

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

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, JANUARY 3, 2017

6:15 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

Council / Board Members

PUBLIC COMMENT

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

CONFLICT OF INTEREST NOTIFICATION

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

CLOSED SESSION

Joint City Council / Suisun City Council Acting as Successor Agency

1. PERSONNEL MATTERS

Pursuant to California Government Code Section 54954.5 et seq. the Suisun City Council/Successor Agency will hold a Closed Session for the purpose of Public Employee Performance Evaluation: City Manager.

CONVENE OPEN SESSION

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

ADJOURNMENT

DEPARTMENTS: AREA CODE (707)

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

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

PLEASE NOTE:

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

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of January 3, 2017 was posted and available for review, in compliance with the Brown Act.

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, JANUARY 3, 2017
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 meeting includes teleconference participation by Councilmember Jane Day from: 301 Morgan Street, Suisun City, CA 94585.

(Next Ord. No. – 743)

(Next City Council Res. No. 2017 – 01)

Next Suisun City Council Acting as Successor Agency Res. No. SA2017 – 01)

(Next Housing Authority Res. No. HA2017 – 01)

ROLL CALL

Council / Board Members
Pledge of Allegiance
Invocation

PUBLIC COMMENT

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

CONFLICT OF INTEREST NOTIFICATION

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

REPORTS: (Informational items only.)

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

DEPARTMENTS: AREA CODE (707)

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

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Introduction and Swearing in of new Suisun City Police Officers Raluca Florea and Sigfred Neri - (Mattos)

CONSENT CALENDAR

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

PUBLIC HEARINGS**City Council**

4. PUBLIC HEARING – Considering the Update of the Development Impact Fees – (Anderson).
 - a. Council Adoption of Resolution No. 2017-__: Accepting the Development Impact Fee Study; and
 - b. Council Adoption of Resolution No. 2017-__: Amending the Master Fee Schedule to Update the Development Impact Fees; and
 - c. Council Adoption of Resolution No. 2017-__: Adopting the 7th Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate to Implement Updated Development Impact Fees.

GENERAL BUSINESS**City Council**

5. Direction and Discussion regarding Public Safety Strategies in the Downtown and Old Town areas of Suisun City – (Mattos).
6. Discussion and Direction – Measure S Implementation Strategy - (Bragdon).

ADJOURNMENT

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AGENDA TRANSMITTAL

MEETING DATE: January 3, 2017

CITY AGENDA ITEM: PUBLIC HEARING: Considering the Update of the Development Impact Fees:

- a. Adopt Resolution No. 2017-__: Accepting the Development Impact Fee Study; and
- b. Adopt Resolution No. 2017-__: Amending the Master Fee Schedule to Update the Development Impact Fees.
- c. Adopt Resolution No. 2017-__: Adopting the 7th Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate to Implement Updated Development Impact Fees.

FISCAL IMPACT: Development Impact Fees are one-time revenues that are paid by new development prior to occupancy. It is virtually impossible to estimate the revenue because it is dependent on the type and number of new construction permits issued; however, by way of example, the new fees applied to a single-family residence would be \$421 or 4% greater than the current fees. Please see the table on Page three for other examples.

BACKGROUND: The Mitigation Fee Act (AB 1600) was adopted by the State Legislature in 1987, and took effect in January of 1989. It can be found in California Government Code (CGC) Section 66000 *et seq.* Fees collected pursuant to this section are known collectively as Development Impact Fees, and may be used to mitigate the impacts of new development on city facilities, but not on the operations and maintenance of those facilities. CGC Section 66001 requires that the Council make findings to:

- Identify the purpose of the fee.
- Identify the use of the fee.
- Determine that there is a reasonable relationship between:
 - The use of the fee and the development type on which it is imposed.
 - The need for the facility and the type of development on which the fee is imposed.
 - The amount of the fee and the facility cost attributable to the development project.

The current Development Impact Fee Study was approved in late 1993. It included the following impact fees:

- Municipal Facilities Fee (for General Government, Police and Fire facilities).
- Off-Site Street Improvement Program (OSSIP) Fee for major street projects.
- Park Improvement Program for the development of City park facilities.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Scott T. Corey, Management Analyst II
 Ronald C. Anderson, Jr., Assistant City Manager
 Suzanne Bragdon, City Manager

AB 1600 requires the periodic update of such fees, as well as the plans to improve City facilities. In 2015, the City Council appropriated funds to update the Development Impact Fee Study. Through a competitive process, the consulting firm TischlerBise was selected to perform this work.

STAFF REPORT: The 2016 Development Impact Fee Study (the “Study”) is provided as **Attachment 1**. This report will provide highlights of the study, as a prelude to the presentation of the plan by Carson Bise of TischlerBise.

Development Impact Fee Calculation Methodology

The essential elements involved in calculating a development impact fee are:

- Determine the cost of development-related capital improvements.
- Allocate those costs equitably to various types of development.

There are three legitimate approaches to making these calculations, which may be used somewhat interchangeably. These include:

- **Plan-Based Method** – This method involves two steps: determining the costs of development-related capital improvement costs, and allocating those costs equitably to the various types of new development.
- **Cost-Recovery Method** – The rationale for this method is that new development pays for its share of the useful life and remaining capacity from which new growth will benefit.
- **Incremental-Expansion Method** – This method documents the current level of service (LOS) for each type of public facility in both qualitative and quantitative measures based on existing service standards. LOS standards are determined similar to the current replacement cost approach used by insurance companies. In contrast to insurance practices, the City would not use these funds to repair or replace facilities, but instead use them to expand or provide additional facilities to serve the new development.

TischlerBise has calculated the proposed fees based on the Incremental-Expansion Method. The Study provides a detailed explanation of the process utilized, and the data on which the calculations are based. TischlerBise benefitted from the recently completed General Plan update process, which allowed the Study to be based on the most accurate development projections through 2025, the time horizon for the Study. A key purpose of the study is to document the nexus between various land uses and the additional public infrastructure necessary to provide necessary public services. The proposed Park Improvement Fee demonstrates an example of how these relationships have been more closely aligned. Because the appropriate demand measurement relates acreage to the number of residents, the fee is proposed to be charged solely upon future residential uses rather than commercial uses.

Recommended Fees

Case law has resulted in the need to diversify the fees beyond those that were adopted in 1993. The current three fees are proposed to be divided into five fees to better determine the associated costs of each category of services and to more accurately collect the associated revenue. The Study recommends that the City impose the following fees:

- Fire Facilities & Equipment Fee.

- Municipal Facilities & Equipment Fee.
- Off-Site Street Improvements Program Fee.
- Park Improvement Program Fee.
- Police Facilities & Equipment Fee.

Since 1993, the Municipal Facilities & Equipment Fee was collected to fund the capital expansion needs of the Fire Department, Police Department and General City Services. By dividing these distinct service categories into separate fees that can be accounted for individually, we can more accurately associate the collection of a fee with its intended use.

The following tables compare the current fees with the proposed fees. Some interpolation was required to make these “apples-to-apples” comparisons.

Type	1993					
	Fire F&E	Municipal F&E	OSSIP	Park Improve	Police F&E	TOTAL
Single-Family	\$ 486	\$ 1,487	\$ 4,802	\$ 3,523	\$ 277	\$ 10,575
Multi-Family	\$ 358	\$ 1,096	\$ 3,584	\$ 2,596	\$ 204	\$ 7,838
Industrial	\$ 45	\$ 78	\$ 780	\$ 99	\$ 25	\$ 1,027
Retail/Restaurant	\$ 64	\$ 112	\$ 3,414	\$ 142	\$ 36	\$ 3,768
Office/Institutional	\$ 106	\$ 185	\$ 2,533	\$ 234	\$ 59	\$ 3,117
Hotel/Motel (per room)	\$ -	\$ -	\$ 2,819	\$ -	\$ -	\$ 2,819
Warehouse	\$ -	\$ 106	\$ 175	\$ 71	\$ -	\$ 352

Type	Proposed					
	Fire F&E	Municipal F&E	OSSIP	Park Improve	Police F&E	TOTAL
Single-Family	\$ 753	\$ 81	\$ 2,523	\$ 6,965	\$ 674	\$ 10,996
Multi-Family	\$ 624	\$ 67	\$ 1,928	\$ 5,769	\$ 558	\$ 8,946
Industrial	\$ 1,166	\$ 103	\$ 770	\$ -	\$ 379	\$ 2,418
Retail/Restaurant	\$ 1,010	\$ 89	\$ 2,900	\$ -	\$ 1,580	\$ 5,579
Office/Institutional	\$ 1,678	\$ 148	\$ 1,219	\$ -	\$ 600	\$ 3,645
Hotel/Motel (per room)	\$ 222	\$ 20	\$ 622	\$ -	\$ 306	\$ 1,170
Warehouse	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

As with the recently adopted User Fee Study, modernization and simplification of the fee schedule was a goal of this Study. A result is that the multiple subcategories of fees have been eliminated resulting in a fewer number of fee types than before. For example, the current Retail category has four subtypes: Drive-In, Convenience, Medium and Low. The proposed fee schedule includes one fee for all Retail and Restaurant uses. Not only will this make the fee schedule easier to administer but it takes into account the similarity of impacts realized by these similar uses.

From an economic development perspective, the proposed fee schedule more accurately reflects the actual cost impacts for various types of commercial development. These projects will pay fees for additional fire protection, police services, roadway improvement and general government resources, which commercial projects impact, but not parks, on which they have very little if any impact.

Administering the Fees

The Development Impact Fees are proposed to be added to the Master Fee Schedule, so that all City fees are located in a single document that is easy for both the public to locate and understand, as well as for City staff to review and update on an annual basis as part of the budget process.

The cost basis of the Development Impact Fees will be reviewed annually to ensure the estimates remain valid. Additionally, the fees will be adjusted by the annual change in the Construction Cost Index published by the Engineering News-Report, an industry standard publication that is commonly used to account for cost changes in development-related costs and charges.

RECOMMENDATION: It is recommended that the City Council:

1. Open the Public Hearing; and
2. Take testimony, if any; and
3. Close the Public Hearing; and
4. Adopt Resolution No. 2017-__: Accepting the Development Impact Fee Study; and
5. Adopt Resolution No. 2017-__: Amending the Master Fee Schedule to Update the Development Impact Fees.
6. Adopt Resolution No. 2017-__: Adopting the 7th Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate to Implement Updated Development Impact Fees.

ATTACHMENTS:

1. 2016 Development Impact Fee Study.
2. Resolution No. 2017-__: Accepting the Development Impact Fee Study.
3. Resolution No. 2017-__: Amending the Master Fee Schedule to Update the Development Impact Fees.
4. Resolution No. 2017-__: Adopting the 7th Amendment to the Annual Appropriation Resolution No. 2016-48 to Appropriate to Implement Updated Development Impact Fees.

DRAFT
Development Impact Fee Study

Suisun City, California

November 15, 2016

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Suite S240
Bethesda, Maryland
(301) 320-6900
www.TischlerBise.com

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EXECUTIVE SUMMARY

The City of Suisun City retained TischlerBise to prepare this study to analyze the impacts of development on the city's capital facilities and to calculate development impact fees based on that analysis. This report documents the data, methodology, and results of the development impact fee study. The methods used to calculate development impact fees in this study are intended to satisfy all legal requirements governing such fees, including provisions of the U. S. Constitution, the California Constitution, and the California Mitigation Fee Act (Government Code Sections 66000 *et seq.*).

Suisun City contracted with TischlerBise to prepare a development impact fee study for five categories of capital facilities. Specifically, the feasibility of implementing development impact fees has been evaluated for the following infrastructure categories:

- Fire Facilities and Equipment
- Municipal Facilities and Equipment
- Off-Site Street Improvements
- Park Improvement Program
- Police Facilities and Equipment

Suisun City's current fees include a Municipal Facilities and Equipment Fee, an Off-Site Street Improvement Fee, and a Park Improvement Program Fee. The fee for Municipal Facilities & Equipment currently includes police, fire, and general government fees—police and fire infrastructure are proposed as separate fees in this report.

Legal Framework

U. S. Constitution

Like all land use regulations, development exactions, including development impact fees, are subject to the Fifth Amendment prohibition on taking of private property for public use without just compensation. Both state and federal courts have recognized the imposition of impact fees on development as a legitimate form of land use regulation, provided the fees meet standards intended to protect against regulatory takings. To comply with the Fifth Amendment, development regulations must be shown to substantially advance a legitimate governmental interest. In the case of development impact fees, that interest is in the protection of public health, safety, and welfare by ensuring that development is not detrimental to the quality of essential public services.

There is little federal case law specifically dealing with development impact fees, although other rulings on other types of exactions (e.g. land dedication requirements) are relevant. In one of the most important exaction cases, the U. S. Supreme Court found that a government agency imposing exactions on development must demonstrate an "essential nexus" between the exaction and the interest being protected (See *Nollan v. California Coastal Commission*, 1987). In a more recent case (*Dolan v. City of Tigard, OR*, 1994), the Court ruled that an exaction also must be "roughly proportional" to the burden created by development. However, the *Dolan* decision appeared to set a higher standard of review for

mandatory dedications of land than for monetary exactions such as development impact fees. Constitutional issues related to development impact fees will be discussed in more detail below.

California Constitution

The California Constitution grants broad police power to local governments, including the authority to regulate land use and development. That police power is the source of authority for a wide range of regulations, including the authority to impose development impact fees on development to pay for infrastructure and capital facilities. Some development impact fees have been challenged on grounds that they are special taxes imposed without voter approval in violation of Article XIII A, which was added by Proposition 13 in 1978. That objection is valid only if the fees exceed the cost of providing capital facilities needed to serve new development. If that were the case, then the fees would also run afoul of the U. S. Constitution and the Mitigation Fee Act. Articles XIII C and XIII D, added by Proposition 218 in 1996, require voter approval for some “property-related fees,” but exempt “the imposition of fees or charges as a condition of property development.”

The Mitigation Fee Act

California’s development impact fee statute originated in Assembly Bill 1600 during the 1987 session of the Legislature, and took effect in January, 1989. AB 1600 added several sections to the Government Code, beginning with Section 66000. Since that time the development impact fee statute has been amended from time to time, and in 1997 was officially titled the “Mitigation Fee Act.” Unless otherwise noted, code sections referenced in this report are from the Government Code.

The Act does not limit the types of capital improvements for which development impact fees may be charged. It defines public facilities very broadly to include “public improvements, public services and community amenities.” Although the issue is not specifically addressed in the Mitigation Fee Act, other provisions of the Government Code (see Section 65913.8) prohibit the use of development impact fees for maintenance or operating costs. Consequently, the fees calculated in this report are based on capital costs only.

The Mitigation Fee Act does not use the term “mitigation fee” except in its official title. Nor does it use the more common term “impact fee.” The Act simply uses the word “fee,” which is defined as “a monetary exaction, other than a tax or special assessment, ... that is charged by a local agency to the applicant in connection with approval of a development project for the purpose of defraying all or a portion of the cost of public facilities related to the development project” To avoid confusion with other types of fees, this report uses the widely-accepted term “impact fee,” which should be understood to mean “fee” as defined in the Mitigation Fee Act.

The Mitigation Fee Act contains requirements for establishing, increasing and imposing development impact fees. They are summarized below. It also contains provisions that govern the collection and expenditure of fees, and require annual reports and periodic re-evaluation of development impact fee programs. Those administrative requirements are discussed in the Implementation Chapter of this report. Certain fees or charges related to development are exempted from the requirements of the Mitigation Fee Act. Among them are fees in lieu of park land dedication as authorized by the Quimby Act

(Section 66477), fees collected pursuant to a reimbursement agreement or developer agreement, and fees for processing development applications.

Required Findings

Section 66001 requires that an agency establishing, increasing or imposing development impact fees, must make findings to:

1. Identify the purpose of the fee;
2. Identify the use of the fee; and,
3. Determine that there is a reasonable relationship between:
 - a. The use of the fee and the development type on which it is imposed;
 - b. The need for the facility and the type of development on which the fee is imposed; and
 - c. The amount of the fee and the facility cost attributable to the development project (Applies only upon imposition of fees).

Each of those requirements is discussed in more detail below.

IDENTIFYING THE PURPOSE OF THE FEES

The broad purpose of development impact fees is to protect the public health, safety, and general welfare by providing for adequate public facilities. The specific purpose of the fees calculated in this study is to fund the construction and/or purchase of certain capital improvements identified in this report. Those improvements are needed to mitigate the impacts of additional development in the city, and thereby prevent deterioration in public services that would result from additional development if development impact fee revenues were not available to fund such improvements. Findings with respect to the purpose of a fee should state the purpose of the fees as financing development-related public facilities in a broad category, such as street improvements or water supply system improvements.

IDENTIFYING THE USE OF THE FEES

According to Section 66001, if a fee is used to finance public facilities, those facilities must be identified. A capital improvement plan may be used for that purpose, but is not mandatory if the facilities are identified in the General Plan, a Specific Plan, *or in other public documents*. If a capital improvement plan is used to identify the use of the fees, it must be updated annually by resolution of the governing body at a noticed public hearing. Development impact fees calculated in this study are based on specific capital facilities identified in this report. We recommend that this report be designated as the public document identifying the use of the fees.

REASONABLE RELATIONSHIP REQUIREMENT

As discussed above, Section 66001 requires that, for fees subject to its provisions, a "reasonable relationship" must be demonstrated between:

1. The use of the fee and the type of development on which it is imposed;
2. The need for a public facility and the type of development on which a fee is imposed; and,

3. The amount of the fee and the facility cost attributable to the development on which the fee is imposed.

These three reasonable relationship requirements as defined in the statute are closely related to “rational nexus” or “reasonable relationship” requirements enunciated by a number of state courts. Although the term “dual rational nexus” is often used to characterize the standard by which courts evaluate the validity of development impact fees under the U. S. Constitution, we prefer a formulation that recognizes three elements: “impact or need” “benefit,” and “proportionality.” The dual rational nexus test explicitly addresses only the first two, although proportionality is reasonably implied, and was specifically mentioned by the U.S. Supreme Court in the *Dolan* case.

The reasonable relationship language of the statute is considered less strict than the rational nexus standard used by many courts. Of course, the higher standard controls. We will use the nexus terminology in this report for two reasons: because it is more concise and descriptive, and also to signify that the methods used to calculate impact fees in this study are intended to satisfy the more demanding constitutional standard. Individual elements of the nexus standard are discussed further in the following paragraphs.

DEMONSTRATING AN IMPACT

All new development in a community creates additional demands on some, or all, public facilities provided by local government. If the supply of facilities is not increased to satisfy that additional demand, the quality or availability of public services for the entire community will deteriorate. Impact fees may be used to recover the cost of development-related facilities, but only to the extent that the need for facilities is a consequence of development that is subject to the fees. The *Nollan* decision reinforced the principle that development exactions may be used only to mitigate conditions created by the developments upon which they are imposed. That principle clearly applies to impact fees. In this study, the impact of development on improvement needs is analyzed in terms of quantifiable relationships between various types of development and the demand for specific facilities, based on applicable level-of-service standards. This report contains all information needed to demonstrate this element of the nexus.

DEMONSTRATING A BENEFIT

A sufficient benefit relationship requires that impact fee revenues be segregated from other funds and expended only on the facilities for which the fees were charged. Fees must be expended in a timely manner and the facilities funded by the fees must serve the development paying the fees. Nothing in the U.S. Constitution or California law requires that facilities paid for with impact fee revenues be available *exclusively* to development paying the fees.

Procedures for earmarking and expenditure of fee revenues are mandated by the Mitigation Fees Act, as are procedures to ensure that the fees are expended expeditiously or refunded. All of those requirements are intended to ensure that developments benefit from the impact fees they are required to pay. Thus, an adequate showing of benefit must address procedural as well as substantive issues.

DEMONSTRATING PROPORTIONALITY

The requirement that exactions be proportional to the impacts of development was clearly stated by the U.S. Supreme Court in the *Dolan* case (although the relevance of that decision to impact fees has been debated) and is logically necessary to establish a proper nexus. Proportionality is established through the procedures used to identify development-related facility costs, and in the methods used to calculate impact fees for various types of facilities and categories of development. In this study, the demand for facilities is measured in terms of relevant and measurable attributes of development. For example, the need for road improvements is measured by the number of vehicle trips generated by development.

In calculating development impact fees, costs for development-related facilities are allocated in proportion to the service needs created by different types and quantities of development. The following section describes methods used to allocate facility costs and calculate impact fees in ways that meet the proportionality standard.

Development Impact Fees for Existing Facilities

It is important to note that development impact fees may be used to pay for existing facilities, provided that those facilities are needed to serve additional development and have the capacity to do so. In other words, such fees must satisfy the same nexus requirements as any other development impact fee.

Development Impact Fee Calculation Methodology

Any one of several legitimate methods may be used to calculate development impact fees. The choice of a particular method depends primarily on the service characteristics and planning requirements for the facility type being addressed. Each method has advantages and disadvantages in a particular situation, and to some extent they are interchangeable, because they all allocate facility costs in proportion to the needs created by development.

Reduced to its simplest terms, the process of calculating development impact fees involves only two steps: determining the cost of development-related capital improvements, and allocating those costs equitably to various types of development. In practice, though, the calculation of development impact fees can become quite complicated because of the many variables involved in defining the relationship between development and the need for facilities. The following paragraphs discuss three basic methods for calculating development impact fees and how those methods can be applied (see Figure 1).

Plan-Based Method

The plan-based method allocates costs for a specified set of improvements to a specified amount of development. The improvements are identified by a facility plan and the development is identified by a land use plan. In this method, the total cost of relevant facilities is divided by total demand to calculate a cost per unit of demand. Then, the cost per unit of demand is multiplied by the amount of demand per unit of development (e.g. dwelling units or square feet of building area) in each category to arrive at a cost per unit of development.

The plan-based method is often the most workable approach where actual service usage is difficult to measure (as is the case with administrative facilities), or does not directly drive the need for added facilities (as is the case with fire stations). It is also useful for facilities, such as streets, where capacity

cannot always be matched closely to demand. This method is relatively inflexible in the sense that it is based on the relationship between a particular facility plan and a particular land use plan. If either plan changes significantly, the fees should be recalculated.

Cost Recovery Method

The rationale for the cost recovery approach is that new development is paying for its share of the useful life and remaining capacity of facilities from which new growth will benefit. To calculate a development impact fee using the cost recovery approach, the facility cost is divided by the ultimate number of demand units the facility will serve.

Incremental Expansion Method

The incremental expansion method documents the current level of service (LOS) for each type of public facility in both quantitative and qualitative measures, based on an existing service standard such as square feet per capita or park acres per capita. The level-of-service standards are determined in a manner similar to the current replacement cost approach used by property insurance companies. However, in contrast to insurance practices, Suisun City will not use the funds for renewal and/or replacement of existing facilities. Rather, the city will use the impact fee revenue to expand or provide additional facilities, as needed, to accommodate new development. An incremental expansion cost method is best suited for public facilities that will be expanded in regular increments, with LOS standards based on current conditions in the community.

Figure 1: Proposed Fee Methods and Cost Components

<i>Type of Fee</i>	<i>Service Area</i>	<i>Incremental Expansion</i>	<i>Cost Allocation</i>
<i>Fire Facilities & Equipment</i>	Citywide	Facilities, Apparatus	Population, Jobs
<i>Municipal Facilities & Equipment</i>	Citywide	Vehicles, Equipment	Population, Jobs
<i>Off-Site Street Improvements</i>	Citywide	Arterials, Vehicles, Equipment	Vehicle Miles of Travel
<i>Park Improvement Program</i>	Citywide	Land, Improvements, Facilities, Vehicles, Equipment	Population
<i>Police Facilities & Equipment</i>	Citywide	Facilities, Vehicles, Equipment	Population, Nonresidential Trips

Proposed Development Impact Fees

Figure 2 provides a schedule of the maximum supportable development impact fees for Suisun City. Development impact fees for residential development will be assessed per housing unit, and nonresidential development impact fees will be assessed per room for lodging and per 1,000 square feet of floor area for all other uses. The city may adopt fees that are less than the amounts shown; however, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in the city's LOS standards.

Figure 2: Schedule of Maximum Supportable Development Impact Fees

Residential (per unit)

Type	Fire Facilities & Equipment	Municipal Facilities & Equipment	Off-Site Street Improvement	Park Improvement Program	Police Facilities & Equipment	Proposed Fee	Current Fee	Difference
Single-Family	\$753	\$81	\$2,523	\$6,965	\$674	\$10,996	\$10,575	\$421
Multi-Family	\$624	\$67	\$1,928	\$5,769	\$558	\$8,946	\$7,838	\$1,108

Nonresidential (per 1,000 square feet)

Type	Fire Facilities & Equipment	Municipal Facilities & Equipment	Off-Site Street Improvement	Park Improvement Program	Police Facilities & Equipment	Proposed Fee	Current Fee	Difference
Industrial	\$1,166	\$103	\$770	\$0	\$379	\$2,418	\$1,027	\$1,391
Retail/Restaurant	\$1,010	\$89	\$2,900	\$0	\$1,580	\$5,579	\$3,768	\$1,811
Office/Institutional	\$1,678	\$148	\$1,219	\$0	\$600	\$3,645	\$3,117	\$528
Hotel/Motel (per room)	\$222	\$20	\$622	\$0	\$306	\$1,170	\$2,819	(\$1,649)

All costs in the development impact fee calculations are given in current dollars with no assumed inflation rate over time. Necessary cost adjustments can be made as part of the recommended annual evaluation and update of impact fees. One approach is to adjust for inflation in construction costs by means of an index like the one published by Engineering News Record (ENR). This index can be applied against the calculated development impact fees. If cost estimates change significantly, the fees should be recalculated.

It is important to note changes from the city's current fee categories. To ease the administrative burden of nonresidential fee assessment, some nonresidential fee categories are combined to form consolidated fee categories by type of land use. The city's current nonresidential fees include two industrial categories, four retail categories, three office categories, and a hotel/motel category. Proposed nonresidential fee categories include consolidated fee categories for each of the following: industrial, retail/restaurant, office/institutional, and hotel/motel.

DEVELOPMENT AND DEMAND DATA

Both existing and planned development must be addressed as part of the nexus analysis required to support the establishment of impact fees. This chapter of the report organizes and correlates information on existing and planned development to provide a framework for the impact fee analysis contained in subsequent chapters of the report. The information in this chapter forms a basis for establishing levels of service, analyzing facility needs, and allocating the cost of capital facilities between existing and future development and among various types of new development.

Data on land use employed in this study are based on information obtained from Suisun City and the California Department of Finance. Demographic data used in this study are based on information obtained from the 2010 U.S. Census, 2014 American Community Survey 5-Year Estimates, Institute of Transportation Engineers, and the California Department of Transportation. These estimates and projections are discussed further in the Appendix.

Study Area and Time Frame

The study area for the impact fee analysis is the existing city. Data on future development used in this study represents the amount of additional development expected in the study area through 2025. The development impact fees calculated in this study are based on the amount and type of projected development and the fees are calculated in terms of current dollars. Development may occur sooner or later than projected, but the rate and timing of development will only affect the fee calculations in rare cases where fee revenue will be used to repay debt issued to fund capital facilities. If this situation arises in the study, it will be discussed in the fee analysis for a particular type of facility.

FIRE FACILITIES & EQUIPMENT

Methodology

The fire facilities and equipment development impact fees are calculated using an incremental expansion methodology. Fire facilities and equipment development impact fees are based on demand units. A demand unit represents the impact of a typical development on the demand for services, based on the assumption that the demand for services is reasonably proportional to the presence of people at the site of a land use. The residential component of the demand unit calculation is based on housing unit size (persons per housing unit). For nonresidential development, the demand unit calculation is jobs per 1,000 square feet. See the Appendix of this report for the calculation of demand units.

Facilities

Current Level of Service

The fire facilities and equipment development impact fee methodology contains a cost component for facilities operated by Suisun City. Since facilities will be constructed over time, an incremental expansion method is utilized. As shown in Figure 3, the city's inventory currently includes 6,747 square feet of fire facilities with an average cost of \$611 per square foot.

The current level of service is based on the functional population and the 2015 demand units—population (30,190) for residential development and jobs (2,516) for nonresidential development. Therefore, the current residential level of service is 187.727 square feet per 1,000 persons (6,747 square feet X 84 percent residential share / [30,190 population / 1,000 persons]), and the nonresidential level of service equals 429.062 square feet per 1,000 jobs (6,747 square feet X 16 percent nonresidential share / [2,516 jobs / 1,000 jobs]). As the city grows, new development will require approximately 187 square feet of fire facilities for every 1,000 new residents and approximately 429 square feet of fire facilities for every 1,000 new jobs.

Figure 3: Facility Cost Factors

Existing Fire Facilities

Facility	Square Feet	Replacement Cost
Apparatus Bay	3,075	\$1,878,825
Office Space & Living	2,912	\$1,779,232
Training Classroom	760	\$464,360
TOTAL	6,747	\$4,122,417

Allocation Factors for Fire Facilities

Existing Fire Square Feet	6,747
Cost per Square Foot	\$611
2015 Population	30,190
2015 Jobs	2,516
Residential Share	84%
Nonresidential Share	16%

Level-of-Service (LOS) Standards

LOS: SF per 1,000 Persons	187.727
LOS: SF per 1,000 Jobs	429.062

Projected Demand

Shown in Figure 4, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. Similarly, jobs are also projected to increase by 2025 to 6,476 jobs—an increase of 3,960 jobs. When applied to the current LOS, new development will demand 1,921 additional square feet of fire facilities ((187.727 square feet per 1,000 persons X 1,184 population increase / 1,000) + (429.062 square feet per 1,000 jobs X 3,960 job increase / 1,000) = 1,921). With an average cost per square of \$611, the growth-related expenditure on fire facilities is \$1,173,731 (1,921 square feet X \$611 per square foot = \$1,173,731). The cost per person is \$114.53 (222 square feet X \$611 per square foot / 1,184 population increase), and the cost per job is \$262.15 (1,699 square feet X \$611 per square foot / 3,960 job increase).

Figure 4: Projected Demand for Fire Facilities

Fire Facilities Level-of-Service Standards

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
Facilities	Residential	187.727	per 1,000 Persons	\$611
	Nonresidential	429.062	per 1,000 Jobs	

Need for Fire Facilities						
	Year	Population	Jobs	Fire SF Residential	Fire SF Nonresidential	Total
Base	2015	30,190	2,516	5,667	1,080	6,747
Year 1	2016	30,292	2,911	5,687	1,249	6,936
Year 2	2017	30,416	3,306	5,710	1,418	7,128
Year 3	2018	30,541	3,701	5,733	1,588	7,321
Year 4	2019	30,665	4,096	5,757	1,757	7,514
Year 5	2020	30,790	4,491	5,780	1,927	7,707
Year 6	2021	30,912	4,886	5,803	2,096	7,899
Year 7	2022	31,028	5,281	5,825	2,266	8,091
Year 8	2023	31,145	5,676	5,847	2,435	8,282
Year 9	2024	31,260	6,071	5,868	2,605	8,473
Year 10	2025	31,374	6,476	5,889	2,779	8,668
Ten-Yr Increase		1,184	3,960	222	1,699	1,921
Projected Expenditure				\$135,642	\$1,038,089	\$1,173,731
Cost Allocation				per Person	per Job	
				\$114.53	\$262.15	
Growth-Related Expenditure on Fire Facilities						\$1,173,731

Apparatus

Current Level of Service

The fire facilities and equipment development impact fee methodology contains a cost component for apparatus operated by Suisun City. Since apparatus will be purchased over time, an incremental expansion method is utilized. As shown in Figure 5, the city's inventory currently includes 11 apparatus with an average cost of \$346,364 per apparatus.

The current level of service is based on the functional population and the 2015 demand units—population (30,190) for residential development and jobs (2,516) for nonresidential development. Therefore, the current residential level of service is 0.306 apparatus per 1,000 persons (11 apparatus X 84 percent residential share / [30,190 population / 1,000 persons]), and the nonresidential level of service equals 0.699 apparatus per 1,000 jobs (11 apparatus X 16 percent nonresidential share / [2,516 jobs / 1,000 jobs]). As the city grows, new development will require approximately 0.3 apparatus for every 1,000 new residents and approximately 0.7 apparatus for every 1,000 new jobs.

Figure 5: Apparatus Cost Factors

Existing Fire Apparatus

Type	Units	Replacement Cost
1998 Pierce Type 1 Engine	1	\$550,000
1998 Dodge Ram Pickup	1	\$75,000
1999 Ford Supercab F250 Pickup	1	\$55,000
1999 Pierce Type 1 Engine	1	\$575,000
2001 Dodge Durango	1	\$85,000
2004 Ford Brush Engine F550	1	\$150,000
2007 Dodge Durango	1	\$100,000
2007 Ferrara Ladder Truck	1	\$1,500,000
2008 Ford F150 4X4	1	\$75,000
2004 Ford Brush Engine F550	1	\$95,000
2016 HiTech Engine	1	\$550,000
TOTAL	11	\$3,810,000

Allocation Factors for Fire Apparatus

Existing Apparatus	11
Average Replacement Cost per Apparatus	\$346,364
2015 Population	30,190
2015 Jobs	2,516
Residential Share	84%
Nonresidential Share	16%

Level-of-Service (LOS) Standards

LOS: Units per 1,000 Persons	0.306
LOS: Units per 1,000 Jobs	0.699

Projected Demand

Shown in Figure 6, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. Similarly, jobs are also projected to increase by 2025 to 6,476 jobs—an increase of 3,960 jobs. When applied to the current LOS, new development will demand 3.13 additional fire apparatus over the next ten years $((0.306 \text{ apparatus per } 1,000 \text{ persons} \times 1,184 \text{ population increase} / 1,000) + (0.699 \text{ apparatus per } 1,000 \text{ jobs} \times 3,960 \text{ job increase} / 1,000) = 3.13)$. With an average cost per apparatus of \$346,364, the growth-related expenditure on fire apparatus is \$1,084,119 $(3.13 \text{ apparatus} \times \$346,364 \text{ per apparatus} = \$1,084,119)$. The cost per person is \$105.29 $(0.36 \text{ apparatus} \times \$346,364 \text{ per apparatus} / 1,184 \text{ population increase})$, and the cost per job is \$242.29 $(2.77 \text{ apparatus} \times \$346,364 \text{ per apparatus} / 3,960 \text{ job increase})$.

Figure 6: Projected Demand for Fire Apparatus

Fire Apparatus Level-of-Service Standards

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
Apparatus	Residential	0.306	per 1,000 Persons	\$346,364
	Nonresidential	0.699	per 1,000 Jobs	

Need for Fire Apparatus						
	Year	Population	Jobs	Apparatus Residential	Apparatus Nonresidential	Total
Base	2015	30,190	2,516	9.24	1.76	11.00
Year 1	2016	30,292	2,911	9.27	2.03	11.30
Year 2	2017	30,416	3,306	9.31	2.31	11.62
Year 3	2018	30,541	3,701	9.35	2.59	11.93
Year 4	2019	30,665	4,096	9.38	2.86	12.25
Year 5	2020	30,790	4,491	9.42	3.14	12.56
Year 6	2021	30,912	4,886	9.46	3.42	12.87
Year 7	2022	31,028	5,281	9.49	3.69	13.19
Year 8	2023	31,145	5,676	9.53	3.97	13.50
Year 9	2024	31,260	6,071	9.57	4.24	13.81
Year 10	2025	31,374	6,476	9.60	4.53	14.13
Ten-Yr Increase		1,184	3,960	0.36	2.77	3.13
Projected Expenditure				\$124,691	\$959,428	\$1,084,119
Cost Allocation				per Person	per Job	
				\$105.29	\$242.29	
Growth-Related Expenditure on Fire Apparatus						\$1,084,119

Development Impact Fee Study

Also included in the fire facilities and equipment fee is a component to reimburse the city for the cost of the development impact fee study. As shown below in Figure 7, the fire share of the study is \$8,000. This cost is allocated to new development over the next five years based on functional population. The residential cost per person is \$11.20 (\$8,000 fire study expense X 84 percent residential share / 600 population increase), and the nonresidential cost per job is \$0.65 (\$8,000 fire study expense X 16 percent nonresidential share / 1,975).

Figure 7: Development Impact Fee Study Expense

<i>Fee Category</i>	<i>Cost</i>	<i>Assessed Against</i>	<i>Proportionate Share</i>	<i>Demand Unit</i>	<i>2015</i>	<i>2020</i>	<i>Change</i>	<i>Cost per Demand Unit</i>
Fire Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.65
Municipal Facilities & Equipment	\$4,000	Residential	84%	Population	30,190	30,790	600	\$5.60
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.32
Off-Site Street Improvements	\$12,000	Residential Nonresidential	100%	VMT	115,523	123,997	8,474	\$1.42
Park Improvement Program	\$10,000	Residential	100%	Population	30,190	30,790	600	\$16.67
Police Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Nonres. Trips	10,343	17,173	6,830	\$0.19
TOTAL \$42,000								

Maximum Supportable Fire Facilities & Equipment Development Impact Fee

Figure 8 provides a summary of costs per demand unit used to calculate the fire facilities and equipment development impact fees. As discussed previously, fire facilities and equipment fees are calculated for both residential and nonresidential land uses. As shown below, the total cost per residential demand unit is \$231.02, and the total cost per nonresidential demand unit is \$505.09. The proposed fee for a single-family unit is \$753 (\$231.02 per demand unit X 3.26 persons per housing unit = \$753). Similarly, the cost per 1,000 square feet of industrial development is \$1,166 (\$505.09 per demand unit X 2.31 jobs per 1,000 square feet = \$1,166).

Figure 8: Fire Facilities & Equipment Development Impact Fee Schedule

Fire Facilities & Equipment Fees

<i>Fee Component</i>	<i>Cost per Person</i>	<i>Cost per Job</i>
Fire Facilities	\$114.53	\$262.15
Fire Apparatus	\$105.29	\$242.29
Development Fee Study	\$11.20	\$0.65
TOTAL	\$231.02	\$505.09

Residential (per unit)

<i>Development Type</i>	<i>Persons per Housing Unit*</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single-Family	3.26	\$753	\$486	\$267
Multi-Family	2.70	\$624	\$358	\$266

*See Figure A1.

Nonresidential (per 1,000 square feet)

<i>Development Type</i>	<i>Jobs per 1,000 Sq Ft**</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Industrial	2.31	\$1,166	\$45	\$1,121
Retail/Restaurant	2.00	\$1,010	\$64	\$946
Office/Institutional	3.32	\$1,678	\$106	\$1,572
Hotel/Motel (per room)	0.44	\$222	\$0	\$222

**See Figure A8.

Projected Fee Revenue

Finally, the development impact fees shown in Figure 8 can be applied to projected development (see Appendix) to estimate potential revenue generated by those fees. Fire facilities and equipment development impact fee revenue is expected to total approximately \$2.27 million over the next ten years. Over the same time-period, Suisun City will spend approximately \$2.27 million on growth-related facilities and apparatus.

Figure 9: Fire Facilities & Equipment Development Impact Fee Revenue Projection

Infrastructure Costs for Fire Facilities & Equipment

	Growth Cost	Total Cost
Fire Facilities	\$1,173,731	\$1,173,731
Fire Apparatus	\$1,084,119	\$1,084,119
Development Fee Study	\$8,000	\$8,000
Total Expenditures	\$2,265,850	\$2,265,850

Projected Fire Facilities & Equipment Fee Revenue

		Residential \$651 per housing unit	Industrial \$1,166 per 1,000 SF	Retail/ Restaurant \$1,010 per 1,000 SF	Office/ Institutional \$1,678 per 1,000 SF
<i>Year</i>		<i>Hsg Units</i>	<i>KSF</i>	<i>KSF</i>	<i>KSF</i>
Base	2015	9,512	132	555	331
Year 1	2016	9,547	182	620	376
Year 2	2017	9,590	232	685	421
Year 3	2018	9,633	282	750	466
Year 4	2019	9,676	332	815	511
Year 5	2020	9,720	382	880	556
Year 6	2021	9,761	432	945	601
Year 7	2022	9,801	482	1,010	646
Year 8	2023	9,842	532	1,075	691
Year 9	2024	9,882	582	1,140	736
Year 10	2025	9,922	632	1,208	782
<i>Ten-Yr Increase</i>		410	500	653	451
Projected Revenue =>		\$267,055	\$582,485	\$659,629	\$756,317
Total Projected Revenues =>					\$2,265,486

MUNICIPAL FACILITIES & EQUIPMENT

Methodology

The municipal facilities and equipment development impact fees are calculated using an incremental expansion methodology. A demand unit represents the impact of a typical development on the demand for services, based on the assumption that the demand for services is reasonably proportional to the presence of people at the site of a land use. The residential component of the demand unit calculation is based on housing unit size (persons per housing unit). For nonresidential development, the demand unit calculation is jobs per 1,000 square feet. See the Appendix of this report for the calculation of demand units.

Vehicles and Equipment

Current Level of Service

The municipal facilities and equipment development impact fee methodology contains a cost component for vehicles and equipment operated by Suisun City. Since additional vehicles and equipment will be purchased over time, an incremental expansion method is utilized. As shown in Figure 10, the city's inventory currently includes 20 vehicles and equipment with an average cost of \$34,682 per unit.

The current level of service is based on the functional population and the 2015 demand units—population (30,190) for residential development and jobs (2,516) for nonresidential development. Therefore, the current residential level of service is 0.5564 units per 1,000 persons (20 units X 84 percent residential share / [30,190 population / 1,000 persons]), and the nonresidential level of service equals 1.2718 units per 1,000 jobs (20 units X 16 percent nonresidential share / [2,516 jobs / 1,000 jobs]).

Figure 10: Vehicle and Equipment Cost Factors

Existing Municipal Vehicles & Equipment

Type	Units	Replacement Cost per Unit	Total Cost
Light Truck	4	\$20,000	\$80,000
Cargo Van	1	\$17,000	\$17,000
SUV	1	\$25,000	\$25,000
Light SUV	2	\$20,000	\$40,000
Sedan	1	\$18,000	\$18,000
3/4 Ton Truck	2	\$23,000	\$46,000
Lift Truck	1	\$150,000	\$150,000
Irrigation 1 Ton	1	\$34,000	\$34,000
4wd pickup	1	\$30,000	\$30,000
Backhoe	1	\$85,000	\$85,000
Tractor Loader	1	\$52,000	\$52,000
Tractor	2	\$44,500	\$89,000
Trailer	1	\$13,890	\$13,890
Shop Air Compressor	1	\$13,759	\$13,759
TOTAL	20	\$34,682	\$693,649

Allocation Factors for Municipal Vehicles & Equipment

Existing Vehicles & Equipment	20
Average Replacement Cost per Unit	\$34,682
2015 Population	30,190
2015 Jobs	2,516
Residential Share	84%
Nonresidential Share	16%

Level-of-Service (LOS) Standards

LOS: Units per 1,000 Persons	0.5564
LOS: Units per 1,000 Jobs	1.2718

Projected Demand

Shown in Figure 11, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. Similarly, jobs are also projected to increase by 6,476 jobs in 2025—an increase of 3,960 jobs. When applied to the current LOS, new development will demand 5.70 additional units over the next ten years $((0.5564 \text{ units per } 1,000 \text{ persons} \times 1,184 \text{ population increase} / 1,000) + (1.2718 \text{ units per } 1,000 \text{ jobs} \times 3,960 \text{ job increase} / 1,000) = 5.70)$. With an average cost per unit of \$34,682, the growth-related expenditure on municipal vehicles and equipment is \$197,687 $(5.70 \text{ units} \times \$34,682 \text{ per unit} = \$197,687)$. The cost per person is \$19.33 $(0.66 \text{ units} \times \$34,682 \text{ per unit} / 1,184 \text{ population increase})$, and the cost per job is \$44.14 $(5.04 \text{ units} \times \$34,682 \text{ per unit} / 3,960 \text{ job increase})$.

Figure 11: Projected Demand for Municipal Facilities & Equipment

Municipal Facilities & Equipment Level-of-Service Standards

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
Vehicles & Equipment	Residential	0.5564	Units	\$34,682
	Nonresidential	1.2718		

Need for Vehicles & Equipment						
	Year	Population	Jobs	Veh. & Equip. Residential	Veh. & Equip. Nonresidential	Total
Base	2015	30,190	2,516	16.80	3.20	20.00
Year 1	2016	30,292	2,911	16.85	3.70	20.56
Year 2	2017	30,416	3,306	16.92	4.20	21.13
Year 3	2018	30,541	3,701	16.99	4.71	21.70
Year 4	2019	30,665	4,096	17.06	5.21	22.27
Year 5	2020	30,790	4,491	17.13	5.71	22.84
Year 6	2021	30,912	4,886	17.20	6.21	23.41
Year 7	2022	31,028	5,281	17.26	6.72	23.98
Year 8	2023	31,145	5,676	17.33	7.22	24.55
Year 9	2024	31,260	6,071	17.39	7.72	25.11
Year 10	2025	31,374	6,476	17.46	8.24	25.69
Ten-Yr Increase		1,184	3,960	0.66	5.04	5.70
Projected Expenditure				\$22,890	\$174,797	\$197,687
Cost Allocation				per Person	per Job	
				\$19.33	\$44.14	
Growth-Related Expenditure on Vehicles & Equipment						\$197,687

Development Impact Fee Study

Also included in the municipal equipment fee is a component to reimburse the city for the cost of the development impact fee study. As shown below in Figure 12, the municipal equipment share of the study is \$4,000. This cost is allocated to new development over the next five years based on functional population. The residential cost per person is \$5.60 (\$4,000 study expense X 84 percent residential share / 600 population increase), and the nonresidential cost per job is \$0.32 (\$4,000 study expense X 16 percent nonresidential share / 1,975).

Figure 12: Development Impact Fee Study Expense

<i>Fee Category</i>	<i>Cost</i>	<i>Assessed Against</i>	<i>Proportionate Share</i>	<i>Demand Unit</i>	<i>2015</i>	<i>2020</i>	<i>Change</i>	<i>Cost per Demand Unit</i>
Fire Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.65
Municipal Facilities & Equipment	\$4,000	Residential	84%	Population	30,190	30,790	600	\$5.60
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.32
Off-Site Street Improvements	\$12,000	Residential Nonresidential	100%	VMT	115,523	123,997	8,474	\$1.42
Park Improvement Program	\$10,000	Residential	100%	Population	30,190	30,790	600	\$16.67
Police Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Nonres. Trips	10,343	17,173	6,830	\$0.19
TOTAL \$42,000								

Maximum Supportable Municipal Facilities & Equipment Development Impact Fee

Figure 13 provides a summary of costs per demand unit used to calculate the municipal equipment development impact fees. As discussed previously, municipal equipment fees are calculated for both residential and nonresidential land uses. As shown below, the total cost per residential demand unit is \$24.93, and the total cost per nonresidential demand unit is \$44.46. The proposed fee for a single-family unit is \$81 (\$24.93 per demand unit X 3.26 persons per housing unit = \$81). Similarly, the cost per 1,000 square feet of retail/restaurant development is \$89 (\$44.46 per demand unit X 2.0 jobs per 1,000 square feet = \$89).

Figure 13: Municipal Facilities & Equipment Development Impact Fee Schedule

Municipal Facilities & Equipment Fees

<i>Fee Component</i>	<i>Cost per Person</i>	<i>Cost per Job</i>
Vehicles & Equipment	\$19.33	\$44.14
Development Fee Study	\$5.60	\$0.32
TOTAL	\$24.93	\$44.46

Residential (per unit)

<i>Development Type</i>	<i>Persons per Housing Unit*</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single-Family	3.26	\$81	\$1,482	(\$1,401)
Multi-Family	2.70	\$67	\$1,092	(\$1,025)

*See Figure A1.

Nonresidential (per 1,000 square feet)

<i>Development Type</i>	<i>Jobs per 1,000 Sq Ft**</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Industrial	2.31	\$103	\$77	\$26
Retail/Restaurant	2.00	\$89	\$110	(\$21)
Office/Institutional	3.32	\$148	\$182	(\$34)
Hotel/Motel (per room)	0.44	\$20	\$0	\$20

**See Figure A8.

Projected Fee Revenue

Finally, the development impact fees shown in Figure 13 can be applied to projected development (see Appendix) to estimate potential revenue generated by those fees. Municipal facilities and equipment development impact fee revenue is expected to total approximately \$202,000 over the next ten years. Over the same time-period, Suisun City will spend approximately \$202,000 on growth-related equipment.

Figure 14: Municipal Facilities & Equipment Development Impact Fee Revenue Projection

Infrastructure Cost for Municipal Facilities & Equipment

	Growth Cost	Total Cost
Vehicles & Equipment	\$197,687	\$197,687
Development Fee Study	\$4,000	\$4,000
Total Expenditures	\$201,687	\$201,687

Projected Municipal Facilities & Equipment Fee Revenue

		Residential \$64 per housing unit	Industrial \$103 per 1,000 SF	Retail/ Restaurant \$89 per 1,000 SF	Office/ Institutional \$148 per 1,000 SF
<i>Year</i>		<i>Hsg Units</i>	<i>KSF</i>	<i>KSF</i>	<i>KSF</i>
Base	2015	9,512	132	555	331
Year 1	2016	9,547	182	620	376
Year 2	2017	9,590	232	685	421
Year 3	2018	9,633	282	750	466
Year 4	2019	9,676	332	815	511
Year 5	2020	9,720	382	880	556
Year 6	2021	9,761	432	945	601
Year 7	2022	9,801	482	1,010	646
Year 8	2023	9,842	532	1,075	691
Year 9	2024	9,882	582	1,140	736
Year 10	2025	9,922	632	1,208	782
<i>Ten-Yr Increase</i>		410	500	653	451
Projected Revenue =>		\$26,253	\$51,121	\$57,892	\$66,377
Total Projected Revenues =>					\$201,643

OFF-SITE STREET IMPROVEMENTS

Methodology

The off-site street improvements development impact fees are calculated using an incremental expansion methodology. Components include arterial improvements and equipment with vehicle miles of travel as the demand units. Each component used to derive vehicle miles of travel is described in the Appendix.

Suisun City Travel Demand

The relationship between the amount of development in Suisun City and growth-related system improvements is documented below. Figure 15 summarizes the input variables used to determine the average trip length on arterial improvements. In the table below “HU” means housing units, “KSF” means square feet of nonresidential development, in thousands, “ITE” is an abbreviation of Institute of Transportation Engineers, and “VTE” means vehicle trip ends. Trip generation rates by type of housing unit are documented in Figures A8 and A12 and related text.

Projected development over the next ten years in Suisun City, and the corresponding need for additional lane miles, is shown in the middle section of Figure 15. Trip generation rates and trip adjustment factors convert projected development into average weekday vehicle trips. A typical vehicle trip, such as a person leaving their home and traveling to work, generally begins on a local street that connects to a collector street, which connects to an arterial road and eventually to a state or interstate highway. This progression of travel up and down the functional classification chain limits the average trip length determination, for the purpose of development fees, to the following question, “What is the average vehicle trip length on development fee system improvements?”

With demand for 2.7 additional arterial lane-miles in the city and a lane capacity standard of 6,250 vehicles per lane, the demand on the future network is 16,875 vehicle miles of capacity (i.e., 6,250 vehicles per lane traveling the entire 2.7 lane miles). To derive the average utilization (i.e., average trip length expressed in miles) of growth-related system improvements, divide vehicle miles of capacity by the ten-year increase in vehicle trips attracted to development in the service area. As shown in the bottom-right corner of the table below, new development produces an increase of 16,101 average weekday vehicle trips over ten years. Dividing 16,875 vehicle miles of capacity by the ten-year increase of 16,101 inbound average weekday vehicle trips yields an un-weighted average trip length of approximately 1.048 miles. However, the calibration of average trip length includes the same adjustment factors used in the impact fee calculations (i.e., journey-to-work commuting, pass-by adjustment and average trip length adjustment by type of land use). With these adjustments, TischlerBise determined the weighted-average trip length to be 1.385 miles.

Figure 15: Suisun City Travel Demand and Trip Length Calibration

Dev Type	ITE Code	Weekday VTE	Dev Unit	Trip Adj	Trip Length Wt Factor			
Single-Family	Custom	10.60	HU	65%	121%			
Multi-Family	Custom	8.10	HU	65%	121%			
Industrial	110	6.97	KSF	50%	73%			
Retail/Restaurant	820	42.70	KSF	34%	66%			
Office/Institutional	710	11.03	KSF	50%	73%			
Avg Trip Length (miles)	1.385							
Vehicle Capacity Per Lane	6,250							
	Base	1	2	3	4	5	10	10-Year Increase
	2015	2016	2017	2018	2019	2020	2025	
Single-Family Units	8,049	8,061	8,076	8,091	8,106	8,121	8,191	142
Multi-Family Units	1,463	1,486	1,514	1,542	1,570	1,599	1,731	268
Industrial KSF	132	182	232	282	332	382	632	500
Retail/Restaurant KSF	555	620	685	750	815	880	1,208	653
Office/Institutional KSF	331	376	421	466	511	556	782	451
Single-Family Trips	55,458	55,542	55,644	55,747	55,850	55,952	56,434	976
Multi-Family Trips	7,703	7,824	7,972	8,120	8,268	8,416	9,111	1,409
Residential Trips	63,160	63,367	63,616	63,867	64,118	64,369	65,545	2,385
Industrial Trips	460	634	809	983	1,157	1,331	2,203	1,743
Retail/Restaurant Trips	8,057	9,001	9,945	10,889	11,832	12,776	17,544	9,486
Office/Institutional Trips	1,825	2,074	2,322	2,570	2,818	3,066	4,313	2,487
Nonresidential Trips	10,343	11,709	13,075	14,441	15,807	17,173	24,059	13,716
Total Vehicle Trips	73,503	75,076	76,691	78,308	79,925	81,542	89,604	16,101
Vehicle Miles of Travel (VMT)	115,523	117,159	118,867	120,577	122,287	123,997	132,468	16,945
Arterial Lane Miles	18.5	18.7	19.0	19.3	19.6	19.8	21.2	2.7
Vehicles & Equipment	11.0	11.2	11.3	11.5	11.6	11.8	12.6	1.6
Ten-Year VMT Increase =>								12.8%

Arterials

Current Level of Service

Updated off-site street improvements fees are based on the same level of service provided to existing development. As shown above in Figure 15, Suisun City's street infrastructure includes 18.5 lane miles of arterials. Development fees will be used to increase capacity through arterial improvements.

Based on 2015 vehicle miles of travel of 115,523 and 18.5 lane miles of arterials, the existing level-of-service standard in Suisun City is 1.6014 lane miles per 10,000 VMT (18.5 lane miles / [115,523 VMT / 10,000]). Shown below in Figure 16, the average cost to construct one arterial lane mile is \$1,341,586.

Figure 16: Arterial Cost Factors

Allocation Factors for Arterials

Existing Lane Miles	18.5
Average Cost per Lane Mile	\$1,341,586
2015 Vehicle Miles of Travel	115,523

Level-of-Service (LOS) Standards

LOS: Lane Miles per 10,000 VMT	1.6014
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Projected Demand

As shown in Figure 15, projected VMT drives the need for arterial improvements. Over the next ten years, Suisun City will need 2.7 additional lane miles of arterials to maintain the current level of service. With an average cost per lane mile of approximately \$1.34 million, the construction of 2.7 lane miles of arterials will cost approximately \$3.6 million (2.7 lane miles X \$1,341,586 per lane mile = \$3,622,282). The cost per VMT for arterial improvements is \$213.76 (\$3,622,282 total cost / 16,945 additional VMT).

Vehicles and Equipment

Current Level of Service

The off-site street improvements development impact fee methodology contains a cost component for vehicles and equipment operated by Suisun City. Since additional vehicles and equipment will be purchased over time, an incremental expansion method is utilized. As shown in Figure 17, the city's inventory currently includes 11 vehicles and equipment with an average cost of \$35,484 per unit.

The current level of service is based on 2015 vehicle miles of travel of 115,523 and 11 units (vehicles and equipment). Therefore, the existing level-of-service standard in Suisun City is 0.9521 units per 10,000 VMT (11 units / [115,523 VMT / 10,000]).

Figure 17: Vehicle and Equipment Cost Factors

Existing Off-Site Street Improvements Vehicles & Equipment

Type	Units	Replacement Cost per Unit	Total Cost
1 Ton Flatbed Truck	1	\$30,000	\$30,000
1/2 Ton Pickup	1	\$19,000	\$19,000
3/4 Ton Truck	1	\$23,000	\$23,000
Dump Truck	2	\$57,000	\$114,000
Towable Tar Heater	1	\$14,000	\$14,000
Truck Mounted Sweeper	1	\$35,000	\$35,000
Large Equipment Trailer	1	\$18,576	\$18,576
Paver	1	\$69,750	\$69,750
1 Ton Flatbed	1	\$30,000	\$30,000
Two Ton Flatbed	1	\$37,000	\$37,000
TOTAL	11	\$35,484	\$390,326

Allocation Factors for Vehicles & Equipment

Existing Vehicles & Equipment	11
Average Replacement Cost per Unit	\$35,484
2015 Vehicle Miles of Travel	115,523

Level-of-Service (LOS) Standards

LOS: Units per 10,000 VMT	0.9521
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Projected Demand

As shown in Figure 15, projected VMT drives the need for vehicles and equipment. Over the next ten years, Suisun City will need 1.6 additional vehicles and equipment to maintain the current level of service. With an average cost per unit of \$35,484, the additional 1.6 units will cost \$56,774 (1.6 units X \$35,484 per unit = \$56,774). The cost per VMT for vehicles and equipment is \$3.35 (\$56,774 total cost / 16,945 additional VMT).

Development Impact Fee Study

Also included in the off-site street improvements fee is a component to reimburse the city for the cost of the development impact fee study. As shown below in Figure 18, the off-site street improvements share of the study is \$12,000. This cost is allocated to new development over the next five years based on VMT. The cost per VMT is \$1.42 (\$12,000 study expense / 8,474 VMT increase).

Figure 18: Development Impact Fee Study Expense

<i>Fee Category</i>	<i>Cost</i>	<i>Assessed Against</i>	<i>Proportionate Share</i>	<i>Demand Unit</i>	<i>2015</i>	<i>2020</i>	<i>Change</i>	<i>Cost per Demand Unit</i>
Fire Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.65
Municipal Facilities & Equipment	\$4,000	Residential	84%	Population	30,190	30,790	600	\$5.60
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.32
Off-Site Street Improvements	\$12,000	Residential Nonresidential	100%	VMT	115,523	123,997	8,474	\$1.42
Park Improvement Program	\$10,000	Residential	100%	Population	30,190	30,790	600	\$16.67
Police Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Nonres. Trips	10,343	17,173	6,830	\$0.19
TOTAL		\$42,000						

Maximum Supportable Off-Site Street Improvements Development Impact Fee

Figure 19 provides a summary of costs per demand unit used to calculate the off-site street improvements development impact fees. As discussed previously, off-site street improvements fees are calculated based on VMT and total \$218.53 per VMT. The proposed fee for a single-family unit is \$2,523 (\$218.53 per demand unit X 1.385 miles per trips X 10.60 average weekday vehicle trip ends X 65 percent trip rate adjustment X 121 percent trip length adjustment = \$2,523). Similarly, the cost per 1,000 square feet of office/institutional development is \$1,219 (\$218.53 per demand unit X 1.385 miles per trips X 11.03 average weekday vehicle trip ends X 50 percent trip rate adjustment X 73 percent trip length adjustment = \$1,219).

Figure 19: Off-Site Street Improvements Development Impact Fee Schedule

Off-Site Street Improvements Fees

Fee Component	Cost per VMT
Arterials	\$213.76
Vehicles & Equipment	\$3.35
Development Fee Study	\$1.42
TOTAL	\$218.53
Average Miles per Trip	1.385

Residential (per unit)

Development Type	Avg Wkdy Veh Trip Ends*	Trip Rate Adjustment	Trip Length Adjustment	Proposed Fees	Current Fee	Increase / Decrease
Single-Family	10.60	65%	121%	\$2,523	\$4,802	(\$2,279)
Multi-Family	8.10	65%	121%	\$1,928	\$3,584	(\$1,656)

*See Figure A12.

Nonresidential (per 1,000 square feet)

Development Type	Avg Wkdy Veh Trip Ends**	Trip Rate Adjustment	Trip Length Adjustment	Proposed Fees	Current Fee	Increase / Decrease
Industrial	6.97	50%	73%	\$770	\$780	(\$10)
Retail/Restaurant	42.70	34%	66%	\$2,900	\$3,414	(\$514)
Office/Institutional	11.03	50%	73%	\$1,219	\$2,533	(\$1,314)
Hotel/Motel (per room)	5.63	50%	73%	\$622	\$2,819	(\$2,197)

**See Figure A8.

Projected Fee Revenue

Finally, the development impact fees shown in Figure 19 can be applied to projected development (see Appendix) to estimate potential revenue generated by those fees. Off-site street improvement development impact fee revenue is expected to total approximately \$3.69 million over the next ten years. Over the same time-period, Suisun City will spend approximately \$3.69 million on growth-related arterials and equipment.

Figure 20: Off-Site Street Improvements Development Impact Fee Revenue Projection

Infrastructure Cost for Off-Site Street Improvements

	Growth Cost	Total Cost
Arterials	\$3,622,282	\$3,622,282
Vehicles & Equipment	\$56,774	\$56,774
Development Fee Study	\$12,000	\$12,000
Total Expenditures	\$3,691,057	\$3,691,057

Projected Off-Site Street Improvements Revenue

		Residential \$2,123 per housing unit	Industrial \$770 per 1,000 SF	Retail/ Restaurant \$2,900 per 1,000 SF	Office/ Institutional \$1,219 per 1,000 SF
<i>Year</i>		<i>Hsg Units</i>	<i>KSF</i>	<i>KSF</i>	<i>KSF</i>
Base	2015	9,512	132	555	331
Year 1	2016	9,547	182	620	376
Year 2	2017	9,590	232	685	421
Year 3	2018	9,633	282	750	466
Year 4	2019	9,676	332	815	511
Year 5	2020	9,720	382	880	556
Year 6	2021	9,761	432	945	601
Year 7	2022	9,801	482	1,010	646
Year 8	2023	9,842	532	1,075	691
Year 9	2024	9,882	582	1,140	736
Year 10	2025	9,922	632	1,208	782
<i>Ten-Yr Increase</i>		410	500	653	451
Projected Revenue =>		\$870,615	\$383,746	\$1,888,795	\$547,766
Total Projected Revenues =>					\$3,690,922

PARK IMPROVEMENT PROGRAM

Methodology

The park improvement program development impact fees are derived using an incremental expansion methodology. Cost components are allocated 100 percent to residential development and include park land, park improvements, facilities, vehicles and equipment, and bike trails. This methodology will enable Suisun City to maintain the current LOS standard as the city grows. Development impact fee revenue collected using this methodology may not be used to replace or rehabilitate existing improvements.

Park Land and Improvements

Current Level of Service

The park improvement program development impact fee methodology contains cost components for park land and park improvements. As shown in Figure 21, Suisun City's current inventory of park land and park improvements includes 97.1 acres.

The current level of service is based on the 2015 population of 30,190 with acres allocated per 1,000 persons. Therefore, the current level of service for park land is 3.215 acres per 1,000 persons (97.1 acres / [30,190 population / 1,000] = 3.215 acres). The average cost to acquire park land is \$100,000 per acre.

Similarly, the current level of service for park improvements is also 3.215 acres per 1,000 persons (97.1 acres / [30,190 population / 1,000] = 3.215 acres). The average cost to improve, or develop, an acre of park land is \$450,000.

Figure 21: Land and Improvement Cost Factors
Existing Community & Neighborhood Park Land

<i>Parks</i>	<i>Total Acres</i>
Heritage Park	10.0
Sports Complex	38.0
Mike Day Playground	3.0
Samuel W. Goepp Park	4.3
Harbor Park	1.0
Carl E. Hall Park	6.0
Peterson Ranch Linear Park	6.2
Montebello Vista Park	5.1
Lawler Falls Park	3.5
McCoy Creek Park	1.0
Patriot Park	4.3
Lawler Ranch Park	10.0
Independence Park	4.7
TOTAL	97.1

Allocation Factors for Park Land

Existing Acres	97.1
Cost per Acre: Acquisition*	\$100,000
Cost per Acre: Development*	\$450,000
2015 Population	30,190

Level-of-Service (LOS) Standards

LOS: Acres per 1,000 Persons	3.215
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*Suisun City Recreation & Community Services Department.

Projected Demand

Shown in Figure 22, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. When applied to the current LOS, new development will demand 3.8 additional acres of improved park land over the next ten years (3.215 acres per 1,000 persons X 1,184 population increase / 1,000 = 3.8 acres). With an average cost per acre of \$100,000 to acquire park land, the growth-related expenditure on park land is \$380,000 (3.8 acres X \$100,000 per acre = \$380,000). The cost per person to acquire park land is \$320.94 (3.8 acres X \$100,000 per acre / 1,184 population increase). The average cost to develop an acre of park land has an average cost of \$450,000, and the growth-related expenditure on park improvements is \$1.71 million (3.8 acres X \$450,000 per acre = \$1,710,000). The cost per person to develop park land is \$1,444.25 (3.8 acres X \$450,000 per acre / 1,184 population increase).

Figure 22: Projected Demand for Park Land and Park Improvements

Park Improvement Program Level-of-Service Standards

Type of Infrastructure	Level of Service	Demand Unit	Unit Cost
Land	3.215 Acres	per 1,000 Persons	\$100,000 per Acre
Improvements	3.215 Acres	per 1,000 Persons	\$450,000 per Acre
Facilities	1,062.074 Square Feet	per 1,000 Persons	\$230 per SF
Vehicles & Equipment	0.199 Units	per 1,000 Persons	\$26,277 per Unit
Bike Trails	0.13018 Miles	per 1,000 Persons	\$807,500 per Mile

Need for Park Improvement Program Infrastructure							
	Year	Population	Land (Acres)	Improvements (Acres)	Facilities (SF)	Vehicles & Equipment	Bike Trails
Base	2015	30,190	97.1	97.1	32,064	6.00	3.93
Year 1	2016	30,292	97.4	97.4	32,173	6.03	3.94
Year 2	2017	30,416	97.8	97.8	32,304	6.05	3.96
Year 3	2018	30,541	98.2	98.2	32,437	6.08	3.98
Year 4	2019	30,665	98.6	98.6	32,569	6.10	3.99
Year 5	2020	30,790	99.0	99.0	32,701	6.13	4.01
Year 6	2021	30,912	99.4	99.4	32,831	6.15	4.02
Year 7	2022	31,028	99.8	99.8	32,954	6.17	4.04
Year 8	2023	31,145	100.1	100.1	33,078	6.20	4.05
Year 9	2024	31,260	100.5	100.5	33,201	6.22	4.07
Year 10	2025	31,374	100.9	100.9	33,322	6.24	4.08
Ten-Yr Increase		1,184	3.8	3.8	1,258	0.24	0.154
Projected Expenditure			\$380,000	\$1,710,000	\$289,340	\$6,306	\$124,355
Cost per Person			\$320.94	\$1,444.25	\$244.37	\$5.32	\$105.02
Growth-Related Expenditure on Park Infrastructure							\$2,510,001

Facilities

Current Level of Service

The park improvement program development impact fee also includes a cost component for park facilities. Park facilities are allocated on a per square foot basis. As shown in Figure 23, the current inventory of park facilities is 32,064 square feet. The current level of service for park facilities is also based on the 2015 population of 30,190 with square footage allocated per 1,000 persons. Therefore, the current level of service for park facilities is 1,062.074 square feet per 1,000 persons (32,064 square feet / [30,190 population / 1,000] = 1,062.074).

Figure 23 also lists current replacement cost estimates for park facilities in Suisun City. Based on estimates from city staff, the replacement cost for the city's park facilities is approximately \$7.38 million. The average replacement cost per square foot of park facilities is \$230 (\$7,375,625 total replacement cost / 32,064 park facility square footage = \$230). As discussed above, the cost of park facilities is allocated 100 percent to residential development.

Figure 23: Facility Cost Factors

Existing Park Facilities

<i>Facility</i>	<i>Square Feet</i>	<i>Replacement Cost per SF</i>	<i>Total Cost</i>
Community Center	20,530	\$270	\$5,548,447
Sports Complex-Little League Building	1,251	\$227	\$283,993
Senior Citizen Center	5,104	\$154	\$785,215
Building B-Sports Complex	2,679	\$71	\$190,438
Sports Complex Concession/Restroom	2,500	\$227	\$567,532
TOTAL	32,064	\$230	\$7,375,625

Allocation Factors for Park Facilities

Existing Square Feet	32,064
Replacement Cost per Square Foot	\$230
2015 Population	30,190

Level-of-Service (LOS) Standards

LOS: Square Feet per 1,000 Persons	1,062.074
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Projected Demand

Shown in Figure 22, the population is projected to equal 31,374 in 2035 for an increase of 1,184 persons. When applied to the current LOS, new residential development will demand approximately 1,258 additional square feet of park facilities (1,062.074 LOS X 1,184 population increase / 1,000 = 1,258 square feet). With an average cost per square foot of \$230, the growth-related expenditure on park facilities is \$289,340 (1,258 square feet X \$230 per square foot = \$289,340), and the cost per person for park facilities is \$244.37 (\$289,340 / 1,184 population increase = \$244.37).

Vehicles and Equipment

Current Level of Service

The park improvement program development impact fee methodology contains a cost component for vehicles and equipment operated by Suisun City. Since additional vehicles and equipment will be purchased over time, an incremental expansion method is utilized. As shown in Figure 24, the city's inventory currently includes six vehicles and equipment with an average cost of \$26,277 per unit.

The current level of service is based on 2015 population of 30,190 and four units (vehicles and equipment). Therefore, the existing level-of-service standard in Suisun City is 0.199 units per 1,000 persons (six units / [30,190 persons / 1,000] = 0.199).

Projected Demand

As shown in Figure 22, the population is projected to equal 31,374 in 2035—an increase of 1,184 persons. When applied to the current LOS, new residential development will demand approximately 0.24 additional vehicles and equipment ($0.199 \text{ LOS} \times (1,184 \text{ population increase} / 1,000) = 0.24$). With an average cost per unit of \$26,277, the growth-related expenditure on vehicles and equipment is \$6,306 ($0.24 \text{ units} \times \$26,277 = \$6,306$), and the cost per person for vehicles and equipment is \$5.32 ($\$6,306 / 1,184 \text{ population increase} = \5.32).

Figure 24: Vehicle and Equipment Cost Factors

Existing Park Vehicles & Equipment

Type	Units	Replacement Cost per Unit	Total Cost
Pick-up Truck	1	\$24,000	\$24,000
Box Van	1	\$45,000	\$45,000
Field Prep Machine	2	\$16,787	\$33,574
Commercial Lawn Mower	1	\$40,090	\$40,090
Mower Diesel 52" Deck	1	\$15,000	\$15,000
TOTAL	6	\$26,277	\$157,664

Allocation Factors for Park Vehicles & Equipment

Existing Vehicles & Equipment	6
Average Replacement Cost per Unit	\$26,277
2015 Population	30,190

Level-of-Service (LOS) Standards

LOS: Units per 1,000 Persons	0.199
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Bike Trails

Current Level of Service

The park improvement program development impact fee methodology contains a cost component for bike trails. Since additional trails will be constructed over time, an incremental expansion method is utilized. As shown in Figure 25, the city's inventory currently includes 3.93 miles of bike trails with an average cost of \$807,500 per mile.

The current level of service is based on 2015 population of 30,190 and 3.93 miles of bike trails. Therefore, the existing level-of-service standard in Suisun City is 0.13018 miles per 1,000 persons ($3.93 \text{ miles} / [30,190 \text{ persons} / 1,000] = 0.13018$).

Figure 25: Bike Trail Cost Factors

Existing Bike Trails

Trail	Miles	Replacement Cost per Mile	Total Cost
Central County Bikeway	2.00	\$807,500	\$1,615,000
Grizzly Island Trails	0.93	\$807,500	\$750,975
McCoy Creek Trail	1.00	\$807,500	\$807,500
TOTAL	3.93	\$807,500	\$3,173,475

Allocation Factors for Bike Trails

Existing Bike Trails	3.93
Average Replacement Cost per Mile	\$807,500
2015 Population	30,190

Level-of-Service (LOS) Standards

LOS: Miles per 1,000 Persons	0.13018
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Projected Demand

As shown in Figure 22, the population is projected to equal 31,374 in 2035—an increase of 1,184 persons. When applied to the current LOS, new residential development will demand approximately 0.154 additional miles of bike trails ($0.13018 \text{ LOS} \times (1,184 \text{ population increase} / 1,000) = 0.154$). With an average cost per mile of \$807,500, the growth-related expenditure on bike trails is \$124,355 ($0.13018 \text{ miles} \times \$807,500 = \$124,355$), and the cost per person for bike trails is \$105.02 ($\$124,355 / 1,184 \text{ population increase} = \105.02).

Development Impact Fee Study

Also included in the park improvement program fee is a component to reimburse the city for the cost of the development impact fee study. As shown below in Figure 26, the park improvement program share of the study is \$10,000. This cost is allocated to new development over the next five years based on population. The cost per person is \$16.67 ($\$10,000 \text{ study expense} / 600 \text{ population increase}$).

Figure 26: Development Impact Fee Study Expense

Fee Category	Cost	Assessed Against	Proportionate Share	Demand Unit	2015	2020	Change	Cost per Demand Unit
Fire Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.65
Municipal Facilities & Equipment	\$4,000	Residential	84%	Population	30,190	30,790	600	\$5.60
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.32
Off-Site Street Improvements	\$12,000	Residential	100%	VMT	115,523	123,997	8,474	\$1.42
Park Improvement Program	\$10,000	Residential	100%	Population	30,190	30,790	600	\$16.67
Police Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Nonres. Trips	10,343	17,173	6,830	\$0.19
TOTAL	\$42,000							

Maximum Supportable Park Improvement Program Development Impact Fee

Figure 27 provides a summary of the costs per demand unit used to calculate the park improvement program development impact fees. As previously discussed, park improvement program development impact fees are calculated for residential land uses. As shown in Figure 27, the total cost per residential demand unit is \$2,136.57. The proposed fee for a single-family unit is \$6,965 (\$2,136.57 X 3.26 persons per housing unit = \$6,965) and represents an increase of \$3,442 compared to the current fee.

Figure 27: Park Improvement Program Development Impact Fee Schedule

<i>Fee Component</i>	<i>Cost per Person</i>
Park Land	\$320.94
Park Improvements	\$1,444.25
Park Facilities	\$244.37
Park Vehicles & Equipment	\$5.32
Bike Trails	\$105.02
Development Fee Study	\$16.67
TOTAL	\$2,136.57

Residential (per unit)

<i>Development Type</i>	<i>Persons per Housing Unit*</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single-Family	3.26	\$6,965	\$3,523	\$3,442
Multi-Family	2.70	\$5,769	\$2,596	\$3,173

*See Figure A1.

Projected Fee Revenue

Finally, the development impact fees shown in Figure 27 can be applied to projected development (see Appendix) to estimate potential revenue generated by those fees. Park improvement program development impact fee revenue from future development is expected to total approximately \$2.52 million over the next ten years. Over the same time period, the city will spend approximately \$2.52 on growth-related park improvement program infrastructure.

Figure 28: Park Improvement Program Development Impact Fee Revenue Projection

Infrastructure Costs for Park Improvement Program

	Growth Cost	Total Cost
Park Land	\$380,000	\$380,000
Park Improvements	\$1,710,000	\$1,710,000
Park Facilities	\$289,340	\$289,340
Park Vehicles & Equipment	\$6,306	\$6,306
Bike Trails	\$124,355	\$124,355
Development Fee Study	\$10,000	\$10,000
Total Expenditures	\$2,520,001	\$2,520,001

Projected Park Improvement Program Fee Revenue

		Residential \$6,147 per housing unit
Year		Hsg Units
Base	2015	9,512
Year 1	2016	9,547
Year 2	2017	9,590
Year 3	2018	9,633
Year 4	2019	9,676
Year 5	2020	9,720
Year 6	2021	9,761
Year 7	2022	9,801
Year 8	2023	9,842
Year 9	2024	9,882
Year 10	2025	9,922
<i>Ten-Yr Increase</i>		410
Projected Revenue =>		\$2,520,430

POLICE FACILITIES AND EQUIPMENT

Methodology

The police facilities and equipment development impact fees are calculated using an incremental expansion methodology. Police facilities and equipment development impact fees are based on demand units. A demand unit represents the impact of a typical development on the demand for services, based on the assumption that the demand for services is reasonably proportional to the presence of people at the site of a land use. The residential component of the demand unit calculation is based on housing unit size (persons per housing unit). For nonresidential development, the demand unit calculation is vehicle trips per 1,000 square feet. See the Appendix of this report for the calculation of demand units.

Facilities

Current Level of Service

The police facilities and equipment development impact fee methodology contains a cost component for facilities operated by Suisun City. Since facilities will be constructed over time, an incremental expansion method is utilized. As shown in Figure 29, the city's inventory currently includes 11,372 square feet of police facilities with an average cost of \$512 per square foot.

The current level of service is based on the functional population and the 2015 demand units—population (30,190) for residential development and vehicle trips (10,343) for nonresidential development. Therefore, the current residential level of service is 316.412 square feet per 1,000 persons (11,772 square feet X 84 percent residential share / [30,190 population / 1,000 persons]),

and the nonresidential level of service equals 175.918 square feet per 1,000 nonresidential vehicle trips (11,372 square feet X 16 percent nonresidential share / [10,343 trips / 1,000]). As the city grows, new development will require approximately 316 square feet of police facilities for every 1,000 new residents and approximately 176 square feet of police facilities for every 1,000 additional vehicle trips.

Figure 29: Facility Cost Factors

Existing Police Facilities

Facility	Square Feet	Replacement Cost per SF	Total Cost
Police Station	6,255	\$611	\$3,821,805
Police Substation	1,581	\$611	\$965,991
Police Garage	416	\$611	\$254,176
Bldg. B - Corp. Yard	1,920	\$360	\$691,200
Storage - Corp. Yard	1,200	\$76	\$91,200
TOTAL	11,372	\$512	\$5,824,372

Allocation Factors for Police Facilities

Existing Police Facility Square Feet	11,372
Replacement Cost per Square Foot	\$512
2015 Population	30,190
2015 Nonres. Trips	10,343
Residential Share	84%
Nonresidential Share	16%

Level-of-Service (LOS) Standards

LOS: SF per 1,000 Persons	316.412
LOS: SF per 1,000 Nonres. Trips	175.918

Projected Demand

Shown in Figure 30, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. Similarly, nonresidential vehicle trips are also projected to increase to 24,059 trips by 2025—an increase of 13,716 trips. When applied to the current LOS, new development will demand 2,788 additional square feet of police facilities ((316.412 square feet per 1,000 persons X 1,184 population increase / 1,000) + (175.918 square feet per 1,000 trips X 13,716 nonresidential vehicle trip increase / 1,000) = 2,788). With an average cost per square of \$512, the growth-related expenditure on police facilities is \$1,427,456 (2,788 square feet X \$512 per square foot = \$1,427,456). The cost per person is \$162.12 (375 square feet X \$512 per square foot / 1,184 population increase), and the cost per nonresidential vehicle trip is \$90.08 (2,413 square feet X \$512 per square foot / 13,716 nonresidential vehicle trip increase).

Figure 30: Projected Demand for Police Facilities

Police Facilities Level-of-Service Standards

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
Facilities	Residential	316.412	Square Feet	\$512
	Nonresidential	175.918		

Need for Police Facilities						
	Year	Population	Nonres. Trips	Police SF Residential	Police SF Nonresidential	Total
Base	2015	30,190	10,343	9,552	1,820	11,372
Year 1	2016	30,292	11,709	9,585	2,060	11,645
Year 2	2017	30,416	13,075	9,624	2,300	11,924
Year 3	2018	30,541	14,441	9,664	2,540	12,204
Year 4	2019	30,665	15,807	9,703	2,781	12,484
Year 5	2020	30,790	17,173	9,742	3,021	12,763
Year 6	2021	30,912	18,540	9,781	3,261	13,042
Year 7	2022	31,028	19,906	9,818	3,502	13,319
Year 8	2023	31,145	21,272	9,855	3,742	13,597
Year 9	2024	31,260	22,638	9,891	3,982	13,874
Year 10	2025	31,374	24,059	9,927	4,233	14,160
Ten-Yr Increase		1,184	13,716	375	2,413	2,788
Projected Expenditure				\$192,000	\$1,235,456	\$1,427,456
Cost Allocation				per Person	per Trip	
				\$162.12	\$90.08	
Growth-Related Expenditure on Police Facilities						\$1,427,456

Vehicles and Equipment

Current Level of Service

The police facilities and equipment development impact fee methodology contains a cost component for vehicles and equipment operated by Suisun City. Since vehicles and equipment will be purchased over time, an incremental expansion method is utilized. As shown in Figure 31, the city's inventory currently includes 47 units with an average cost of \$25,492 per unit.

The current level of service is based on the functional population and the 2015 demand units—population (30,190) for residential development and nonresidential vehicle trips (10,343) for nonresidential development. Therefore, the current residential level of service is 1.307 units per 1,000 persons (47 units X 84 percent residential share / [30,190 population / 1,000 persons]), and the nonresidential level of service equals 0.727 units per 1,000 nonresidential vehicle trips (47 units X 16 percent nonresidential share / [10,343 trips / 1,000]). As the city grows, new development will require approximately 1.3 units for every 1,000 new residents and approximately 0.7 units for every 1,000 additional nonresidential vehicle trips.

Figure 31: Vehicle and Equipment Cost Factors

Existing Police Vehicles & Equipment

Type	Units	Replacement Cost per Unit	Total Cost
2015 Ford Escape S	3	\$24,090	\$72,270
2015 Ford F-250 XL Pickup	1	\$31,285	\$31,285
2015 Ford Fusion Hybrid SE	2	\$30,053	\$60,106
2015 Ford Police Interceptor Sedan	4	\$32,918	\$131,673
2015 Ford Police Interceptor Sedan	6	\$43,987	\$263,924
2015 Ford Police Interceptor Utility	4	\$50,966	\$203,864
23' All weather patrol boat	1	\$105,000	\$105,000
17' utility boat	1	\$20,000	\$20,000
Mobile Command Center	1	\$75,000	\$75,000
Officer Equipment	23	\$10,000	\$230,000
Portable Speed/Survey	1	\$5,000	\$5,000
TOTAL	47	\$25,492	\$1,198,122

Allocation Factors for Police Vehicles & Equipment

Existing Vehicles & Equipment	47
Average Replacement Cost per Unit	\$25,492
2015 Population	30,190
2015 Nonres. Trips	10,343
Residential Share	84%
Nonresidential Share	16%

Level-of-Service (LOS) Standards

LOS: Units per 1,000 Persons	1.307
LOS: Units per 1,000 Nonres. Trips	0.727

Projected Demand

Shown in Figure 32, population is projected to equal 31,374 in 2025—an increase of 1,184 persons. Similarly, nonresidential vehicle trips are also projected to increase to 24,059 trips by 2025—an increase of 13,716 trips. When applied to the current LOS, new development will demand 11.52 additional police vehicles and equipment over the next ten years $((1.307 \text{ units per } 1,000 \text{ persons} \times 1,184 \text{ population increase} / 1,000) + (0.727 \text{ units per } 1,000 \text{ nonresidential vehicle trips} \times 13,716 \text{ nonresidential vehicle trips increase} / 1,000) = 11.52)$. With an average cost per unit of \$25,492, the growth-related expenditure on police vehicles and equipment is \$293,668 $(11.52 \text{ units} \times \$25,492 \text{ per unit} = \$293,668)$. The cost per person is \$33.36 $(1.55 \text{ units} \times \$25,492 \text{ per unit} / 1,184 \text{ population increase})$, and the cost per nonresidential vehicle trip is \$18.53 $(9.97 \text{ units} \times \$25,492 \text{ per unit} / 13,716 \text{ trip increase})$.

Figure 32: Projected Demand for Police Vehicles and Equipment

Police Vehicles & Equipment Level-of-Service Standards

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
Vehicles & Equipment	Residential	1.307	per 1,000 Persons	\$25,492
	Nonresidential	0.727	per 1,000 Trips	

Need for Police Vehicles & Equipment						
	Year	Population	Nonres. Trips	Veh. & Equip. Residential	Veh. & Equip. Nonresidential	Total
Base	2015	30,190	10,343	39.46	7.52	46.98
Year 1	2016	30,292	11,709	39.59	8.51	48.10
Year 2	2017	30,416	13,075	39.75	9.51	49.26
Year 3	2018	30,541	14,441	39.92	10.50	50.42
Year 4	2019	30,665	15,807	40.08	11.49	51.57
Year 5	2020	30,790	17,173	40.24	12.49	52.73
Year 6	2021	30,912	18,540	40.40	13.48	53.88
Year 7	2022	31,028	19,906	40.55	14.47	55.02
Year 8	2023	31,145	21,272	40.71	15.46	56.17
Year 9	2024	31,260	22,638	40.86	16.46	57.32
Year 10	2025	31,374	24,059	41.01	17.49	58.50
Ten-Yr Increase		1,184	13,716	1.55	9.97	11.52
Projected Expenditure				\$39,513	\$254,155	\$293,668
				per Person	per Trip	
Cost Allocation				\$33.36	\$18.53	
Growth-Related Expenditure on Police Vehicles & Equipment						\$293,668

Development Impact Fee Study

Also included in the police facilities and equipment fee is a component to reimburse the city for the cost of the development impact fee study. As shown below in Figure 33, the police share of the study is \$8,000. This cost is allocated to new development over the next five years based on functional population. The residential cost per person is \$11.20 (\$8,000 police study expense X 84 percent residential share / 600 population increase), and the nonresidential cost per nonresidential vehicle trip is \$0.19 (\$8,000 police study expense X 16 percent nonresidential share / 6,830).

Figure 33: Development Impact Fee Study Expense

<i>Fee Category</i>	<i>Cost</i>	<i>Assessed Against</i>	<i>Proportionate Share</i>	<i>Demand Unit</i>	<i>2015</i>	<i>2020</i>	<i>Change</i>	<i>Cost per Demand Unit</i>
Fire Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.65
Municipal Facilities & Equipment	\$4,000	Residential	84%	Population	30,190	30,790	600	\$5.60
		Nonresidential	16%	Jobs	2,516	4,491	1,975	\$0.32
Off-Site Street Improvements	\$12,000	Residential Nonresidential	100%	VMT	115,523	123,997	8,474	\$1.42
Park Improvement Program	\$10,000	Residential	100%	Population	30,190	30,790	600	\$16.67
Police Facilities & Equipment	\$8,000	Residential	84%	Population	30,190	30,790	600	\$11.20
		Nonresidential	16%	Nonres. Trips	10,343	17,173	6,830	\$0.19
TOTAL	\$42,000							

Maximum Supportable Police Facilities & Equipment Development Impact Fee

Figure 34 provides a summary of costs per demand unit used to calculate the police facilities and equipment development impact fees. As discussed previously, police facilities and equipment fees are calculated for both residential and nonresidential land uses. As shown below, the total cost per residential demand unit is \$206.68, and the total cost per nonresidential demand unit is \$108.80. The proposed fee for a single-family unit is \$674 (\$206.68 per demand unit X 3.26 persons per housing unit = \$674). Similarly, the cost per 1,000 square feet of industrial development is \$379 (\$108.80 per demand unit X 6.97 vehicle trip ends per 1,000 square feet X 50 percent trip rate adjustment = \$379).

Figure 34: Police Facilities & Equipment Development Impact Fee Schedule

Police Facilities & Equipment Fees

Fee Component	Cost per Person	Cost per Nonres. Trip
Police Facilities	\$162.12	\$90.08
Police Vehicles & Equipment	\$33.36	\$18.53
Development Fee Study	\$11.20	\$0.19
TOTAL	\$206.68	\$108.80

Residential (per unit)

Development Type	Persons per Housing Unit*	Proposed Fees	Current Fee	Increase / Decrease
Single-Family	3.26	\$674	\$277	\$397
Multi-Family	2.70	\$558	\$204	\$354

*See Figure A1.

Nonresidential (per 1,000 square feet)

Development Type	Avg Wkdy Veh Trip Ends**	Trip Rate Adjustment	Proposed Fees	Current Fee	Increase / Decrease
Industrial	6.97	50%	\$379	\$25	\$354
Retail/ Restaurant	42.70	34%	\$1,580	\$36	\$1,544
Office/ Institutional	11.03	50%	\$600	\$59	\$541
Hotel/Motel (per room)	5.63	50%	\$306	\$0	\$306

**See Figure A8.

Projected Fee Revenue

Finally, the development impact fees shown in Figure 34 can be applied to projected development (see Appendix) to estimate potential revenue generated by those fees. Police facilities and equipment development impact fee revenue is expected to total approximately \$1.73 million over the next ten years. Over the same time-period, Suisun City will spend approximately \$1.73 million on growth-related facilities and equipment.

Figure 35: Police Facilities & Equipment Development Impact Fee Revenue Projection

Infrastructure Costs for Police Facilities & Equipment

	Growth Cost	Total Cost
Police Facilities	\$1,427,456	\$1,427,456
Police Vehicles & Equipment	\$293,668	\$293,668
Development Fee Study	\$8,000	\$8,000
Total Expenditures	\$1,729,124	\$1,729,124

Projected Police Facilities & Equipment Fee Revenue

		Residential \$581 per housing unit	Industrial \$379 per 1,000 SF	Retail/ Restaurant \$1,580 per 1,000 SF	Office/ Institutional \$600 per 1,000 SF
<i>Year</i>		<i>Hsg Units</i>	<i>KSF</i>	<i>KSF</i>	<i>KSF</i>
Base	2015	9,512	132	555	331
Year 1	2016	9,547	182	620	376
Year 2	2017	9,590	232	685	421
Year 3	2018	9,633	282	750	466
Year 4	2019	9,676	332	815	511
Year 5	2020	9,720	382	880	556
Year 6	2021	9,761	432	945	601
Year 7	2022	9,801	482	1,010	646
Year 8	2023	9,842	532	1,075	691
Year 9	2024	9,882	582	1,140	736
Year 10	2025	9,922	632	1,208	782
<i>Ten-Yr Increase</i>		410	500	653	451
Projected Revenue =>		\$238,054	\$189,419	\$1,031,187	\$270,379
Total Projected Revenues =>					\$1,729,038

APPENDIX

Population and Housing Characteristics

According to the U.S. Census Bureau, a household is a housing unit occupied by year-round residents. Impact fees often use per capita standards and persons per housing unit or persons per household to derive proportionate-share fee amounts. When using persons per housing unit in the fee calculations, infrastructure standards are derived using year-round population. When using persons per household in the fee calculations, the impact fee methodology assumes all housing units are occupied, thus requiring seasonal or peak population to derive infrastructure standards. TischlerBise recommends Suisun City impose impact fees for residential development according to the number of year-round residents per housing unit.

As shown in the bottom portion of Figure A1, in 2014, dwellings with a single unit per structure (detached, attached, and mobile homes) averaged 3.26 persons per unit. Dwellings in structures with multiple units averaged 2.70 year-round residents per unit.

Figure A1: Suisun City Persons per Housing Unit, 2014

<i>Type of Housing</i>	<i>Persons</i>	<i>House-holds</i>	<i>Persons per Household</i>	<i>Housing Units</i>	<i>Persons per Housing Unit</i>	<i>Housing Mix</i>	<i>Vacancy Rate</i>
Single-Family Units	24,766	7,358	3.37	7,604	3.26	85%	3.2%
Multi-Family Units	3,751	1,326	2.83	1,391	2.70	15%	4.7%
Subtotal	28,517	8,684	3.28	8,995	3.17		3.5%
Group Quarters	110						
TOTAL	28,627						

Source: U.S. Census Bureau, American Community Survey 2010-2014 5-year Estimates.

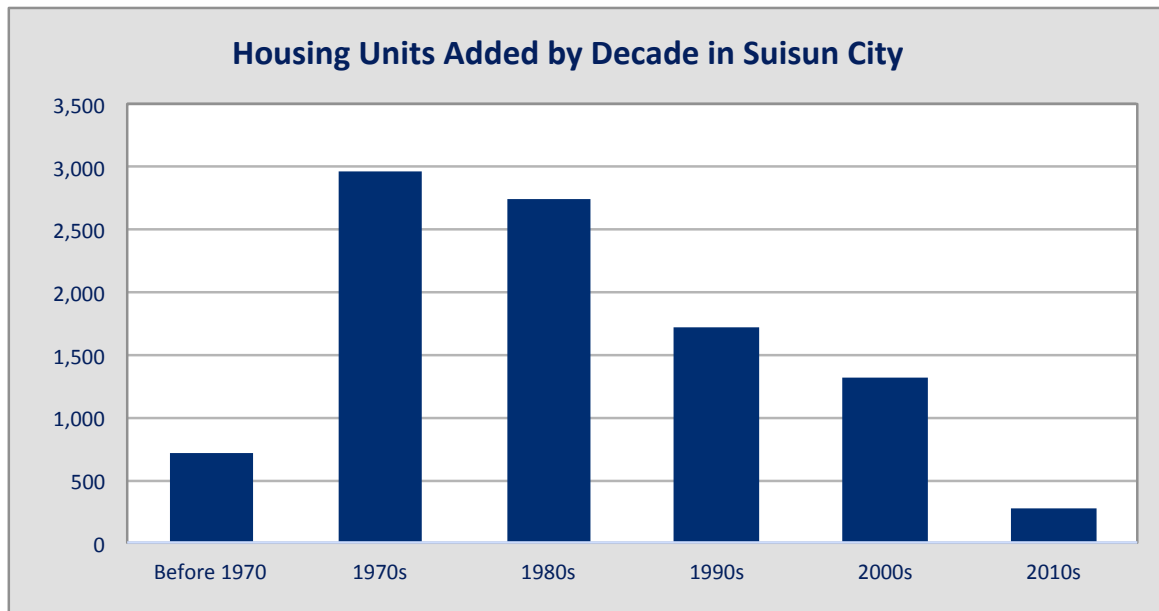
Recent Residential Construction

From 2000 to 2010, Suisun City's housing stock increased by an average of 131 units per year. Figure A2 indicates the estimated number of housing units added by decade in Suisun City. Housing units constructed per decade boomed in the 1990s and 2000s, but construction slowed significantly in the 2010s following the Great Recession. In fact, from 2011 to November 2015 Suisun City's housing stock increased by an average of only 12 single-family units per year with only one multi-family unit constructed during that period (Figure A3).

Figure A2: Housing Units by Decade

Census 2010 Population ¹	28,111
Census 2010 Housing Units ¹	9,454
Total Housing Units in 2000 ²	8,146
New Housing Units 2000 to 2010 ^{1,2}	1,308

From 2000 to 2010, Suisun City's housing stock increased by an average of 131 housing units per year. The projected increase from 2010 to 2020 is 27 units per year.



1. U.S. Census Bureau, Census 2010.

2. U.S. Census Bureau, Census 2000.

Source for 1990s and earlier is Table B25034, ACS 2009-2014, adjusted to yield total units in 2000.

Figure A3: Housing Permits, 2005-2015

Year	Single-Family	Multi-Family	Total
2005	99	81	180
2006	123	96	219
2007	60	9	69
2008	31	0	31
2009	0	0	0
2010	0	0	0
2011	0	0	0
2012	0	1	1
2013	49	0	49
2014	0	0	0
2015*	8	0	8
Total	370	187	557

From 2005 to 2010, Suisun City's housing stock increased by an average of 52 single-family units and 31 multi-family units per year.

From 2011 through November of 2015, Suisun City's housing stock increased by an average of 12 single-family units per year and only one multi-family unit.

*Through November 24, 2015.

Source: Department of Development Services, City of Suisun City, CA.

Current Estimate of Housing Units and Households

There were 9,454 housing units in Suisun City in April 2010. Using building permit information for residential development from April 1, 2011 to November 24, 2015, TischlerBise estimates the number of housing units in December 2015 is 9,512.

Figure A4: Housing Unit Estimate, December 2015

Type of Unit	2010 Census Units ¹	Building Permits Issued ²						Total Units Added	Estimated December 2015 Units ³
		2010	2011	2012	2013	2014	2015		
Single-Family	7,992	0	0	0	49	0	8	57	8,049
Multi-Family	1,462	0	0	1	0	0	0	1	1,463
Totals	9,454	0	0	1	49	0	8	58	9,512

1. 2010 Decennial Census housing units multiplied by housing mix percentages derived from 2010-2014 American Community Survey 5-Year Estimates.

2. Source: City of Suisun City, California.

3. U.S. Census Bureau, 2010 Census units plus permitted units added.

Current Population Estimate

TischlerBise estimates Suisun City's December 2015 population is 30,190. This estimate is based on the number and type of residential permits issued for new construction since the 2010 Census and persons per housing unit by type of housing unit. Detail is provided below in Figure A5.

Figure A5: Population Estimate, December 2015

Type of Unit	Estimated Nov 2015 Units ¹	Persons Per Hsg Unit ²	Estimated Dec 2015 Population
Single-Family	8,049	3.26	26,240
Multi-Family	1,463	2.70	3,950
Totals	9,512		30,190

1. See Figure A4.

2. U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates.

Residential Development Projections

To determine population growth projections for Suisun City, TischlerBise prepared comparison projections for Solano County. The State of California Department of Finance projects the presence of 477,539 persons in Solano County by 2025. Figure A6 indicates Suisun City's estimated actual share of countywide population in 2010 and 2014. TischlerBise's 2015 population estimate of 30,190 represents a 6.97 percent share of the total county population estimate, somewhat higher than the share from 2010-2014. Because Suisun City is approaching residential buildout, its share of countywide total population is modeled to slowly decrease by a rate of 0.04 percent annually. Using this assumption, Suisun City's population is projected to reach 31,374 by 2025—a rate of 118 additional persons on average per year.

Figure A6: Population Share

	2010	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Solano County ¹	413,723	428,705	432,921	437,121	441,457	445,853	450,300	454,800	459,315	463,801	468,344	472,926	477,539
Suisun City ²	28,152	29,256	30,190	30,292	30,416	30,541	30,665	30,790	30,912	31,028	31,145	31,260	31,374
City Share	6.80%	6.82%	6.97%	6.93%	6.89%	6.85%	6.81%	6.77%	6.73%	6.69%	6.65%	6.61%	6.57%

1. State of California, Department of Finance, Report P-2: State and County Population Projections by Race/Ethnicity and 5-Year Age Groups, 2010-2060. Sacramento, California, December 2014.

2. 2015 population derived from 2010 Census data and data on subsequent permitting; 2016-2030 derived as a slowly declining share (0.04% annual decrease) of county population from 6.97% (2015 actual). 2010-2014 data are from U.S. Census Bureau July 1 Population Estimates.

Using the population projections in Figure A6, TischlerBise calculated future housing unit growth at an average rate of 41 units per year. Despite slow housing unit growth since 2010—an average of 12 units annually (as shown above in Figure A3)—Suisun City permitted an average of 125 units per annum in the four years prior to the housing market crash and Great Recession. Though development may never return to pre-recessionary levels, it is reasonable to expect some rebound in line with national trends.

Population increases are dependent upon housing mix, or the share of multi-family and single-family units in a market. As demonstrated in Figure A1, 85 percent of the total housing stock is single-family. However, residential permit data indicates that from 2005 to 2015, only 66 percent of permitted units were single-family. Moreover, Suisun City's *Housing Element* (March 2015) to its *2035 General Plan* (May

2015) calls for large-scale rezoning to higher density residential uses in order to meet Regional Housing Needs Assessment requirements from the Association of Bay Area Governments. The subsequent 2035 *General Plan* estimated a possible total buildout in 2035 with an additional 1,100 higher density, multi-family units (61 percent of additional units) and 700 low- and medium-density single-family units (39 percent of additional units). Therefore, TischlerBise projected additional housing at a 31 percent:69 percent single-family to multi-family split, as projected through the recent planning process. Full residential development projections are shown in Figure A7.

Figure A7: Residential Development Projections

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	10-Year Increase
Cumulative	<i>Base Yr</i>	1	2	3	4	5	6	7	8	9	10		
Population Projections													
Population		30,190	30,292	30,416	30,541	30,665	30,790	30,912	31,028	31,145	31,260	31,374	1,184
Annual Net Increase in Population			102	124	125	124	125	122	116	117	116	114	
Housing Unit Projections <i>PPHU</i>													
Single-Family Units	3.26	8,049	8,061	8,076	8,091	8,106	8,121	8,135	8,149	8,163	8,177	8,191	142
Multi-Family Units	2.70	1,463	1,486	1,514	1,542	1,570	1,599	1,626	1,652	1,679	1,705	1,731	268
Total Housing Units		9,512	9,547	9,590	9,633	9,676	9,720	9,761	9,801	9,842	9,882	9,922	410
Annual Net Increase in Housing Units			35	43	43	43	44	41	40	41	40	40	

Nonresidential Development Estimates and Projections

In addition to data on residential development, the calculation of development impact fees requires data on nonresidential development. TischlerBise uses the term “jobs” to refer to employment by place of work.

Nonresidential Floor Area

To convert jobs to floor area of nonresidential development, TischlerBise uses average square feet per employee multipliers, shown in Figure A8. The employee and building area ratios are derived using national data published by the Institute of Transportation Engineers (ITE) and the Urban Land Institute (ULI). In the development impact fee study, vehicle trips per demand unit (i.e., one thousand square feet of floor area, beds, students, or rooms) will be used to differentiate fees by type of nonresidential development. In the table below, gray shading indicates three nonresidential development prototypes used by TischlerBise to calculate vehicle trips and potential development impact fee revenue. The prototype for industrial jobs is light industrial (ITE 110). The prototype for retail /restaurant jobs is an average-size shopping center (ITE 820), and all other office/institutional jobs use the average-sized general office building (ITE 710) prototype.

Figure A8: Employee and Building Area Ratios

ITE Code	Land Use	Demand Unit	Weekday Trip Ends		Emp Per 1,000 Sq Ft	Sq Ft Per Emp ²
			Per 1,000 Sq Ft ¹	Per Employee ¹		
Industrial						
110	Light Industrial	1,000 Sq Ft	6.97	3.02	2.31	433
130	Industrial Park	1,000 Sq Ft	6.83	3.34	2.04	489
140	Manufacturing	1,000 Sq Ft	3.82	2.13	1.79	558
150	Warehousing	1,000 Sq Ft	3.56	3.89	0.92	1,093
Office and Other Services						
254	Assisted Living	bed	2.66	3.93	0.68	na
320	Motel	room	5.63	12.81	0.44	na
710	General Office (avg size)	1,000 Sq Ft	11.03	3.32	3.32	301
760	Research & Dev Center	1,000 Sq Ft	8.11	2.77	2.93	342
770	Business Park	1,000 Sq Ft	12.44	4.04	3.08	325
Commercial						
820	Shopping Center (avg size)	1,000 Sq Ft	42.70	na	2.00	500

1. Trip Generation Manual, Institute of Transportation Engineers, 2012.

2. Square feet per employee calculated from trip rates except for Shopping Center data, which are derived from the Urban Land Institute's Development Handbook and Dollars and Cents of Shopping Centers.

Employment and Floor Area Estimates

To determine current employment and nonresidential floor area in Suisun City, TischlerBise obtained the 2013 estimate of jobs in Suisun City from OnTheMap, the U.S. Census Bureau's web application. To estimate jobs in 2015, TischlerBise used nonresidential permitting data to determine additional built square footage from 2013 to 2015. According to city records, 177,535 retail square feet were permitted in 2014 for the new Wal-Mart Super Center. Total square footage was then divided by the average square feet per employee factor from Figure A8 to convert it to employees and added to the 2013 employment data. 2015 estimates of employment and nonresidential square footage are shown below in Figure A9.

Figure A9: Employment and Floor Area Estimates

<i>Type of Nonresidential Development</i>	<i>2013 Jobs¹</i>	<i>2013 Share</i>	<i>Sq Ft per Job²</i>	<i>2013 Floor Area³</i>	<i>2015 Floor Area⁴</i>	<i>2015 Jobs⁵</i>
Industrial	306	14%	433	132,498	132,498	306
Retail/Restaurant	755	35%	500	377,500	555,035	1,110
Office/Institutional	1,100	51%	301	331,100	331,100	1,100
TOTAL	2,161	100%		841,098	1,018,633	2,516

1. U.S. Census Bureau, OnTheMap web application, 2013 all jobs.
2. *Trip Generation*, Institute of Transportation Engineers, 2012.
3. TischlerBise calculation, 2013 jobs multiplied by ITE multipliers.
4. TischlerBise calculation, 2013 floor area plus 2014 and 2015 permits.
5. TischlerBise calculation, 2015 floor area divided by ITE multipliers.

Nonresidential Development Projections

City staff estimates there are approximately 2 million square feet of potential industrial development remaining in Suisun City and its sphere of influence. The limited supply of industrial development—approximately 132,000 square feet—is not enough to keep up with demand, and Suisun City is likely to see at least 500,000 square feet of industrial development over the next ten years. Similarly, staff estimates the presence of 100 to 150 acres of readily developable commercial acreage in Suisun City and its sphere of influence. Given staff's expectation of a large amount of commercial development in the near future, TischlerBise projects the addition of approximately 653,000 additional square feet over the next ten years [60 acres x 0.25 floor-to-area ratio (0.25) x 43,560 square feet per acre = 653,000 square feet]. A 0.25 FAR is on the conservative end of the density range listed for commercial mixed-use structures in the *2035 General Plan*. Finally, office square footage was projected at 2 percent annual growth over the next ten years, consistent with, but slightly more conservative than, the employment growth estimated through 2020 for Financial and Professional Services Industry in the *Local Economy Background Report* of the *2035 General Plan*. Also, it is likely Suisun City will experience strong institutional development during the same period yielding a combined increase of approximately 451,000 square feet of office/institutional development. This yields a total increase of approximately 160,000 square feet annually for the next ten years. The additional square footages for each category are well within the buildout estimates included in Suisun City's *2035 General Plan Land Use Element*.

Nonresidential floor area is converted to jobs by dividing floor area projections by the corresponding ITE multiplier shown in Figure A9. TischlerBise uses a three-step process to calculate projections for each

year past the base year. First, nonresidential floor area is projected annually for each nonresidential prototype. Next, the annual increase in floor area by type of development is determined. Finally, TischlerBise divides the additional floor area, by type of development, by the corresponding ITE multiplier to project new jobs for each type of development. Results are shown in Figure A10.

Figure A10: Nonresidential Development Projections

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	10-Year
Cumulative		<i>Base Yr</i>	1	2	3	4	5	6	7	8	9	10	<i>Increase</i>
Job Projections													
Industrial	14%	306	421	537	652	768	883	999	1,114	1,230	1,345	1,461	1,155
Retail/Restaurant	35%	1,110	1,240	1,370	1,500	1,630	1,760	1,890	2,020	2,150	2,280	2,417	1,307
Office/Institutional	51%	1,100	1,250	1,399	1,549	1,698	1,848	1,997	2,147	2,296	2,446	2,598	1,498
Total Jobs		2,516	2,911	3,306	3,701	4,096	4,491	4,886	5,281	5,676	6,071	6,476	3,960
Annual Net Increase in Jobs			395	395	395	395	395	395	395	395	395	405	
Nonresidential Square Footage (x 1,000 SF)													
	<i>SF/Empl</i>												
Industrial	433	132	182	232	282	332	382	432	482	532	582	632	500
Retail/Restaurant	500	555	620	685	750	815	880	945	1,010	1,075	1,140	1,208	653
Office/Institutional	301	331	376	421	466	511	556	601	646	691	736	782	451
Total Nonres Sq. Ft.		1,018	1,178	1,338	1,498	1,658	1,818	1,978	2,138	2,298	2,458	2,622	1,604
Annual Net Increase in 1,000 SF			160	160	160	160	160	160	160	160	160	164	

Average Daily Vehicle Trips

Average Daily Vehicle Trips are used as a measure of demand by land use. Vehicle trips are estimated using average weekday vehicle trip ends from the reference book, *Trip Generation, 9th Edition*, published by the Institute of Transportation Engineers (ITE) in 2012. A vehicle trip end represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway).

Trip Rate Adjustments

Trip generation rates require an adjustment factor to avoid double counting each trip at both the origin and destination points. Therefore, the basic trip adjustment factor is 50 percent. As discussed further below, the development fee methodology includes additional adjustments to make the fees proportionate to the infrastructure demand for particular types of development.

Adjustment for Journey-To-Work Commuting

Residential development has a larger trip adjustment factor of 65 percent to account for commuters leaving Suisun City for work. According to the 2009 National Household Travel Survey, weekday work trips are typically 30.99 percent of production trips (i.e., all out-bound trips, which are 50 percent of all trip ends). As shown in Figure A11, the Census Bureau's web application OnTheMap indicates that 96 percent of resident workers traveled outside Suisun City for work in 2013. In combination, these factors ($0.3099 \times 0.50 \times 0.96 = 0.15$) support the additional 15 percent allocation of trips to residential development.

Figure A11: Adjustment for Journey-to Work Commuting

Trip Adjustment Factor for Commuters¹

Employed Residents	11,099
Residents Working in Suisun City	406
Residents Commuting Outside Suisun City for Work	10,693
Percent Commuting out of Suisun City	96%
Additional Production Trips ²	15%
Residential Trip Adjustment Factor	65%

1. U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics.

2. According to the National Household Travel Survey (2009)*, published in December 2011 (see Table 30), home-based work trips are typically 30.99 percent of "production" trips, in other words, out-bound trips (which are 50 percent of all trip ends). Also, LED OnTheMap data from 2013 indicate that 96 percent of Suisun City's workers travel outside the city for work. In combination, these factors ($0.3099 \times 0.50 \times 0.96 = 0.15$) account for 15 percent of additional production trips. The total adjustment factor for residential includes attraction trips (50% of trip ends) plus the journey-to-work commuting adjustment 15 percent of production trips for a total of 65 percent.

Adjustment for Pass-By Trips

For commercial development, the trip adjustment factor is less than 50 percent because retail development attracts vehicles as they pass by on arterial and collector roads. For example, when someone stops at a convenience store on the way home from work, the convenience store is not the primary destination. For the average shopping center, ITE data indicate 34 percent of the vehicles that enter are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the commercial site as their primary destination. Because attraction trips are half of all trips, the trip adjustment factor is 66 percent multiplied by 50 percent, or approximately 33 percent of the trip ends.

Residential Vehicle Trip Rates

As an alternative to simply using the national average trip generation rate for residential development, the Institute of Transportation Engineers (ITE) publishes regression curve formulas that may be used to derive custom trip generation rates, using local demographic data. Key independent variables needed for the analysis (i.e. vehicles available, housing units, households and persons) are available from American Community Survey data for Suisun City. Customized average weekday trip generation rates by type of housing are shown in Figure A12. A vehicle trip end represents a vehicle either entering or exiting a development, as if a traffic counter were placed across a driveway. The custom trip generation rates for Suisun City vary slightly from the national averages. For example, single-family residential development is expected to produce 10.62 average weekday vehicle trip ends per dwelling, which is higher than the national average of 9.52 (see ITE code 210). Similarly, multi-family residential development is expected to produce 8.10 average weekday vehicle trip ends per dwelling, which is also higher than the national average of 6.65.

Figure A12: Average Weekday Vehicle Trip Ends by Housing Type

	Vehicles Available ¹	Households ²			Vehicles per Household by
		Single-Family	Multi-Family	Total	
Owner-occupied	13,216	5,357	30	5,387	2.45
Renter-occupied	5,872	2,001	1,296	3,297	1.78
TOTAL	19,088	7,358	1,326	8,684	2.20

	Persons in Households ³	Trip Ends ⁴	Vehicles by Type of Unit	Trip Ends ⁵	Average Trip Ends	Housing Units ⁶	Trip Ends per Unit	
							Suisun City	United States ⁷
Single-Family Units	24,766	64,039	16,706	96,572	80,306	7,604	10.60	9.52
Multi-Family Units	3,751	12,951	2,382	9,678	11,315	1,391	8.10	6.65
TOTAL	28,517	76,991	19,088	106,250	91,620	8,995	10.20	

1. Vehicles available by tenure from Table B25046, American Community Survey, 2010-2014 5-year Estimates.
2. Households by tenure and units in structure from Table B25032, American Community Survey, 2010-2014 5-year Estimates.
3. Persons by units in structure from Table B25033, American Community Survey, 2010-2014 5-year Estimates.
4. Vehicle trips ends based on persons using formulas from [Trip Generation Manual](#) (ITE 2012). For single-family housing (ITE 210), the fitted curve equation is $EXP(0.91 \cdot \ln(\text{persons}) + 1.52)$. To approximate the average population of the ITE studies, persons were divided by 44 and the equation result multiplied by 44. For multi-family housing (ITE 220), the fitted curve equation is $(3.47 \cdot \text{persons}) - 64.48$.
5. Vehicle trip ends based on vehicles available using formulas from [Trip Generation Manual](#) (ITE 2012). For single-family housing (ITE 210), the fitted curve equation is $EXP(0.99 \cdot \ln(\text{vehicles}) + 1.81)$. To approximate the average number of vehicles in the ITE studies, vehicles available were divided by 65 and the equation result multiplied by 65. For multi-family housing (ITE 220), the fitted curve equation is $(3.94 \cdot \text{vehicles}) + 293.58$.
6. Housing units from Table B25024, American Community Survey, 2010-2014 5-year Estimates.
7. [Trip Generation Manual](#), Institute of Transportation Engineers, 9th Edition (2012).

Estimated Vehicle Trips

Figure A13 details the calculations used to determine that existing development in Suisun City generates an average of 73,503 inbound vehicle trips on a typical weekday. Residential development is estimated to generate 63,160 inbound trips (85.9 percent) compared to 10,343 inbound trips (14.1 percent) generated by nonresidential development. An example of the calculation for single-family units is as follows: 8,049 single-family units x 10.60 vehicle trips ends per day per unit x 65 percent adjustment factor = 55,458 total inbound vehicle trips per day from single-family units in Suisun City. The same calculation is performed for each land use type.

Figure A13: Average Daily Trips from Existing Development

Residential Vehicle Trips on an Average Weekday 2015		
Residential Units	Assumptions	
Single-Family Units	8,049	
Multi-Family Units	1,463	
Total Housing Units	9,512	
Average Weekday Vehicle Trip Ends per Unit¹	Trip Ends	Adj. Factor
Single-Family Units	10.60	65%
Multi-Family Units	8.10	65%
Residential Vehicle Trip Ends of an Average Weekday		
Single-Family Units	55,458	
Multi-Family Units	7,703	% of total
Total Inbound Residential Trips	63,160	85.9%
Nonresidential Vehicle Trips on an Average Weekday 2015		
Nonresidential Gross Floor Area (1,000 sq. ft.)	Assumptions	
Industrial	132	
Retail/Restaurant	555	
Office/Institutional	331	
Total Nonresidential Floor Area	1,018	
Average Weekday Vehicle Trips Ends per 1,000 Sq. Ft.²	Trip Ends	Adj. Factor
Industrial	6.97	50%
Retail/Restaurant	42.70	34%
Office/Institutional	11.03	50%
Nonresidential Vehicle Trips on an Average Weekday		
Industrial	460	
Retail/Restaurant	8,057	
Office/Institutional	1,825	% of total
Total Inbound Nonresidential Trips	10,343	14.1%
TOTAL INBOUND TRIPS	73,503	100%

1. Trip rates are customized for Suisun City. See accompanying tables and discussion.

2. Trip rates are from the Institute of Transportation Engineers (ITE) Trip Generation Manual (2012).

Functional Population

For certain infrastructure facilities TischlerBise often uses “functional population” to establish the relative demand for infrastructure from both residential and nonresidential development. As shown in Figure A14, functional population accounts for people living and working in a jurisdiction. Residents who do not work are assigned 20 hours per day to residential development and four hours per day to nonresidential development (annualized averages). Residents who work in Suisun City are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents who work outside Suisun City are assigned 14 hours to residential development. Inflow commuters are assigned 10 hours to nonresidential development. Based on 2013 functional population data, the resulting proportionate share is 84 percent from residential development and 16 percent from nonresidential development.

Figure A14: Functional Population

	Demand Units in 2013	Demand Hours/Day	Person Hours	Proportionate Share
Residential				
Estimated Residents	28,819			
Residents Not Employed	17,720	20	354,400	
Employed Residents	11,099			
Residents Employed in Suisun City	406	14	5,684	
Residents Employed Outside Suisun City	10,693	14	149,702	
Residential Subtotal			509,786	84%
Nonresidential				
Residents Not Employed	17,720	4	70,880	
Jobs Located in Suisun City	2,432			
Residents Employed in Suisun City	406	10	4,060	
Non-Resident Workers Employed in Suisun City	2,026	10	20,260	
Nonresidential Subtotal			95,200	16%
TOTAL			604,986	100%

Source: US Census, OnTheMap Application and LEHD Origin-Destination Employment Statistics.

Development Projections

Provided below is a summary of cumulative and annual demographic and development projections to be used for the development fee study. Base year estimates for 2015 are used in the development impact fee calculations. Development projections are used to illustrate a possible future pace of demand for service units and cash flows resulting from revenues and expenditures associated with those demands.

Figure A15: Development Projections Summary

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	10-Year Increase
Cumulative	Base Yr	1	2	3	4	5	6	7	8	9	10	
Population	30,190	30,292	30,416	30,541	30,665	30,790	30,912	31,028	31,145	31,260	31,374	1,184
Single-Family Units	8,049	8,061	8,076	8,091	8,106	8,121	8,135	8,149	8,163	8,177	8,191	142
Multi-Family Units	1,463	1,486	1,514	1,542	1,570	1,599	1,626	1,652	1,679	1,705	1,731	268
Total Housing Units	9,512	9,547	9,590	9,633	9,676	9,720	9,761	9,801	9,842	9,882	9,922	410
Jobs	2,516	2,911	3,306	3,701	4,096	4,491	4,886	5,281	5,676	6,071	6,476	3,960
Nonresidential Floor Area (x1,000 SF)												
Industrial KSF	132	182	232	282	332	382	432	482	532	582	632	500
Retail/ Restaurant KSF	555	620	685	750	815	880	945	1,010	1,075	1,140	1,208	653
Office/ Institutional KSF	331	376	421	466	511	556	601	646	691	736	782	451
Total Nonresidential KSF	1,018	1,178	1,338	1,498	1,658	1,818	1,978	2,138	2,298	2,458	2,622	1,604
Annual Increase												2015-2025 Avg Annual
Population	15-16	102	124	125	124	125	122	116	117	116	114	118
Housing Units	35	395	43	43	43	44	41	40	41	40	40	41
Jobs	395	50	50	50	50	50	50	50	50	50	50	396
Industrial KSF	65	65	65	65	65	65	65	65	65	65	68	50
Retail/ Restaurant KSF	45	160	160	160	160	160	160	160	160	160	164	65
Office/ Institutional KSF	160	160	160	160	160	160	160	160	160	160	164	45
Total Nonresidential KSF												160

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RESOLUTION NO. 2017 - ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE DEVELOPMENT IMPACT FEE STUDY**

WHEREAS, pursuant to Article XIII B of the Constitution of the State of California, it is the intent of the Suisun City Council to ascertain and recover costs reasonably borne from fees and charges levied therefore in providing certain City regulation, products or services; and

WHEREAS, the City Council of Suisun City has adopted ordinances and resolutions establishing and revising fees required to be paid by new development; and

WHEREAS, such enactments include Ordinance No. 530, Establishing an Off-Site Street Improvement Program and Fee Structure; Ordinance No. 531, Establishing a Fee on New Construction; and Ordinance No. 598, Regulating Dwelling Unit Construction Fee for Parks; and

WHEREAS, in 1991, the City Council adopted Resolution 91-108 Establishing Fees and Charges for Off-Site Street Improvement Program ("OSSIP Fees"), Resolution 91-109 Establishing Fees and Charges for Park Improvement Program ("PIP Fees"), and Resolution 91-110 Establishing Fees and Charges for New Construction ("New Construction Fee"); and

WHEREAS, in 1993, additional analysis and update of the impact of new development on public facilities in the City of Suisun City was conducted, entitled "1993 Update to Park Improvement Program and New Construction Fees and Off-Site Street Improvement Program;" and

WHEREAS, the City Council adopted Resolution 94-6, Revising Fees and Off-Site Street Improvements, Park Improvements, and Municipal Facilities and Equipment, and Repealing Resolutions 91-108, 91-109 and 91-110; and

WHEREAS, California state law requires local jurisdictions collecting such fees to conduct a periodic study to determine whether the fees are appropriate and to update such fees as to off-set the impact of new development to essential City services, facilities and equipment; and

WHEREAS, in 2015, the City Council appropriated funds for the conduct of a Development Impact Fee Study to as required by California Government Code Section 66000 *et seq.*; and

WHEREAS, Tischler Bise was selected as the result of a competitive consultant services selection process to conduct the fee study; and

WHEREAS, the study has been completed consistent with State Law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Suisun City that the 2016 Development Impact Fee Study is hereby accepted.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 3rd day of January 2017, by the following vote:

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

WITNESS my hand and the seal of said City this 3rd day of January 2017.

Donna Pock, CMC
Deputy City Clerk

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RESOLUTION NO. 2017 - ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AMENDING THE MASTER FEE SCHEDULE TO UPDATE THE DEVELOPMENT
IMPACT FEES**

WHEREAS, pursuant to Article XIIIB of the Constitution of the State of California, it is the intent of the Suisun City Council to ascertain and recover costs reasonably borne from fees and charges levied therefore in providing certain City regulation, products or services; and

WHEREAS, the City Council of Suisun City has adopted ordinances and resolutions establishing and revising fees required to be paid by new development; and

WHEREAS, such enactments include Ordinance No. 530, Establishing an Off-Site Street Improvement Program and Fee Structure; Ordinance No. 531, Establishing a Fee on New Construction; and Ordinance No. 598, Regulating Dwelling Unit Construction Fee for Parks; and

WHEREAS, in 1991, the City Council adopted Resolution 91-108 Establishing Fees and Charges for Off-Site Street Improvement Program (“OSSIP Fees”), Resolution 91-109 Establishing Fees and Charges for Park Improvement Program (“PIP Fees”), and Resolution 91-110 Establishing Fees and Charges for New Construction (“New Construction Fee”); and

WHEREAS, in 1993, additional analysis and update of the impact of new development on public facilities in the City of Suisun City was conducted, entitled “1993 Update to Park Improvement Program and New Construction Fees and Off-Site Street Improvement Program;” and

WHEREAS, the City Council adopted Resolution 94-6, Revising Fees and Off-Site Street Improvements, Park Improvements, and Municipal Facilities and Equipment, and Repealing Resolutions 91-108, 91-109 and 91-110; and

WHEREAS, California state law requires local jurisdictions collecting such fees to conduct a periodic study to determine whether the fees are appropriate and to update such fees as to off-set the impact of new development to essential City services, facilities and equipment; and

WHEREAS, the City Council has accepted the *Development Impact Fee Study* dated November 16, 2016, (the “Development Impact Fee Study”) completed for the City by Tischler Bise as required by California Government Code Section 66000 *et seq.*; and

WHEREAS, the City Council has considered the findings of the Development Impact Fee Study, accepted testimony related to it at a duly noticed public hearing, and finds as follows:

1. The Development Impact Fee Study establishes the basis for imposition of fees on new development, and in particular
 - a. Identifies the purpose of the fee;
 - b. Identifies the use of the fee;
 - c. Shows that there is a reasonable relationship between the use of the fee and the development type on which it is imposed;
 - d. Shows that there is a reasonable relationship between the need for the facility and the type of development on which the fee is imposed; and
 - e. Shows that there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

2. The fees collected pursuant to this Resolution shall be used to finance the public facilities described or identified in the Development Impact Fee Study, the Suisun City General Plan, a Specific Plan, a capital improvement plan or other public document.
3. The fees will enable the City to construct street and highway improvements, to provide park facilities, and to expand existing public works, public safety and municipal facilities and equipment to meet the needs of new residents and employees in the community.
4. Suisun City has acquired park land, facilities and certain equipment that is sufficient to meet many of the needs of new development. It is appropriate that new development reimburse fee accounts for the costs that have been previously incurred.
5. After considering the Development Impact Fee Study and analysis prepared by City staff and Tischler Bise and the testimony received at a public hearing, the City Council incorporates the Development Impact Fee study and its project description, cost estimates, calculations and methodologies herein, and finds them to be a reasonable basis for calculating and imposing certain development impact fees.
6. The projects and fee methodology identified in the Development Impact Fee Study are consistent with the City's General Plan.
7. The Development Impact Fee Study is categorically exempt from environmental review pursuant to the California Environmental Quality Act guidelines section 15061(b)(3). The intent of the study and the proposed fees is to provide one means of mitigating potential environmental impacts that have been identified in environmental analyses of other planning efforts, including the General Plan EIR.

NOW, THEREFORE, it is resolved by the City Council of the City of Suisun City, that:

1. New development in Suisun City shall pay Development Impact Fees as set forth in this Resolution. The Development Impact Fees consist of the Off-Site Street Improvement Fee ("OSSIP"), the Park Improvement Fee ("PIP"), the Fire Facilities and Equipment Fee ("Fire Fee"), the Police Facilities and Equipment Fee ("Police Fee"), and the Municipal Facilities and Equipment Fee ("Municipal Fee"). The Fire Facilities and Equipment Fee, the Police Facilities and Equipment Fee and the Municipal Facilities and Equipment Fee had previously been known as the Municipal Facilities and Equipment Fee.
2. The fees collected pursuant to this Resolution shall be used to finance improvements as identified in the Development Impact Fee Study.
3. The fee amounts collected shall be as stated in the revised Master Fee Schedule attached as Exhibit A.
4. Definitions:
 - a. "Square foot" shall mean every square foot of floor area as defined in the Uniform Building Code as adopted by the City of Suisun City, except for floor area devoted exclusively for parking. The City Manager or designee shall determine the square footage of any project that cannot be calculated by using the definition of floor area.
 - b. "Unit" what mean a dwelling unit as defined in the Uniform Building Code as adopted by the City of Suisun City.
5. Timing of Fee: A Development Impact Fee shall be imposed and payable upon issuance of a building permit and shall be paid at the rate in effect on the day of payment. The Building and Public Works Director or other official designated by the City Manager

shall determine the amount of the fee in accordance with the standards set forth in this Resolution.

6. The Development Impact Fee shall be paid as a condition of an extension or renewal of a building permit issued after passage of this Resolution if the fee has not been paid previously.
7. Exemptions: Development Permits issued for rehabilitation or reconstruction as described in City Code Section 18.60.040 shall be exempt from Development Impact Fees.
8. Waiver or Reduction: The City Council has sole discretion to waive or reduce a Development Impact Fee based upon a showing of need or justification.
 - a. An application for such waiver or reduction shall be made in writing and filed with the City Clerk no later than either: (1) ten (10) days prior to the public hearing on the development permit application for the project, or (2) if no development permit is required, at the time of the filing of the request for a building permit. The application shall state in detail the factual basis for the claim of waiver, reduction or adjustment.
 - b. The Development Services Department shall prepare a staff report and recommendation for consideration by the City Council.
 - c. The City Council shall make a determination on the application within sixty (60) days after the filing of the fee adjustment application. The decision of the City Council shall be final.
 - d. Any reduction, adjustment or waiver shall be automatically terminated if there is any change in the use of the project.
9. Use of Fee: Revenues raised by payment of these fees shall be segregated into separate accounts pursuant to Government Code section 66006, and shall be solely used (1) for the purposes described in the Development Impact Fee Study or other capital improvement plans approved by the City Council; or (2) for reimbursing the City for the development's fair share of those capital improvements already constructed by the City, including the design and construction of designated public facilities, reasonable costs of outside consultant studies related thereto, costs of program development and ongoing administration of the Development Impact Fee program, including legal costs.
10. Administrative Guidelines: The City Manager may develop administrative guidelines to facilitate the effective implementation of these fees.
11. Fee Review and Adjustment:
 - a. Annually, as part of the budget process, the City Manager shall review the estimated costs of the described capital improvements, the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which this fee is charged.
 - b. On July 1 of each year, the Development Impact Fees shall be automatically increased or decreased from the amount then applicable by the same percentage as the percentage of increase or decrease in construction costs between March 1 of the calendar year immediately preceding and March 1 of the current calendar year, based on the Engineering News-Record Construction Costs Index.

12. Judicial Action to Challenge this Resolution: Any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within 120 days of the date of adoption of this Resolution.
13. Severability: If any provision, clause, or paragraph of this Resolution or the imposition of a major projects financing fee for any project with the Development Impact Fee Study or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of the Resolution or other fee levied by this Resolution, which can be given effect without the invalid provisions or application of fees, and to this end the provisions of the Resolution are declared to be severable.
14. Supersedes Prior Resolution: As of the effective date of this Resolution, this Resolution shall supersede Resolution No. 94-6, and all other resolutions that established OSSIP, PIP and Municipal Facilities and Equipment Fees.
15. Effective Date: Consistent with Government Code section 66017(a), this Resolution shall be effective sixty (60) days following its adoption, or March 3, 2017.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 3rd day of January 2017, by the following vote:

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

WITNESS my hand and the seal of said City this 3rd day of January 2017.

Donna Pock, CMC
Deputy Clerk



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Adopted Sept. 2016
PUBLIC SAFETY	
Report Photocopies	\$ 0.10
Incident Printout, per page	\$ 0.10
Videotapes	\$ 39
Video Tapes - each additional	\$ 20
Audio Tapes	\$ 39
Audio Tapes - each additional	\$ 20
Public Nuisance Abatement Posting/Mailing Fee	\$ 54
POLICE DEPARTMENT	
Abandoned Shopping Cart: Fine	\$ -
Abandoned Shopping Cart: Administrative Fee	\$ 51
Abandoned Shopping Cart: Storage Fee Per Day	\$ 6
Alarm Registration Fee	\$ 35
Alarm Response: First Call - False	\$ -
Alarm Response: Second Call - False	\$ 50
Alarm Response: Third Call - False	\$ 100
Alarm Registration/Response Late Fine	\$ 110
Bingo Permit Application Fee	\$ 50
Bingo Permit Background Check Fee	\$ 50
Concealed Weapons Permit	\$ 100
Concealed Weapons Permit - Renewal	\$ 25
Concealed Weapons Permit - Amendment	\$ 10
Fingerprint Per Card	\$ 30
Live Scan Fingerprint (+ DOJ fee)	\$ 50
Criminal History Local Review	\$ 39
Firearms Retail Sales Permit	\$ 97
Taxi Permits	\$ 73
Alcohol Beverage Control Letter Per Request	\$ 25



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Adopted Sept. 2016
PUBLIC SAFETY	
Solicitor Permit	\$ 101
Secondhand Dealer Permit - New	\$ 360
Secondhand Dealer Permit - Renewal	\$ 360
Clearance Letter (VISA application)	\$ 29
Tow Releases Fee	\$ 135
Tow Releases Fee 22651 H&P and DUI 23109	\$ 225
Repossession Fee	\$ 15
Civil Subpoena (Deposit)	\$ 275
VIN Verification	\$ 22
Dangerous Animal Hearing	\$ 164
Firearms Storage Fee (per case)	\$ 63
Firearms Storage Fee (per day)	\$ 6
Administrative Citation Late Fine	\$ 39
Vehicle/Equipment Violation Clearance Signoff	\$ 22
PARKING, REGISTRATION & MECHANICAL PENALTIES AND FEES	
California Vehicle Code	
4000(a)(1) Unregistered Vehicle/Expired Registration	\$ 85
5200(a) Front and rear license plates required	\$ 60
5201 License plate not securely fastened	\$ 60
5201 (f) License plate covered	\$ 60
5204(a) Current vehicle registration tab improperly attached	\$ 85
21113(a) On public grounds (must be posted)	\$ 70
21210 Bicycle on sidewalk (blocking pedestrians)	\$ 60
21211(a) Parking in bike lane	\$ 60
22500(a) Within an intersection	\$ 60
22500(b) On a crosswalk	\$ 60
22500(d) Within 15 fee of a fire station driveway	\$ 60
22500(e) In front of public/private driveway	\$ 60



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description		Adopted Sept. 2016
PUBLIC SAFETY		
22500(f)	On a sidewalk	\$ 60
22500(g)	As to obstruct traffic	\$ 60
22500(h)	Double parking	\$ 60
22500(i)	In posted or marked bus zone	\$ 325
22500(k)	On a bridge	\$ 60
22500(l)	In wheelchair access	\$ 365
22502(a)	On right within 18" of curb	\$ 60
22502(e)	On left within 18" of curb (on one-way streets only)	\$ 60
22505(b)	Failure to obey posted parking sign (state highway only)	\$ 60
22507.8(a)	Blue/handicap zone (private property only)	\$ 365
22507.8(b)	As to block access to handicap stall/space	\$ 365
22507.8(c)(1)	Parking on handicap stall blue lines	\$ 365
22507.8(c)(2)	Parking on crosshatched lines	\$ 365
22514	By fire hydrant	\$ 60
22515(a)	Motor running and brake not set (motor vehicle)	\$ 70
22516	Parked with person locked in vehicle	\$ 70
22517	Opening door on traffic side (hazard)	\$ 60
22518	Vehicle 30+ feet parked in Park & Ride Lot	\$ 60
22521	On/about railroad tracks (within 7 1/2 feet)	\$ 60
22522	Within 3 feet of handicapped access ramp	\$ 365
22523(a)	Abandoned vehicle (City streets)	\$ 265
22523(b)	Abandoned vehicle (private property)	\$ 265
23333	Parking on bridge/vehicular crossing	\$ 70
SUISUN CITY ORDINANCES (SCO)		
8.12.090.E.1 SCO	No parking/all-weather material - first offense	\$ 75
8.12.090.E.2 SCO	No parking/all-weather material - second offense	\$ 125
8.12.090.E.3 SCO	No parking/all-weather material - third & more offenses	\$ 275



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description		Adopted Sept. 2016
PUBLIC SAFETY		
10.08.010.1 SCO	Red curb (city streets only)	\$ 60
10.08.010.2 SCO	White curb (city streets only)	\$ 60
10.08.010.3 SCO	Yellow curb (city streets only)	\$ 60
10.08.010.4 SCO	Green curb (city streets only)	\$ 60
10.08.010.5 SCO	Blue/handicap zone (city streets only)	\$ 365
10.08.010.A SCO	No parking (city streets only)	\$ 60
10.08.020.B SCO	No parking (posted with 24 hour notice - city streets only)	\$ 60
10.08.030 SCO	Two-hour parking (city streets only)	\$ 60
10.08.040 SCO	No parking (narrow streets only)	\$ 60
10.08.050.1 SCO	Parked in excess of 72 hours	\$ 265
10.08.050.2 SCO	Repairing or working on city streets	\$ 80
10.16.010.A SCO	One-way parking on Solano Street W/B only	\$ 60
10.16.010.B SCO	One-way parking on California Street E/B only	\$ 60
10.16.010.C SCO	One-way parking on Morgan Street W/B only	\$ 60
10.16.010.D SCO	One-way parking on Suisun Street S/B only	\$ 60
10.16.010.E SCO	One-way parking on West Street N/B only	\$ 60
10.22.070 SCO	Failure to obey posted sign (Private Property)	\$ 60
10.32.020 SCO	Weight limit (street must be posted)	\$ 265
10.36.180 SCO	Abatement of vehicles (private property only)	\$ 265
15.04.270 SCO	No parking fire lane (private property only)	\$ 80
18.44.270.1 SCO	No parking in front yard - first offense	\$ 75
18.44.270.2 SCO	No parking in front yard - second offense	\$ 125
18.44.270.3 SCO	No parking in front yard - third & more offense	\$ 275
All Mechanical Violations	(violations pursuant to 40610(b) CVC)	\$ 60
With Proof of Corrections	(violations pursuant to 40610(b) CVC)	\$ 60
Delinquent Fee		\$ -



MASTER FEE SCHEDULE

Section 2: Fire

Fee Description	Adopted Sept. 2016
FIRE DEPARTMENT	
Reports - Fire	\$ 0
Fireworks	
SCC Section 8.04.030 Public Display Application Fee	\$ 50
SCC Section 8.04.030 Public Display Permit Fee, <i>Plus:</i>	\$ 85
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.	
SCC Section 8.04.060 Safe & Sane Application Fee	\$ 50
SCC Section 8.04.060 Safe & Sane Application Permit Fee, <i>Plus:</i>	\$ 85
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.	
Asphalt Kettle/Per Co. Only	\$ 60
Candles (in assembly occ)	\$ 60
Hazardous Materials Emergency = personnel costs+ equipment+ materials+admin fee 14.6%, 2 hour minimum	
Other Agency Response Additional Equipment & Manpower / per hour	
<i>For services listed below, actual response rate will be as listed on current California Fire Assistance Agreement for the California Fire Service and Rescue Emergency Mutual Aid System.</i>	
Fire Chief	See Note Above
Deputy Chief / Battalion Chief / Company Officer / Captain / Lieutenant	See Note Above
Firefighter	See Note Above
Engine - Type 1	See Note Above
Ladder Truck	See Note Above
Engine - Type 3 or type 4	See Note Above
Minimum charge	2 hours
Administrative fee	14.60%



MASTER FEE SCHEDULE

Section 3: Public Works Engineering

Fee Description	Current Fee 19-Jun-12	Adopted Sept. 2016
PUBLIC WORKS (Plan & Review)		
Encroachment Permit Application Fee, per Hour **	\$89.00	\$ 102.00
Site Inspection (Minimum 3 inspections)	\$267.00	\$ 288.00
Flood Zone Certification Letter	\$25.00	\$ 26.00
Block Party Permit	\$30.00	\$ 50.00
Hourly Rate	\$89.00	\$ 135.00



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted Sept. 2016
SENIOR CENTER	
Large Room 2000 sq.ft. (40 x 50)	
Rate per hour, (3 hour minimum)	\$90
Deposit	\$400
Kitchen Fee , per hour (3 hour minimum)	\$30
Small Room , 750 sq.ft. (34 x 22) No Kitchen	
Rate per hour, (3 hour minimum)	\$55
Deposit	\$200
Both Rooms	
Rate per hour, (3 hour minimum)	\$110
Deposit	\$400
CITY HALL COUNCIL CHAMBERS / ROTUNDA	
Rate per hour, (3 hour minimum)	\$115
Deposit (No Kitchen)	\$300
COURTYARD AT HARBOR SQUARE	
Rate per hour, (2 hour minimum)	\$110
Includes 2 staff for 1st 50 persons, additional fee for every 50 persons, per hour, Includes use of Courtyard Restrooms	\$22
Gas Fee for any use of Fireplace 1 Hour Before Sunset, per hour	\$6
Deposit	\$200
OLD TOWN PLAZA & SHELDON PLAZA	
Rate per hour, (2 hour minimum)	\$88
P/A System Deposit	\$250
P/A System - Rent	\$75
Includes 1 staff for 1st 100 persons, additional fee for every 50 persons	\$22
Deposit	\$200
TRAIN DEPOT PLAZA	
Rate per hour, 2 hour minimum	\$65
Deposit	\$200
Rate per hour for staff for Events requiring or requesting staff monitoring	\$22
PARK USE FEES	
Rate per hour, (2 hour minimum)	\$35
Rate per hour for staff for Events requiring or requesting staff monitoring	\$22
Deposit	\$100
BALLFIELD - RENTAL	
Other than tournament - field only - 2 hours only	\$30
Other than tournament - field with lights-2 hours only	\$55
LAMBRECHT/HERITAGE	
Tournament-Per Field, Per Day	\$175
Tournament- for 2 hours only (bases included)	\$60
Site Attendant Required/Per Hour	\$22
Prep per field, per prep - required every 4 games	\$30
Light Use Fee -Per Field/Per Hour	\$35
Scoreboard Use	\$25



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted Sept. 2016
MARINA	
Overnight Guest Berthing, per night (72 hour limit)	\$0.75
<i>Commercial Use of Marina, Docks, and Boat Launch (other than as provided in separate agreement with City, or when the business is renting a slip and paying business license tax in lieu of this fee.)</i>	\$0
<i>Commercial Use of Marina, Docks, and Boat Launch when a business is renting a slip.</i>	\$0
<i>Commercial Use of Marina, Docks, and Boat Launch as provided in a separate agreement.</i>	\$0
BOAT LAUNCH	
Parking fee, per 24 hours	\$5
Parking fee, annual pass	\$90
Parking fee, monthly pass	\$50
MONTHLY SLIP RENTAL RATES	
SLIP SIZE	Per Ft
28 feet	\$6.10
34 feet	\$6.10
40 feet	\$6.10
46 feet	\$6.10
50 feet	\$6.10
JOE NELSON COMMUNITY CENTER	
BANQUET ROOM WITHOUT KITCHEN	
Weekday Rates Class A (non-profit) - per hour	\$120
Weekday Rates Class B (private & for-profit) - per hour	\$130
Weekend Rates - per hour	\$150
Deposit	\$400
BANQUET ROOM WITH KITCHEN	
Weekday Rates Class A (non-profit) - per hour	\$130
Weekday Rates Class B (private & for-profit) - per hour	\$140
Weekend Rates - per hour	\$185
Deposit	\$400
MEETING ROOM A Deposit	
Weekday Rates Class A (non-profit) - per hour	\$40
Weekday Rates Class B (private & for-profit) - per hour	\$63
Weekend Rates - per hour	\$83
Deposit	\$200
MEETING ROOM B	
Weekday Rates Class A (non-profit) - per hour	\$45
Weekday Rates Class B (private & for-profit) - per hour	\$68
Weekend Rates - per hour	\$88
Deposit	\$200
MEETING ROOM C	
Weekday Rates Class A (non-profit) - per hour	\$37
Weekday Rates Class B (private & for-profit) - per hour	\$56
Weekend Rates - per hour	\$70
Deposit	\$200



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted Sept. 2016
MEETING ROOMS - MULTIPLE	
Weekend Multi-room Rate, any 2 rooms	\$115
Weekend Multi-room Rate, any 3 rooms	\$137
Deposit	\$400
CLASSROOM 1	
Weekday Rates Class A (non-profit) - per hour	\$30
Weekday Rates Class B (private & for-profit) - per hour	\$50
Weekend Rates - per hour	\$80
Deposit	\$200
KITCHEN (WITH MEETING ROOM) RENT	
Weekday Rates Class A (non-profit) - per hour	\$40
Weekday Rates Class B (private & for-profit) - per hour	\$45
Charge to add additional tables	\$25
KITCHEN (WITHOUT MEETING ROOM) RENT	
Normal Business Hours - per hour	\$50
Non-Business Hours (2 Hour Minimum) - per hour	\$80
Deposit	\$200

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating	1,500	\$1,953	\$5.9950	\$1,628	\$4.9958	\$1,302	\$3.9967
-	Theater, Concert Hall	7,500	\$2,313	\$7.6000	\$1,928	\$6.3333	\$1,542	\$5.0667
-	-	15,000	\$2,883	\$5.4200	\$2,403	\$4.5167	\$1,922	\$3.6133
-	-	30,000	\$3,696	\$1.5200	\$3,080	\$1.2667	\$2,464	\$1.0133
-	-	75,000	\$4,380	\$1.2600	\$3,650	\$1.0500	\$2,920	\$0.8400
-	-	150,000	\$5,325	\$3.5500	\$4,438	\$2.9583	\$3,550	\$2.3667
A-2	Assembly—Food & Drink	1,000	\$2,940	\$13.5525	\$2,450	\$11.2938	\$1,960	\$9.0350
-	Restaurant, Night Club, Bar	5,000	\$3,482	\$17.1750	\$2,902	\$14.3125	\$2,322	\$11.4500
-	-	10,000	\$4,341	\$12.2100	\$3,618	\$10.1750	\$2,894	\$8.1400
-	-	20,000	\$5,562	\$3.4600	\$4,635	\$2.8833	\$3,708	\$2.3067
-	-	50,000	\$6,600	\$2.8200	\$5,500	\$2.3500	\$4,400	\$1.8800
-	-	100,000	\$8,010	\$8.0100	\$6,675	\$6.6750	\$5,340	\$5.3400
A-3	Assembly—Worship, Amusement	1,200	\$2,663	\$10.2263	\$2,219	\$8.5219	\$1,775	\$6.8175
-	Arcade, Church, Community Hall	6,000	\$3,154	\$12.9600	\$2,628	\$10.8000	\$2,102	\$8.6400
-	-	12,000	\$3,931	\$9.2100	\$3,276	\$7.6750	\$2,621	\$6.1400
-	-	24,000	\$5,036	\$2.6100	\$4,197	\$2.1750	\$3,358	\$1.7400
-	-	60,000	\$5,976	\$2.1300	\$4,980	\$1.7750	\$3,984	\$1.4200
-	-	120,000	\$7,254	\$6.0450	\$6,045	\$5.0375	\$4,836	\$4.0300
A-4	Assembly—Indoor Sport Viewing	500	\$2,207	\$20.3340	\$1,839	\$16.9450	\$1,471	\$13.5560
-	Arena, Skating Rink, Tennis Court	2,500	\$2,614	\$25.7760	\$2,178	\$21.4800	\$1,742	\$17.1840
-	-	5,000	\$3,258	\$18.3360	\$2,715	\$15.2800	\$2,172	\$12.2240
-	-	10,000	\$4,175	\$5.1880	\$3,479	\$4.3233	\$2,783	\$3.4587
-	-	25,000	\$4,953	\$4.2360	\$4,128	\$3.5300	\$3,302	\$2.8240
-	-	50,000	\$6,012	\$12.0240	\$5,010	\$10.0200	\$4,008	\$8.0160
A-5	Assembly—Outdoor Activities	1,500	\$2,439	\$7.5000	\$2,033	\$6.2500	\$1,626	\$5.0000
-	Amusement Park, Bleacher, Stadium	7,500	\$2,889	\$9.4800	\$2,408	\$7.9000	\$1,926	\$6.3200
-	-	15,000	\$3,600	\$6.7500	\$3,000	\$5.6250	\$2,400	\$4.5000
-	-	30,000	\$4,613	\$1.9250	\$3,844	\$1.6042	\$3,075	\$1.2833
-	-	75,000	\$5,479	\$1.5450	\$4,566	\$1.2875	\$3,653	\$1.0300
-	-	150,000	\$6,638	\$4.4250	\$5,531	\$3.6875	\$4,425	\$2.9500
A	A Occupancy Tenant Improvements	1,000	\$1,358	\$6.2522	\$1,131	\$5.2102	\$905	\$4.1681
-	-	5,000	\$1,608	\$7.9425	\$1,340	\$6.6188	\$1,072	\$5.2950
-	-	10,000	\$2,005	\$5.6250	\$1,671	\$4.6875	\$1,337	\$3.7500
-	-	20,000	\$2,567	\$1.6050	\$2,139	\$1.3375	\$1,712	\$1.0700
-	-	50,000	\$3,049	\$1.3050	\$2,541	\$1.0875	\$2,033	\$0.8700
-	-	100,000	\$3,701	\$3.7013	\$3,084	\$3.0844	\$2,468	\$2.4675
B	Business—Animal Hospital	500	\$2,343	\$21.5925	\$1,953	\$17.9938	\$1,562	\$14.3950
-	-	2,500	\$2,775	\$27.3600	\$2,313	\$22.8000	\$1,850	\$18.2400
-	-	5,000	\$3,459	\$19.4700	\$2,883	\$16.2250	\$2,306	\$12.9800
-	-	10,000	\$4,433	\$5.5000	\$3,694	\$4.5833	\$2,955	\$3.6667
-	-	25,000	\$5,258	\$4.5300	\$4,381	\$3.7750	\$3,505	\$3.0200
-	-	50,000	\$6,390	\$12.7800	\$5,325	\$10.6500	\$4,260	\$8.5200
B	Business—Bank	400	\$2,002	\$23.0663	\$1,668	\$19.2219	\$1,335	\$15.3775
-	-	2,000	\$2,371	\$29.2350	\$1,976	\$24.3625	\$1,581	\$19.4900
-	-	4,000	\$2,956	\$20.7900	\$2,463	\$17.3250	\$1,970	\$13.8600
-	-	8,000	\$3,787	\$5.8650	\$3,156	\$4.8875	\$2,525	\$3.9100
-	-	20,000	\$4,491	\$4.8150	\$3,743	\$4.0125	\$2,994	\$3.2100
-	-	40,000	\$5,454	\$13.6350	\$4,545	\$11.3625	\$3,636	\$9.0900
B	Business—Barber Shop/Beauty Shop	200	\$2,066	\$47.5913	\$1,721	\$39.6594	\$1,377	\$31.7275
-	-	1,000	\$2,447	\$60.3300	\$2,039	\$50.2750	\$1,631	\$40.2200
-	-	2,000	\$3,050	\$42.9000	\$2,542	\$35.7500	\$2,033	\$28.6000
-	-	4,000	\$3,908	\$12.1200	\$3,257	\$10.1000	\$2,605	\$8.0800
-	-	10,000	\$4,635	\$9.9600	\$3,863	\$8.3000	\$3,090	\$6.6400
-	-	20,000	\$5,631	\$28.1550	\$4,693	\$23.4625	\$3,754	\$18.7700
B	Business—Car Wash	800	\$1,739	\$10.0050	\$1,449	\$8.3375	\$1,159	\$6.6700
-	-	4,000	\$2,059	\$12.7080	\$1,716	\$10.5900	\$1,372	\$8.4720
-	-	8,000	\$2,567	\$9.0240	\$2,139	\$7.5200	\$1,711	\$6.0160
-	-	16,000	\$3,289	\$2.5560	\$2,741	\$2.1300	\$2,193	\$1.7040
-	-	40,000	\$3,902	\$2.1000	\$3,252	\$1.7500	\$2,602	\$1.4000
-	-	80,000	\$4,742	\$5.9280	\$3,952	\$4.9400	\$3,162	\$3.9520
B	Business—Clinic, Outpatient	500	\$2,397	\$22.0950	\$1,997	\$18.4125	\$1,598	\$14.7300
-	-	2,500	\$2,839	\$27.9900	\$2,366	\$23.3250	\$1,893	\$18.6600
-	-	5,000	\$3,539	\$19.9200	\$2,949	\$16.6000	\$2,359	\$13.2800
-	-	10,000	\$4,535	\$5.6200	\$3,779	\$4.6833	\$3,023	\$3.7467

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	25,000	\$5,378	\$4,6200	\$4,481	\$3,8500	\$3,585	\$3,0800
-	-	50,000	\$6,533	\$13,0650	\$5,444	\$10,8875	\$4,355	\$8,7100
B	Business—Dry Cleaning	200	\$2,195	\$50,5575	\$1,829	\$42,1313	\$1,463	\$33,7050
-	-	1,000	\$2,599	\$64,0950	\$2,166	\$53,4125	\$1,733	\$42,7300
-	-	2,000	\$3,240	\$45,5850	\$2,700	\$37,9875	\$2,160	\$30,3900
-	-	4,000	\$4,152	\$12,9000	\$3,460	\$10,7500	\$2,768	\$8,6000
-	-	10,000	\$4,926	\$10,5600	\$4,105	\$8,8000	\$3,284	\$7,0400
-	-	20,000	\$5,982	\$29,9100	\$4,985	\$24,9250	\$3,988	\$19,9400
B	Business—Laboratory	500	\$1,798	\$16,5630	\$1,498	\$13,8025	\$1,199	\$11,0420
-	-	2,500	\$2,129	\$21,0120	\$1,774	\$17,5100	\$1,419	\$14,0080
-	-	5,000	\$2,654	\$14,9280	\$2,212	\$12,4400	\$1,770	\$9,9520
-	-	10,000	\$3,401	\$4,2280	\$2,834	\$3,5233	\$2,267	\$2,8187
-	-	25,000	\$4,035	\$3,4680	\$3,363	\$2,8900	\$2,690	\$2,3120
-	-	50,000	\$4,902	\$9,8040	\$4,085	\$8,1700	\$3,268	\$6,5360
B	Business—Motor Vehicle Showroom	500	\$2,045	\$18,8400	\$1,704	\$15,7000	\$1,364	\$12,5600
-	-	2,500	\$2,422	\$23,8950	\$2,018	\$19,9125	\$1,615	\$15,9300
-	-	5,000	\$3,020	\$16,9800	\$2,516	\$14,1500	\$2,013	\$11,3200
-	-	10,000	\$3,869	\$4,8100	\$3,224	\$4,0083	\$2,579	\$3,2067
-	-	25,000	\$4,590	\$3,9300	\$3,825	\$3,2750	\$3,060	\$2,6200
-	-	50,000	\$5,573	\$11,1450	\$4,644	\$9,2875	\$3,715	\$7,4300
B	Business—Professional Office	1,000	\$2,908	\$13,3950	\$2,424	\$11,1625	\$1,939	\$8,9300
-	-	5,000	\$3,444	\$16,9800	\$2,870	\$14,1500	\$2,296	\$11,3200
-	-	10,000	\$4,293	\$12,0900	\$3,578	\$10,0750	\$2,862	\$8,0600
-	-	20,000	\$5,502	\$3,4100	\$4,585	\$2,8417	\$3,668	\$2,2733
-	-	50,000	\$6,525	\$2,7900	\$5,438	\$2,3250	\$4,350	\$1,8600
-	-	100,000	\$7,920	\$7,9200	\$6,600	\$6,6000	\$5,280	\$5,2800
B	Business—High Rise Office	20,000	\$7,560	\$1,5125	\$6,300	\$1,2604	\$5,040	\$1,0083
-	-	100,000	\$8,770	\$1,2300	\$7,308	\$1,0250	\$5,847	\$0,8200
-	-	200,000	\$10,000	\$1,0400	\$8,333	\$0,8667	\$6,667	\$0,6933
-	-	400,000	\$12,080	\$0,4367	\$10,067	\$0,3639	\$8,053	\$0,2911
-	-	1,000,000	\$14,700	\$0,4700	\$12,250	\$0,3917	\$9,800	\$0,3133
-	-	2,000,000	\$19,400	\$0,9700	\$16,167	\$0,8083	\$12,933	\$0,6467
B	B Occupancy Tenant Improvements	1,000	\$1,197	\$5,5153	\$998	\$4,5961	\$798	\$3,6769
-	-	5,000	\$1,418	\$6,9862	\$1,182	\$5,8219	\$945	\$4,6575
-	-	10,000	\$1,767	\$4,9838	\$1,473	\$4,1531	\$1,178	\$3,3225
-	-	20,000	\$2,266	\$1,4100	\$1,888	\$1,1750	\$1,511	\$0,9400
-	-	50,000	\$2,689	\$1,1475	\$2,241	\$0,9563	\$1,793	\$0,7650
-	-	100,000	\$3,263	\$3,2625	\$2,719	\$2,7188	\$2,175	\$2,1750
E	Educational—Group Occupancy	1,000	\$1,960	\$9,0188	\$1,633	\$7,5156	\$1,307	\$6,0125
-	6+ persons, up to the 12th Grade	5,000	\$2,321	\$11,4600	\$1,934	\$9,5500	\$1,547	\$7,6400
-	-	10,000	\$2,894	\$8,1450	\$2,411	\$6,7875	\$1,929	\$5,4300
-	-	20,000	\$3,708	\$2,2900	\$3,090	\$1,9083	\$2,472	\$1,5267
-	-	50,000	\$4,395	\$1,8900	\$3,663	\$1,5750	\$2,930	\$1,2600
-	-	100,000	\$5,340	\$5,3400	\$4,450	\$4,4500	\$3,560	\$3,5600
E	Educational—Day Care	500	\$1,735	\$15,9788	\$1,446	\$13,3156	\$1,156	\$10,6525
-	5+ children, older than 2 1/2 yrs	2,500	\$2,054	\$20,2800	\$1,712	\$16,9000	\$1,370	\$13,5200
-	-	5,000	\$2,561	\$14,4150	\$2,134	\$12,0125	\$1,708	\$9,6100
-	-	10,000	\$3,282	\$4,0700	\$2,735	\$3,3917	\$2,188	\$2,7133
-	-	25,000	\$3,893	\$3,3300	\$3,244	\$2,7750	\$2,595	\$2,2200
-	-	50,000	\$4,725	\$9,4500	\$3,938	\$7,8750	\$3,150	\$6,3000
E	E Occupancy Tenant Improvements	1,000	\$1,294	\$5,9625	\$1,079	\$4,9688	\$863	\$3,9750
-	-	5,000	\$1,533	\$7,5488	\$1,277	\$6,2906	\$1,022	\$5,0325
-	-	10,000	\$1,910	\$5,3775	\$1,592	\$4,4813	\$1,274	\$3,5850
-	-	20,000	\$2,448	\$1,5150	\$2,040	\$1,2625	\$1,632	\$1,0100
-	-	50,000	\$2,903	\$1,2600	\$2,419	\$1,0500	\$1,935	\$0,8400
-	-	100,000	\$3,533	\$3,5325	\$2,944	\$2,9438	\$2,355	\$2,3550
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,225	\$2,2320	\$1,854	\$1,8600	\$1,484	\$1,4880
-	-	20,000	\$2,582	\$1,8000	\$2,152	\$1,5000	\$1,722	\$1,2000
-	-	40,000	\$2,942	\$1,5240	\$2,452	\$1,2700	\$1,962	\$1,0160
-	-	80,000	\$3,552	\$0,6600	\$2,960	\$0,5500	\$2,368	\$0,4400
-	-	200,000	\$4,344	\$0,7080	\$3,620	\$0,5900	\$2,896	\$0,4720
-	-	400,000	\$5,760	\$1,4400	\$4,800	\$1,2000	\$3,840	\$0,9600
F-2	Factory Industrial—Low Hazard	3,000	\$2,151	\$3,2963	\$1,793	\$2,7469	\$1,434	\$2,1975
-	-	15,000	\$2,547	\$4,2000	\$2,123	\$3,5000	\$1,698	\$2,8000



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	30,000	\$3,177	\$2.9700	\$2,648	\$2.4750	\$2,118	\$1.9800
-	-	60,000	\$4,068	\$0.8550	\$3,390	\$0.7125	\$2,712	\$0.5700
-	-	150,000	\$4,838	\$0.6750	\$4,031	\$0.5625	\$3,225	\$0.4500
-	-	300,000	\$5,850	\$1.9500	\$4,875	\$1.6250	\$3,900	\$1.3000
F	F Occupancy Tenant Improvements	2,000	\$1,099	\$2.5290	\$916	\$2.1075	\$733	\$1.6860
-	-	10,000	\$1,301	\$3.2040	\$1,085	\$2.6700	\$868	\$2.1360
-	-	20,000	\$1,622	\$2.2950	\$1,352	\$1.9125	\$1,081	\$1.5300
-	-	40,000	\$2,081	\$0.6420	\$1,734	\$0.5350	\$1,387	\$0.4280
-	-	100,000	\$2,466	\$0.5220	\$2,055	\$0.4350	\$1,644	\$0.3480
-	-	200,000	\$2,988	\$1.4940	\$2,490	\$1.2450	\$1,992	\$0.9960
H-1	High Hazard Group H-1	1,000	\$1,414	\$6.5175	\$1,178	\$5.4313	\$943	\$4.3450
-	Pose a detonation hazard	5,000	\$1,675	\$8.2500	\$1,395	\$6.8750	\$1,116	\$5.5000
-	-	10,000	\$2,087	\$5.8700	\$1,739	\$4.8917	\$1,391	\$3.9133
-	-	20,000	\$2,674	\$1.6700	\$2,228	\$1.3917	\$1,783	\$1.1133
-	-	50,000	\$3,175	\$1.3500	\$2,646	\$1.1250	\$2,117	\$0.9000
-	-	100,000	\$3,850	\$3.8500	\$3,208	\$3.2083	\$2,567	\$2.5667
H-2	High Hazard Group H-2	2,000	\$1,799	\$4.1400	\$1,499	\$3.4500	\$1,199	\$2.7600
-	Pose a deflagration hazard	10,000	\$2,130	\$5.2680	\$1,775	\$4.3900	\$1,420	\$3.5120
-	-	20,000	\$2,657	\$3.7320	\$2,214	\$3.1100	\$1,771	\$2.4880
-	-	40,000	\$3,403	\$1.0480	\$2,836	\$0.8733	\$2,269	\$0.6987
-	-	100,000	\$4,032	\$0.8640	\$3,360	\$0.7200	\$2,688	\$0.5760
-	-	200,000	\$4,896	\$2.4480	\$4,080	\$2.0400	\$3,264	\$1.6320
H-3	High Hazard Group H-3	1,000	\$2,249	\$10.3650	\$1,874	\$8.6375	\$1,499	\$6.9100
-	Readily support combustion	5,000	\$2,663	\$13.1250	\$2,219	\$10.9375	\$1,776	\$8.7500
-	-	10,000	\$3,320	\$9.3450	\$2,766	\$7.7875	\$2,213	\$6.2300
-	-	20,000	\$4,254	\$2.6450	\$3,545	\$2.2042	\$2,836	\$1.7633
-	-	50,000	\$5,048	\$2.1750	\$4,206	\$1.8125	\$3,365	\$1.4500
-	-	100,000	\$6,135	\$6.1350	\$5,113	\$5.1125	\$4,090	\$4.0900
H-4	High Hazard Group H-4	1,000	\$1,799	\$8.2920	\$1,499	\$6.9100	\$1,199	\$5.5280
-	Pose health hazards	5,000	\$2,131	\$10.5000	\$1,776	\$8.7500	\$1,420	\$7.0000
-	-	10,000	\$2,656	\$7.4760	\$2,213	\$6.2300	\$1,770	\$4.9840
-	-	20,000	\$3,403	\$2.1160	\$2,836	\$1.7633	\$2,269	\$1.4107
-	-	50,000	\$4,038	\$1.7400	\$3,365	\$1.4500	\$2,692	\$1.1600
-	-	100,000	\$4,908	\$4.9080	\$4,090	\$4.0900	\$3,272	\$3.2720
H-5	High Hazard Group H-5	1,000	\$1,799	\$8.2920	\$1,499	\$6.9100	\$1,199	\$5.5280
-	Semiconductor Fabrication, R&D	5,000	\$2,131	\$10.5000	\$1,776	\$8.7500	\$1,420	\$7.0000
-	-	10,000	\$2,656	\$7.4760	\$2,213	\$6.2300	\$1,770	\$4.9840
-	-	20,000	\$3,403	\$2.1160	\$2,836	\$1.7633	\$2,269	\$1.4107
-	-	50,000	\$4,038	\$1.7400	\$3,365	\$1.4500	\$2,692	\$1.1600
-	-	100,000	\$4,908	\$4.9080	\$4,090	\$4.0900	\$3,272	\$3.2720
H	H Occupancy Tenant Improvements	1,000	\$1,105	\$5.0963	\$921	\$4.2469	\$737	\$3.3975
-	-	5,000	\$1,309	\$6.4530	\$1,091	\$5.3775	\$873	\$4.3020
-	-	10,000	\$1,632	\$4.5990	\$1,360	\$3.8325	\$1,088	\$3.0660
-	-	20,000	\$2,092	\$1.2930	\$1,743	\$1.0775	\$1,394	\$0.8620
-	-	50,000	\$2,480	\$1.0710	\$2,066	\$0.8925	\$1,653	\$0.7140
-	-	100,000	\$3,015	\$3.0150	\$2,513	\$2.5125	\$2,010	\$2.0100
I-1	Institutional—7+ persons, ambulatory	2,000	\$1,943	\$4.4820	\$1,619	\$3.7350	\$1,295	\$2.9880
-	-	10,000	\$2,302	\$5.6640	\$1,918	\$4.7200	\$1,534	\$3.7760
-	-	20,000	\$2,868	\$4.0440	\$2,390	\$3.3700	\$1,912	\$2.6960
-	-	40,000	\$3,677	\$1.1320	\$3,064	\$0.9433	\$2,451	\$0.7547
-	-	100,000	\$4,356	\$0.9480	\$3,630	\$0.7900	\$2,904	\$0.6320
-	-	200,000	\$5,304	\$2.6520	\$4,420	\$2.2100	\$3,536	\$1.7680
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$2,429	\$5.6025	\$2,024	\$4.6688	\$1,619	\$3.7350
-	-	10,000	\$2,877	\$7.0800	\$2,398	\$5.9000	\$1,918	\$4.7200
-	-	20,000	\$3,585	\$5.0550	\$2,988	\$4.2125	\$2,390	\$3.3700
-	-	40,000	\$4,596	\$1.4150	\$3,830	\$1.1792	\$3,064	\$0.9433
-	-	100,000	\$5,445	\$1.1850	\$4,538	\$0.9875	\$3,630	\$0.7900
-	-	200,000	\$6,630	\$3.3150	\$5,525	\$2.7625	\$4,420	\$2.2100
I-3	Institutional—6+ persons, restrained	2,000	\$2,429	\$5.6025	\$2,024	\$4.6688	\$1,619	\$3.7350
-	-	10,000	\$2,877	\$7.0800	\$2,398	\$5.9000	\$1,918	\$4.7200
-	-	20,000	\$3,585	\$5.0550	\$2,988	\$4.2125	\$2,390	\$3.3700
-	-	40,000	\$4,596	\$1.4150	\$3,830	\$1.1792	\$3,064	\$0.9433
-	-	100,000	\$5,445	\$1.1850	\$4,538	\$0.9875	\$3,630	\$0.7900
-	-	200,000	\$6,630	\$3.3150	\$5,525	\$2.7625	\$4,420	\$2.2100

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
I-4	Institutional—6+ persons, day care	1,000	\$2,429	\$11.1863	\$2,024	\$9.3219	\$1,619	\$7.4575
-	-	5,000	\$2,876	\$14.1750	\$2,397	\$11.8125	\$1,918	\$9.4500
-	-	10,000	\$3,585	\$10.0800	\$2,988	\$8.4000	\$2,390	\$6.7200
-	-	20,000	\$4,593	\$2.8650	\$3,828	\$2.3875	\$3,062	\$1.9100
-	-	50,000	\$5,453	\$2.3250	\$4,544	\$1.9375	\$3,635	\$1.5500
-	-	100,000	\$6,615	\$6.6150	\$5,513	\$5.5125	\$4,410	\$4.4100
I	I Occupancy Tenant Improvements	1,000	\$1,163	\$5.3550	\$969	\$4.4625	\$775	\$3.5700
-	-	5,000	\$1,377	\$6.7860	\$1,148	\$5.6550	\$918	\$4.5240
-	-	10,000	\$1,716	\$4.8330	\$1,430	\$4.0275	\$1,144	\$3.2220
-	-	20,000	\$2,200	\$1.3680	\$1,833	\$1.1400	\$1,466	\$0.9120
-	-	50,000	\$2,610	\$1.1160	\$2,175	\$0.9300	\$1,740	\$0.7440
-	-	100,000	\$3,168	\$3.1680	\$2,640	\$2.6400	\$2,112	\$2.1120
L	Labs (California ONLY)	2,000	\$1,969	\$4.5360	\$1,641	\$3.7800	\$1,312	\$3.0240
-	-	10,000	\$2,332	\$5.7480	\$1,943	\$4.7900	\$1,554	\$3.8320
-	-	20,000	\$2,906	\$4.0920	\$2,422	\$3.4100	\$1,938	\$2.7280
-	-	40,000	\$3,725	\$1.1520	\$3,104	\$0.9600	\$2,483	\$0.7680
-	-	100,000	\$4,416	\$0.9600	\$3,680	\$0.8000	\$2,944	\$0.6400
-	-	200,000	\$5,376	\$2.6880	\$4,480	\$2.2400	\$3,584	\$1.7920
M	Mercantile—Department & Drug Store	1,000	\$2,291	\$10.5488	\$1,909	\$8.7906	\$1,527	\$7.0325
-	-	5,000	\$2,713	\$13.3950	\$2,261	\$11.1625	\$1,809	\$8.9300
-	-	10,000	\$3,383	\$9.4950	\$2,819	\$7.9125	\$2,255	\$6.3300
-	-	20,000	\$4,332	\$2.6850	\$3,610	\$2.2375	\$2,888	\$1.7900
-	-	50,000	\$5,138	\$2.2050	\$4,281	\$1.8375	\$3,425	\$1.4700
-	-	100,000	\$6,240	\$6.2400	\$5,200	\$5.2000	\$4,160	\$4.1600
M	Mercantile—Market	2,000	\$2,291	\$5.2838	\$1,909	\$4.4031	\$1,527	\$3.5225
-	-	10,000	\$2,714	\$6.6750	\$2,261	\$5.5625	\$1,809	\$4.4500
-	-	20,000	\$3,381	\$4.7550	\$2,818	\$3.9625	\$2,254	\$3.1700
-	-	40,000	\$4,332	\$1.3550	\$3,610	\$1.1292	\$2,888	\$0.9033
-	-	100,000	\$5,145	\$1.0950	\$4,288	\$0.9125	\$3,430	\$0.7300
-	-	200,000	\$6,240	\$3.1200	\$5,200	\$2.6000	\$4,160	\$2.0800
M	Mercantile—Motor fuel-dispensing	400	\$2,311	\$26.6250	\$1,926	\$22.1875	\$1,541	\$17.7500
-	-	2,000	\$2,737	\$33.7500	\$2,281	\$28.1250	\$1,825	\$22.5000
-	-	4,000	\$3,412	\$23.9850	\$2,844	\$19.9875	\$2,275	\$15.9900
-	-	8,000	\$4,372	\$6.7950	\$3,643	\$5.6625	\$2,914	\$4.5300
-	-	20,000	\$5,187	\$5.5650	\$4,323	\$4.6375	\$3,458	\$3.7100
-	-	40,000	\$6,300	\$15.7500	\$5,250	\$13.1250	\$4,200	\$10.5000
M	Mercantile—Retail or wholesale store	1,000	\$2,908	\$13.3950	\$2,424	\$11.1625	\$1,939	\$8.9300
-	-	5,000	\$3,444	\$16.9800	\$2,870	\$14.1500	\$2,296	\$11.3200
-	-	10,000	\$4,293	\$12.0900	\$3,578	\$10.0750	\$2,862	\$8.0600
-	-	20,000	\$5,502	\$3.4100	\$4,585	\$2.8417	\$3,668	\$2.2733
-	-	50,000	\$6,525	\$2.7900	\$5,438	\$2.3250	\$4,350	\$1.8600
-	-	100,000	\$7,920	\$7.9200	\$6,600	\$6.6000	\$5,280	\$5.2800
M	M Occupancy Tenant Improvements	1,000	\$1,518	\$6.9863	\$1,265	\$5.8219	\$1,012	\$4.6575
-	-	5,000	\$1,797	\$8.8762	\$1,498	\$7.3969	\$1,198	\$5.9175
-	-	10,000	\$2,241	\$6.3000	\$1,868	\$5.2500	\$1,494	\$4.2000
-	-	20,000	\$2,871	\$1.7738	\$2,393	\$1.4781	\$1,914	\$1.1825
-	-	50,000	\$3,403	\$1.4738	\$2,836	\$1.2281	\$2,269	\$0.9825
-	-	100,000	\$4,140	\$4.1400	\$3,450	\$3.4500	\$2,760	\$2.7600
R-1	Residential—Transient	2,000	\$4,262	\$0.5212	\$3,552	\$0.4344	\$2,841	\$0.3475
-	Boarding Houses, Hotels, Motels	10,000	\$4,304	\$2.5050	\$3,586	\$2.0875	\$2,869	\$1.6700
-	-	20,000	\$4,554	\$1.0500	\$3,795	\$0.8750	\$3,036	\$0.7000
-	-	40,000	\$4,764	\$0.8100	\$3,970	\$0.6750	\$3,176	\$0.5400
-	-	100,000	\$5,250	\$0.3000	\$4,375	\$0.2500	\$3,500	\$0.2000
-	-	200,000	\$5,550	\$2.7750	\$4,625	\$2.3125	\$3,700	\$1.8500
R-2	Residential—Permanent, 2+ Dwellings	1,500	\$7,471	\$1.2187	\$6,226	\$1.0156	\$4,981	\$0.8125
-	Apartment, Dormitory, Timeshare	7,500	\$7,544	\$5.8500	\$6,287	\$4.8750	\$5,030	\$3.9000
-	-	15,000	\$7,983	\$2.4300	\$6,653	\$2.0250	\$5,322	\$1.6200
-	-	30,000	\$8,348	\$1.9250	\$6,956	\$1.6042	\$5,565	\$1.2833
-	-	75,000	\$9,214	\$0.6750	\$7,678	\$0.5625	\$6,143	\$0.4500
-	-	150,000	\$9,720	\$6.4800	\$8,100	\$5.4000	\$6,480	\$4.3200
R-3	Dwellings—Custom Homes	1,500	\$4,822	\$4.7250	\$4,018	\$3.9375	\$3,215	\$3.1500
-	-	2,500	\$4,869	\$28.3350	\$4,058	\$23.6125	\$3,246	\$18.8900
-	-	3,500	\$5,152	\$23.5500	\$4,294	\$19.6250	\$3,435	\$15.7000
-	-	4,500	\$5,388	\$27.8363	\$4,490	\$23.1969	\$3,592	\$18.5575



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	6,500	\$5,945	\$9,4264	\$4,954	\$7,8554	\$3,963	\$6,2843
-	-	10,000	\$6,275	\$62,7450	\$5,229	\$52,2875	\$4,183	\$41,8300
R-3	Dwellings—Models, First Master Plan	1,500	\$4,204	\$4,0950	\$3,503	\$3,4125	\$2,802	\$2,7300
-	-	2,500	\$4,245	\$24,6750	\$3,537	\$20,5625	\$2,830	\$16,4500
-	-	3,500	\$4,491	\$20,5950	\$3,743	\$17,1625	\$2,994	\$13,7300
-	-	4,500	\$4,697	\$24,2400	\$3,914	\$20,2000	\$3,132	\$16,1600
-	-	6,500	\$5,182	\$8,2393	\$4,318	\$6,8661	\$3,455	\$5,4929
-	-	10,000	\$5,471	\$54,7050	\$4,559	\$45,5875	\$3,647	\$36,4700
R-3	Dwellings—Production Phase	1,500	\$4,027	\$3,9450	\$3,356	\$3,2875	\$2,685	\$2,6300
-	of Master Plan (repeats)	2,500	\$4,067	\$23,6400	\$3,389	\$19,7000	\$2,711	\$15,7600
-	-	3,500	\$4,303	\$19,6650	\$3,586	\$16,3875	\$2,869	\$13,1100
-	-	4,500	\$4,500	\$23,2575	\$3,750	\$19,3813	\$3,000	\$15,5050
-	-	6,500	\$4,965	\$7,8943	\$4,137	\$6,5786	\$3,310	\$5,2629
-	-	10,000	\$5,241	\$52,4100	\$4,368	\$43,6750	\$3,494	\$34,9400
R-3	Dwellings—Alternate Materials	1,500	\$4,645	\$4,5375	\$3,871	\$3,7813	\$3,097	\$3,0250
-	-	2,500	\$4,691	\$27,2850	\$3,909	\$22,7375	\$3,127	\$18,1900
-	-	3,500	\$4,963	\$22,7400	\$4,136	\$18,9500	\$3,309	\$15,1600
-	-	4,500	\$5,191	\$26,8200	\$4,326	\$22,3500	\$3,461	\$17,8800
-	-	6,500	\$5,727	\$9,0814	\$4,773	\$7,5679	\$3,818	\$6,0543
-	-	10,000	\$6,045	\$60,4500	\$5,038	\$50,3750	\$4,030	\$40,3000
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$4,460	\$0,7275	\$3,716	\$0,6063	\$2,973	\$0,4850
-	-	7,500	\$4,503	\$3,4950	\$3,753	\$2,9125	\$3,002	\$2,3300
-	-	15,000	\$4,766	\$1,4400	\$3,971	\$1,2000	\$3,177	\$0,9600
-	-	30,000	\$4,982	\$1,1550	\$4,151	\$0,9625	\$3,321	\$0,7700
-	-	75,000	\$5,501	\$0,4050	\$4,584	\$0,3375	\$3,668	\$0,2700
-	-	150,000	\$5,805	\$3,8700	\$4,838	\$3,2250	\$3,870	\$2,5800
R	R Occupancy Tenant Improvements	1,000	\$2,502	\$0,6103	\$2,085	\$0,5086	\$1,668	\$0,4069
-	-	5,000	\$2,527	\$2,9475	\$2,106	\$2,4562	\$1,685	\$1,9650
-	-	10,000	\$2,674	\$1,2263	\$2,228	\$1,0219	\$1,783	\$0,8175
-	-	20,000	\$2,797	\$0,9525	\$2,331	\$0,7938	\$1,865	\$0,6350
-	-	50,000	\$3,083	\$0,3375	\$2,569	\$0,2812	\$2,055	\$0,2250
-	-	100,000	\$3,251	\$3,2513	\$2,709	\$2,7094	\$2,168	\$2,1675
S-1	Storage—Moderate Hazard	1,000	\$1,696	\$7,8150	\$1,413	\$6,5125	\$1,130	\$5,2100
-	-	5,000	\$2,008	\$9,9000	\$1,674	\$8,2500	\$1,339	\$6,6000
-	-	10,000	\$2,503	\$7,0320	\$2,086	\$5,8600	\$1,669	\$4,6880
-	-	20,000	\$3,206	\$1,9920	\$2,672	\$1,6600	\$2,138	\$1,3280
-	-	50,000	\$3,804	\$1,6320	\$3,170	\$1,3600	\$2,536	\$1,0880
-	-	100,000	\$4,620	\$4,6200	\$3,850	\$3,8500	\$3,080	\$3,0800
S-1	Storage—Moderate Hazard, Repair Garage	500	\$1,703	\$15,6990	\$1,419	\$13,0825	\$1,135	\$10,4660
-	Motor Vehicles (not High Hazard)	2,500	\$2,017	\$19,8960	\$1,681	\$16,5800	\$1,345	\$13,2640
-	-	5,000	\$2,515	\$14,1480	\$2,096	\$11,7900	\$1,676	\$9,4320
-	-	10,000	\$3,222	\$4,0000	\$2,685	\$3,3333	\$2,148	\$2,6667
-	-	25,000	\$3,822	\$3,2880	\$3,185	\$2,7400	\$2,548	\$2,1920
-	-	50,000	\$4,644	\$9,2880	\$3,870	\$7,7400	\$3,096	\$6,1920
S-2	Storage—Low Hazard	500	\$2,120	\$19,5375	\$1,766	\$16,2813	\$1,413	\$13,0250
-	-	2,500	\$2,510	\$24,7500	\$2,092	\$20,6250	\$1,674	\$16,5000
-	-	5,000	\$3,129	\$17,6100	\$2,608	\$14,6750	\$2,086	\$11,7400
-	-	10,000	\$4,010	\$4,9700	\$3,341	\$4,1417	\$2,673	\$3,3133
-	-	25,000	\$4,755	\$4,0800	\$3,963	\$3,4000	\$3,170	\$2,7200
-	-	50,000	\$5,775	\$11,5500	\$4,813	\$9,6250	\$3,850	\$7,7000
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$2,247	\$10,3613	\$1,873	\$8,6344	\$1,498	\$6,9075
-	-	5,000	\$2,662	\$13,1250	\$2,218	\$10,9375	\$1,775	\$8,7500
-	-	10,000	\$3,318	\$9,3300	\$2,765	\$7,7750	\$2,212	\$6,2200
-	-	20,000	\$4,251	\$2,6300	\$3,543	\$2,1917	\$2,834	\$1,7533
-	-	50,000	\$5,040	\$2,1600	\$4,200	\$1,8000	\$3,360	\$1,4400
-	-	100,000	\$6,120	\$6,1200	\$5,100	\$5,1000	\$4,080	\$4,0800
S-2	Storage—Low Hazard, Parking Garages	1,000	\$1,934	\$8,9100	\$1,612	\$7,4250	\$1,289	\$5,9400
-	Open or Enclosed	5,000	\$2,290	\$11,2920	\$1,909	\$9,4100	\$1,527	\$7,5280
-	-	10,000	\$2,855	\$8,0280	\$2,379	\$6,6900	\$1,903	\$5,3520
-	-	20,000	\$3,658	\$2,2680	\$3,048	\$1,8900	\$2,438	\$1,5120
-	-	50,000	\$4,338	\$1,8600	\$3,615	\$1,5500	\$2,892	\$1,2400
-	-	100,000	\$5,268	\$5,2680	\$4,390	\$4,3900	\$3,512	\$3,5120
S	S Occupancy Tenant Improvements	1,000	\$1,238	\$5,7038	\$1,031	\$4,7531	\$825	\$3,8025
-	-	5,000	\$1,466	\$7,2225	\$1,222	\$6,0188	\$977	\$4,8150

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	10,000	\$1,827	\$5.1525	\$1,523	\$4.2938	\$1,218	\$3.4350
-	-	20,000	\$2,342	\$1.4550	\$1,952	\$1.2125	\$1,562	\$0.9700
-	-	50,000	\$2,779	\$1.1925	\$2,316	\$0.9938	\$1,853	\$0.7950
-	-	100,000	\$3,375	\$3.3750	\$2,813	\$2.8125	\$2,250	\$2.2500
U	Accessory—Barn or Shed	200	\$1,586	\$36.5438	\$1,322	\$30.4531	\$1,058	\$24.3625
-	-	1,000	\$1,879	\$46.3350	\$1,566	\$38.6125	\$1,253	\$30.8900
-	-	2,000	\$2,342	\$32.9250	\$1,952	\$27.4375	\$1,561	\$21.9500
-	-	4,000	\$3,001	\$9.3150	\$2,501	\$7.7625	\$2,000	\$6.2100
-	-	10,000	\$3,560	\$7.6350	\$2,966	\$6.3625	\$2,373	\$5.0900
-	-	20,000	\$4,323	\$21.6150	\$3,603	\$18.0125	\$2,882	\$14.4100
U	Accessory—Private Garage	200	\$1,586	\$36.5438	\$1,322	\$30.4531	\$1,058	\$24.3625
-	-	1,000	\$1,879	\$46.3350	\$1,566	\$38.6125	\$1,253	\$30.8900
-	-	2,000	\$2,342	\$32.9250	\$1,952	\$27.4375	\$1,561	\$21.9500
-	-	4,000	\$3,001	\$9.3150	\$2,501	\$7.7625	\$2,000	\$6.2100
-	-	10,000	\$3,560	\$7.6350	\$2,966	\$6.3625	\$2,373	\$5.0900
-	-	20,000	\$4,323	\$21.6150	\$3,603	\$18.0125	\$2,882	\$14.4100
U	Accessory—Other	1,000	\$2,056	\$9.4725	\$1,713	\$7.8938	\$1,370	\$6.3150
-	-	5,000	\$2,435	\$12.0000	\$2,029	\$10.0000	\$1,623	\$8.0000
-	-	10,000	\$3,035	\$8.5350	\$2,529	\$7.1125	\$2,023	\$5.6900
-	-	20,000	\$3,888	\$2.4150	\$3,240	\$2.0125	\$2,592	\$1.6100
-	-	50,000	\$4,613	\$1.9650	\$3,844	\$1.6375	\$3,075	\$1.3100
-	-	100,000	\$5,595	\$5.5950	\$4,663	\$4.6625	\$3,730	\$3.7300
-	Other Tenant Improvements	1,000	\$1,566	\$7.2084	\$1,305	\$6.0070	\$1,044	\$4.8056
-	-	5,000	\$1,854	\$9.1575	\$1,545	\$7.6312	\$1,236	\$6.1050
-	-	10,000	\$2,312	\$6.4913	\$1,927	\$5.4094	\$1,541	\$4.3275
-	-	20,000	\$2,961	\$1.8488	\$2,468	\$1.5406	\$1,974	\$1.2325
-	-	50,000	\$3,516	\$1.4963	\$2,930	\$1.2469	\$2,344	\$0.9975
-	-	100,000	\$4,264	\$4.2638	\$3,553	\$3.5531	\$2,843	\$2.8425
R-3	Residential Room Addition	50	\$1,396	\$6.8344	\$1,164	\$5.6953	\$931	\$4.5563
-	-	250	\$1,410	\$32.7937	\$1,175	\$27.3281	\$940	\$21.8625
-	-	500	\$1,492	\$13.6575	\$1,243	\$11.3813	\$995	\$9.1050
-	-	1,000	\$1,560	\$10.7400	\$1,300	\$8.9500	\$1,040	\$7.1600
-	-	2,500	\$1,721	\$3.8250	\$1,434	\$3.1875	\$1,148	\$2.5500
-	-	5,000	\$1,817	\$36.3375	\$1,514	\$30.2813	\$1,211	\$24.2250
SHELL BUILDINGS								
-	All Shell Buildings	1,000	\$1,726	\$7.9500	\$1,439	\$6.6250	\$1,151	\$5.3000
-	-	5,000	\$2,044	\$10.0920	\$1,704	\$8.4100	\$1,363	\$6.7280
-	-	10,000	\$2,549	\$7.1760	\$2,124	\$5.9800	\$1,699	\$4.7840
-	-	20,000	\$3,266	\$2.0320	\$2,722	\$1.6933	\$2,178	\$1.3547
-	-	50,000	\$3,876	\$1.6560	\$3,230	\$1.3800	\$2,584	\$1.1040
-	-	100,000	\$4,704	\$4.7040	\$3,920	\$3.9200	\$3,136	\$3.1360
A-2	Shell: Assembly—Food & Drink	1,000	\$1,726	\$7.9500	\$1,439	\$6.6250	\$1,151	\$5.3000
-	-	5,000	\$2,044	\$10.0920	\$1,704	\$8.4100	\$1,363	\$6.7280
-	-	10,000	\$2,549	\$7.1760	\$2,124	\$5.9800	\$1,699	\$4.7840
-	-	20,000	\$3,266	\$2.0320	\$2,722	\$1.6933	\$2,178	\$1.3547
-	-	50,000	\$3,876	\$1.6560	\$3,230	\$1.3800	\$2,584	\$1.1040
-	-	100,000	\$4,704	\$4.7040	\$3,920	\$3.9200	\$3,136	\$3.1360
B	Shell: Business—Clinic, Outpatient	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200
B	Shell: Business—Professional Office	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200
M	Shell: Mercantile—Department & Drug Store	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933



MASTER FEE SCHEDULE

Section 5: Building

New Construction Fee Schedule - Inspections

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200
-	Other Shell Building	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200

* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

	FEE TYPES	Adopted Sept. 2016
ADMINISTRATIVE AND MISC. FEES		
MECHANICAL PERMIT FEES	Travel and Documentation Fees:	
	Simple Project (1 trip)	\$ 115.00
	Moderate Project (2 trips)	\$ 126.00
	Complex Project (3 trips)	\$ 137.00
	Permit Issuance	\$ 95.00
	Supplemental Permit Issuance	\$ 95.00
MECHANICAL PERMIT FEES	UNIT FEES:	
	A/C, Residential (each)	\$ 190.00
	Furnace (F.A.U., Floor)	\$ 190.00
	Heater (Wall)	\$ 190.00
	Appliance Vent/Chimney (only)	\$ 190.00
	Air Handler	\$ 190.00
	Duct Work (only)	\$ 190.00
	Evaporative Cooler	\$ 190.00
	Moisture Exhaust Duct (Clothes Dryer)	\$ 190.00
	Vent Fan, Single Duct (each)	\$ 190.00
	Vent System	\$ 190.00
	Exhaust Hood and Duct (Residential)	\$ 190.00
	Exhaust Hood, Type I (Commercial Grease Hood)	\$ 315.00
	Exhaust Hood, Type II (Commercial Steam Hood)	\$ 315.00
	Non-Residential Incinerator	\$ 375.00
	Appliance or piece of equipment not classed in other appliance categories, or for which no other fee is listed (each)	\$ 190.00
	OTHER FEES:	
	Other Mechanical Inspections (per half hour)	\$ 63.00
PLUMBING/GAS PERMIT FEES		
PLUMBING/GAS PERMIT FEES	UNIT FEES:	
	Fixtures (each)	\$ 190.00
	Gas System	
	First Outlet	\$ 190.00
	Each Additional Outlet	\$ 190.00
	Building Sewer	\$ 315.00
	Grease Trap	\$ 190.00
	Backflow Preventer	
	First 5	\$ 190.00
	Each after the First 5	\$ 190.00
	Roof Drain—Rainwater System	\$ 190.00
	Water Heater	
	First Heater	\$ 190.00
	Each Additional Heater	\$ 126.00
	Water Pipe Repair/Replacement (ea. Outlet)	\$ 126.00
	Drain-Vent Repair/Alterations	\$ 126.00
	Drinking Fountain	\$ 126.00
	Solar Water System Fixtures (solar panels, tanks, water treatment equipment)	\$ 300.00
	Graywater Systems (per hour)	\$ 440.00
	Medical Gas System (Each Outlet)	\$ 600.00
	OTHER FEES:	
	Other Plumbing and Gas Inspections (per hour)	\$ 126.00

Exhibit A



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

	FEE TYPES	Adopted Sept. 2016
ELECTRICAL PERMIT FEES		
	SYSTEM FEES:	
	Private, Residential, In-ground Swimming Pools (each new)	\$ 126.00
	Temporary Service (each)	\$ 190.00
	Temporary Pole (each)	\$ 190.00
	Pre-Inspection	\$ 126.00
	Generator Installation	\$ 190.00
	Lighting Fixtures	
	Lighting Fixtures, sockets, or other lamp-holding devices (first 10)	\$ 126.00
	Each additional 10	\$ 126.00
	Pole or platform-mounted lighting fixtures (each)	\$ 250.00
	Theatrical-type lighting fixtures or assemblies (each)	\$ 420.00
	Residential Appliances	
	Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter mounted cooking tops; electric ranges; self-contained room console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances (each) not exceeding one horsepower (HP) in rating (each)	\$ 220.00
	(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 275.00
	Nonresidential Appliances	
	Residential appliances and self-contained factory-wired, nonresidential appliances, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ 440.00
	Residential appliances and self-contained factory-wired, nonresidential appliances not exceeding one horsepower (HP), kilowatt (kW), or kilovolt-ampere (kVA) in rating, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)	\$ 220.00
	(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 275.00
	Signs, Outline Lighting, and Marquees	
	Signs, Outline Lighting, or Marquees supplied from one branch circuit (each)	\$ 190.00
	Additional branch circuits within the same sign, outline lighting system, or marquee (each)	\$ 190.00
	Services	
	Services of 600 volts or less, up to 200 amperes in rating (each)	\$ 250.00
	Services of 600 volts or less, 201 to 1000 amperes in rating (each)	\$ 250.00
	Services over 600 volts or over 1000 amperes in rating (each)	\$ 440.00
	Miscellaneous Apparatus, Conduits, and Conductors	
	Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth	\$ 190.00
	(This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs, or other equipment)	
	Photovoltaic Systems (each)	\$ 190.00
	OTHER FEES:	
	Other Electrical Inspections (per half hour)	\$ 126.00
OTHER INSPECTIONS AND FEES		
	Inspections outside of normal business hours, 0-2 hours (minimum charge)	\$ 250.00
	Each additional hour or portion thereof	\$ 126.00
	Reinspection Fee (per hour)	\$ 126.00
	Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)	\$ 126.00
	Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)	\$ 126.00

Note: This table would be used if, for example, someone wants a permit for just a water heater or electrical panel.

Exhibit A**MASTER FEE SCHEDULE****Section 5: Building****Miscellaneous Building**

Work Item	Unit	Adopted Sept. 2016
Standard Hourly Rate		
Antenna—Telecom Facility		
Radio	each	\$ 570.00
Cellular/Mobile Phone, free-standing	each	\$ 570.00
Cellular/Mobile Phone, attached to building	each	\$ 570.00
Chimney Repair	each	\$ 230.00
Close Existing Openings		
Interior wall	each	\$ 252.00
Exterior wall	each	\$ 252.00
Covered Porch	each	\$ 250.00
Deck (wood)	each	\$ 155.00
Deck w/ Railing (wood)		\$ 180.00
Demolition (up to 3,000 sf)		
Commercial	each	\$ 377.00
Residential	each	\$ 377.00
Door		
New door (structural shear wall/masonry)	each	\$ 462.00
Duplicate/Replacement Job Card	each	\$ 63.00
Fence		
Masonry, over 6 feet in height	up to 100 lf	\$ 650.00
Masonry, each additional 100 lf	each 100 lf	\$ 519.00
Fireplace		
Masonry	each	\$ 570.00
Pre-Fabricated/Metal	each	\$ 495.00
Garage (detached)		
Wood frame up to 1,000 sf	each	\$ 615.00
Masonry up to 1,000 sf	each	\$ 695.00
Patio Cover		
Wood frame	up to 300 sf	\$ 155.00
Metal frame	up to 300 sf	\$ 155.00
Other frame	up to 300 sf	\$ 155.00
Additional patio	each 300 sf	\$ 98.00
Enclosed, wood frame	up to 300 sf	\$ 194.00
Enclosed, metal frame	up to 300 sf	\$ 194.00
Enclosed, other frame	up to 300 sf	\$ 194.00
Additional enclosed patio	each 300 sf	\$ 98.00
Photovoltaic System		
Residential	each	\$ 180.00
Commercial, up to 4 kilowatts	up to 4 kW	\$ 220.00
Commercial, each additional 1 kilowatt	each 1 kW	\$ 80.00
Pile Foundation		

Cast in Place Concrete (first 10 piles)	up to 10	\$ 710.00
Additional Piles (increments of 10)	each 10	\$ 710.00
Driven (steel, pre-stressed concrete)	up to 10	\$ 710.00
Additional Piles (increments of 10)	each 10	\$ 710.00
Remodel—Residential		
Less than 300 sf	up to 300 sf	\$ 500.00
Kitchen	up to 300 sf	\$ 600.00
Bath	up to 300 sf	\$ 600.00
Additional remodel	each 300 sf	\$ 235.00
Re-roof		
Residential		\$ 205.00
Multi-Family Dwelling	up to 500 sf	\$ 315.00
Commercial	up to 500 sf	\$ 315.00
Retaining Wall (concrete or masonry)		
Standard (up to 50 lf)	up to 50 lf	\$ 490.00
Additional retaining wall	each 50 lf	\$ 160.00
Revisions		\$ 160.00
Roof Structure Replacement	up to 100 sf	\$ 317.00
Additional roof structure replacement	each 100 sf	\$ 128.00
Sauna—steam	each	\$ 270.00
Siding		
Stone and Brick Veneer (interior or exterior)	up to 400 sf	\$ 230.00
All Other	up to 400 sf	\$ 230.00
Additional siding	each 400 sf	\$ 120.00
Signs		
Directional	each	\$ 285.00
Ground/Roof/Projecting Signs	each	\$ 245.00
Master Plan Sign Check	each	\$ 80.00
Rework of any existing Ground Sign	each	\$ 183.00
Other Sign	each	\$ 170.00
Wall/Awning Sign, Non-Electric	each	\$ 270.00
Wall, Electric	each	\$ 270.00
Skylight		
Less than 10 sf	each	\$ 185.00
Greater than 10 sf or structural	each	\$ 150.00
Stairs—First Flight	first flight	\$ 310.00
Each additional flight	per flight	\$ 160.00
Storage Racks		
0-8' high (up to 100 lf)	first 100 lf	\$ 185.00
each additional 100 lf	each 100 lf	\$ 150.00
over 8' high (up to 100 lf)	first 100 lf	\$ 223.00
each additional 100 lf	each 100 lf	\$ 147.00
Stucco Applications	up to 400 sf	\$ 138.00
Additional Stucco Application	each 400 sf	\$ 138.00
Supplemental Plan Check Fee (after 3rd review)		
First hour	each	\$ 286.00
Each Additional hour	per hour	\$ 286.00
Supplemental Inspection Fee		
First hour	each	\$ 145.00
Each Additional hour	per hour	\$ 145.00
Swimming Pool/Spa		
Vinyl-lined (up to 800 sf)	each	\$ 647.00
Fiberglass	each	\$ 647.00
Gunitite (up to 800 sf)	each	\$ 647.00
Additional pool (over 800 sf)	each 100 sf	\$ 333.00

Commercial pool (up to 800 sf)	each	\$ 710.00
Commercial pool (over 800 sf)	each	\$ 710.00
Spa or Hot Tub (Pre-fabricated)	each	\$ 308.00
Window or Sliding Glass Door		
Replacement	each	\$ 205.00
New Window (non structural)	each	\$ 230.00
New window (structural shear wall/masonry)	each	\$ 396.00
Bay Window (structural)	each	\$ 396.00
FIRE PLAN CHECK & INSPECTION		
Hood and Duct System	each	\$ 503
1 & 2 Family Res. Fire Extinguish Systems		\$ -
13D Systems - per residence	each	\$ 629
13R - per unit	each	\$ 629
Spray Booth	each	\$ 629
Insecticide Fogging	Each Occurance	\$ 283



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Adopted Sept. 2016
Variance		\$ 937
Use Permits		\$ -
Conditional Use Permit		\$ 975
Temporary Use Permit		\$ 373
Exceptions (Historic Residential District)		\$ 373
Home Day Care		\$ 373
Site Plan / Architectural Review		\$ -
0-1 Acre		\$ 2,147
1-10 Acres		\$ 3,255
10+ Acres (Applicable hourly rate with deposit)		\$ -
Site Plan / Architectural Review (Non-Residential)		\$ -
0-1 Acre	Up to	\$ 2,147
1-10 Acres		\$ 3,255
10+ Acres (Applicable hourly rate with deposit)		\$ -
Tentative Parcel Map (0-4 Lots)		\$ 1,065
Lot Line Adjustments / Merger Processing		\$ 399
Tentative Subdivision Map		\$ -
5-100 Units	Up to	\$ 3,054
100+ Units (Applicable hourly rate with deposit)		\$ -
Condo Map		\$ 3,054
Tentative Map Extension		\$ 373
Planned Unit Development		\$ -
0-5 Acres		\$ 5,145
5+ Acres (Applicable hourly rate with deposit)		\$ -
Annexations		\$ 4,457
Final Parcel Map		\$ 480
Final Subdivision Map		\$ 480
Appeals Planning Comm/City Council		\$ 399
Rezoning/Prezoning		\$ -



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Adopted Sept. 2016
0-10 Acres		\$ 2,170
10+ Acres (Applicable hourly rate with deposit)		\$ -
General Plan Amendment		\$ -
0-10 Acres		\$ 2,170
10+ Acres (Applicable hourly rate with deposit)		\$ -
Special Plan Amendment		\$ -
0-10 Acres		\$ 2,170
10+ Acres (Applicable hourly rate with deposit)		\$ -
Custom Homes		\$ 427
Demolition Permit (Historic District Resource Assessment)		\$ 173
Ordinance Amendment-Text or other		\$ 2,182
Design Review		\$ 173
Planning & Zoning Insp. -Letter of Compliance		\$ 77
Work of - Professional Staff - Director, per hour		\$ 157
Work of - Paraprofessional Staff - Assoc. Planner, per hour		\$ 134
Work of - Clerical Staff, per hour		\$ 106
Public Hearing Notice		\$ 137
Water Efficient Landscaping Ordinance Compliance		\$ 41
Deposits applied toward Actual Costs of Staff, Attorneys, Consultants		
Development Agreement - Minimum Deposit Required		\$ -
Environmental Impact Report (EIR), Minimum Deposit Required		\$ -
Categorical Exemption		\$ -
Initial Study / Environmental Determination at Actual Cost, Min. Deposit Required		\$ -
Mitigation Monitoring Program, at Actual Cost - Minimum Deposit		\$ -
Annexation into Community Facilities District #2, Min. Deposit		\$ -



MASTER FEE SCHEDULE

Section 7: Business Tax License

Fee Description	Current Tax
BUSINESS LICENSE, GROSS RECEIPTS SCHEDULE:	
Class A ⁽¹⁾ - retail sales, contractors, subcontractors, restaurants, property management or leasing, rentals, personal or repair services, etc.	
Class B ⁽¹⁾ - professionals such as attorneys, architects, accountants, real estate agents and brokers, appraisers, doctors, consultants, engineers, bookkeepers, investigators, developers, advertising agents, interior designers, etc.	
	Class
	A ⁽¹⁾ B ⁽¹⁾
Gross Receipts : 0 - 40,000	50.00 76.00
Gross Receipts : 40,000 - 60,000	60.00 90.00
Gross Receipts : 60,000 - 80,000	70.00 96.00
Gross Receipts : 80,000 - 100,000	80.00 120.00
Gross Receipts : 100,000 - 120,000	90.00 136.00
Gross Receipts : 120,000 - 140,000	100.00 150.00
Gross Receipts : 140,000 - 160,000	110.00 166.00
Gross Receipts : 160,000 - 180,000	120.00 180.00
Gross Receipts : 180,000 - 200,000	130.00 196.00
Gross Receipts : 200,000 - 240,000	146.00 220.00
Gross Receipts : 240,000 - 280,000	170.00 256.00
Gross Receipts : 280,000 - 320,000	190.00 286.00
Gross Receipts : 320,000 - 360,000	210.00 316.00
Gross Receipts : 360,000 - 400,000	230.00 346.00
Gross Receipts : 400,000 - 450,000	250.00 376.00
Gross Receipts : 450,000 - 500,000	270.00 406.00
Gross Receipts : 500,000 - 550,000	290.00 436.00
Gross Receipts : 550,000 - 600,000	310.00 466.00
Gross Receipts : 600,000 - 700,000	330.00 646.00
Gross Receipts : 700,000 - 800,000	350.00 766.00
Gross Receipts : 800,000 - 900,000	370.00 826.00
Gross Receipts : 900,000 - 1,000,000	390.00 886.00
For each add'l \$100,000 or fraction thereof :	15.00 15.00
BUSINESS LICENSE, MISCELLANEOUS FEE SCHEDULE	
Apartments, Hotels, Motels & Mobile Home Parks - per unit for fourplexes & up ⁽¹⁾	\$5.30
Amusement/Vending Machines, per Gross Receipts schedule, except for:	
Billiard and Pool Rooms - for first table ⁽¹⁾	\$31.90
Each additional table	\$15.90
Circus, per Day	\$213.00
Carnivals, per Day	\$213.00
Night Clubs, per year ⁽¹⁾	\$532.50
Dance Halls, per year ⁽¹⁾	\$532.50



MASTER FEE SCHEDULE

Section 7: Business Tax License

Fee Description	Current Tax
Mechanical Amusement, per year per machine (music mechanical or video devices)	\$21.30
Ambulance Service - per ambulance, per year	\$53.20
Auctioneer	\$53.20
Administrative Offices with No Gross Receipts ⁽¹⁾ , the greater of:	\$50.00 or .1% of gross operating expenses
Itinerant Merchant, Peddlers (Temporary sales up to 190 days) and must post a bond	\$266.20
Principal Solicitor without a regular place of business in the City (and must post bond)	\$266.20
Additional Solicitors	\$21.30
Solicitor who is a bona fide resident of the city, applying as an individual	\$47.90
Bingo - for profit	\$53.20
Contractors and trades based outside City	\$133.10
Plus for each associate or employee working within the City	\$26.60
Service firms based outside the City	\$50.00
Plus for each associate or employee working within the City	\$25.00
Transportation & Trucking - for the first truck, per year	\$42.60
Additional truck, per year	\$21.30
(1) SAFETY INSPECTION FEE	
⁽¹⁾ In addition to the above, businesses within the city are charged a Safety inspection fee, per year	\$24.90 plus \$0.027 per square foot



MASTER FEE SCHEDULE

Section 8: SSWA WATER RATES

ADOPTED APRIL 13, 2015

(As Established by SSWA-JPA Resolution)

Fee Description	Effective 7/1/2015	Effective 7/1/2016
WATER DEPARTMENT		
Late Charge (Late Penalty-Water Bills)	10% of balance	10% of balance
Same Day Reconnection Fee	\$35.00	\$35.00
Collection Fee	\$21.30	\$21.30
Unauthorized Turn-on Fee	\$42.60	\$42.60
Curb Stop Damage Fee	\$235.30	\$235.30
Meter Lock Damage Fee	\$42.60	\$42.60
Emergency Connection Fee (Outside of Reg Business Hours)	\$35.00	\$35.00
Water Deposit	\$30.00	\$30.00
Maximum Deposit	\$180.00	\$180.00
Hydrant Meter Deposit	\$750.00	\$750.00
WATER CONNECTION FEES	Effective 7/1/2015	Effective 7/1/2016
Single-Family Homes - 3/4" meter	\$5,595.00	\$5,595.00
Other Customer Classes - 3/4" meter	\$5,595.00	\$5,595.00
- 1" meter	\$9,405.00	\$9,405.00
- 1 1/2" meter	\$18,754.00	\$18,754.00
- 2" meter	\$30,019.00	\$30,019.00
- 3" meter	\$56,319.00	\$56,319.00
- 4" meter	\$93,887.00	\$93,887.00
- 6" meter	\$187,717.00	\$187,717.00
WATER METER - SET FEES	Effective 7/1/2015	Effective 7/1/2016
3/4 " Single-Family Residence	\$408.00	\$408.00
3/4 "	\$408.00	\$408.00
1 "	\$446.00	\$446.00
1 1/2 "	\$708.00	\$708.00
2 "	\$978.00	\$978.00
3"	\$1,835.00	\$1,835.00
4"	\$3,158.00	\$3,158.00
6"	\$5,018.00	\$5,018.00
Water Construction Sites	\$20.45	\$20.45



MASTER FEE SCHEDULE

Section 8: SSWA WATER RATES

ADOPTED APRIL 13, 2015
(As Established by SSWA-JPA Resolution)

Fee Description	Effective 7/1/2015	Effective 7/1/2016
WATER BI-MONTHLY SERVICE CHARGES	Effective 7/1/2015	Effective 7/1/2016
Single-Family Customers	\$44.11	\$47.64
3/4" Meter	\$44.11	\$47.64
1" Meter.	\$70.03	\$75.63
1 1/2" Meter	\$87.30	\$94.29
2" Meter	\$173.68	\$187.57
3" Meter	\$260.05	\$280.86
4" Meter	\$346.43	\$374.15
6" Meter	\$864.69	\$933.86
RESIDENTIAL COMMODITY RATES	Effective 7/1/2015	Effective 7/1/2016
0 to 13 CCF	\$1.99	\$2.15
14 to 32 CCF	\$1.99	\$2.15
33 to 48 CCF	\$1.99	\$2.15
49+ CCF	\$1.99	\$2.15
NON-RESIDENTIAL COMMODITY RATE		
All water usage above minimum	\$1.99	\$2.15



MASTER FEE SCHEDULE

Section 9: FSSD SEWER CONNECTION FEES

Effective 7/1/08

(As Established by Fairfield-Suisun Sewer District Resolution)

Fee Description	Current Fee
SEWER CONNECTION FEES	
Single-Family Dwelling	\$5,943.00
Multi-Family Dwelling-First Unit	\$5,943.00
Multi-Family Dwelling: Each Additional Unit in Same Building	\$3,566.00
Trailer Court, Mobile Home Park, Hotel, Auto Court, Motel,	
Rooming House: First Unit	\$5,943.00
Each Additional Unit	\$2,971.00



MASTER FEE SCHEDULE

Section 10: MISCELLANEOUS

Fee Description	Adopted Sept. 2016
MISCELLANEOUS FEES	
Copies of City Records	
Copies/pdf's Limited by Statute (per page)	\$ 0.10
Document Search (per hour)	\$ 63.00
City Council Agenda Subscription (Annual)	\$ 125.00
City Budget (per document copy)	\$ -
CD / DVD Fee	\$ 17.00
Special Handling charge (Express mailing, etc.)	\$ -
Returned Checks	\$ 28.00
Check Reissue (requires stop payment request)	\$ 53.00
Express Check Request	\$ 28.00
Subordination Agreements approval/documentation/notary	\$ -
Abandoned and Distressed Properties Registration Fee	\$ -
Suisun-Solano Water Authority Right-of-Way Lease	\$ 346,239.00



MASTER FEE SCHEDULE

Section 11: DEVELOPMENT IMPACT FEES

FEE DESCRIPTION	Fire Facilities & Equipment	Municipal Facilities & Equipment	OSSIP	Park Improvement	Police Facilities & Equipment
Single-Family (per unit)	\$ 753	\$ 81	\$ 2,523	\$ 6,965	\$ 674
Multi-Family (per unit)	\$ 624	\$ 67	\$ 1,928	\$ 5,769	\$ 558
Industrial (per 1,000 square feet or portion thereof)	\$ 1,166	\$ 103	\$ 770	\$ -	\$ 379
Retail/Restaurant (per 1,000 square feet or portion thereof)	\$ 1,010	\$ 89	\$ 2,900	\$ -	\$ 1,580
Office/Institutional (per 1,000 square feet or portion thereof)	\$ 1,678	\$ 148	\$ 1,219	\$ -	\$ 600
Hotel/Motel (per room)	\$ 222	\$ 20	\$ 622	\$ -	\$ 306

RESOLUTION NO. 2016-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING THE 7TH AMENDMENT TO THE ANNUAL APPROPRIATION
RESOLUTION NO. 2016-48 TO APPROPRIATE FUNDS TO IMPLEMENT UPDATED
DEVELOPMENT IMPACT FEES**

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

THAT Section 310 of Part III of the Annual Appropriation Resolution No. 2016-48 be and is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	BUILDING & PUBLIC WORKS DEPARTMENT	\$ 11,300
	Capital Improvements	
	TOTAL Section 310	<u>\$ 11,300</u>

THAT Section 312 of Part III of the Annual Appropriation Resolution No. 2016-48 be and is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	BUILDING & PUBLIC WORKS DEPARTMENT	\$ 9,000
	Capital Improvements	
	TOTAL Section 312	<u>\$ 9,000</u>

THAT Section 314 of Part III of the Annual Appropriation Resolution No. 2016-48 be and is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	BUILDING & PUBLIC WORKS DEPARTMENT	\$ 1,100
	Capital Improvements	
	TOTAL Section 314	<u>\$ 1,100</u>

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

	<u>Sources</u>	<u>Uses</u>
<u>Fire Facilities & Equipment Fund</u>		
Revenues:		
A/C No. 310-77410-6513 Development Impact Fee Revenues	\$ 11,300	\$ -

Appropriations:

		Item 4 - Attachment 4	
A/C No. 310-96410-6513	CIP Furnishings	\$ _____	\$ 11,300
Total Fire Facilities & Equipment Fund		<u>\$ 11,300</u>	<u>\$ 11,300</u>

Police Facilities & Equipment Fund

Revenues:

A/C No. 312-77410-6512	Development Impact Fee Revenues	\$ 9,000	\$ -
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Appropriations:

A/C No. 312-96410-6512	CIP Furnishings	\$ _____	\$ 9,000
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Total Police Facilities & Equipment Fund	<u>\$ 9,000</u>	<u>\$ 9,000</u>
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Municipal Vehicles & Equipment Fund

Revenues:

A/C No. 314-77410-6514	Development Impact Fee Revenues	\$ 1,100	\$ -
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Appropriations:

A/C No. 314-96410-6514	CIP Furnishings	\$ _____	\$ 1,100
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Total Municipal Vehicles & Equipment Fund	<u>\$ 1,100</u>	<u>\$ 1,100</u>
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THAT the purpose is to appropriate funds to implement the updated Development Impact Fees.

ADOPTED AND PASSED at a regular meeting of the City Council of the City of Suisun City duly held on the 3rd day of January, 2016 by the following vote:

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

WITNESS my hand and seal of the said City this 3rd day of January, 2016.

Linda Hobson, CMC
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: January 3, 2017

AGENDA ITEM: Direction and Discussion regarding Public Safety Strategies in the Downtown and Old Town areas of Suisun City.

FISCAL IMPACT: Not at this time.

BACKGROUND: On December 6, 2016, Downtown Business Owners and members of the community representing the “Old Town” District of Suisun City voiced concerns during public comment regarding an increase in criminal activity that is directly affecting their quality of life, including but not limited to incidents believed to be associated with a transient population.

On December 14, 2016, a community forum was held at the Suisun City Harbor Theater to identify issues and develop solutions. The forum brought approximately 80 residents and business owners from the “Downtown” and “Old Town” District together. The discussion was facilitated by Suisun City Police Chief Tim Mattos.

STAFF REPORT: During the past year, Cities in Solano County have witnessed an increase in the homeless population which is directly affecting the quality of life for residents and businesses. With the closure of the Mission Solano Community Outreach Center in Fairfield earlier this summer, the loss of the nomadic sheltering program, and increased efforts to locate and clean up homeless encampments in both Suisun City and Fairfield, a significant movement of the transient population has resulted. With a current lack of housing and services available within Solano County, a constant “shell game” takes place between the police department and new homeless encampments weekly.

With the increase in the homeless population and the proactive enforcements of unlawful encampments, Suisun City has witnessed a significant increase in the number of homeless and encampments around the Old Town areas. Residents and business owners have voiced concerns that there is a correlation between the increase in the homeless/transient population and an increase in crime within the area of Downtown and Old Town Suisun City.

Given this growing problem, the Police Department has been actively pursuing a number of approaches and strategies to help alleviate concerns. These include

- **Encampments:** Locating, posting, and removing any reported on-view unlawful encampment within the City limits.
- **Survey:** The Department has completed an up-to-date survey which has identified 33 homeless individuals within Suisun City. As a result of this survey, four of the individuals identified have

PREPARED BY:

REVIEWED/APPROVED BY:

Tim Mattos, Chief of Police
Suzanne Bragdon, City Manager

requested assistance in reuniting with family. The Department is currently working with organizations to assist with transportation to help uniting families.

- **Public Works Partnership:** The Public Works Department has worked closely with the Police Department to address landscape maintenance issues involving City properties. The most recent example of this collaborative effort is the tree limb removal project completed on the “Old Crystal Middle School” property.
- **Railroad Partnership:** Chief Mattos has met with Lieutenant Michael Holland of the Union Pacific Police, Special Operations Division regarding enforcement and clean-up of homeless encampments on railroad property. An updated MOU is being drafted to identify the duties and responsibilities of each agency.
- **State Prison releases:** Chief Mattos has spoken to the Wardens from California State Prison-Solano and the California Medical Facility regarding the transportation of released prisoners from their respective facilities to the Greyhound Bus Terminal in Suisun City. Both Wardens have agreed to ensure prisoners are supervised by transportation personnel until they are placed on the outgoing Greyhound Bus.
- **Directed Patrol:** Police Officers have increased both vehicle and foot patrol during both the daytime and nighttime shifts in the Downtown and Old Town areas of the City in an effort to provide increased visibility and enforcement.
- **Addressing Bicycle Theft:** The Police Department is creating an online bicycle registration program to assist in the investigation of bicycle theft and as well as the recovery of stolen bicycles. The program is expected to be online and available on February 1, 2017.
- **Business Watch Program:** Chief Mattos is currently working with the Business Improvement District, (BID), to start a “Business Watch” program downtown. The BID has purchased signage and are working with the Police Department to address poor lighting and landscaping issues that increase the opportunity for criminal activity.

Even with these efforts, residents and businesses of Old Town are coming together and seeking options to partner with the City to broaden efforts to further address these concerns.

Policy Discussion

To frame the concerns and issues expressed by residents in the Old Town area, the following table provides reported crime stats for this area during calendar year 2016.

	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	Totals
Residential Burglary	0	1	1	0	0	1	0	0	0	2	2	0	7
Vehicle Burglary	1	1	1			1	4	4	1	1	1	1	16
Petty Theft	4	2	2	6	1	3	2	3	3	4	2	5	37
Grand Theft	0	0	0	0	0	0	3	0	0	0	0	0	3
Robbery	0	0	0	1	0	0	0	0	0	0	0	0	1
Stolen Vehicles	1	1	2	2	1	0	1	1	0	2	1	0	12
Aggravated Assault	1	1	0	0	0	0	0	0	1	0	0	1	4
Simple Assault	0	2	1	1	2	1	2	0	2	0	1	2	14
Totals	7	8	7	10	4	6	12	8	7	9	7	9	

The following are long-term ideas and strategies which require Suisun City Council concurrence as they impact policies/budget. The following ideas and strategies will also require a partnership with the business community and our residents. In order to be successful.

1. **Parking Restrictions within the Marina District:** The Police Department has observed a significant increase in the number of vehicles parking in the Marina Basin parking lot for extended periods of time. The Department is aware that people are using the parked vehicles for sleeping and issued 24 citations during the month of December 2016 for violations of 12.24.030 SCC, Unlawful Camping. There is however, no mechanism in place to address the overnight parking of the vehicles and motorhomes within the City's public parking lots. Currently a vehicle may remain parked up to 72 hours before enforcement action may be taken.

Overnight parking within public parking areas of the Marina District can be addressed by limiting the hours a vehicle may be parked. Because there are no businesses within the Marina District which operate between the hours of 2:00 am and 6:00 am, restricting parking between those hours will eliminate overnight parking and provide the Police Department with the enforcement tool necessary to remove vehicles in violation of the restricted parking hours.

The Police Department understands there are a small number of residents living within the Marina District who, due to the location of their live/work residence, use the public parking lots for residential parking. Permitted parking may be a solution to address this issue.

2. **Develop a Comprehensive Video Camera Program:** The City currently has a series of cameras in the downtown area which are monitored inside the Dispatch Center of the Police Department. The current camera system was developed and installed approximately 10 years ago and is reaching end-of-life. There are currently two downtown cameras that are no longer functioning and are unable to be repaired. Video Camera systems are a significant force multiplier which assists the City in monitoring activities, deterring criminal behavior, and the collection of valuable video evidence when crimes occur.

In an effort to increase enforcement and security in the Downtown and Old Town districts of the City, the need for a comprehensive Video Camera Program should be evaluated. The Video Camera Program must be a partnership between the City, the Business District, and the residents. The Business Improvement District (BID) has already voiced an interest in partnering with the City to install at least one camera within the Business District immediately.

A Video Camera Program will require an evaluation to determine whether new policies are necessary. For example: policies requiring the inclusion of video cameras at entry points of new development, internal and external cameras on new and existing businesses, or policies requiring cameras in all public spaces.

3. **Community Partnership:** During the December 14th forum, Police Chief Tim Mattos discussed the importance of lighting and landscaping within the Downtown and Old Town areas. Chief Mattos is attempting to develop a committee of downtown and Old Town residents to develop ideas and programs to address lighting and residential landscaping issues in and around the residential areas. The Police Department wants to work with residents to increase lighting and eliminate landscaping issues that invite criminal behavior. The Department wants to incorporate “Crime Prevention Through Environmental Design” as part of a Community Watch program in the Downtown and Old Town area.

The residents of Suisun City must play a role in working with the Police Department to eliminate the opportunity for criminal behavior. In order for this to occur, every resident must take ownership in their residence to ensure that their property is properly lit and the landscaping is properly maintained.

RECOMMENDATION: Provide direction to staff on policy areas the Council is interested in implementing.

ATTACHMENTS:

Map of Downtown

Downtown Map



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AGENDA TRANSMITTAL

MEETING DATE: January 3, 2017

CITY AGENDA ITEM: Discussion and Direction: Measure S Implementation Strategy.

FISCAL IMPACT: None.

BACKGROUND: On July 26, 2016, the City Council adopted Resolution 2016-64, which approved language for a 1% general Transactions and Use Tax measure, effective for 10 years, to be placed on the November 8, 2016 ballot (Measure S). Measure S, which is estimated to generate \$1.8 million annually, won voter approval with 69.02% of the votes cast.

Given the importance of this funding to Suisun City's future, as well as the trust exhibited by residents through their approval of the measure by such a large percentage, the purpose of this item is to facilitate a discussion on steps to be taken, as part of the upcoming budget process, to ensure the goals of the council and community envisioned with the passage of Measure S are met.

STAFF REPORT: The passage of Measure S is a major milestone for the community. We all recognize that these funds are necessary in order for Suisun City to move forward from the dark days of the recession and loss of redevelopment. At the same time, the estimated \$1.8 million does not come close to addressing all of the cuts that have incurred over the past four to five year – not to mention the loss of monies from redevelopment that were used to make new development viable. This makes planning for the use of Measure S monies all the more important.

The purpose of this discussion is not on the “what to fund” through Measure S monies, but rather the “how to determine what to fund”. Interests that have been raised through discussion about Measure S over the past 12 to 14 months include:

- Build upon public engagement and involvement that has grown from the initial SWAY campaign
- Transparency and accountability
- Maximizing benefit to the community by programming monies efficiently and effectively.

The 1% sales tax measure is effective April 2017, with funds available beginning July 1, 2017. The steps undertaken as part of implementing Measure S, therefore, will be undertaken as part of the development of the FY 2017-18 budget. However, for purposes of transparency and accountability, the items ultimately determined to be funded by Measure S monies (i.e., those

PREPARED BY:
APPROVED BY:

Suzanne Bragdon, City Manager
Suzanne Bragdon, City Manager

things that would not otherwise be in the budget if not for the passage of Measure S), will be identified clearly, distinctly and separately.

Measure S Implementation Tools

For discussion, staff has identified four broad categories of tools to be considered as we move forward with the “how to determine” how best to program Measure S monies in next year’s budget. These include:

- Council Vision and Goals
- Public engagement
- Council study session (not to be confused with the traditional budget workshop)
- Annual budget process.

Additionally, Council direction on the establishment of the Oversight Committee is critical to the success of the implementation of Measure S.

Each of these areas are discussed in more detail in order to facilitate discussion. The outcome of this discussion will provide staff with the guidance needed to plan for and fold in these additional steps into the annual budget process.

Council Vision and Goals: Without getting into specific uses of the Measure S money like positions, specific infrastructure projects, etc., defining or confirming Council’s interests of what should be achieved through Measure S funding helps guide subsequent steps of the implementation process. We already have lots of feedback through surveys and other discussions that lead up to placing Measure S on the ballot to work from, but clearly expressing Council’s vision and goals is important.

Points for Council discussion:

- Confirming or defining vision/goals from scratch
- Regular Council meeting or special meeting
- Information from staff to facilitate discussion
- Timing: Recommend mid-year update.

Public Engagement: Multiple tools are available. These range from community forums (wider ranging discussions/conversations focusing on interests and issues rather than specific uses of money), social media blitz, the “SWAY Have your Say” campaign including the varied outreach models used in that effort, mailings, the more traditional budget workshop, or any combination thereof. The limitations are the budget timeline, staff time, money. The good news is that a lot of engagement has already taken place, and we have a foundation to build from – including a list of residents actively involved in the SWAY campaign.

Points for Council discussion:

- Components interested in seeing implemented
- Inhouse staff resources or ?
- Day of week, time, location for forum(s) and/or workshop(s)
- Other thoughts?

Council Study Session: This tool has two goals: (1) Identify the priorities, interests and needs emerging from the Measure S implementation process; and (2) Frame the discussion of what can effectively and efficiently be accomplished (or not) with Measure S funding. Considerations include such things as current unmet needs, the type of dent that Measure S monies can make on these unmet needs, and if monies are allocated to a certain need/concern, is this the best and highest use of such resources (i.e., is enough money available to address stated need/concern or is it more like the concept of a “money pit”.) This secondary point is critical in order to “achieve the biggest bang for our buck”.

Points for Council discussion:

- Special meeting or regular council meeting; weeknight/weekend day
- Information from staff to help frame choices and educate
- Other thoughts?

Annual Budget Process: The implementation of Measure S will occur concurrently with the annual budget process, including overlapping steps. For example, the budget workshop when staff presents the conceptual framework of the budget will likewise be the step in the process where specific recommendations are made on “how to” program Measure S monies. The linkage is important because potentially, there may be some needs and interests beyond the base budget that can be addressed through the normal budget process (i.e., excess revenues over expenses not counting the 1% sales tax measure.)

Based on the budget process that we go through every year, general timeframes anticipated for the various components of implementing Measure S include:

- Council vision/goals: Early to Mid-February
- Public engagement: February/March
- Council study session: Mid-End April
- Budget Workshop: Early to Mid-May
- Budget Public Hearing/Adoption: June.

Oversight Committee

Measure S included the use of an Oversight Committee to facilitate transparency and accountability of funds generated from the 1% sales tax. The resolution setting forth the Oversight Committee is attached for reference. Advertising for these committee members is underway.

RECOMMENDATION: Provide direction to staff on the interests, components, logistics and other factors to be included in the implementation of Measure S.

ATTACHMENTS:

Resolution 2016-66: Oversight Committee’s Guidelines and Duties.

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RESOLUTION NO. 2016-66

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

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

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

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

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

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

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

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

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

Section 5. Following the application deadline of Thursday, January 5, 2017, the applications received shall be reviewed by an ad hoc committee of the City Council which has

1 been appointed by the Mayor, and a list of no more than two finalists per vacancy shall be
2 submitted by the ad hoc committee to the full City Council for interviews and selection by the
3 full City Council.

4 **PASSED AND ADOPTED** at a Regular Meeting of said City Council of the City of
5 Suisun City duly held on Tuesday, the 26th day of July 2016, by the following vote:

6 **AYES:** Councilmembers: Day, Hudson, Segala, Wilson, Sanchez

7 **NOES:** Councilmembers: None

8 **ABSENT:** Councilmembers: None

9 **ABSTAIN:** Councilmembers: None

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

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12 Donna Pock, CMC
13 Deputy City Clerk
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EXHIBIT "A"**GENERAL TRANSACTIONS AND USE TAX OVERSIGHT COMMITTEE
GUIDELINES AND DUTIES**

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

Application/Recruitment Process

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

Powers and Duties

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

The duties of the Oversight Committee do not include decision-making or advisory responsibilities regarding spending priorities, funding source decisions or financial plans, as these are the purview of the City Council as set forth in state law and the Suisun City Code.

Qualifications for Appointment

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

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

Selection of Members

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

Term of Service

Two (2) Oversight Committee members shall be appointed to terms of a period of three (3) years, and three (3) members shall be appointed to terms of a period of five (5) years.

Meetings

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

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

Staff Liaison

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