active email addresses – a 18% increase over last year) focuses on the visitor, with listings of new businesses and events that are going on in the Waterfront District. SCHWBID members are encouraged to share what is happening with their businesses for both newsletters. Visitors to SCHWBID’s website can sign up for the free newsletter through a portal on the site, and those who buy online tickets to our events may sign up as well.
5. **SCHWBID Booth** – We show a presence at our special events with an information booth, displaying and distributing informational brochures from various Waterfront businesses as well as other marketing materials such as walking tour booklets, and dining and business guides.
6. **Social Media** – SCHWBID promotes events, new businesses and items of interest through Facebook and Twitter. As of October 2015, we have more than 1,600 Twitter followers and 1,730 likes on Facebook (up from 868 – almost doubled – than at this time last year). More than 150 updates to Twitter and Facebook were posted in the past year.
7. **Brochure display at Harbormaster Office** – SCHWBID provides dining/business guides, walking tour brochures and flyers on events to the Harbormaster office.
8. **Solano County Fair Booth** - SCHWBID provided dining/business guides and postcards on events for this event.

Special Events

Our most visible activities are the special events that SCHWBID sponsors or co-sponsors with other entities, including the City of Suisun City. These special events are the focus of Suisun City’s community celebrations, including those staged at Halloween and the winter holiday season.

Our events continue to be image promotions. Image promotions may not necessarily encourage sales of goods or services on the day of the promotion, but they establish a positive image of the Waterfront District to the visitor and help position it as an active, vital area. If customers have a positive introduction to the Waterfront District through an event, it is likely they will return later to shop, dine or procure a service in the district. We have had positive feedback from Waterfront restaurants; they have told us that they have been extremely busy on event days; other businesses that are open during an event have also reported an increase in sales.



A synopsis of these events for 2014/2015 is as follows:

Restaurant Week – Twelve Waterfront restaurants participated in our fifth Restaurant Week, Friday, January 16 through Sunday, January 25, 2015. The purpose of this promotion is to highlight the wonderful and diverse restaurants that the Waterfront District has to offer, expose new customers to the area, and give a “boost” to our restaurants in the traditional slower month of January. Each restaurant offered a prix-fixe menu (A *prix fixe menu* is type of limited menu that has a fixed price and a set list of dishes), and set their own prices for their special. SCHWBID placed their menus on the SCHWBID website, advertised the event heavily through press releases, radio spots, print ads, posters, postcards, Highway 12 signage, direct mail local magazines and social media. Feedback from the participating restaurants was very positive, and more than 6,000 menus were downloaded from the website. Since 2014 we have been involved with California Restaurant Month, designated by Visit California, the state’s tourism partner. More than 40 destinations across California hosted restaurant weeks in January 2015. By partnering with Visit California, the Suisun Waterfront received additional recognition and exposure throughout the state.

Mother's Day Artisan Fair – The sixth year of this event at Harbor Plaza had more than 60 vendors featuring unique handcrafted wares and music. This event attracts visitors to the Waterfront District as well as visits from those who were already in the district to have breakfast, brunch or lunch with their Mom. SCHWBID again contracted with Brenda Mossa to coordinate the vendors at this event. Our sales of champagne and mimosas in commemorative glasses for Mother’s Day finances the expenses for the event, and we made a small profit this year.

Wine Tasting on the Square – SCHWBID worked with Harbor Square by co-sponsoring this event May through October 2015 by providing social media and public relations assistance.

Saturday Night at the Movies – SCHWBID contributed \$500 to Suisun City Community Services Foundation for sponsorship of this event.

Ghost Walk – In its second year, the Suisun City Ghost Walk is to be held February through mid-November. Based on the highly successful Benicia Ghost Walk (as well as others held in Northern California, including Pleasanton, Napa and Eureka), the paranormal history of Suisun City is revealed with this exciting, interactive and fun Ghost Walk led by paranormal investigators. The number of people on each tour has been slowly building. The tour lasts approximately two hours, and tour guests frequently have dinner in one of the Waterfront’s many restaurants before the event, or have a drink after the tour.

Annual Waterfront Festival 2015 – An estimated 8,000 people attended the Art, Wine and Chocolate event on October 3. SCHWBID again contracted with Brenda Mossa to coordinate the vendors of this event; there were more than 100 vendors at the event; including 16 wineries.

Halloween Trick-or-Treat Promotion 2015 – SCHWBID held merchant’s trick or treating in the district following the city’s Halloween event. This is an event that brings together a cross-section of Waterfront District businesses and includes professional, service, and retail participants. We estimate that more than 500 children came down for this event to trick-or-treat after the parade and costume contest.



Christmas at the Waterfront 2014 – SCHWBID held its seventh annual “Charity Tree Auction” where local non-profit organizations decorate trees donated by SCHWBID. The trees are put up for auction to the public during the Christmas at the Waterfront event, and bid on by event attendees. Proceeds from each decorated tree are given back to the local non-profit. Our Christmas Market was held during the event, and the organization sold wine by the glass as an additional fundraiser. Vendors sold Christmas type items including ornaments, gift items, prepackaged holiday candy or prepackaged holiday cookies. We advertise this event heavily on behalf of the city and the Suisun City Community Services Foundation; our paid Facebook posting on the event reached more than 24,000 people.

Membership Outreach And Communication

SCHWBID undertakes the following activities to keep member businesses informed:

Board and Committee Meetings – SCHWBID regularly invites members, by newsletter, email and personal contact, to attend board and committee meetings so they can be more informed about the organization and activities and projects in the Waterfront District.

New Business Orientation Program – SCHWBID continued their orientation program this year with contact to new district businesses.

Events and Marketing Projects – SCHWBID notifies businesses of the opportunity to participate in special events and marketing projects as appropriate by mail and e-mail.

Member Mixer – The first annual member mixer was held in August; more than 45 people attended the event. This event replaced the annual BBQ. Board members and staff did major outreach to members to give more information about what the BID does, and how members can get involved.

Internal Marketing Brochure – Our marketing brochure to communicate the SCHWBID’s purpose and benefits is given to new members as part of their welcome package, and is available to businesses that apply for a license at City Hall.

Annual Report – Members receive a written annual report on SCHWBID’s activities each year.

Homeless Issues - The SCHWBID board met with Police Chief Mattos and a representative from Mission Solano on the impacts of homelessness in the Waterfront area. We are working with Mission Solano and hope that their “Brighter Suisun” program will be implemented soon. We have also encouraged businesses to report incidents in the Waterfront (drinking, fighting, drugs) to the police department.

2015 Proposed Budget

Budget Process – The budget is developed through the Budget Committee and the Board of Directors. The Board of Directors approved the budget at its October meeting.



2014/2015 Proposed Program of Work

Marketing and Branding

SCHWBID will continue to concentrate on marketing the Waterfront District of Suisun City as a regional and a local destination and will continue to fund these programs in the remainder of 2015 and 2016:

- **Waterfront District Dining and Business Directory Brochure** – Brochures will be reprinted as need arises in 2016.
- **Miscellaneous Opportunity Marketing** – We will continue radio ads with KUIC and advertising with The Breeze for special events, and continue the monthly advertising page for the Waterfront District with the *Daily Republic*.
- **Website/Social Networking** – Our website, www.suisunwaterfront.com, will continue in 2016 with updated content, including news releases, and continued social networking.
- **Newsletters** – SCHWBID will continue to send out two different newsletters to its members and to visitors, and continue encourage members to share what is happening with their business for both newsletters.
- **Brochure display at Harbormaster Office** – SCHWBID will continue to provide dining/business guides, and information on events to the Harbormaster office.
- **Solano County Fair Booth** – SCHWBID will continue to provide dining/business guides, and information on events for the fair display.
- **SCHWBID Booth** – SCHWBID will continue to participate in various events, using a booth to display and distribute informational brochures from various Waterfront businesses and our own marketing materials.

Special Events

- **Christmas at the Waterfront 2015** – SCHWBID has contracted with Brenda Mossa, who is responsible for recruiting arts, crafts and food vendors, for at Christmas at the Waterfront, on December 5, 2015. SCHWBID will also pay for advertising of this event to assist the city and the Suisun City Community Services Foundation in this endeavor. We will again have a wine booth at the event to recover some of our costs.
- **Restaurant Week 2016** – SCHWBID will hold the sixth annual Restaurant Week for Suisun City Waterfront restaurants the week of Friday, January 15 through Sunday, January 24,



2016. We will again partner with California Restaurant Month, designated by Visit California, the state's tourism partner.

- **Ghost Walk** – SCHWBID plans to continue the Ghost Walk in 2016, February through mid-November.
- **Mother's Day Artisan Fair** – SCHWBID will continue this event and continue champagne and mimosa sales at the event.
- **Annual Art, Wine and Chocolate Festival** – SCHWBID will continue this event in October 2016.
- **Halloween Trick-or-Treat Promotion** – SCHWBID will continue holding merchant's trick or treating in the district following the city's Halloween event and costume contest.
- **Christmas on the Waterfront 2016** – SCHWBID plans to support the event for 2016.

Additional Fundraising – Replacement of Banners

Banners – We are moving ahead with our plans to replace the downtown banners. Previous banners that were purchased by SCHWBID in 2009 were removed as they were faded and worn. As SCHWBID no longer receives a redevelopment subsidy from the City of Suisun, we have researched ways to pay for the cost of new banners.

We have found that it is common to have banners sponsored by local businesses in a business district with the business name at the bottom of each banner.

We have chosen seven designs from Lawler House Gallery artist Dr. Ken Chew who has produced one-of-a-kind artwork for the banners that beautifully depict the Waterfront, and have worked with the Planning Department on the steps necessary for replacement of these banners.

SCHWBID is seeking sponsorship from our waterfront businesses first, and consider sponsorship of others outside the district with limitations (such as being a Suisun City business or non-profit) to pay for these banners. The sponsorship will be \$300 for a three-year period, which will allow for the cost of the banners, any additional hardware needed, maintenance, replacement and removal.

We look forward to working with the City of Suisun City again in the coming year on various projects, including marketing and special events. The City's investment in past years has dramatically enhanced the Waterfront District. SCHWBID is pleased to provide input for these projects, as well as input on private projects in the district. The Waterfront District in Suisun City is a special place in the Suisun City community and hopes to remain economically viable in years to come. SCHWBID looks forward to continuing its efforts to enhance it to the benefit of all involved.

		Suisun Historic Waterfront BID 2016 Budget	Jan 1- Oct 31, 2015	Under/Over Budget	2015 Budget	2016 Budget
		Ordinary Income/Expense				
		Income				
		REVENUE				
		Associate Membership	150.00	0.00	150.00	150.00
		Banner Sponsorship	0.00	-6,000.00	6,000.00	2,000.00
		Christmas Wine Sales	0.00	-1,000.00	1,000.00	1,500.00
		Ghost Tour	3,140.59	-2,359.41	5,500.00	5,000.00
		Mothers Day Event fees	1,700.00	250.00	1,450.00	1,600.00
		Christmas Vendor Fees	0.00	-1,000.00	1,000.00	1,000.00
		Business Assessments	20,570.00	2,570.00	18,000.00	19,000.00
		Heritage Collection Book	25.00	-75.00	100.00	75.00
		Mothers Day Wine Sales	3,142.00	1,342.00	1,800.00	3,200.00
		Sponsorship	200.00	-1,800.00	2,000.00	1,000.00
		Waterfront Festival Revenue	20,682.59	2,182.59	18,500.00	20,000.00
		Total REVENUE	49,610.18	-5,889.82	55,500.00	54,525.00
		Total Income	49,610.18	-5,889.82	55,500.00	54,525.00
		Expense				
		Advertising Expense				
		Electronic Media	697.00	197.00	500.00	800.00
		Print Media	800.00	-7,200.00	8,000.00	9,000.00
		Total Advertising Expense	1,497.00	-7,003.00	8,500.00	9,800.00
		Downtown Banner Expense	0.00	-3,200.00	3,200.00	2,105.00
		Event Expenses				
		Art, Wine & Chocolate Festival				
		Wine Bottle Sales	1,177.70			
		Winery Ticket Reimbursement	2,165.00			
		Art, Wine & Chocolate Festival - Other	12,522.20	-977.80	13,500.00	
		Total Art, Wine & Chocolate Festival	15,864.90	2,364.90	13,500.00	15,000.00
		BID Annual BBQ	700.00	0.00	700.00	750.00
		Christmas In Old Town				
		Festival of Trees Disbursement	620.00			
		Christmas In Old Town - Other	689.58	-4,710.42	5,400.00	3,500.00
		Total Christmas In Old Town	1,309.58	-4,090.42	5,400.00	3,500.00
		City Events Enhancement	500.00	0.00	500.00	500.00
		Ghost Tour	2,805.87	-994.13	3,800.00	3,500.00
		Halloween	0.00	-50.00	50.00	50.00
		Mothers Day Craft Faire	3,984.09	634.09	3,350.00	4,000.00
		Restaurant Week	2,165.56	-34.44	2,200.00	2,300.00
		Train Station/N. Main/Marketing	0.00	-500.00	500.00	0.00
		Total Event Expenses	27,330.00	-2,670.00	30,000.00	29,600.00

		Operating Expenses				
		Accounting Fees	1,000.00	-200.00	1,200.00	1,200.00
		Bank Charges	34.00	-1.00	35.00	35.00
		Contract Labor	4,785.00	-1,615.00	6,400.00	6,400.00
		Insurance	1,332.00	-268.00	1,600.00	1,600.00
		Miscellaneous Expenses	314.02	-323.98	638.00	700.00
		Office Supplies	254.23	-45.77	300.00	300.00
		Postage, shipping, delivery	239.00	-181.00	420.00	400.00
		Storage	1,143.98	-68.02	1,212.00	1,300.00
		Tax Preparation	555.00	-5.00	560.00	560.00
		Taxes	30.00	0.00	30.00	30.00
		Web Hosting & Upgrades	0.00	-495.00	495.00	495.00
		Total Operating Expenses	9,687.23	-3,202.77	12,890.00	13,020.00
		Tents	0.00	-910.00	910.00	0.00
		Total Expense	38,514.23	-16,985.77	55,500.00	54,525.00
		Net Ordinary Income	11,095.95	11,095.95	0.00	0.00
		Net Income	11,095.95	11,095.95	0.00	0.00

Suisun Historic Waterfront BID							
Profit and Loss Budget vs. Actual							
November 2014 through October 2015							
					2015 Budget	Nov '14 - Oct '15	Under/Over Budget
Ordinary Income/Expense							
Income							
REVENUE							
				Associate Membership	150.00	150.00	0.00
				Banner Sponsorship	6,000.00	0.00	-6,000.00
				Christmas Wine Sales	1,000.00	1,506.00	506.00
				Ghost Tour	5,500.00	3,609.14	-1,890.86
				Mothers Day Event fees	1,450.00	1,700.00	250.00
				Christmas Vendor Fees	1,000.00	920.00	-80.00
				Business Assessments	18,000.00	20,570.00	2,570.00
				Festival of Trees		1,882.97	1,882.97
				Heritage Collection Book	100.00	25.00	-75.00
				Mothers Day Wine Sales	1,800.00	3,142.00	1,342.00
				Sponsorship	2,000.00	200.00	-1,800.00
				Waterfront Festival Revenue	18,500.00	20,682.59	2,182.59
				Total REVENUE	55,500.00	54,387.70	-1,112.30
				Total Income	55,500.00	54,387.70	-1,112.30
Expense							
				Advertising Expense			
				Electronic Media	500.00	697.00	197.00
				Print Media	8,000.00	800.00	-7,200.00
				Total Advertising Expense	8,500.00	1,497.00	-7,003.00
				Downtown Banner Expense	3,200.00	0.00	-3,200.00
				Event Expenses			
				BID Annual BBQ	700.00	700.00	0.00
				Art, Wine & Chocolate Festival			
				Wine Bottle Sales		1,177.70	1,177.70
				Winery Ticket Reimbursement		2,165.00	2,165.00
				Art, Wine & Chocolate Festival - Other	13,500.00	12,687.53	-812.47
				Total Art, Wine & Chocolate Festival	13,500.00	16,030.23	2,530.23
				Christmas In Old Town			
				Festival of Trees Disbursement		1,946.00	1,946.00
				Christmas In Old Town - Other	5,400.00	4,277.26	-1,122.74
				Total Christmas In Old Town	5,400.00	6,223.26	823.26
				City Events Enhancement	500.00	500.00	0.00
				Ghost Tour	3,800.00	3,224.13	-575.87
				Halloween	50.00	11.33	-38.67
				Mothers Day Craft Faire	3,350.00	3,984.09	634.09
				Restaurant Week	2,200.00	2,165.56	-34.44
				Train Station/N. Main/Marketing	500.00	0.00	-500.00
				Total Event Expenses	30,000.00	32,838.60	2,838.60

			Operating Expenses			
			Accounting Fees	1,200.00	1,200.00	0.00
			Bank Charges	35.00	34.00	-1.00
			Contract Labor	6,400.00	6,210.00	-190.00
			Insurance	1,600.00	1,332.00	-268.00
			Miscellaneous Expenses	638.00	314.02	-323.98
			Office Supplies	300.00	455.26	155.26
			Postage, shipping, delivery	420.00	337.00	-83.00
			Storage	1,212.00	1,244.98	32.98
			Tax Preparation	560.00	555.00	-5.00
			Taxes	30.00	30.00	0.00
			Web Hosting & Upgrades	495.00	0.00	-495.00
			Total Operating Expenses	12,890.00	11,712.26	-1,177.74
			Tents	910.00	0.00	-910.00
			Total Expense	55,500.00	46,047.86	-9,452.14
			Net Ordinary Income	0.00	8,339.84	8,339.84
			Net Income	0.00	8,339.84	8,339.84

Suisun Historic Waterfront BID							
Profit and Loss Budget vs. Actual							
January through October 2015							
					Jan - Oct '15	Budget	Under/Over Budget
Ordinary Income/Expense							
Income							
REVENUE							
				Associate Membership	150.00	150.00	0.00
				Banner Sponsorship	0.00	6,000.00	-6,000.00
				Christmas Wine Sales	0.00	1,000.00	-1,000.00
				Ghost Tour	3,140.59	5,500.00	-2,359.41
				Mothers Day Event fees	1,700.00	1,450.00	250.00
				Christmas Vendor Fees	0.00	1,000.00	-1,000.00
				Business Assessments	20,570.00	18,000.00	2,570.00
				Heritage Collection Book	25.00	100.00	-75.00
				Mothers Day Wine Sales	3,142.00	1,800.00	1,342.00
				Sponsorship	200.00	2,000.00	-1,800.00
				Waterfront Festival Revenue	20,682.59	18,500.00	2,182.59
				Total REVENUE	49,610.18	55,500.00	-5,889.82
				Total Income	49,610.18	55,500.00	-5,889.82
Expense							
Advertising Expense							
				Electronic Media	697.00	500.00	197.00
				Print Media	800.00	8,000.00	-7,200.00
				Total Advertising Expense	1,497.00	8,500.00	-7,003.00
				Downtown Banner Expense	0.00	3,200.00	-3,200.00
Event Expenses							
				BID Annual BBQ	700.00	700.00	0.00
				Art, Wine & Chocolate Festival			
				Wine Bottle Sales	1,177.70		
				Winery Ticket Reimbursement	2,165.00		
				Art, Wine & Chocolate Festival - Other	12,522.20	13,500.00	-977.80
				Total Art, Wine & Chocolate Festival	15,864.90	13,500.00	2,364.90
				Christmas In Old Town			
				Festival of Trees Disbursement	620.00		
				Christmas In Old Town - Other	689.58	5,400.00	-4,710.42
				Total Christmas In Old Town	1,309.58	5,400.00	-4,090.42
				City Events Enhancement	500.00	500.00	0.00
				Ghost Tour	2,805.87	3,800.00	-994.13
				Halloween	0.00	50.00	-50.00
				Mothers Day Craft Faire	3,984.09	3,350.00	634.09
				Restaurant Week	2,165.56	2,200.00	-34.44
				Train Station/N. Main/Marketing	0.00	500.00	-500.00
				Total Event Expenses	27,330.00	30,000.00	-2,670.00

		Operating Expenses			
		Accounting Fees	1,000.00	1,200.00	-200.00
		Bank Charges	34.00	35.00	-1.00
		Contract Labor	4,785.00	6,400.00	-1,615.00
		Insurance	1,332.00	1,600.00	-268.00
		Miscellaneous Expenses	314.02	638.00	-323.98
		Office Supplies	254.23	300.00	-45.77
		Postage, shipping, delivery	239.00	420.00	-181.00
		Storage	1,143.98	1,212.00	-68.02
		Tax Preparation	555.00	560.00	-5.00
		Taxes	30.00	30.00	0.00
		Web Hosting & Upgrades	0.00	495.00	-495.00
		Total Operating Expenses	9,687.23	12,890.00	-3,202.77
		Tents	0.00	910.00	-910.00
		Total Expense	38,514.23	55,500.00	-16,985.77
		Net Ordinary Income	11,095.95	0.00	11,095.95
	Net Income		11,095.95	0.00	11,095.95

SCHWBID Estimated Income/Expenses 11-1-15/12-31-15 and 1-1-16 thru 3-31-16

SCHWBID Estimated Expenses 11-1-15/12-31-15	Amount	Accounting Category
Bookkeeping Oct 15- Dec 15	\$ 300.00	Accounting Fees
Contract Labor Oct 15 - Dec 15	\$ 1,400.00	Contract Labor
Storage Expense	\$ 226.00	Storage
Banners	\$ 2,500.00	Banner cost, hardware & installation - 13 banners
Sales Tax on AWC	\$ 1,375.00	Events: AWC
Christmas Event Expenses	\$ 3,000.00	Events: Christmas
Printing - Business Brochure	\$ 2,800.00	Advertising: Print Media
Mailing - Business Brochure	\$ 2,500.00	Advertising: Print Media
Ghost Walk	\$ 350.00	Events: Ghost Walk
Office Supplies and printing	\$ 100.00	Office supplies
Postage for remainder of year	\$ 98.00	Postage, Shipping, Delivery
Total of estimated expenses through 12-31-15	\$ 14,649.00	
Estimated Income For Remainder of 2015		
Income from booth space Christmas	\$ 1,000.00	Revenue: Christmas Craft Faire
Income from Banner Sponsorship	\$ 3,900.00	estimate 13 sold banners
Income from Ghost Walk	\$ 500.00	Revenue: Ghost Walk
Income from wine sales at Christmas	\$ 1,000.00	Revenue: Christmas Craft Faire
Total Estimated Income	\$ 6,400.00	
Balance in Account as of 10-31-15	\$ 16,944.01	
Estimated income through 12-31-15	\$ 6,400.00	
Estimated Expenses through 12-31-15	\$ 14,649.00	
Balance to operate through Mar. 31, 2016	\$ 8,695.01	
SCHWBID Estimated Expenses 1-1-16/3-31-16		
Bookkeeping Jan 16 - Mar 16	\$ 300.00	Accounting Fees
Storage Expense - 3 months	\$ 339.00	Storage
Contract Labor Jan 16 - Mar 16	\$ 1,000.00	Contract Labor
Mother's Day Postcard advertising - printed in Feb	\$ 450.00	Event Expenses: Mothers Day
Restaurant Week	\$ 2,300.00	Event Expenses: Restaurant Week
Postage	\$ 49.00	Postage, Shipping, Delivery
P.O. Box fee	\$ 95.00	Postage, Shipping, Delivery
Total estimated expenses thru 3-31-16	\$ 4,533.00	

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Budget Activity	2012 Actual	2013 Actual	2014 Budget	2014 YTD (Oct.)	2014 Estimated	2014 Actual	2015 Budget	2015 YTD (Oct.)	2015 Estimated	2016 Budget
REVENUES										
Associate Membership	\$ -	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ 150
Mother's Day Event fees	\$ 1,300	\$ 1,240	\$ 1,500	\$ 1,340	\$ 1,340	\$ 1,340.00	\$ 1,450	\$ 1,700	\$ 1,700	\$ 1,600
Christmas Vendor Fees	\$ 940	\$ 943	\$ 1,000	\$ -	\$ 1,000	\$ 920.00	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Christmas Wine Sales	\$ -	\$ 674	\$ 800	\$ -	\$ 500	\$ 1,506.00	\$ 1,000	\$ -	\$ 1,000	\$ 1,500
Business Assessments	\$ 17,541	\$ 20,899	\$ 19,320	\$ 20,970	\$ 20,970	\$ 20,970.00	\$ 18,000	\$ 20,570	\$ 20,570	\$ 19,000
City Match - Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fireworks Sales	\$ 40,194	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ghost Tour	\$ -	\$ -	\$ 3,000	\$ 3,483	\$ 3,983	\$ 3,951.00	\$ 5,500	\$ 3,140.59	\$ 3,641	\$ 5,000
Downtown Banner Sponsorship	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 3,900	\$ 2,000
Festival of Trees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,882.97	\$ -	\$ -	\$ -	\$ -
Heritage Collection Book	\$ -	\$ 90	\$ 100	\$ 60	\$ 60	\$ 60.00	\$ 100	\$ 25	\$ 25	\$ 75
Mother's Day Raffle	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mother's Day Wine Sales	\$ -	\$ -	\$ 1,600	\$ 1,668	\$ 1,668	\$ 1,668.00	\$ 1,800	\$ 3,142	\$ 3,142	\$ 3,200
Sponsorship	\$ -	\$ -	\$ 2,000	\$ 500	\$ 500	\$ 500.00	\$ 2,000	\$ 200	\$ 200	\$ 1,000
Waterfront Festival Revenue	\$ 18,255	\$ 16,897	\$ 17,500	\$ 19,670	\$ 19,670	\$ 19,669.63	\$ 18,500	\$ 20,682.59	\$ 20,683	\$ 20,000
TOTAL REVENUES	\$ 78,315	\$ 40,893	\$ 52,970	\$ 47,691	\$ 49,691	\$ 52,467.60	\$ 55,500	\$ 49,610.18	\$ 56,010.18	\$ 54,525
Transfer from Reserve	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL INCOME	\$ 78,315	\$ 50,893	\$ 52,970	\$ 47,691	\$ 49,691	\$ 52,467.60	\$ 55,500	\$ 49,610.18	\$ 56,010.18	\$ 54,525
EXPENDITURES										
<u>Advertising Expense</u>										
Electronic Media	\$ 669	\$ 378	\$ 400	\$ 486	\$ 486	\$ 486.00	\$ 500	\$ 697	\$ 697	\$ 800
Print Media	\$ 6,524	\$ 7,711	\$ 8,000	\$ 8,182	\$ 8,182	\$ 8,182.43	\$ 8,000	\$ 800	\$ 6,100	\$ 9,000
Advertising Expense - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Advertising Expense	\$ 7,193	\$ 8,089	\$ 8,400	\$ 8,668	\$ 8,668	\$ 8,668.43	\$ 8,500	\$ 1,497	\$ 6,797	\$ 9,800
Bicycle Racks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Purchase - Tents	\$ -	\$ -	\$ 910	\$ -	\$ -	\$ -	\$ 910	\$ -	\$ -	\$ -
Street Banner Hardware & Installation	\$ -	\$ -	\$ 3,200	\$ -	\$ -	\$ -	\$ 3,200	\$ -	\$ 2,500	\$ 2,105
<u>Event Expenses</u>										
Fireworks Expenses	\$ 33,578	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Waterfront Festival	\$ 15,966	\$ 13,025	\$ 12,500	\$ 15,300	\$ 15,300	\$ 15,514.47	\$ 13,500	\$ 15,865	\$ 17,240	\$ 15,000
Christmas In Old Town										
Christmas Vendor Rebate	\$ (865)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Crafter buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Festival of Trees Disbursement	\$ 984	\$ 325	\$ -	\$ -	\$ -	\$ 1,946.00	\$ 620	\$ 620	\$ 620	\$ -
Christmas In Old Town - Other	\$ 4,980	\$ 5,343	\$ 5,500	\$ 2,169	\$ 5,169	\$ 5,756.84	\$ 5,400	\$ 689.58	\$ 3,690	\$ 3,500
Christmas In Old Town	\$ 5,099	\$ 5,667	\$ 5,500	\$ 2,169	\$ 5,169	\$ 7,702.84	\$ 5,400	\$ 1,309.58	\$ 4,309.58	\$ 3,500
City Events Enhancement	\$ 1,358	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500.00	\$ 500	\$ 500	\$ 500	\$ 500
Train Station/ N. Main Event	\$ -	\$ 1,804	\$ 1,825	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -
Ghost Tour	\$ -	\$ -	\$ 2,420	\$ 2,503	\$ 2,853	\$ 2,921.33	\$ 3,800	\$ 2,805.87	\$ 3,156	\$ 3,500
Halloween	\$ 29	\$ 20	\$ 50	\$ 11	\$ 11	\$ 22.66	\$ 50	\$ -	\$ -	\$ 50
Annual Member BBQ	\$ -	\$ -	\$ 500	\$ 954	\$ -	\$ 954.24	\$ 700	\$ 700	\$ 700	\$ 750
Mother's Day Craft Faire	\$ 2,013	\$ 3,390	\$ 3,000	\$ 2,959	\$ 2,959	\$ 2,959.41	\$ 3,350	\$ 3,984.09	\$ 3,984	\$ 4,000
Restaurant Week	\$ 2,391	\$ 2,223	\$ 2,100	\$ 2,287	\$ 2,287	\$ 2,287.42	\$ 2,200	\$ 2,165.56	\$ 2,166	\$ 2,300
Subtotal Event Expenses	\$ 60,434	\$ 26,629	\$ 28,395	\$ 26,685	\$ 29,081	\$ 32,862.37	\$ 30,000	\$ 27,330.00	\$ 32,055.00	\$ 29,600
<u>Operating Expenses</u>										
Accounting Fees	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,000	\$ 1,300	\$ 1,200.00	\$ 1,200	\$ 1,000	\$ 1,300	\$ 1,200
Bank Charges	\$ 20	\$ 20	\$ 30	\$ 34	\$ 34	\$ 34.00	\$ 35	\$ 34	\$ 34	\$ 35
Contract Labor	\$ 6,765	\$ 7,688	\$ 6,000	\$ 6,090	\$ 6,890	\$ 7,515.00	\$ 6,400	\$ 4,785	\$ 6,185	\$ 6,400
Insurance	\$ 1,999	\$ 769	\$ 1,450	\$ 1,423	\$ 1,423	\$ 1,423.00	\$ 1,600	\$ 1,332	\$ 1,332	\$ 1,600
Miscellaneous Expenses	\$ 100	\$ 2,638	\$ 508	\$ 775	\$ 775	\$ 774.60	\$ 638	\$ 314.02	\$ 314	\$ 700
Office Supplies	\$ 307	\$ 432	\$ 300	\$ 83	\$ 158	\$ 283.90	\$ 300	\$ 254.23	\$ 354	\$ 300
Postage, shipping, delivery	\$ 310	\$ 410	\$ 410	\$ 420	\$ 469	\$ 469.17	\$ 420	\$ 239	\$ 337	\$ 400
Storage	\$ -	\$ -	\$ 1,092	\$ 950	\$ 1,152	\$ 1,051.00	\$ 1,212	\$ 1,143.98	\$ 1,370	\$ 1,300
Subscriptions & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Preparation	\$ 510	\$ 510	\$ 550	\$ 555	\$ 555	\$ 555.00	\$ 560	\$ 555	\$ 555	\$ 560
Taxes	\$ 25	\$ 30	\$ 30	\$ 10	\$ 10	\$ 10.00	\$ 30	\$ 30	\$ 30	\$ 30
Web Hosting & Upgrades	\$ -	\$ -	\$ 495	\$ 48	\$ 48	\$ 48.00	\$ 495	\$ -	\$ -	\$ 495
Subtotal Operating Expenses	\$ 11,236	\$ 13,696	\$ 12,065	\$ 11,388	\$ 12,814	\$ 13,363.67	\$ 12,890	\$ 9,687.23	\$ 11,811.23	\$ 13,020
TOTAL EXPENDITURES	\$ 78,863	\$ 48,414	\$ 52,970	\$ 46,741	\$ 50,563	\$ 54,894.47	\$ 55,500	\$ 38,514.23	\$ 53,163.23	\$ 54,525
NET ORDINARY PROFIT (LOSS)	\$ (548)	\$ 2,479	\$ -	\$ 950	\$ (872)	\$ (2,426.87)	\$ -	\$ 11,095.95	\$ 2,846.95	\$ -

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AGENDA TRANSMITTAL

MEETING DATE: November 17, 2015

JOINT AGENDA ITEM: Accept the Investment Report for the Quarter Ending September 30, 2015.

FISCAL IMPACT: None as this item is for information only.

BACKGROUND: Each quarter it is necessary to produce an Investment Report, showing how all City, Housing Authority, and Suisun-Solano Water Authority's available cash is invested, in terms of the type of investment, what institution it is invested in, and current value and interest earnings.

STAFF REPORT: The total cash and investments (par amount) equaled \$33,649,749 for the period ending September 30, 2015.

In terms of return on our investment, managed by PFM Asset Management LLC, the current yield to maturity at market is 0.73%. This compares very favorably with the LAIF return of only 0.337% for the quarter. As can be seen in the Pie Chart, most of the cash is invested in federally insured CD's, US Treasuries or Agency Notes, all of which generate higher yields.

RECOMMENDATION: It is recommended that the Council/Agency/Authority accept the First Quarter Financial Officer's Investment Report.

ATTACHMENTS:

1. Financial Officer's Investment Report, September 30, 2015.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Elizabeth N. Luna, Accounting Services Manager
Ronald C. Anderson Jr., Assistant City Manager
Suzanne Bragdon, City Manager

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City of Suisun City
Successor Agency and Housing Authority
FINANCIAL OFFICER'S INVESTMENT REPORT

September 30, 2015

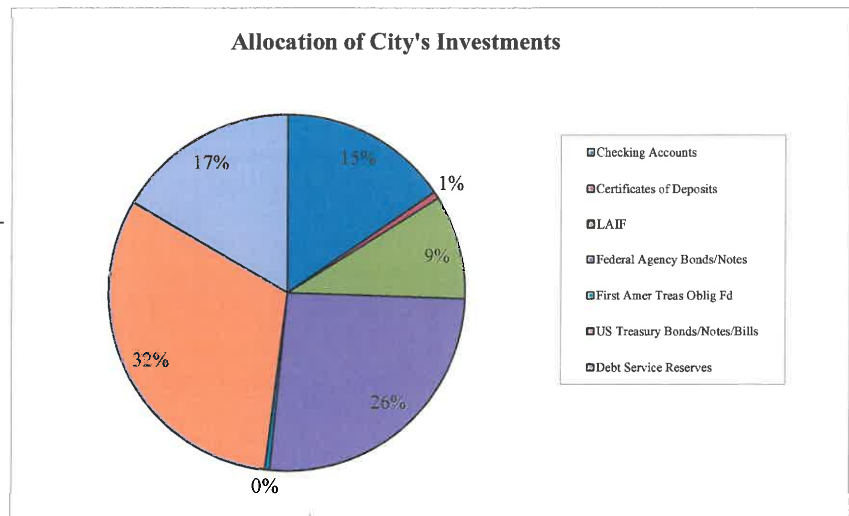
Category of Investment	Name of Institution	Maturity Date	Par Amount	Market Value*	Amortized Cost	Curr Yield At Market	Est Annual Income
Checking Account	West America Bank	Demand Deposit	\$ 5,192,792	\$ 5,192,792	\$ 5,192,792	0.000%	-
Certificate of Deposit	Travis Credit Union	06/16/19	\$ 212,963	\$ 212,963	\$ 212,963	1.240%	2,641
State Investment-CITY	LAIF	Demand Deposit	\$ 3,174,227	\$ 3,174,227	\$ 3,174,227	0.337%	10,697
First Amer Treas Oblig Fd	First Amer #31846V203	Demand Deposit	\$ 145,169	\$ 145,169	\$ 145,169	0.000%	-
Federal Agency Coll. Mort. Oblgtn	FNMA #3136A8G38	8/1/2017	\$ 369,220	\$ 371,034	\$ 370,359	1.240%	4,600
Federal Agency Coll. Mort. Oblgtn	FNMA #3136ANJY4	04/01/18	\$ 140,000	\$ 141,175	\$ 141,167	1.537%	2,170
Federal Agency Coll. Mort. Oblgtn	FNMA #3136AMTM1	09/01/18	\$ 121,518	\$ 121,605	\$ 121,500	0.414%	503
Federal Agency Coll. Mort. Oblgtn	FNMA #3136ANMF1	11/01/18	\$ 72,788	\$ 72,702	\$ 72,774	0.373%	271
Total Federal Agency Collateralized Mortgage Obligation			\$ 703,525	\$ 706,515	\$ 705,801	1.068%	\$ 7,544
Federal Agency/Bond Note	FNMA #31398A4M1	10/26/15	\$ 725,000	\$ 725,724	\$ 725,348	1.623%	11,781
Federal Agency/Bond Note	FHLB #3130A0GK0	12/30/15	\$ 400,000	\$ 400,200	\$ 399,985	0.375%	1,500
Federal Agency/Bond Note	FNMA #3135G0VA8	03/30/16	\$ 500,000	\$ 500,643	\$ 499,909	0.499%	2,500
Federal Agency/Bond Note	FHLM #3137EADQ9	05/13/16	\$ 235,000	\$ 235,251	\$ 234,997	0.499%	1,175
Federal Agency/Bond Note	FHLMC #3137EADS5	10/14/16	\$ 550,000	\$ 552,357	\$ 550,576	0.871%	4,813
Federal Agency/Bond Note	FHLB #3130A3J70	11/23/16	\$ 700,000	\$ 701,033	\$ 699,841	0.624%	4,375
Federal Agency/Bond Note	FHLMC #3137EADU0	01/27/17	\$ 500,000	\$ 499,904	\$ 499,429	0.500%	2,500
Federal Agency/Bond Note	FNMA #3135G0GY3	01/30/17	\$ 550,000	\$ 555,252	\$ 554,047	1.238%	6,875
Federal Agency/Bond Note	FHLB #3130A4QV7	03/24/17	\$ 625,000	\$ 626,691	\$ 625,000	0.838%	5,250
Federal Agency/Bond Note	FHLB #3130A5EP0	05/30/17	\$ 885,000	\$ 885,089	\$ 884,400	0.625%	5,531
Federal Agency/Bond Note	FHLM #3137EADJ5	07/28/17	\$ 250,000	\$ 251,691	\$ 250,620	0.993%	2,500
Federal Agency/Bond Note	FHLM #3137EADL0	09/29/17	\$ 350,000	\$ 352,118	\$ 351,512	0.994%	3,500
Federal Agency/Bond Note	FNMA #3135G0PQ0	10/26/17	\$ 500,000	\$ 501,500	\$ 498,009	0.872%	4,375
Federal Agency/Bond Note	FHLM #3137EADP1	03/07/18	\$ 308,413	\$ 308,674	\$ 308,008	0.874%	2,699
Federal Agency/Bond Note	FNMA #3135G0WJ8	05/21/18	\$ 250,000	\$ 249,850	\$ 247,962	0.876%	2,188
Federal Agency/Bond Note	FNMA #3135G0WJ8	05/21/18	\$ 425,000	\$ 424,745	\$ 423,078	0.876%	3,719
Federal Agency/Bond Note	FNMA #313G0YT4	11/27/18	\$ 300,000	\$ 305,364	\$ 302,211	1.596%	4,875
Total Federal Agency Bond/Note			\$ 8,053,413	\$ 8,076,084	\$ 8,054,933	0.999%	80,644
US Treasury Notes	#912828PE4	10/31/15	\$ 285,000	\$ 285,223	\$ 284,933	1.249%	3,563
US Treasury Notes	#912828PM6	12/31/15	\$ 125,000	\$ 125,640	\$ 125,544	2.114%	2,656
US Treasury Notes	#912828PM6	12/31/15	\$ 500,000	\$ 502,559	\$ 502,179	2.114%	10,625
US Treasury Notes	#912828PS3	01/31/16	\$ 485,000	\$ 488,069	\$ 487,730	1.987%	9,700
US Treasury Notes	#912828QR4	06/30/16	\$ 200,000	\$ 201,810	\$ 200,577	1.487%	3,000
US Treasury Notes	#912828QX1	07/31/16	\$ 125,000	\$ 126,191	\$ 125,449	1.486%	1,875
US Treasury Notes	#912828SJ0	02/28/17	\$ 250,000	\$ 251,296	\$ 249,776	0.871%	2,188
US Treasury Notes	#912828SM3	03/31/17	\$ 590,000	\$ 594,302	\$ 590,677	0.993%	5,900
US Treasury Notes	#912828TG5	07/31/17	\$ 200,000	\$ 199,630	\$ 198,758	0.501%	1,000
US Treasury Notes	#912828UA6	11/30/17	\$ 675,000	\$ 673,769	\$ 667,053	0.626%	4,219
US Treasury Notes	#912828UZ1	04/30/18	\$ 175,000	\$ 174,102	\$ 174,163	0.628%	1,094
US Treasury Notes	#912828VQ0	07/31/18	\$ 600,000	\$ 608,039	\$ 607,269	1.357%	8,250
US Treasury Notes	#912828RE2	08/31/18	\$ 675,000	\$ 686,443	\$ 676,301	1.475%	10,125
US Treasury Notes	#912828WD8	10/31/18	\$ 50,000	\$ 50,427	\$ 49,673	1.239%	625
US Treasury Notes	#912828WD8	10/31/18	\$ 300,000	\$ 302,563	\$ 298,025	1.239%	3,750
US Treasury Notes	#912828WD8	10/31/18	\$ 325,000	\$ 327,776	\$ 324,142	1.240%	4,063
US Treasury Notes	#912828A34	11/30/18	\$ 450,000	\$ 453,609	\$ 447,763	1.240%	5,625
US Treasury Notes	#912828B33	01/31/19	\$ 400,000	\$ 406,010	\$ 399,438	1.478%	6,000
US Treasury Notes	#912828B33	01/31/19	\$ 550,000	\$ 558,264	\$ 548,090	1.478%	8,250
US Treasury Notes	#912828SH4	02/28/19	\$ 600,000	\$ 606,164	\$ 600,800	1.361%	8,250
US Treasury Notes	#912828TR1	09/30/19	\$ 250,000	\$ 248,001	\$ 246,979	1.008%	2,500
US Treasury Notes	#912828TR1	09/30/19	\$ 650,000	\$ 644,803	\$ 638,560	1.008%	6,500
US Treasury Notes	#912828TR1	09/30/19	\$ 750,000	\$ 744,004	\$ 738,198	1.008%	7,500
US Treasury Notes	#912828F62	10/31/19	\$ 500,000	\$ 505,515	\$ 501,881	1.484%	7,500
US Treasury Notes	#912828F62	10/31/19	\$ 900,000	\$ 909,926	\$ 904,563	1.484%	13,500
Total US Treasury Bond/Note			\$ 10,610,000	\$ 10,674,135	\$ 10,588,524	1.295%	\$ 138,258
TOTAL POOLED INVESTMENTS			\$ 28,092,089	\$ 28,181,885	\$ 28,074,409	0.851%	\$ 239,784

City of Suisun City
Successor Agency and Housing Authority
FINANCIAL OFFICER'S INVESTMENT REPORT

September 30, 2015

Category of Investment	Name of Institution	Maturity Date	Par Amount	Market Value*	Amortized Cost	Curr Yield At Market	Est Annual Income
Reserved for Bond/Debt Service							
Govt Sec Money Market-SSWA 1993	First Amer Treas Oblig Fd	Demand Deposit	\$ 329,419	\$ 329,419	\$ 329,419	0.000%	-
Govt Sec Money Market-SSWA 1993	FNMA MTN#3135GOZB2	4/20/2017	\$ 744,000	\$ 744,967	\$ 741,811	0.750%	5,580
Govt Sec Money Market-2004 CVCC	First Amer Treas Oblig Fd	Demand Deposit	\$ 249,000	\$ 249,000	\$ 249,000	0.000%	-
Govt Sec Money Market-RDA/SA	First Amer Treas Oblig Fd	Demand Deposit	\$ 2,896,153	\$ 2,896,153	\$ 2,896,153	0.000%	-
Savings Acct-RDA Marina	West America Bank	Demand Deposit	\$ 397,502	\$ 397,502	\$ 397,502	0.083%	\$ 331
Marina Debt Service #3137EADPI	Federal Agency/Bond Note	10/31/2015	\$ 941,587	\$ 942,386	\$ 940,350	0.625%	1,471
Total Debt Service Reserve Funds			\$ 5,557,660	\$ 5,559,426	\$ 5,554,234	0.133%	\$ 7,382
Grand Total			\$ 33,649,749	\$ 33,741,311	\$ 33,628,643	0.735%	\$ 247,166

Summary of Pooled Investments	Amount
Checking Accounts	\$ 5,192,792
Certificates of Deposits	\$ 212,963
LAIF	\$ 3,174,227
Federal Agency Bonds/Notes	\$ 8,760,734
First Amer Treas Oblig Fd	\$ 145,169
US Treasury Bonds/Notes/Bills	\$ 10,588,524
Debt Service Reserves	\$ 5,554,234
Total	\$ 33,628,643



* Market Valuation for Federal Agency Bonds/Notes and US Treasury Bonds/Notes is from City's Investment Advisor, PFM. Valuation for Debt Service Reserve funds is from the City's Trustee, US Bank.

City Treasurer's Statement:
 I hereby certify that I have examined the records and find this report in accordance with the investment policy, and the City will be able to meet its obligations for the next six months.

Attest by:

Michael J. McMurry 11/5/15
 Michael J. McMurry, City Treasurer Date

Submitted by:

Elizabeth Luna 11-5-2015
 Elizabeth Luna, Accounting Services Mgr. Date

MINUTES

SPECIAL MEETING OF THE SUISUN CITY COUNCIL

AND

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

TUESDAY, OCTOBER 20, 2015

6:00 P.M.

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

TELECONFERENCE NOTICE

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

ROLL CALL

Mayor Sanchez called the meeting to order at 6:00 PM with the following Council / Board Members present: Day, Hudson, Segala, Wilson, and Sanchez.

PUBLIC COMMENT - None

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

CONFLICT OF INTEREST NOTIFICATION - None

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

CLOSED SESSION

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

City Council

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

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

Joint City Council / Suisun City Council Acting as Successor Agency

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

Name of case: Main Street West v. Suisun City Council Acting as Successor Agency to the Redevelopment Agency of the City of Suisun City Case # FCS043017

6:04 PM – Mayor Sanchez recessed the City Council to Closed Session.

CONVENE OPEN SESSION

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

6:59 PM – Mayor Sanchez reconvened the City Council and stated no decisions had been made in Closed Session.

ADJOURNMENT

There being no further business, Mayor Sanchez adjourned the meeting in memory of Maury Misegades at 6:59 PM.

Linda Hobson, CMC
City Clerk

MINUTES

REGULAR MEETING OF THE SUISUN CITY COUNCIL

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

AND HOUSING AUTHORITY

TUESDAY, OCTOBER 6, 2015

7:00 P.M.

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

NOTICE

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

ROLL CALL

Mayor Sanchez called the meeting to order at 7:00 PM with the following Council / Board Members present: Day, Hudson, Segala, Wilson, and Sanchez.

Pledge of Allegiance was led by Council Member Segala.

Invocation was given by City Manager Bragdon.

PUBLIC COMMENT

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

George Guynn stated the hearing for Frazier Smith, the sexual predator is scheduled on October 13, 8:30 AM and expressed concern about the council's travel expenses.

Michael Moore thanked Chief Mattos and police department for their quick responses and expressed concern for the gun fire around Victorian Harbor and asked if there was going to be a community meeting for the concerned citizens. Chief Mattos stated a community meeting was being planned.

CONFLICT OF INTEREST NOTIFICATION - None

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

REPORTS: (Informational items only.)

1. Mayor/Council - Chair/Boardmembers

Council Member Day suggested citizens respond to the online request of citizens to comment on making Suisun City a healthier city, commented and complimented the police response to an incident on Sunday, commented on the success of the Wine, Chocolate and Art event held on Saturday, and hoped everyone would have a safe and fun Columbus Day on Monday.

Council Member Segala reported attending the following meetings, Fairfield-Suisun Sewer Executive Committee, Fairfield-Suisun Sewer District, Solano Suisun Water Authority and

reported Suisun City had attained our goal for water cut back, commented on the great Wine, Chocolate and Art event, attended Levin fund raiser meeting where \$86,000 had been raised with more coming in and stated the program was expanding, reported next Saturday would be the second annual chess tournament at the library, and Solano Pet Shelter had reduced adoption fees for the month of October.

Council Member Hudson reported attending the Sewer District and Water Agency meetings; the California League of Cities and learned a lot at the various seminars and even from the vendors; reported there was a fire by the railroad tracks a while back that caused outages for Comcast and Verizon which caused 911 to be down and suggested the Council discuss the issue in the future; and commended the police department for handling a couple of incidents that could have turned into a national incident.

Council Member Wilson reported attending the League of California Cities Conference and stated it was very educational; expressed concern about the condition of the property behind the post office on Highway 12 and suggested code enforcement look into the issue to get the property cleaned up; and commended the police department especially Communication Record Technician Dahl, Sgt. Henderson, Officer Egbert, and Officer Dameron for their courageous actions; and stated her son who had been deployed to the Middle East would be home tomorrow.

Mayor Sanchez echoed the accolades of the police department, attended special sessions at the League of California Cities regarding city projects aimed at creating a healthier community, creating partnerships between private and public entities aimed at moving infrastructure projects in the city; invited to attend a small meeting of public officials to hear Steve Wesley, former California Treasurer, who stated within three years a car would be coming out that would sell for under \$20,000 and could run 200 miles without gas; stated the City might get more money for street repairs; commended staff for quick removal of graffiti from the Lawler Ranch entrance, reported attending the Executive Board Meeting of the Suisun Solano Water Authority which approved replacement of electrical system at the water building and the projections for the budget are holding

2. City Manager/Executive Director/Staff

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Introduction and Swearing in of new Suisun City Police Officer Xavier Diaz – (Mattos).

Chief Mattos introduced and Deputy City Clerk Pock gave the oath of office to Police Officer Xavier Diaz.








4. Presentation of Proclamation to the Fire Department Proclaiming October 4–10, 2015 as “National Fire Prevention Week.”

Mayor Sanchez read and Council Member Wilson presented the proclamation to Fire Chief O’Brien.



CONSENT CALENDAR

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

City Council

5. Driftwood Drive Safe Routes to School Project – (McSorley).
 - a. Council Adoption of Resolution. No. 2015-107: Authorizing the City Manager to Request that the Metropolitan Transportation Commission Allocate Fiscal Year 2015-16 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding to the City for the Driftwood Drive Safe Routes to School Project.  
 - b. Council Adoption of Resolution. No. 2015-108: Authorizing the City Manager to Execute a Professional Services Agreement on the City's behalf with BKF Engineers for the Driftwood Drive Safe Routes to School Project.   
6. Council Adoption of Ordinance No. 733: Amending Chapter 15.04 of the Suisun City Code Providing Expedited Permitting Procedures for Residential Rooftop Solar Systems – (McSorley).  

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

7. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on September 15, 2015 – (Hobson).  

Motioned by Council Member Wilson and seconded by Council Member Segala to approve Consent Calendar Items 5 and 7. Motion carried by the following roll call vote:

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

Motioned by Council Member Segala and seconded by Council Member Day to adopt Consent Calendar Item 6, Ordinance No. 733. Motioned carried by the follow roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

NOES: Council Member Wilson

GENERAL BUSINESS None

PUBLIC HEARINGS

8. PUBLIC HEARING
Appeal of the City of Suisun City Planning Commission Recommendation to Amend the McCoy Creek Planned Unit Development, APN 0173-811-030 – (Garben).
 - a. Council Adoption of Resolution No. 2015-109: Denying the Appeal of the Planning Commission Recommendation to Amend the McCoy Creek Planned Unit Development, APN 0173-811-030;
 - or
 - b. Council Adoption of Resolution No. 2015-___: Upholding the Appeal and Remanding the Amendment to the McCoy Creek Planned Unit Development, APN 0173-811-030 to the Planning Commission for Further Consideration.

Motioned by Council Member Day and seconded by Council Member Segala to adopt Resolution 2015-109, Denying the Appeal of the Planning Commission

Recommendation to Amend the McCoy Creek Planned Unit Development, APN 0173-811-030. Motioned carried by the follow roll call vote:
AYES: Council Members Day, Hudson, Segala, Wilson, Sanchez

9. PUBLIC HEARING

Considering a Request to Amend the McCoy Creek Planned Unit Development, APN 0173-811-030.

- a. Council Introduce and Waive Reading of Ordinance No. 734: Approving a Request to Amend the McCoy Creek Planned Unit Development, APN 0173-811-030 – (Garben).

Motioned by Council Member Day and seconded by Council Member Segala to Introduce and Waive Reading of Ordinance No. 734. Motioned carried by the follow roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

NOES: Council Members Wilson

10:21 PM – Mayor Sanchez left the meeting.

Motion to Adjourn

Motioned by Council Member Hudson and seconded by Council Member Day to Adjourn. Motion to adjourn failed by the following vote.

AYES: Council Members: Day, Hudson

NOES: Council Members Segala, Wilson

ABSENT: Council Members: Sanchez

10:22 PM – Council Member Hudson left meeting.

10. PUBLIC HEARING

Council Introduce and Waive Reading of Ordinance No. 735: Amending Chapter 2.20 of the Suisun City Code as It Relates to the City of Suisun City Planning Commission – (Garben).

Motioned by Council Member Day and seconded by Council Member Segala to Introduce and Waive Reading of Ordinance No. 735. Motioned carried by the follow roll call vote:

AYES: Council Members: Day, Segala, Wilson

NOES: Council Members None

ABSENT: Council Members: Hudson, Sanchez

ADJOURNMENT

There being no further business, Mayor Pro Tem Wilson adjourned the meeting in memory of Maury Misegades at 10:37 PM.

Linda Hobson, CMC
City Clerk

MINUTES

SPECIAL MEETING OF THE SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY

TUESDAY, NOVEMBER 3, 2015

7:00 P.M.

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

TELECONFERENCE NOTICE

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

Next Suisun City Council Acting as Successor Agency Res. No. SA2015 – 02)

ROLL CALL

Mayor Sanchez called the meeting to order at 7:00 PM with the following Council / Board Members present: Day, Hudson, Segala, and Sanchez. Mayor Pro Tem was absent.

PUBLIC COMMENT – None

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

CONFLICT OF INTEREST NOTIFICATION - None

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

GENERAL BUSINESS

Suisun City Council Acting as Successor Agency

Agency Adoption of Resolution No. SA 2015-02: Requesting the Oversight Board Make a Determination that the Loan Agreement Between the City of Suisun City and the Former Suisun City Redevelopment Agency Regarding the Harbor Center Street Extension Project is an Enforceable Obligation Pursuant to SB 107 – (Garben).

Motioned by Council / Board Member and seconded by Council / Board Member to adopt Resolution SA 2015-02. Motion carried by the following roll call vote:

AYES: Council / Board Members Day, Hudson, Segala, Sanchez

ABSENT: Council / Board Member Wilson

ADJOURNMENT

There being no further business, Mayor Sanchez adjourned the meeting at 7:07 PM.

Linda Hobson, CMC
City Clerk

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

PLEASE NOTE:

1. The City Council/Agency/Authority hopes to conclude its public business by 11:00 P.M. Ordinarily, no new items will be taken up after the 11:00 P.M. cutoff and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including the Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA, and the Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA.

MINUTES

REGULAR MEETING OF THE SUISUN CITY COUNCIL

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

AND HOUSING AUTHORITY

TUESDAY, NOVEMBER 3, 2015

7:00 P.M.

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

NOTICE

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

ROLL CALL

Mayor Sanchez called the meeting to order at 7:07 PM with the following Council / Board Members present: Day, Hudson, Segala, and Sanchez. Mayor Pro Tem Wilson was absent. Pledge of Allegiance was led by Council Member Segala. Invocation was given by City Manager Bragdon.

PUBLIC COMMENT

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

Dave Harrison expressed concern about council salaries.

George Guynn discussed the police department office hours and suggested the Solano Sheriff Office cover some of the hours and also agreed with Mr. Harrison's comments.

Ray Klein commented on the concerts in the park and suggested the ban on dogs during events should be lifted.

CONFLICT OF INTEREST NOTIFICATION - None

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

REPORTS: (Informational items only.)

1. Mayor/Council - Chair/Boardmembers

Council Member Day asked about placement of sexual predator Frazier and a full report on fire at Village Green Apartments and commented on the Halloween Parade and the Alzheimer's Walk. Police Chief Mattos reported Frazier was still in custody and if housing couldn't be found, he would be placed in various hotels and would be moved every five days.

Council Member Segala announced today was National Sandwich Day; encourage citizens to attend the Veteran's Event at the Downtown Theater and the Veterans Parade on the 11th; suggested a meeting with Fairfield and Solano County regarding clean up of the Union Creek; and would be attending a meeting tomorrow morning at 8:00 AM about putting Suisun City on the map.

Council Member Hudson commented on Union Creek flooding; asked about PG&E's completion date; announced he received his BS degree in Iowa; reported attending Sewer District meeting and Community Action; and complimented the Fire Department for an outstanding Halloween Parade.

Mayor Sanchez reported attending the Rail-Volution transit conference in Dallas, Texas with Supervisor Spering and Mayor Patterson of Benicia, Mayor Richardson of Rio Vista, Daryl Halls of STA, Mona Babauta of SolTrans and 3 planners from staff. One of the workshops was on a presentation by Alameda Supervisor John Haggerty who discussed Measure BB half-cent tax for transit that would raise \$8B to extend the BART train lines. That sales tax measure failed in 2010 by less than 700 votes out of 600,000 then passed in 2012 with 70% in favor.

Other transportation measures in various states passed, allowing for bus and rail additions and attracting developments around transit stations in big cities throughout the nation. A \$150 million private funded rail system from Dallas to Houston is in the works.

- a. Assessment of allowing trucks to pay for parking on the parcel behind the Post Office – (Hudson)
2. City Manager/Executive Director/Staff
 - a. Village Apartments/Neighborhood Meeting – (Mattos).
 - b. Presentation on the INSPIRE Career Fair by Katrina Lapira, Planning Specialist.

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

CONSENT CALENDAR

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

City Council

3. Council Adoption of Ordinance No. 736: Approving the Repeal of Title 20 Water-Efficient Landscaping and the Reenactment of Title 20 Water-Efficient Landscape Regulations to Comply with Governor Brown's Executive Order B-29-15 and the Regulations Promulgated by the State Water Resources Control Board in Response Thereto (Introduced and Reading Waived on October 20, 2015) – (Garben).
4. Council Adoption of Resolution No. 2015-114: Amending the Salary Resolution No. 2015-91 to Establish the Job Class of Building Inspection Services Manager to Support the Reorganization of the Building and Safety Services Division – (McSorley).
5. Award Contract for Consultant to Perform a Development Impact Fee Study – (McSorley/Garben).

- a. Council Adoption of Resolution No. 2015- 115: Authorizing the City Manager to Execute a Professional Services Agreement on the City's Behalf with TischlerBise Inc. to Perform a Development Impact Fee Study; and
- b. Council Adoption of Resolution No. 2015-116: Adopting the Fifth Amendment to the Annual Appropriation Resolution No. 2015-79 to Appropriate Funds for the Development Impact Fee Study.
6. Council Adoption of Resolution. No. 2015-117: Accepting a Grant of Easement for Public Access for a Portion of the Crystal Middle School Parcel at 400 Whispering Bay Lane (Portion of APN 0032-180-230) for the Driftwood Drive Safe Routes to School Project – (McSorley).
7. Council Adoption of Resolution No. 2015-122: Approving and Accepting the Acquisition of Property and a Temporary Construction Easement on Railroad Avenue (portions of APN 037-080-020) – (McSorley).
8. Council Adoption of Resolution No. 2015-118: Authorizing the City Manager/Harbor Master to Order the Removal of Vessels from the Marina for Violation of Provisions or Regulations in Title 21 of the Suisun City Code on Behalf of the City Council – (Mattos).
9. Council Adoption of Resolution No. 2015-119: Accepting a Grant Deed from Walmart for a Portion of the Walmart Property at 350 Walters Road (Portion of APN 0173-830-020) for a Bus Stop – (McSorley).
10. Council Adoption of Resolution No. 2015-120: Accepting a Grant of Easement for Storm Drain Utilities from Walmart for a Portion of the Walmart Property at 350 Walters Road (Portion of APN 0173-830-020) – (McSorley).
11. Council Adoption of Resolution No. 2015-121: Accepting the Completed Corrections and Repairs to the Public Civil and Landscape Improvements for the Walmart Development Project at 350 Walters Road – (McSorley).

Suisun City Council Acting as Successor Agency

12. Receive and Accept the Successor Agency's Long-Range Property Management Plan for Submittal to the Oversight Board and the Department of Finance for Approval. – (Garben).

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

13. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 6, 2015, and October 20, 2015 – (Hobson).

George Guynn expressed concern about Item 4 and increasing staff.

Council Member Segala requested Items 3, 7 and 13 be pulled from Consent Calendar.

Motioned by Council Member Hudson and seconded by Council Member Segala to approve Consent Calendar Items 4, 5, 6, 8, 9, 10, 11, and 12. Motion carried by the following roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

ABSENT: Council Member Wilson

Item 7

Motioned by Council Member Segala and seconded by Council Member Hudson to adopt Resolution No. 2015-122. Motion carried by the following roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

ABSENT: Council Member Wilson

Item 3

Motioned by Council Member Day and seconded by Council Member Hudson to adopt Ordinance 736. Motion failed by the following roll call vote:

AYES: Council Members Day, Hudson

NOES: Council Members Segala, Sanchez

ABSENT: Council Member Wilson

City Manager Bragdon stated the item would be placed on the next agenda when there is a full council.

Item 13 was pulled for revisions.

GENERAL BUSINESS

City Council

14. Discussion and Direction Regarding Downtown Waterfront Specific Plan Update Policies – (Garben).

Item to come back and no directions were given.

PUBLIC HEARINGS

15. PUBLIC HEARING - (CONTINUED FROM OCTOBER 20, 2015)

Continuation of Public Hearing and Other Proceedings Related to Annexation No.10 (Portion of Parcel 3, Doc No. 2004-00163498) to Community Facilities District No. 2 (Municipal Services), for the Zephyr Estates Project - (McSorley).

- a. Council Adoption of Resolution No. 2015-123: Submitting Annexation of Territory and Levy of Special Taxes to Qualified Electors; and
- b. Council Adoption of Resolution No. 2015-124: Declaring Results of Special Annexation Election, Determining Validity of Prior Proceedings, and Directing Recording of Amended Notice of Special Tax Lien; and
- c. Council Introduction and Waive Reading of Ordinance No. 737: Levying Special Tax within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory.

Mayor Sanchez opened the public hearing. Hearing no comments, Mayor Sanchez closed the public hearing.

Motioned by Council Member Hudson and seconded by Council Member Segala to adopt Resolutions No. 2015-123. Motion carried by the following roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

ABSENT: Council Member Wilson

Motioned by Council Member Day and seconded by Council Member Segala to adopt Resolutions No. 2015-124. Motion carried by the following roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

ABSENT: Council Member Wilson

Council Member Segala introduced Ordinance No. 737 and moved to waive the reading.

Council Member Day seconded the motion, Motion carried by the following roll call vote:

AYES: Council Members Day, Hudson, Segala, Sanchez

ABSENT: Council Member Wilson

ADJOURNMENT

There being no further business, Mayor Sanchez adjourned the meeting at 9:55 PM.

Linda Hobson, CMC
City Clerk