

CITY COUNCIL
Lori Wilson, Mayor
Michael A. Segala, Mayor Pro-Tem
Anthony Adams
Jane Day
Wanda Williams



CITY COUNCIL MEETING

First and Third Tuesday
Every Month

A G E N D A

SPECIAL MEETING OF THE SUISUN CITY COUNCIL

TUESDAY, JULY 2, 2019

6:00 P.M.

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

NOTICE

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

ROLL CALL

Council Members

PUBLIC COMMENT

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

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

City Council

1. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCPOA (Suisun City Police Officers' Association).
2. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCEA (Suisun City Employees' Association).
3. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCMPEA (Suisun City Management and Professional Employees' Association).

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

CONVENE OPEN SESSION

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

ADJOURNMENT

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

PLEASE NOTE:

1. The City Council/Agency/Authority hopes to conclude its public business by 10:00 P.M. Ordinarily, no new items will be taken up after the 10:00 P.M. cutoff and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at 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; Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA; Joe Nelson Center, 611 Village Drive, Suisun City, CA; and the Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of July 2, 2019 was posted and available for review, in compliance with the Brown Act.



CITY COUNCIL
Lori Wilson, Mayor
Michael A. Segala, Mayor Pro-Tem
Anthony Adams
Jane Day
Wanda Williams

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, JULY 2, 2019

6:30 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:
Council/Board Member Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

(Next Ord. No. – 763)

(Next City Council Res. No. 2019 – 72)

Next Suisun City Council Acting as Successor Agency Res. No. SA2019 - 06)

(Next Housing Authority Res. No. HA2019 – 06)

ROLL CALL

Council / Board Members

Pledge of Allegiance

Invocation

PUBLIC COMMENT

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

CONFLICT OF INTEREST NOTIFICATION

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

DEPARTMENTS: AREA CODE (707)

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

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

SUCCESSOR AGENCY 421-7309 FAX 421-7366

REPORTS: (Informational items only.)

1. Senior Programming - (Loftus)
2. Update on Found It Facility Use - (Loftus)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Committee Appointments. (Wilson).
 - a. Public Safety Committee.
4. Committee Appointments. (City Council).
 - a. Environment and Climate Committee.
5. Appointment of Voting Delegate and Alternate(s) for the League of California Cities Annual Conference – (Wilson).
6. Presentation of Proclamation Proclaiming July 2019, as “Parks Make Life Better Month!®.” (Loftus).

CONSENT CALENDAR

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

City Council

7. Council Adoption of Resolution No. 2019-___: Authorizing the City Manager to Execute a One-Year Agreement Between the City of Suisun City and Solano County Office of Education. - (Loftus).
8. Council Adoption of Resolution No. 2019-___: Authorizing the City Manager to Execute the Lease Agreement Between the City of Suisun City and Continuing Development Incorporated for a Five-Year Term, Terminating June 30, 2024 - (Loftus).
9. Council Adoption of Resolution No. 2019-___: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for Fiscal Year 2019-20. - (Luna/Dingman).
10. Council Adoption of Resolution No. 2019-___: Authorizing the City Manager to Execute a Contract with Fitch and Associates to Conduct a Standards of Cover Service Assessment for the Fire Department. - (Vincent/Folsom).

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

11. Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on June 4, 2019, June 18, 2019 – (Hobson).

PUBLIC HEARINGS**City Council**

12. PUBLIC HEARING
Council Introducec and Waive Reading of Ordinance No. ___: Amending Section 21.04.020 and 21.06.010 of the Suisun City Code to Update Marinas – (Loftus).

13. PUBLIC HEARING

An Interim Urgency Ordinance on the Establishment of “Smoke Shops” in the City of Suisun City – (McNamara).

- a. Council Adoption of Resolution No. 2019 - ___: A Resolution of the City Council of the City of Suisun City Approving and Issuing the 10-day Written Report Describing the Measures Taken to Alleviate the Condition Which Led to the Adoption of Urgency Ordinance No. 761, which Imposes a Moratorium on “Smoke Shops” in the City of Suisun City, as Required by Government Code Section 65858(d).
- b. Council Adoption of Ordinance No. ___: An Urgency Ordinance of the City Council of the City of Suisun City, California, Extending Urgency Ordinance No. 761 Which Established a 45-Day Temporary Moratorium on the Establishment of “Smoke Shops,” Within the City of Suisun City for an Additional Ten Months and Fifteen Days, and Declaring the Urgency Thereof.

14. PUBLIC HEARING

Council Adoption of Resolution No. 2019-___: Approving a Annual Update of the Master Fee Schedule – (Corey).

GENERAL BUSINESS**City Council**

15. Discussion and Direction: Special Sign Overlay Districts – (McNamara).

REPORTS: (Informational items only.)

16. a. Council/Boardmembers
- b. Mayor/Chair

17. City Manager/Executive Director/Staff

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

18. Introduction and Swearing-in of Suisun City Volunteer Firefighter Jian Eddinger– (Vincent).

PUBLIC COMMENT

(Additional time for request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda limited to no more than 3 minutes.)

ADJOURNMENT

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I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of July 2, 2019 was posted and available for review, in compliance with the Brown Act.

Office of the Mayor
Suisun City, California
Proclamation

WHEREAS, the Suisun City Recreation, Parks, and Marina (RPM) Department is an integral part of our community; and

WHEREAS, RPM promotes physical, emotional and mental health and wellness through organized and self-directed fitness, play, and activity; and

WHEREAS, RPM supports the economic vitality of our community by attracting new businesses, promoting community revitalization, increasing tourism, providing jobs and generating revenues; and

WHEREAS, RPM creates memorable experiences through engaging programs, dynamic events and new opportunities designed to get people involved in our community; and

WHEREAS, RPM fosters social cohesiveness in communities by celebrating diversity, providing inclusive services, promoting social equity, and connecting social networks; and

WHEREAS, RPM supports human development and endless learning opportunities that foster social, intellectual, physical and emotional growth in people of all ages and abilities; and

WHEREAS, RPM sustains and stewards our natural resources by protecting habitats and open space, connecting people to nature, and promoting the ecological function of parkland; and

WHEREAS, RPM supports a safe, vibrant, attractive, progressive community that makes life better through positive alternatives offered in our recreational opportunities; and

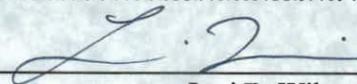
WHEREAS, The California Park & Recreation Society has released a statewide public awareness campaign, "Parks Make Life Better!®" to inform citizens of the many benefits of utilizing parks, facilities, programs, and services.

NOW, THEREFORE, I, Lori D. Wilson, Mayor of the City of Suisun City hereby proclaim the month of July 2019 as:

"PARKS MAKE LIFE BETTER!® MONTH"

in the City of Suisun City and in doing so, urge all residents to support our Recreation, Parks, and Marina Department and enjoy our parks, trails, open space, facilities, and recreation opportunities.

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



Lori D. Wilson, Mayor

ATTEST: _____

DATE: July 2, 2019



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AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

CITY AGENDA ITEM: Council Adoption of Resolution No. 2019-__ : Authorizing the City Manager to Execute a One-Year Agreement Between the City of Suisun City and Solano County Office of Education.

FISCAL IMPACT: None at this time

BACKGROUND: The Solano County Office of Education (SCOE) has been utilizing the Joseph Nelson Community Center for staff trainings and special events at a maximum of 4 times per year during the weekdays only. These agreements have been executed by the City Manager in the past but without a fee waiver policy this action should be considered by the City Council.

STAFF REPORT: The Recreation, Parks, and Marina Department (RPM) views this agreement as a viable partnership and a benefit for the community. SCOE has proven themselves to be a good partner, treats the privilege of facility use with respect, and provides valuable trainings to City staff. With this agreement, the Joseph Nelson Community Center will have the opportunity to continue to play host to the Solano County Spelling Bee, and the Solano County Office of Education Educator of the Year Awards.

The agreement allows the following:

- CITY shall allow SCOE to use the Joseph A. Nelson Community Center, at no charge, up to four (4) weekdays for professional development and/or professional trainings. All use must be booked a minimum of 4 weeks in advance.
- If SCOE is contracted by another agency with funding source, to include facility rental fees or charges a fee for registration that can include a facility, rental fees will be charged at 50% of the ongoing scheduled “C” rate. All Uses after 5:00 p.m. will also be charged at this rate. There will be no charge if use is co-sponsored by City or has public interest where the Director of Recreation, Parks, and Marina approves use in writing.
- Any requested entry of facility prior to regular business hours will be charged at the fee listed in the City Master Schedule of Service Charges and Fees.
- CITY may cancel or change SCOE requested date of use if registration material has not yet been printed and/or distributed and/or facilitators have not been secured.
- SCOE shall either provide custodial staff to assist city staff with setup and/or cleanup activities or pay for the city staff’s additional time as determined and/or directed by city.
- SCOE shall allow city Pre-school staff to participate in SCOE Preschool Professional Development events at no charge at any trainings offered by SCOE, or at reduced rates if training cost-recovery is required.
- SCOE shall attempt to use catering services in Suisun City if possible, or allow attendees ample break time to eat and/or shop in Suisun City.
- SCOE will use the center for events that will be offered only on a cost recovery basis.

PREPARED BY:

Kris Lofthus, Recreation, Parks, and Marina Director

REVIEWED/APPROVED By:

Greg Folsom, City Manager

RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2019-__: Authorizing the City Manager to Execute a One-Year Agreement Between the City of Suisun City and Solano County Office of Education.

ATTACHMENTS:

1. Resolution No. 2019-__: Authorizing the City Manager to Execute a One-Year Agreement Between the City of Suisun City and Solano County Office of Education.

RESOLUTION NO. 2019-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO EXECUTE A ONE YEAR
AGREEMENT BETWEEN THE CITY OF SUISUN CITY AND SOLANO COUNTY
OFFICE OF EDUCATION**

WHEREAS, Solano County Office of Education provides valuable training to the City of Suisun preschool staff; and

WHEREAS, Solano County Office of Education hosts the County Spelling Bee in the City of Suisun City; and

WHEREAS, Solano County Office of Education hosts the Educator of the Year Awards in the City of Suisun City; and

WHEREAS, The City of Suisun City and the Solano County Office of Education has a long standing partnership that provides benefits to both parties; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council further authorizes the City Manager to execute a one-year agreement between the City of Suisun City and Solano County Office of Education.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 2nd day of July 2019 by the following vote:

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

WITNESS my hand and the seal of said City this 2nd day of July 2019.

Donna Pock, CMC
Deputy City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

CITY AGENDA ITEM: Council Adoption of Resolution No. 2019-__ : Authorizing the City Manager to Execute the Lease Agreement Between the City of Suisun City and Continuing Development Incorporated for a Five Year Term, Terminating June 30, 2024.

FISCAL IMPACT: This action will have a positive impact on the City. Lease income will be \$6,000 per year, paid in \$500 per month installments for the land use for one modular structure to provide child care programs to Dan O. Root Elementary School located at 820 Harrier Drive.

BACKGROUND: Continuing Development Incorporated (CDI) has been leasing the space at 820 Harrier Drive for a number of years. Their last agreement has expired and in that agreement, CDI was paying \$400 per month for land use under the now expired agreement. The City of Suisun and CDI agreed on an increase of 25%, for the land use fee making it \$500 per month. CDI provides licensed preschool, and elementary age programming for the residents in the Dan O. Root Elementary School area.

STAFF REPORT: The Recreation, Parks, and Marina Department (RPM) views this agreement as complementary programming for the community and not competitive with RPM. CDI has been operational for a number of years and provides services that RPM does not have the capacity to offer. The afterschool program that RPM operates at Dan O. Root Elementary has run at capacity for the past 3 years so the need for additional child care services are apparent.

Compliance with Law - Any portable building installed by CDI on City property shall meet all applicable structural, safety, health, equipment, and related conditions as applicable to child care and after-school care facilities. Additionally, CDI agrees to conform to all laws, orders, permits or any municipal, state, or federal board or authority, present or future, in any way relating to the condition, use, or occupancy of the premises throughout the entire term of this Agreement and any extensions thereof. CDI will provide copies of all permits and annual inspection records to the City.

Utilities - CDI is to provide for its own metered electric service. All costs associated with water, garbage, and trash disposal related to the portable building shall be provided and paid for by CDI. CDI shall provide its own telephone service and shall be responsible for custodial and maintenance service. The City reserves the right to request documentation regarding any of the above mentioned information at any time or for any reason.

Maintenance - CDI agrees to perform daily custodial maintenance and repair work as may be necessary to the grounds and classroom to maintain them to mutually acceptable standards.

Major Maintenance - Major maintenance of the grounds shall be at the City's expense. Maintenance for the purposes of repair or replacement due to negligence or malicious mischief shall be at CDI's expense. City shall provide maintenance services and charge CDI for such repairs unless mutually agreed that CDI can provide repairs acceptable to City.

PREPARED BY:

Kris Lofthus, Recreation, Parks, and Marina Director

REVIEWED/APPROVED By:

Greg Folsom, City Manager

Use of Other City Facilities - City agrees that CDI may make reasonable use of outdoor playground equipment and playground areas at this site. Such use shall not interfere with normal City operations or the traditional use of the playground equipment and playground areas by community youth sports groups.

Damage to Premises - CDI shall pay City for the repair or replacement of any property or facilities of City which shall be lost, damaged, or stolen as the result of CDI' s use of City's premises, with the exception of normal wear and tear to premises.

Trade Fixtures - CDI agrees that any trade fixture installed upon the exterior of any structure located on City property shall be subject to prior approval by the City.

Insurance - CDI shall at its own cost and expense maintain and keep in force during the term of the Agreement comprehensive broad form general public liability insurance against all claims and liability for personal injury, death, or property insurance arising out of the use of buildings and property of the City. Such insurance shall provide coverage in a single limit of not less than One Million Dollars (\$1,000,000.00) per occurrence with an aggregate limit of Two Million Dollars (\$2,000,000.00). CDI shall provide Workers' Compensation Insurance as required by the State of California.

Hold Harmless - CDI shall hold the City, its officers, agents, and employees harmless against any and all expense and liability, including attorney's fees and costs, for damage to property or injury or death of any person or persons in connection with or arising out of CDI' s activities, use of occupancy of the buildings specified in this Agreement or any act of negligence of CDI, its agents or employees on or about the buildings.

Early Termination of Agreement - Both parties agree that either may terminate this Agreement by providing written notice to the other party six (6) months in advance of the proposed termination date. City retains the right to terminate the Agreement should CDI be in default of any provision of the Agreement. City agrees that in the event of default, City shall provide written notice to CDI regarding the area of concern, identify the particular section of the Agreement City believes to have been violated, and allow CDI thirty (30) days to correct the violation. Should the violation not be corrected to the satisfaction of the City, then the City will file a written notice of default including a thirty (30) day notice of termination.

Default - The occurrence of any of the following shall constitute a default by CDI:

- A. Failure to pay administrative fee when due; if CDI fails to pay the administrative fee due under the clause **Administrative Fee** on or before the fifteenth (15th) of each quarterly month.
- B. Abandonment and vacation of the premises (failure to occupy and operate the premises for fifteen (15) consecutive days shall be deemed an abandonment and vacation).
- C. Failure to perform any other provision of this Agreement if the failure to perform is not cured within thirty (30) days after notice has been given to CDI.

If CDI commits a default, City shall have the right to terminate this Agreement pursuant to clause Early Termination of Agreement, in addition to any and all remedies allowed by law, including those remedies provided by California Civil Code Section 19512.

Restoration of Premises - Upon termination of this Agreement, including any extensions thereof, CDI agrees to allow City the option to purchase the modular building in an "AS IS" condition at a price that will be determined by fair market value or ii) remove the portable building and to restore the premises to the condition as it existed prior to installation. City reserves the right to amend or discontinue sections of the contract in part or whole. CDI must obtain written authorization from City's representative before proceeding. Written authorization can be in the form of a letter, memorandum, e-mail or fax.

RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2019-__: Authorizing the City Manager to Execute the Lease Agreement Between the City of Suisun City and Continuing Development Incorporated for a Five-Year Term, Terminating June 30, 2024.

ATTACHMENTS:

1. Resolution No. 2019-__: Authorizing the City Manager to Execute the Lease Agreement Between the City of Suisun City and Continuing Development Incorporated for a Five-Year Term, Terminating June 30, 2024.
2. CDI Facility Location Map

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RESOLUTION NO. 2019-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO EXECUTE THE LEASE AGREEMENT
BETWEEN THE CITY OF SUISUN CITY AND CONTINUING DEVELOPMENT
INCORPORATED FOR A FIVE-YEAR TERM, TERMINATING JUNE 30, 2024.**

WHEREAS, Continuing Development Incorporated has been operating a licensed child care facility in Suisun City for many years; and

WHEREAS, Programming offered by Continuing Development Incorporated is an asset to the Suisun City community serving both preschool and elementary aged children; and

WHEREAS, Continued Development Incorporated will pay a land use fee of \$6,000 annually for 5 years; and

WHEREAS, The term of this agreement will commence on June 30, 2019 and terminate on June 30, 2024; and

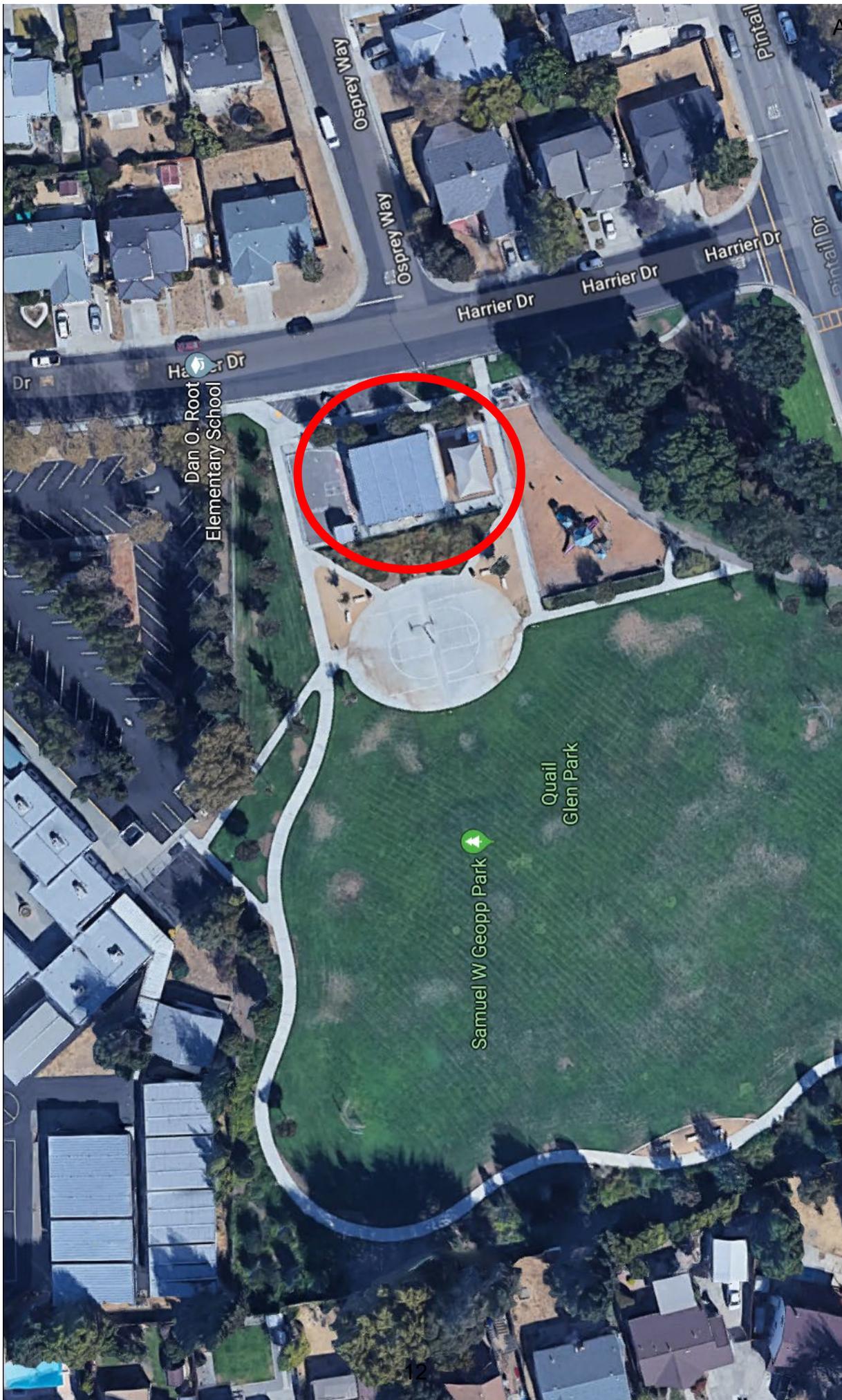
NOW, THEREFORE, BE IT RESOLVED, that the City Council further authorizes authorizing the City Manager to execute the lease agreement between the City of Suisun City and Continuing Development Incorporated for a five-year term, terminating June 30, 2024.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 2nd day of July 2019 by the following vote:

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

WITNESS my hand and the seal of said City this 2nd day of July 2019.

Donna Pock, CMC
Deputy City Clerk



AGENDA TRANSMITTAL

MEETING DATE: July 02, 2019

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

Adopt Council Resolution No. 2019-___: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for Fiscal Year 2019-20.

FISCAL IMPACT: The proposed rate for FY 2019-20 to make the debt service payments for the North Bay Aqueduct (NBA) is 0.003099 per \$100 of Assessed Value. As indicated in the attached table and chart, the NBA levy would go down by \$0.000134 per \$100 or decrease by about \$0.34 per year on a home with an AV of \$250,000. The General Obligation Bond (SR12) levy would be zero; Highway 12 Bond was paid off in February 2019. *The net Ad Valorem Tax amount would be a decrease of about \$33.82 per year on a home with an AV of \$250,000.*

STAFF REPORT: Each year the City Council is required to establish the *ad valorem* property tax rates to be levied on the properties that benefit from the voter-approved bond issues for the acquisition of water from the North Bay Aqueduct and Highway 12 Improvement Bonds. These tax proceeds are used to make annual debt service payments on these two bond issues. Staff uses the Preliminary 2019-2020 Assessed Valuations Estimates provided by Solano County to calculate the levy, because the actual assessed valuations are not available in time to meet legal deadlines for submitting the tax rate to the County. There is an inverse relationship between the assessed values and the tax rates needed to generate the funds necessary to make the annual bond payments. In other words, when assessed values (AVs) go up, the tax rate will go down while still generating the needed revenue. When AVs go down, the tax levy must go up in order to generate the amount needed for bond payments.

STAFF RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 2019-___: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for Fiscal Year 2019-20.

ATTACHMENTS:

1. Resolution No. 2019-___: Approving the Debt Service Rate for the North Bay Aqueduct Bond Issue for Fiscal Year 2019-20.
2. Table and Chart Showing Property Tax Rates for NBA and Highway 12 Bonded Indebtedness, FY 2009 through FY 2020 (proposed).
3. Calculation of Voter Approved Debt for 2019-20.

PREPARED BY:

Elizabeth Luna, Accounting Services Manager

REVIEWED/APPROVED BY:

Joe Dingman, Administrative Services Director

Greg Folsom, City Manager

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RESOLUTION NO. 2019-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
APPROVING THE DEBT SERVICE RATE FOR THE NORTH BAY AQUEDUCT
BOND ISSUE FOR FISCAL YEAR 2019-20**

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

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

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

WHEREAS, City has made the necessary calculations and has determined the correct tax rate for the 2019-20 fiscal year is \$0.003099 per \$100.00 of assessed valuation;

NOW, THEREFORE, BE IT RESOLVED that the City of Suisun City Council does hereby approve the rate of Debt Service designated in the number of cents upon each \$100.00 of the full cash value of the property in the City of Suisun City, as equalized and returned to this City Council by the Auditor of Solano County, to raise the amount of money necessary to pay the FY 2019-20 indebtedness for the North Bay Aqueduct which rate is \$0.003099 per \$100.00 of assessed valuation; and

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

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 2nd day of July 2019 by the following vote:

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

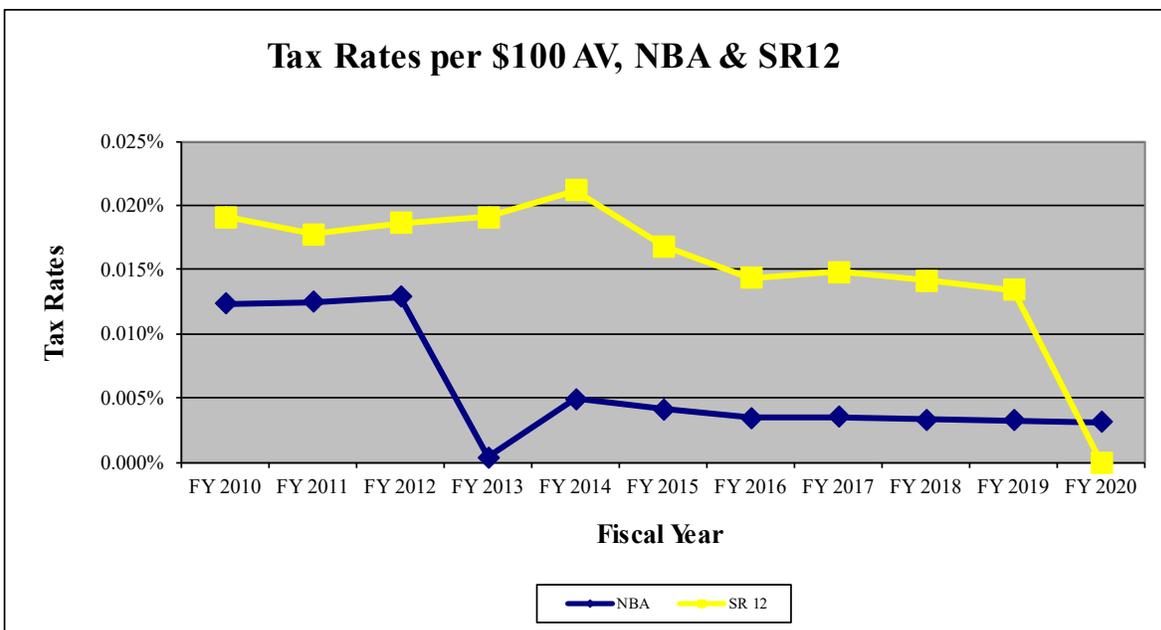
WITNESS my hand and the seal of said City this 2nd day of July 2019.

Donna Pock, CMC, Deputy City Clerk

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

<u>Fiscal Year</u>	<u>NBA</u>	<u>SR 12</u>
FY 2010	0.012328%	0.019064%
FY 2011	0.012448%	0.017766%
FY 2012	0.012862%	0.018605%
FY 2013	0.000345%	0.019090%
FY 2014	0.004929%	0.021165%
FY 2015	0.004095%	0.016819%
FY 2016	0.003474%	0.014359%
FY 2017	0.003522%	0.014813%
FY 2018	0.003335%	0.014128%
FY 2019	0.003233%	0.013394%
FY 2020	0.003099%	0.000000%

NOTE: Highway 12 Bond paid off in February 2019.



	NBA			Hwy12			TOTAL Difference
	FY 2018-19	FY 2019-20	Difference	FY 2018-19	FY 2019-20	Difference	
Assessment Rate	0.003233	0.003099	(0.000134)	0.013394	0	(0.013394)	(0.0135280)
Assessed Value of \$ 250,000	\$ 8.08	\$ 7.75	\$ (0.34)	\$ 33.49	\$ -	\$ (33.49)	\$ (33.82)

NORTH BAY AQUEDUCT - Fund 079

Calculation of Voter Approved Debt for 2019-20

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

	<u>Unsecured</u>	<u>Secured</u>	<u>Total</u>
Net Values (Less H.O.)	21,854,512	2,468,030,471	2,489,884,983
SBE Values	-	70,000	70,000
Subtotal	21,854,512	2,468,100,471	2,489,954,983
Less: 2% Delinquency	(437,090)		(437,090)
.25% Delinquency		(6,170,251)	(6,170,251)
Redevelopment	-	-	-
Add: Homeowners	-	25,201,400	25,201,400
Adjusted Net Values	21,417,422	2,487,131,620	2,508,549,042
Tax Rates *	0.003233%	0.003099%	
Amount of Taxes	\$ 692	\$ 77,066	\$ 77,758

<u>Amount Needed</u>	<u>\$ 88,214</u>
Current Reserves	10,456
Interest	-
Secured Taxes	77,066
Unsecured Taxes	692
Total	<u>88,214</u>
Variance	-

Payments to be Made in 2019-20

Principal	77,740
Interest	-
Others- Cost Allocation new for 2018	2,700
Required Reserve	7,774
Total	<u>88,214</u>

* The Previous Year's Secured Rate is the Current Year's Unsecured Rate

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AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

AGENDA ITEM: Council Adoption of Resolution No. 2019-____: Authorizing the City Manager to Execute a Contract with Fitch and Associates to Conduct a Standards of Cover Service Assessment for the Fire Department.

FISCAL IMPACT:

When estimating the cost of a Standard of Cover assessment for FY 19/20, \$52,000 was budgeted. After receiving several proposals, Fitch and Associates is recommended at a cost of \$39,963 (including all expenses and fees).

BACKGROUND:

A standard of cover service assessment is an evaluation and analysis of data based on nationally recognized guidelines and criteria, including recognized National Fire Prevention Association (NFPA) standards, Insurance Services Office (ISO) schedules, any federal and state mandates relative to emergency services, and generally accepted practices within emergency services. This assessment is the approved analysis process for fire protection agencies that is recognized and endorsed by the Center for Public Safety Excellence, which is the only accrediting body for the fire service in the United States.

STAFF REPORT:

The need for data-driven facts has become ever more prevalent in today's society. To fully explore the standards our Fire Department may or may not be meeting, an outside expert analysis should be considered. The Fire Department sought proposals for a Standards of Cover analysis from eight companies as follows:

Company Name	Cost	Start Date	Duration
Mike Kraus Leadership	Did not submit a proposal		
Fitch and Assoc.	\$39,936	Two weeks after signing	4 Months
Fire Safe Planning	Did not submit a proposal		
Hernandez Contract Services	No longer in operation		
Matrix Consulting Group	\$43,500	Late June	5 Months
City Gate	\$48,397	Immediate	5 Months
ESCI	\$40,425	August or September	6 Months
AP Triton	Did not submit a proposal		

It was found that Fitch and Associates not only had the lowest rate, but they also had the quickest turn around time.

STAFF RECOMMENDATION:

It is the recommendation of staff that the City Council adopt Resolution No. 2019- ____: Authorizing the City Manager to Execute a Contract with Fitch and Associates to Conduct a Standards of Cover Service Assessment for the Fire Department.

PREPARED BY:

Justin Vincent, Fire Chief

REVIEWED/APPROVED BY:

Greg Folsom, City Manager

ATTACHMENTS:

1. City Council Resolution No. 2019-___: Authorizing the City Manager to Execute a Contract with Fitch and Associates to Conduct a Standards of Cover Service Assessment for the Fire Department.
2. Fitch and Associates Proposal

RESOLUTION NO. 2019-

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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN
CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A
CONTRACT WITH FITCH AND ASSOCIATES TO CONDUCT A
STANDARDS OF COVER SERVICE ASSESSMENT FOR THE FIRE
DEPARTMENT.**

WHEREAS, the City of Suisun City recognizes the value of having an outside expert source to analyze and provide a standards of cover service assessment of the fire department; and

WHEREAS, the City Fire Department reached out to multiple companies seeking proposals for service; and

WHEREAS, Fitch and Associates is the most affordable option with the speediest completion time, 4 months; and

NOW, THEREFORE, be it here resolved by the City Council of Suisun City authorizing the City Manager to execute a contract with Fitch and Associates to complete a Standards of Cover Service Assessment of the Fire Department.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 2nd day of July 2019 by the following vote:

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

WITNESS my hand and the seal of said City this 2nd day of July 2019.

Donna Pock, CMC,
Deputy City Clerk

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30 May 2019

Response to Request for Proposal:



**STANDARDS OF COVER DOCUMENT
AND COMMUNITY RISK ASSESSMENT**

SUISUN CITY, CALIFORNIA

Prepared by:



2901 Williamsburg Terrace #G ■ Platte City ■ Missouri ■ 64079
P: 816.431.2600 ■ F: 816.431.2653
www.fitchassoc.com

CONSULTANT PROPOSAL



30 May 2019

Justin Vincent
Fire Chief
Suisun City Fire Department
621 Pintail Drive
Suisun City, CA 94585

Dear Chief Vincent:

Fitch & Associates (*FITCH*) is pleased to respond to your Request for Proposal for the development of a *Standards of Cover Document and Community Risk Assessment*.

Per our brief discussion, we have incorporated your specific needs into this submission and have organized the information requested for clarity. The *FITCH* team recognizes the importance of this project to the Department and City and will objectively assist the Department in the development of a standards of response coverage and community risk assessment. Fitch & Associates will partner with the leadership of the agency, steering committee or project team (if desired), and city administration to ensure highly transparent, realistic, and implementable solutions within the unique local environment.

Fitch & Associates, LLC is a Limited Liability Company. *FITCH* was established as a corporation in 1984 and converted to a Limited Liability Company in 1996. The Firm is located in Platte City, Missouri, a suburb of Kansas City. As the founding partner, Dr. Jay Fitch is authorized to execute any agreement on behalf of the firm. Our physical mailing address and my contact information is provided below. This location is both the servicing office and the only office location for Fitch & Associates, LLC.

Jay Fitch, PhD
Fitch & Associates, LLC
2901 Williamsburg Terrace
Suite G, Box 170
Platte City, Missouri 64079
Telephone: (816) 431-2600
Facsimile: (816) 431-2653
<http://www.fitchassoc.com>

Fitch & Associates is a thought leader in the public safety industry and routinely author's articles, research, industry surveys, and white papers. In addition, the firm's members regularly are requested to present at international and national conferences. Therefore, the firm seeks out opportunities to partner with agencies that are willing to ask the tough questions, seek



transparency, public input, and are interested in planning for the future in a sustainable manner that is aligned with community expectations and unique community risks.

Fitch & Associates is uniquely qualified to assist the department on this journey. All of the consultants proposed for this project have either spent their careers in, or are still employed, as fire service leaders with a long history of performance management, organizational optimization, and strategic planning. Finally, the proposed consultants have over two decades of experience with the Center for Public Safety Excellence and the Commission on Fire Accreditation International (CPSE/CFAI).

Fitch & Associates has provided similar planning and analysis services for over 1,000 clients represented in every continent except Antarctica and in all 50 U.S. States throughout its 30-year history. Our team has wide ranging technical expertise and specific experience with the Commission on Fire Accreditation International's (CFAI) model and within California. Our team members have served as peer assessors, team leaders, accreditation managers, and co-authored the new 6th Edition of the Standards of Cover Manual.

As proposed, Dr. Steven Knight, EFO will serve as the project manager for this project. Chief Knight retired from St. Petersburg Fire & Rescue, FL as the Assistant Chief and also served as the department's accreditation manager for two successful rounds of reaccreditation. Please feel free to contact Dr. Knight directly if you have any follow up correspondence during the selection process. Chief Knight's contact information is provided below:

Steven Knight, PhD
Fitch & Associates, LLC
2901 Williamsburg Terrace
Suite G, Box 170
Platte City, Missouri 64079
816-500-7481 or sknight@fitchassoc.com

We appreciate the opportunity to submit this response and look forward to talking with you more about how we can provide you superior services and value. It is understood that this proposal will remain valid for a minimum of 60-days.

Warm regards,

A handwritten signature in blue ink that reads "Steven Knight".

Steven Knight, PhD
Partner

SOC AND COMMUNITY RISK ASSESSMENT SUISUN CITY FIRE DEPARTMENT, CA

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REFERENCES

In addition to the intuitive strengths derived from leadership in the emergency services field and more than three decades of consulting, *FITCH* also offers specific expertise gained from multiple projects that required similar expertise to the one proposed. *FITCH* has evaluated numerous communities' needs and provided leadership in a variety of projects that involved collaboration by many different agencies for the common good. We have an ability to keep focused on the final result while keeping the planning process moving.

FITCH is uniquely qualified to conduct this review. *FITCH* specializes in public safety consulting and has direct experience with assignments similar to yours. Below are several projects that demonstrate our experience developing community risk assessments and standards of coverage documents for public fire agencies. Currently, *FITCH* is working on the development of SOC's for the Cities of Sanger and Roseville, CA and recently concluded an SOC project with the City of Davis.

Snohomish Fire District #7, Washington

FITCH was originally contracted only to complete a Standards of Cover process for the Fire District. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. Prior to completing the project, the client requested additional assistance with an organizational efficiency study. The completed study provided 13 strategic recommendations to the agency that would provide more efficiency within the administrative and operational divisions. Within two years 12 of the 13 recommendations were implemented with positive results.

Additionally, the District once again retained Fitch & Associates to update and consolidate their Standards of Cover document to include a newly merged fire district.

The contact for the Fire District is Battalion Chief Ryan Lundquist, project manager/accreditation manager. He can be reached at rlundquist@snofire7.org.

The project demonstrates the firm's experience with Standard of Response Coverage Development.

City of Chico, California

The City of Chico contracted with the firm to complete a Standards of Cover and Strategic Planning process. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. The review will identify and quantify risk and provide the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and resource allocations. The project also included the development of a strategic plan that provided guidance on future agency activities in a time when the agency was facing tough financial constraints.

The contact for this project is Fire Chief William Hack. He can be reached at 530-897-3400 or william.hack@rocklin.ca.us.

The project demonstrates the firm's experience with Standard of Response Coverage Development and facilitated Strategic Planning efforts within the State of California.

City of St. Petersburg, Florida

The City of St. Petersburg contracted with the firm to assist the agency with an update of their Standards of Cover as they prepare for their 4th re-accreditation. *FITCH* completed comprehensive data and GIS analyses that the Department could utilize to update their existing standards of coverage document. In addition, St. Petersburg Fire & Rescue received the SAFER Grant designed to open a 14th station in the NW area of the City. *FITCH* assisted with recommendations for optimized station locations as well as reviewed multiple sites identified by the City. The review assisted the City while maintaining consideration for the internationally accredited status and ISO PPC of 1. This project was completed in January 2017.

The contact for this project is Division Chief Ian Womack. He can be reached at 727-893-7664 or ian.womack@stpete.org.

The project demonstrates the firm's experience with Standard of Response Coverage Development, comprehensive quantitative data analyses, station location studies, and GIS analyses that balance local policy with NFPA, CFAI, and ISO guiding documents within the local fiscal and political environment.

Polk County, Florida

Polk County contracted with the firm to complete a Standards of Coverage and Station Location Study. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. The review identified and quantified risk and provided the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and resource allocations. Polk County has adopted the changes and formally addressed the funding strategies to add 29-staffed ambulances and 174 cross-trained personnel over the next 10 years.

The contact for this project is Fire Chief Anthony Stravino. He can be reached at 836-519-7353 or tonystravino@polk-county.net.

The project demonstrates the firm's experience with Standard of Response Coverage Development, comprehensive quantitative data analyses, station location studies, and GIS analyses that balance local policy with NFPA, CFAI, and ISO guiding documents within the local fiscal and political environment that maintains long-term sustainability.

City of Cape Coral, FL

FITCH was contracted to complete a Standards of Cover process for the City. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. The review identified and quantified risks and provided the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and both human and capital resource allocations.

Subsequently, the City hired *FITCH* to facilitate and develop a Strategic Planning process. In total, the project cost approximately \$65,000. The projects were completed and presented to city council in April 2019.

The contact for the City of Cape Coral is Fire Chief Ryan Lamb. He can be reached at 239-574-0501 or rlamb@capecoral.net.

The project demonstrates the firm's experience with Community Risk Assessment and Standards of Response Coverage Development and Staffing Optimization and Payroll considerations, as well as the facilitation of a 5-year Strategic Planning process.

City of Vancouver Fire Department, Vancouver, WA

FITCH was retained to complete a review of the City's EMS program and its relationship with the County and EMS District 2. The City made the decision to withdraw and not participate in the upcoming ambulance transport procurement prior to the consultation. In determining the optimal structure for the system, *FITCH* developed a strategy approved by both agencies to reverse roles and have the City lead the procurement process enabling the enhancements the City sought but preserving the economic advantages of procuring a single transport provider and maintaining service availability throughout the City and County. The firm subsequently analyzed coverage requirements, prepared detailed specifications and conducted a national procurement process. This project was concluded in 2014 and was completed for approximately \$50,000.

Subsequently, *FITCH* was contracted to complete a Standards of Cover that focuses efforts towards outcomes and deemphasizing response time... this will be completed in July of 2019 for a total contract price of approximately \$60,000. Additionally, the City has asked *FITCH* to complete a compliance evaluation for the ambulance service contract they manage for approximately \$35,000 and will begin in May/June 2019.

The contact for this project is Chief Joe Molina. He can be reached at 360.487.7201, by cell at 360.553.5385, or Joe.Molina@cityofvancouver.us.

The relevance of the Vancouver procurement project is the engagement demonstrates the breadth of our consulting practice, familiarity with a labor environment and our ability to work with multiple agencies with divergent objectives.

Additional client references, case studies, and testimonials are available on the firm's website at www.fitchassoc.com.

WRITTEN RESPONSE

Profile

Fitch & Associates, LLC is a Limited Liability Company originally established as a corporation in 1984. The Firm is located in Platte City, Missouri, a suburb of Kansas City. As the founding partner, Dr. Jay Fitch is authorized to execute any agreement on behalf of the firm. Our physical mailing address and my contact information is:

Jay Fitch, PhD
Fitch & Associates, LLC
2901 Williamsburg Terrace
Suite G, Box 170
Platte City, Missouri 64079
Telephone: (816) 431-2600
Facsimile: (816) 431-2653
jfitch@emprize.net

Fitch & Associates Federal Employer Identification Number (EIN) is 43-1780744.

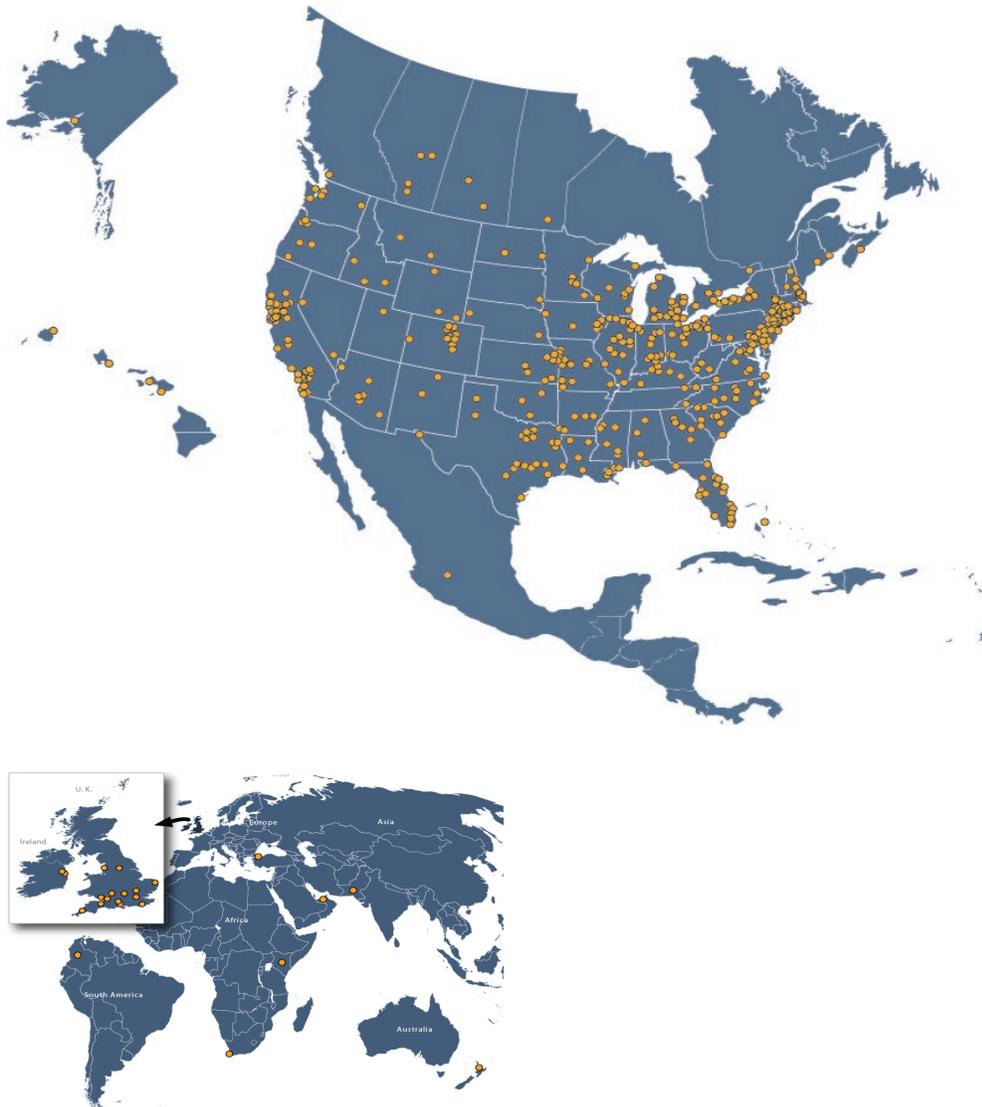
Throughout its 30-year history, *FITCH* has earned credibility by implementing innovative customized solutions in both the public safety and healthcare arenas. The Firm has consulted with nearly 1,000 communities in all 50 U.S. states and in 12 countries.

Projects have ranged from objective reviews, analysis and system design issues, communications system design, productivity, and enhancement studies to detailed operational, financial, and transition management services including standards of covers and consolidation studies.

In addition to its five partners, *FITCH* has full-time Senior Associates, research, and support staff members. *FITCH* regularly utilizes more than half a dozen independent consultants that are content and technical experts. Many of our independent contractors have been affiliated with the Firm for a number of years.

These combined resources provide expertise on matters as diverse as organizational psychology, accounting, economics, healthcare administration, public information and education, marketing research, emergency medicine, fire service administration, law enforcement, safety management and “Just Culture” concepts.

Figure 1: Fitch Client Locations



Firm Experience with Risk-Based Standards of Coverage Studies

In addition to the intuitive strengths derived from leadership in the emergency services field and more than three decades of consulting, *FITCH* also offers specific expertise gained from multiple projects that required similar expertise to the one proposed. *FITCH* has evaluated numerous communities' needs and provided leadership in a variety of projects that involved collaboration by many different agencies for the common good. We have an ability to keep focused on the final result while keeping the planning process moving.

In this section titled "References" we provide a brief description and contact information for references. In addition, the following cities and counties are previous clients where we have completed the consultancy.

Fire-based Projects Completed in the Last 5-Years

- City of Davis, CA
- City of Chico, CA
- City of Dallas, TX
- City of Joliet, IL
- City of Orlando, FL – 2 times
- Guilford County, NC
- City of Cape Coral, FL – 2 times
- City of North Port, FL
- City of Mount Dora, FL
- City of St. Petersburg, FL
- Town of Holly Springs, NC
- Frederick County, VA
- Albemarle County, VA
- Orange County, VA
- City of Oakland Park, FL – 2 times
- City of Marco Island, FL – 2 times
- Polk County, FL – 2 times
- Volusia County, FL – 2 times
- Highlands County, FL
- Broward County, FL – 3 times
- Pinellas County, FL
- Town of West Hartford, CT
- City of Rochester, NY
- City of Burnsville, MN – 2 times
- City of Maplewood, MN
- City of North St. Paul, MN
- City of Brooklyn Park, MN
- City of Vancouver, WA – 3 times
- Snohomish County Fire District #7, WA – 3 times
- City of Edmonds, WA
- City of Everett, WA
- Clallam County Fire Protection District #3, WA
- South Whidbey Island Fire District, WA
- City of Bend, OR
- City of Boulder, CO
- City of Peoria, IL
- York County, SC
- Lancaster County, SC
- Golder Ranch Fire District, AZ
- Bonita Springs Fire District, FL
- Auburn Williams Fire District, MI
- City of Sheboygan, WI
- Waukesha County, WI
- City of Juneau, AK
- Lake County, FL
- Martin County, FL

Qualifications of the *FITCH* Team

FITCH's specific strengths for this project are centered in the ability to objectively conduct research, manage multiple project priorities and blend both expert and local resources while building support for the outcome(s). Our key strengths include talented and experienced consultants who are leaders in their field, time-tested methods, quality teamwork, timeliness, and the ability to provide tangible results.

Talent – Each project is managed by a *FITCH* partner who is responsible for bringing together the specific resources necessary to meet the client's needs. Staffing for this project involves five primary team members. Team members have been selected for their specific areas of expertise that match the requirements of this project. Team members are all subject matter experts who are leaders in their field. Some are well-known speakers providing leading edge and industry best practices presentations at fire/EMS conferences and workshops throughout the U.S. Many have articles published in fire/EMS related publications and periodicals. All are passionate about helping the client.

Time-Tested Methodologies – *FITCH's* experience and that of the individual consultants involved represents an unparalleled base for the tasks at hand. We have worked with more than 1,000 clients including local, state and federal government agencies; municipal and volunteer fire departments; ambulance services and hospitals.

Teamwork – Throughout its history, *FITCH* has stayed true to its core values by accomplishing projects using a collaborative approach. This approach offers high levels of involvement for system participants without compromising the independent or objective nature of the project.

Timeliness – *FITCH* is known for producing its work on or before the scheduled completion date and within budget. Timeliness also involves consultant access and response times. Both are as important in consulting, as they are in emergency services.

Tangibles – Tangible results in consulting mean developing solutions addressing the client's needs and providing recommendations that are implemented. *FITCH* is well known for developing innovative solutions to complex issues. Our recommendations and tangible work products have been implemented with greater frequency than those of any other national public-safety consulting firm.

Members of the *FITCH* project team are highly qualified academically with some serving as faculty members at leading educational institutions. Most importantly, *FITCH* has real-world experience managing large urban and rural services across the nation and a track record of content-specific consulting. Each of the firm's partners and the project director proposed for this project has extensive emergency services management experience. The commitment of top-level resources underscores the importance *FITCH* places on this project team.

We propose a team of experts in municipal leadership, fire protection, and emergency medical services to assess performance and explore options for your agency to operate within funding limitations while preparing for the agencies' future service delivery in an operationally effective, efficient, and sustainable manner that is aligned with the specific community risks and expectations for service.

FITCH is uniquely suited for this project. We have reviewed emergency service systems and developed staffing and deployment plans for over 30 years. We have taught multiple approaches for fire and EMS deployment models for more than a decade as part of the Communications Center Manager's (CCM) program and the Ambulance Service Managers program (ASM) we conduct under the auspices of the International Academies of Emergency Dispatch (IAED) and the American Ambulance Association, respectively. We have served as a resource for detailed reports on emergency services and are a Strategic Partner of the International City and County Management Association (ICMA).

Team Experience

FITCH'S proposed team has considerable expertise in all facets of the strategic assessment and planning processes. For example, Dr. Steven Knight was the accreditation manager for the City of St. Petersburg Fire & Rescue's, FL department for two successful rounds of accreditation. While the accreditation manager, Chief Knight developed and managed the standards of coverage plan and strategic planning process. In addition, Chief Knight has served as a peer team leader and assessor for more than a dozen agencies while assisting the Center for Public Safety Excellence (CPSE) and the Commission on Fire Accreditation International (CFAI), all of whom included a detailed evaluation of the quality of the community risk assessment, standards of response coverage, and strategic planning documents.

Chief Mike Despain who most recently served as the Fire Chief of the City of Clovis, CA co-authored CPSE/CFAI's 9th Edition Self-Assessment Manual and the 6th Edition Standards of Cover Guidebook released in August of 2016. Chief Despain has served as the accreditation manager and a chief fire officer of an accredited agency in Fresno, CA and Clovis, CA, respectively. Chief Despain has served on many accreditation peer review teams and developed and managed strategic planning facilitation in his tenure. Currently, Chief Despain is the fire chief for the City of Lincoln, Nebraska.

All of *FITCH's* fire service consultants have spent a career in the field and management of fire and rescue services providing specific understanding and insight into the challenges and complexities of managing emergency services within a dynamic and changing environment. In addition to Chiefs' Knight and Despain, Chief Eric Nickel is serving as the Fire Chief for the City of Santa Barbara and previously the City of Palo Alto, CA. The Commission on Fire Accreditation International (CFAI) has recently accredited Palo Alto. Finally, Chief John Binaski is the current Fire Chief for the City of Clovis, CA and serves as an accreditation peer assessor and within the League of California Cities.

Finally, Dr. Gang Wang will complete a quantitative data analysis of the department's community demands and performance and provide opportunities for improvement if and when possible. Brian McGrath serves as the firm's GIS analyst and will provide detailed mapping to evaluate both current performance and future oriented opportunities.

The blend of operational, administrative, and leadership capabilities coupled with our expertise, *FITCH* is pleased to introduce a brief summary of each of our proposed team members.

The following biographical profiles highlight the expert qualifications this team brings to this Project.

Project Team Members

Chief Steven Knight (Ret.), PhD, Partner – Project Lead. Dr. Knight has nearly 25 years of experience and recently retired as the Assistant Fire/EMS Chief for the City of St. Petersburg, Florida (pop. 260,000, 14 stations, 350 FFs). He has served as a subject matter expert for both the National Fire Academy and the Center for Public Safety Excellence (CPSE). He has also served as a team leader and peer assessor for the Commission on Fire Accreditation International (CFAI) and has held multiple faculty appointments in Fire Science and EMS. Dr. Knight previously served with the International City and County Management Association (ICMA), as the Senior Manager for Fire and EMS.

Dr. Knight holds a PhD from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of and prior approved faculty for the Executive Fire Officer Program (EFO) through the U.S. Fire Administration, Federal Emergency Management Agency. Knight has been accredited two or three times as a Chief Fire Officer (CFO) through the Center for Professional Credentialing. Knight also served as an adjunct professor at St. Petersburg College and the State College of Florida in their Fire Science and Public Safety Administration Programs, is the former program director for Emergency Medical Services at the Manatee Technical Institute, and is an affiliate faculty with the University of Central Florida's College of Medicine.

Chief Micheal Despain, MA, EFO, CFO, MIFireE. - Senior Consultant – Fire/EMS. Michael Despain has over 33 years of experience in the fire service and currently serves as the Fire Chief for the City of Lincoln, NE (2nd largest city in Nebraska, State Capital, pop 300,000, 14 stations, 300 employees). Previously, Chief Despain has worked for a number of fire agencies throughout California, including the City of Fresno (4th largest city in California, pop 600,000, 24 stations, 400 employees) and is experienced in the various service models including cities, counties, special districts, contracts for service, consolidated agencies, career, volunteer and combination agencies, as well as state and federal models. Chief Despain's professional experience includes 10 years as a Peer Assessor and technical advisor for the Center for Public Safety Excellence and 15 years as chief fire officer.

Chief Despain earned a Bachelor of Arts degree from Fresno Pacific University, a Master of Arts degree from National University, and is a graduate of the Executive Fire Officer program through the U.S. Fire Administration's National Fire Academy in Emmitsburg, Maryland. Chief Despain authored and co-authored numerous professional publications and articles, most notably; the *Fire and Emergency Services Self-Assessment Manual 9th Edition* and the *Community Risk Assessment: Standards of Cover 6th Edition* on behalf of the Center for Public Safety Excellence.

Chief Eric Nickel, CFO, CFC, EFO – Senior Consultant - Fire. Chief Eric Nickel has over 30 years of service as a professional firefighter. Originally educated to be a banker, he graduated from California State University, Long Beach with a degree in Business Administration, Finance. A fateful summer fighting forest fires radically changed his career path. He has worked for five fire departments, large and small, in Southern and Northern California. He joined the Palo Alto Fire Department as their Fire Chief on November 12, 2012 and is now currently the Fire Chief for the City of Santa Barbara, CA.

Eric provides strategic leadership to a team of 120 professional firefighters, paramedics and support staff. He is responsible for the delivery of risk reduction, prevention, fire, rescue and emergency medical services to the communities of Palo Alto and Stanford University.

Eric is a graduate of the National Fire Academy's Executive Fire Officer Program and is professionally credentialed as a Chief Fire Officer through the Commission on Professional Credentialing. He is also a certified Fire Chief through the State of California State Board of Fire Services. He is one of three active California Fire Chiefs to hold all three professional certifications.

Eric has focused his professional research on fire agency community engagement and public relations programs, using social media as a community link and creating predictive analytic technology solutions to forecast risk reduction opportunities and predict calls for service. Eric seeks to use innovative solutions to make life safer and to create an all-risk emergency services department ready to meet the future challenges and community needs.

Chief John Binaski, MA – Consultant. John Binaski has over 28 years of experience in the fire service and currently serves as the Fire Chief for the City of Clovis (CA). The Clovis Fire Department has been an accredited agency by the Commission of Fire Accreditation International since 2003. Chief Binaski's professional experience includes 6 years as a Peer Assessor for the Center for Public Safety Excellence (CPSE/CFAI), 5 years as a member of a Type I Incident Command Team, is a certified Fire Chief with the California State Board of Fire Services and has been accredited multiple times as a Chief Fire Officer (CFO) through the Center for Professional Credentialing. Chief Binaski also served as an adjunct professor and Fire Technology Coordinator for the College of the Sequoias.

Chief Binaski earned a Bachelor of Arts degree from Cogswell Polytechnic College, a Master of Arts degree from Long Beach State University, and is a graduate of the Executive Fire Officer (EFO) program through the U.S. Fire Administration's National Fire Academy in Emmitsburg, Maryland. Chief Binaski has served or serves on a number of boards and committees including the League of California

Cities, the Fresno County Emergency Medical Care Committee, California State Training and Advisory Committee, International City County Management Association (ICMA) and the Central Valley Fire Chiefs Association.

Gang Wang, PhD – Senior Consultant- Data Analyst. Dr. Wang has completed more than sixty emergency service operational analyses using data-driven analytical techniques to determine the most efficient organizational and operational structures. Gang has a PhD in Industrial Engineering from Wayne State University and a Master’s degree in Management Information Systems from Chongqing University. Previously, Dr. Wang worked for the Center for Public Safety Management and the International City/County Management Association.

Brian McGrath – Senior Consultant – GIS and Mapping Analyst. Brian McGrath serves as President of CAD North Inc. His responsibilities include Administration, Marketing, Software Development and Business Analysis/Requirements Documentation. He brings over 18 years’ experience in Information Systems management and development in the public safety industry including 10+ years Business and Systems Analysis in public safety software development. He has exceptional ability at requirements capture, analysis and documentation and is fully conversant with all aspects of the software product development and implementation life cycle. He is an experienced software developer of public safety dispatch applications including software development using TriTech’s RAPTOR API. He possesses excellent communications and interpersonal skills, is comfortable at all organizational levels and has a solid base of operational experience in public safety communications.

Utilization of Sub-Consultants

FITCH does not utilize any sub-consultants. All of our consultants work exclusively for the firm.

Best Practices Utilized by Fitch & Associates

FITCH remains on the cutting edge of best practices in the fire and emergency medical services. Our consultants are intimately involved with many state and national associations and are frequent presenters at international conferences:

- League of California Cities
- Fire Rescue International by the International Association of Fire Chiefs (IAFC)
- Firehouse World
- Excellence Conference by the Center for Public Safety Excellence and the Commission on Fire Accreditation International (CPSE/CFAI)
- Volunteer Chiefs Association (VCOS)
- Canadian EMS Chiefs Conference
- International City/County Management Association (ICMA)
- Navigator - International Academies of Emergency Dispatch (IAED)
- EMS World

Additionally, your proposed team has presented at the following state associations in the last five years:

- California League of Cities
- Florida Fire Chiefs Association
- Louisiana Fire Chiefs Association
- Texas Fire Chiefs Education Conference
- Illinois Fire Chiefs Association
- Washington Fire Chiefs Association
- Nevada Fire Chiefs Association (Nevada Fire Show)
- Connecticut Fire Chiefs Association
- Georgia EMS Conference

Finally, *FITCH* hosts its own conference on Fire/EMS best practices titled Pinnacle Leadership. All of these efforts assist *FITCH* in maintaining our best practices approach to consulting and advising. For example, a proprietary process is utilized to develop a temporal and demand based geographic marginal utility model that is leading edge in designing fire and EMS systems in a manner that best articulates and describes both return on investment of resource allocation and the assumption of risk by the community.

Service Availability

FITCH does not allow our consultants to work more than three projects at a time. In addition, if the projects are large or complex, we may limit the consultants' commitments accordingly. As a client centric and high-engagement consulting firm, we ensure that the resources and personnel dedicated to the project have ample time and availability to accomplish all goals and tasks as designed.

Additionally, as a client centric firm, we routinely work outside of "traditional" working hours to accommodate differences in time zones, public engagement and publicly noticed meetings, as well as travel. In other words, we will accommodate the schedules that best meet our clients' needs.

Finally, as a control mechanism, we will establish a communication plan and process to ensure that the project is progressing on time and in accordance with the contract/proposal. Any deviations will be immediately brought to the City's attention and we will work collaboratively to find a reasonable solution that best maintains the desired timeline and quality. In our 30 years of consulting, our process has provided clients superior service.

Project Objectivity and Neutrality

The *FITCH* team has broad-based expertise that naturally blends the competing demands for efficiency and system design in an objective and neutral manner. By design, the firm utilizes a data and research-

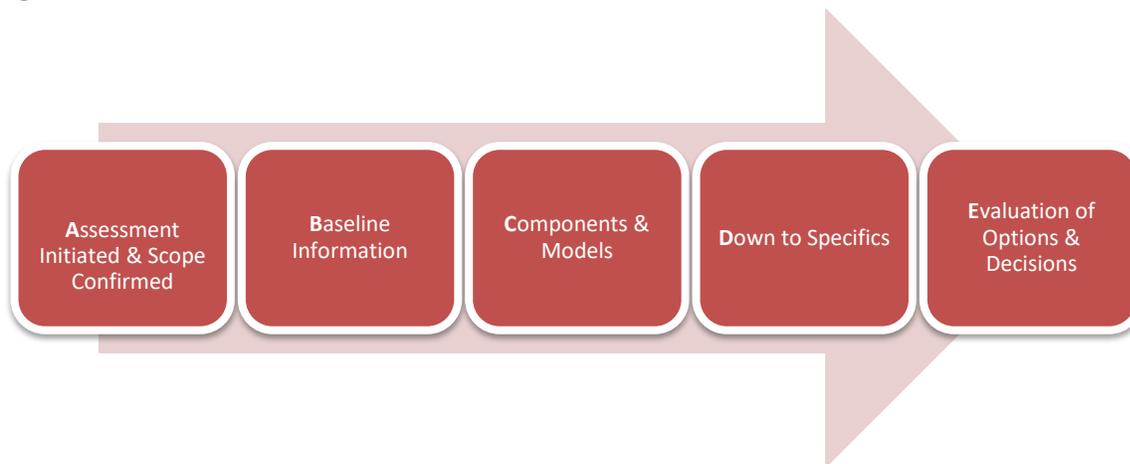
based foundation, coupled with inner rater reliability procedures, that controls for the naturally occurring biases. Our firm has extensive experience in high-performance system design and efficiency in the use of human and physical resources and continues to serve as a strategic partner with ICMA. Finally, *FITCH* brings nearly 150 years of direct fire/ems service system leadership and management experience to this project that serves to balance the “do more with less” movement with realistic and highly implementable solutions for long-term sustainability while maintaining high quality services.

Process

Project Approach and Understanding

We have organized the engagement to allow the City and Department optimal flexibility to determine its best value as the project develops. The following figure graphically illustrates the project approach.

Figure 2: Description of Project Approach



Project Initiation, Kickoff, and Acquisition and Review of Background Information

The first step in the process is to conduct a kick-off meeting to finalize the work plan and timeline and is paramount to a successful study and the ability of *FITCH* to maximize the effectiveness of its work teams. At the kick-off meeting an overview to the approach of the project will be provided to stakeholders. Any final logistical issues will be resolved during this phase. It is in this phase that key representatives will review and prioritize items outlined in the RFP and provide an opportunity to refine any specific objectives related to each service area or objective.

During the project initiation and/or first on-site visit, personal interviews will be scheduled with the following key stakeholders:

- City Manager
- Elected Officials
- Fire Chief
- Department Leadership Team

- Labor Executive Board (If appropriate)

Concurrently, *FITCH* will submit an Information Data Request (IDR) that the Department will typically complete within 14 to 30 days of project initiation.

Overview of the Community Served

Within a risk-based schema, the first step in an analysis is to understand the individual or specific aspects to the Department. Therefore, a description of the community served by Department will be completed. Elements included in the community description may include:

- Legal Basis
- Governance and Lines of Authority
- Brief History of the Agency
- Organizational Design
- Financial Basis, including Operating Budget, Funding, Fees, and Taxation
- Geography
- Topography
- Climate
- Population
- Demographic Features
- Disaster Potential

Overview of the Department and Currently Provided Services

The next step is to review the services that are provided within the existing deployment model and the associated baseline performance for the Department and mutual/automatic aid agencies. All of the currently provided service delivery programs will be evaluated in an effort to establish the current deployment strategy and to identify the current baseline performance. The deployment related service delivery programs to be evaluated include:

- Fire Suppression
- Rescue
- Emergency Medical Services
- Hazardous Materials
- Specialized Services such as Technical Rescue, Swift-Water Rescue, Marine Rescue & Firefighting, Dive Rescue, and Wildland Firefighting (as appropriate)

In addition, the current deployment strategy(s) will be identified and described with regards to the number of fire and EMS stations, response territories or demand zones, and apparatus quantity and type. Similarly, the current staffing strategies will be identified and described including the organizational structures, administrative and support staffs, emergency response staffing, and a brief summary of the Department's response history.

Citizen Needs and Stakeholder Input (Client's Discretion)

A review of the community's expectations for service will be completed. This review will include several strategies designed to elicit both internal and external stakeholder input. The process *FITCH* will utilize to elicit internal stakeholder input regarding service expectations will include a series of on-site structured interviews with key stakeholders. Preliminarily, the stakeholders that have been identified include:

- Elected Officials
- Fire Chief
- Leadership Team
- Random Sample of Line Personnel
- Labor's Executive Board (if appropriate)

Previously captured data elements such as population density will be synthesized with the forthcoming risk assessment to lend insight for the development of performance goals and objectives. In addition, a review of existing internal guiding documents will be completed. For example, the *FITCH* team will review mission, value, and purpose statements and any existing or desired performance goals and objectives.

Often, a "review of community expectations" only includes inferences from internal staff. At the client's discretion, the process typically suggested by *FITCH* is to conduct a town-hall style meeting of key external stakeholders. *FITCH* will facilitate a process that allows participants to prioritize the available services and provide essential feedback through the consumer's lens. *FITCH* will review and seamlessly incorporate the external stakeholder feedback. This is very valuable to the process and may serve to balance the gap that often exists between the Departments' desire to provide exemplary services and the community's expectations of said services.

Identifying Optimal Fire Station Location(s) and Utilization

Analyses at the station level will determine the appropriateness of the fire and EMS station location in relation to the risk identified and the geographic limitations for travel time. Factors related to the distribution (station location(s)) such as geographic size, travel impedance, workload, and risk would be evaluated. Similarly, the station level analyses will also include elements of concentration such as the numbers of apparatus or personnel required at each level of distribution necessary to reliably respond to the demands for service. Elements evaluated for concentration may include the number of risks located in each demand zone or station territory and the capabilities to assemble an effective response force by program area. Station level performance and capabilities will be illustrated utilizing GIS and quantitative analyses presented in tabular form. Examples of similar analyses are presented for your review and convenience.

Marginal Utility of Optimized Resource Allocation

We utilize a proprietary marginal utility model to engage communities in their understanding of the balance between response time performance, the communities willingness to assume risk, and the costs associated with comparative service levels. In this transparent dialogue, community policy can be clearly derived that meets the best balance between community expectations for service, costs, and outcomes.

Therefore, in each community at any given response time objective (Minutes), an optimal number of fixed facility fire and EMS station locations are identified. Many communities have sited their fire station locations for a wide variety of reasons with the least of them being a specific performance objective. The concept that “faster is always better” passes the common sense test, but in most communities there is a marginal benefit or marginal return on fixed cost investments that may not be providing the desired return on investment. These analyses and continued dialogue with the community provide for a transparent and accountable method to best meet community expectations for service.

In the following example, this community has two fire stations and was meeting their desired performance (minutes). However, the first fire station captures 97.46% of all of the calls in the community from the current location within the desired performance level. In this case it was eight (8) minutes travel time. The second station only added 0.3% improvement in coverage. A quantitative analysis, such as typically presented in an annual report, would report the aggregate performance at 8 minutes 90% of the time, but fall short of illustrating the diminishing return on investment of the second fire station’s contribution at a constant fixed cost for each fire station.

Table 1: Marginal Utility and Optimization of Fire and EMS Station Locations

Station Rank in Contribution to System	Existing Station Number	Station Capture	Total Capture (Cumulative)	Percent Capture (Cumulative)	Contribution to the System
1	Station 2	4,562	4,562	97.46%	97.46%
2	Station 1	14	4,576	97.76%	0.3%

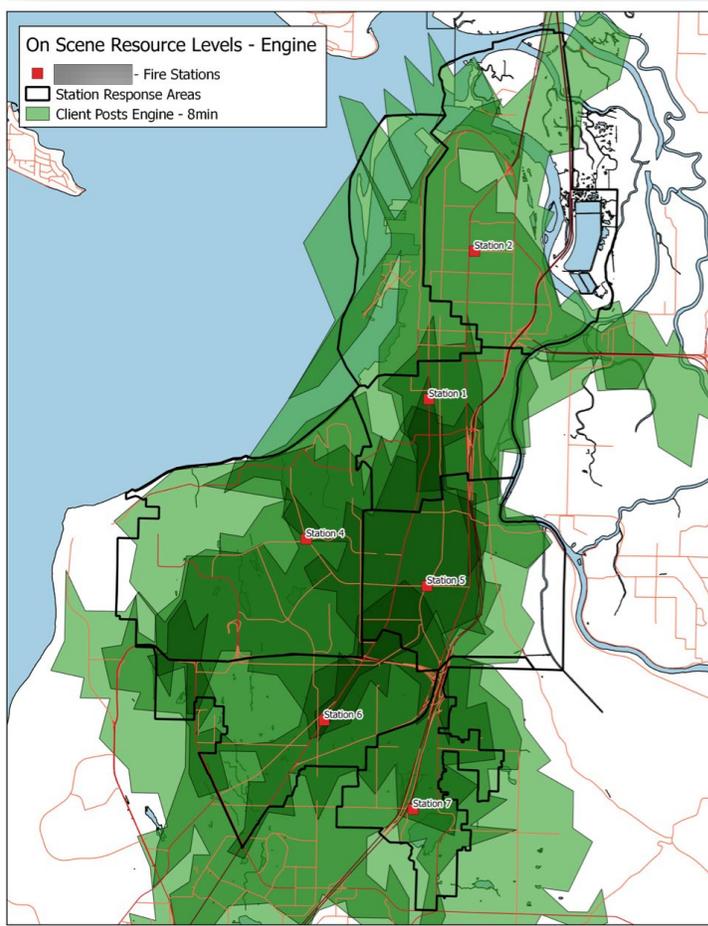
This approach will be utilized to assist in the evaluation of automatic/mutual aid capabilities from surrounding agencies as desired. In other words, this evaluation will assist in uncovering potential efficiencies and/or gaps in coverage between the cooperative agencies.

Our approach to optimizing the fire station locations and utilization is determined by the desired service level and capabilities from each of the facilities. Since an optimal number of facilities exist, some communities may be able to consolidate stations or redistribute resources to areas of need, some may currently have the optimal number of facilities, and some may need additional facilities to meet the desired service levels. However, this analysis is the only method to identify the diminishing return or marginal utility of resource allocation as quantitative analyses alone will not identify

“overlapping” predetermined response areas. For example, in the following GIS mapping, this illustrates the degree to “overlapping” or redundancy of station coverage areas. The darker the shading the more units are able to cover the same area within the desired performance level. Please see the figure below.

Finally, an evaluation of land use plans, annexation plans, and anticipated changes in community demographics, socioeconomic status, or population will be considered in determining the most appropriate allocation of resources to best meet the unique community profile.

Figure 3: Illustration of Overlapping Station Response Capabilities

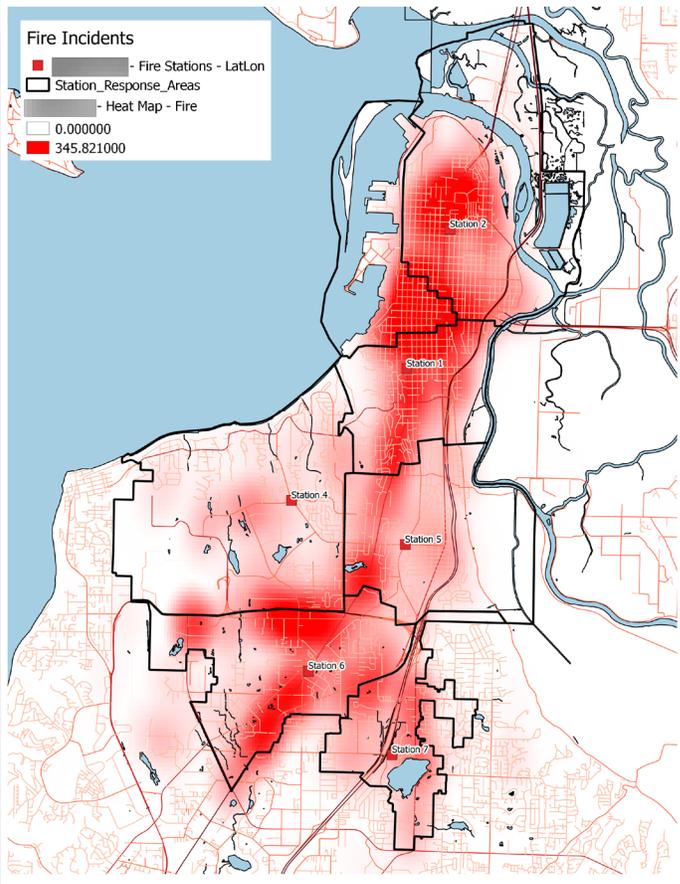


Analysis of 5-Years of Historical Data by Station Response Area and Call Type

The analysis for this part of the scope of work is a continuation of previous quantitative work for the station locations and response areas as well as the GIS analysis of the location of historical incidents. Therefore, in addition to the previously presented tabular data, all incidents will be geocoded in GIS to

generate heat maps as presented in the figure above. Each major call type will receive a specific analysis (fire, ems, hazmat, technical rescue, etc.).

Figure 4: Example of Historical Call Location Heat Map for Fire Incidents



In summary, the following elements will be evaluated while completing the review of 5-years of historical system performance for the Department and all mutual/automatic aid responses given or received:

- Number of calls
- Call frequency
 - Time of day
 - Day of week
 - Month of year
- Call type
 - Fire
 - Ems
 - Hazmat
 - Tech Rescue

- Elements of Time
 - Dispatch time
 - Turnout time
 - Travel time
 - Total response time
- Performance
 - Unit performance
 - Station performance
 - System performance
 - Reliability / Concurrent Calls
 - Workload
 - Call duration
 - Unit Utilization
 - Workload Distribution at Unit and Station levels
- Deployment Modeling
 - Effective Response Force (ERF) performance and capabilities
 - Distribution of Resources
 - Concentration of Resources
 - Automatic and Mutual Aid Capabilities
- Effectiveness / Outcome Measures
 - Call Type
 - Program Area

Risk Analysis for Each Station by Incident Type and/or Severity

FITCH utilizes two perspectives to evaluate community risks. One is the retrospective or historical community demand. As a continuation of the distribution and location of calls sorted by call type (severity) from the previous section, we will complete the review of historical demand and sort by station response area by each call type/severity.

In addition, we can utilize a prospective view to evaluate community risks. Utilizing available data from ISO or internal RMS data, we will create a risk matrix that will categorize risks as low, moderate, high, or special risks. This information will be utilized at the occupancy level for the commercial properties within the jurisdiction. ***The Department will participate in the development of the risk matrices utilized; the following are only examples.*** An example of an occupancy level risk matrix is provided below.

Figure 5: Example of Occupancy Level Risk Severity Matrix

Risk Class	Fire Flow		Number of Stories		Square Footage		Basement Present (Yes/No)	Full Credit Sprinkler System (Yes/No)	Construction Class		Building Combustion Class		Total Risk Score
	Value	Scale	Value	Scale	Value	Scale			Value	Scale	Value	Scale	
	High	3	≥ 1500 gpm	5	≥ 4	5			≥100k GPM	5/0	-10/0	5	
Moderate	2	> 499 and < 1500 gpm	3	> 1 and < 4	3	> 10k gpm < 100k GPM	5/0	-10/0	3	Joisted Masonry	3	Combustible	>8 and <18
Low	1	≤ 499 gpm	1	1	1	< 10k GPM	5/0	-10/0	1	Non-Combustible, Masonry Non-Combustible, Fire Resistive	1	Slow Non/Limited Combustible	≤ 8

The combination of the prospective risk as defined (in this example) will generate risks that are mapped by station demand zone and quantitatively analyzed within the context of a station level risk matrix. An example of a station level risk matrix that incorporates both the historical demand (risk) and the prospective (potential) risk is utilized to determine the appropriate balance between the distribution and concentration of needed resources and is provided below.

Figure 6: Example of Station Fire Response Area Risk Concentration Matrix

Risk Class	Community Demand (CD)		Call Concurrency (CC)		High/Moderate Risk Occupancies (RO)		Total Risk Score
	Value	Scale (Calls)	Value	Scale (%)	Value	Scale (Occupancies)	$\sqrt{\frac{(CD)^2 + (CC)^2 + (RO)^2}{2}}$
High	7 to 9	≥ 2,700	7 to 9	≥ 15	7 to 9	≥ 330	≥ 7
Moderate	4 to 6	≥ 1,350 and < 2,700	4 to 6	≥ 7.5 and < 15	4 to 6	≥ 165 and < 330	≥ 4 and < 7
Low	1 to 3	< 1,350	1 to 3	< 7.5	1 to 3	< 165	< 4

While occupancy level data is primarily used for fire protection, ultimately, all of the types of risk (fire and EMS) will be categorized utilizing a probability/consequence matrix to best determine the appropriate number of resources and staffing to respond to or mitigate risks. This is utilized to ensure that there is appropriate balance between preparedness or readiness, for the delivery system and the actual historical demand. An example of the two-dimensional probability/consequence matrix is provided below as Figure 7.

However, a more appropriate three-dimensional model will also be utilized to also account for the Department’s capabilities as the best balance is posited in a balance between potential risk, historical risk probability, and department capabilities. Examples of station level risk profiles are provided as Figure’s 8, 9, and 10.

Figure 7: Example of Probability/Consequence Matrix

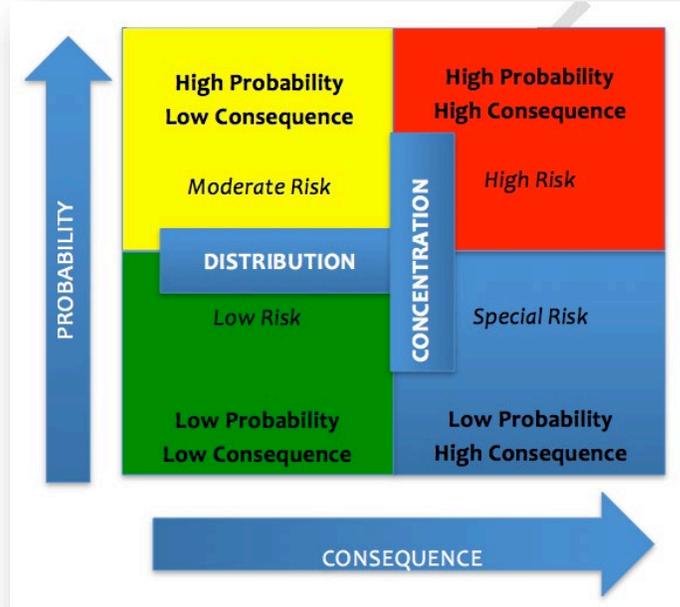


Figure 8: Station 1 Risk Profile

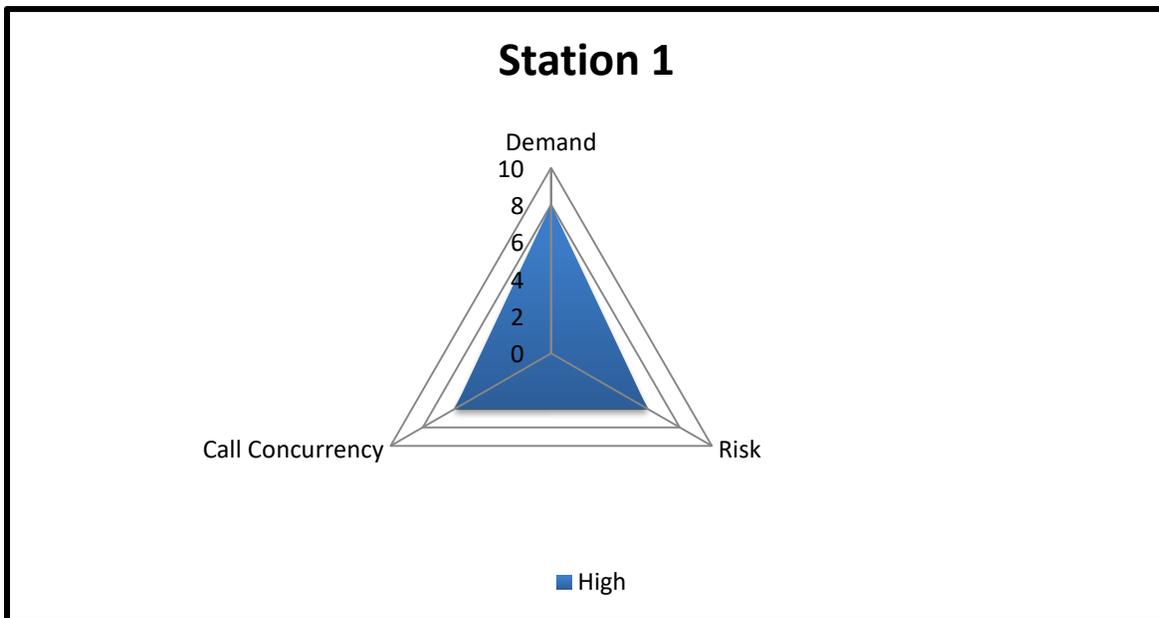


Figure 9: Station 2 Risk Profile

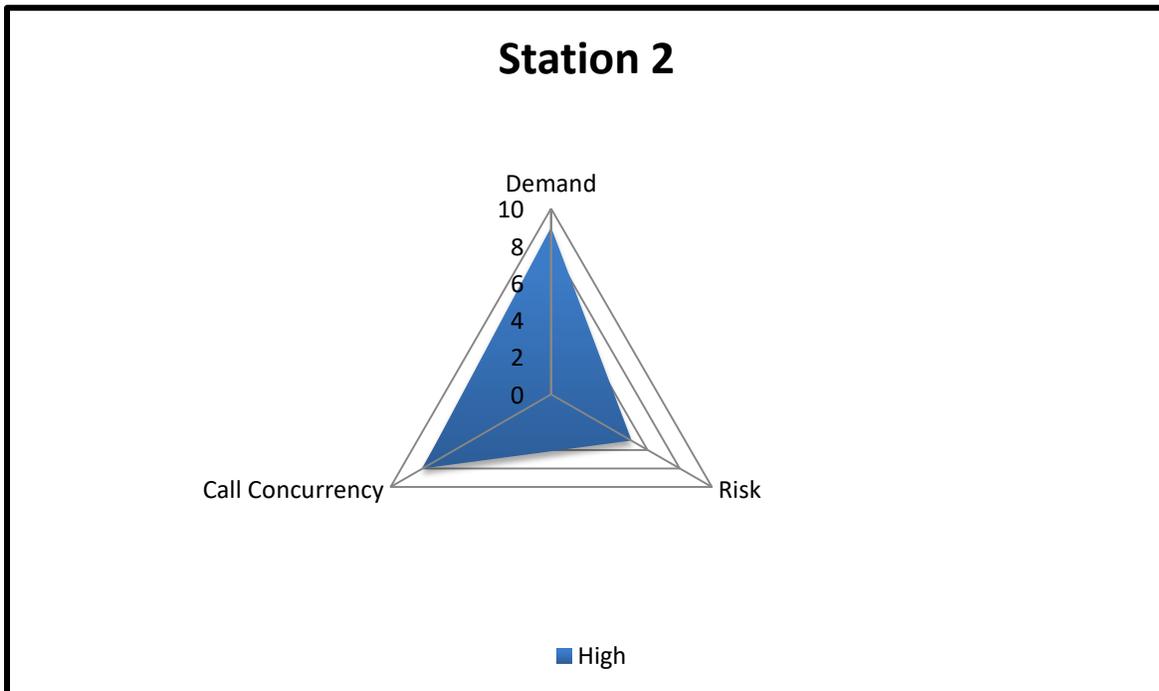
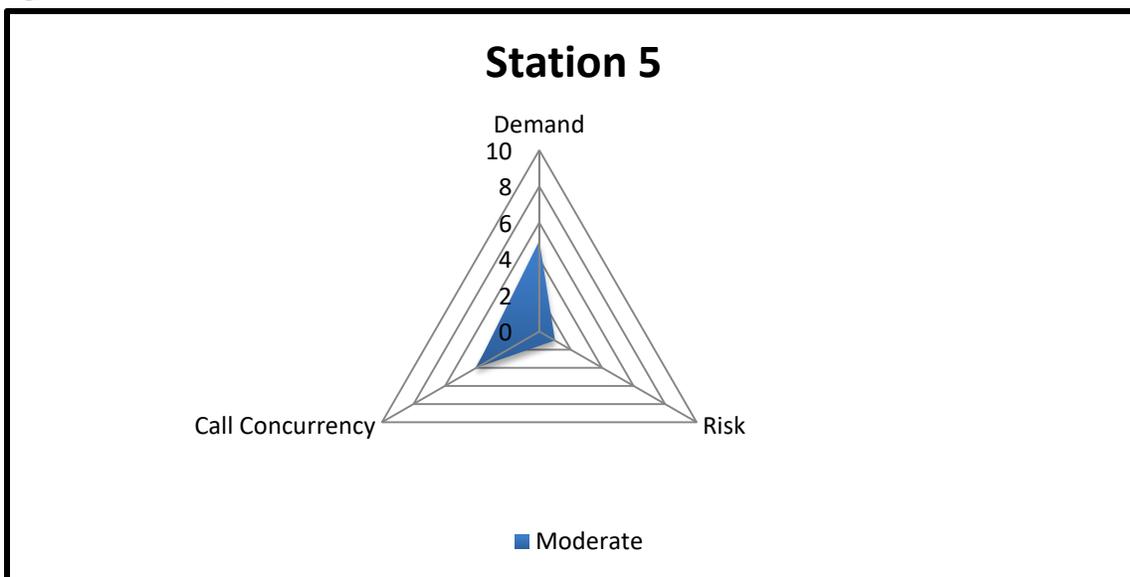


Figure 10: Station 5 Risk Profile



Analyze Need for New Stations

All previous efforts as outlined in this scope of work will flow seamlessly to identify the need for new stations. The major elements that will contribute to this analysis are the risk assessment, historical demand, workload, system reliability, and geographic limitations of the jurisdiction.

As an objective data-based firm, we let the data resonate with the policy makers, and then design the system that best meets the competing demands of balancing the community's tolerance for risk and their expectations for service with the desire or capability to pay for preparedness.

All results will be provided in both tabular forms as well as through GIS mapping. The following two maps are provided as examples of our objectivity for system design. In the first example, the agency has seven (7) EMS stations with a desired performance level that far exceeds current performance. In this example three years of historical data were analyzed and the optimal station locations were posited. The agency would have to increase from seven (7) stations to 10 stations in order to meet the desired performance. In contrast, the fire services for our example agency has 17 fire stations and could cover 90% of their calls within the desired timeframe within 10 minutes with six (6) stations.

The Department will be provided the latitude and longitude coordinates of recommended locations. The GIS mapping for these two examples are provided below.

Figure 11: Example of Need for Additional Stations and Optimized Locations

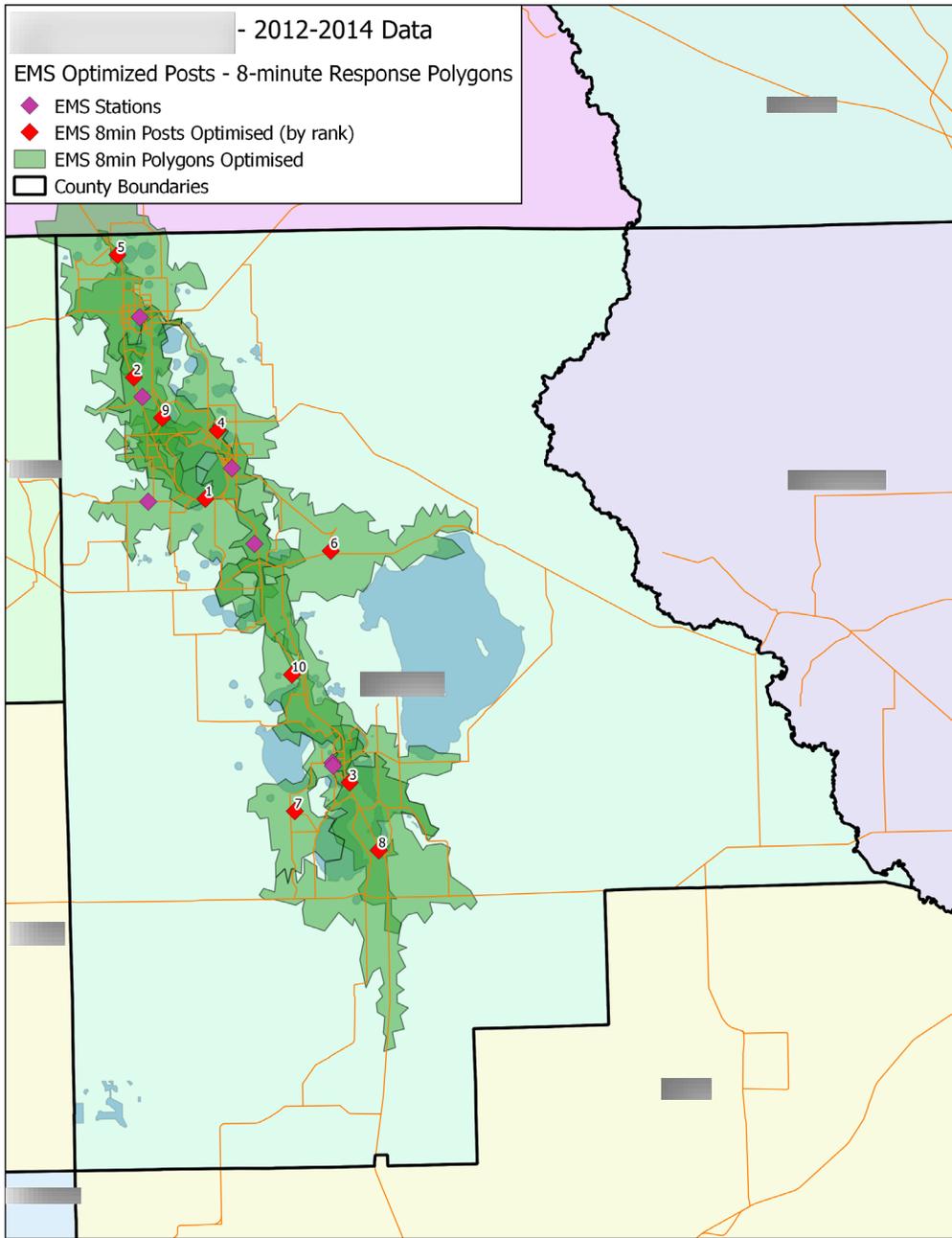
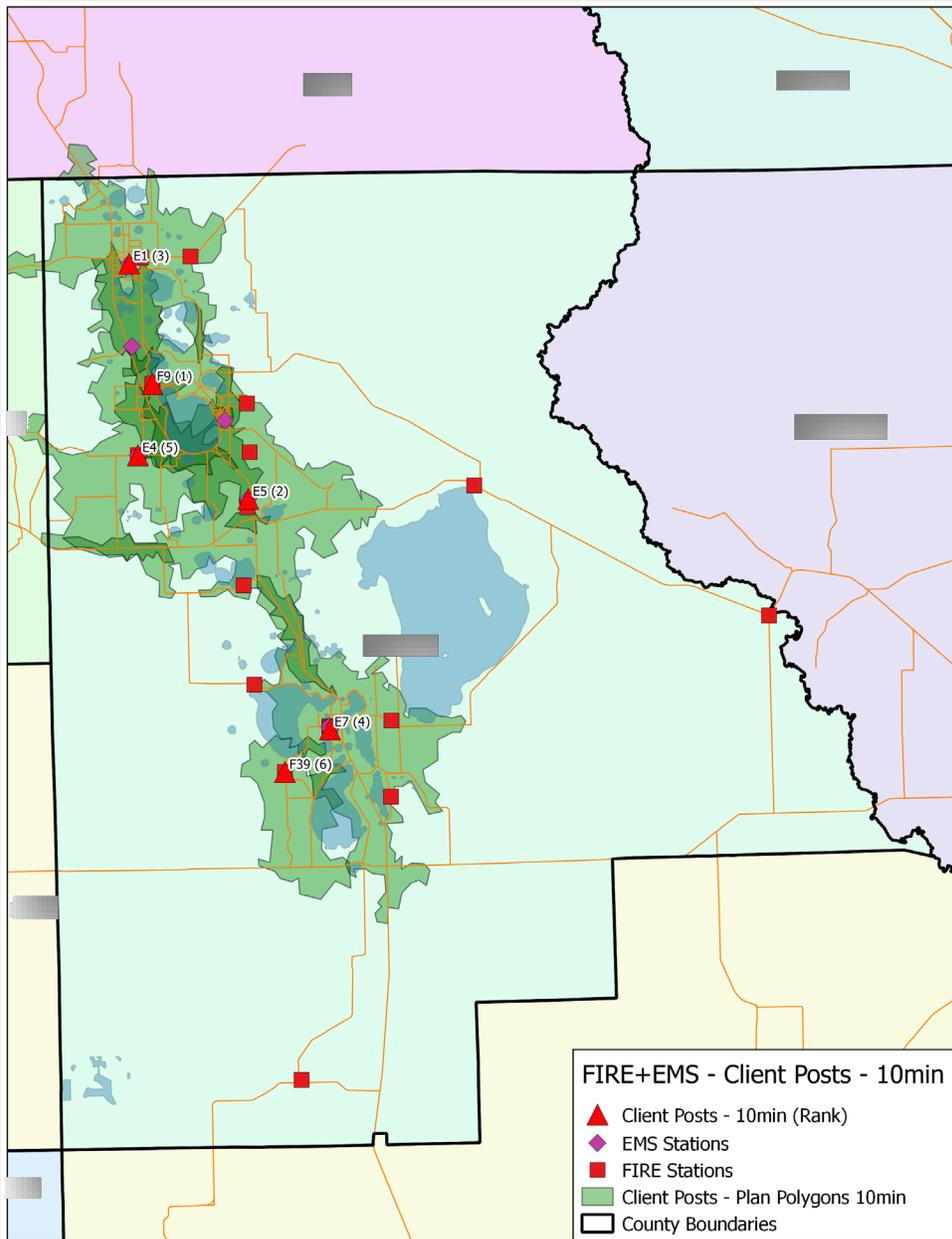


Figure 12: Example of Consolidated Stations



Analysis of Assigned Response Areas

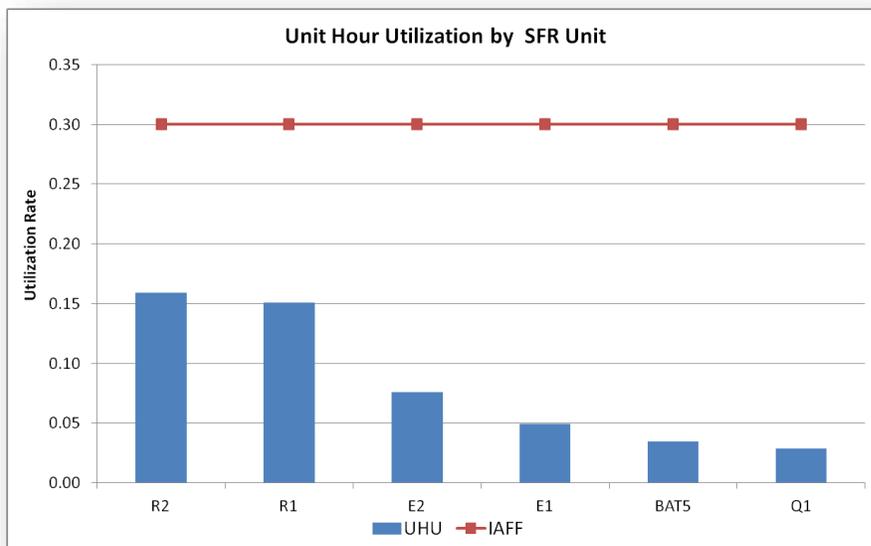
The assigned response area for each fire station will be evaluated utilizing a combination of GIS analyses previously discussed in this proposal as well as quantitative analysis from a combination of Computer Aided Dispatch (CAD) data and the Department’s internal Records Management System (RMS) as utilized for reporting to the National Fire Incident Reporting System (NFIRS).

The assigned areas will be evaluated by workload, performance, system reliability, and call concurrency. Workload will be evaluated from multiple perspectives; total unit responses per station, time on task as measured by the Unit Hour Utilization (UHU) for each unit and/or station, workload distribution, and total responses by risk type. Examples of the total responses and annual busy hours and the UHU are provided below.

Figure 13: Example of Overall Workload by Station

Station	Avg. Busy Minutes per Unit Response	Annual Busy Unit Hours	Annual Total Unit Responses
1	68.9	136	118
2	35.1	943	1,613
3	35.2	2,217	3,776
4	37.8	1,658	2,630
5	35.3	2,832	4,818
6	43.9	1,817	2,482
7	31.9	2,189	4,120
8	48.7	1,722	2,120
9	31.5	2,600	4,952
10	38.8	1,545	2,387
11	36.5	2,152	3,540
12	27.1	62	137
13	43.4	899	1,243
14	29.9	1,749	3,510
Total	36.1	22,519	37,446

Figure 14: Example of Unit Hour Utilization Analysis



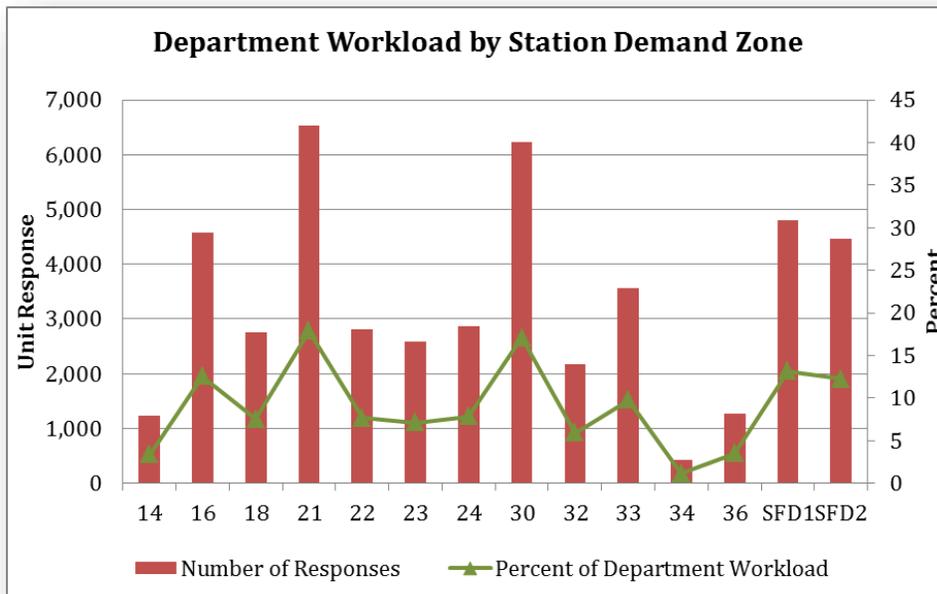
In addition, the type of historical demands for service are examined by each station response area in an effort to validate that the appropriate resources are provided to handle the unique risk profile of the fire station response area.

An example is provided below. Finally, workload is expressed in terms of the total percentage of department workload by each individual station. This is utilized to assist in determining the appropriate staffing and apparatus resource allocation per optimized station. An example is provided below.

Figure 15: Example of Number of Responses by Station Area and Call Type

First Due Station	EMS	Fire	Rescue	Hazmat	Mutual aid	Canceled	Total
14	851	283	7	14	0	70	1,225
16	3,679	625	0	27	9	237	4,577
18	2,056	455	3	50	9	177	2,750
21	4,834	1,177	7	43	10	459	6,530
22	1,898	569	0	21	9	306	2,803
23	1,952	428	0	17	33	162	2,592
24	1,840	542	0	40	262	187	2,871
30	4,893	700	0	33	79	533	6,238
32	1,519	514	0	6	28	99	2,166
33	2,951	455	0	32	22	112	3,572
34	296	86	0	14	0	22	418
36	900	294	0	11	9	60	1,274

Figure 16: Example of Department Workload by Station Area



Each station’s performance is evaluated by both their response time performance within their respective fire station first due area and the reliability/concurrency of the stations ability to answer the requests for service. An example of the response performance is provided below.

Figure 17: Example of Response Time Continuum by Station and Unit

Station	Unit	Dispatch Time	Turnout Time	Travel Time	Turnout and Travel Time	Response Time	Sample Size
1	ALS3	1.9	1.8	9.0	10.2	11.5	1,488
	ALS6	2.0	2.1	9.4	10.7	12.0	1,364
2	ALS2	1.9	2.1	7.1	8.7	9.9	2,009
3	ALS4	1.9	2.0	8.1	9.3	10.5	2,421
4	ALS7	1.8	2.3	9.0	10.7	11.9	1,640
5	ALS5	1.9	2.2	11.5	12.9	14.2	2,048
6	ALS8	1.7	2.2	12.2	13.4	14.7	1,407
7	ALS1	1.7	2.0	12.1	13.5	14.6	1,530
NA	JAWS	3.0	1.8	9.8	10.8	12.6	73
Total		1.9	2.1	9.9	11.3	12.5	13,980

In addition, measures of reliability will be utilized to determine the effectiveness and validity of the current deployment strategies. Specifically, the percentage of calls that the primary station territory and/or unit was able to respond to when called will be evaluated. Another measure that may be useful is that of analyzing the frequency of concurrent or simultaneous calls. Examples of analyses for station reliability and call concurrency or overlapping calls are provided below.

Collectively, these analyses, in conjunction with the GIS analyses previously discussed, will provide a robust assessment of the current station configurations, response areas, unit resource allocation, and the appropriate staffing for each fire station based on objective data specific to the community.

The FITCH team will work with the City and Department to determine any specific locations to measure independently of the aggregate system design. For example, our system design may suggest that 90% of all requests for service could be served with four (4) minutes and 98% could be service with (6) minutes. We can specifically identify locations that are known or expected to remain as an outlier to overall system performance.

Verification of Data and Development of Reporting Tools

FITCH’S process includes multiple validation and verification checks. For example, when available, the fire department’s reporting information in their respective Records Management Systems (RMS) will be merged with the raw CAD data from the 911 Center. In this manner, we are able to measure the degree of agreement between local agency records and the 911 Center. Any variability is explored, shared, and discussed with the system stakeholders. If the data cannot be reconciled, we will meet

with the client and agree upon which data set has the greatest value. Finally, recommendations for improvement in data collection or record keeping will be offered, if appropriate.

In all cases, draft data will be shared with the system experts for validation and verification at each critical milestone in the study. All geospatial and quantitative analyses will be balanced with information gleaned from onsite work, direct observations, document reviews, and structured interviews.

Finally, recommendations for reporting tools, methods for capturing targeted data, and intuitive data elements for successful and timely management of system performance and outcomes will be offered.

Figure 18: Example of Station Reliability Analysis

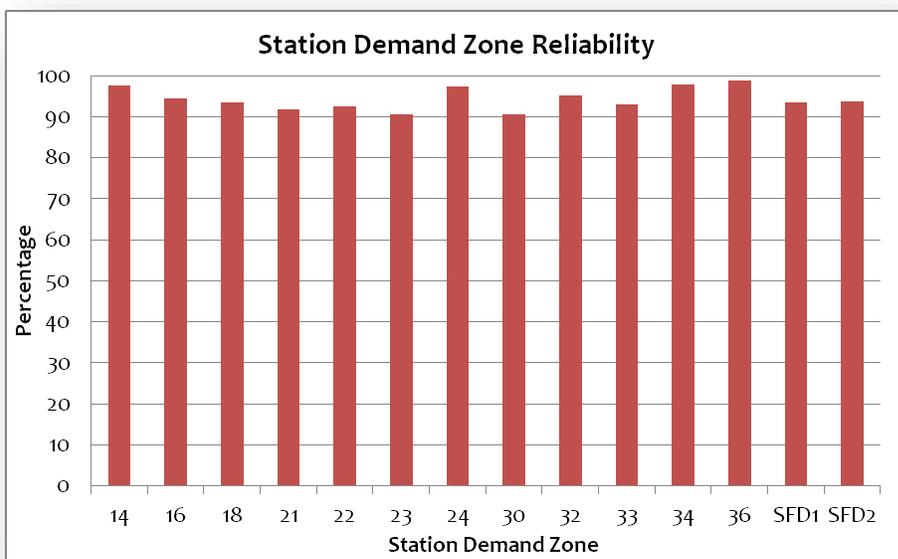
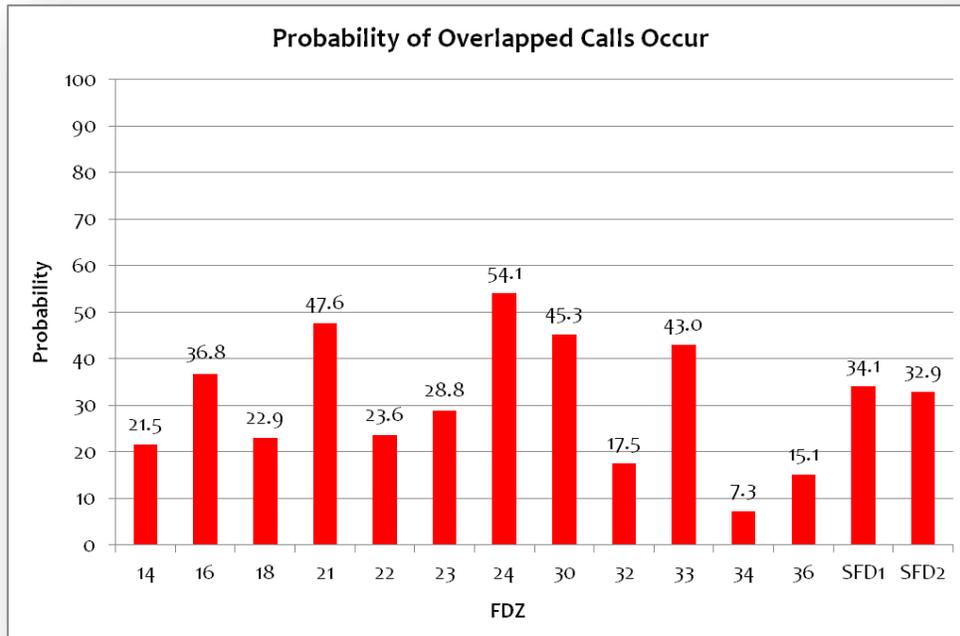


Figure 19: Example of Probability of Overlapping or Simultaneous Calls by Station Area



Fire and EMS Station Staffing

A comprehensive staffing analysis will be completed during this phase of the project with respect to the present staffing and deployment. Recommendations for optimal staffing levels or strategies will naturally flow from a review of the unique community characteristics, response configurations, expectations for service, and historical demands for service.

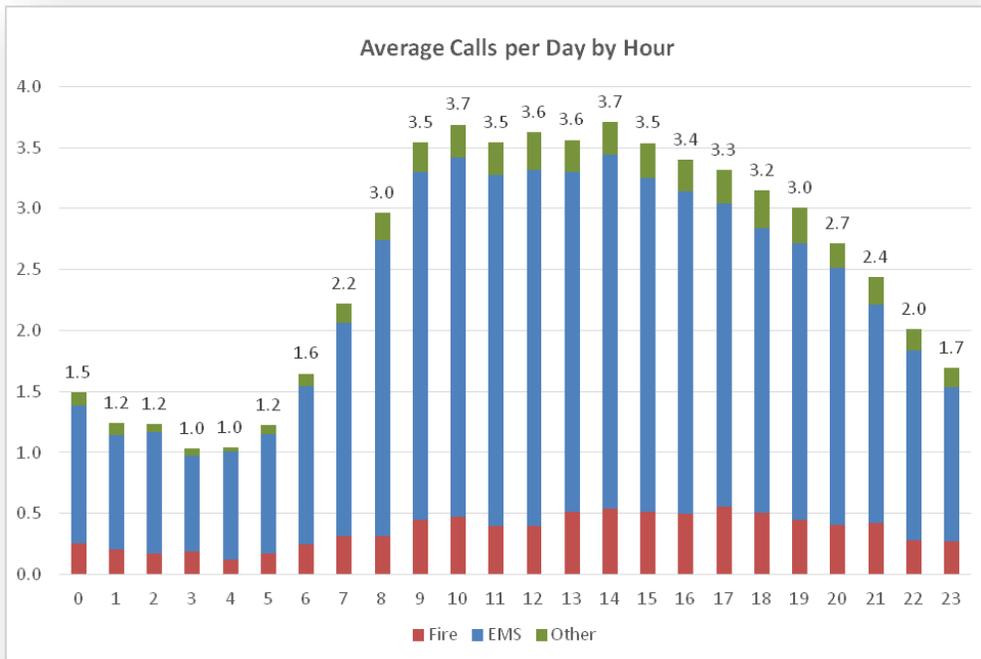
Within the development of the optimized staffing configuration, *FITCH* will evaluate the present shift coverage and scheduling strategies. Temporal analyses will be completed in an effort to explore options for optimally aligning schedules with demands for service. An evaluation of variables that impact staffing needs such as workweeks, minimum staffing policies, back-fill or contingency policies, vacation accrual and use guidelines, recruitment and retention and unique community risk and service demands will be completed. Opportunities for improved operational and economic efficiency will be identified and recommendations to mitigate deficiencies will be provided.

The following is an example of the results from temporal analyses that demonstrate at what time of day the workload is the highest and thus requiring sufficient resources to meet the demand. It also illustrates that in many communities’ alternative deployment strategies or configurations may be considered during the non-peak periods once the baseline service levels have been met.

In addition, this analysis takes into consideration the type of community service demands that the agency responds to. In this example, the demand for fire suppression related services is relatively low

as compared to the community’s demand for emergency medical services. Again, these analyses may demonstrate opportunities for considering alternative deployment strategies to best align resource allocation to historical demand and community risk. Please refer to the figure below.

Figure 20: Example of Average Calls per Day by Hour of Day



Organizational Structure, Administration, and Support Staff

A comprehensive analysis will be completed concerning the overall effectiveness and efficiency of the organization by function. These analyses will include a review of all levels of the organization from administration to line personnel. Specific attention will be provided to administrative, staff and supervisory structures and their related assignments. Finally, the decision-making processes will be observed and validated through structured interviews and a review of department policies and documents.

Recommendations will flow through the result of these on-site structured interviews, observations, and our extensive experience in leading and evaluating fire and emergency service organizations. In addition, assessments will be completed with respect to comparison communities, national best practices, and FITCH’s experience in designing and operating highly efficient and effective organizations. The following questions are representative of the breadth and depth of this assessment:

- Is the Department management and administration structure efficient and effective?

- Are the present standards of service and delivery for fire suppression, EMS, rescue, and hazardous materials appropriate for the community's specific and unique characteristics?
- What is the optimal number of personnel needed to continuously staff for the unique community demands?
- To what degree are the following management elements completed? Are they effective?
 - Planning
 - Organizing
 - Staffing
 - Directing
 - Coordinating
 - Reporting
 - Budgeting
- What is the organization's overall commitment to firefighter safety?
- What is the preferred communication style? Medium? Is it effective?
- How is information received and processes from the field? Is it effective?

A comprehensive staffing analysis will be completed during this phase of the project with respect to the present staffing and deployment. Recommendations for optimal staffing levels will naturally flow from a review of the unique community characteristics, response configurations, expectations for service, and historical demands for service.

Within the development of the optimized staffing configuration, *FITCH* will evaluate the present shift coverage and scheduling system. Temporal analyses will be completed in an effort to explore options for optimally aligning schedules with demands for service. An evaluation of variables that impact staffing needs such as workweeks, minimum staffing policies, back-fill or contingency policies, vacation accrual and use guidelines, and unique community risk and service demands will be completed. Opportunities for improved operational and economic efficiency will be identified and recommendations to mitigate deficiencies will be provided.

The results of the quantitative analyses of both potential risk and historical community demand will inform the *FITCH* team on the appropriateness and effectiveness of the organizational structure and function. Specifically analyses will be provided at the organization level as well as the for each division area such as fire prevention, community risk reduction, safety and training, EMS, and operations as appropriate.

The *FITCH* team will work with the Client at the project kickoff to refine the division areas and scope of analysis for the administrative review.

Analysis of Fire and EMS Apparatus And Resource Configuration To Meet Both Current And Future Needs

Analyses completed during the earlier phases of this scope of work will be utilized to inform the *FITCH* team as to the optimal quantity of resources, staffing, and resource configurations to meet both current and future demands for services. As proposed this will be accomplished in conjunction with the optimization of the station locations, staffing, and overall risk-based deployment model.

In addition, to direct observation and inspection of vehicles and equipment, *FITCH* will review maintenance practices, replacement schedules, funding strategies and policies, and utilization within the response configurations with respect to unique community service demands and risk profile.

Projected Community Development and Growth

Empirical research concerning the incidence of fire has been correlated with population density and socioeconomic status. United States Census data and community development data will be utilized to make future projections concerning population growth and/or density. Analyses of land use plans, annexation plans, urban growth boundaries, and anticipated changes in community demographics, socioeconomic status, or population will be profiled in preparation of translating community changes to changes in demands for services. Projections will be generated to guide the City and Department into the future. Similarly, a historical review of growth for the previous three years will be utilized to demonstrate the rate and scope of growth in the community as well as the impact to demand for services.

Impacts of Rural Characteristics on Service Delivery

US Census data will be utilized to map the City's population density to identify urban and rural densities (if appropriate). In addition, historical demand for services will be mapped as well to illustrate the frequency of incidents across the urban/rural areas. Quantitative data will be utilized to demonstrate current performance by population density and station area as well as utilize GIS planning assessments to determine the response capabilities.

Historical performance and GIS modeling will guide either the validation or adoption of performance objectives by population density with the option of differentiated performance. The marginal utility analysis will guide a transparent discussion on service capabilities and the associated costs by population density.

Analysis of Fire Dispatching Services

The fire and EMS dispatch center will be evaluated as part of the overall response time continuum as previously described. In addition, direct observation, data analyses, and structured interviews will

guide the *FITCH* team to identify areas for optimization or improvement. Assessment may include an evaluation of the following elements with respect to the fire dispatch where those activities impact Fire and EMS performance capabilities.

- Utilization Of Priority Dispatch Procedures In Fire And EMS
- Call Answering Time
- Call Processing Time
- Quality Assurance / Quality Improvement Efforts
- Utilization Of Emergency Medical Dispatching (EMD)
- Call Categorizations
- Ability To Differentiate Calls Based On Risk
- Ability To Record All Tactical Channels
- Integration And Capability Of Records Management System

Compare and Contrast with National Recommendations and Best Practices

Current and/or desired service levels will be compared with recommendations from the National Fire Protection Association (NFPA), the Commission on Fire Accreditation International (CFAI), and the Insurance Services Organization (ISO).

Establishing Service Levels To Be Offered

A key component to exploring options or alternatives is to establish the desired service levels. This part of the process will incorporate several elements from both internal and external stakeholder feedback to establish expectations for service as well as a brief review of the available evidenced-based research related to response times.

Several alternatives will be provided and articulated in such a manner that policy can be transparently adopted with the specific costs associated with the associated desired performance. For example, the financial impact will be provided comparing incremental adjustments to performance for both quicker responses as well as a more measured response. The impact to costs is significant and grows exponentially with the size of the system.

In addition, this type of analysis will be provided at the apparatus level. We will demonstrate the total cost for each apparatus and the corresponding marginal utility or contribution each apparatus provides to the success of the overall system.

Project Management and Interaction with City and Department

Our project management is a disciplined and structured process. Key activities are clearly outlined and logically organized to produce specific deliverables within the defined period of time. We will review our progress against the work plan on a regular basis to ensure that we are progressing according to

plan. Any deviations will be flagged immediately and appropriate action taken, through discussion with you, to address issues.

As designed, this project will be transparent and highly collaborative. It is essential to the *FITCH* team that the key stakeholders have sufficient opportunity for input and guidance throughout the project. This proposal is assuming a kick-off meeting with the City and Department leadership. As proposed, the *FITCH* team will conduct a minimum of three onsite visits including a formal presentation of the findings and at least one public input meeting (if desired). At a minimum, the *FITCH* team will meet with elected officials, fire rescue administration, and identified key stakeholders.

The *FITCH* team will be divided into the following project categories with each category having a specific lead based on areas of expertise:

Figure 21: FITCH Team Project Organizational Chart



Identified Department Resources

As a data-driven analysis, the following sources of information have been pre-identified.

- Department RMS Data
 - Department Incident Reporting RMS
 - Department Patient Care Reports (if separate)
 - Department Inspection/Permitting Records
 - Department Pre-fire Planning Records
- Public Safety Answering Point (PSAP)
 - Five Years of Raw CAD Data
- Economic Development / Planning
 - Identified Planning Areas
 - Projected Growth

- Anticipated Annexations
- Zoning
- Facilities and Apparatus
 - Access and Observation
 - RMS or Database with maintenance records
 - Replacement Schedules
- Fiscal Services
 - Agency Budgets
 - Capital Improvement Plans
 - Revenue and Taxing Information
 - Grants - Current or Anticipated
- Agency/Department GIS
 - Station Territories (Shape files)
 - Agency Boundaries
 - Major Transportation
 - Critical Infrastructures
 - Growth Boundaries
 - Water Distribution
- Agency/Department Human Resources
 - Payroll
 - Staffing
 - Scheduling
- Miscellaneous Documents
 - Automatic/Mutual Aid Agreements
 - Contractual Documents for External Services
 - Department Policies and Procedures

Finally, as proposed this project will require three on-site visits with the Department and staff. During these visits, access to staff for structured interviews and facilities for direct observation will be necessary as well as continued dialogue for clarification of information.

Key Decision Points

Utilizing our approach, the City/Department will have an opportunity to guide policy decisions at specific milestones throughout the project. For example, the fire system experts will assist in developing the risk matrices that will be utilized to prioritize risk within the City, assist in developing the critical tasks assignments that will guide mitigation strategies for each risk category, and review and provide feedback on the Draft Data and GIS reports as well as the draft final SOC before it is widely distributed.

Similarly, City staff and key stakeholders will provide guidance into the desired system performance objectives. This is an important element to a successful system design and was covered in more detail previously under the title of “Service Levels to be Offered”.

Development of Alternatives and Potential Conflicts

Alternatives for deployment, organization, and fiscal strategies may be developed. These alternatives will be fully developed, with associated costs, and an assessment of the cost and benefits of the alternatives. The process for articulating potential alternatives will allow policy to be adopted in a comprehensive and transparent manner that will foster a high degree of accountability and long-term sustainability within the context of the unique and specific environment.

In addition, potential exists that alternative conclusions may be derived from previous consulting work for station locations, standards of cover, etc. In all cases, areas where the FITCH team cannot validate previous findings or the conclusions are not aligned, differences will be brought forward confidentially and discussed with the Client on how best to proceed prior to any opportunity for public consumption.

Development and Review of Draft Project Report

As designed, the project will have incremental milestones where the City/Department will have an opportunity to validate and provide feedback on results. For example, after the draft data report, and the geospatial and temporal analyses the City/Department will be informally presented the material. Therefore, approximately 80% of the final draft report will have been reviewed and validated by the staff prior to completion.

The project is designed to be facilitative and highly collaborative between the FITCH team and the City and Department’s staffs. The draft report will be provided for further validation, feedback, and discussion prior to finalizing the draft report.

Delivery and Presentation of the Final Report

Once the feedback from the draft review has been incorporated into the revised final report, a formal presentation of the report will be provided to the City Administration, staff, elected officials, and/or the general public as desired.

Implementation Plan

Alternatives will be evaluated through a data based objective lens ensuring optimal utilization and resource allocation. In addition, each alternative evaluated will take into consideration the interconnectedness of the services (Fire and EMS) and provide advantages and disadvantages for each

alternative allowing transparency in policy decisions. Prioritized alternatives will also be accompanied with the anticipated costs and implementation strategies.

Finally, additional alternatives that are discovered during the study and data analyses will also be evaluated. As designed, prioritized service delivery options for each program area will be identified, and recommended, as appropriate.

All options will be identified and clearly articulated with cost benefit analyses for implementation. This description in this phase will include the relative degree of benefit against the intended outcome will be provided with both advantages and disadvantages, including consequences, of adoption and implementation. In addition, this evaluation will include sensitivity to the interrelatedness or “ripple effect” of service changes. Finally, all options will be accompanied by projected costs, as appropriate.

Specifically, implementation plans for substantive changes will be developed that will include the responsible parties, schedules and timelines for completion, and methods for evaluating results. In addition, mitigation strategies for known or suspected challenges will be provided.

The process identified in the previous sections will yield the desired results for this project. The proposed scope of work demonstrates that the consultant understands the desired outcomes and has proposed objectives and tasks to achieve that outcome. A table for each of the proposed objectives and time frames is included to describe the project more clearly.

Figure 22: Proposed Timeline

	Month 1	Month 2	Month 3	Month 4	Month 5
Kick-Off Meeting, Refine Work Plan and Scope, and Meet with Stakeholders					
Overview of Community Served					
Overview of the Departments, Organizational Structure, and Currently Provided Services					
Citizen Needs and Stakeholder Input					
Optimizing Fire and EMS Station Location(s) and Utilization					
Analysis of Assigned Response Areas					
Analysis of 5-Year Historical Data by Station Response Area and Call Type/Severity					
Conduct Risk Analysis by Incident Type and/or Severity					
Analyze Need for New Stations or Identify Opportunities for Consolidation of Stations					
Analysis of Fire and EMS Station Staffing					
Analysis of Fire and EMS Apparatus, Equipment, and Resource Configurations – Current and Future Needs					
Analysis of Fire and EMS Dispatching Services					
Maximizing Efficiencies, Reducing Duplication of Services, and Identifying Opportunities for Improvement					
Development of Draft Report and Potential Implementation Schedules					
Final Presentation to City and Department					
Proposed Onsite Visits	#1	#2		#3	

The proposed timelines are predicated, or begin, once we receive usable supporting data as requested.

Service Enhancements

FITCH’s station location and optimization program is a propriety GIS and Analytic process that provides considerable value to our clients in supporting policy decision processes. It is an elegant method of articulating in a very understandable and transparent manner the relationships between risk, service delivery, and costs.

In addition, *FITCH* has extensive experience in managing, building and implementing, and evaluating emergency communication centers. We will provide a value added service by sharing observations on process, infrastructure, and performance during the completion of this project.

Finally, *FITCH* is in the unique position of both providing directing management services and consulting. We have either managed in, or had close relationships with our clients, so that our recommendations and analyses are wholly implementable and will perform as designed. In other words, we practice what we preach. The analyses inform our management services, which has a synergy with our consulting to ensure the highest reliability and validity of our recommendations.

Community Involvement

In our proposal, we have incorporated the opportunity to engage the community in an effort to provide input and guidance for the agency while identifying community expectations. We have utilized several strategies with different communities that range from town-hall style meetings to electronic surveys on the City's website.

However, in our experience each community is unique in the method of engagement and community responsiveness. Therefore, we are prepared to work with the Client to design the style of engagement that best meets the community's needs and environment. Many times communities do not elect to formally engage the community for a wide variety of reasons. In these instances, we utilize the collective assessment of the representativeness of local government and system experts to guide this phase of the input. For example, in the absence of any specific pressures, in a stable environment it is safe to assume that there is a reasonable balance between the current service levels, the costs to provide services, and the community's willingness to assume risk.

COST PROPOSAL –

As proposed, this project will be a fixed cost, not to exceed, price of \$39,936 including all travel and expenses. This proposal encompasses the development and completion of a *Standards of Response Coverage and Community Risk Assessment Document* and includes three on-site visits that will include structured interviews, organizational review, and internal/external stakeholder workshop(s), and an onsite final presentation (if desired).

Figure 23: Proposed Fees and Expenses

Project Activity	Costs
All Inclusive Project Total	\$39,936

There are no ongoing or recurring costs, software costs, or software maintenance costs.

Summary of Timelines and Costs

Start Date

The FITCH team will be able to start the project immediately after contract execution. Typically, the first site visit and project kick-off can be scheduled within two weeks of contract signing. Therefore, if a determination of selection and contract execution were accomplished by mid-June then a late June to early July kick-off could be accommodated.

Estimated End Date

As proposed, we estimate a 4-month project timeline. However, as a data-driven process, this timeline will begin in earnest once we receive the requested CAD and GIS data. Again, estimating an early July kickoff, we could conclude the study in early November if we can acquire the requested data no later than the first of August.

Costs

As proposed, this project is offered as a fixed-cost, not to exceed, price proposal of \$39,936 inclusive of all travel and reasonable expenses and includes three on-site visits and the delivery of a standards of cover document that will meet the rigor of the Commission on Fire Accreditation if the agency desired to pursue accreditation in the future.



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MINUTES

**SPECIAL MEETING OF THE SUISUN CITY COUNCIL
AND HOUSING AUTHORITY**

TUESDAY, JUNE 4, 2019

5:30 P.M.

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

NOTICE

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

ROLL CALL

Mayor Wilson called the meeting to order at 5:30 PM with the following Council / Board Members present: Adams, Day, Segala, Williams, Wilson.

PUBLIC COMMENT - None

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

CONFLICT OF INTEREST NOTIFICATION - None

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

CLOSED SESSION

Housing Authority

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property Under Negotiation: Assessor’s Parcel Numbers 0173-390-160 and 0173-390-180.

Authority Negotiator: City Manager, Development Services Director

Negotiating Parties: Lewis Group of Companies

Under Negotiations: Terms and payment

City Council

2. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: City Manager.

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

3. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: City Manager

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

4. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: City Manager.

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

5:31 PM – Mayor Wilson recessed the meeting to Closed Session.

CONVENE OPEN SESSION

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

7:09 PM – Mayor Wilson reconvened the meeting and stated no action was taken in Closed Session.

ADJOURNMENT

There being no further business, Mayor Wilson adjourned the meeting at 7:09 PM.

Linda Hobson, CMC
City Clerk

MINUTES

**REGULAR MEETING OF THE
SUISUN CITY COUNCIL**

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

AND HOUSING AUTHORITY

TUESDAY, JUNE 4, 2019

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:
Council/Board Member Jane Day from: 301 Morgan Street, Suisun City, CA 94585.*

Mayor Wilson called the meeting to order at 7:10 PM with the following Council / Board Members present: Adams, Day, Segala, Williams, Wilson.
Pledge of Allegiance was led by Council Member
Invocation was given by City Manager Folsom.

PUBLIC COMMENT

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

Wendy Ferrell gave a Harbor Theater Board update of shows, rentals and repairs.

Josh Russo reported break-ins had occurred at the marina; discussed cameras being installed at marina; and suggested the City issue parking permits for boats to be parked in residential areas.

Consensus of Council was to step up security at marina and directed staff to give quarterly report on marina security.

Emi Thirault expressed concern about multiple burglaries near Bay Street, discussed homelessness, training for police officers and having County Health involved; and requested the Council consider giving the police a half position to collect homeless data.

George Guynn discussed homelessness and hoped the City would get enough data before spending money on homelessness.

Michael Moore requested a report from the Police Department as to what services are available.

CONFLICT OF INTEREST NOTIFICATION - None

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

REPORTS: (Informational items only.)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

City Council

1. Committee Appointments. (Wilson).
 - a. Recreation, Parks, Marina and Arts Commission
 - one (1) appointment term ending January 2021;
 - two (2) appointments term ending January 2023.

**Motioned by Mayor Wilson to appoint Keith Hazzel to term ending January 2021 and Sean Risko and Loraine Meeks to terms ending January 2023. Motion was seconded by Council Member Adams. Motion carried unanimously by the following roll call vote:
AYES: Council Members: Adams, Day, Segala, Williams, Wilson**

2. Committee Appointments. (City Council).
 - a. Environment and Climate Committee
No appointment was made to the Committee.
3. Introduction and Swearing-in of Suisun City Volunteer Firefighter Che Salabarria – (Vincent).
Chief Vincent introduce Che Sakabarria
Chief Vincent introduced, and City Clerk Hobson gave the oath of office to Mr. Sakabarria.

7:46 PM – Council Member Segala left the Council Chambers.

4. Presentation of Proclamation Proclaiming June 2019 as “Lesbian, Gay, Bisexual, Transgender and Queer Pride Month.”
Mayor Wilson read, and Council Member Adams presented the proclamation to Jonathan Cook, Tom Bilbo, Kyle O’Rourke, and Janey Eeks Booth. Mayor Wilson also stated a Pride Flag had been placed in a shadow box and it would be hung near the Display Case in City Hall.

CONSENT CALENDAR

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

City Council

5. Council Adoption of Ordinance No. 760: Amending Chapter 2.20 “Planning Commission” of the Suisun City Code (Introduced and Reading Waived on May 21, 2019) – (McNamara).
6. Council Adoption of Resolution No. 2019-49: Authorizing the City Manager to Execute a

Professional Services Agreement on the City's Behalf with Marty Ecological Consulting, Inc. for Construction Biological Monitoring in Support of the Pierce Island Vegetation Removal and Mouse Exclusion Fence Installation Project and Authorize the City Manager to Approve up to 10% of the Contract Value for Unforeseen Change Orders – (Medill/Lozano).

7:55 PM – Council Member Segala returned.

**Motioned by Council Member Adams and seconded by Council Member Williams to approve Consent Calendar. Motion carried unanimously by the following roll call vote:
AYES: Council Members: Adams, Day, Segala, Williams, Wilson**

PUBLIC HEARINGS

City Council

7. PUBLIC HEARING - Noticed and to be Continued to Future Date.

Marin Clean Energy Joint Powers Agreement – (Folsom/MCE).

- a. Council Introduction and Waive Reading of Ordinance No. __: Approval of the Marin Clean Energy Joint Powers Agreement as Exempt from CEQA pursuant to Public Resources Code § 21065, 14 Cal Code Regs. §§ 15060(c)(3) or 15378; and
- b. Council Adoption of Resolution No. 2019-__: Approving the Marin Clean Energy Joint Powers Agreement, and Authorizing the Implementation of a Community Choice Aggregation Program; and a Proposed Resolution Requesting Membership in Marin Clean Energy.

Mayor Wilson opened the public hearing.

7:50 PM – Mayor Wilson left the Council Chambers.

George Guynn expressed concern about joining and the financial responsibility.

Hearing no further comments, Mayor Pro Tem Segala closed the public hearing.

7:53 PM – Mayor Wilson returned.

Motioned by Council Member Segala and seconded by Council Member Williams to continue the public hearing to a future date. Motion carried by the following roll call vote:

**AYES: Council Members Day, Segala, Williams, Wilson
NOES: Council Member Adams**

8. PUBLIC HEARING

Council Adoption of Ordinance No. 761: An Interim Urgency Ordinance of the City Council of the City of Suisun City, California, Establishing a 45-day Temporary Moratorium on the Establishment of “Smoke Shops,” and Declaring the Urgency Thereof - (McNamara/Kearns).

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

Motioned by Council Member Day and seconded by Council Member Segala to adopt Ordinance No. 761. Motion carried by the following roll call vote:

AYES: Council Members Adams, Day, Segala, Williams, Wilson

GENERAL BUSINESSCity Council

9. Housing Update – Informational Report – (Lawton-Caesar).

Housing Manager reported the shortage of housing for Section 8 participants due to the increase in rents, Community Action Partnership Solano Joint Powers Authority update, and the Solano County Homeless Census and Survey 2019 Executive Summary.

Josh Russo stated the City could only help those who wanted the help and expressed concern about drug problems in low-income housing.

10. Council Adoption of Resolution No. 2019-50: Authorizing the City Manager to Execute a Master Equity Lease Agreement with Enterprise Fleet Management, Inc. for the replacement of City vehicles and take other actions as necessary – (Medill/Dingman).

Kristy Wilhite presented fleet management synopsis for Suisun City.

George Guynn was in favor of the City purchasing the vehicles rather than leasing.

Wayne Day was in favor of leasing because it would save the City money.

Motioned by Council Member Day and seconded by Council Member Williams to adopt Resolution No. 2019-50. Council Member Williams removed the second.

Mayor Wilson seconded the motion. Motion carried by the following roll call vote:

AYES: Council Members: Day, Segala, Wilson

NOES: Council Members Adams, Williams

REPORTS: (Informational items only.)

11. a. Council/Boardmembers

Council Member Day reported receiving calls about dangerous potholes on Highway 12 at Marina and also at Sunset.

Council Member Adams stated on CalTrans website there is a place to report potholes and suggested a staff retreat and team building in the future.

Concensus of Council was to direct the City Manage to look into including a staff retreat in the budget and report back to Council.

Council Member Williams reported volunteering at the Lynch County Trail, which was put on by Solano Land Trust, to raise money to continue to provide open space in Solano County.

c. Mayor/Chair

Mayor Wilson encouraged Council to attend Harbor Theater Friday night at 6:00 PM; reported touring a Suisun City business, G Stacks Barbeque Pit; and thanked the Kroc Center for their Kroc Fest celebrating 7 years in Suisun City.

12. City Manager/Executive Director/Staff

City Manager Folsom reported attending the Emergency Management Summit in Sacramento and reported the City Manager's June Update was on the website.

PUBLIC COMMENT

(Additional time for request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda limited to no more than 3 minutes.)

ADJOURNMENT

There being no further business, Mayor Wilson adjourned the meeting at 10:08 PM.

Linda Hobson, CMC
City Clerk

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MINUTES

SPECIAL MEETING OF THE SUISUN CITY COUNCIL

TUESDAY, JUNE 18, 2019

5:30 P.M.

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

NOTICE

Pursuant to Government Code Section 54953, Subdivision (b), the following City Council meeting includes teleconference participation by

Council Member Jane Day from: 301 Morgan Street, Suisun City, CA 94585.

Council Member Wanda Williams from: 8 Rue de Braque 75003, Paris, France

ROLL CALL

Mayor Wilson called the meeting to order at 5:30 PM with the following Council / Board Members present: Adams, Day, Segala, Williams, Wilson.

PUBLIC COMMENT - None

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

CONFLICT OF INTEREST NOTIFICATION - None

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

CLOSED SESSION

City Council

1. CONFIDENTIAL SECURITY ASSESSMENT FOR CITY FACILITIES
As Permitted in Closed Session by Government Code Section 54957(a)
Consultation with: City Manager, Fire Chief and Interim Police Chief
2. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCPOA (Suisun City Police Officers' Association).
3. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCEA (Suisun City Employees' Association).
4. CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: City Manager
Employee organization: SCMPEA (Suisun City Management and Professional Employees' Association).

5:32 PM – Mayor Wilson recessed the meeting to Closed Session.

CONVENE OPEN SESSION

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

7:00 PM – Mayor Wilson reconvened the meeting and stated no action was taken in Closed Session.

ADJOURNMENT

There being no further business, Mayor Wilson adjourned the meeting at 7:00 PM.

Linda Hobson, CMC
City Clerk

MINUTES

**REGULAR MEETING OF THE
SUISUN CITY COUNCIL**

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

AND HOUSING AUTHORITY

TUESDAY, JUNE 18, 2019

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:
Council/Board Member Jane Day from: 301 Morgan Street, Suisun City, CA 94585.
Council/Board Member Wanda Williams from: 8 Rue de Braque 75003, Paris, France*

ROLL CALL

Mayor Wilson called the meeting to order at 7:04 PM with the following Council / Board Members present: Adams, Day, Segala, Williams, Wilson.
Pledge of Allegiance was led by Council Member Segala.
Invocation was given by City Manager Folsom.

PUBLIC COMMENT

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

Raymond Klein suggested an orchestrated plan be designed for weed abatement and a smaller committee with a list of duties and goals.

Steve Olry expressed concerned about lack of revenue to fund fire department,

CONFLICT OF INTEREST NOTIFICATION - None

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

REPORTS: (Informational items only.)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

City Council

1. Committee Appointments. (City Council).
 - a. Environment and Climate Committee

Council Member Segala asked the Mayor to make his appointment.

CONSENT CALENDAR

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

City Council

2. Council Adoption of Resolution No. 2019-51: Declaring the 1998 Pierce Saber Fire Engine as Surplus and Authorizing Staff to Sell the Reserve 1998 Pierce Fire Engine - (Vincent).
3. Council Adoption of Resolution No. 2019-52: Authorizing the City Manager to Execute a Contract Amendment on the City's Behalf with Moffatt & Nichol to Prepare California Environmental Quality Act (CEQA) Documents in Support of the City's Incidental Take Permit Application to the California Department of Fish and Wildlife for the Suisun Marina Dredging Project and Authorize the City Manager to Approve up to 20% of the Contract Value for Unforeseen Change Orders – (Medill).
4. Council Adoption of Resolution No. 2019-53: Acting as the Legislative Body of Community Facilities District No. 1, Peterson Ranch, Providing for the Levy and Collection of Special Taxes for Fiscal Year 2019-20 – (Medill)
5. Council Adoption of Resolution No. 2019-54: Providing for the Levy and Collection of Special Taxes for Community Facilities District (CFD) No. 2 for Fiscal Year 2019-20 – (Medill).
6. Council Adoption of Resolution No. 2019-55: Providing for the Levy and Collection of Special Taxes for Community Facilities District (CFD) No. 3 for Fiscal Year 2019-20 – (Medill).
7. Council Adoption of Resolution No. 2019-56: Authorizing the City Manager to Enter into a Maintenance Contract on behalf of the City with New Image Landscape Company for Landscape Maintenance Contract Services for the City's Maintenance Assessment Districts for FY 2019-20 and Negotiate a Contract Change Order to Modify the Scope of Service for both Heritage Park and Blossom Districts as Needed to Not Exceed Available District Funding Levels - (Medill).

Joint City Council / Suisun City Council Acting as Successor Agency

8. Council/Agency Approval of the May 2019 Payroll Warrants in the Amount of \$423,300.05. Council/Agency Approval of the May 2019 Accounts Payable Warrants in the Amount of \$2,522,976.88 – (Finance).

**Motioned by Council Member Segala and seconded by Council Member Williams to approve Consent Calendar. Motion carried unanimously by the following roll call vote:
AYES: Council Members: Adams, Day, Segala, Williams, Wilson**

GENERAL BUSINESS

City Council

9. Hearing
 - Council Adoption of Resolution No. 2019-57: Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California – (Dingman).

Mayor Wilson opened the hearing. Hearing no comments, Mayor Wilson closed the hearing.

Motioned by Council Member Day and seconded by Council Member Adams to adopt Resolution No. 2019-57. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

10. Council Adoption of Resolution No. 2019-58: Authorizing the City Manager to Appoint Aaron Roth as the Chief of Police and Execute an Employment Agreement with Mr. Roth – (Folsom).

Motioned by Council Member Day and seconded by Council Member Adams to adopt Resolution No. 2019-58. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

11. Council Adoption of Resolution No. 2019-59: Acknowledging Receipt of a Report Made by the Fire Chief of the Suisun City Fire Department Regarding the Inspection of Certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code - (McNamara/Vincent).

Motioned by Council Member Adam and seconded by Mayor Wilson to adopt Resolution No. 2019-59. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

PUBLIC HEARINGS

City Council

12. PUBLIC HEARING

Conduct a Public Hearing, Approve Final Engineer's Report, and Order the Levy and Collection of Assessments for Suisun City Maintenance Assessment Districts - (Medill).

- a. Council Adoption of Resolution No. 2019-60: Amending and/or Approving the Final Engineer's Annual Levy Report for the Suisun City Maintenance Assessment Districts for FY 2019-20.
- b. Council Adoption of Resolution No. 2019-61: Ordering the Levy and Collection of Assessments within the Suisun City Maintenance Assessment Districts for FY 2019-20.

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

Motioned by Council Member Segala and seconded by Council Member Williams to adopt Resolutions No. 2019-60 and No. 61. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

13. PUBLIC HEARING

Conduct a Public Hearing, Approve Final Engineer's Report, and Order the Levy and Collection of Assessments for the McCoy Creek Parking Benefit Assessment District – (Medill).

- a. Council Adoption of Resolution No. 2019-62: Amending and/or Approving the Final Engineer's Annual Levy Report for the McCoy Creek Parking Benefit Assessment District

for FY 2019-20; and

- b. Council Adoption of Resolution No. 2019-63: Ordering the Levy and Collection of Assessments within the McCoy Creek Parking Benefit Assessment District for FY 2019-20.

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

Motioned by Council Member Segala and seconded by Council Member Adams to adopt Resolutions No. 2019-62 and No. 63. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

14. PUBLIC HEARING

Residential Front Yard Paving Interim Urgency Ordinance – (McNamara).

- a. Council Adoption of Resolution No. 2019 - 64: A Resolution of the City Council of the City of Suisun City Approving and Issuing the 10-day Written Report Describing the Measures Taken to Alleviate the Condition Which Led to the Adoption of Urgency Ordinance No. 758, Which Imposes a Moratorium on Paving of Greater Than Sixty Percent of the Total Surface Area of Any Residential Front Yard, as Required by Government Code Section 65858(d).
- b. Council Adoption of Ordinance No. 762: An Urgency Interim Ordinance of the City Council of the City of Suisun City, California, Extending Urgency Interim Ordinance No. 758: “Imposing a Temporary Moratorium on Paving of Greater Than Sixty Percent of the Total Surface Area of any Residential Front Yard Within the City of Suisun City” for an Additional Ten Months and Fifteen Days, and Declaring the Urgency Thereof.

Mayor Wilson opened the public hearing.

George Guynn expressed concern about the enforcement of the 60% rule.

Hearing no further comments, Mayor Wilson closed the public hearing.

Motioned by Council Member Day and seconded by Council Member Williams to adopt Resolution No. 2019-64 and Ordinance No. 762. Motion carried unanimously by the following roll call vote:

AYES: Council Members: Adams, Day, Segala, Williams, Wilson

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

15. PUBLIC HEARING

Adoption of the Fiscal Year 2019-20 Annual Budget - (Folsom/Dingman/Corey).

- a. Council Adoption of Resolution No. 2019-65: Adopting the Annual Budget for Fiscal Year 2019-20; and
- b. Agency Adoption of Resolution No. SA 2019-05: Adopting the Annual Budget for Fiscal Year 2019-20; and
- c. Authority Adoption of Resolution No. HA 2019-05: Adopting the Annual Budget for Fiscal Year 2019-20; and
- d. Council Adoption of Resolution No. 2019-66: Adopting the Appropriations Limit for Fiscal Year 2019-20.

Mayor Wilson opened the public hearing.

Steve Olry joked the marina could be paved for a tennis court.

Hearing no further comments, Mayor Wilson closed the public hearing.**Mayor Wilson re-opened the public hearing.**

George Guynn stated he thought Wal-Mart and Measure S were going to solve the City's financial problems and expressed concern about Fourth of July fireworks causing fires.

Tom Kamin stated the City has applied for grants in the past but does not qualify and stated the City needed more development to bring in the needed revenue.

Steve Olry expressed concern about hiring management positions for the fire department rather than rank and file.

Consensus of Council was to hold the Suisun Celebration in October if it could be privately funded.

Motioned by Council Member Williams and seconded by Council Member Adams to adopt Council Resolution No. 2019- 65, Successor Agency Resolution SA 2019-05, Housing Authority Resolution No. HA 2019-05, and Council Resolution No. 2019-66. Motion carried by the following roll call vote:

AYES: Council Members: Adams, Day, Williams, Wilson
NOES: Council Member Segala

REPORTS: (Informational items only.)

16. a. Council/Boardmembers

Council Member Williams reported enjoying her trip to Paris and re-affirmed her commitment to Suisun by calling and participating in tonight's meeting.

Council Member Adams reported would be attending the League of Cities Executive Conference with Mayor Wilson this Wednesday-Friday.

b. Mayor/Chair

Mayor Wilson welcomed Matthew Junio, new intern, and reported was Chairman of the STA Executive Equity Chapter and there would be an open-house on Wednesday, June 26, 6-8 PM.

17. City Manager/Executive Director/Staff

City Manager Folsom:

- Thanked staff for their hard work and late hours on the budget,
- Stated next Council meeting will be June 25,
- Reported was appointed by fellow Solano County City Managers to represent city managers on Solano Emergency Medical Board.

PUBLIC COMMENT - None

(Additional time for request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda limited to no more than 3 minutes.)

ADJOURNMENT

There being no further business, Mayor Wilson adjourned the meeting at 9:10 PM.

Linda Hobson, CMC
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: January 2, 2019

CITY AGENDA ITEM: PUBLIC HEARING: Council Introduce and Waive Reading of Ordinance No. ___: Amending Section 21.04.020 and 21.06.010 of the Suisun City Code to Update Marinas.

FISCAL IMPACT: There would be no fiscal impact at this time.

BACKGROUND: Title 21, Marinas, of the Suisun City Code, was last updated in 1999. Since that time there have been significant changes in the marina operation, permissible policies, and to the City organization and structure.

STAFF REPORT: Updating Suisun City Code, Title 21, Marinas would allow for needed policy updates, organizational recognition, and allow proper enforcement of policies.

Updates to the section 21.04.020 – Definitions of the Suisun City Code would include:

- Amending the definition of Harbormaster from Executive Director of the redevelopment agency to the City Manager of Suisun City or his/her designate as assigned to manage marina operations.
- Add the definition “Sub-lease” means a tenant that leases their vessel berth to another vessel owner.
- Add the definition “Short term rental” means renting vessel to another person for nightly accommodations.

Updates to section 21.06.010 - General rules and regulations would include:

- Updating item “W”- This beverage control area must be clearly delineated by proper signage complete with control area map. Event staff are responsible for maintaining beverage control within the area. Events may also provide temporary fencing to control the beverage control area and provide monitoring of all entrance and exits from the beverage control area. All methods must be approved by the California Department of Alcoholic Beverage Control and the Suisun City Police Department.
- Add item “Y”- It is unlawful for any person to live aboard in the Suisun City marina. The Harbormaster may grant one (1) exception for the purpose of a night watchman. The night watchman must maintain good standing and pay all applicable monthly fees, as well as keep accurate logs for all pump out services and provide the logs when requested by the Harbormaster.
- Add item “Z”- Sub-leasing of a marina berth is not permissible and will result in both parties forfeiting berthing privileges.

STAFF RECOMMENDATION: It is recommended that the City Council:

1. Open the Public Hearing; and
2. Take Public Comment; and
3. Close the Public Hearing; and

PREPARED BY:

Kris Lofthus, Recreation, Parks, and Marina Director

REVIEWED AND APPROVED BY:

Greg, Folsom, City Manager

4. Introduce and waive the reading of Ordinance No. ____: Amending Section 21.04.020 and 21.06.010 of the Suisun City Code to Update Marinas.

ATTACHMENTS:

1. Ordinance No. ____: Amending Section 21.04.020 and 21.06.010 of the Suisun City Code to Update Marinas.

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ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY,
CALIFORNIA, AMENDING SECTION 21.04.020 AND 21.06.010 OF THE SUISUN
CITY CODE TO UPDATE MARINAS**

WHEREAS, The Marina is the heart of the community in Suisun City and The City Council has an interest in providing the most comprehensive policy to insure proper operational standards; and

WHEREAS, Updates to the Suisun City Code pertaining to Marinas has not been addressed since 1999; and

WHEREAS, Amending the definition of Harbormaster to coincide with current organizational structure; and

WHEREAS, Prohibiting live aboard under section 21.06.010 General Rules and Regulations will maintain current operations and rental policies; and

WHEREAS, Prohibiting sub-lease of berths will provide tenant safety and allow the harbormaster to have records of all marina berth renters; and

WHEREAS, Updating the Beverage Control Area provides a safe environment for special events; and

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY
FINDS AND ORDAINS AS FOLLOWS:**

SECTION 1. Amendment of Code: (Marinas) of the Suisun City Code is hereby amended by revising Section 21.04.020 entitled "Definitions" and Section 21.06.010 entitled "General Rules and Regulations" to read in its entirety as follows:

Title 21 - MARINAS

Chapters:

Chapter 21.04 - GENERAL PROVISIONS

Sections:

1 **21.04.010 - Purpose.**

2 This chapter is enacted to provide for the rules, regulations and control of the city marina as
3 shown in Section 21.10.010 on Diagram A.
4 (Ord. 647 (part), 1999; Ord. 615 (part), 1999)

5 **21.04.020 - Definitions.**

6 For purposes of this chapter, the following words and phrases shall have the meanings
7 respectively ascribed to them in this section:

8 "Vessel" means any vessel which may be propelled manually, by sails, or by means of an
9 outboard or inboard engine. While under sail only, a vessel shall be subject to rules governing
10 sailing craft; while under power, either with or without sails, a vessel shall be subject to the
11 rules governing powerboats.

12 "Berth" means a vessel's berth between or along finger floats and headed by a walkway, or at
13 the end of a walkway, as so designated by the harbor master.

14 "Berth length" means the distance from the edge of the walkway to the furthest projection of a
15 finger float as measured from the center of two adjacent finger floats.

16 "Berth width" means the distance between two adjacent finger floats or, in the case of double
17 berths, the width shall mean one-half the distance between two adjacent fingers. The width of
18 a side tie shall be equal to the beam of the vessel.

19 "Business" includes all professions, trades, occupations and callings whether or not carried on
20 for profit.

21 "California Boating Law" includes those provisions of the Harbors and Navigation Code:
22 Chapter 1, Article 3.1 of Title 13 and Division 4, Chapter 1 of Title 14 of the California
23 Administrative code pertaining to the operation and registration of vessels, and Section 9840-
24 9924 and 10550-10554 of the California Vehicle Code, and such other laws of similar import
25 adopted from time to time.

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- 1 "Chief of police" means the chief of police of Suisun City or his/her designee.
- 2 "Council" means the Suisun City council.
- 3 "Diagram A" means the sketch shown in Section 21.10.010 of this chapter.
- 4 "Diagram B" means the sketch shown in Section 21.10.020 of this chapter.
- 5 "Director" means the executive director of the redevelopment agency of the city.
- 6 "Finger float" means a floating structure connected to and extending from a walkway.
- 7 "Greywater" means the wastewater from a vessel (exclusive of toilet waste), such as water from
- 8 a laundry, bath, shower, or sink which is not deleterious to the marina.
- 9 "Harbormaster" means the City Manager of Suisun City or his/her designate as assigned to
- 10 manage marina operations.
- 11 "Live aboard" means the use or occupancy of a vessel for living quarters either permanently or
- 12 on a temporary basis for a period exceeding two nights or three days in any seven-day period.
- 13 "Major painting" means any painting other than "touching up" existing paint.
- 14 "Major repairs" means any construction, repair or replacement of structural members or
- 15 portions of any boat, including repairs to the engine, gears, driveshaft, propeller or other
- 16 propulsion system, other than routine repairs and maintenance.
- 17 "Manager" means the city manager of the city.
- 18 "Mooring" means affixing a vessel to any weight, chain, rope, floating object, structure or
- 19 appliance used for the purpose of holding a vessel in a particular place. "Mooring" does not
- 20 include affixing a vessel to an assigned berth in accordance with this chapter or anchoring with
- 21 the vessel's anchor.
- 22 "Motorboat" means any vessel whose normal means of propulsion is by internal combustion,
- 23 electric or mechanical engine, either inboard or outboard.
- 24 "No wake speed" means a speed at which the wake of a vessel is such so as not to present a
- 25 danger to other vessels, but in no event will exceed five miles per hour.

1 "Overall length of vessel" means the distance from the farthest bow projection to the farthest
2 stern projection.

3 "Overhang" means that portion of a vessel's overall length that protrudes beyond the end of the
4 finger floats or over the walkway.

5 "Person" means and includes an individual; a receiver; a trustee; a partnership; joint venture's;
6 a firm; an unincorporated association; a syndicate; a club; a trust; a private corporation; a public
7 corporation; a municipal corporation; a county, state or national government; a municipal,
8 county, state or federal agency, board or commission; whether acting for himself or itself, or in
9 any representative capacity.

10 "Pier" means a structure extending into navigable water for use as a landing place or promenade.

11 "Promenade" means the marina public promenade as defined in Section 21.10.010.

12 "Registered length of vessel" means the certified length of vessel as determined by measuring
13 from end to end over the deck, excluding the sheer.

14 "Sailboat" means any vessel whose normal means of propulsion is by sail.

15 "Side tie" means a place for a vessel to berth along one side of a walkway or finger float.

16 "Special event" means any event, festival, fair or celebration sponsored or permitted by the city
17 and held upon or within the area designated as the Suisun City marina.

18 "Sub-lease" means a tenant that leases their vessel berth to another vessel owner.

19 "Short term rental" means renting vessel to another person for nightly accommodations.

20 "Suisun City marina" means the marina area operated as a municipal boat berth and launch
21 ramp facility on the east and west shores of Suisun Channel and land areas as shown and defined
22 in Section 21.10.010 and on Diagram A.

23 "Unauthorized vessels" means any vessel operating, berthed or moored with Suisun City marina
24 without the permission of the harbor master, including, but not limited to, vessels operating
25 between berths except when leaving or returning to their assigned berths.

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1 "Visitor dock" means those areas available for temporary public use as defined in Section
2 21.10.020.

3 "Walkway" means a floating structure for use as a walkway for access to and from berths and
4 when attached to finger floats shall form a berth.

5 (Ord. 647 (part), 1999; Ord. 615 (part), 1999)

6 **21.04.030 - Administration and enforcement.**

7 A. The provisions of this chapter shall be administered and enforced by the director. The
8 director, or his/her designated representative, shall perform the duties and responsibilities of
9 the harbormaster as set forth in this chapter. The harbormaster shall have full authority to
10 manage the city marina in accordance with the provisions of this chapter, other laws of the city,
11 and applicable statutes of the state of California. The harbormaster, the chief of police, or
12 his/her designees shall be responsible for the enforcement of the provisions of his chapter and
13 any rules and regulations adopted pursuant to this chapter, including, but not limited to, the
14 California Boating laws.

15 B. Every vessel that has entered the city marina shall immediately become subject to the
16 orders and direction of the harbormaster.

17 C. The harbormaster shall have the authority to designate the area in which any vessel shall
18 be berthed and may require any vessel to change its berth in the city marina. If a vessel does
19 not change berths as instructed by the harbormaster, it may be moved and towing charges
20 assessed to the owner. No person shall leave a vessel at anchor in the city marina without the
21 written permission of the harbormaster.

22 D. The harbormaster, at his/her discretion, shall have the right to refuse entry into the city
23 marina of any vessel which is derelict, needing major overhaul, or violating this chapter or the
24 California Boating Laws.

25 E. Whenever any boat is in danger of being damaged, or damaging other boats or any marine

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1 facilities, the harbormaster shall be empowered to take such action as in his/her discretion as
2 necessary for the protection of the boat, other boats or marine facilities.

3 F. The harbormaster is authorized to execute on behalf of the city all leases for berthing and
4 mooring spaces within the city marina; provided, however, that all such leases shall be subject
5 to the terms and conditions specified in this chapter in addition to the terms set forth in such
6 leases.

7 G. The harbormaster and his/her designated agents are designated as boating safety officers
8 and while on duty shall act as such officer for the city.

9 H. Subject to possessing (1) probable cause to believe that a violation of this chapter, or
10 California law exists, (2) a properly issued warrant, (3) threat to safety or other exigent
11 circumstances, or (4) permission of the lawful occupant of any vessel or structure that is leased
12 to, or owned by, a person within the city marina, the harbormaster or any public safety officer
13 are authorized and empowered to enter and inspect any pier, docked vessel, dock box, walkway,
14 finger float or other structure within the city marina for the purpose of investigating a potential
15 safety hazard and to take appropriate action to correct any situation which the officer or agent
16 finds to be probable cause of imminent danger. It is unlawful for any person to molest any such
17 officer or agent or refuse to allow him/her to enter such premises.

18 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

19 **Chapter 21.06 - RULES**

20
21 **21.06.010 - General rules and regulations.**

22 A. All laws and regulations contained in the California Boating Law, as amended from time
23 to time, are incorporated in this chapter as if set forth in full.

24 B. Marina Property. No persons shall willfully or carelessly destroy, damage, disturb, deface,
25 or interfere with any vessel, buoy, float, emergency equipment or any other property within the

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1 city marina.

2 C. Derelicts and Stray Vessels. The harbormaster and the city police shall be empowered to
3 remove at the owner's expense all stray, derelict or nonoperative vessels, skiffs, rowboats,
4 sunken or dilapidated vessels, or unattended vessels on unauthorized moorings or berths or
5 other structures, timbers or floats found within the city marina as they deem appropriate. At the
6 time the proper owner claims such property prior to disposition thereof, he shall pay all
7 expenses incurred in connection therewith, including charges for raising, keeping and storing
8 the same in accordance with the schedule for marina fees.

9 D. Unseaworthy Vessels. Any watercraft of any kind whatsoever which is determined by the
10 harbormaster as unseaworthy, and/or which might become a menace to navigation, shall not be
11 permitted to berth or moor in the city marina. Watercraft in such condition are declared to be a
12 public nuisance and shall be considered as stray vessels.

13 E. Launching Vessels. No person shall launch or remove any vessel from the waters of the
14 city marina over any public seawall, rock riprap, sidewalk or public property except at locations
15 where the regular business of launching and hauling vessels is conducted which has the
16 necessary equipment to do such work, or in areas designated and posted for such purpose by
17 the harbormaster.

18 F. Boarding Vessels without Permission. No person shall climb into or upon any vessel, boat,
19 yacht or other watercraft berthed, moored or anchored at any site or location situated within the
20 city marina without the consent of the owner, his agent, or any other person having charge
21 thereof unless to protect life and property, except a peace officer, firefighter, or the
22 harbormaster in the performance of his/her official duty.

23 G. Sale of Fish. No person shall bring into the city marina any fish, mollusks, or crustaceans,
24 for the purpose of selling the same, without obtaining prior written permission from the
25 harbormaster, and a business license from the city.

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1 H. Soliciting and Advertising. No person shall solicit, sell, hawk or peddle any goods, wares,
2 merchandise, liquids or edibles for human consumption, or literature without first obtaining the
3 permission of the harbormaster and obtaining a city business license, unless officially
4 sanctioned or authorized by the city.

5 I. Free Access. No person shall unlawfully obstruct the free access to and departure from any
6 landing, pier, berth, float, launch ramp, or other facility within the city marina.

7 J. Crew and Guests. The owner of a vessel is legally responsible for the conduct of his/her
8 crew and guests at all times.

9 K. Unauthorized Vehicles and Implements.

10 1. Except on governmental business, no person shall operate any motor vehicle, skateboard
11 or similar device within the boundaries of the city marina except in an area so designated for
12 their use, nor shall any person use or operate any device in a manner which may be detrimental
13 or potentially damaging to the public, marina property or its lands.

14 2. Operation or Use During a Special Event. Except on governmental business or as defined
15 by city permit or license during a special event, no person shall operate any vehicle, bicycle, or
16 any similar device upon the promenade, sidewalk or other land area within the event
17 boundaries.

18 3. Nothing in this section is intended to prohibit the use of bicycles on the promenade outside
19 of the event boundaries.

20 L. Speed. Every vessel operated within the city marina shall be done so at a no wake speed,
21 but in no event to exceed five miles per hour, except a public officer in the performance of
22 his/her duty.

23 M. Swimming. No person shall swim, bathe, or wade in any portion of the city marina except
24 in designated areas. This subsection shall not prevent an owner or his/her authorized
25 representative from working on his/her vessel underwater within his/her berth.

26 Ordinance ____
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1 N. Marine Events. No person shall start, terminate or conduct any regatta, parade, boat show
2 or other marine event on or upon the waters of the city marina without first obtaining all
3 necessary permits from the city and obtaining the prior written permission of the city. The city
4 may grant a special permit for a special event in which nonmuffled engines may be used, speed
5 limits may be exceeded and normal traffic interrupted, provided that such permit shall be for a
6 stated period of time not exceeding six months. No permit shall authorize interference with
7 normal boat traffic for a period exceeding eight hours in any twenty-four hour period. Events
8 shall be limited to the hours between eight a.m. and eleven p.m.

9 O. Rules. The harbormaster may, as required and in accordance with Section 660 and 662 of
10 the Harbors and Navigation Code, adopt additional written rules for the smooth and orderly
11 operation of the city marina. Such additional rules will remain posted in a conspicuous place
12 adjacent to the city marina at all times.

13 P. Visitor Dock. The visitor docks are for temporary use only. No vessel may moor at these
14 docks for more than seventy-two hours within any seven-day period without a prior lease
15 agreement approved by the agency. Moorage fees may be set by the city council. The
16 harbormaster is authorized to collect said fees. All vessels moored shall obtain written
17 permission from the harbormaster.

18 Q. Landing of Aircraft. No person shall land on or take off from the waters of the city marina
19 with any aircraft except with the written permission of the harbormaster.

20 R. Air Propulsion Above Water Prohibited. No person shall operate any vessel on the waters
21 within the city marina, or launch any vessel from the boat launch which is operated by
22 mechanical air propulsion above the surface of the water except with the written permission of
23 the harbormaster.

24 S. Animals Prohibited During Special Events. Except as authorized by city permit or license,
25 no person shall have in their possession, charge or control, whether tethered or not, any animal

26 Ordinance ____
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1 within the event boundaries in the city marina during a special event. This subsection is not
2 intended to prohibit guide dogs or law enforcement animals during the course of their duties.

3 T. Fires Prohibited. No person shall ignite or control any fire used for cooking, heating,
4 illumination or any other purpose within or upon any pier, ramp, sidewalk, walkway, parking
5 lot or other open land area in the city marina. The city may authorize fires within the areas
6 previously prohibited, only by permit. This section is not intended to prohibit the use of cooking
7 fires by marina tenants on or adjacent to their vessels with the prior authorization of the
8 harbormaster.

9 U. Tents Prohibited. Except as authorized by city permit, no person shall erect or cause to be
10 erected any tent, structure or other shelter within the city marina.

11 V. Regulation of Beverage Containers in the City Marina. Except as authorized and defined
12 by city permit, no person shall have in their possession or control a beverage container made of
13 glass or a similar breakable material upon any dock, pier, ramp, finger float, walkway, sidewalk,
14 promenade, parking lot or other land area within the city marina. This subsection shall not
15 prohibit any person from the transportation of such container to or from a vessel moored within
16 the marina.

17 W. Possession or Consumption of Alcoholic Beverages. Except as authorized and defined
18 by city permit, the possession of an opened alcoholic beverage container or the consumption of
19 any alcoholic beverage is prohibited upon any sidewalk, promenade, parking lot or other land
20 area within the city marina. For purposes of this section, if the seal of the beverage container is
21 broken, it shall be conclusively presumed that the container is open. The general area of
22 permitted alcohol consumption during special events is identified in Diagram B. This beverage
23 control area must be clearly delineated by proper signage complete with control area map.
24 Event staff are responsible for maintaining beverage control within the area. Events may also
25 provide temporary fencing to control the beverage control area and provide monitoring of all

1 entrance and exits from the beverage control area. All methods must be approved by the
2 California Department of Alcoholic Beverage Control and the Suisun City Police Department.

3 X. Disorderly Conduct During a Special Event. Notwithstanding any other provision of law,
4 the chief of police or his/her representative may order the removal of any person from the city
5 marina when said persons behavior is disruptive, indecent, offensive to the senses, obstructs the
6 passage on or the free use of property, or otherwise detracts from the community interest in the
7 event. Any person who is removed pursuant to this section, who returns to the marina area
8 within eight hours after removal is guilty of a misdemeanor.

9 Y. It is unlawful for any person to live aboard in the Suisun City marina. The Harbormaster
10 may grant one (1) exception for the purpose of a night watchman. The night watchman must
11 maintain good standing and pay all applicable monthly fees as well as keep accurate logs for
12 all pump out services and provide the log when requested by the Harbormaster.

13 Z. Sub-leasing of a marina berth is not permissible and will result in both parties forfeiting
14 berthing privileges.

15 (Ord. 647 (part), 1999; Ord. 615 (part), 1999)

16 **21.06.020 - Refuse.**

17 A. Sanitation, Discharge of Refuse, Sewage or Waste Matter in the City Marina. No person
18 shall throw, discharge, deposit or leave any refuse, sewage, or waste matter of any description
19 upon or into the waters of the city marina and no person shall discharge or deposit material of
20 any kind on the banks, walls, sidewalks, piers, floats or shore of any water within the boundaries
21 of the city marina. The harbormaster may remove materials, garbage, refuse, timber or waste
22 matter at his/her discretion. The reasonable expense of removing such material shall be paid by
23 the party responsible for the deposit of same. Nothing in this section is intended to prohibit the
24 lawful discharge of greywater as defined in this chapter.

25 B. Toilets. All vessels with through-hull toilets while in this marina shall be secured and open

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1 to inspection by the harbormaster.

2 C. Fish. No person shall clean fish, cut bait, or place or leave dead animals, fish, shellfish,
3 bait or other putrefying matter on or along the seawall, jetties, harbor structures, floats, piers or
4 sidewalk of the city marina.

5 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

6 21.06.030 - Handling of vessels.

7 A. Mooring. No person shall moor any vessel in the city marina without obtaining permission
8 from the harbormaster and paying the mooring fees set forth in the city's marina fee schedule.

9 B. Nonliability of City and Agency. Removal of any adrift, abandoned, unsafe or
10 unauthorized vessel by the harbormaster shall be without liability of the city or the city
11 redevelopment agency, or the council or the officers, agents or employees thereof,

12 C. Making Fast. No person having charge of any vessel shall make the same fast to any finger
13 float, walkway, pier or dock other than in his/her berth in the city marina without the consent
14 of the harbormaster. No person shall make fast any vessel to any other vessel already occupying
15 any berth or tied alongside any pier, dock or walkway without first obtaining permission of the
16 harbormaster and the owner of such other vessel. This subsection does not apply to those berths
17 designated by the harbormaster as "guest berths."

18 D. Tying Up Vessels. Every vessel lying at any berth, side tie, pier, or dock in the city marina
19 shall be fastened thereto with head and stern lines from bows and quarters in a safe manner.
20 Proper mooring lines are to be used at all times. Fenders and bumpers other than those
21 commercially designed for that purpose must be approved by the harbormaster prior to
22 installation or use.

23 E. Storage and Handling of Gasoline, Petroleum Products or Other Explosive Materials. No
24 person shall handle, keep, use or sell gasoline, any liquid petroleum products or any explosive
25 material, other than lubricating oils, on finger floats, piers, docks, or walkways, except at such

26 Ordinance ____
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1 places as may be designated by the harbormaster and with the approval of the city fire
2 department, under such regulations as they may require. Used lubricating oils shall be disposed
3 of in such a manner as prescribed by the harbormaster.

4 F. Obstructing Vessels. No person shall tie up, moor, or operate a vessel in the city marina
5 in such a manner as will prevent or obstruct the passage of other vessels or voluntarily or
6 carelessly sink any vessel, or float loose timbers, logs, or piles in such a manner as to obstruct,
7 impede, or create a menace to navigation.

8 G. Movement of Vessels. Movement of vessels within the city marina between rows of berths
9 shall be for the purpose of entering or leaving a berth only. Any other movement of vessels
10 between the berths shall be prohibited.

11 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

12 **21.06.040 - Regulation of structures.**

13 A. Dock Boxes, Boarding Platforms, Etc. No structure, including dock boxes, boarding
14 platforms, etc., may be erected or placed upon any pier, float or walkway without approval of
15 the harbor-master.

16 B. Construction and Extensive Maintenance of Boat in Berth. No person shall make major
17 repairs or engage in other than minor maintenance of boats except in authorized areas. The
18 following activities are prohibited any place in the city marina, except as authorized:

- 19 1. Spray painting.
- 20 2. Construction on a boat resulting in debris creating a nuisance to other persons.
- 21 3. Construction activities on floats, piers or walkways that create a nuisance or block
22 passageways.

23 C. Stowage of Dinghies, Skiffs and Gear. No person shall stow or maintain dinghies, skiffs,
24 boxes, materials including any flammable material, boat equipment or other personal property
25 on piers, docks, finger floats, or walkways.

1 D. Steps. Any steps used for access to a boat must not intrude into more than one-third the
2 width of the finger to which the vessel is moored, and must be of lightweight construction and
3 not used as a storage locker. Any steps or structures intruding into the aisle width required by
4 California Code of Regulations, Title 24 shall be immediately removed by the owner or the
5 harbormaster.

6 E. No person shall cause any mooring line, water hose, electrical cable or other service line
7 to extend across a main walkway or cause any obstacles such as ladders, tools, canvas, or other
8 materials or equipment to obstruct free passage along any walkway, finger float or gangway or
9 create any hazardous condition which could cause accident or injury.

10 F. No person shall place, erect install or use any light fixtures in such manner as to constitute
11 a hazard to operators of vessels in navigating during the hours of darkness.

12 G. No part of any vessel shall extend beyond the end of any berth or over the main walkway
13 without the permission of the harbormaster, including but not limited to boats with davits,
14 booms, boomkin or bowsprit.

15 H. No person shall build, construct, erect, extend, or locate within, upon or over the waters
16 of the city marina any float, pier, landing, wharf, open pile structure or device or structure of
17 whatsoever kind or nature without first obtaining the approval of the harbormaster and securing
18 the necessary permits from the city.

19 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

20 **21.06.050 - Parking in marina areas.**

21 A. Permission from the harbormaster must be obtained prior to parking any vehicle, trailer
22 or boat in the parking areas within the city marina for a period exceeding seventy-two
23 consecutive hours. If permission is not requested or granted, the vehicle, trailer or boat may be
24 cited and removed from the marina area at the owner's expense.

25 B. Any vehicle, trailer, or boat/trailer combination parked in restricted areas, in limited

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1 parking areas beyond the allowed time, or in driveways, walks, or breezeways, may be cited
2 and removed from the city marina at the owner's expense.

3 C. Repair(s) to a vehicle anywhere in the city marina is prohibited except those emergency
4 repairs deemed necessary for removing the vehicle by the harbormaster.

5 D. The use of all bicycles, skateboards, in-line or roller skates, or similar devices and motor
6 driven or sail-propelled vehicles, except wheelchairs for the disabled, city maintenance and
7 police vehicles, is prohibited on any, ramp, pier, dock, finger float or walkway as previously
8 defined, in the city marina, other than in areas so designated for their specific use.

9 E. The parking lot adjacent to the launch ramp shall be reserved for motor vehicles carrying
10 or towing boats or boat trailers.

11 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

12 21.06.060 - Boat launch.

13 Vessel Launch and Retrieval. No person driving a vehicle or operating a vessel shall violate
14 any authorized signs indicating which ramp/lane is designated for launching or retrieval.

15 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

16 **21.06.070 - Overnight camping in marina land areas prohibited.**

17 Use of marina land areas for overnight camping or sleeping is prohibited. The director may
18 authorize camping during special events only if the event contributes significantly to the benefit
19 or betterment of the community.

20 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

21 **21.06.080 - Solicitation and advertising.**

22 A. Solicitation of patronage for private or commercial business in the marina without a permit
23 is prohibited pursuant to Suisun City Municipal Code Chapter 5.04 as amended from time to
24 time.

25 B. The harbormaster may establish and maintain bulletin boards for posting commercial and

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1 noncommercial literature. Literature may not be posted in any other place within the marina
2 except as designated by the harbormaster.

3 C. No distribution of commercial or noncommercial literature (brochures, pamphlets or other
4 material) is permitted in the marina area at any point more than six feet from any trash, litter or
5 refuse receptacle. Such receptacle may be furnished by the distributor of the literature.

6 D. No person shall row, propel, navigate or maintain any vessel or float in the marina for the
7 purpose of advertising.

8 E. No sign advertising a commercial use not conducted on a vessel shall be displayed on any
9 vessel, float, dock or other structure. Properly licensed commercial vessels operating from the
10 marina may have the vessel's name, telephone number and message displayed on the vessel on
11 a signboard to be approved by the planning department, planning commission or the council.

12 F. A vessel may display a sign not to exceed two square feet advertising said vessel for sale.
13 No other signs for the purpose of advertising or display shall be placed on any vessel in the
14 marina, except as authorized.

15 G. Any individual, organization or sub lessee thereof that provides any services related to
16 this marina, or operates a business in the marina must possess a valid city business license in
17 accordance with Suisun City Municipal Code Title 5. The city shall not enter into any such
18 lease that does not include a provision requiring any such individual, organization or sub lessee
19 to pay to the city marina either a percentage of the individual's, organization's or sub lessee's
20 gross receipts or a yearly flat fee.

21 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

22 **Chapter 21.08 - RATES**

23 Sections:

24
25 21.08.010 - Marina rent and charges.

26 Ordinance ____
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- 1 A. The city council is authorized to adopt from time to time a schedule of marina fees
2 ("schedule") establishing the rates for services, supplies, municipal berth rents, mooring rents,
3 and associated fees pertaining to the city marina. The schedule, as amended from time to time,
4 shall be on file in the city clerk's office at all times and posted in a conspicuous place in the city
5 harbormaster building.
- 6 B. No person shall berth any vessel at any berth or at the guest dock within the city marina
7 without an executed berth agreement and payment of all charges and fees to the harbormaster.
8 Such agreement, except an agreement for temporary berthing or storage of a vessel, shall
9 include a declaration from the owner that the marina is the situs for his vessel for purposes of
10 levying taxes on such vessel by the Solano County tax assessor, and every such owner is
11 required to maintain a copy of insurance on said vessel as specified in the berth agreement.
- 12 C. Applications for berths in the city marina shall be made only upon forms furnished by the
13 harbormaster and shall be accompanied by a fee established by the city council ("application
14 fee") for such berth agreement.
- 15 D. The berthing of vessels in the city marina shall be subject to the direction and control of
16 the harbormaster, who shall determine the admissibility of vessels to the marina dependent on
17 type, condition, size, availability of berthing space and compliance with this chapter.
- 18 E. The harbormaster shall maintain waiting lists based on berth lengths, with names to be
19 placed on such lists in the order of receipt of application. Berth space shall be granted from the
20 waiting list in order as space becomes available; provided, however, that if a space becomes
21 available and there are no names on the appropriate waiting list, the harbormaster shall have
22 discretion to offer such space to the top person on the next most appropriate waiting list.
- 23 F. If a boat is owned by more than one individual at the time of berth assignment, the joint
24 owners shall designate an agent to act on their behalf. All owners are each responsible for
25 payment of fees and vessel condition.

1 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

2 **21.08.020 - Penalties.**

3 A. Any person violating any of the provisions of this title shall be guilty of an infraction,
4 punishable by fines as authorized by Government Code Section 36900. Said fine is not to
5 exceed one hundred dollars for the first conviction; two hundred dollars for a second conviction
6 within one year; and five hundred dollars for a third or subsequent conviction within one year.
7 Upon conviction, each day on which any violation of this title is committed or permitted, may
8 be considered a separate offense, punishable as specified by this section.

9 B. Violation of any provision or regulation in this title by any person may, by resolution of
10 the city council, result in the person being ordered by the city to immediately remove his/her
11 vessel from the marina and forfeiture of any fees paid. If the person fails to comply with such
12 order the city may remove and store the boat at the person's expense. Any expense incurred by
13 the city in the removal and storage of said vessel shall be paid in full to the city prior to release
14 of the boat.

15 C. Appeals. Any dispute over a staff decision pursuant to this title which is administrative,
16 discretionary or otherwise non-criminal, may be appealed by the impacted party to the manager.
17 Any such appeal shall be in writing and shall be delivered to the office of the manager within
18 ten days of the originating action. The manager shall respond to the appeal in writing within
19 ten days. This subsection shall not be applicable in instances in which a citation or notice to
20 appear has been issued.

21 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

22 **Chapter 21.10 - MARINA MAPS**

23 **Sections:**

24

25 **21.10.010 - Diagram A—City marina.**

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1 A. 1. Land Area. The marina land areas include all real property from the foot of the
2 shoreline protection to the exterior of the landscape areas bordered generally by west curb of
3 Civic Center Boulevard to the east, the south easement of State Route 12 to the north, the west
4 sidewalk of Main Street, the south curb of Morgan Street and the west curb of Kellogg Street,
5 to the west. This area includes all parks, wetlands, city hall, the public promenade, parking lots,
6 the rail station and plaza and all other marina related property controlled by the city and the
7 redevelopment agency.

8 2. Public Promenade. The public promenade is the improved sidewalk that borders and
9 encompasses the marina water's edge within the defined marina land area.

10 B. 1. Water Area. The city marina area includes all water areas within the Suisun Channel
11 and the Suisun Slough from the city limits to the south to the turn basin in the north. The city
12 marina includes all improvements and structures operating as a municipal boat berth and launch
13 ramp facility on the east and west shores of the Suisun Channel.

14 2. Visitor Docks. The visitor docks are the non-berthed areas along the walkway immediately
15 in front of the yacht club on the east side of the Suisun Channel and the public plaza on the
16 west side of the Suisun Channel.

17 C. The attached diagram is described as Diagram A, and depicts the city public marina areas.
18 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

19 21.10.020 - Diagram B—Special event beverage control area.

20 A. Land Area. During special events the beverage control area is generally defined as within
21 the area of the marina plaza bordered by the south curb of Solano Street to the south, the north
22 curb prolongation of Sacramento Street to the north from water's edge to the exterior of the
23 landscape areas, excluding any parking areas. This area may be expanded or contracted as
24 necessary at the time an event permit is issued, to be determined generally by the size and type
25 of the event.

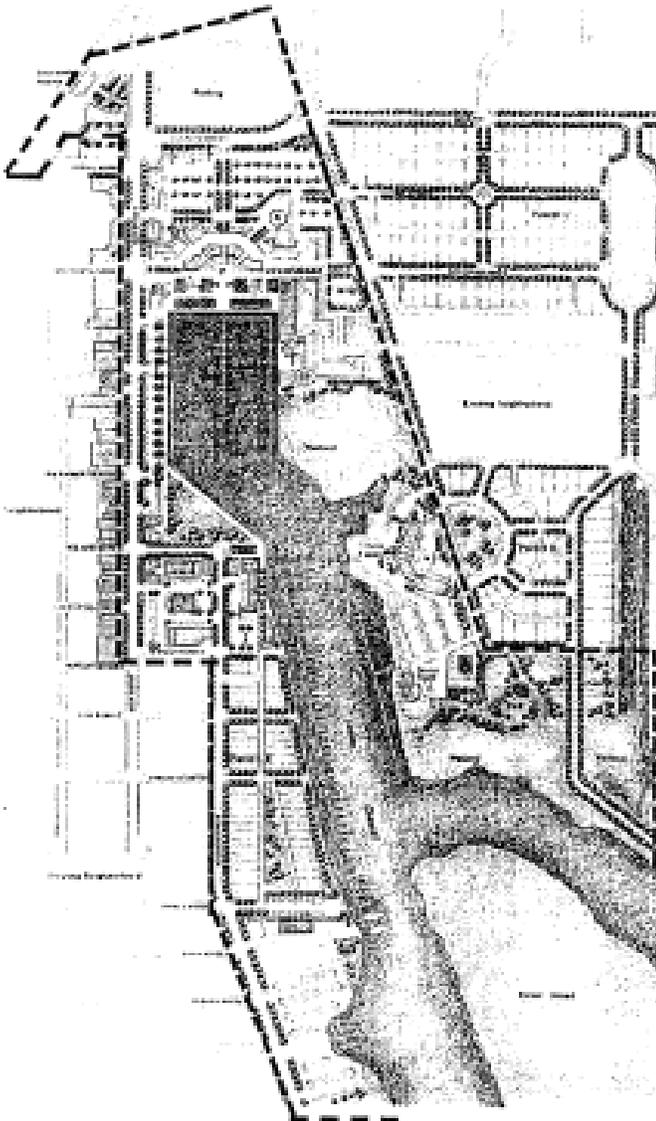
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1 B. The attached diagram is described as Diagram B, and depicts the marina beverage control
2 area.

3 (Ord. 647 (part), 1999: Ord. 615 (part), 1999)

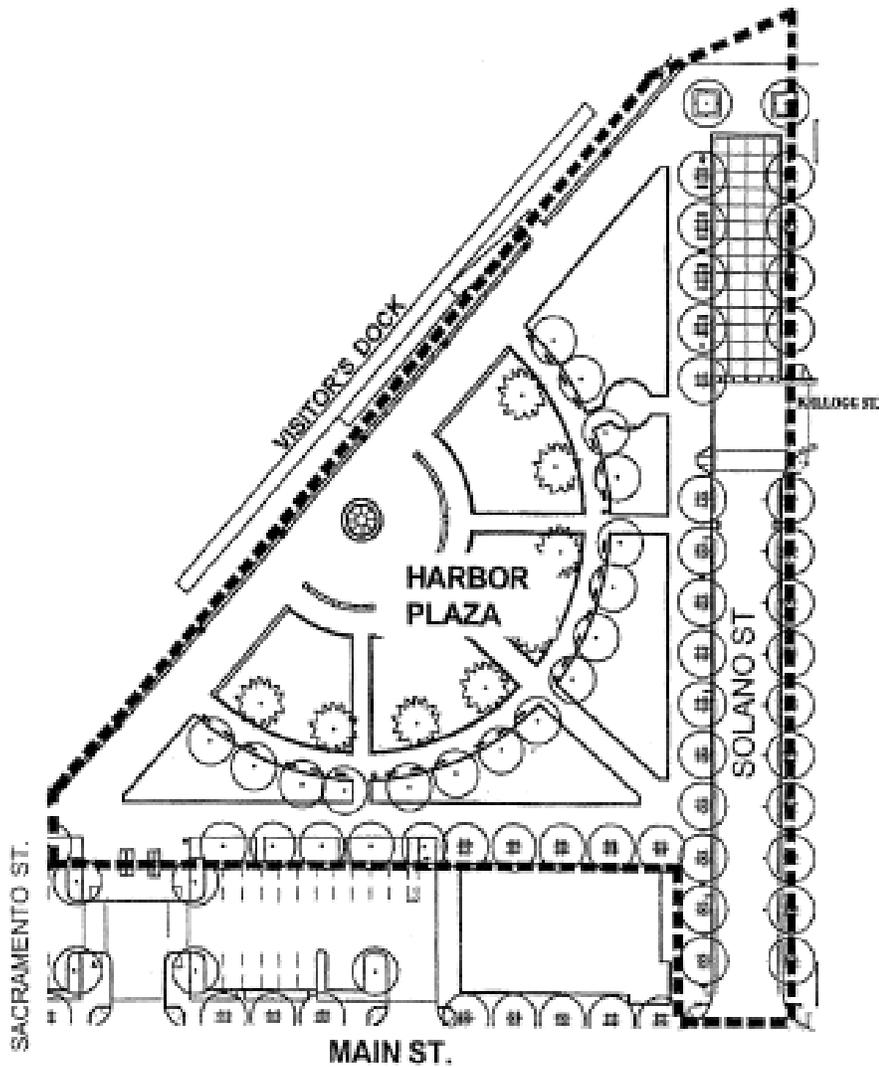
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5 DIAGRAM "A" - SUISUN CITY MARINA



25
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DIAGRAM "B"
BEVERAGE CONTROL AREA



1 **PASSED, APPROVED, AND ADOPTED** as an Ordinance at a regular meeting of the City
2 Council of the City of Suisun City, California, on this 2nd day of July 2019.

3
4

Lori Wilson
Mayor

5 **ATTEST:**
6
7

8 _____
Linda Hobson, CMC
9 City Clerk

10
11 **CERTIFICATION**

12 I, Linda Hobson, City Clerk of the City of Suisun City, California, do hereby certify
13 that the foregoing Ordinance was introduced at a regular meeting of the City Council on March
14 19, 2019 and passed, approved, and adopted by the City Council of the City of Suisun City at a
15 regular meeting held on the 2nd day of July 2019 by the following vote:

16 **AYES:** Councilmembers: Adams, Day, Segala, Williams, Wilson
17 **NOES:** Councilmembers: None
18 **ABSENT:** Councilmembers: None
ABSTAIN: Councilmembers: None

19 **WITNESS** my hand and the seal of said City this 2nd day of July 2019.

20
21

Linda Hobson, CMC
City Clerk

22
23
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28

AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

CITY AGENDA ITEM: PUBLIC HEARING: An Interim Urgency Ordinance on the Establishment of “Smoke Shops” in the City of Suisun City:

- A. Council Adoption of Resolution No. 2019 - ____: A Resolution of the City Council of the City of Suisun City Approving and Issuing the 10-day Written Report Describing the Measures Taken to Alleviate the Condition Which Led to the Adoption of Urgency Ordinance No. 761, which Imposes a Moratorium on “Smoke Shops” in the City of Suisun City, as Required by Government Code Section 65858(d).
- B. Council Adoption of Ordinance No. ____: An Urgency Ordinance of the City Council of the City of Suisun City, California, Extending Urgency Ordinance No. 761 Which Established a 45-Day Temporary Moratorium on the Establishment of “Smoke Shops,” Within the City of Suisun City for an Additional Ten Months and Fifteen Days, and Declaring the Urgency Thereof.

FISCAL IMPACT: There is no anticipated fiscal impact associated with this item.

BACKGROUND/STAFF REPORT: Many public agencies have adopted legislation aimed at minimizing the availability of tobacco products to minors. Such legislation has been based on research showing that the proximity of tobacco outlets and advertising and marketing of such products leads to greater use by minors. Such legislation is intended to promote public health. The City recently received an inquiry desiring to open a smoke shop business along Sunset Avenue. The City’s zoning ordinance does not distinguish between tobacco retailers, smoke shops, or hookah or vapor lounges and any other type of retailer.

On June 4, 2019, the City Council adopted Urgency Ordinance No. 761 which placed a temporary moratorium on “smoke shops” in the City of Suisun City. This urgency ordinance is set to expire on July 19 if it is not extended by the City Council. If extended the urgency ordinance would be valid until June 3, 2020. Meanwhile, staff will continue working toward development of a regular ordinance for the consideration of the Planning Commission, the Solano County Airport Land Use Commission, and the City Council to be included in the Zoning Code.

Report

On June 4, 2019 the City Council adopted Ordinance No. 761 which is an interim urgency ordinance that placed a temporary moratorium on “smoke shops” in the City of Suisun City. As stated in the staff reports of both June 4 and July 2 (tonight), the City does not have a proper ordinance to classify this type of use including the proper zoning district(s) it should fall within. It is expected that staff will prepare a zoning amendment recommending how this use is to be classified for the consideration of both the Planning Commission and City Council later this calendar year.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

John Kearns, Senior Planner
 Tim McNamara, Development Services Director
 Greg Folsom, City Manager

Research of other Cities

Following the Council’s action of June 4, staff begun researching how other cities regulate “smoke shops” and like uses within their jurisdictions. It is common for cities to have specific regulations relative to this activity. Cities that staff surveyed included:

- Davis
- Fairfield
- Hayward
- Los Banos
- Pleasanton
- Millbrae
- Santa Cruz
- Thousand Oaks
- Turlock
- Vacaville
- Walnut Creek
- Whittier

From the cities surveyed, the following are examples of several provisions that were consistent in their regulation including, but not limited to:

- Specific definitions which assist staff in classifying a proposed use;
- Locational requirements (permitted or conditionally permitted in specific zoning districts, proximity to sensitive uses, minimum distance between similar uses, etc.) and zoning performance standards (hours of operation, etc.); and
- A maximum number of tobacco retailers in a specific geographic area.

Conclusion

As a result of the work staff has prepared since the adoption of Ordinance No. 761 (June 4, 2019), staff recommends the City Council adopt an ordinance extending the moratorium for an additional ten months and fifteen days. This will allow staff more than adequate time to prepare an ordinance for consideration of the Planning Commission, Solano County Airport Land Use Commission, and ultimately the City Council for adoption.

RECOMMENDATION: It is recommended that the City Council:

- A. Council Adoption of Resolution No. 2019 - ____: A Resolution of the City Council of the City of Suisun City Approving and Issuing the 10-day Written Report Describing the Measures Taken to Alleviate the Condition Which Led to the Adoption of Urgency Ordinance No. 761, which Imposes a Moratorium on “Smoke Shops” in the City of Suisun City, as Required by Government Code Section 65858(d).
- B. Council Adoption of Ordinance No. ____: An Urgency Ordinance of the City Council of the City of Suisun City, California, Extending Urgency Ordinance No. 761 Which Established a 45-Day Temporary Moratorium on the Establishment of “Smoke Shops,” Within the City

of Suisun City for an Additional Ten Months and Fifteen Days, and Declaring the Urgency Thereof.

ATTACHMENTS:

1. Council Adoption of Resolution No. 2019 - ____: A Resolution of the City Council of the City of Suisun City Approving and Issuing the 10-day Written Report Describing the Measures Taken to Alleviate the Condition Which Led to the Adoption of Urgency Ordinance No. 761, which Imposes a Moratorium on “Smoke Shops” in the City of Suisun City, as Required by Government Code Section 65858(d).
2. Council Adoption of Ordinance No. ____: An Urgency Ordinance of the City Council of the City of Suisun City, California, Extending Urgency Ordinance No. 761 Which Established a 45-Day Temporary Moratorium on the Establishment of “Smoke Shops,” Within the City of Suisun City for an Additional Ten Months and Fifteen Days, and Declaring the Urgency Thereof.

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ORDINANCE NO.

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA, EXTENDING URGENCY ORDINANCE NO. 761 WHICH ESTABLISHED A 45-DAY TEMPORARY MORATORIUM ON THE ESTABLISHMENT OF “SMOKE SHOPS,” WITHIN THE CITY OF SUISUN CITY FOR AN ADDITIONAL TEN MONTHS AND FIFTEEN DAYS, AND DECLARING THE URGENCY THEREOF

WHEREAS, the City of Suisun City has an overriding interest in planning and regulating the use of property within the City. Implicit in any plan or regulation is the City's interest in maintaining the quality of life and the character of the City's neighborhoods, and ensuring that the land uses within those neighborhoods are complementary and do not create adverse impacts on adjacent and nearby uses. Without stable, well-planned neighborhoods, sections of the City could quickly deteriorate, with serious adverse physical, social and economic consequences; and

WHEREAS, the City has received an application for a business that has an emphasis on the sales of tobacco products and/or tobacco paraphernalia; and

WHEREAS, the Suisun Municipal Code currently does not contain any specific regulations governing the location and operation of smoke shops, which are currently treated as ordinary retail businesses; and

WHEREAS, on June 4, 2019, the City Council adopted Interim Urgency Ordinance No. 761, which imposed a temporary moratorium on the establishment of new businesses that have an emphasis on the sales of tobacco products and/or tobacco paraphernalia (defined as “smoke shops” by Interim Urgency Ordinance No. 761) within the City of Suisun City (“Moratorium”) based upon immediate threats to public health, safety, and welfare, which include, but are not limited to, the following:

1. There is a public urgency and a need to immediately protect the public health, safety, and welfare by placing the Moratorium on and prohibiting the opening of smoke shops, as defined further in the Moratorium, at any location in the City of Suisun City; and

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2. A business has expressed interest to proceed with opening a smoke shop. The Suisun Municipal Code does not adequately regulate these types of businesses, including the location thereof. The City’s current standards for smoke shops may be too broad and present a current and immediate threat to the public health, safety, or welfare because they do not address issues such as proximity to schools and parks, and other similarly businesses and uses; and
3. The Moratorium prohibits the establishment of smoke shops while the City Council, the City Planning Commission, and/or the City’s Development Services Department is considering or studying or intends to study the establishment of smoke shops within a reasonable time of adoption of the Moratorium; and
4. There is insufficient time for the City to adopt a regular, non-urgency ordinance applicable to these types of businesses. The Moratorium complies with applicable state law and preserves the status quo so that the City may either prohibit such uses or establish reasonable rules and regulations protecting the public health, safety, and welfare of Suisun City residents and businesses regarding the sales of tobacco products, tobacco paraphernalia, and smoke shops; and
5. The potential adverse direct and secondary effects of smoke shops present a clear and present danger to the immediate preservation of the public health, safety, and welfare of the community. The potential proliferation of unregulated smoke shops may adversely affect the City’s economic vitality, may promote illegal consumption and purchase of tobacco products and/or tobacco paraphernalia by children and minors by increasing their exposure to such products, may result in a high concentration of smoke shops in the City, may result in an increase in crime in the City, and may not be compatible with existing and potential uses of similarly zoned businesses; and

WHEREAS, the City Council continues to be concerned that the potential proliferation of unregulated smoke shops that may adversely affect the City’s economic vitality, may promote illegal consumption and purchase of tobacco products and/or tobacco paraphernalia by

1 children and minors by increasing their exposure to such products, may result in a high
2 concentration of smoke shops in the City, may result in an increase in crime in the City, and
3 may not be compatible with existing and potential uses of similarly zoned businesses; and

4 **WHEREAS**, as provided in the Moratorium, the City’s current standards for smoke
5 shops may be too broad and present a current and immediate threat to the public health, safety,
6 or welfare because they do not address issues such as proximity to schools and parks, and other
7 similarly businesses and uses; and

8 **WHEREAS**, since the adoption of the Moratorium, the City has investigated, reviewed,
9 and studied the City’s laws, rules, procedures and fees related to the establishment of smoke
10 shops within the City as detailed further in the City Council’s 10-day written report required by
11 Government Code Section 65858(d), which report is incorporated herein by this reference; and

12 **WHEREAS**, based upon the forgoing, an extension of the Moratorium is necessary so
13 that the City may continue to thoroughly investigate, review, study and amend the City’s laws,
14 rules, procedures and fees related to the establishment of smoke shops within the City; and

15 **WHEREAS**, Government Code Section 65858 expressly authorizes the City Council
16 to adopt and extend an urgency ordinance prohibiting any uses which may be in conflict with a
17 contemplated general plan, specific plan, or zoning proposal which the City Council or the
18 City’s Planning Commission or Planning Department is considering or studying or intends to
19 study within a reasonable time, for the purpose of the immediate preservation of the public
20 health, safety, or welfare; and

21 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY,**
22 **CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

23 **SECTION 1. URGENCY FINDINGS.** The City Council of the City of Suisun
24 City hereby finds, determines, and declares that:

25 A. The above recitals are true and correct and are incorporated herein by reference
26 as if set forth in full.

27 B. There continues to be a public urgency and a need to immediately protect the
28 public health, safety, and welfare as detailed further in the Moratorium and in this Ordinance.

1 C. A business has previously expressed interest to proceed with opening a smoke
2 shop. As stated in the Moratorium, the Suisun Municipal Code does not adequately regulate
3 these types of businesses, including the location thereof. The City's current standards for smoke
4 shops may be too broad and present a current and immediate threat to the public health, safety,
5 or welfare because they do not address issues such as proximity to schools and parks, and other
6 similarly businesses and uses.

7 D. The Moratorium prohibits the establishment of smoke shops for a period of 45
8 days from its adoption while the City Council, the City Planning Commission, and/or the City's
9 Development Services Department is considering or studying or intends to study the
10 establishment of smoke shops.

11 E. There is insufficient time for the City to adopt a regular, non-urgency ordinance
12 applicable to these types of businesses. The Moratorium complies with applicable state law and
13 preserves the status quo so that the City may either prohibit such uses or establish reasonable
14 rules and regulations protecting the public health, safety, and welfare of Suisun City residents
15 and businesses regarding the sales of tobacco products, tobacco paraphernalia, and smoke
16 shops.

17 F. Without an extension of the Moratorium, the potential adverse direct and
18 secondary effects of smoke shops present a clear and present danger to the immediate
19 preservation of the public health, safety, and welfare of the community. Further, the potential
20 proliferation of unregulated smoke shops may adversely affect the City's economic vitality,
21 may promote illegal consumption and purchase of tobacco products and/or tobacco
22 paraphernalia by children and minors by increasing their exposure to such products, may result
23 in a high concentration of smoke shops in the City, may result in an increase in crime in the
24 City, and may not be compatible with existing and potential uses of similarly zoned businesses

25 G. In light of the concerns noted herein, the City Council determines it continues to
26 be in the interest of protecting the immediate public health, safety, or welfare to extend the
27 Moratorium by 10 months and 15 days in order to allow staff time to, among other related tasks,
28 continue and/or proceed with a comprehensive study to research and consider potential
regulatory and zoning mechanisms for regulating such businesses, including whether such
businesses should be allowed near schools and parks.

1 H. Until such time that staff concludes a comprehensive study and the City Council
2 determines whether to adopt new regulatory controls over smoke shops, the community is in
3 jeopardy in that such businesses could be established which would be in potential conflict with
4 the City's regulatory or zoning proposals. The establishment of such new businesses would
5 defeat the intent and purpose of any potential future regulation and substantially impair its
6 effective implementation.

7 I. Based upon the forgoing, this urgency extension of the Moratorium is necessary
8 in order to ensure that adequate regulation regarding the establishment of smoke shops, in the
9 City is adopted prior to the issuance of any new permits authorizing such activities to an extent
10 greater than set forth in the Moratorium.

11 J. Based upon the forgoing, issuance or approval of any building, planning, or
12 other applicable entitlements for the establishment of smoke shops prior to the staff's
13 completion of its comprehensive study would result in a current and immediate threat to the
14 public health, safety or welfare, and therefore extension of the Moratorium will continue to
15 prevent a current and immediate threat to the public health, safety, and welfare.

16 **SECTION 2. 10-DAY WRITTEN REPORT.** In accordance with Government
17 Code Section 65858(d), the City Council issued a written report describing the measures taken
18 to alleviate the condition which led to the adoption of the Moratorium.

19 **SECTION 3. EXTENSION.** The Moratorium is hereby extended for an
20 additional 10 months and 15 days beyond its original expiration date, such that the Moratorium
21 will now expire on June 3, 2020, or when an ordinance supersedes the Moratorium.

22 **SECTION 4. URGENCY MEASURE.** Based upon the forgoing, the City
23 Council hereby declares that this extension of the Moratorium is necessary as an urgency
24 measure for the preservation of the public health, safety and welfare of the City.

25 **SECTION 5. CEQA.** The City Council finds that this extension of the
26 Moratorium is not subject to the California Environmental Quality Act ("CEQA") pursuant to
27 CEQA Guidelines Sections 15060(c)(2) (the activity will not result in a direct or reasonably
28 foreseeable indirect physical change to the environment), 15060(c)(3) (the activity is not a
project as defined in Section 15378 of Title 14 of the California Code of Regulations because

1 it has no potential for resulting in physical change to the environment, directly or indirectly),
2 15061(b)(3) (it can be seen with certainty that there is no possibility that such adoption may
3 have a significant impact on the environment); it prevents changes in the environment pending
4 the completion of the contemplated City municipal code review.

5 **SECTION 6. AUTHORITY AND EFFECT.** This extension of the Moratorium
6 is enacted pursuant to the authority conferred upon the City Council by Government Code
7 Section 65858 and therefore shall be in full force and effect immediately upon its adoption by
8 a four-fifths (4/5) vote of the City Council.

9 **SECTION 7. EFFECTIVENESS OF ORDINANCE.** The Moratorium shall
10 continue in effect as provided in Section 3 above and shall thereafter be of no further force and
11 effect unless the City Council extends the Moratorium for an additional period of time pursuant
12 to Government Code Section 65858. Not later than ten (10) days prior to the expiration of the
13 Moratorium, or any extension thereof, the City Council shall issue a written report describing
14 the measures the City has taken to address the conditions which led to the adoption of the
15 Moratorium and its extensions.

16 **SECTION 8. SEVERABILITY.** If any section, subsection, sentence, clause, or
17 phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision
18 of any court of any competent jurisdiction, such decision shall not affect the validity of the
19 remaining portions of this Ordinance. The City Council hereby declares that it would have
20 passed this Ordinance, and each and every section, subsection, sentence, clause and phrase
21 thereof not declared invalid or unconstitutional without regard to whether any portion of the
22 Ordinance would be subsequently declared invalid or unconstitutional.

23 **SECTION 9. PUBLICATION.** The City Clerk shall certify as to the passage and
24 adoption of this Ordinance and shall cause the same to be published in the manner prescribed
25 by law.
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PASSED, APPROVED, AND ADOPTED as an Urgency Ordinance at a regular meeting of the City Council of the City of Suisun City, California, on this ____ day of July 2019.

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Lori D. Wilson, Mayor

ATTEST:

Linda Hobson, CMC
City Clerk

CERTIFICATION

I, Linda Hobson, City Clerk of the City of Suisun City, California, do hereby certify that the foregoing Urgency Ordinance was introduced, passed, approved, and adopted at a regular meeting of the City Council on July ____, 2019, by the following vote:

- AYES:** Councilmembers:
- NOES:** Councilmembers:
- ABSENT:** Councilmembers:
- ABSTAIN:** Councilmembers:

WITNESS my hand and the seal of said City this ____ day of July 2019.

Linda Hobson, CMC
City Clerk

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RESOLUTION NO. 2019-

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY APPROVING AND ISSUING THE 10-DAY WRITTEN REPORT DESCRIBING THE MEASURES TAKEN TO ALLEVIATE THE CONDITION WHICH LED TO THE ADOPTION OF URGENCY ORDINANCE NO. 761, WHICH IMPOSES A MORATORIUM ON “SMOKE SHOPS” IN THE CITY OF SUISUN CITY, AS REQUIRED BY GOVERNMENT CODE SECTION 65858(D).

WHEREAS, the City Council of the City of Suisun City held a Public Hearing on June 4, 2019 to adopt a Moratorium on “smoke shops” in the City of Suisun City; and

WHEREAS, the City of Suisun City staff has continued to research the matter to prepare recommendations to the Planning Commission and City Council regarding potential solutions; and

WHEREAS, the City Council held a public hearing to consider extending the moratorium at a Public Hearing on July 2, 2019; and

WHEREAS, in accordance with Government Code Section 65858(d), the City Council issued a written report describing the measures taken to alleviate the conditions that led to the adoption of the Moratorium and this extension thereof, which written report was issued at the City Council meeting held on July 2, 2019.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY, AS FOLLOWS:

The City Council of the City of Suisun City does hereby issue the report as contained in the staff report presented at the Public Hearing of July 2, 2019.

PASSED AND ADOPTED at a regular meeting of the Suisun City Council on the 2nd day of July 2019 by the following vote:

- AYES:** Council members:
- NOES:** Council members:
- ABSENT:** Council members:
- ABSTAIN:** Council members:

WITNESS my hand and the seal of said City this 2nd day of July 2019.

Linda Hobson, CMC, City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

CITY AGENDA ITEM: Public Hearing and Council Adoption of Resolution No. 2019-__ : Approving an Annual Update of the Master Fee Schedule.

FISCAL IMPACT: Updating the City’s Master Fee Schedule would address the gap between current recovery levels and full-cost recovery, as well as ensure the City is not charging more than “costs reasonably borne,” which would constitute a tax under the State Constitution. The fee adjustments reflect current costs identified in the FY2019-20 Adopted Budget generally varying between 1% and 3%. Projected revenue increases are dependent on the types and numbers of permits and services provided. Revenue increases were not forecast in the FY20 Budget.

BACKGROUND: In September 2016, the Council approved a comprehensive update to the City’s Master Fee Schedule based upon a User Fee Study prepared by Matrix Consulting Group (Matrix). The previous such study was conducted in 1986, and the previous fee adjustment was in 2012. The purpose of the User Fee Study was to identify the full direct and indirect costs associated with providing services to individuals or businesses in the City.

Best practices described in the User Fee Study called for periodic updates of two types:

- **Comprehensive Update** every five years to revisit the analytical structure, service levels estimates and assumptions of the previous study, and
- **Annual Adjustments** to the fee schedule based upon published economic factors, such as the Consumer Price Index (CPI), and/or the City’s own labor cost increases.

The update to the Master Fee Schedule proposed by Staff is of the second type, a periodic update of existing fees. In this instance, we are proposing to adjust many fees by a CPI factor of 3.13% or California Construction Cost Index (CCCI) of 1.30% (adjusted to the nearest whole dollar).

Legal Parameters

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

In September 2018, the Council updated fees to reflect actual City costs and economy-based cost adjustments based on the Consumer Price Index and the Construction Cost Index published by the Engineering News Review (ENR).

PREPARED BY:	Scott Corey, Senior Management Analyst
REVIEWED BY:	Joe Dingman, Administrative Services Director
APPROVED BY:	Greg Folsom, City Manager

STAFF REPORT: To implement the User Fee Study, Staff analyzed then-current and potential fees based upon the following criteria:

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

Since the adoption of the User Fee Study, fees were incrementally increased in 2016 and 2018 toward full cost recovery. The proposed fee adjustments are set at the full-cost recovery level except for some minor health and safety Building Division permits involving minor household upgrades.

Fee Schedule Highlights

Attached to this report is the complete updated fee schedule. Below are summaries of the proposed changes by department:

Police Department

Fees charged by the Police Department fall under three primary categories:

- Direct fees for service – A CPI factor rounded to the nearest dollar was applied resulting in small increases between \$1 and \$9 in a host of routine services, such as ABC Letters, fingerprints and LiveScans, and solicitors and second-hand dealer permits.
- California Vehicle Code fines – There are no changes recommended at this time.
- Suisun City Code violations – There are no changes recommended at this time.

Because the majority of the Police Department fees are set by statute, Staff would recommend the Council provide Staff authorization to update the Master Fee Schedule for fees that are determined by independent statute over which the City has no discretion between annual updates.

Fire Department

The Fire Department administers very few fee programs that are not proscribed in City Code. No changes to Fire Department fees are proposed.

Public Works Engineering

Five fees are listed under Public Works, as well as an hourly rate for services that do not neatly fit within one of the identified fees. All were adjusted by the 1.30% CCCI factor rounded to the nearest whole dollar.

Recreation, Parks & Marina

Unlike fees charged in Departments, most charges in the Recreation, Parks and Marina Department are rental fees, not charges for services, and are essentially market-driven activities. Accordingly, the RPM Director recommended across-the-board increases of approximately 5% to reflect similar market charges. No new fees are proposed. Programming charges are not established through the Master Fee Schedule.

Building

In 2016, the City converted from a valuation to a square-footage calculation for building inspection fees supplemented by per unit charges for specific mechanical, plumbing and electrical applications, as well as common home improvement or basic remodeling activities.

In 2018, the number of permit categories was reduced by more than 50 by combining similar fee categories that required similar levels of work.

Staff experience implementing these new schedules informed the following changes to streamline administration:

- **New Construction Fee Schedule** – The charges for inspections have been adjusted to reflect a number of errors Staff identified in 2018 in the estimated amount of time required for various activities that impacted fee calculations, particularly for large projects. Staff has adjusted nearly all the time estimates to better reflect actual requirements. Applying current levels of City expenses for the services, new inspections rates were developed.

The most significant changes are proposed in the housing inspections impacting apartments and multi-family projects where the inspection fees were previously overstated, and in single-family home projects where the inspection fees for models were understated and the fees to inspect production units were overstated.

Given the current level of staffing in the Building Division (one full-time Permit Technician and one part-time contract Building Official/Inspector) it is unlikely that the City could provide internal inspection services for significant projects. As a result, Staff proposes to retain a statement of practice that some projects may require services that exceed Staff capabilities and hiring of private consultants may be required.

- **Mechanical, Plumbing & Electrical** schedule fees have been adjusted slightly for water pipe repairs, drain vent repairs and drinking fountains. Staff believes these are safety inspection items for which residents should be encouraged to obtain permits and related inspections. As a result, they have been set to recover approximately 80% of the City's full cost of the service.
- **Miscellaneous Building** schedule has adjusted by the CCCI of 1.3%.

Development Services

In 2018, all Development Services fees were adjusted to the full cost recovery level except for Planned Unit Development of less than 5 acres. Staff is recommending that fee be increased by \$1,372 as the final of three steps to reaching full cost recovery. A handful of deposits are proposed for increases to reflect staff experience.

Fees for which adjustments were indicated were increased by the CCCI of 1.3%

Business License, Water, & Sewer

These schedules are provided to assist citizens and staff in locating these taxes and user fees. They are either established within the Suisun City Code or set by the Suisun Solano Water Authority or the Fairfield-Suisun Sewer District.

Miscellaneous

The fees on this schedule received an adjustment 3.13% CIP factor rounded to the nearest whole dollar.

Development Impact Fees

According to the Development Impact Fee Study completed in 2016, the City may annually adjust these fees charged for new development by an established index reflecting the increase in construction costs. The City did not make this adjustment in 2018 when the Master Fee Schedule was updated.

Staff is proposing to increase the Development Impact Fees to reflect the CCCI of 3.5% for 2017 and 1.3% for 2018.

RECOMMENDATION: It is recommended that the City Council:

1. Continue the open the Public Hearing and take testimony, if any; and
2. Close the Public Hearing; and
3. Adopt Resolution No. 2019-__: Approving an Annual Update of the Master Fee Schedule

ATTACHMENTS:

1. Comparison of Existing Fees to Proposed Fees.
2. Resolution No. 2019-__: Approving a Comprehensive Update of the Master Fee Schedule.



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Current Fee Sept. 2018	Adopted Sept. 2018		
			\$ Change	% Change
PUBLIC SAFETY				
Report Photocopies	\$ 0.10	\$ 0.10	\$ -	0%
Incident Printout, per page	\$ 0.10	\$ 0.10	\$ -	0%
Videotapes	\$ 40	\$ 41	\$ 1.00	2%
Video Tapes - each additional	\$ 21	\$ 22	\$ 1.00	5%
Audio Tapes	\$ 40	\$ 41	\$ 1.00	2%
Audio Tapes - each additional	\$ 21	\$ 22	\$ 1.00	5%
Public Nuisance Abatement Posting/Mailing Fee	\$ 56	\$ 58	\$ 2.00	4%
POLICE DEPARTMENT				
Abandoned Shopping Cart: Fine	\$ -	\$ -		
Abandoned Shopping Cart: Administrative Fee	\$ 53	\$ 55	\$ 2.00	4%
Abandoned Shopping Cart: Storage Fee Per Day	\$ 6	\$ 6	\$ -	0%
Alarm Registration Fee	\$ 36	\$ 37	\$ 1.00	3%
Alarm Response: First Call - False	\$ -	\$ -	\$ -	0%
Alarm Response: Second Call - False	\$ 50	\$ 50	\$ -	0%
Alarm Response: Third Call - False	\$ 100	\$ 100	\$ -	0%
Alarm Registration/Response Late Fine	\$ 110	\$ 110	\$ -	0%
Bingo Permit Application Fee	\$ 50	\$ 50	\$ -	0%
Bingo Permit Background Check Fee	\$ 50	\$ 50	\$ -	0%
Concealed Weapons Permit	\$ 100	\$ 100	\$ -	0%
Concealed Weapons Permit - Renewal	\$ 25	\$ 25	\$ -	0%
Concealed Weapons Permit - Amendment	\$ 10	\$ 10	\$ -	0%
Fingerprint Per Card	\$ 31	\$ 32	\$ 1.00	3%
Live Scan Fingerprint (+ DOJ fee)	\$ 52	\$ 54	\$ 2.00	4%
Criminal History Local Review	\$ 40	\$ 41	\$ 1.00	2%
Firearms Retail Sales Permit	\$ 100	\$ 103	\$ 3.00	3%
Taxi Permits	\$ 75	\$ 77	\$ 2.00	3%
Alcohol Beverage Control Letter Per Request	\$ 26	\$ 27	\$ 1.00	4%
Solicitor Permit	\$ 104	\$ 107	\$ 3.00	3%
Secondhand Dealer Permit - New	\$ 362	\$ 362	\$ -	0%
Secondhand Dealer Permit - Renewal	\$ 362	\$ 362	\$ -	0%
Clearance Letter (VISA application)	\$ 30	\$ 31	\$ 1.00	3%
Tow Releases Fee	\$ 139	\$ 143	\$ 4.00	3%
Tow Releases Fee 22651 H&P and DUI 23109	\$ 232	\$ 239	\$ 7.00	3%
Repossession Fee	\$ 15	\$ 15	\$ -	0%
Civil Subpoena (Deposit)	\$ 284	\$ 293	\$ 9.00	3%
VIN Verification	\$ 23	\$ 24	\$ 1.00	4%
Dangerous Animal Hearing	\$ 169	\$ 174	\$ 5.00	3%
Firearms Storage Fee (per case)	\$ 63	\$ 63	\$ -	0%
Firearms Storage Fee (per day)	\$ 6	\$ 6	\$ -	0%
Administrative Citation Late Fine	\$ 40	\$ 41	\$ 1.00	2%



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Current Fee Sept. 2018	Adopted Sept. 2018		
			\$ Change	% Change
PUBLIC SAFETY				
Vehicle/Equipment Violation Clearance Signoff	\$ 23	\$ 24	\$ 1.00	4%
PARKING, REGISTRATION & MECHANICAL PENALTIES AND FEES				
California Vehicle Code				
4000(a)(1) Unregistered Vehicle/Expired Registration	\$ 85	\$ 85	\$ -	0%
5200(a) Front and rear license plates required	\$ 60	\$ 60	\$ -	0%
5201 License plate not securely fastened	\$ 60	\$ 60	\$ -	0%
5201 (f) License plate covered	\$ 60	\$ 60	\$ -	0%
5204(a) Current vehicle registration tab improperly attached	\$ 85	\$ 85	\$ -	0%
21113(a) On public grounds (must be posted)	\$ 70	\$ 70	\$ -	0%
21210 Bicycle on sidewalk (blocking pedestrians)	\$ 60	\$ 60	\$ -	0%
21211(a) Parking in bike lane	\$ 60	\$ 60	\$ -	0%
22500(a) Within an intersection	\$ 60	\$ 60	\$ -	0%
22500(b) On a crosswalk	\$ 60	\$ 60	\$ -	0%
22500(d) Within 15 feet of a fire station driveway	\$ 60	\$ 60	\$ -	0%
22500(e) In front of public/private driveway	\$ 60	\$ 60	\$ -	0%
22500(f) On a sidewalk	\$ 60	\$ 60	\$ -	0%
22500(g) As to obstruct traffic	\$ 60	\$ 60	\$ -	0%
22500(h) Double parking	\$ 60	\$ 60	\$ -	0%
22500(i) In posted or marked bus zone	\$ 325	\$ 325	\$ -	0%
22500(k) On a bridge	\$ 60	\$ 60	\$ -	0%
22500(l) In wheelchair access	\$ 365	\$ 365	\$ -	0%
22502(a) On right within 18" of curb	\$ 60	\$ 60	\$ -	0%
22502(e) On left within 18" of curb (on one-way streets only)	\$ 60	\$ 60	\$ -	0%
22505(b) Failure to obey posted parking sign (state highway only)	\$ 60	\$ 60	\$ -	0%
22507.8(a) Blue/handicap zone (private property only)	\$ 365	\$ 365	\$ -	0%
22507.8(b) As to block access to handicap stall/space	\$ 365	\$ 365	\$ -	0%
22507.8(c)(1) Parking on handicap stall blue lines	\$ 365	\$ 365	\$ -	0%
22507.8(c)(2) Parking on crosshatched lines	\$ 365	\$ 365	\$ -	0%
22514 By fire hydrant	\$ 60	\$ 60	\$ -	0%
22515(a) Motor running and brake not set (motor vehicle)	\$ 70	\$ 70	\$ -	0%
22516 Parked with person locked in vehicle	\$ 70	\$ 70	\$ -	0%
22517 Opening door on traffic side (hazard)	\$ 60	\$ 60	\$ -	0%
22518 Vehicle 30+ feet parked in Park & Ride Lot	\$ 60	\$ 60	\$ -	0%
22521 On/about railroad tracks (within 71/2 feet)	\$ 60	\$ 60	\$ -	0%
22522 Within 3 feet of handicapped access ramp	\$ 365	\$ 365	\$ -	0%
22523(a) Abandoned vehicle (City streets)	\$ 265	\$ 265	\$ -	0%
22523(b) Abandoned vehicle (private property)	\$ 265	\$ 265	\$ -	0%
23333 Parking on bridge/vehicular crossing	\$ 70	\$ 70	\$ -	0%
SUISUN CITY ORDINANCES (SCO)				
8.12.090.E.1 SCO No parking/all-weather material - first offense	\$ 75	\$ 75	\$ -	0%
8.12.090.E.2 SCO No parking/all-weather material - second offense	\$ 125	\$ 125	\$ -	0%



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description		Current Fee Sept. 2018	Adopted Sept. 2018		
				\$ Change	% Change
PUBLIC SAFETY					
8.12.090.E.3 SCO	No parking/all-weather material - third & more offenses	\$ 275	\$ 275	\$ -	0%
10.08.010.1 SCO	Red curb (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.010.2 SCO	White curb (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.010.3 SCO	Yellow curb (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.010.4 SCO	Green curb (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.010.5 SCO	Blue/handicap zone (city streets only)	\$ 365	\$ 365	\$ -	0%
10.08.010.A SCO	No parking (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.020.B SCO	No parking (posted with 24 hour notice - city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.030 SCO	Two-hour parking (city streets only)	\$ 60	\$ 60	\$ -	0%
10.08.040 SCO	No parking (narrow streets only)	\$ 60	\$ 60	\$ -	0%
10.08.050.1 SCO	Parked in excess of 72 hours	\$ 265	\$ 265	\$ -	0%
10.08.050.2 SCO	Repairing or working on city streets	\$ 80	\$ 80	\$ -	0%
10.16.010.A SCO	One-way parking on Solano Street W/B only	\$ 60	\$ 60	\$ -	0%
10.16.010.B SCO	One-way parking on California Street E/B only	\$ 60	\$ 60	\$ -	0%
10.16.010.C SCO	One-way parking on Morgan Street W/B only	\$ 60	\$ 60	\$ -	0%
10.16.010.D SCO	One-way parking on Suisun Street S/B only	\$ 60	\$ 60	\$ -	0%
10.16.010.E SCO	One-way parking on West Street N/B only	\$ 60	\$ 60	\$ -	0%
10.22.070 SCO	Failure to obey posted sign (Private Property)	\$ 60	\$ 60	\$ -	0%
10.32.020 SCO	Weight limit (street must be posted)	\$ 265	\$ 265	\$ -	0%
10.36.180 SCO	Abatement of vehicles (private property only)	\$ 265	\$ 265	\$ -	0%
15.04.270 SCO	No parking fire lane (private property only)	\$ 80	\$ 80	\$ -	0%
18.44.270.1 SCO	No parking in front yard - first offense	\$ 75	\$ 75	\$ -	0%
18.44.270.2 SCO	No parking in front yard - second offense	\$ 125	\$ 125	\$ -	0%
18.44.270.3 SCO	No parking in front yard - third & more offense	\$ 275	\$ 275	\$ -	0%
All Mechanical Violations	(violations pursuant to 40610(b) CVC)	\$ 62	\$ 64	\$ 2.00	3%
With Proof of Corrections	(violations pursuant to 40610(b) CVC)	\$ 62	\$ 64	\$ 2.00	3%
Delinquent Fee		\$ -	\$ -	\$ -	0%



MASTER FEE SCHEDULE

Section 2: Fire

Fee Description	Current Fee Sept. 2018	Adopted July 2019		
			\$ Change	% Change
FIRE DEPARTMENT				
Incident Printout, per page	\$ 0	\$ 0.10	\$ -	0%
Fireworks				
SCC Section 8.04.030 Public Display Application Fee	\$ 50	\$ 50	\$ -	0%
SCC Section 8.04.030 Public Display Permit Fee, Plus:	\$ 85	\$ 85	\$ -	0%
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.				
SCC Section 8.04.060 Safe & Sane Application Fee	\$ 50	\$ 50	\$ -	0%
SCC Section 8.04.060 Safe & Sane Application Permit Fee, Plus:	\$ 85	\$ 85	\$ -	0%
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.				
Asphalt Kettle/Per Co. Anly	\$ 62	\$ 64	\$ 2.00	3%
Candles (in assembly occ)	\$ 62	\$ 64	\$ 2.00	3%
<i>For services listed below, actual rate will be as listed on current California Fire Assistance Agreement for the California Fire Service and Rescue Emergency Mutual Aid System by type of personnel and apparatus/equipment required.</i>				
Hazardous Materials Emergency				
Other Agency Response Additional Equipment & Manpower				
Standby Response of Equipment & Manpower				
Minimum charge		2 hours		
Administrative fee		14.6%		



MASTER FEE SCHEDULE
Section 3: Public Works Engineering

Fee Description	Current Fee Sept. 2018	Adopted July 2019		
			\$ Change	% Change
PUBLIC WORKS (Plan & Review)				
Encroachment Permit Application Fee, per Hour **	\$ 105	\$ 108	\$ 3.00	3%
Site Inspection (Minimum 3 inspections)	\$ 297	\$ 306	\$ 9.00	3%
Flood Zone Certification Letter	\$ 27	\$ 28	\$ 1.00	4%
Block Party Permit	\$ 52	\$ 54	\$ 2.00	4%
Hourly Rate	\$ 139	\$ 143	\$ 4.00	3%



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Current Fee Sept. 2018	Adopted July 2019	\$ Change	% Change
SENIOR CENTER				
Large Room 2000 sq.ft. (40 x 50)				
Rate per hour, (3 hour minimum)	\$90	\$97	\$7	8%
Deposit	\$400	\$400	\$0	0%
Kitchen Fee, per hour (3 hour minimum)				
	\$30	\$32	\$2	5%
Small Room, 750 sq.ft. (34 x 22) No Kitchen				
Rate per hour, (3 hour minimum)	\$55	\$58	\$3	5%
Deposit	\$200	\$200	\$0	0%
Both Rooms				
Rate per hour, (3 hour minimum)	\$110	\$116	\$6	5%
Deposit	\$400	\$400	\$0	0%
CITY HALL COUNCIL CHAMBERS / ROTUNDA				
Rate per hour, (3 hour minimum)	\$115	\$119	\$4	3%
Deposit (No Kitchen)	\$300	\$300	\$0	0%
COURTYARD AT HARBOR SQUARE				
Rate per hour, (2 hour minimum) [Includes use of Courtyard Restrooms]	\$110	\$116	\$6	5%
Gas Fee for any use of Fireplace 1 Hour Before Sunset, per hour	\$6	\$6	\$0	0%
Deposit	\$200	\$200	\$0	0%
OLD TOWN PLAZA & SHELDON PLAZA				
Rate per hour, (2 hour minimum)	\$88	\$92	\$4	5%
Deposit	\$200	\$200	\$0	0%
TRAIN DEPOT PLAZA				
Rate per hour, 2 hour minimum	\$65	\$69	\$4	6%
Deposit	\$200	\$200	\$0	0%
PARK USE FEES (ANY PARK NOT LISTED SPECIFICALLY)				
Rate per hour, (2 hour minimum)	\$35	\$39	\$4	11%
Deposit	\$100	\$100	\$0	0%
Reserved Organized Sports Use Rate per hour (4-hour maximum) + \$200 Deposit	\$0	\$39	\$39	
Reserved Picnic Facility Rate per hour (4-hour maximum) + \$100 Deposit	\$0	\$75	\$75	
SPORTS FIELD - RENTAL				
Other than tournament - field only - 2 hours only	\$30	\$30	\$0	0%
Other than tournament - field - with lights-2 hours only	\$55	\$55	\$0	0%
SPORTS COURT - RENTAL (PER HOUR)				
McCoy Creek Sand Volleyball Court	\$0	\$10	\$10	
Lawler Ranch Basketball Court	\$0	\$10	\$10	
Patriot Park Basketball Court	\$0	\$10	\$10	
Geopp Park Basketball Court	\$0	\$10	\$10	
Heritage Park Basketball Court	\$0	\$10	\$10	
HERITAGE PARK				
Sports Field No Lights, per hour (4-hour maximum) + \$200 Deposit	\$0	\$27	\$27	
Sports Field With Lights, per hour (4-hour maximum) + \$200 Deposit	\$0	\$47	\$47	
Heritage Park Restrooms, per day + 100 Deposit	\$0	\$30	\$30	
LAMBRECHT SPORTS COMPLEX				
Sports Field No Lights, per hour (4-hour maximum) + \$200 Deposit	\$0	\$33	\$33	
Sports Field With Lights, per hour (4-hour maximum) + \$200 Deposit	\$0	\$53	\$53	
Tournament-Per Field, Per Day + \$400 Deposit	\$175	\$215	\$40	23%
Tournament- for 2 hours only (bases included)	\$60	\$65	\$5	8%
Site Attendant Required/Per Hour	\$22	\$25	\$3	14%
Prep per field, per prep - required every 4 games	\$30	\$30	\$0	0%
Light Use Fee -Per Field/Per Hour	\$35	\$0	-\$35	-100%
Scoreboard Use	\$25	\$25	\$0	0%
Club House, per hour (4-hour maximum) + \$200 Deposit	\$0	\$50	\$50	
MARINA				
Overnight Guest Berthing, per night (72 hour limit), per foot-length of vessel	\$0.75	\$0.90 per ft.	\$0.15	20%
<i>Commercial Use of Marina, Docks, and Boat Launch (other than as provided in separate agreement with City, or when the business is renting a slip and paying business license tax in lieu of this fee.)</i>	<i>10% of Gross Receipts</i>	<i>10% of Gross Receipts</i>		
<i>Commercial Use of Marina, Docks, and Boat Launch when a business is renting a slip.</i>	<i>No additional fee</i>	<i>No additional fee</i>		
<i>Commercial Use of Marina, Docks, and Boat Launch as provided in a separate agreement.</i>	<i>See agreement.</i>	<i>See agreement.</i>		
BOAT LAUNCH				
Parking fee, per 24 hours	\$5	\$5	\$0	0%
Parking fee, annual pass	\$90	\$94	\$4	0%
Parking fee, monthly pass	\$50	\$53	\$3	0%
MONTHLY SLIP RENTAL RATES				
SLIP SIZE	Per Ft	Per Ft		
28 feet	\$6.10	\$6.40	\$0.30	5%



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Current Fee Sept. 2018	Adopted July 2019	\$ Change	% Change
34 feet	\$6.10	\$6.40	\$0.30	5%
40 feet	\$6.10	\$6.40	\$0.30	5%
46 feet	\$6.10	\$6.40	\$0.30	5%
50 feet	\$6.10	\$6.40	\$0.30	5%
JOE NELSON COMMUNITY CENTER				
BANQUET ROOM WITHOUT KITCHEN				
Weekday Rates Class A (non-profit) - per hour	\$120	\$125	\$5	4%
Weekday Rates Class B (private & for-profit) - per hour	\$130	\$140	\$10	8%
Weekend Rates - per hour	\$150	\$160	\$10	7%
Deposit	\$400	\$400	\$0	0%
BANQUET ROOM WITH KITCHEN				
Weekday Rates Class A (non-profit) - per hour	\$130	\$135	\$5	4%
Weekday Rates Class B (private & for-profit) - per hour	\$140	\$150	\$10	7%
Weekend Rates - per hour	\$185	\$195	\$10	5%
Deposit	\$400	\$400	\$0	0%
MEETING ROOM A				
Weekday Rates Class A (non-profit) - per hour	\$40	\$43	\$3	8%
Weekday Rates Class B (private & for-profit) - per hour	\$63	\$66	\$3	5%
Weekend Rates - per hour	\$83	\$87	\$4	5%
Deposit	\$200	\$200	\$0	0%
MEETING ROOM B				
Weekday Rates Class A (non-profit) - per hour	\$45	\$48	\$3	7%
Weekday Rates Class B (private & for-profit) - per hour	\$68	\$71	\$3	4%
Weekend Rates - per hour	\$88	\$93	\$5	6%
Deposit	\$200	\$200	\$0	0%
MEETING ROOM C				
Weekday Rates Class A (non-profit) - per hour	\$37	\$39	\$2	5%
Weekday Rates Class B (private & for-profit) - per hour	\$56	\$59	\$3	5%
Weekend Rates - per hour	\$70	\$74	\$4	6%
Deposit	\$200	\$200	\$0	0%
MEETING ROOMS - MULTIPLE				
Weekend Multi-room Rate, any 2 rooms	\$115	\$121	\$6	5%
Weekend Multi-room Rate, any 3 rooms	\$137	\$144	\$7	5%
Deposit	\$400	\$400	\$0	0%
CLASSROOM 1				
Weekday Rates Class A (non-profit) - per hour	\$30	\$32	\$2	7%
Weekday Rates Class B (private & for-profit) - per hour	\$50	\$53	\$3	6%
Weekend Rates - per hour	\$80	\$84	\$4	5%
Deposit	\$200	\$200	\$0	0%
KITCHEN (WITH MEETING ROOM) RENT				
Weekday Rates Class A (non-profit) - per hour	\$40	\$42	\$2	5%
Weekday Rates Class B (private & for-profit) - per hour	\$45	\$48	\$3	7%
Charge to add additional tables	\$25	\$25	\$0	0%
KITCHEN (WITHOUT MEETING ROOM) RENT				
Normal Business Hours - per hour	\$50	\$53	\$3	6%
Non-Business Hours (2 Hour Minimum) - per hour	\$80	\$84	\$4	5%
Deposit	\$200	\$200	\$0	0%
ADMINISTRATION & MISCELLANEOUS				
Staff cost hourly rate	\$22	\$25	\$3	14%



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		\$ Change	% Change
			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	\$2,438	\$9.0269	\$2,032	\$7.5224	\$1,626	\$6.0179	\$485	25%
-	Theater, Concert Hall	7,500	\$2,980	\$9.6354	\$2,483	\$8.0295	\$1,987	\$6.4236	\$667	29%
-	-	15,000	\$3,703	\$12.6452	\$3,086	\$10.5377	\$2,468	\$8.4301	\$820	28%
-	-	30,000	\$5,599	\$7.3528	\$4,666	\$6.1273	\$3,733	\$4.9019	\$1,903	52%
-	-	75,000	\$8,908	\$5.5348	\$7,424	\$4.6123	\$5,939	\$3.6899	\$4,528	103%
-	-	150,000	\$13,059	\$8.7062	\$10,883	\$7.2552	\$8,706	\$5.8041	\$7,734	145%
A-2	Assembly—Food & Drink	1,000	\$3,355	\$18.6459	\$2,796	\$15.5382	\$2,237	\$12.4306	\$415	14%
-	Restaurant, Night Club, Bar	5,000	\$4,101	\$19.8768	\$3,418	\$16.5640	\$2,734	\$13.2512	\$619	18%
-	-	10,000	\$5,095	\$26.1035	\$4,246	\$21.7529	\$3,397	\$17.4023	\$754	17%
-	-	20,000	\$7,705	\$15.1955	\$6,421	\$12.6629	\$5,137	\$10.1303	\$2,143	39%
-	-	50,000	\$12,264	\$11.4383	\$10,220	\$9.5319	\$8,176	\$7.6255	\$5,664	86%
-	-	100,000	\$17,983	\$17.9831	\$14,986	\$14.9859	\$11,989	\$11.9887	\$9,973	125%
A-3	Assembly—Worship, Amusement	1,200	\$3,627	\$16.7900	\$3,023	\$13.9917	\$2,418	\$11.1933	\$965	36%
-	Arcade, Church, Community Hall	6,000	\$4,433	\$17.9225	\$3,694	\$14.9354	\$2,955	\$11.9483	\$1,280	41%
-	-	12,000	\$5,509	\$23.5128	\$4,590	\$19.5940	\$3,672	\$15.6752	\$1,577	40%
-	-	24,000	\$8,330	\$13.6754	\$6,942	\$11.3962	\$5,553	\$9.1169	\$3,294	65%
-	-	60,000	\$13,253	\$10.3020	\$11,044	\$8.5850	\$8,835	\$6.8680	\$7,277	122%
-	-	120,000	\$19,434	\$16.1954	\$16,195	\$13.4961	\$12,956	\$10.7969	\$12,180	168%
A-4	Assembly—Indoor Sport Viewing	500	\$2,297	\$25.5308	\$1,914	\$21.2757	\$1,532	\$17.0205	\$90	4%
-	Arena, Skating Rink, Tennis Court	2,500	\$2,808	\$27.2336	\$2,340	\$22.6947	\$1,872	\$18.1558	\$194	7%
-	-	5,000	\$3,489	\$35.7419	\$2,907	\$29.7849	\$2,326	\$23.8279	\$231	7%
-	-	10,000	\$5,276	\$20.8020	\$4,397	\$17.3350	\$3,517	\$13.8680	\$1,101	26%
-	-	25,000	\$8,396	\$15.6469	\$6,997	\$13.0391	\$5,597	\$10.4313	\$3,443	70%
-	-	50,000	\$12,308	\$24.6157	\$10,257	\$20.5131	\$8,205	\$16.4105	\$6,296	105%
A-5	Assembly—Outdoor Activities	1,500	\$2,509	\$9.2983	\$2,091	\$7.7486	\$1,673	\$6.1989	\$70	3%
-	Amusement Park, Bleacher, Stadium	7,500	\$3,067	\$9.8930	\$2,556	\$8.2441	\$2,044	\$6.5953	\$178	6%
-	-	15,000	\$3,809	\$13.0290	\$3,174	\$10.8575	\$2,539	\$8.6860	\$209	6%
-	-	30,000	\$5,763	\$7.5700	\$4,803	\$6.3083	\$3,842	\$5.0466	\$1,151	25%
-	-	75,000	\$9,170	\$5.7116	\$7,641	\$4.7596	\$6,113	\$3.8077	\$3,691	67%
-	-	150,000	\$13,453	\$8.9688	\$11,211	\$7.4740	\$8,969	\$5.9792	\$6,816	103%
A	A Occupancy Tenant Improvements	1,000	\$2,267	\$12.5972	\$1,889	\$10.4977	\$1,511	\$8.3982	\$910	67%
-	-	5,000	\$2,771	\$13.4229	\$2,309	\$11.1858	\$1,847	\$8.9486	\$1,163	72%
-	-	10,000	\$3,442	\$17.6346	\$2,868	\$14.6955	\$2,295	\$11.7564	\$1,437	72%
-	-	20,000	\$5,206	\$10.2717	\$4,338	\$8.5598	\$3,470	\$6.8478	\$2,638	103%
-	-	50,000	\$8,287	\$7.7265	\$6,906	\$6.4388	\$5,525	\$5.1510	\$5,238	172%



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		\$ Change	% Change
			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 *		
-	-	100,000	\$12,150	\$12.1503	\$10,125	\$10.1253	\$8,100	\$8.1002	\$8,449	228%
B	Business—Animal Hospital	500	\$3,083	\$34.2504	\$2,569	\$28.5420	\$2,055	\$22.8336	\$740	32%
-	-	2,500	\$3,768	\$36.5570	\$3,140	\$30.4641	\$2,512	\$24.3713	\$993	36%
-	-	5,000	\$4,682	\$47.9498	\$3,902	\$39.9581	\$3,121	\$31.9665	\$1,223	35%
-	-	10,000	\$7,080	\$27.9215	\$5,900	\$23.2679	\$4,720	\$18.6143	\$2,647	60%
-	-	25,000	\$11,268	\$21.0131	\$9,390	\$17.5109	\$7,512	\$14.0087	\$6,010	114%
-	-	50,000	\$16,521	\$33.0422	\$13,768	\$27.5351	\$11,014	\$22.0281	\$10,131	159%
B	Business—Bank	400	\$3,174	\$44.0903	\$2,645	\$36.7419	\$2,116	\$29.3935	\$1,172	59%
-	-	2,000	\$3,879	\$47.0105	\$3,233	\$39.1754	\$2,586	\$31.3403	\$1,508	64%
-	-	4,000	\$4,820	\$61.7060	\$4,016	\$51.4216	\$3,213	\$41.1373	\$1,864	63%
-	-	8,000	\$7,288	\$35.9257	\$6,073	\$29.9381	\$4,859	\$23.9505	\$3,501	92%
-	-	20,000	\$11,599	\$27.0276	\$9,666	\$22.5230	\$7,733	\$18.0184	\$7,108	158%
-	-	40,000	\$17,004	\$42.5109	\$14,170	\$35.4258	\$11,336	\$28.3406	\$11,550	212%
B	Business—Barber Shop/Beauty Shop	200	\$3,083	\$85.6505	\$2,569	\$71.3754	\$2,055	\$57.1004	\$1,017	49%
-	-	1,000	\$3,768	\$91.3545	\$3,140	\$76.1287	\$2,512	\$60.9030	\$1,322	54%
-	-	2,000	\$4,682	\$119.8971	\$3,902	\$99.9143	\$3,121	\$79.9314	\$1,632	54%
-	-	4,000	\$7,080	\$69.7860	\$5,900	\$58.1550	\$4,720	\$46.5240	\$3,172	81%
-	-	10,000	\$11,267	\$52.5251	\$9,389	\$43.7709	\$7,511	\$35.0167	\$6,632	143%
-	-	20,000	\$16,520	\$82.5978	\$13,766	\$68.8315	\$11,013	\$55.0652	\$10,889	193%
B	Business—Car Wash	800	\$2,370	\$16.4650	\$1,975	\$13.7209	\$1,580	\$10.9767	\$631	36%
-	-	4,000	\$2,897	\$17.5376	\$2,414	\$14.6147	\$1,931	\$11.6918	\$838	41%
-	-	8,000	\$3,598	\$23.0401	\$2,998	\$19.2001	\$2,399	\$15.3601	\$1,031	40%
-	-	16,000	\$5,441	\$13.4047	\$4,534	\$11.1706	\$3,628	\$8.9365	\$2,152	65%
-	-	40,000	\$8,659	\$10.1081	\$7,215	\$8.4234	\$5,772	\$6.7387	\$4,756	122%
-	-	80,000	\$12,702	\$15.8772	\$10,585	\$13.2310	\$8,468	\$10.5848	\$7,959	168%
B	Business—Clinic, Outpatient	500	\$3,295	\$36.6024	\$2,746	\$30.5020	\$2,197	\$24.4016	\$898	37%
-	-	2,500	\$4,027	\$39.0567	\$3,356	\$32.5473	\$2,685	\$26.0378	\$1,188	42%
-	-	5,000	\$5,003	\$51.2525	\$4,169	\$42.7104	\$3,336	\$34.1683	\$1,465	41%
-	-	10,000	\$7,566	\$29.8304	\$6,305	\$24.8586	\$5,044	\$19.8869	\$3,031	67%
-	-	25,000	\$12,040	\$22.4675	\$10,034	\$18.7229	\$8,027	\$14.9783	\$6,663	124%
-	-	50,000	\$17,657	\$35.3147	\$14,714	\$29.4289	\$11,772	\$23.5431	\$11,125	170%
B	Business—Dry Cleaning	200	\$2,751	\$76.4052	\$2,292	\$63.6710	\$1,834	\$50.9368	\$556	25%
-	-	1,000	\$3,362	\$81.4919	\$2,802	\$67.9099	\$2,241	\$54.3279	\$763	29%
-	-	2,000	\$4,177	\$106.9742	\$3,481	\$89.1451	\$2,785	\$71.3161	\$937	29%
-	-	4,000	\$6,316	\$62.2615	\$5,264	\$51.8845	\$4,211	\$41.5076	\$2,164	52%



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		\$ Change	% Change
			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	\$10,052	\$46.8590	\$8,377	\$39.0491	\$6,701	\$31.2393	\$5,126	104%
-	-	20,000	\$14,738	\$73.6896	\$12,282	\$61.4080	\$9,825	\$49.1264	\$8,756	146%
B	Business—Laboratory	500	\$2,418	\$26.8640	\$2,015	\$22.3867	\$1,612	\$17.9093	\$620	35%
-	-	2,500	\$2,955	\$28.6759	\$2,463	\$23.8966	\$1,970	\$19.1173	\$826	39%
-	-	5,000	\$3,672	\$37.6205	\$3,060	\$31.3504	\$2,448	\$25.0803	\$1,018	38%
-	-	10,000	\$5,553	\$21.8806	\$4,628	\$18.2339	\$3,702	\$14.5871	\$2,153	63%
-	-	25,000	\$8,835	\$16.4832	\$7,363	\$13.7360	\$5,890	\$10.9888	\$4,800	119%
-	-	50,000	\$12,956	\$25.9126	\$10,797	\$21.5938	\$8,638	\$17.2750	\$8,054	164%
B	Business—Motor Vehicle Showroom	500	\$2,720	\$30.2280	\$2,267	\$25.1900	\$1,814	\$20.1520	\$675	33%
-	-	2,500	\$3,325	\$32.2544	\$2,771	\$26.8786	\$2,217	\$21.5029	\$903	37%
-	-	5,000	\$4,131	\$42.2988	\$3,443	\$35.2490	\$2,754	\$28.1992	\$1,112	37%
-	-	10,000	\$6,246	\$24.6390	\$5,205	\$20.5325	\$4,164	\$16.4260	\$3,378	61%
-	-	25,000	\$9,942	\$18.5285	\$8,285	\$15.4404	\$6,628	\$12.3523	\$5,352	117%
-	-	50,000	\$14,574	\$29.1486	\$12,145	\$24.2905	\$9,716	\$19.4324	\$9,002	162%
B	Business—Professional Office	1,000	\$3,718	\$20.6570	\$3,098	\$17.2142	\$2,479	\$13.7714	\$810	28%
-	-	5,000	\$4,544	\$22.0433	\$3,787	\$18.3694	\$3,029	\$14.6955	\$1,100	32%
-	-	10,000	\$5,646	\$28.9214	\$4,705	\$24.1011	\$3,764	\$19.2809	\$1,353	32%
-	-	20,000	\$8,539	\$16.8367	\$7,115	\$14.0306	\$5,692	\$11.2245	\$3,037	55%
-	-	50,000	\$13,590	\$12.6654	\$11,325	\$10.5545	\$9,060	\$8.4436	\$7,065	108%
-	-	100,000	\$19,922	\$19.9223	\$16,602	\$16.6019	\$13,282	\$13.2815	\$12,002	152%
B	Business—High Rise Office	20,000	\$8,403	\$6.0726	\$7,003	\$5.0605	\$5,602	\$4.0484	\$843	11%
-	-	100,000	\$13,261	\$6.8175	\$11,051	\$5.6813	\$8,841	\$4.5450	\$4,491	51%
-	-	200,000	\$20,079	\$2.3230	\$16,732	\$1.9358	\$13,386	\$1.5487	\$10,079	101%
-	-	400,000	\$24,725	\$2.2254	\$20,604	\$1.8545	\$16,483	\$1.4836	\$12,645	105%
-	-	1,000,000	\$38,077	\$1.5251	\$31,731	\$1.2709	\$25,385	\$1.0167	\$23,377	159%
-	-	2,000,000	\$53,328	\$2.6664	\$44,440	\$2.2220	\$35,552	\$1.7776	\$33,928	175%
B	B Occupancy Tenant Improvements	1,000	\$3,234	\$17.9755	\$2,695	\$14.9796	\$2,156	\$11.9837	\$2,037	170%
-	-	5,000	\$3,953	\$19.1648	\$3,294	\$15.9706	\$2,636	\$12.7765	\$2,535	179%
-	-	10,000	\$4,912	\$25.1490	\$4,093	\$20.9575	\$3,274	\$16.7660	\$3,144	178%
-	-	20,000	\$7,427	\$14.6349	\$6,189	\$12.1958	\$4,951	\$9.7566	\$5,161	228%
-	-	50,000	\$11,817	\$11.0292	\$9,848	\$9.1910	\$7,878	\$7.3528	\$9,128	339%
-	-	100,000	\$17,332	\$17.3316	\$14,443	\$14.4430	\$11,554	\$11.5544	\$14,069	431%
E	Educational—Group Occupancy	1,000	\$3,899	\$21.6721	\$3,249	\$18.0601	\$2,600	\$14.4481	\$1,940	99%
-	6+ persons, up to the 12th Grade	5,000	\$4,766	\$23.0886	\$3,972	\$19.2405	\$3,177	\$15.3924	\$2,446	105%
-	-	10,000	\$5,921	\$30.3303	\$4,934	\$25.2753	\$3,947	\$20.2202	\$3,027	105%



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		\$ Change	% Change
			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 *		
-		20,000	\$8,954	\$17.6498	\$7,461	\$14.7081	\$5,969	\$11.7665	\$5,246	141%
-		50,000	\$14,249	\$13.2866	\$11,874	\$11.0721	\$9,499	\$8.8577	\$9,854	224%
-		100,000	\$20,892	\$20.8919	\$17,410	\$17.4099	\$13,928	\$13.9279	\$15,552	291%
E	Educational—Day Care	500	\$2,720	\$30.2280	\$2,267	\$25.1900	\$1,814	\$20.1520	\$986	57%
-	5+ children, older than 2 1/2 yrs	2,500	\$3,325	\$32.2544	\$2,771	\$26.8786	\$2,217	\$21.5029	\$1,271	62%
-		5,000	\$4,131	\$42.2988	\$3,443	\$35.2490	\$2,754	\$28.1992	\$1,570	61%
-		10,000	\$6,246	\$24.6390	\$5,205	\$20.5325	\$4,164	\$16.4260	\$2,964	90%
-		25,000	\$9,942	\$18.5285	\$8,285	\$15.4404	\$6,628	\$12.3523	\$6,050	155%
-		50,000	\$14,574	\$29.1486	\$12,145	\$24.2905	\$9,716	\$19.4324	\$9,849	208%
E	E Occupancy Tenant Improvements	1,000	\$2,962	\$16.4643	\$2,469	\$13.7202	\$1,975	\$10.9762	\$1,668	129%
-		5,000	\$3,621	\$17.5437	\$3,017	\$14.6198	\$2,414	\$11.6958	\$2,088	136%
-		10,000	\$4,498	\$23.0432	\$3,748	\$19.2026	\$2,999	\$15.3621	\$2,588	135%
-		20,000	\$6,802	\$13.4078	\$5,669	\$11.1731	\$4,535	\$8.9385	\$4,354	178%
-		50,000	\$10,825	\$10.1051	\$9,021	\$8.4209	\$7,216	\$6.7367	\$7,922	273%
-		100,000	\$15,877	\$15.8772	\$13,231	\$13.2310	\$10,585	\$10.5848	\$12,345	349%
F-1	Factory Industrial—Moderate Hazard	4,000	\$3,305	\$11.9321	\$2,754	\$9.9435	\$2,203	\$7.9548	\$1,080	49%
-		20,000	\$5,214	\$13.3926	\$4,345	\$11.1605	\$3,476	\$8.9284	\$2,632	102%
-		40,000	\$7,893	\$4.6056	\$6,577	\$3.8380	\$5,262	\$3.0704	\$4,950	168%
-		80,000	\$9,735	\$4.3713	\$8,112	\$3.6427	\$6,490	\$2.9142	\$6,183	174%
-		200,000	\$14,980	\$2.9815	\$12,484	\$2.4846	\$9,987	\$1.9877	\$10,636	245%
-		400,000	\$20,943	\$5.2358	\$17,453	\$4.3632	\$13,962	\$3.4906	\$15,183	264%
F-2	Factory Industrial—Low Hazard	3,000	\$4,201	\$7.7871	\$3,501	\$6.4893	\$2,801	\$5.1914	\$2,050	95%
-		15,000	\$5,136	\$8.3022	\$4,280	\$6.9185	\$3,424	\$5.5348	\$2,589	102%
-		30,000	\$6,381	\$10.8777	\$5,318	\$9.0648	\$4,254	\$7.2518	\$3,204	101%
-		60,000	\$9,644	\$6.3529	\$8,037	\$5.2941	\$6,430	\$4.2353	\$5,576	137%
-		150,000	\$15,362	\$4.7571	\$12,802	\$3.9643	\$10,241	\$3.1714	\$10,525	218%
-		300,000	\$22,498	\$7.4993	\$18,748	\$6.2494	\$14,999	\$4.9995	\$16,648	285%
F	F Occupancy Tenant Improvements	2,000	\$2,684	\$7.4599	\$2,237	\$6.2166	\$1,789	\$4.9732	\$1,585	144%
-		10,000	\$3,281	\$7.9628	\$2,734	\$6.6357	\$2,187	\$5.3086	\$1,979	152%
-		20,000	\$4,077	\$10.4232	\$3,398	\$8.6860	\$2,718	\$6.9488	\$2,455	151%
-		40,000	\$6,162	\$6.0721	\$5,135	\$5.0601	\$4,108	\$4.0481	\$4,081	196%
-		100,000	\$9,805	\$4.5692	\$8,171	\$3.8077	\$6,537	\$3.0462	\$7,339	298%
-		200,000	\$14,374	\$7.1872	\$11,979	\$5.9893	\$9,583	\$4.7914	\$11,386	381%
H-1	High Hazard Group H-1	1,000	\$2,156	\$11.9837	\$1,797	\$9.9864	\$1,437	\$7.9891	\$742	53%
-	Pose a detonation hazard	5,000	\$2,636	\$12.7765	\$2,196	\$10.6471	\$1,757	\$8.5177	\$961	57%



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		\$ Change	% Change
			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	\$3,274	\$16.7660	\$2,729	\$13.9717	\$2,183	\$11.1773	\$1,187	57%
-	-	20,000	\$4,951	\$9.7566	\$4,126	\$8.1305	\$3,301	\$6.5044	\$2,277	85%
-	-	50,000	\$7,878	\$7.3528	\$6,565	\$6.1273	\$5,252	\$4.9019	\$4,703	148%
-	-	100,000	\$11,554	\$11.5544	\$9,629	\$9.6287	\$7,703	\$7.7029	\$7,704	200%
H-2	High Hazard Group H-2	2,000	\$3,095	\$8.5931	\$2,579	\$7.1609	\$2,063	\$5.7287	\$1,296	72%
-	Pose a deflagration hazard	10,000	\$3,783	\$9.1748	\$3,152	\$7.6457	\$2,522	\$6.1166	\$1,653	78%
-	-	20,000	\$4,700	\$12.0352	\$3,917	\$10.0293	\$3,133	\$8.0234	\$2,043	77%
-	-	40,000	\$7,107	\$7.0013	\$5,923	\$5.8344	\$4,738	\$4.6675	\$3,704	109%
-	-	100,000	\$11,308	\$5.2722	\$9,423	\$4.3935	\$7,539	\$3.5148	\$7,276	180%
-	-	200,000	\$16,580	\$8.2901	\$13,817	\$6.9084	\$11,053	\$5.5267	\$11,684	239%
H-3	High Hazard Group H-3	1,000	\$3,476	\$19.3163	\$2,897	\$16.0969	\$2,317	\$12.8775	\$1,228	55%
-	Readily support combustion	5,000	\$4,249	\$20.5889	\$3,541	\$17.1574	\$2,833	\$13.7259	\$1,586	60%
-	-	10,000	\$5,278	\$27.0276	\$4,399	\$22.5230	\$3,519	\$18.0184	\$1,959	59%
-	-	20,000	\$7,981	\$15.7409	\$6,651	\$13.1174	\$5,321	\$10.4939	\$3,727	88%
-	-	50,000	\$12,703	\$11.8322	\$10,586	\$9.8601	\$8,469	\$7.8881	\$7,656	152%
-	-	100,000	\$18,619	\$18.6194	\$15,516	\$15.5161	\$12,413	\$12.4129	\$12,484	203%
H-4	High Hazard Group H-4	1,000	\$2,878	\$15.9893	\$2,398	\$13.3244	\$1,918	\$10.6595	\$1,079	60%
-	Pose health hazards	5,000	\$3,517	\$17.0407	\$2,931	\$14.2006	\$2,345	\$11.3605	\$1,387	65%
-	-	10,000	\$4,369	\$22.3856	\$3,641	\$18.6547	\$2,913	\$14.9238	\$1,714	65%
-	-	20,000	\$6,608	\$13.0209	\$5,507	\$10.8508	\$4,405	\$8.6806	\$3,205	94%
-	-	50,000	\$10,514	\$9.8051	\$8,762	\$8.1709	\$7,009	\$6.5367	\$6,476	160%
-	-	100,000	\$15,417	\$15.4166	\$12,847	\$12.8472	\$10,278	\$10.2778	\$10,509	214%
H-5	High Hazard Group H-5	1,000	\$2,854	\$15.8499	\$2,378	\$13.2083	\$1,902	\$10.5666	\$1,055	59%
-	Semiconductor Fabrication, R&D	5,000	\$3,488	\$16.9074	\$2,906	\$14.0895	\$2,325	\$11.2716	\$1,357	64%
-	-	10,000	\$4,333	\$22.1917	\$3,611	\$18.4931	\$2,889	\$14.7945	\$1,677	63%
-	-	20,000	\$6,552	\$12.9240	\$5,460	\$10.7700	\$4,368	\$8.6160	\$3,149	93%
-	-	50,000	\$10,429	\$9.7081	\$8,691	\$8.0901	\$6,953	\$6.4721	\$6,391	158%
-	-	100,000	\$15,283	\$15.2833	\$12,736	\$12.7361	\$10,189	\$10.1889	\$10,375	211%
H	H Occupancy Tenant Improvements	1,000	\$1,935	\$10.7504	\$1,612	\$8.9587	\$1,290	\$7.1670	\$829	75%
-	-	5,000	\$2,365	\$11.4655	\$1,971	\$9.5546	\$1,576	\$7.6437	\$1,056	81%
-	-	10,000	\$2,938	\$15.0530	\$2,448	\$12.5442	\$1,959	\$10.0354	\$1,306	80%
-	-	20,000	\$4,443	\$8.7628	\$3,703	\$7.3023	\$2,962	\$5.8418	\$2,352	112%
-	-	50,000	\$7,072	\$6.5812	\$5,893	\$5.4843	\$4,715	\$4.3874	\$4,593	185%
-	-	100,000	\$10,363	\$10.3626	\$8,636	\$8.6355	\$6,908	\$6.9084	\$7,348	244%
I-1	Institutional—7+ persons, ambulatory	2,000	\$3,144	\$8.7294	\$2,620	\$7.2745	\$2,096	\$5.8196	\$1,201	62%



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		\$ Change	% Change
			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	\$3,842	\$9.3082	\$3,202	\$7.7568	\$2,561	\$6.2054	\$1,540	67%
-		20,000	\$4,773	\$12.2291	\$3,977	\$10.1909	\$3,182	\$8.1527	\$1,905	66%
-		40,000	\$7,219	\$7.1185	\$6,016	\$5.9321	\$4,812	\$4.7457	\$3,542	96%
-		100,000	\$11,490	\$5.3570	\$9,575	\$4.4642	\$7,660	\$3.5714	\$7,134	164%
-		200,000	\$16,847	\$8.4234	\$14,039	\$7.0195	\$11,231	\$5.6156	\$11,543	218%
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$3,930	\$10.9118	\$3,275	\$9.0932	\$2,620	\$7.2745	\$1,501	62%
-		10,000	\$4,803	\$11.6352	\$4,002	\$9.6960	\$3,202	\$7.7568	\$1,926	67%
-		20,000	\$5,966	\$15.2864	\$4,972	\$12.7386	\$3,977	\$10.1909	\$2,381	66%
-		40,000	\$9,023	\$8.8981	\$7,519	\$7.4151	\$6,016	\$5.9321	\$4,427	96%
-		100,000	\$14,362	\$6.6963	\$11,969	\$5.5803	\$9,575	\$4.4642	\$8,917	164%
-		200,000	\$21,059	\$10.5293	\$17,549	\$8.7744	\$14,039	\$7.0195	\$14,429	218%
I-3	Institutional—6+ persons, restrained	2,000	\$3,930	\$10.9118	\$3,275	\$9.0932	\$2,620	\$7.2745	\$1,501	62%
-		10,000	\$4,803	\$11.6352	\$4,002	\$9.6960	\$3,202	\$7.7568	\$1,926	67%
-		20,000	\$5,966	\$15.2864	\$4,972	\$12.7386	\$3,977	\$10.1909	\$2,381	66%
-		40,000	\$9,023	\$8.8981	\$7,519	\$7.4151	\$6,016	\$5.9321	\$4,427	96%
-		100,000	\$14,362	\$6.6963	\$11,969	\$5.5803	\$9,575	\$4.4642	\$8,917	164%
-		200,000	\$21,059	\$10.5293	\$17,549	\$8.7744	\$14,039	\$7.0195	\$14,429	218%
I-4	Institutional—6+ persons, day care	1,000	\$3,930	\$21.8236	\$3,275	\$18.1863	\$2,620	\$14.5491	\$1,501	62%
-		5,000	\$4,803	\$23.3007	\$4,002	\$19.4173	\$3,202	\$15.5338	\$1,926	67%
-		10,000	\$5,968	\$30.5576	\$4,973	\$25.4646	\$3,978	\$20.3717	\$2,383	66%
-		20,000	\$9,023	\$17.7962	\$7,519	\$14.8302	\$6,016	\$11.8641	\$4,430	96%
-		50,000	\$14,362	\$13.3926	\$11,969	\$11.1605	\$9,575	\$8.9284	\$8,910	163%
-		100,000	\$21,059	\$21.0585	\$17,549	\$17.5488	\$14,039	\$14.0390	\$14,444	218%
I	I Occupancy Tenant Improvements	1,000	\$2,636	\$14.6410	\$2,197	\$12.2008	\$1,757	\$9.7606	\$1,473	127%
-		5,000	\$3,221	\$15.6106	\$2,685	\$13.0088	\$2,148	\$10.4070	\$1,844	134%
-		10,000	\$4,002	\$20.5070	\$3,335	\$17.0892	\$2,668	\$13.6714	\$2,286	133%
-		20,000	\$6,053	\$11.9220	\$5,044	\$9.9350	\$4,035	\$7.9480	\$3,853	175%
-		50,000	\$9,629	\$8.9809	\$8,024	\$7.4841	\$6,420	\$5.9873	\$7,019	269%
-		100,000	\$14,120	\$14.1198	\$11,767	\$11.7665	\$9,413	\$9.4132	\$10,952	346%
L	Labs (California ONLY)	2,000	\$3,192	\$8.8688	\$2,660	\$7.3907	\$2,128	\$5.9125	\$1,223	62%
-		10,000	\$3,901	\$9.4657	\$3,251	\$7.8881	\$2,601	\$6.3105	\$1,570	67%
-		20,000	\$4,848	\$12.4109	\$4,040	\$10.3424	\$3,232	\$8.2739	\$1,942	67%
-		40,000	\$7,330	\$7.2154	\$6,108	\$6.0129	\$4,887	\$4.8103	\$3,605	97%
-		100,000	\$11,659	\$5.4540	\$9,716	\$4.5450	\$7,773	\$3.6360	\$7,243	164%
-		200,000	\$17,113	\$8.5567	\$14,261	\$7.1306	\$11,409	\$5.7045	\$11,737	218%



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		\$ Change	% Change
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *		
M	Mercantile—Department & Drug Store	1,000	\$3,355	\$18.6459	\$2,796	\$15.5382	\$2,237	\$12.4306	\$1,064	46%
-	-	5,000	\$4,101	\$19.8768	\$3,418	\$16.5640	\$2,734	\$13.2512	\$1,388	51%
-	-	10,000	\$5,095	\$26.1035	\$4,246	\$21.7529	\$3,397	\$17.4023	\$1,712	51%
-	-	20,000	\$7,705	\$15.1955	\$6,421	\$12.6629	\$5,137	\$10.1303	\$3,373	78%
-	-	50,000	\$12,264	\$11.4383	\$10,220	\$9.5319	\$8,176	\$7.6255	\$7,126	139%
-	-	100,000	\$17,983	\$17.9831	\$14,986	\$14.9859	\$11,989	\$11.9887	\$11,743	188%
M	Mercantile—Market	2,000	\$3,748	\$10.4156	\$3,123	\$8.6797	\$2,499	\$6.9438	\$1,457	64%
-	-	10,000	\$4,581	\$11.0898	\$3,818	\$9.2415	\$3,054	\$7.3932	\$1,868	69%
-	-	20,000	\$5,690	\$14.5743	\$4,742	\$12.1453	\$3,794	\$9.7162	\$2,309	68%
-	-	40,000	\$8,605	\$8.4840	\$7,171	\$7.0700	\$5,737	\$5.6560	\$4,273	99%
-	-	100,000	\$13,696	\$6.3933	\$11,413	\$5.3278	\$9,130	\$4.2622	\$8,551	166%
-	-	200,000	\$20,089	\$10.0445	\$16,741	\$8.3704	\$13,393	\$6.6963	\$13,849	222%
M	Mercantile—Motor fuel-dispensing	400	\$2,690	\$37.3713	\$2,242	\$31.1427	\$1,793	\$24.9142	\$379	16%
-	-	2,000	\$3,288	\$39.8445	\$2,740	\$33.2038	\$2,192	\$26.5630	\$551	20%
-	-	4,000	\$4,085	\$52.3130	\$3,404	\$43.5941	\$2,723	\$34.8753	\$673	20%
-	-	8,000	\$6,178	\$30.4566	\$5,148	\$25.3805	\$4,118	\$20.3044	\$1,806	41%
-	-	20,000	\$9,832	\$22.9220	\$8,194	\$19.1016	\$6,555	\$15.2813	\$4,645	90%
-	-	40,000	\$14,417	\$36.0419	\$12,014	\$30.0349	\$9,611	\$24.0279	\$8,117	129%
M	Mercantile—Retail or wholesale store	1,000	\$3,174	\$17.6308	\$2,645	\$14.6923	\$2,116	\$11.7539	\$266	9%
-	-	5,000	\$3,879	\$18.8012	\$3,233	\$15.6676	\$2,586	\$12.5341	\$435	13%
-	-	10,000	\$4,819	\$24.6794	\$4,016	\$20.5661	\$3,213	\$16.4529	\$526	12%
-	-	20,000	\$7,287	\$14.3673	\$6,073	\$11.9727	\$4,858	\$9.5782	\$1,785	32%
-	-	50,000	\$11,597	\$10.8020	\$9,664	\$9.0016	\$7,732	\$7.2013	\$5,072	78%
-	-	100,000	\$16,998	\$16.9983	\$14,165	\$14.1653	\$11,332	\$11.3322	\$9,078	115%
M	M Occupancy Tenant Improvements	1,000	\$2,962	\$16.4643	\$2,469	\$13.7202	\$1,975	\$10.9762	\$1,445	95%
-	-	5,000	\$3,621	\$17.5437	\$3,017	\$14.6198	\$2,414	\$11.6958	\$1,824	101%
-	-	10,000	\$4,498	\$23.0432	\$3,748	\$19.2026	\$2,999	\$15.3621	\$2,257	101%
-	-	20,000	\$6,802	\$13.4078	\$5,669	\$11.1731	\$4,535	\$8.9385	\$3,931	137%
-	-	50,000	\$10,825	\$10.1051	\$9,021	\$8.4209	\$7,216	\$6.7367	\$7,422	218%
-	-	100,000	\$15,877	\$15.8772	\$13,231	\$13.2310	\$10,585	\$10.5848	\$11,737	284%
R-1	Residential—Transient	2,000	\$6,746	\$9.4687	\$5,622	\$7.8906	\$4,498	\$6.3125	\$2,484	58%
-	Boarding Houses, Hotels, Motels	10,000	\$7,504	\$7.5902	\$6,253	\$6.3251	\$5,003	\$5.0601	\$3,200	74%
-	-	20,000	\$8,263	\$3.0149	\$6,886	\$2.5124	\$5,509	\$2.0099	\$3,709	81%
-	-	40,000	\$8,866	\$2.2675	\$7,388	\$1.8895	\$5,911	\$1.5116	\$4,102	86%
-	-	100,000	\$10,226	\$1.7423	\$8,522	\$1.4519	\$6,818	\$1.1615	\$4,976	95%



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		\$ Change	% Change
			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 *		
-	-	200,000	\$11,969	\$5.9843	\$9,974	\$4.9869	\$7,979	\$3.9895	\$6,419	116%
R-2	Residential—Permanent, 2+ Dwellings	1,500	\$4,048	\$7.5864	\$3,373	\$6.3220	\$2,699	\$5.0576	-\$3,423	-46%
-	Apartment, Dormitory, Timeshare	7,500	\$4,503	\$6.0449	\$3,752	\$5.0374	\$3,002	\$4.0299	-\$3,041	-40%
-	-	15,000	\$4,956	\$2.4392	\$4,130	\$2.0326	\$3,304	\$1.6261	-\$3,027	-38%
-	-	30,000	\$5,322	\$1.8079	\$4,435	\$1.5066	\$3,548	\$1.2053	-\$3,025	-36%
-	-	75,000	\$6,136	\$1.3938	\$5,113	\$1.1615	\$4,091	\$0.9292	-\$3,078	-33%
-	-	150,000	\$7,181	\$4.7874	\$5,984	\$3.9895	\$4,787	\$3.1916	-\$2,539	-26%
R-3	Dwellings—Custom Homes	1,500	\$4,085	\$45.8969	\$3,404	\$38.2474	\$2,724	\$30.5979	-\$736	-15%
-	-	2,500	\$4,544	\$45.9196	\$3,787	\$38.2664	\$3,029	\$30.6131	-\$325	-7%
-	-	3,500	\$5,003	\$36.6706	\$4,170	\$30.5588	\$3,336	\$24.4471	-\$149	-3%
-	-	4,500	\$5,370	\$41.3444	\$4,475	\$34.4536	\$3,580	\$27.5629	-\$18	0%
-	-	6,500	\$6,197	\$30.1507	\$5,164	\$25.1256	\$4,131	\$20.1004	\$252	4%
-	-	10,000	\$7,252	\$72.5231	\$6,044	\$60.4359	\$4,835	\$48.3487	\$978	16%
R-3	Dwellings—Models, First Master Plan	1,500	\$4,048	\$45.4803	\$3,373	\$37.9003	\$2,699	\$30.3202	-\$156	-4%
-	-	2,500	\$4,503	\$45.4727	\$3,752	\$37.8939	\$3,002	\$30.3152	\$258	6%
-	-	3,500	\$4,957	\$36.3751	\$4,131	\$30.3126	\$3,305	\$24.2501	\$466	10%
-	-	4,500	\$5,321	\$40.9429	\$4,434	\$34.1191	\$3,547	\$27.2953	\$624	13%
-	-	6,500	\$6,140	\$29.8780	\$5,117	\$24.8983	\$4,093	\$19.9186	\$958	18%
-	-	10,000	\$7,186	\$71.8565	\$5,988	\$59.8804	\$4,790	\$47.9043	\$1,715	31%
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$3,298	\$37.0493	\$2,748	\$30.8744	\$2,199	\$24.6996	-\$729	-18%
-	-	2,500	\$3,669	\$37.0872	\$3,057	\$30.9060	\$2,446	\$24.7248	-\$398	-10%
-	-	3,500	\$4,039	\$29.6486	\$3,366	\$24.7071	\$2,693	\$19.7657	-\$263	-6%
-	-	4,500	\$4,336	\$33.3300	\$3,613	\$27.7750	\$2,891	\$22.2200	-\$164	-4%
-	-	6,500	\$5,003	\$24.3699	\$4,169	\$20.3082	\$3,335	\$16.2466	\$38	1%
-	-	10,000	\$5,855	\$58.5548	\$4,880	\$48.7956	\$3,904	\$39.0365	\$614	12%
R-3	Dwellings—Alternate Materials	1,500	\$3,673	\$41.2762	\$3,061	\$34.3968	\$2,449	\$27.5175	-\$972	-21%
-	-	2,500	\$4,086	\$41.2535	\$3,405	\$34.3779	\$2,724	\$27.5023	-\$605	-13%
-	-	3,500	\$4,498	\$33.0043	\$3,748	\$27.5036	\$2,999	\$22.0029	-\$465	-9%
-	-	4,500	\$4,828	\$37.1781	\$4,023	\$30.9818	\$3,219	\$24.7854	-\$363	-7%
-	-	6,500	\$5,572	\$27.1098	\$4,643	\$22.5915	\$3,714	\$18.0732	-\$155	-3%
-	-	10,000	\$6,521	\$65.2056	\$5,434	\$54.3380	\$4,347	\$43.4704	\$476	8%
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$5,434	\$10.1732	\$4,529	\$8.4777	\$3,623	\$6.7822	\$975	22%
-	-	7,500	\$6,045	\$8.1507	\$5,037	\$6.7923	\$4,030	\$5.4338	\$1,541	34%
-	-	15,000	\$6,656	\$3.2573	\$5,547	\$2.7144	\$4,437	\$2.1715	\$1,891	40%
-	-	30,000	\$7,145	\$2.4291	\$5,954	\$2.0242	\$4,763	\$1.6194	\$2,163	43%



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		\$ Change	% Change
			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 *		
-	-	75,000	\$8,238	\$1.8938	\$6,865	\$1.5781	\$5,492	\$1.2625	\$2,737	50%
-	-	150,000	\$9,658	\$6.4388	\$8,048	\$5.3656	\$6,439	\$4.2925	\$3,853	66%
R	R Occupancy Tenant Improvements	1,000	\$2,886	\$8.1090	\$2,405	\$6.7575	\$1,924	\$5.4060	\$384	15%
-	-	5,000	\$3,210	\$6.4842	\$2,675	\$5.4035	\$2,140	\$4.3228	\$684	27%
-	-	10,000	\$3,534	\$2.5907	\$2,945	\$2.1589	\$2,356	\$1.7271	\$860	32%
-	-	20,000	\$3,794	\$1.9493	\$3,161	\$1.6244	\$2,529	\$1.2995	\$997	36%
-	-	50,000	\$4,378	\$1.4847	\$3,649	\$1.2373	\$2,919	\$0.9898	\$1,296	42%
-	-	100,000	\$5,121	\$5.1207	\$4,267	\$4.2673	\$3,414	\$3.4138	\$1,869	57%
S-1	Storage—Moderate Hazard	1,000	\$2,152	\$11.9624	\$1,793	\$9.9687	\$1,435	\$7.9750	\$457	27%
-	-	5,000	\$2,631	\$12.7381	\$2,192	\$10.6151	\$1,754	\$8.4921	\$622	31%
-	-	10,000	\$3,268	\$16.7498	\$2,723	\$13.9582	\$2,178	\$11.1666	\$764	31%
-	-	20,000	\$4,943	\$9.7445	\$4,119	\$8.1204	\$3,295	\$6.4963	\$1,736	54%
-	-	50,000	\$7,866	\$7.3205	\$6,555	\$6.1004	\$5,244	\$4.8803	\$4,062	107%
-	-	100,000	\$11,526	\$11.5261	\$9,605	\$9.6051	\$7,684	\$7.6841	\$6,906	149%
S-1	Storage—Moderate Hazard, Repair Garage	500	\$2,031	\$22.5735	\$1,693	\$18.8113	\$1,354	\$15.0490	\$328	19%
-	Motor Vehicles (not High Hazard)	2,500	\$2,483	\$24.0703	\$2,069	\$20.0586	\$1,655	\$16.0469	\$466	23%
-	-	5,000	\$3,085	\$31.6090	\$2,570	\$26.3408	\$2,056	\$21.0726	\$570	23%
-	-	10,000	\$4,665	\$18.3901	\$3,887	\$15.3251	\$3,110	\$12.2601	\$1,443	45%
-	-	25,000	\$7,424	\$13.8410	\$6,186	\$11.5342	\$4,949	\$9.2274	\$3,602	94%
-	-	50,000	\$10,884	\$21.7675	\$9,070	\$18.1396	\$7,256	\$14.5117	\$6,240	134%
S-2	Storage—Low Hazard	500	\$2,479	\$27.5503	\$2,066	\$22.9586	\$1,652	\$18.3669	\$359	17%
-	-	2,500	\$3,030	\$29.3759	\$2,525	\$24.4799	\$2,020	\$19.5839	\$519	21%
-	-	5,000	\$3,764	\$38.5568	\$3,137	\$32.1306	\$2,509	\$25.7045	\$635	20%
-	-	10,000	\$5,692	\$22.4271	\$4,743	\$18.6892	\$3,795	\$14.9514	\$1,682	42%
-	-	25,000	\$9,056	\$16.8923	\$7,547	\$14.0769	\$6,037	\$11.2615	\$4,301	90%
-	-	50,000	\$13,279	\$26.5580	\$11,066	\$22.1316	\$8,853	\$17.7053	\$7,504	130%
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$2,630	\$14.6084	\$2,191	\$12.1737	\$1,753	\$9.7389	\$382	17%
-	-	5,000	\$3,214	\$15.5894	\$2,678	\$12.9911	\$2,143	\$10.3929	\$552	21%
-	-	10,000	\$3,994	\$20.4525	\$3,328	\$17.0438	\$2,662	\$13.6350	\$676	20%
-	-	20,000	\$6,039	\$11.9130	\$5,032	\$9.9275	\$4,026	\$7.9420	\$1,788	42%
-	-	50,000	\$9,613	\$8.9537	\$8,011	\$7.4614	\$6,408	\$5.9691	\$4,573	91%
-	-	100,000	\$14,090	\$14.0895	\$11,741	\$11.7413	\$9,393	\$9.3930	\$7,970	130%
S-2	Storage—Low Hazard, Parking Garages	1,000	\$2,201	\$12.2230	\$1,834	\$10.1859	\$1,467	\$8.1487	\$267	14%
-	Open or Enclosed	5,000	\$2,689	\$13.0411	\$2,241	\$10.8676	\$1,793	\$8.6941	\$399	17%
-	-	10,000	\$3,341	\$17.1256	\$2,785	\$14.2713	\$2,228	\$11.4170	\$487	17%



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		\$ Change	% Change
			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 *		
-		20,000	\$5,054	\$9.9586	\$4,212	\$8.2988	\$3,369	\$6.6391	\$1,396	38%
-		50,000	\$8,042	\$7.5023	\$6,701	\$6.2519	\$5,361	\$5.0015	\$3,704	85%
-		100,000	\$11,793	\$11.7928	\$9,827	\$9.8273	\$7,862	\$7.8618	\$6,525	124%
S	S Occupancy Tenant Improvements	1,000	\$2,116	\$11.7564	\$1,763	\$9.7970	\$1,411	\$7.8376	\$878	71%
-		5,000	\$2,586	\$12.5442	\$2,155	\$10.4535	\$1,724	\$8.3628	\$1,120	76%
-		10,000	\$3,213	\$16.4681	\$2,678	\$13.7234	\$2,142	\$10.9787	\$1,386	76%
-		20,000	\$4,860	\$9.5799	\$4,050	\$7.9832	\$3,240	\$6.3866	\$2,518	107%
-		50,000	\$7,734	\$7.1963	\$6,445	\$5.9969	\$5,156	\$4.7975	\$4,955	178%
-		100,000	\$11,332	\$11.3322	\$9,444	\$9.4435	\$7,555	\$7.5548	\$7,957	236%
U	Accessory—Barn or Shed	200	\$1,511	\$41.9844	\$1,259	\$34.9870	\$1,008	\$27.9896	-\$75	-5%
-		1,000	\$1,847	\$44.7683	\$1,539	\$37.3069	\$1,231	\$29.8455	-\$32	-2%
-		2,000	\$2,295	\$58.7820	\$1,912	\$48.9850	\$1,530	\$39.1880	-\$47	-2%
-		4,000	\$3,471	\$34.2188	\$2,892	\$28.5157	\$2,314	\$22.8125	\$470	16%
-		10,000	\$5,524	\$25.7550	\$4,603	\$21.4625	\$3,682	\$17.1700	\$1,964	55%
-		20,000	\$8,099	\$40.4960	\$6,749	\$33.7466	\$5,399	\$26.9973	\$3,776	87%
U	Accessory—Private Garage	200	\$1,028	\$28.5426	\$856	\$23.7855	\$685	\$19.0284	-\$559	-35%
-		1,000	\$1,256	\$30.4667	\$1,047	\$25.3889	\$837	\$20.3111	-\$623	-33%
-		2,000	\$1,561	\$39.9506	\$1,301	\$33.2921	\$1,041	\$26.6337	-\$781	-33%
-		4,000	\$2,360	\$23.2654	\$1,966	\$19.3878	\$1,573	\$15.5102	-\$641	-21%
-		10,000	\$3,756	\$17.4983	\$3,130	\$14.5819	\$2,504	\$11.6655	\$196	6%
-		20,000	\$5,506	\$27.5276	\$4,588	\$22.9396	\$3,670	\$18.3517	\$1,183	27%
U	Accessory—Other	1,000	\$2,237	\$12.4230	\$1,864	\$10.3525	\$1,491	\$8.2820	\$181	9%
-		5,000	\$2,734	\$13.2563	\$2,278	\$11.0469	\$1,823	\$8.8375	\$299	12%
-		10,000	\$3,397	\$17.3922	\$2,831	\$14.4935	\$2,264	\$11.5948	\$362	12%
-		20,000	\$5,136	\$10.1253	\$4,280	\$8.4377	\$3,424	\$6.7502	\$1,248	32%
-		50,000	\$8,173	\$7.6205	\$6,811	\$6.3504	\$5,449	\$5.0803	\$3,561	77%
-		100,000	\$11,984	\$11.9837	\$9,986	\$9.9864	\$7,989	\$7.9891	\$6,389	114%
-	Other Tenant Improvements	1,000	\$2,358	\$13.0934	\$1,965	\$10.9112	\$1,572	\$8.7289	\$792	51%
-		5,000	\$2,882	\$13.9683	\$2,401	\$11.6403	\$1,921	\$9.3122	\$1,028	55%
-		10,000	\$3,580	\$18.3467	\$2,983	\$15.2889	\$2,387	\$12.2311	\$1,268	55%
-		20,000	\$5,415	\$10.6606	\$4,512	\$8.8838	\$3,610	\$7.1070	\$2,454	83%
-		50,000	\$8,613	\$8.0447	\$7,177	\$6.7039	\$5,742	\$5.3631	\$5,097	145%
-		100,000	\$12,635	\$12.6351	\$10,529	\$10.5293	\$8,423	\$8.4234	\$8,371	196%
R-3	Residential Room Addition	50	\$1,687	\$94.7595	\$1,405	\$78.9662	\$1,124	\$63.1730	\$290	21%
-		250	\$1,876	\$75.7954	\$1,563	\$63.1629	\$1,251	\$50.5303	\$466	33%



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		\$ Change	% Change
			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 *		
-	-	500	\$2,066	\$30.3303	\$1,721	\$25.2753	\$1,377	\$20.2202	\$574	38%
-	-	1,000	\$2,217	\$22.7250	\$1,848	\$18.9375	\$1,478	\$15.1500	\$657	42%
-	-	2,500	\$2,558	\$17.4528	\$2,132	\$14.5440	\$1,705	\$11.6352	\$837	49%
-	-	5,000	\$2,994	\$59.8880	\$2,495	\$49.9066	\$1,996	\$39.9253	\$1,178	65%
SHELL BUILDINGS									\$0	#DIV/0!
									\$0	#DIV/0!
-	All Shell Buildings	1,000	\$1,726	\$7.9500	\$1,439	\$6.6250	\$1,151	\$5.3000	\$0	0%
-	-	5,000	\$2,044	\$10.0920	\$1,704	\$8.4100	\$1,363	\$6.7280	\$0	0%
-	-	10,000	\$2,549	\$7.1760	\$2,124	\$5.9800	\$1,699	\$4.7840	\$0	0%
-	-	20,000	\$3,266	\$2.0320	\$2,722	\$1.6933	\$2,178	\$1.3547	\$0	0%
-	-	50,000	\$3,876	\$1.6560	\$3,230	\$1.3800	\$2,584	\$1.1040	\$0	0%
-	-	100,000	\$4,704	\$4.7040	\$3,920	\$3.9200	\$3,136	\$3.1360	\$0	0%
A-2	Shell: Assembly—Food & Drink	1,000	\$1,726	\$7.9500	\$1,439	\$6.6250	\$1,151	\$5.3000	\$0	0%
-	-	5,000	\$2,044	\$10.0920	\$1,704	\$8.4100	\$1,363	\$6.7280	\$0	0%
-	-	10,000	\$2,549	\$7.1760	\$2,124	\$5.9800	\$1,699	\$4.7840	\$0	0%
-	-	20,000	\$3,266	\$2.0320	\$2,722	\$1.6933	\$2,178	\$1.3547	\$0	0%
-	-	50,000	\$3,876	\$1.6560	\$3,230	\$1.3800	\$2,584	\$1.1040	\$0	0%
-	-	100,000	\$4,704	\$4.7040	\$3,920	\$3.9200	\$3,136	\$3.1360	\$0	0%
B	Shell: Business—Clinic, Outpatient	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250	\$0	0%
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100	\$0	0%
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800	\$0	0%
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933	\$0	0%
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800	\$0	0%
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200	\$0	0%
B	Shell: Business—Professional Office	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250	\$0	0%
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100	\$0	0%
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800	\$0	0%
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933	\$0	0%
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800	\$0	0%
-	-	100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200	\$0	0%
M	Shell: Mercantile—Department & Drug Store	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250	\$0	0%
-	-	5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100	\$0	0%
-	-	10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800	\$0	0%
-	-	20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933	\$0	0%
-	-	50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800	\$0	0%



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		\$ Change	% Change
			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 *		
-		100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200	\$0	0%
-	Other Shell Building	1,000	\$2,158	\$9.9375	\$1,798	\$8.2813	\$1,439	\$6.6250	\$0	0%
-		5,000	\$2,555	\$12.6150	\$2,129	\$10.5125	\$1,704	\$8.4100	\$0	0%
-		10,000	\$3,186	\$8.9700	\$2,655	\$7.4750	\$2,124	\$5.9800	\$0	0%
-		20,000	\$4,083	\$2.5400	\$3,403	\$2.1167	\$2,722	\$1.6933	\$0	0%
-		50,000	\$4,845	\$2.0700	\$4,038	\$1.7250	\$3,230	\$1.3800	\$0	0%
-		100,000	\$5,880	\$5.8800	\$4,900	\$4.9000	\$3,920	\$3.9200	\$0	0%
COMPLEX PROJECTS										
For projects requiring services that exceed usual City staffing, retention of outside consultants may be required. The City will maintain a list of such firms from which applicants may choose. Fees for required services will be paid by applicant directly to the consultant firm in an amount agreed upon by the parties for services required by the City, in addition to City administrative fees. Typical situations involve plan checking of complex projects, specialized inspection services or particularly large projects.										

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



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

FEE TYPES	Adopted Sept. 2018	Proposed June 2019	\$ Change	% Change
ADMINISTRATIVE AND MISC. FEES				
Travel and Documentation Fees:				
Simple Project (1 trip)	\$ 119	\$ -	\$ (119)	-100.00%
Moderate Project (2 trips)	\$ 130	\$ -	\$ (130)	-100.00%
Complex Project (3 trips)	\$ 141	\$ -	\$ (141)	-100.00%
Permit Issuance	\$ 98	\$ 98	\$ -	0.00%
Supplemental Permit Issuance	\$ 98	\$ 98	\$ -	0.00%
MECHANICAL PERMIT FEES				
UNIT FEES:				
A/C, Residential (each)	\$ 196	\$ 196	\$ -	0.00%
Furnace (F.A.U., Floor)	\$ 196	\$ 196	\$ -	0.00%
Heater (Wall)	\$ 196	\$ 196	\$ -	0.00%
Appliance Vent/Chimney (only)				
Air Handler	\$ 196	\$ 196	\$ -	0.00%
Duct Work (only)	\$ 196	\$ 196	\$ -	0.00%
Evaporative Cooler	\$ 196	\$ 196	\$ -	0.00%
Moisture Exhaust Duct (Clothes Dryer)	\$ 196	\$ 196	\$ -	0.00%
Vent Fan, Single Duct (each)	\$ 196	\$ 196	\$ -	0.00%
Vent System	\$ 196	\$ 196	\$ -	0.00%
Exhaust Hood and Duct (Residential)	\$ 196	\$ 196	\$ -	0.00%
Non-Residential Incinerator	\$ 387	\$ 387	\$ -	0.00%
Appliance or piece of equipment not classed in other appliance categories, or for which no other fee is listed (each)	\$ 196	\$ 196	\$ -	0.00%
OTHER FEES:				
Other Mechanical Inspections (per hour)	\$ 130	\$ 130	\$ -	\$ -
PLUMBING/GAS PERMIT FEES				
UNIT FEES:				
Fixtures (each)	\$ 196	\$ 196	\$ -	\$ -
Gas Line	\$ 196	\$ 196	\$ -	\$ -
Building Sewer	\$ 325	\$ 325	\$ -	\$ -
Grease Trap	\$ 196	\$ 196	\$ -	\$ -
Backflow Preventer				
First 5	\$ 196	\$ 196	\$ -	\$ -
Each after the First 5	\$ 196	\$ 196	\$ -	\$ -
Roof Drain—Rainwater System	\$ 196	\$ 196	\$ -	\$ -
Water Heater				
First Heater	\$ 196	\$ 196	\$ -	\$ -
Each Additional Heater	\$ 130	\$ 130	\$ -	\$ -
Water Pipe Repair/Replacement (ea. Outlet)	\$ 130	\$ 175	\$ 45	\$ 0
Drain-Vent Repair/Alterations	\$ 130	\$ 175	\$ 45	\$ 0
Drinking Fountain	\$ 130	\$ 175	\$ 45	\$ 0
Solar Water System Fixtures (solar panels, tanks, water treatment equipment)	\$ 309	\$ 309	\$ -	\$ -
Medical Gas System (Each Outlet)	\$ 619	\$ 619	\$ -	\$ -
OTHER FEES:				
Other Plumbing and Gas Inspections (per hour)	\$ 130	\$ 130	\$ -	\$ -
ELECTRICAL PERMIT FEES				
SYSTEM FEES:				
Private, Residential, In-ground Swimming Pools	\$ 130	\$ 130	\$ -	\$ -
Temporary Service (each)	\$ 196	\$ 196	\$ -	\$ -
Temporary Pole (each)	\$ 196	\$ 196	\$ -	\$ -
Generator Installation	\$ 196	\$ 196	\$ -	\$ -
Lighting Fixtures				
Lighting Fixtures, sockets, or other lamp-holding devices (first 10)	\$ 130	\$ 130	\$ -	\$ -



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

FEE TYPES	Adopted Sept. 2018	Proposed June 2019	\$ Change	% Change
Each additional 10	\$ 130	\$ 130	\$ -	\$ -
Pole or platform-mounted lighting fixtures (each)	\$ 258	\$ 258	\$ -	\$ -
Theatrical-type lighting fixtures or assemblies (each)	\$ 433	\$ 433	\$ -	\$ -
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) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 196	\$ 196	\$ -	\$ -
Nonresidential Appliances				
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) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 227	\$ 227	\$ -	\$ -
Services				
Services of 600 volts or less, up to 200 amperes in rating (each)	\$ 258	\$ 258	\$ -	\$ -
Services of 600 volts or less, 201 to 1000 amperes in rating (each)	\$ 258	\$ 258	\$ -	\$ -
Services over 600 volts or over 1000 amperes in rating (each)	\$ 454	\$ 454	\$ -	\$ -
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 (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)	\$ 196	\$ 196	\$ -	\$ -
Photovoltaic Systems Residential (each)	\$ 196	\$ 196	\$ -	\$ -
OTHER FEES:				
Other Electrical Inspections (per hour)	\$ 130	\$ 130	\$ -	\$ -
OTHER INSPECTIONS AND FEES				
Inspections outside of normal business hours, 0-2 hours (minimum charge)	\$ 258	\$ 258	\$ -	\$ -
Each additional hour or portion thereof	\$ 130	\$ 130	\$ -	\$ -
Reinspection Fee (per hour)	\$ 130	\$ 130	\$ -	\$ -
Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)	\$ 130	\$ 130	\$ -	\$ -
Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)	\$ 130	\$ 130	\$ -	\$ -

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



MASTER FEE SCHEDULE

Section 5: Building

Miscellaneous Building

Work Item	Unit	Current Fee Sept. 2018	Adopted July 2019	\$ Change	% Change
Administrative & Miscellaneous					
Duplicate/Replacement Job Card	each	\$ 65	\$ 66	\$ 1	1.54%
General Plan Fee	per permit	\$ -	\$ 10	\$ 10	100.00%
Standard Hourly Rate		\$ 130	\$ 130		
Antenna—Telecom Facility					
Radio	each	\$ 588	\$ 596	\$ 8	1.36%
Cellular/Mobile Phone, free-standing	each	\$ 588	\$ 596	\$ 8	1.36%
Cellular/Mobile Phone, attached to building	each	\$ 588	\$ 596	\$ 8	1.36%
Demolition (up to 3,000 sf)					
Commercial	each	\$ 389	\$ 394	\$ 5	1.29%
Residential	each	\$ 389	\$ 394	\$ 5	1.29%
Fireplace					
Masonry	each	\$ 588	\$ 596	\$ 8	1.36%
Pre-Fabricated/Metal	each	\$ 510	\$ 517	\$ 7	1.37%
Chimney Repair	each	\$ 237	\$ 240	\$ 3	1.27%
Patios, Porches and Sheds					
Covered or Enclosed Patio or Porch	each	\$ 258	\$ 261	\$ 3	1.16%
Deck (wood)	each	\$ 160	\$ 162	\$ 2	1.25%
Deck w/ Railing (wood)	each	\$ 186	\$ 188	\$ 2	1.08%
Shed	each	\$ 258	\$ 261	\$ 3	1.16%
Photovoltaic Commercial System					
Commercial, up to 4 kilowatts	up to 4 kW	\$ 227	\$ 230	\$ 3	1.32%
Commercial, each additional 1 kilowatt	each 1 kW	\$ 83	\$ 84	\$ 1	1.20%
Remodel—Residential					
Less than 300 sf	up to 300 sf	\$ 516	\$ 523	\$ 7	1.36%
Kitchen	up to 300 sf	\$ 619	\$ 627	\$ 8	1.29%
Bath	up to 300 sf	\$ 619	\$ 627	\$ 8	1.29%
Additional remodel	each 300 sf	\$ 242	\$ 245	\$ 3	1.24%
Re-roof					
Residential		\$ 211	\$ 214	\$ 3	1.42%
Multi-Family Dwelling	up to 500 sf	\$ 325	\$ 329	\$ 4	1.23%
Commercial	up to 500 sf	\$ 325	\$ 329	\$ 4	1.23%
Siding & Stucco					
Siding & Stucco Applications	up to 400 sf	\$ 237	\$ 237		
Additional siding or stucco	over 400 sf	\$ 128	\$ 130	\$ 2	1.56%
Signs					
Directional	each	\$ 294	\$ 298	\$ 4	1.36%
Ground/Roof/Projecting Signs	each	\$ 253	\$ 256	\$ 3	1.19%
Other Non-Electric Sign	each	\$ 175	\$ 177	\$ 2	1.14%
Wall/Awning, Electric	each	\$ 278	\$ 282	\$ 4	1.44%
Storage Racks					
0-8' high (up to 100 lf)	first 100 lf	\$ 191	\$ 193	\$ 2	1.05%
each additional 100 lf	each 100 lf	\$ 155	\$ 157	\$ 2	1.29%
over 8' high (up to 100 lf)	first 100 lf	\$ 230	\$ 233	\$ 3	1.30%
each additional 100 lf	each 100 lf	\$ 152	\$ 154	\$ 2	1.32%
Supplemental Inspection Fee					
First hour	each	\$ 130	\$ 130	\$ -	0.00%
Each Additional Half Hour	per hour	\$ 65	\$ 65	\$ -	0.00%
Swimming Pool/Spa					
Vinyl-lined (up to 800 sf)	each	\$ 667	\$ 676	\$ 9	1.35%
Fiberglass	each	\$ 667	\$ 676	\$ 9	1.35%
Gunite (up to 800 sf)	each	\$ 667	\$ 676	\$ 9	1.35%
Additional pool (over 800 sf)	each 100 sf	\$ 343	\$ 347	\$ 4	1.17%
Commercial pool (up to 800 sf)	each	\$ 732	\$ 742	\$ 10	1.37%
Commercial pool (over 800 sf)	each	\$ 732	\$ 742	\$ 10	1.37%
Spa or Hot Tub (Pre-fabricated)	each	\$ 318	\$ 322	\$ 4	1.26%
Window or Sliding Glass Door					
Replacement		\$ 211	\$ 214	\$ 3	1.42%
New Window (non structural) (up to 5)	each	\$ 237	\$ 240	\$ 3	1.27%



MASTER FEE SCHEDULE

Section 5: Building

Miscellaneous Building

Work Item	Unit	Current Fee Sept. 2018	Adopted July 2019	\$ Change	% Change
New window (structural shear wall/masonry) (up to 5)	each	\$ 408	\$ 413	\$ 5	1.23%
FIRE PLAN CHECK & INSPECTION					
Hood and Duct System (Commercial)	each	\$ 519	\$ 526	\$ 7	1.35%
1 & 2 Family Res. Fire Extinguish Systems (includes 13D and 13R systems)		\$ 649	\$ 657		
Spray Booth	each	\$ 649	\$ 657	\$ 8	1.23%



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Current Fee Sept. 2018	Adopted July 2019	\$ Difference	% Change
Variance		\$ 1,318	\$ 1,318	\$ -	0%
Use Permits					
Conditional Use Permit		\$ 1,501	\$ 1,501	\$ -	0%
Temporary Use Permit		\$ 385	\$ 385	\$ -	0%
Exceptions (Historic Residential District)		\$ 385	\$ 390	\$ 5	1%
Home Day Care		\$ 385	\$ 390	\$ 5	1%
Site Plan / Architectural Review					
0-1 Acre		\$ 3,303	\$ 3,303	\$ -	0%
1-10 Acres		\$ 5,007	\$ 5,007	\$ -	0%
10+ Acres (Minimum Deposit Required)		\$ 10,000	\$ 10,000	\$ -	0%
Site Plan / Architectural Review (Non-Residential)					
0-1 Acre	Up to	\$ 3,303	\$ 3,303	\$ -	0%
1-10 Acres		\$ 5,007	\$ 5,007	\$ -	0%
10+ Acres (Minimum Deposit Required)		\$ 10,000	\$ 10,000	\$ -	0%
Tentative Parcel Map (0-4 Lots)		\$ 1,098	\$ 1,098	\$ -	0%
Lot Line Adjustments / Merger Processing		\$ 411	\$ 411	\$ -	0%
Tentative Subdivision Map					
5-100 Units	Up to	\$ 6,108	\$ 6,108	\$ -	0%
100+ Units (Minimum Deposit Required)		\$ 10,000	\$ 10,000	\$ -	0%
Condo Map		\$ 4,404	\$ 4,404	\$ -	0%
Tentative Map Extension		\$ 666	\$ 666	\$ -	0%
Planned Unit Development					
0-5 Acres		\$ 5,306	\$ 6,678	\$ 1,372	\$ 0
5+ Acres (Minimum Deposit Required)		\$ 8,000	\$ 10,000	\$ 2,000	\$ 0
Annexations		\$ 4,597	\$ 4,597	\$ -	\$ -
Final Parcel Map		\$ 495	\$ 495	\$ -	\$ -
Final Subdivision Map		\$ 495	\$ 495	\$ -	\$ -
Appeals Planning Comm/City Council		\$ 411	\$ 416	\$ 5	\$ 0
Rezoning/Prezoning					
0-10 Acres		\$ 4,339	\$ 4,339	\$ -	\$ -
10+ Acres (Minimum Deposit Required)		\$ 8,000	\$ 10,000	\$ 2,000	\$ 0
General Plan Amendment					
0-10 Acres		\$ 4,339	\$ 4,339	\$ -	\$ -
10+ Acres (Minimum Deposit Required)		\$ 8,000	\$ 10,000	\$ 2,000	\$ 0
Specific Plan Amendment					
0-10 Acres		\$ 4,339	\$ 4,339	\$ -	\$ -
10+ Acres (Minimum Deposit Required)		\$ 8,000	\$ 10,000	\$ 2,000	\$ 0
Custom Homes		\$ 853	\$ 853	\$ -	\$ -
Demolition Permit (Historic District Resource Assessment)		\$ 346	\$ 346	\$ -	\$ -



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Current Fee Sept. 2018	Adopted July 2019	\$ Difference	% Change
Ordinance Amendment-Text or other		\$ 3,357	\$ 3,357	\$ -	\$ -
Design Review		\$ 267	\$ 267	\$ -	\$ -
Planning & Zoning Insp. -Letter of Compliance		\$ 134	\$ 134	\$ -	\$ -
Work of - Professional Staff - Director, per hour		\$ 177	\$ 177	\$ -	\$ -
Work of - Professional Staff - Senior Planner, per hour		\$ 138	\$ 138	\$ -	\$ -
Work of - Professional Staff - Assistant Planner Staff, per hour		\$ 109	\$ 109	\$ -	\$ -
Public Hearing Notice		\$ 212	\$ 212	\$ -	\$ -
Water Efficient Landscaping Ordinance Compliance		\$ 63	\$ 63	\$ -	\$ -
Deposits applied toward Actual Costs of Staff, Attorneys, Consultants					
Development Agreement - Minimum Deposit Required		\$ 20,000	\$ 20,000	\$ -	\$ -
Environmental Impact Report (EIR), Minimum Deposit Required		\$ 20,000	\$ 20,000	\$ -	\$ -
Categorical Exemption		\$ 250	\$ 250	\$ -	\$ -
Initial Study / Environmental Determination at Actual Cost, Min. Deposit Required		\$ 12,000	\$ 12,000	\$ -	\$ -
Mitigation Monitoring Program, at Actual Cost - Minimum Deposit		\$ 5,000	\$ 5,000	\$ -	\$ -
Annexation into Community Facilities District #2, Min. Deposit		\$ 10,000	\$ 10,000	\$ -	\$ -



MASTER FEE SCHEDULE
Section 7: Business Tax License

Fee Description	1992 Fee	1993 % Increase 6.50%	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⁾	\$5.00	\$0.33	\$5.30
Amusement/Vending Machines, per Gross Receipts schedule, except for:			
Billiard and Pool Rooms - for first table ⁽¹⁾	\$30.00	\$1.95	\$31.90
Each additional table	\$15.00	\$0.98	\$15.90
Circus, per Day	\$200.00	\$13.00	\$213.00
Carnivals, per Day	\$200.00	\$13.00	\$213.00
Night Clubs, per year ⁽¹⁾	\$500.00	\$32.50	\$532.50
Dance Halls, per year ⁽¹⁾	\$500.00	\$32.50	\$532.50
Mechanical Amusement, per year per machine (music mechanical or video devices)			\$21.30
Ambulance Service - per ambulance, per year	\$50.00	\$3.25	\$53.20
Auctioneer	\$50.00	\$3.25	\$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	\$250.00	\$16.25	\$266.20
Principal Solicitor without a regular place of business in the City (and must post bond)	\$50.00	\$3.25	\$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	\$50.00	\$3.25	\$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 7/1/2018	Effective 7/1/2019
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 7/1/2018	Effective 7/1/2019
Single-Family Homes - 3/4" meter	\$5,927.00	\$6,075.00
Other Customer Classes - 3/4" meter	\$5,927.00	\$6,075.00
- 1" meter	\$9,964.00	\$10,213.00
- 1 1/2" meter	\$19,867.00	\$20,364.00
- 2" meter	\$31,801.00	\$32,596.00
- 3" meter	\$59,662.00	\$61,154.00
- 4" meter	\$99,461.00	\$101,948.00
- 6" meter	\$198,860.00	\$203,832.00
WATER METER - SET FEES		
	Effective 7/1/2018	Effective 7/1/2019
3/4 " Single-Family Residence	\$450.00	\$368.00
3/4 "	\$450.00	\$368.00
1 "	\$491.00	\$407.00
1 1/2 "	\$779.00	\$896.00
2 "	\$1,075.00	\$1,080.00
3"	\$2,019.00	\$2,061.00
4"	\$2,474.00	\$3,547.00
6"	\$5,519.00	\$5,635.00
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 7/1/2018	Effective 7/1/2019

WATER BI-MONTHLY SERVICE CHARGES	Effective 7/1/2018	Effective 7/1/2019
Single-Family Customers	\$52.53	\$55.15
3/4" Meter	\$52.53	\$55.15
1" Meter.	\$83.38	\$87.55
1 1/2" Meter	\$103.96	\$109.15
2" Meter	\$206.80	\$217.14
3" Meter	\$309.65	\$325.13
4" Meter	\$412.50	\$433.12
6" Meter	\$1,029.58	\$1,081.06

RESIDENTIAL COMMODITY RATES	Effective 7/1/2018	Effective 7/1/2019
0 to 13 CCF	\$2.37	\$2.49
14 to 32 CCF	\$2.37	\$2.49
33 to 48 CCF	\$2.37	\$2.49
49+ CCF	\$2.37	\$2.49

NON-RESIDENTIAL COMMODITY RATE		
All water usage above minimum	\$2.37	\$2.49



MASTER FEE SCHEDULE

Section 9: FSSD SEWER CONNECTION FEES

Effective 7/1/19

(As Established by Fairfield-Suisun Sewer District Resolution)

Fee Description	Current Fee
SEWER CONNECTION FEES	
Single-Family Dwelling	\$6,281.00
Multi-Family Dwelling-First Unit	\$6,281.00
Multi-Family Dwelling: Each Additional Unit in Same Building	\$3,768.60
Trailer Court, Mobile Home Park, Hotel, Auto Court, Motel,	
Rooming House: First Unit	\$6,281.00
Each Additional Unit	\$3,140.50



MASTER FEE SCHEDULE

Section 10: MISCELLANEOUS

Fee Description	Current Fee Sept. 2018	Adopted July 2019		
			\$ Change	% Change
MISCELLANEOUS FEES				
Copies of City Records				
Copies/pdfs Limited by Statute (per page)	\$ 0.10	\$ 0.10	\$ -	0%
Document Search (per hour)	\$ 65	\$ 67	\$ 2	3%
City Council Agenda Subscription (Annual)	\$ 129	\$ 133	\$ 4	3%
Large-Scale Prints or Copies (36-inch plans)				
Full Color first page	\$ 13	\$ 13	\$ -	100%
Full Color per additional page	\$ 6	\$ 6	\$ -	100%
Black & White or Single Spot Color first page	\$ 12	\$ 12	\$ -	100%
Black & White or Single Spot Color per additional page	\$ 5	\$ 5	\$ -	100%
Document Archiving / Technology				
Up to 8.5" x 14" per sheet	\$ 0	\$ 0.25	\$ -	100%
Larger than 8.5" x 14" per sheet	\$ 2	\$ 1.50	\$ -	100%
Returned Checks	\$ 29	\$ 30	\$ 1	3%
Check Reissue (requires stop payment request)	\$ 55	\$ 57	\$ 2	4%
Express Check Request	\$ 29	\$ 30	\$ 1	3%
Suisun-Solano Water Authority Right-of-Way Lease	\$ 350,628	\$ 350,628	\$ -	0%



MASTER FEE SCHEDULE

Section 11: DEVELOPMENT IMPACT FEES

Current

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/Industrial (per 1,000 square feet or portion thereof)	\$ 1,678	\$ 148	\$ 1,219	\$ -	\$ 600
Hotel/Motel (per room)	\$ 222	\$ 20	\$ 622	\$ -	\$ 306

2018

CCCI 3.5%

Fee Description	Fire Facilities & Equipment	Municipal Facilities & Equipment	OSSIP	Park Improvement	Police Facilities & Equipment
Single Family (per unit)	\$ 779	\$ 84	\$ 2,611	\$ 7,209	\$ 698
Multi-Family (per unit)	\$ 646	\$ 69	\$ 1,995	\$ 5,971	\$ 578
	\$ -	\$ -	\$ -	\$ -	\$ -
Industrial (per 1,000 square feet or portion thereof)	\$ 1,207	\$ 107	\$ 797	\$ -	\$ 392
Retail/Restaurant (per 1,000 square feet or portion thereof)	\$ 1,045	\$ 92	\$ 3,002	\$ -	\$ 1,635
Office/Industrial (per 1,000 square feet or portion thereof)	\$ 1,737	\$ 153	\$ 1,262	\$ -	\$ 621
Hotel/Motel (per room)	\$ 230	\$ 21	\$ 644	\$ -	\$ 317

2019

CCCI 1.3%

Fee Description	Fire Facilities & Equipment	Municipal Facilities & Equipment	OSSIP	Park Improvement	Police Facilities & Equipment
Single Family (per unit)	\$ 789	\$ 85	\$ 2,645	\$ 7,302	\$ 707
Multi-Family (per unit)	\$ 654	\$ 70	\$ 2,021	\$ 6,049	\$ 585
	\$ -	\$ -	\$ -	\$ -	\$ -
Industrial (per 1,000 square feet or portion thereof)	\$ 1,222	\$ 108	\$ 807	\$ -	\$ 397
Retail/Restaurant (per 1,000 square feet or portion thereof)	\$ 1,059	\$ 93	\$ 3,041	\$ -	\$ 1,657
Office/Industrial (per 1,000 square feet or portion thereof)	\$ 1,759	\$ 155	\$ 1,278	\$ -	\$ 629
Hotel/Motel (per room)	\$ 233	\$ 21	\$ 652	\$ -	\$ 321

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RESOLUTION NO. 2019 - ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
APPROVING AN ANNUAL UPDATE OF THE MASTER FEE SCHEDULE**

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

WHEREAS, in 2016, the City retained Matrix Consulting Group, under appropriate competitive bidding procedures, to conduct the Cost of Services (User Fee) Study that identifies the full cost of services and products provided to the public, which study the City Council considered and approved on July 26, 2016; and

WHEREAS, the City Council directed staff to prepare a comprehensive update of the Master Fee Schedule utilizing the findings of the study, and that update was adopted on September 6, 2018; and

WHEREAS, the study recommended incremental annual increases in user fees utilizing a published economic factor and/or the City’s own labor costs; and

WHEREAS, the City Council has duly noticed, called and held a Public Hearing on the proposed annual update to the Master Fee Schedule, including the Development Impact Fees.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City hereby amends and updates the Master Fee Schedule as reflected in Exhibit A hereto to become effective sixty (60) days after adoption, as provided in California Government Code section 66000 *et seq.*; and

FURTHER RESOLVES that Staff may update fees listed on the Master Fee Schedule that are set by statute from time-to-time to reflect changes to those fees due to amendment of the underlying statute over which the City has no jurisdiction or control.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 2nd day of July 2019, by the following vote:

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

WITNESS my hand and the seal of said City this 2nd day of July 2019.

Donna Pock, CMC
Deputy Clerk

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MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Adopted July 2019
PUBLIC SAFETY	
Report Photocopies	\$ 0.10
Incident Printout, per page	\$ 0.10
Videotapes	\$ 41
Video Tapes - each additional	\$ 22
Audio Tapes	\$ 41
Audio Tapes - each additional	\$ 22
Public Nuisance Abatement Posting/Mailing Fee	\$ 58
POLICE DEPARTMENT	
Abandoned Shopping Cart: Fine	\$ -
Abandoned Shopping Cart: Administrative Fee	\$ 55
Abandoned Shopping Cart: Storage Fee Per Day	\$ 6
Alarm Registration Fee	\$ 37
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	\$ 32
Live Scan Fingerprint (+ DOJ fee)	\$ 54
Criminal History Local Review	\$ 41
Firearms Retail Sales Permit	\$ 103
Taxi Permits	\$ 77
Alcohol Beverage Control Letter Per Request	\$ 27
Solicitor Permit	\$ 107

Adopted by Resolution No. 2019-
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description	Adopted July 2019
PUBLIC SAFETY	
Secondhand Dealer Permit - New	\$ 362
Secondhand Dealer Permit - Renewal	\$ 362
Clearance Letter (VISA application)	\$ 31
Tow Releases Fee	\$ 143
Tow Releases Fee 22651 H&P and DUI 23109	\$ 239
Repossession Fee	\$ 15
Civil Subpoena (Deposit)	\$ 293
VIN Verification	\$ 24
Dangerous Animal Hearing	\$ 174
Firearms Storage Fee (per case)	\$ 63
Firearms Storage Fee (per day)	\$ 6
Administrative Citation Late Fine	\$ 41
Vehicle/Equipment Violation Clearance Signoff	\$ 24
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
22500(f) On a sidewalk	\$ 60

Adopted by Resolution No. 2019-__
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description		Adopted July 2019
PUBLIC SAFETY		
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 71/2 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
10.08.010.1 SCO	Red curb (city streets only)	\$ 60
10.08.010.2 SCO	White curb (city streets only)	\$ 60

Adopted by Resolution No. 2019-
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 1: Public Safety/Police

Fee Description		Adopted July 2019
PUBLIC SAFETY		
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)	\$ 64
With Proof of Corrections	(violations pursuant to 40610(b) CVC)	\$ 64
Delinquent Fee		\$ -

Adopted by Resolution No. 2019-__
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 2: Fire

Fee Description	Adopted July 2019
FIRE DEPARTMENT	
Incident Printout, per page	\$ 0.10
Fireworks	
SCC Section 8.04.030 Public Display Application Fee	\$ 50
SCC Section 8.04.030 Public Display Permit Fee, Plus:	\$ 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, Plus:	\$ 85
Actual costs for Services, Inspections & Standby for SCFD, SCPD, B&PW.	
Asphalt Kettle/Per Co. Anly	\$ 64
Candles (in assembly occ)	\$ 64
<i>For services listed below, actual rate will be as listed on current California Fire Assistance Agreement for the California Fire Service and Rescue Emergency Mutual Aid System by type of personnel and apparatus/equipment required.</i>	
Hazardous Materials Emergency	
Other Agency Response Additional Equipment & Manpower	
Standby Response of Equipment & Manpower	
Minimum charge	2 hours
Administrative fee	14.6%



MASTER FEE SCHEDULE

Section 3: Public Works Engineering

Fee Description	Adopted July 2019
PUBLIC WORKS (Plan & Review)	
Encroachment Permit Application Fee, per Hour **	\$ 108
Site Inspection (Minimum 3 inspections)	\$ 306
Flood Zone Certification Letter	\$ 28
Block Party Permit	\$ 54
Hourly Rate	\$ 143



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted July 2019
SENIOR CENTER	
Large Room 2000 sq.ft. (40 x 50)	
Rate per hour, (3 hour minimum)	\$97
Deposit	\$400
Kitchen Fee , per hour (3 hour minimum)	\$32
Small Room , 750 sq.ft. (34 x 22) No Kitchen	
Rate per hour, (3 hour minimum)	\$58
Deposit	\$200
Both Rooms	
Rate per hour, (3 hour minimum)	\$116
Deposit	\$400
CITY HALL COUNCIL CHAMBERS / ROTUNDA	
Rate per hour, (3 hour minimum)	\$119
Deposit (No Kitchen)	\$300
COURTYARD AT HARBOR SQUARE	
Rate per hour, (2 hour minimum) [Includes use of Courtyard Restrooms]	\$116
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)	\$92
Deposit	\$200
TRAIN DEPOT PLAZA	
Rate per hour, 2 hour minimum	\$69
Deposit	\$200
PARK USE FEES (ANY PARK NOT LISTED SPECIFICALLY)	
Rate per hour, (2 hour minimum)	\$39
Deposit	\$100
Reserved Organized Sports Use Rate per hour (4-hour maximum) + \$200 Deposit	\$39
Reserved Picnic Facility Rate per hour (4-hour maximum) + \$100 Deposit	\$75
SPORTS FIELD - RENTAL	
Other than tournament - field only - 2 hours only	\$30
Other than tournament - field - with lights - 2 hours only	\$55
SPORTS COURT - RENTAL (PER HOUR)	
McCoy Creek Sand Volleyball Court	\$10
Lawler Ranch Basketball Court	\$10
Patriot Park Basketball Court	\$10
Geopp Park Basketball Court	\$10
Heritage Park Basketball Court	\$10
HERITAGE PARK	
Sports Field No Lights, per hour (4-hour maximum) + \$200 Deposit	\$27
Sports Field With Lights, per hour (4-hour maximum) + \$200 Deposit	\$47
Heritage Park Restrooms, per day + 100 Deposit	\$30
LAMBRECHT SPORTS COMPLEX	
Sports Field No Lights, per hour (4-hour maximum) + \$200 Deposit	\$33
Sports Field With Lights, per hour (4-hour maximum) + \$200 Deposit	\$53
Tournament-Per Field, Per Day + \$400 Deposit	\$215
Tournament- for 2 hours only (bases included)	\$65

Adopted by Resolution No. 2019-____
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted July 2019
Site Attendant Required/Per Hour	\$25
Prep per field, per prep - required every 4 games	\$30
Light Use Fee -Per Field/Per Hour	\$0
Scoreboard Use	\$25
Club House, per hour (4-hour maximum) + \$200 Deposit	\$50
MARINA	
Overnight Guest Berthing, per night (72 hour limit), per foot-length of vessel	\$0.90 per ft.
<i>Commercial Use of Marina, Docks, and Boat Launch (other than as provided in separate agreement with City, or when the business is renting a slip and paying business license tax in lieu of this fee.)</i>	<i>10% of Gross Receipts</i>
<i>Commercial Use of Marina, Docks, and Boat Launch when a business is renting a slip.</i>	<i>No additional fee</i>
<i>Commercial Use of Marina, Docks, and Boat Launch as provided in a separate agreement.</i>	<i>See agreement.</i>
BOAT LAUNCH	
Parking fee, per 24 hours	\$5
Parking fee, annual pass	\$94
Parking fee, monthly pass	\$53
MONTHLY SLIP RENTAL RATES	
SLIP SIZE	Per Ft
28 feet	\$6.40
34 feet	\$6.40
40 feet	\$6.40
46 feet	\$6.40
50 feet	\$6.40
JOE NELSON COMMUNITY CENTER	
BANQUET ROOM WITHOUT KITCHEN	
Weekday Rates Class A (non-profit) - per hour	\$125
Weekday Rates Class B (private & for-profit) - per hour	\$140
Weekend Rates - per hour	\$160
Deposit	\$400
BANQUET ROOM WITH KITCHEN	
Weekday Rates Class A (non-profit) - per hour	\$135
Weekday Rates Class B (private & for-profit) - per hour	\$150
Weekend Rates - per hour	\$195
Deposit	\$400
MEETING ROOM A	
Weekday Rates Class A (non-profit) - per hour	\$43
Weekday Rates Class B (private & for-profit) - per hour	\$66
Weekend Rates - per hour	\$87
Deposit	\$200
MEETING ROOM B	
Weekday Rates Class A (non-profit) - per hour	\$48
Weekday Rates Class B (private & for-profit) - per hour	\$71
Weekend Rates - per hour	\$93
Deposit	\$200
MEETING ROOM C	
Weekday Rates Class A (non-profit) - per hour	\$39
Weekday Rates Class B (private & for-profit) - per hour	\$59
Weekend Rates - per hour	\$74

Adopted by Resolution No. 2019-____
Effective September 2, 2019



MASTER FEE SCHEDULE

Section 4: Recreation & Community Services

Fee Description	Adopted July 2019
Deposit	\$200
MEETING ROOMS - MULTIPLE	
Weekend Multi-room Rate, any 2 rooms	\$121
Weekend Multi-room Rate, any 3 rooms	\$144
Deposit	\$400
CLASSROOM 1	
Weekday Rates Class A (non-profit) - per hour	\$32
Weekday Rates Class B (private & for-profit) - per hour	\$53
Weekend Rates - per hour	\$84
Deposit	\$200
KITCHEN (WITH MEETING ROOM) RENT	
Weekday Rates Class A (non-profit) - per hour	\$42
Weekday Rates Class B (private & for-profit) - per hour	\$48
Charge to add additional tables	\$25
KITCHEN (WITHOUT MEETING ROOM) RENT	
Normal Business Hours - per hour	\$53
Non-Business Hours (2 Hour Minimum) - per hour	\$84
Deposit	\$200
ADMINISTRATION & MISCELLANEOUS	
Staff cost hourly rate	\$25



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	\$2,438	\$9,0269	\$2,032	\$7,5224	\$1,626	\$6,0179
	- Theater, Concert Hall	7,500	\$2,980	\$9,6354	\$2,483	\$8,0295	\$1,987	\$6,4236
	-	15,000	\$3,703	\$12,6452	\$3,086	\$10,5377	\$2,468	\$8,4301
	-	30,000	\$5,599	\$7,3528	\$4,666	\$6,1273	\$3,733	\$4,9019
	-	75,000	\$8,908	\$5,5348	\$7,424	\$4,6123	\$5,939	\$3,6899
-	150,000	\$13,059	\$8,7062	\$10,883	\$7,2552	\$8,706	\$5,8041	
A-2	Assembly—Food & Drink	1,000	\$3,355	\$18,6459	\$2,796	\$15,5382	\$2,237	\$12,4306
	- Restaurant, Night Club, Bar	5,000	\$4,101	\$19,8768	\$3,418	\$16,5640	\$2,734	\$13,2512
	-	10,000	\$5,095	\$26,1035	\$4,246	\$21,7529	\$3,397	\$17,4023
	-	20,000	\$7,705	\$15,1955	\$6,421	\$12,6629	\$5,137	\$10,1303
	-	50,000	\$12,264	\$11,4383	\$10,220	\$9,5319	\$8,176	\$7,6255
-	100,000	\$17,983	\$17,9831	\$14,986	\$14,9859	\$11,989	\$11,9887	
A-3	Assembly—Worship, Amusement	1,200	\$3,627	\$16,7900	\$3,023	\$13,9917	\$2,418	\$11,1933
	- Arcade, Church, Community Hall	6,000	\$4,433	\$17,9225	\$3,694	\$14,9354	\$2,955	\$11,9483
	-	12,000	\$5,509	\$23,5128	\$4,590	\$19,5940	\$3,672	\$15,6752
	-	24,000	\$8,330	\$13,6754	\$6,942	\$11,3962	\$5,553	\$9,1169
	-	60,000	\$13,253	\$10,3020	\$11,044	\$8,5850	\$8,835	\$6,8680
-	120,000	\$19,434	\$16,1954	\$16,195	\$13,4961	\$12,956	\$10,7969	
A-4	Assembly—Indoor Sport Viewing	500	\$2,297	\$25,5308	\$1,914	\$21,2757	\$1,532	\$17,0205
	- Arena, Skating Rink, Tennis Court	2,500	\$2,808	\$27,2336	\$2,340	\$22,6947	\$1,872	\$18,1558
	-	5,000	\$3,489	\$35,7419	\$2,907	\$29,7849	\$2,326	\$23,8279
	-	10,000	\$5,276	\$20,8020	\$4,397	\$17,3350	\$3,517	\$13,8680
	-	25,000	\$8,396	\$15,6469	\$6,997	\$13,0391	\$5,597	\$10,4313
-	50,000	\$12,308	\$24,6157	\$10,257	\$20,5131	\$8,205	\$16,4105	
A-5	Assembly—Outdoor Activities	1,500	\$2,509	\$9,2983	\$2,091	\$7,7486	\$1,673	\$6,1989
	- Amusement Park, Bleacher, Stadium	7,500	\$3,067	\$9,8930	\$2,556	\$8,2441	\$2,044	\$6,5953
	-	15,000	\$3,809	\$13,0290	\$3,174	\$10,8575	\$2,539	\$8,6860
	-	30,000	\$5,763	\$7,5700	\$4,803	\$6,3083	\$3,842	\$5,0466
	-	75,000	\$9,170	\$5,7116	\$7,641	\$4,7596	\$6,113	\$3,8077
-	150,000	\$13,453	\$8,9688	\$11,211	\$7,4740	\$8,969	\$5,9792	
A	A Occupancy Tenant Improvements	1,000	\$2,267	\$12,5972	\$1,889	\$10,4977	\$1,511	\$8,3982
	-	5,000	\$2,771	\$13,4229	\$2,309	\$11,1858	\$1,847	\$8,9486
	-	10,000	\$3,442	\$17,6346	\$2,868	\$14,6955	\$2,295	\$11,7564
	-	20,000	\$5,206	\$10,2717	\$4,338	\$8,5598	\$3,470	\$6,8478
	-	50,000	\$8,287	\$7,7265	\$6,906	\$6,4388	\$5,525	\$5,1510
-	100,000	\$12,150	\$12,1503	\$10,125	\$10,1253	\$8,100	\$8,1002	
B	Business—Animal Hospital	500	\$3,083	\$34,2504	\$2,569	\$28,5420	\$2,055	\$22,8336
	-	2,500	\$3,768	\$36,5570	\$3,140	\$30,4641	\$2,512	\$24,3713
	-	5,000	\$4,682	\$47,9498	\$3,902	\$39,9581	\$3,121	\$31,9665
	-	10,000	\$7,080	\$27,9215	\$5,900	\$23,2679	\$4,720	\$18,6143
	-	25,000	\$11,268	\$21,0131	\$9,390	\$17,5109	\$7,512	\$14,0087
-	50,000	\$16,521	\$33,0422	\$13,768	\$27,5351	\$11,014	\$22,0281	
B	Business—Bank	400	\$3,174	\$44,0903	\$2,645	\$36,7419	\$2,116	\$29,3935
	-	2,000	\$3,879	\$47,0105	\$3,233	\$39,1754	\$2,586	\$31,3403
	-	4,000	\$4,820	\$61,7060	\$4,016	\$51,4216	\$3,213	\$41,1373
	-	8,000	\$7,288	\$35,9257	\$6,073	\$29,9381	\$4,859	\$23,9505
	-	20,000	\$11,599	\$27,0276	\$9,666	\$22,5230	\$7,733	\$18,0184
-	40,000	\$17,004	\$42,5109	\$14,170	\$35,4258	\$11,336	\$28,3406	
B	Business—Barber Shop/Beauty Shop	200	\$3,083	\$85,6505	\$2,569	\$71,3754	\$2,055	\$57,1004
	-	1,000	\$3,768	\$91,3545	\$3,140	\$76,1287	\$2,512	\$60,9030
	-	2,000	\$4,682	\$119,8971	\$3,902	\$99,9143	\$3,121	\$79,9314
	-	4,000	\$7,080	\$69,7860	\$5,900	\$58,1550	\$4,720	\$46,5240
	-	10,000	\$11,267	\$52,5251	\$9,389	\$43,7709	\$7,511	\$35,0167
-	20,000	\$16,520	\$82,5978	\$13,766	\$68,8315	\$11,013	\$55,0652	
B	Business—Car Wash	800	\$2,370	\$16,4650	\$1,975	\$13,7209	\$1,580	\$10,9767
	-	4,000	\$2,897	\$17,5376	\$2,414	\$14,6147	\$1,931	\$11,6918
	-	8,000	\$3,598	\$23,0401	\$2,998	\$19,2001	\$2,399	\$15,3601
	-	16,000	\$5,441	\$13,4047	\$4,534	\$11,1706	\$3,628	\$8,9365
	-	40,000	\$8,659	\$10,1081	\$7,215	\$8,4234	\$5,772	\$6,7387
-	80,000	\$12,702	\$15,8772	\$10,585	\$13,2310	\$8,468	\$10,5848	
B	Business—Clinic, Outpatient	500	\$3,295	\$36,6024	\$2,746	\$30,5020	\$2,197	\$24,4016
	-	2,500	\$4,027	\$39,0567	\$3,356	\$32,5473	\$2,685	\$26,0378
	-	5,000	\$5,003	\$51,2525	\$4,169	\$42,7104	\$3,336	\$34,1683



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	\$7,566	\$29.8304	\$6,305	\$24.8586	\$5,044	\$19.8869
-	-	25,000	\$12,040	\$22.4675	\$10,034	\$18.7229	\$8,027	\$14.9783
-	-	50,000	\$17,657	\$35.3147	\$14,714	\$29.4289	\$11,772	\$23.5431
B	Business—Dry Cleaning	200	\$2,751	\$76.4052	\$2,292	\$63.6710	\$1,834	\$50.9368
-	-	1,000	\$3,362	\$81.4919	\$2,802	\$67.9099	\$2,241	\$54.3279
-	-	2,000	\$4,177	\$106.9742	\$3,481	\$89.1451	\$2,785	\$71.3161
-	-	4,000	\$6,316	\$62.2615	\$5,264	\$51.8845	\$4,211	\$41.5076
-	-	10,000	\$10,052	\$46.8590	\$8,377	\$39.0491	\$6,701	\$31.2393
-	-	20,000	\$14,738	\$73.6896	\$12,282	\$61.4080	\$9,825	\$49.1264
B	Business—Laboratory	500	\$2,418	\$26.8640	\$2,015	\$22.3867	\$1,612	\$17.9093
-	-	2,500	\$2,955	\$28.6759	\$2,463	\$23.8966	\$1,970	\$19.1173
-	-	5,000	\$3,672	\$37.6205	\$3,060	\$31.3504	\$2,448	\$25.0803
-	-	10,000	\$5,553	\$21.8806	\$4,628	\$18.2339	\$3,702	\$14.5871
-	-	25,000	\$8,835	\$16.4832	\$7,363	\$13.7360	\$5,890	\$10.9888
-	-	50,000	\$12,956	\$25.9126	\$10,797	\$21.5938	\$8,638	\$17.2750
B	Business—Motor Vehicle Showroom	500	\$2,720	\$30.2280	\$2,267	\$25.1900	\$1,814	\$20.1520
-	-	2,500	\$3,325	\$32.2544	\$2,771	\$26.8786	\$2,217	\$21.5029
-	-	5,000	\$4,131	\$42.2988	\$3,443	\$35.2490	\$2,754	\$28.1992
-	-	10,000	\$6,246	\$24.6390	\$5,205	\$20.5325	\$4,164	\$16.4260
-	-	25,000	\$9,942	\$18.5285	\$8,285	\$15.4404	\$6,628	\$12.3523
-	-	50,000	\$14,574	\$29.1486	\$12,145	\$24.2905	\$9,716	\$19.4324
B	Business—Professional Office	1,000	\$3,718	\$20.6570	\$3,098	\$17.2142	\$2,479	\$13.7714
-	-	5,000	\$4,544	\$22.0433	\$3,787	\$18.3694	\$3,029	\$14.6955
-	-	10,000	\$5,646	\$28.9214	\$4,705	\$24.1011	\$3,764	\$19.2809
-	-	20,000	\$8,539	\$16.8367	\$7,115	\$14.0306	\$5,692	\$11.2245
-	-	50,000	\$13,590	\$12.6654	\$11,325	\$10.5545	\$9,060	\$8.4436
-	-	100,000	\$19,922	\$19.9223	\$16,602	\$16.6019	\$13,282	\$13.2815
B	Business—High Rise Office	20,000	\$8,403	\$6.0726	\$7,003	\$5.0605	\$5,602	\$4.0484
-	-	100,000	\$13,261	\$6.8175	\$11,051	\$5.6813	\$8,841	\$4.5450
-	-	200,000	\$20,079	\$2.3230	\$16,732	\$1.9358	\$13,386	\$1.5487
-	-	400,000	\$24,725	\$2.2254	\$20,604	\$1.8545	\$16,483	\$1.4836
-	-	1,000,000	\$38,077	\$1.5251	\$31,731	\$1.2709	\$25,385	\$1.0167
-	-	2,000,000	\$53,328	\$2.6664	\$44,440	\$2.2220	\$35,552	\$1.7776
B	B Occupancy Tenant Improvements	1,000	\$3,234	\$17.9755	\$2,695	\$14.9796	\$2,156	\$11.9837
-	-	5,000	\$3,953	\$19.1648	\$3,294	\$15.9706	\$2,636	\$12.7765
-	-	10,000	\$4,912	\$25.1490	\$4,093	\$20.9575	\$3,274	\$16.7660
-	-	20,000	\$7,427	\$14.6349	\$6,189	\$12.1958	\$4,951	\$9.7566
-	-	50,000	\$11,817	\$11.0292	\$9,848	\$9.1910	\$7,878	\$7.3528
-	-	100,000	\$17,332	\$17.3316	\$14,443	\$14.4430	\$11,554	\$11.5544
E	Educational—Group Occupancy	1,000	\$3,899	\$21.6721	\$3,249	\$18.0601	\$2,600	\$14.4481
-	6+ persons, up to the 12th Grade	5,000	\$4,766	\$23.0886	\$3,972	\$19.2405	\$3,177	\$15.3924
-	-	10,000	\$5,921	\$30.3303	\$4,934	\$25.2753	\$3,947	\$20.2202
-	-	20,000	\$8,954	\$17.6498	\$7,461	\$14.7081	\$5,969	\$11.7665
-	-	50,000	\$14,249	\$13.2866	\$11,874	\$11.0721	\$9,499	\$8.8577
-	-	100,000	\$20,892	\$20.8919	\$17,410	\$17.4099	\$13,928	\$13.9279
E	Educational—Day Care	500	\$2,720	\$30.2280	\$2,267	\$25.1900	\$1,814	\$20.1520
-	5+ children, older than 2 1/2 yrs	2,500	\$3,325	\$32.2544	\$2,771	\$26.8786	\$2,217	\$21.5029
-	-	5,000	\$4,131	\$42.2988	\$3,443	\$35.2490	\$2,754	\$28.1992
-	-	10,000	\$6,246	\$24.6390	\$5,205	\$20.5325	\$4,164	\$16.4260
-	-	25,000	\$9,942	\$18.5285	\$8,285	\$15.4404	\$6,628	\$12.3523
-	-	50,000	\$14,574	\$29.1486	\$12,145	\$24.2905	\$9,716	\$19.4324
E	E Occupancy Tenant Improvements	1,000	\$2,962	\$16.4643	\$2,469	\$13.7202	\$1,975	\$10.9762
-	-	5,000	\$3,621	\$17.5437	\$3,017	\$14.6198	\$2,414	\$11.6958
-	-	10,000	\$4,498	\$23.0432	\$3,748	\$19.2026	\$2,999	\$15.3621
-	-	20,000	\$6,802	\$13.4078	\$5,669	\$11.1731	\$4,535	\$8.9385
-	-	50,000	\$10,825	\$10.1051	\$9,021	\$8.4209	\$7,216	\$6.7367
-	-	100,000	\$15,877	\$15.8772	\$13,231	\$13.2310	\$10,585	\$10.5848
F-1	Factory Industrial—Moderate Hazard	4,000	\$3,305	\$11.9321	\$2,754	\$9.9435	\$2,203	\$7.9548
-	-	20,000	\$5,214	\$13.3926	\$4,345	\$11.1605	\$3,476	\$8.9284
-	-	40,000	\$7,893	\$4.6056	\$6,577	\$3.8380	\$5,262	\$3.0704
-	-	80,000	\$9,735	\$4.3713	\$8,112	\$3.6427	\$6,490	\$2.9142
-	-	200,000	\$14,980	\$2.9815	\$12,484	\$2.4846	\$9,987	\$1.9877
-	-	400,000	\$20,943	\$5.2358	\$17,453	\$4.3632	\$13,962	\$3.4906



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 *
F-2	Factory Industrial—Low Hazard	3,000	\$4,201	\$7.7871	\$3,501	\$6.4893	\$2,801	\$5.1914
-	-	15,000	\$5,136	\$8.3022	\$4,280	\$6.9185	\$3,424	\$5.5348
-	-	30,000	\$6,381	\$10.8777	\$5,318	\$9.0648	\$4,254	\$7.2518
-	-	60,000	\$9,644	\$6.3529	\$8,037	\$5.2941	\$6,430	\$4.2353
-	-	150,000	\$15,362	\$4.7571	\$12,802	\$3.9643	\$10,241	\$3.1714
-	-	300,000	\$22,498	\$7.4993	\$18,748	\$6.2494	\$14,999	\$4.9995
F	F Occupancy Tenant Improvements	2,000	\$2,684	\$7.4599	\$2,237	\$6.2166	\$1,789	\$4.9732
-	-	10,000	\$3,281	\$7.9628	\$2,734	\$6.6357	\$2,187	\$5.3086
-	-	20,000	\$4,077	\$10.4232	\$3,398	\$8.6860	\$2,718	\$6.9488
-	-	40,000	\$6,162	\$6.0721	\$5,135	\$5.0601	\$4,108	\$4.0481
-	-	100,000	\$9,805	\$4.5692	\$8,171	\$3.8077	\$6,537	\$3.0462
-	-	200,000	\$14,374	\$7.1872	\$11,979	\$5.9893	\$9,583	\$4.7914
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$2,156	\$11.9837	\$1,797	\$9.9864	\$1,437	\$7.9891
-	-	5,000	\$2,636	\$12.7765	\$2,196	\$10.6471	\$1,757	\$8.5177
-	-	10,000	\$3,274	\$16.7660	\$2,729	\$13.9717	\$2,183	\$11.1773
-	-	20,000	\$4,951	\$9.7566	\$4,126	\$8.1305	\$3,301	\$6.5044
-	-	50,000	\$7,878	\$7.3528	\$6,565	\$6.1273	\$5,252	\$4.9019
-	-	100,000	\$11,554	\$11.5544	\$9,629	\$9.6287	\$7,703	\$7.7029
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$3,095	\$8.5931	\$2,579	\$7.1609	\$2,063	\$5.7287
-	-	10,000	\$3,783	\$9.1748	\$3,152	\$7.6457	\$2,522	\$6.1166
-	-	20,000	\$4,700	\$12.0352	\$3,917	\$10.0293	\$3,133	\$8.0234
-	-	40,000	\$7,107	\$7.0013	\$5,923	\$5.8344	\$4,738	\$4.6675
-	-	100,000	\$11,308	\$5.2722	\$9,423	\$4.3935	\$7,539	\$3.5148
-	-	200,000	\$16,580	\$8.2901	\$13,817	\$6.9084	\$11,053	\$5.5267
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$3,476	\$19.3163	\$2,897	\$16.0969	\$2,317	\$12.8775
-	-	5,000	\$4,249	\$20.5889	\$3,541	\$17.1574	\$2,833	\$13.7259
-	-	10,000	\$5,278	\$27.0276	\$4,399	\$22.5230	\$3,519	\$18.0184
-	-	20,000	\$7,981	\$15.7409	\$6,651	\$13.1174	\$5,321	\$10.4939
-	-	50,000	\$12,703	\$11.8322	\$10,586	\$9.8601	\$8,469	\$7.8881
-	-	100,000	\$18,619	\$18.6194	\$15,516	\$15.5161	\$12,413	\$12.4129
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$2,878	\$15.9893	\$2,398	\$13.3244	\$1,918	\$10.6595
-	-	5,000	\$3,517	\$17.0407	\$2,931	\$14.2006	\$2,345	\$11.3605
-	-	10,000	\$4,369	\$22.3856	\$3,641	\$18.6547	\$2,913	\$14.9238
-	-	20,000	\$6,608	\$13.0209	\$5,507	\$10.8508	\$4,405	\$6.6806
-	-	50,000	\$10,514	\$9.8051	\$8,762	\$8.1709	\$7,009	\$6.5367
-	-	100,000	\$15,417	\$15.4166	\$12,847	\$12.8472	\$10,278	\$10.2778
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$2,854	\$15.8499	\$2,378	\$13.2083	\$1,902	\$10.5666
-	-	5,000	\$3,488	\$16.9074	\$2,906	\$14.0895	\$2,325	\$11.2716
-	-	10,000	\$4,333	\$22.1917	\$3,611	\$18.4931	\$2,889	\$14.7945
-	-	20,000	\$6,552	\$12.9240	\$5,460	\$10.7700	\$4,368	\$8.6160
-	-	50,000	\$10,429	\$9.7081	\$8,691	\$8.0901	\$6,953	\$6.4721
-	-	100,000	\$15,283	\$15.2833	\$12,736	\$12.7361	\$10,189	\$10.1889
H	H Occupancy Tenant Improvements	1,000	\$1,935	\$10.7504	\$1,612	\$8.9587	\$1,290	\$7.1670
-	-	5,000	\$2,365	\$11.4655	\$1,971	\$9.5546	\$1,576	\$7.6437
-	-	10,000	\$2,938	\$15.0530	\$2,448	\$12.5442	\$1,959	\$10.0354
-	-	20,000	\$4,443	\$8.7628	\$3,703	\$7.3023	\$2,962	\$5.8418
-	-	50,000	\$7,072	\$6.5812	\$5,893	\$5.4843	\$4,715	\$4.3874
-	-	100,000	\$10,363	\$10.3626	\$8,636	\$8.6355	\$6,908	\$6.9084
I-1	Institutional—7+ persons, ambulatory	2,000	\$3,144	\$8.7294	\$2,620	\$7.2745	\$2,096	\$5.8196
-	-	10,000	\$3,842	\$9.3082	\$3,202	\$7.7568	\$2,561	\$6.2054
-	-	20,000	\$4,773	\$12.2291	\$3,977	\$10.1909	\$3,182	\$8.1527
-	-	40,000	\$7,219	\$7.1185	\$6,016	\$5.9321	\$4,812	\$4.7457
-	-	100,000	\$11,490	\$5.3570	\$9,575	\$4.4642	\$7,660	\$3.5714
-	-	200,000	\$16,847	\$8.4234	\$14,039	\$7.0195	\$11,231	\$5.6156
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$3,930	\$10.9118	\$3,275	\$9.0932	\$2,620	\$7.2745
-	-	10,000	\$4,803	\$11.6352	\$4,002	\$9.6960	\$3,202	\$7.7568
-	-	20,000	\$5,966	\$15.2864	\$4,972	\$12.7386	\$3,977	\$10.1909
-	-	40,000	\$9,023	\$8.8981	\$7,519	\$7.4151	\$6,016	\$5.9321
-	-	100,000	\$14,362	\$6.6963	\$11,969	\$5.5803	\$9,575	\$4.4642
-	-	200,000	\$21,059	\$10.5293	\$17,549	\$8.7744	\$14,039	\$7.0195
I-3	Institutional—6+ persons, restrained	2,000	\$3,930	\$10.9118	\$3,275	\$9.0932	\$2,620	\$7.2745
-	-	10,000	\$4,803	\$11.6352	\$4,002	\$9.6960	\$3,202	\$7.7568
-	-	20,000	\$5,966	\$15.2864	\$4,972	\$12.7386	\$3,977	\$10.1909



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 *
-	-	40,000	\$9,023	\$8.8981	\$7,519	\$7,4151	\$6,016	\$5.9321
-	-	100,000	\$14,362	\$6.6963	\$11,969	\$5,5803	\$9,575	\$4.4642
-	-	200,000	\$21,059	\$10.5293	\$17,549	\$8,7744	\$14,039	\$7.0195
I-4	Institutional—6+ persons, day care	1,000	\$3,930	\$21.8236	\$3,275	\$18.1863	\$2,620	\$14.5491
-	-	5,000	\$4,803	\$23.3007	\$4,002	\$19.4173	\$3,202	\$15.5338
-	-	10,000	\$5,968	\$30.5576	\$4,973	\$25.4646	\$3,978	\$20.3717
-	-	20,000	\$9,023	\$17.7962	\$7,519	\$14.8302	\$6,016	\$11.8641
-	-	50,000	\$14,362	\$13.3926	\$11,969	\$11.1605	\$9,575	\$8.9284
-	-	100,000	\$21,059	\$21.0585	\$17,549	\$17.5488	\$14,039	\$14.0390
I	I Occupancy Tenant Improvements	1,000	\$2,636	\$14.6410	\$2,197	\$12.2008	\$1,757	\$9.7606
-	-	5,000	\$3,221	\$15.6106	\$2,685	\$13.0088	\$2,148	\$10.4070
-	-	10,000	\$4,002	\$20.5070	\$3,335	\$17.0892	\$2,668	\$13.6714
-	-	20,000	\$6,053	\$11.9220	\$5,044	\$9.9350	\$4,035	\$7.9480
-	-	50,000	\$9,629	\$8.9809	\$8,024	\$7.4841	\$6,420	\$5.9873
-	-	100,000	\$14,120	\$14.1198	\$11,767	\$11.7665	\$9,413	\$9.4132
L	Labs (California ONLY)	2,000	\$3,192	\$8.8688	\$2,660	\$7.3907	\$2,128	\$5.9125
-	-	10,000	\$3,901	\$9.4657	\$3,251	\$7.8881	\$2,601	\$6.3105
-	-	20,000	\$4,848	\$12.4109	\$4,040	\$10.3424	\$3,232	\$8.2739
-	-	40,000	\$7,330	\$7.2154	\$6,108	\$6.0129	\$4,887	\$4.8103
-	-	100,000	\$11,659	\$5.4540	\$9,716	\$4.5450	\$7,773	\$3.6360
-	-	200,000	\$17,113	\$8.5567	\$14,261	\$7.1306	\$11,409	\$5.7045
M	Mercantile—Department & Drug Store	1,000	\$3,355	\$18.6459	\$2,796	\$15.5382	\$2,237	\$12.4306
-	-	5,000	\$4,101	\$19.8768	\$3,418	\$16.5640	\$2,734	\$13.2512
-	-	10,000	\$5,095	\$26.1035	\$4,246	\$21.7529	\$3,397	\$17.4023
-	-	20,000	\$7,705	\$15.1955	\$6,421	\$12.6629	\$5,137	\$10.1303
-	-	50,000	\$12,264	\$11.4383	\$10,220	\$9.5319	\$8,176	\$7.6255
-	-	100,000	\$17,983	\$17.9831	\$14,986	\$14.9859	\$11,989	\$11.9887
M	Mercantile—Market	2,000	\$3,748	\$10.4156	\$3,123	\$8.6797	\$2,499	\$6.9438
-	-	10,000	\$4,581	\$11.0898	\$3,818	\$9.2415	\$3,054	\$7.3932
-	-	20,000	\$5,690	\$14.5743	\$4,742	\$12.1453	\$3,794	\$9.7162
-	-	40,000	\$8,605	\$8.4840	\$7,171	\$7.0700	\$5,737	\$5.6560
-	-	100,000	\$13,696	\$6.3933	\$11,413	\$5.3278	\$9,130	\$4.2622
-	-	200,000	\$20,089	\$10.0445	\$16,741	\$8.3704	\$13,393	\$6.6963
M	Mercantile—Motor fuel-dispensing	400	\$2,690	\$37.3713	\$2,242	\$31.1427	\$1,793	\$24.9142
-	-	2,000	\$3,288	\$39.8445	\$2,740	\$33.2038	\$2,192	\$26.5630
-	-	4,000	\$4,085	\$52.3130	\$3,404	\$43.5941	\$2,723	\$34.8753
-	-	8,000	\$6,178	\$30.4566	\$5,148	\$25.3805	\$4,118	\$20.3044
-	-	20,000	\$9,832	\$22.9220	\$8,194	\$19.1016	\$6,555	\$15.2813
-	-	40,000	\$14,417	\$36.0419	\$12,014	\$30.0349	\$9,611	\$24.0279
M	Mercantile—Retail or wholesale store	1,000	\$3,174	\$17.6308	\$2,645	\$14.6923	\$2,116	\$11.7539
-	-	5,000	\$3,879	\$18.8012	\$3,233	\$15.6676	\$2,586	\$12.5341
-	-	10,000	\$4,819	\$24.6794	\$4,016	\$20.5661	\$3,213	\$16.4529
-	-	20,000	\$7,287	\$14.3673	\$6,073	\$11.9727	\$4,858	\$9.5782
-	-	50,000	\$11,597	\$10.8020	\$9,664	\$9.0016	\$7,732	\$7.2013
-	-	100,000	\$16,998	\$16.9983	\$14,165	\$14.1653	\$11,332	\$11.3322
M	M Occupancy Tenant Improvements	1,000	\$2,962	\$16.4643	\$2,469	\$13.7202	\$1,975	\$10.9762
-	-	5,000	\$3,621	\$17.5437	\$3,017	\$14.6198	\$2,414	\$11.6958
-	-	10,000	\$4,498	\$23.0432	\$3,748	\$19.2026	\$2,999	\$15.3621
-	-	20,000	\$6,802	\$13.4078	\$5,669	\$11.1731	\$4,535	\$8.9385
-	-	50,000	\$10,825	\$10.1051	\$9,021	\$8.4209	\$7,216	\$6.7367
-	-	100,000	\$15,877	\$15.8772	\$13,231	\$13.2310	\$10,585	\$10.5848
R-1	Residential—Transient	2,000	\$6,746	\$9.4687	\$5,622	\$7.8906	\$4,498	\$6.3125
-	Boarding Houses, Hotels, Motels	10,000	\$7,504	\$7.5902	\$6,3251	\$6.3251	\$5,003	\$5.0601
-	-	20,000	\$8,263	\$3.0149	\$6,886	\$2.5124	\$5,509	\$2.0099
-	-	40,000	\$8,866	\$2.2675	\$7,388	\$1.8895	\$5,911	\$1.5116
-	-	100,000	\$10,226	\$1.7423	\$8,522	\$1.4519	\$6,818	\$1.1615
-	-	200,000	\$11,969	\$5.9843	\$9,974	\$4.9869	\$7,979	\$3.9895
R-2	Residential—Permanent, 2+ Dwellings	1,500	\$4,048	\$7.5864	\$3,373	\$6.3220	\$2,699	\$5.0576
-	Apartment, Dormitory, Timeshare	7,500	\$4,503	\$6.0449	\$3,752	\$5.0374	\$3,002	\$4.0299
-	-	15,000	\$4,956	\$2.4392	\$4,130	\$2.0326	\$3,304	\$1.6261
-	-	30,000	\$5,322	\$1.8079	\$4,435	\$1.5066	\$3,548	\$1.2053
-	-	75,000	\$6,136	\$1.3938	\$5,113	\$1.1615	\$4,091	\$0.9292
-	-	150,000	\$7,181	\$4.7874	\$5,984	\$3.9895	\$4,787	\$3.1916



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 *
R-3	Dwellings—Custom Homes	1,500	\$4,085	\$45.8969	\$3,404	\$38.2474	\$2,724	\$30.5979
-	-	2,500	\$4,544	\$45.9196	\$3,787	\$38.2664	\$3,029	\$30.6131
-	-	3,500	\$5,003	\$36.6706	\$4,170	\$30.5588	\$3,336	\$24.4471
-	-	4,500	\$5,370	\$41.3444	\$4,475	\$34.4536	\$3,580	\$27.5629
-	-	6,500	\$6,197	\$30.1507	\$5,164	\$25.1256	\$4,131	\$20.1004
-	-	10,000	\$7,252	\$72.5231	\$6,044	\$60.4359	\$4,835	\$48.3487
R-3	Dwellings—Models, First Master Plan	1,500	\$4,048	\$45.4803	\$3,373	\$37.9003	\$2,699	\$30.3202
-	-	2,500	\$4,503	\$45.4727	\$3,752	\$37.8939	\$3,002	\$30.3152
-	-	3,500	\$4,957	\$36.3751	\$4,131	\$30.3126	\$3,305	\$24.2501
-	-	4,500	\$5,321	\$40.9429	\$4,434	\$34.1191	\$3,547	\$27.2953
-	-	6,500	\$6,140	\$29.8780	\$5,117	\$24.8983	\$4,093	\$19.9186
-	-	10,000	\$7,186	\$71.8565	\$5,988	\$59.8804	\$4,790	\$47.9043
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$3,298	\$37.0493	\$2,748	\$30.8744	\$2,199	\$24.6996
-	-	2,500	\$3,669	\$37.0872	\$3,057	\$30.9060	\$2,446	\$24.7248
-	-	3,500	\$4,039	\$29.6486	\$3,366	\$24.7071	\$2,693	\$19.7657
-	-	4,500	\$4,336	\$33.3300	\$3,613	\$27.7750	\$2,891	\$22.2200
-	-	6,500	\$5,003	\$24.3699	\$4,169	\$20.3082	\$3,335	\$16.2466
-	-	10,000	\$5,855	\$58.5548	\$4,880	\$48.7956	\$3,904	\$39.0365
R-3	Dwellings—Alternate Materials	1,500	\$3,673	\$41.2762	\$3,061	\$34.3968	\$2,449	\$27.5175
-	-	2,500	\$4,086	\$41.2535	\$3,405	\$34.3779	\$2,724	\$27.5023
-	-	3,500	\$4,498	\$33.0043	\$3,748	\$27.5036	\$2,999	\$22.0029
-	-	4,500	\$4,828	\$37.1781	\$4,023	\$30.9818	\$3,219	\$24.7854
-	-	6,500	\$5,572	\$27.1098	\$4,643	\$22.5915	\$3,714	\$18.0732
-	-	10,000	\$6,521	\$65.2056	\$5,434	\$54.3380	\$4,347	\$43.4704
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$5,434	\$10.1732	\$4,529	\$8.4777	\$3,623	\$6.7822
-	-	7,500	\$6,045	\$8.1507	\$5,037	\$6.7923	\$4,030	\$5.4338
-	-	15,000	\$6,656	\$3.2573	\$5,547	\$2.7144	\$4,437	\$2.1715
-	-	30,000	\$7,145	\$2.4291	\$5,954	\$2.0242	\$4,763	\$1.6194
-	-	75,000	\$8,238	\$1.8938	\$6,865	\$1.5781	\$5,492	\$1.2625
-	-	150,000	\$9,658	\$6.4388	\$8,048	\$5.3656	\$6,439	\$4.2925
R	R Occupancy Tenant Improvements	1,000	\$2,886	\$8.1090	\$2,405	\$6.7575	\$1,924	\$5.4060
-	-	5,000	\$3,210	\$6.4842	\$2,675	\$5.4035	\$2,140	\$4.3228
-	-	10,000	\$3,534	\$2.5907	\$2,945	\$2.1589	\$2,356	\$1.7271
-	-	20,000	\$3,794	\$1.9493	\$3,161	\$1.6244	\$2,529	\$1.2995
-	-	50,000	\$4,378	\$1.4847	\$3,649	\$1.2373	\$2,919	\$0.9898
-	-	100,000	\$5,121	\$5.1207	\$4,267	\$4.2673	\$3,414	\$3.4138
S-1	Storage—Moderate Hazard	1,000	\$2,152	\$11.9624	\$1,793	\$9.9687	\$1,435	\$7.9750
-	-	5,000	\$2,631	\$12.7381	\$2,192	\$10.6151	\$1,754	\$8.4921
-	-	10,000	\$3,268	\$16.7498	\$2,723	\$13.9582	\$2,178	\$11.1666
-	-	20,000	\$4,943	\$9.7445	\$4,119	\$8.1204	\$3,295	\$6.4963
-	-	50,000	\$7,866	\$7.3205	\$6,555	\$6.1004	\$5,244	\$4.8803
-	-	100,000	\$11,526	\$11.5261	\$9,605	\$9.6051	\$7,684	\$7.6841
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$2,031	\$22.5735	\$1,693	\$18.8113	\$1,354	\$15.0490
-	-	2,500	\$2,483	\$24.0703	\$2,069	\$20.0586	\$1,655	\$16.0469
-	-	5,000	\$3,085	\$31.6090	\$2,570	\$26.3408	\$2,056	\$21.0726
-	-	10,000	\$4,665	\$18.3901	\$3,887	\$15.3251	\$3,110	\$12.2601
-	-	25,000	\$7,424	\$13.8410	\$6,186	\$11.5342	\$4,949	\$9.2274
-	-	50,000	\$10,884	\$21.7675	\$9,070	\$18.1396	\$7,256	\$14.5117
S-2	Storage—Low Hazard	500	\$2,479	\$27.5503	\$2,066	\$22.9586	\$1,652	\$18.3669
-	-	2,500	\$3,030	\$29.3759	\$2,525	\$24.4799	\$2,020	\$19.5839
-	-	5,000	\$3,764	\$38.5568	\$3,137	\$32.1306	\$2,509	\$25.7045
-	-	10,000	\$5,692	\$22.4271	\$4,743	\$18.6892	\$3,795	\$14.9514
-	-	25,000	\$9,056	\$16.8923	\$7,547	\$14.0769	\$6,037	\$11.2615
-	-	50,000	\$13,279	\$26.5580	\$11,066	\$22.1316	\$8,853	\$17.7053
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$2,630	\$14.6084	\$2,191	\$12.1737	\$1,753	\$9.7389
-	-	5,000	\$3,214	\$15.5894	\$2,678	\$12.9911	\$2,143	\$10.3929
-	-	10,000	\$3,994	\$20.4525	\$3,328	\$17.0438	\$2,662	\$13.6350
-	-	20,000	\$6,039	\$11.9130	\$5,032	\$9.9275	\$4,026	\$7.9420
-	-	50,000	\$9,613	\$8.9537	\$8,011	\$7.4614	\$6,408	\$5.9691
-	-	100,000	\$14,090	\$14.0895	\$11,741	\$11.7413	\$9,393	\$9.3930
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$2,201	\$12.2230	\$1,834	\$10.1859	\$1,467	\$8.1487
-	-	5,000	\$2,689	\$13.0411	\$2,241	\$10.8676	\$1,793	\$8.6941
-	-	10,000	\$3,341	\$17.1256	\$2,785	\$14.2713	\$2,228	\$11.4170



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 *
-	-	20,000	\$5,054	\$9.9586	\$4,212	\$8.2988	\$3,369	\$6.6391
-	-	50,000	\$8,042	\$7.5023	\$6,701	\$6.2519	\$5,361	\$5.0015
-	-	100,000	\$11,793	\$11.7928	\$9,827	\$9.8273	\$7,862	\$7.8618
S	S Occupancy Tenant Improvements	1,000	\$2,116	\$11.7564	\$1,763	\$9.7970	\$1,411	\$7.8376
-	-	5,000	\$2,586	\$12.5442	\$2,155	\$10.4535	\$1,724	\$8.3628
-	-	10,000	\$3,213	\$16.4681	\$2,678	\$13.7234	\$2,142	\$10.9787
-	-	20,000	\$4,860	\$9.5799	\$4,050	\$7.9832	\$3,240	\$6.3866
-	-	50,000	\$7,734	\$7.1963	\$6,445	\$5.9969	\$5,156	\$4.7975
-	-	100,000	\$11,332	\$11.3322	\$9,444	\$9.4435	\$7,555	\$7.5548
U	Accessory—Barn or Shed	200	\$1,511	\$41.9844	\$1,259	\$34.9870	\$1,008	\$27.9896
-	-	1,000	\$1,847	\$44.7683	\$1,539	\$37.3069	\$1,231	\$29.8455
-	-	2,000	\$2,295	\$58.7820	\$1,912	\$48.9850	\$1,530	\$39.1880
-	-	4,000	\$3,471	\$34.2188	\$2,892	\$28.5157	\$2,314	\$22.8125
-	-	10,000	\$5,524	\$25.7550	\$4,603	\$21.4625	\$3,682	\$17.1700
-	-	20,000	\$8,099	\$40.4960	\$6,749	\$33.7466	\$5,399	\$26.9973
U	Accessory—Private Garage	200	\$1,028	\$28.5426	\$856	\$23.7855	\$685	\$19.0284
-	-	1,000	\$1,256	\$30.4667	\$1,047	\$25.3889	\$837	\$20.3111
-	-	2,000	\$1,561	\$39.9506	\$1,301	\$33.2921	\$1,041	\$26.6337
-	-	4,000	\$2,360	\$23.2654	\$1,966	\$19.3878	\$1,573	\$15.5102
-	-	10,000	\$3,756	\$17.4983	\$3,130	\$14.5819	\$2,504	\$11.6655
-	-	20,000	\$5,506	\$27.5276	\$4,588	\$22.9396	\$3,670	\$18.3517
U	Accessory—Other	1,000	\$2,237	\$12.4230	\$1,864	\$10.3525	\$1,491	\$8.2820
-	-	5,000	\$2,734	\$13.2563	\$2,278	\$11.0469	\$1,823	\$8.8375
-	-	10,000	\$3,397	\$17.3922	\$2,831	\$14.4935	\$2,264	\$11.5948
-	-	20,000	\$5,136	\$10.1253	\$4,280	\$8.4377	\$3,424	\$6.7502
-	-	50,000	\$8,173	\$7.6205	\$6,811	\$6.3504	\$5,449	\$5.0803
-	-	100,000	\$11,984	\$11.9837	\$9,986	\$9.9864	\$7,989	\$7.9891
-	Other Tenant Improvements	1,000	\$2,358	\$13.0934	\$1,965	\$10.9112	\$1,572	\$8.7289
-	-	5,000	\$2,882	\$13.9683	\$2,401	\$11.6403	\$1,921	\$9.3122
-	-	10,000	\$3,580	\$18.3467	\$2,983	\$15.2889	\$2,387	\$12.2311
-	-	20,000	\$5,415	\$10.6606	\$4,512	\$8.8838	\$3,610	\$7.1070
-	-	50,000	\$8,613	\$8.0447	\$7,177	\$6.7039	\$5,742	\$5.3631
-	-	100,000	\$12,635	\$12.6351	\$10,529	\$10.5293	\$8,423	\$8.4234
R-3	Residential Room Addition	50	\$1,687	\$94.7595	\$1,405	\$78.9662	\$1,124	\$63.1730
-	-	250	\$1,876	\$75.7954	\$1,563	\$63.1629	\$1,251	\$50.5303
-	-	500	\$2,066	\$30.3303	\$1,721	\$25.2753	\$1,377	\$20.2202
-	-	1,000	\$2,217	\$22.7250	\$1,848	\$18.9375	\$1,478	\$15.1500
-	-	2,500	\$2,558	\$17.4528	\$2,132	\$14.5440	\$1,705	\$11.6352
-	-	5,000	\$2,994	\$59.8880	\$2,495	\$49.9066	\$1,996	\$39.9253
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



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	\$2,070	\$4,038	\$1,725	\$3,230	\$1,380
-	-	100,000	\$5,880	\$5,880	\$4,900	\$4,900	\$3,920	\$3,920
M	Shell: Mercantile—Department & Drug Store	1,000	\$2,158	\$9,937	\$1,798	\$8,281	\$1,439	\$6,625
-	-	5,000	\$2,555	\$12,615	\$2,129	\$10,512	\$1,704	\$8,410
-	-	10,000	\$3,186	\$8,970	\$2,655	\$7,475	\$2,124	\$5,980
-	-	20,000	\$4,083	\$2,540	\$3,403	\$2,117	\$2,722	\$1,693
-	-	50,000	\$4,845	\$2,070	\$4,038	\$1,725	\$3,230	\$1,380
-	-	100,000	\$5,880	\$5,880	\$4,900	\$4,900	\$3,920	\$3,920
-	Other Shell Building	1,000	\$2,158	\$9,937	\$1,798	\$8,281	\$1,439	\$6,625
-	-	5,000	\$2,555	\$12,615	\$2,129	\$10,512	\$1,704	\$8,410
-	-	10,000	\$3,186	\$8,970	\$2,655	\$7,475	\$2,124	\$5,980
-	-	20,000	\$4,083	\$2,540	\$3,403	\$2,117	\$2,722	\$1,693
-	-	50,000	\$4,845	\$2,070	\$4,038	\$1,725	\$3,230	\$1,380
-	-	100,000	\$5,880	\$5,880	\$4,900	\$4,900	\$3,920	\$3,920
COMPLEX PROJECTS								
For projects requiring services that exceed usual City staffing, retention of outside consultants may be required. The City will maintain a list of such firms from which applicants may choose. Fees for required services will be paid by applicant directly to the consultant firm in an amount agreed upon by the parties for services required by the City, in addition to City administrative fees. Typical situations involve plan checking of complex projects, specialized inspection services or particularly large projects.								

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



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

FEE TYPES	Proposed June 2019
ADMINISTRATIVE AND MISC. FEES	
Travel and Documentation Fees:	
Simple Project (1 trip)	\$ -
Moderate Project (2 trips)	\$ -
Complex Project (3 trips)	\$ -
Permit Issuance	\$ 98
Supplemental Permit Issuance	\$ 98
MECHANICAL PERMIT FEES	
UNIT FEES:	
A/C, Residential (each)	\$ 196
Furnace (F.A.U., Floor)	\$ 196
Heater (Wall)	\$ 196
Appliance Vent/Chimney (only)	
Air Handler	\$ 196
Duct Work (only)	\$ 196
Evaporative Cooler	\$ 196
Moisture Exhaust Duct (Clothes Dryer)	\$ 196
Vent Fan, Single Duct (each)	\$ 196
Vent System	\$ 196
Exhaust Hood and Duct (Residential)	\$ 196
Non-Residential Incinerator	\$ 387
Appliance or piece of equipment not classed in other appliance categories, or for which no other fee is listed (each)	\$ 196
OTHER FEES:	
Other Mechanical Inspections (per hour)	\$ 130
PLUMBING/GAS PERMIT FEES	
UNIT FEES:	
Fixtures (each)	\$ 196
Gas Line	\$ 196
Building Sewer	\$ 325
Grease Trap	\$ 196
Backflow Preventer	
First 5	\$ 196
Each after the First 5	\$ 196
Roof Drain—Rainwater System	\$ 196
Water Heater	
First Heater	\$ 196
Each Additional Heater	\$ 130
Water Pipe Repair/Replacement (ea. Outlet)	\$ 175
Drain-Vent Repair/Alterations	\$ 175



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

FEE TYPES	Proposed June 2019
Drinking Fountain	\$ 175
Solar Water System Fixtures (solar panels, tanks, water treatment equipment)	\$ 309
Medical Gas System (Each Outlet)	\$ 619
OTHER FEES:	
Other Plumbing and Gas Inspections (per hour)	\$ 130
ELECTRICAL PERMIT FEES	
SYSTEM FEES:	
Private, Residential, In-ground Swimming Pools	\$ 130
Temporary Service (each)	\$ 196
Temporary Pole (each)	\$ 196
Generator Installation	\$ 196
Lighting Fixtures	
Lighting Fixtures, sockets, or other lamp-holding devices (first 10)	\$ 130
Each additional 10	\$ 130
Pole or platform-mounted lighting fixtures (each)	\$ 258
Theatrical-type lighting fixtures or assemblies (each)	\$ 433
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)	\$ 196
(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	
Nonresidential Appliances	
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)	\$ 227
(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	
Services	
Services of 600 volts or less, up to 200 amperes in rating (each)	\$ 258
Services of 600 volts or less, 201 to 1000 amperes in rating (each)	\$ 258
Services over 600 volts or over 1000 amperes in rating (each)	\$ 454
Miscellaneous Apparatus, Conduits, and Conductors	



MASTER FEE SCHEDULE

Section 5: Building

Mechanical, Plumbing & Electrical

FEE TYPES	Proposed June 2019
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth (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)	\$ 196
Photovoltaic Systems Residential (each)	\$ 196
OTHER FEES:	
Other Electrical Inspections (per hour)	\$ 130
OTHER INSPECTIONS AND FEES	
Inspections outside of normal business hours, 0-2 hours (minimum charge)	\$ 258
Each additional hour or portion thereof	\$ 130
Reinspection Fee (per hour)	\$ 130
Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)	\$ 130
Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)	\$ 130

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



MASTER FEE SCHEDULE

Section 5: Building

Miscellaneous Building

Work Item	Unit	Adopted July 2019
Administrative & Miscellaneous		
Duplicate/Replacement Job Card	each	\$ 66
General Plan Fee	per permit	\$ 10
Standard Hourly Rate		\$ 130
Antenna—Telecom Facility		
Radio	each	\$ 596
Cellular/Mobile Phone, free-standing	each	\$ 596
Cellular/Mobile Phone, attached to building	each	\$ 596
Demolition (up to 3,000 sf)		
Commercial	each	\$ 394
Residential	each	\$ 394
Fireplace		
Masonry	each	\$ 596
Pre-Fabricated/Metal	each	\$ 517
Chimney Repair	each	\$ 240
Patios, Porches and Sheds		
Covered or Enclosed Patio or Porch	each	\$ 261
Deck (wood)	each	\$ 162
Deck w/ Railing (wood)	each	\$ 188
Shed	each	\$ 261
Photovoltaic Commercial System		
Commercial, up to 4 kilowatts	up to 4 kW	\$ 230
Commercial, each additional 1 kilowatt	each 1 kW	\$ 84
Remodel—Residential		
Less than 300 sf	up to 300 sf	\$ 523
Kitchen	up to 300 sf	\$ 627
Bath	up to 300 sf	\$ 627
Additional remodel	each 300 sf	\$ 245
Re-roof		
Residential		\$ 214
Multi-Family Dwelling	up to 500 sf	\$ 329
Commercial	up to 500 sf	\$ 329
Siding & Stucco		
Siding & Stucco Applications	up to 400 sf	\$ 237
Additional siding or stucco	over 400 sf	\$ 130
Signs		
Directional	each	\$ 298
Ground/Roof/Projecting Signs	each	\$ 256
Other Non-Electric Sign	each	\$ 177
Wall/Awning, Electric	each	\$ 282



MASTER FEE SCHEDULE

Section 5: Building

Miscellaneous Building

Work Item	Unit	Adopted July 2019
Storage Racks		
0-8' high (up to 100 lf)	first 100 lf	\$ 193
each additional 100 lf	each 100 lf	\$ 157
over 8' high (up to 100 lf)	first 100 lf	\$ 233
each additional 100 lf	each 100 lf	\$ 154
Supplemental Inspection Fee		
First hour	each	\$ 130
Each Additional Half Hour	per hour	\$ 65
Swimming Pool/Spa		
Vinyl-lined (up to 800 sf)	each	\$ 676
Fiberglass	each	\$ 676
Gunitite (up to 800 sf)	each	\$ 676
Additional pool (over 800 sf)	each 100 sf	\$ 347
Commercial pool (up to 800 sf)	each	\$ 742
Commercial pool (over 800 sf)	each	\$ 742
Spa or Hot Tub (Pre-fabricated)	each	\$ 322
Window or Sliding Glass Door		
Replacement		\$ 214
New Window (non structural) (up to 5)	each	\$ 240
New window (structural shear wall/masonry) (up to 5)	each	\$ 413
FIRE PLAN CHECK & INSPECTION		
Hood and Duct System (Commercial)	each	\$ 526
1 & 2 Family Res. Fire Extinguish Systems (includes 13D and 13R systems)		\$ 657
Spray Booth	each	\$ 657



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description		Adopted July 2019
Variance		\$ 1,318
Use Permits		
Conditional Use Permit		\$ 1,501
Temporary Use Permit		\$ 385
Exceptions (Historic Residential District)		\$ 390
Home Day Care		\$ 390
Site Plan / Architectural Review		
0-1 Acre		\$ 3,303
1-10 Acres		\$ 5,007
10+ Acres (Minimum Deposit Required)		\$ 10,000
Site Plan / Architectural Review (Non-Residential)		
0-1 Acre	Up to	\$ 3,303
1-10 Acres		\$ 5,007
10+ Acres (Minimum Deposit Required)		\$ 10,000
Tentative Parcel Map (0-4 Lots)		\$ 1,098
Lot Line Adjustments / Merger Processing		\$ 411
Tentative Subdivision Map		
5-100 Units	Up to	\$ 6,108
100+ Units (Minimum Deposit Required)		\$ 10,000
Condo Map		\$ 4,404
Tentative Map Extension		\$ 666
Planned Unit Development		
0-5 Acres		\$ 6,678
5+ Acres (Minimum Deposit Required)		\$ 10,000
Annexations		\$ 4,597
Final Parcel Map		\$ 495
Final Subdivision Map		\$ 495



MASTER FEE SCHEDULE

Section 6: Planning

Fee Description	Adopted July 2019
Appeals Planning Comm/City Council	\$ 416
Rezoning/Prezoning	
0-10 Acres	\$ 4,339
10+ Acres (Minimum Deposit Required)	\$ 10,000
General Plan Amendment	
0-10 Acres	\$ 4,339
10+ Acres (Minimum Deposit Required)	\$ 10,000
Specific Plan Amendment	
0-10 Acres	\$ 4,339
10+ Acres (Minimum Deposit Required)	\$ 10,000
Custom Homes	\$ 853
Demolition Permit (Historic District Resource Assessment)	\$ 346
Ordinance Amendment-Text or other	\$ 3,357
Design Review	\$ 267
Planning & Zoning Insp. -Letter of Compliance	\$ 134
Work of - Professional Staff - Director, per hour	\$ 177
Work of - Professional Staff - Senior Planner, per hour	\$ 138
Work of - Professional Staff - Assistant Planner Staff, per hour	\$ 109
Public Hearing Notice	\$ 212
Water Efficient Landscaping Ordinance Compliance	\$ 63
Deposits applied toward Actual Costs of Staff, Attorneys, Consultants	
Development Agreement - Minimum Deposit Required	\$ 20,000
Environmental Impact Report (EIR), Minimum Deposit Required	\$ 20,000
Categorical Exemption	\$ 250
Initial Study / Environmental Determination at Actual Cost, Min. Deposit Required	\$ 12,000
Mitigation Monitoring Program, at Actual Cost - Minimum Deposit	\$ 5,000
Annexation into Community Facilities District #2, Min. Deposit	\$ 10,000



MASTER FEE SCHEDULE

Section 7: Business Tax License

Fee Description	1992 Fee	1993 % Increase 6.50%	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⁾	\$5.00	\$0.33	\$5.30	
Amusement/Vending Machines, per Gross Receipts schedule, except for:				
Billiard and Pool Rooms - for first table ⁽¹⁾	\$30.00	\$1.95	\$31.90	
Each additional table	\$15.00	\$0.98	\$15.90	
Circus, per Day	\$200.00	\$13.00	\$213.00	
Carnivals, per Day	\$200.00	\$13.00	\$213.00	
Night Clubs, per year ⁽¹⁾	\$500.00	\$32.50	\$532.50	
Dance Halls, per year ⁽¹⁾	\$500.00	\$32.50	\$532.50	
Mechanical Amusement, per year per machine (music mechanical or video devices)			\$21.30	
Ambulance Service - per ambulance, per year	\$50.00	\$3.25	\$53.20	
Auctioneer	\$50.00	\$3.25	\$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	\$250.00	\$16.25	\$266.20	
Principal Solicitor without a regular place of business in the City (and must post bond)	\$50.00	\$3.25	\$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	\$50.00	\$3.25	\$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 7/1/2019
WATER DEPARTMENT	
Late Charge (Late Penalty-Water Bills)	10% of balance
Same Day Reconnection Fee	\$35.00
Collection Fee	\$21.30
Unauthorized Turn-on Fee	\$42.60
Curb Stop Damage Fee	\$235.30
Meter Lock Damage Fee	\$42.60
Emergency Connection Fee (Outside of Reg Business Hours)	\$35.00
Water Deposit	\$30.00
Maximum Deposit	\$180.00
Hydrant Meter Deposit	\$750.00
WATER CONNECTION FEES	
	Effective 7/1/2019
Single-Family Homes - 3/4" meter	\$6,075.00
Other Customer Classes - 3/4" meter	\$6,075.00
- 1" meter	\$10,213.00
- 1 1/2" meter	\$20,364.00
- 2" meter	\$32,596.00
- 3" meter	\$61,154.00
- 4" meter	\$101,948.00
- 6" meter	\$203,832.00
WATER METER - SET FEES	
	Effective 7/1/2019
3/4 " Single-Family Residence	\$368.00
3/4 "	\$368.00
1 "	\$407.00
1 1/2 "	\$896.00
2 "	\$1,080.00
3"	\$2,061.00
4"	\$3,547.00



MASTER FEE SCHEDULE

Section 8: SSWA WATER RATES

ADOPTED APRIL 13, 2015

(As Established by SSWA-JPA Resolution)

Fee Description	Effective 7/1/2019
6"	\$5,635.00
Water Construction Sites	\$20.45

WATER BI-MONTHLY SERVICE CHARGES	Effective 7/1/2019
Single-Family Customers	\$55.15
3/4" Meter	\$55.15
1" Meter.	\$87.55
1 1/2" Meter	\$109.15
2" Meter	\$217.14
3" Meter	\$325.13
4" Meter	\$433.12
6" Meter	\$1,081.06

RESIDENTIAL COMMODITY RATES	Effective 7/1/2019
0 to 13 CCF	\$2.49
14 to 32 CCF	\$2.49
33 to 48 CCF	\$2.49
49+ CCF	\$2.49

NON-RESIDENTIAL COMMODITY RATE	
All water usage above minimum	\$2.49



MASTER FEE SCHEDULE

Section 9: FSSD SEWER CONNECTION FEES

Effective 7/1/19

(As Established by Fairfield-Suisun Sewer District Resolution)

Fee Description	Current Fee
SEWER CONNECTION FEES	
Single-Family Dwelling	\$6,281.00
Multi-Family Dwelling-First Unit	\$6,281.00
Multi-Family Dwelling: Each Additional Unit in Same Building	\$3,768.60
Trailer Court, Mobile Home Park, Hotel, Auto Court, Motel,	
Rooming House: First Unit	\$6,281.00
Each Additional Unit	\$3,140.50



MASTER FEE SCHEDULE

Section 10: MISCELLANEOUS

Fee Description	Adopted July 2019
MISCELLANEOUS FEES	
Copies of City Records	
Copies/pdf's Limited by Statute (per page)	\$ 0.10
Document Search (per hour)	\$ 67
City Council Agenda Subscription (Annual)	\$ 133
Large-Scale Prints or Copies (36-inch plans)	
Full Color first page	\$ 13
Full Color per additional page	\$ 6
Black & White or Single Spot Color first page	\$ 12
Black & White or Single Spot Color per additional page	\$ 5
Document Archiving / Technology	
Up to 8.5" x 14" per sheet	\$ 0.25
Larger than 8.5" x 14" per sheet	\$ 1.50
Returned Checks	\$ 30
Check Reissue (requires stop payment request)	\$ 57
Express Check Request	\$ 30
Suisun-Solano Water Authority Right-of-Way Lease	\$ 350,628



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)	\$ 789	\$ 85	\$ 2,645	\$ 7,302	\$ 707
Multi-Family (per unit)	\$ 654	\$ 70	\$ 2,021	\$ 6,049	\$ 585
	\$ -	\$ -	\$ -	\$ -	\$ -
Industrial (per 1,000 square feet or portion thereof)	\$ 1,222	\$ 108	\$ 807	\$ -	\$ 397
Retail/Restaurant (per 1,000 square feet or portion thereof)	\$ 1,059	\$ 93	\$ 3,041	\$ -	\$ 1,657
Office/Industrial (per 1,000 square feet or portion thereof)	\$ 1,759	\$ 155	\$ 1,278	\$ -	\$ 629
Hotel/Motel (per room)	\$ 233	\$ 21	\$ 652	\$ -	\$ 321

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AGENDA TRANSMITTAL

MEETING DATE: July 2, 2019

CITY AGENDA ITEM: Discussion and Direction Regarding Special Sign Overlay Districts.

FISCAL IMPACT: There would be no direct fiscal impact. It is anticipated, however, that additional highway-oriented signs could result in increased sales tax revenue to the City.

BACKGROUND/STAFF REPORT: On September 3, 2013, the City Council adopted Ordinance No. 723 which established policies relative to pylon signs up to 60' tall along the Highway 12 Corridor. As a part of this ordinance a maximum of five such signs would be allowed. On March 21, 2017 (Ordinance No. 743) and on May 15, 2018 (Ordinance No. 748) confirmed these policies through an update and subsequent cleanup of the Zoning Code. To date, the City Council has approved two such signs (1) Sunset Center (January 2016) and (2) Heritage Park Shopping Center (April 2019). However, it was during the discussion of the Heritage Park request that the City Council requested a discussion come back regarding the maximum number of signs along Highway 12 that would be allowed.

A special sign overlay district is essentially a zoning overlay much in the same way a Planned Unit Development would be for a development project. This requires a recommendation from the Planning Commission, a consistency determination from the Solano Airport Land Use Commission and approval/adoption by the City Council. Both of the applications previously referred to above have included a request to form a special sign overlay district, as well as approval of the pylon itself which has streamlined the approval process. Staff has provided the City Council with the existing code relative to special sign overlay districts and associated highway-oriented signs (Attachment 1, Section 18.44.090).

If amendments to the existing code are directed by the City Council, staff will prepare an ordinance which the Planning Commission will consider making a recommendation to the City Council.

RECOMMENDATION: Provide discussion and direction to staff regarding the maximum number of Special Sign Overlay Districts, as well as any requested amendments to the existing ordinance.

ATTACHMENTS:

1. Section 18.44.090 "Highway Oriented Signs" of Suisun City Code

PREPARED BY:
REVIEWED BY:
APPROVED BY:

John Kearns, Senior Planner
 Tim McNamara, Development Services Director
 Greg Folsom, City Manager

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18.44.090 - Highway-oriented signs.

Properties within 100 feet of highway may, upon issuance of a highway-oriented sign permit, establish a highway-oriented sign consistent with the following provisions, in addition to other provisions of this chapter and the regulations prescribed pursuant to the California Outdoor Advertising Act. This permit would allow consideration of freestanding signs taller and larger than otherwise permitted by this chapter and would be in addition to other permanent on-site freestanding signs allowed pursuant to Table 18.44.03 (Allowed Permanent On-Site Signs by Land Use Type). The highway-oriented sign permit also allows the consolidation of commercial messages for businesses in a designated area proximate to the highway to collocate one or more freestanding signs for maximum highway visibility and minimal aesthetic impact. The procedures for application submittal, review, and hearing/decision of a highway-oriented sign permit are as provided in Subsection 18.44.040(E) (Highway-Oriented Sign Permit).

All highway-oriented signs shall be consistent with the following standards.

- A. Number of Signs. One additional freestanding highway-oriented sign may be allowed per either an integrated development, as defined in this chapter, and/or a site with a single tenant of ten acres or more.
- B. Location of Signs.
 1. Setbacks. All signs must be set back a minimum of ten feet from the highway right-of-way or other distance as determined by the California Department of Transportation (Caltrans). All highway-oriented signs must be distanced from any residential district by a minimum of 200 feet.
 2. Spacing Between Signs. No highway-oriented sign shall be located closer than 500 feet from any other highway-oriented sign.
 3. Visibility. Highway-oriented signs shall not be located to inhibit pedestrian or vehicular visibility and more specifically shall not be located within the city's required clear visibility area. Illuminated signs shall be directed away from any residentially designated land.
- C. Sign Area. Highway-oriented signs shall comply with the following limitations on sign area:
 1. The maximum allowed sign area for single-tenant highway-oriented signs shall be 60 square feet. For multi-tenant signs, the maximum sign area shall be 150 square feet. Ancillary components of the sign, such as shopping center identification, shall not exceed 25 percent of the total sign area and shall be excluded from the calculation of the sign area.
 2. Freestanding Sign Area. The area of a highway-oriented sign shall be in addition to the allowable freestanding sign area for the underlying property that is adjacent to a highway and a local street.
- D. Sign Height. The maximum height of highway-oriented signs shall be as follows:
 1. For single-tenant signs, one and one-half times the height of an adjacent structure up to a maximum of 35 feet.

2. For multi-tenant signs, a maximum of 60 feet.

E. Architecture. Highway-oriented signs shall be designed as pylon signs. Pole signs are not allowed. Highway-oriented signs shall be composed of materials and design compatible with the building materials of the corresponding development.

F. Landscaping. The sign shall be landscaped to enhance the aesthetics of the sign. Removal of existing landscaping and vegetation shall require approval by the development services director, in conformance with an approved landscaping plan submitted as part of the highway-oriented sign permit.

G. Illumination. All highway-oriented signs must be internally lit. Illumination of the signs shall not interfere with the effectiveness or obscure any official traffic signs, devices, signals, or pavement markings. Sign illumination must be shielded to prevent glare and impairment of driver vision. Electronic (digital) changeable-copy LED lights are allowed to be incorporated into the structure consistent with restrictions listed in Subsection 18.44.070(J)(3) (Electronic (Digital) Signs).

H. Off-Site Advertising in the Special Overlay District.

Special Sign Overlay District (SSOD) — The SSOD is an overlay zoning designation which amends the zoning map by applying the overlay zoning to commercially developed and zoned properties within and adjacent to the Highway 12 corridor.

Highway or Highway-Oriented — As applied to SSODs, the definition of the term "highway or highway-oriented" shall be consistent with the definition of a "primary highway" as provided in the California Business and Professions Code.

Highway-Oriented SSOD Sign — The highway-oriented SSOD sign is a highway-oriented, pylon-type sign that allows for displays which include off-premise advertising of businesses located within the SSOD.

SSOD Designation Application — As provided in this section, there are two methods applicable to the designation of an SSOD. In either case, an application must be submitted and processed consistent with that subsection and this Code.

SSOD Sign Permit Application — An application for an SSOD sign permit shall be submitted and processed consistent with this section.

Concurrent Applications — An SSOD Designation Application and an SSOD Sign Permit Application may be submitted and processed concurrently consistent with this section.

1. Purpose. The special sign overlay district (SSOD) is established to increase the visibility and economic vitality of businesses within the Highway 12 corridor while at the same time ensuring public safety. The SSOD provides for the construction of one highway-oriented SSOD sign within the district that, by definition, is allowed to include off-premise advertising.
2. Criteria for the Designation of a SSOD. The SSOD, upon application and approval as specified herein, shall be applied to commercially zoned properties within commercial areas adjacent or in proximity to Highway 12 and located on the same side of Highway 12. Up to five SSODs may be designated within the Highway 12 corridor and the boundary of one SSOD may be adjacent and/or contiguous to another SSOD. However,

no highway-oriented SSOD sign proposed for construction within an SSOD shall be within 100 feet of any existing highway-oriented SSOD sign in an adjacent SSOD.

3. Effect. The SSOD shall apply only to the allowed signage for establishments, uses, activities, or features within the SSOD. It shall not modify the regulations, permitting requirements, or other development standards for uses and structures otherwise imposed herein. It shall not modify or affect the law of fixtures, sign-related provisions in private leases, or the ownership of existing sign structures, without the express written consent of the parties to such leases or owners of such signs.
4. Other Governmental Approvals. Nothing provided for in this section shall waive or diminish any other local permitting requirements, or any state or federal permitting requirements.
5. Highway-Oriented SSOD Sign Development Standards.
 - a. The highway-oriented SSOD sign permitted by the establishment of the SSOD shall not exceed 60 feet. However, in the event that the applicant, by means of a visual simulation and other evidence demonstrates that increased height is warranted, based upon particular circumstances within the SSOD, the city council, upon the adoption of findings, may approve a sign that exceeds 60 feet. The height of any highway-oriented SSOD shall comply with the height limitations in the Travis AFB Land Use Compatibility Plan.
 - a.[b.] The highway-oriented SSOD sign shall be designed in a manner that is context-sensitive to its location within the city and within the existing commercial area, complementary to the materials and design of buildings in proximity to the sign, and landscaped to enhance the aesthetics of the sign. Removal of existing landscaping and vegetation shall require approval by the community development director, in conformance with an approved landscaping plan submitted as part of the SSOD sign permit application.
 - b.[c.] Illumination shall be effectively shielded so as to prevent light from being directed at any portion of the traveled rights of way, to prevent glare, and to prevent impairment of driver vision or vehicle operation or airport flight operations at Travis AFB. Illumination shall not interfere with the effectiveness or obscure an official traffic sign, device, signal, or pavement marking.
 - c.[d.] The approved SSOD shall comply with the California Business and Professions Code. If the SSOD is located within a named business center, the name of the business center shall be included on the highway-oriented SSOD sign. An application for a highway-oriented SSOD sign permit shall include a proposed signage reduction plan that ensures that the installation of the sign will result in the consolidation of allowable signage within the business center, so that less signage will be erected as a result of the installation of the highway-oriented sign in the SSOD. The permittee shall be responsible for adherence to the approved signage reduction plan.
6. Design Intent. The establishment of an SSOD and construction of a highway-oriented SSOD sign are intended to accomplish the following goals:

- a. Increase the visibility and economic vitality of businesses within the Highway 12 corridor by providing the opportunity for off-premise advertising.
 - d.[b.] Result in quality design, character, and construction of signs that are both context-sensitive, as well as complementary to the materials and design of buildings in proximity to the sign.
 - e.[c.] Enhance overall property values in the city by discouraging signs which contribute to the visual clutter of the streetscape.
 - f.[d.] Improve traffic safety by ensuring that signage does not distract motorists, obstruct traffic circulation, or impede pedestrian or vehicular movement.
7. Procedures for Establishment of an SSOD.
- a. There are two application methods for the establishment of an SSOD:
 - i. Any applicant may file an application for the establishment of an SSOD concurrently with the filing of an application for a sign permit. The application for an SSOD shall be made on the forms and in the manner prescribed by the development services department, shall be accompanied by fees as specified in the city's master fee schedule for staff work on a full cost recovery basis.
 - ii. Alternatively, upon discussion and direction from the city council to staff to initiate the process for the establishment of one or more sign districts, staff shall prepare an application and related materials. The matter shall be placed on a planning commission agenda for public hearing. In either case, the application shall be processed consistent with the procedures set forth in this section.
 - iii. Regardless of the manner in which the application is filed, whether by an applicant or by the development services director on behalf of the planning commission or city council, the planning commission shall hold at least one public hearing on the matter. Within 30 days of the close of the public hearing, the planning commission shall make findings, and shall recommend to the city council that the SSOD be approved, approved subject to specific written conditions, or to deny the application for cause. Such action shall be by resolution.
 - iv. Where the planning commission has recommended approval, with or without conditions, the development services director shall transmit the record of the planning commission action to the city clerk for the purpose of setting a public hearing before the city council. The hearing shall be set in the manner prescribed by Title 7, Section 65905 of the Government Code. The city council shall hold at least one public hearing on the matter and shall render its decision to approve, approve subject to conditions, or deny the application for cause, within the time limits prescribed by Title 7, Section 65950 or Section 65952.1 of the Government Code. The council's action shall be by ordinance with such findings as are required by law.
 - v. Where the planning commission has recommended denial of the application, the city council may sua sponte direct the city clerk to set a public hearing

before the city council. The hearing shall be set in the manner prescribed by Title 7, Section 65905 of the Government Code. The city council shall hold at least one public hearing on the matter and shall render its decision to approve, approve subject to conditions, or deny the application for cause, within the time limits prescribed by Title 7, Section 65950 or Section 65952.1 of the Government Code. The council's action shall be by ordinance with such findings as are required by law.

8. Procedures for the issuance of a permit for the construction of a highway-oriented SSOD sign.
 - a. Any applicant may file an application for a permit to construct a highway-oriented SSOD sign. The application for such a permit shall be made on the forms and in the manner prescribed by the development services department, shall be accompanied by fees as specified in the city's master fee schedule for staff work on a full-cost recovery basis, and shall include an affidavit providing full indemnification for the city and its agents and employees, as well as insurance in an amount specified by the city which lists the city as an additional insured. Failure to maintain said insurance in full force could subject the SSOD sign permittee to loss of his/her SSOD sign permit. If the applicant is not the owner of the property on which the proposed sign would be located, the application shall also be signed by the property owner. Such application shall require environmental review, site plan review, and design review of the proposed sign and its location, initially by the planning commission, in the manner in which other signs are reviewed, and subsequently by the city council, due to the significant scale and multi-parcel purpose of the highway-oriented SSOD sign. Both the planning commission and the city council shall make findings prior to approving an SSOD sign permit. The following indemnification and insurance assurances shall be included in the application and agreed to and warranted by applicant:
 - i. Indemnification. Applicant agrees to indemnify and defend the City, its officers, employees, contractors, attorneys and agents against, and shall hold and save them and each of them harmless from, any and all petitions for writ of mandate, actions, lawsuits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the project. Applicant shall defend any action or actions filed in connection with any of said claims or liabilities and shall pay all costs and expenses, including legal costs and attorney's fees incurred in connection therewith, with the city having its choice of legal counsel for itself and for any above-referenced person or entity. Applicant shall promptly pay any judgment rendered against the city, its officers, employees, contractors, attorneys and agents for any such petition for writ of mandate, lawsuit and action arising out of or in connection with the project, the work, operations and/or activities of applicant hereunder; and applicant agrees to save and hold the city, its officers, agents, contractors, attorneys and employees harmless therefrom to the fullest extent provided by this indemnity provision.

- ii. Insurance. Applicant warrants and represents that it carries at least \$2,000,000.00 in commercial general liability insurance and automobile insurance in forms that are acceptable to the city and that the applicant, within three business days of approval of its application, shall cause the city to be named as an additional insured on said policies and further applicant shall cause all contractors used by the applicant to name the city as an additional insured on all insurance policies carried by said contractors.
- b. The planning commission shall hold at least one public hearing on the matter. Within 30 days of the close of the public hearing, the planning commission shall make findings, and shall recommend to the city council that the SSOD sign permit be approved, approved subject to specific written conditions, or to deny the application for cause. Such action shall be by resolution.
 - [i.] Where the planning commission has recommended approval, with or without conditions, the community development director shall transmit the record of the planning commission action to the city clerk for the purpose of setting a public hearing before the city council. The hearing shall be set in the manner prescribed by Title 7, Section 65905 of the Government Code. The city council shall hold at least one public hearing on the matter and shall render its decision to approve, approve subject to conditions, or deny the application for cause, within the time limits prescribed by Title 7, Section 65950 or Section 65952.1 of the Government Code. The council's action shall be by resolution with such findings as are required by law.
 - [ii.] Where the planning commission has recommended denial of the application, the city council may sua sponte direct the city clerk to set a public hearing before the city council. The hearing shall be set in the manner prescribed by Title 7, Section 65905 of the Government Code. The city council shall hold at least one public hearing on the matter and shall render its decision to approve, approve subject to conditions, or deny the application for cause, within the time limits prescribed by Title 7, Section 65950 or Section 65952.1 of the Government Code. The council's action shall be by resolution with such findings as are required by law.

(Ord. No. 743, § 3, 3-21-2017; [Ord. No. 748, § 4, 5-15-2018](#))