AGENDA

REGULAR MEETING OF THE
SUISUN CITY COUNCIL

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

TUESDAY, MARCH 6, 2018
7:00 P.M.

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

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

(Next Ord. No. – 747)
(Next City Council Res. No. 2018 – 19)
Next Suisun City Council Acting as Successor Agency Res. No. SA2018 - 01)
(Next Housing Authority Res. No. HA2018 – 01)

ROLL CALL
Council / Board Members
Pledge of Allegiance
Invocation

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

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

REPORTS: (Informational items only.)
1. Mayor/Council - Chair/Boardmembers
2. City Manager/Executive Director/Staff
PRESENTATIONS/APPOINTMENTS
(Presentations, Awards, Proclamations, Appointments).

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

City Council
3. Council Adoption of Resolution No. 2018- ___: Accepting the Civil Improvements in the Zephyr Estates Subdivision – (Kashiwagi).

4. Council Adoption of Resolution No. 2018- ___: Authorizing City Manager to Execute a Contract with Ralph Anderson & Associates to Recruit a New City Manager – (Corey).

Joint City Council / Suisun City Council Acting as Successor Agency/Housing Authority
5. 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 February 20, 2018 – (Hobson).

PUBLIC HEARINGS

GENERAL BUSINESS

City Council
6. The Fiscal Year 2017-18 Tree Planting and Beautification Project – (Kashiwagi).
   a. Council Adoption of Resolution No. 2018-___: Authorizing the City Manager to Execute a Tree Planting and Beautification Plan for Tree Program Funded through PG&E and Donation from the Fairfield-Suisun Rotary Club.
   b. Council Adoption of Resolution No. 2018-___: Adopting the 13th Amendment to the Annual Appropriation Resolution No. 2017-44 to Appropriately Prior Year Fund Balance and Donation Funds to support the FY2017-18 Tree Planting and Beautification Project.


ADJOURNMENT

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

PLEASE NOTE:
1. The City Council/Agency/Authority hopes to conclude its public business by 11:00 P.M. Ordinarily, no new items will be taken up after the 11:00 P.M. cutoff and any items remaining will be 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, and the Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of March 6, 2018 was posted and available for review, in compliance with the Brown Act.
AGENDA TRANSMITTAL

MEETING DATE: March 6, 2018

CITY AGENDA ITEM: Adoption of City Council Resolution No. 2018-__: Accepting the Civil Improvements in the Zephyr Estates Subdivision.

FISCAL IMPACT: There would be no fiscal impact to the General Fund associated with this item.

BACKGROUND: Zephyr Estates Subdivision includes fifty-nine residential parcels at the corner of Walters Road and East Tabor Avenue. In mid-2015, the Improvement Plans and Final Map for the Subdivision were completed and approved, bonds and insurance were posted, and appropriate fees were paid by the developer.

In late 2015, the Subdivision was annexed into Community Facilities District No. 2 (CFD No. 2) to offset the impacts on City Services due to the new development. City Services covered under CFD No. 2 include police, fire and paramedics and existing Tax Zone No. 3 (included within CFD No. 2) to cover the costs associated with storm drainage maintenance within and around the new project. The Subdivision was also merged into the existing Peterson Ranch MAD to cover costs of lighting and landscaping.

Prior to beginning construction in 2016, the Developer submitted separate performance and labor & materials bonds for public landscaping and civil improvements.

STAFF REPORT: The civil improvements constructed for Zephyr Estates, when initially inspected, were found to be in substantial compliance with the approved improvement plans and agreements previously approved by the City Council. Corrections and repairs identified by staff through the inspection process have been completed and required warranties have been provided. The developer has submitted a one-year warranty bond in the amount of $108,123, which is 10% of the construction cost for the civil improvements. Therefore, it is staff’s recommendation to accept the civil improvements constructed for the Zephyr Estates subdivision as complete, establish the date for this resolution as the date of acceptance for these improvements, and begin the one-year warranty period for these improvements. The public landscape improvements were accepted by the City Council on November 21, 2017.

Regarding ongoing maintenance of these improvements, street sweeping services will be provided by Republic Services consistent with the contract the City holds with them to provide these services to all City streets. The costs for storm drainage maintenance is covered through Tax Zone No. 3, which is included within Community Facilities District No. 2, and streetlight maintenance is covered through the Peterson Ranch Maintenance Assessment District (MAD) – along with landscape maintenance services as previously approved by the Council in November 2017.

PREPARED BY: Nick Lozano, Associate Engineer
REVIEWED BY: Michael A. Kashiwagi, Interim Public Works Director/City Engineer
APPROVED BY: Suzanne Bragdon, City Manager
RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2018-__: Accepting the Civil Improvements in the Zephyr Estates Subdivision.

ATTACHMENTS:

1. Resolution No. 2018-__: Accepting the Civil Improvements in the Zephyr Estates Subdivision.

2. Location Map.
RESOLUTION NO. 2018-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE CIVIL IMPROVEMENTS IN
THE ZEPHYRY ESTATES SUBDIVISION

WHEREAS, on July 21, 2015, the City Council of Suisun City approved the Final Map for
the Zephyr Estates Subdivision (Subdivision); and

WHEREAS, on August 12, 2015, the City signed the Subdivision Improvement Agreement
for the Zephyr Estates Subdivision with Seecon Homes (Developer); and

WHEREAS, the Subdivision has been annexed into Community Facilities District No. 2
(CFD No. 2) and Tax Zone No. 3, and has been merged into the existing Peterson Ranch
Maintenance Assessment District (MAD); and

WHEREAS, the Developer has completed the landscape improvements in the Subdivision,
which were approved by the City Council on November 21, 2017; and

WHEREAS, as part of the overall project, the Developer was responsible for the
installation of civil improvements and staff has inspected the civil improvements and found these
improvements to be in substantial compliance with the approved improvement plans for the
subdivision; and

WHEREAS, the Developer has completed all corrections and repairs to the civil
improvements.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun
City accepts the civil improvements in the Zephyr Estates Subdivision as complete, establishes
the date for this resolution as the date of acceptance for these improvements, and begins the one-year
warranty period for these improvements.

PASSED AND ADOPTED by a Regular Meeting of said City Council of the City of
Suisun City duly held on Tuesday, the 6th of March 2018, by the following vote:

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

WITNESS my hand and the seal of the City of Suisun City this 6th day of March 2018.

Linda Hobson, CMC
City Clerk
LOCATION MAP
Zephyr Estates
MEETING DATE: March 6, 2018

CITY AGENDA ITEM: Council Adoption of Resolution No. 2018-__: Authorizing the City Manager to Execute a Contract with Ralph Anderson & Associates to Recruit a New City Manager.

FISCAL IMPACT: The contract cost for the firm selected is $1,200 more than the $25,000 included in the FY 2017-18 budget to cover the cost of an executive search firm in anticipation of the upcoming retirement of the current City Manager. Appropriated cost savings will be used to cover the shortfall. There will be no negative impact to the General Fund.

BACKGROUND: After the City Manager announced in January her plan to retire in June, the City Council authorized the City Manager to solicit proposals from firms qualified to undertake the recruitment of a new City Manager. Staff prepared a Request for Proposals (RFP), and distributed it to 12 qualified California executive search firms with expertise in public sector recruiting, particularly of City Managers and City executives.

Subsequently, the Mayor nominated and Council approved the establishment of an Ad Hoc Committee consisting of Vice Mayor Lori Wilson and Councilmember Mike Hudson to review the proposals, interview candidates and make a recommendation to Council on the selection of an executive search firm to handle this recruitment.

STAFF REPORT: A total of five executive search firms submitted proposals in response to the City’s RFP. These included:

- Bob Murray & Associates
- CPS HR Consulting
- Koff & Associates
- Ralph Andersen & Associates
- William Avery & Associates

Each proposal was determined to be responsive to the RFP. The proposals ranged in price from $17,500 to $31,000, and each firm followed a very similar process though the level of experience, depth of existing contacts, precise outreach methodology and firm reputation varied.

All firms were interviewed by the Council Ad Hoc Committee. Based on consideration of experience, depth of existing contacts, appreciation of the unique needs of smaller cities, and resources available to complete the recruitment within three months to ensure a smooth transition with the upcoming retirement of the current City Manager, the Ad Hoc Committee recommends the selection of Ralph Andersen & Associates.
It should be noted that the timeline proposed by Ralph Andersen & Associates assumes that the City is able to meet its deadlines as part of this process including availability for interviews, meetings, deliberations and decisions. Approaches to help facilitate the 90-day timeline is discussed in more detail below.

Since it was founded in 1972, Ralph Anderson & Associates has served hundreds of clients, and has accumulated extensive contacts among senior public sector staff and executives. The firm has performed 47 City Manager recruitments in the past three years, predominately in California but also in several other states. The recruiter who will work on the City’s search is Greg Nelson, who has more than 20 years of public sector work experience prior to joining Ralph Anderson. Mr. Nelson has performed similar recruitments for cities ranging in population from 8,000 to 230,000, including Morro Bay, Reno, and Brownsville, Texas.

The firm will perform a comprehensive recruitment including the following elements:

- **Develop a comprehensive position profile** based on information obtained in meetings with the Mayor and City Council and others, as appropriate.

- **Extensive personal outreach**, in-person and via telephone, to qualified candidates within California, the Western Region, and throughout the nation.

- **A marketing strategy** using selected advertising to supplement the extensive candidate identification process, including Internet, social media and extensive professional contacts.

- **Screening process** to narrow the field of candidates to those that most closely match the needs of the City and is based on extensive reference checks and telephone interviews with the top candidates.

- **Delivering a search report** that recommends the top group of candidates and provides decision-makers with detailed information about their backgrounds and experience.

- **Interview, selection process and negotiation assistance** that will result in an accepted job offer and candidate placement.

All services and expenses, including consultant travel to Suisun City, is included in a flat fee of $26,200. Public participation processes, if desired by the Council, are available at an additional cost.

The entire recruitment process usually takes about 90 days to complete to the point of an accepted job offer. It is common that City Manager candidates are employed and are required to provide a 30-day notice, and then may have to relocate.

Given the current City Manager’s retirement date of June 30, 2018, the Search Committee was concerned about keeping the recruitment process moving forward to avoid any unnecessary delay. To help ensure that the recruitment process is completed within the 90-day schedule, some process oriented and logistical tasks can be delegated to the Council Ad Hoc (i.e., final review of the candidate brochure) and City Attorney (i.e., minor contract details.) These details would be worked out with Mr. Nelson during project initiation with the full Council in closed session.

If the Council authorizes the City Manager to execute a contract with Ralph Anderson & Associates, the expectation is that Mr. Nelson would meet with the full City Council in closed session on March 20, 2018.
RECOMMENDATION: The City Manager Search Committee recommends that the City Council select Ralph Andersen & Associates, and authorize the City Manager to execute a contract with the firm to recruit a new City Manager.

ATTACHMENTS:

1. Resolution No. 2018-___: Authorizing the City Manager to Execute a Contract with Ralph Anderson & Associates to Recruit a New City Manager.
RESOLUTION NO. 2018 - ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH RALPH
ANDERSON & ASSOCIATES TO RECRUIT A NEW CITY MANAGER

WHEREAS, after nearly 13 years serving as the City Manager of Suisun City, the current City Manager is retiring effective June 30, 2018; and

WHEREAS, the recruitment of a city manager is one of the more important decisions that a city council can make; and

WHEREAS, the use of a qualified outside executive search firm has the tools, experience and expertise to ensure that the Council has a pool of qualified candidates to consider in filling this critical positions; and

WHEREAS, the FY 2017-18 budget includes sufficient appropriations to retain the services of an outside firm to work with Council and facilitate the selection of a new City Manager; and

WHEREAS, the Council authorized the City Manager to solicit proposals from experienced and qualified executive search firms to work with Council on this important recruitment; and

WHEREAS, the five (5) responsive proposals were received with each being reviewed by the Council’s City Manager Search Committee, which also interviewed representatives of each firm; and

WHEREAS, the Council’s City Manager Search Committee recommended the selection of Ralph Anderson & Associates.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City hereby authorizes the City Manager to solicit proposals from qualified firms to undertake the recruitment for a new City Manager.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 6th day of March 2018, by the following vote:

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

WITNESS my hand and the seal of the City of Suisun City this 6th day of March 2018.

Linda Hobson, CMC
City Clerk
M I N U T E S
SPECIAL 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, FEBRUARY 20, 2018
5:30 P.M.

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

ROLL CALL
Mayor Sanchez called the meeting to order at 5:30 PM with the following Council/Board Members Present: Day, Segala, Mayor Pro Tem Wilson, Mayor Sanchez
Council/Board Members Absent: Hudson
Council/Board Member Hudson arrived at 5:31 PM

PUBLIC COMMENT
None
(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).

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

Council/Board Member Day announced a conflict of interest with the 700 Block of Main Street Commercial Properties.

CLOSED SESSION
Pursuant to California Government Code section 54950 the Suisun City Council, Suisun City Council Acting as Successor Agency to the Redevelopment Agency and Suisun City Housing Authority will hold a Closed Session for the purpose of:

Joint City Council/Successor Agency/ Housing Authority

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
   Property Under Negotiation: Assessor’s Parcel Numbers/Address:
   Main Street Commercial Properties.
   701 Main Street: 0032-130-010
   707 Main Street: 0032-130-020
711 Main Street: 0032-130-030
713 Main Street: 0032-130-040
Parcel 3: 0032-142-300
Lawler House: 0032-141-130
Parcel 11: 0032-061-390

Authority Negotiator: Suzanne Bragdon, City Manager; Sean Quinn, Project Manager; Sajuti Rahman, Management Analyst; and Scott Corey, Acting Administrative Services Director; John Kearns, Acting Development Services Director

Negotiating Parties: Olwest Management Company
Under Negotiations: Terms and payment

5:31 PM Mayor Sanchez recessed the City Council/Successor Agency/Housing Authority to Closed Session.

CONVENE OPEN SESSION
Announcement of Actions Taken, if any, in Closed Session.

7:10 PM – Mayor Sanchez reconvened the City Council/Successor Agency/Housing Authority Meeting and announced no decisions were made in Closed Session.

ADJOURNMENT

There being no further business, Mayor Sanchez adjourned the meeting at 7:10 PM.

________________________
Donna Pock, CMC
Deputy City Clerk
AGENDA TRANSMITTAL

MEETING DATE: March 6, 2018

CITY AGENDA ITEM: The FY2017-18 Tree Planting and Beautification Project

1. Council Adoption of Resolution No. 2018-__: Authorizing the City Manager to Execute a Tree Planting and Beautification Plan for Tree Program Funded through PG&E and Donation from the Fairfield-Suisun Rotary Club.

2. Council Adoption of Resolution No. 2018-__: Adopting the 13th Amendment to the Annual Appropriation Resolution No. 2017-44 to Appropriate Prior Year Fund Balance and Donation Funds to support the FY2017-18 Tree Planting and Beautification Project.

FISCAL IMPACT: There is no fiscal impact to the General Fund for this Project. Total cost to implement the proposed project is $57,500. Of this amount, $50,000 is from PG&E in consideration for replacement of trees they removed in 2016, and $7,500 is donated by the Fairfield-Suisun Rotary Club for the purchase of 166 trees as part of a world-wide Arbor Day/Earth Day tree planting project.

BACKGROUND: In February 2016, PG&E began a gas line safety program which entailed amongst other things, removal of 62 trees over sections of their gas distribution lines. As part of the agreement with the City of Suisun, PG&E agreed to replace the removed trees on a 3:1 basis. In order to provide staff time to develop a tree planting strategy, the City agreed to a monetary reimbursement of $50,000 by PG&E in lieu of having PG&E physically replant trees.

Prior to the development of a tree planting strategy, the Fairfield-Suisun Rotary Club approached the City about the donation of upwards of 70 trees as part of the world-wide Rotary tree planting project that asks clubs to plant one tree for each member of their Club. This morphed into a donation of $7,500 or 167 trees, which have been added to the tree planting and beautification project presented herein.

STAFF REPORT: In developing the proposed Tree Planting and Beautification Project outlined herein, staff took into account:

- Locations in the City that need beautification
- Locations where residents can benefit from wind-breaks and/or shade
- Types of trees and staking methods that reflect the conditions at each site
- Types of trees that provide high visual impact (i.e., fall colors, large canopies, etc.)
- Monies available for this initial tree planting effort (i.e., $57,500).

Working within the project budget, the table below identifies the location and number of trees proposed to be planted eight different locations.
Attached to this report is a more detailed spreadsheet that outlines 266 planting opportunities in the City, along with specific recommendations of tree type for each location. Photo of the various recommended trees follows thereafter.

The trees identified should do well in this climate zone and bring other attributes to the city including fall color, wind tolerance, resistance to some pathogens and good shade during the summer/fall months. This list was put together by our Interim Public Works Maintenance Superintendent, Steve Tyler, who is an International Society of Arboriculture (ISA) certified Arborist, in conjunction with renowned Horticulturist and Consulting Arborist Barrie D. Coate. Barrie Coate, who is now a resident of Fairfield, was introduced to this project through the Fairfield-Suisun Rotary Club. Mr. Coate has offered to likewise provide advice on future projects such as a replanting strategy for Main Street and other beautification strategies.

The planting will begin with a groundbreaking and tree planting with members of the Fairfield-Suisun Rotary Club on Arbor Day, which is Friday, April 27th. Following the groundbreaking ceremony, maintenance staff and volunteer groups will plant the balance of the trees one segment at a time. Given that specific varieties of trees may take up to 6-months to order, this project will likely carry-forward into fiscal year 2018-19. Big picture, preparation of planting areas and the installation/repair of sprinkler systems will be completed in the spring/summer, with the majority of trees planted in the fall.

**In Conclusion**

The net cost for this project to the City of Suisun will be $0. It is not often that a City has the opportunity to plant such an extensive amount of trees in their right of way or property at a zero net cost. Beyond Rotary, staff will strive to get community involvement from the local volunteer organizations so they may able to take obtain the feeling of civic pride that this type of project bestows.

There is an inspirational Chinese proverb that answers the question, “When is the best time to plant a tree”? The proverb states, “The best time to plant a tree was 20 years ago. The second best time is now”.

What the City can achieve with this project is something that will not only be looked fondly upon in the present but will something to marvel at 20+ years in the future. These trees to be planted will
be a source of civic pride now and gift of shade, color, refuge (for wildlife) and will be remembered as part of **Suisun City’s 150th Anniversary Celebration**!

This project will be a gift to Suisun residents now and for generations to come.

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

a. Council Adoption of Resolution No. 2018-__: Authorizing the City Manager to Execute a 2018 Tree Planting Plan for Trees to Be Planted with Funding from PG&E and the Fairfield-Suisun Rotary Club; and

b. Council Adoption of Resolution No. 2018-__: Adopting the 13th Amendment to the Annual Appropriation Resolution No. 2017-44 to Appropriate Prior Year Fund Balance and Donation Funds to support the FY2017-18 Tree Planting and Beautification Project.

**ATTACHMENTS:**

1. Council Adoption of Resolution No. 2018-__: Authorizing the City Manager to Execute a 2018 Tree Planting Plan for Trees to Be Planted with Funding from PG&E and the Fairfield-Suisun Rotary Club.

2. Council Adoption of Resolution No. 2018-__: Adopting the 13th Amendment to the Annual Appropriation Resolution No. 2017-44 to Appropriate Prior Year Fund Balance and Donation Funds to support the FY2017-18 Tree Planting and Beautification Project.

3. Spreadsheet – Tree Plan including Recommendation of Tree Type and Location

4. Photos of Recommended Trees

5. Map – Location of recommended Tree Plantings
RESOLUTION NO. 2018 - ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO EXECUTE A 2018 TREE PLANTING
PLAN FOR TREES TO BE PLANTED WITH FUNDING FROM PG&E AND THE
FAIRFIELD-SUISUN ROTARY CLUB

WHEREAS, on August 2016, the City passed resolution 16-____ accepting a payment of
$50,000 for replacement of trees due to issues with their gas distribution zones causing them the
need to remove 62 trees; and

WHEREAS, The Fairfield-Suisun Rotary Club has agreed to the purchase of 167 trees in
the amount of $7500 to augment the Tree Planting effort; and

WHEREAS, the City Manager has asked staff to come up with a plan to plant trees in the
City for a price not to exceed $57,500 including labor, equipment and materials; and

WHEREAS, The Planting Plan will address needs along Walters Road, Lambrecht Sports
Complex and along the NB Highway 12 Bicycle Path; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of
Suisun City hereby authorizes the City Manager execute this 2018 Tree Planting Plan.

PASSED AND ADOPTED by a Regular Meeting of said City Council of the City of
Suisun City duly held on Tuesday, the 6th of March 2018, by the following vote:

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

WITNESS my hand and the seal of the City of Suisun City this 6th of March 2018.

_________________________________________
Linda Hobson, CMC
City Clerk
RESOLUTION NO. 2018-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING THE 13TH AMENDMENT TO THE ANNUAL APPROPRIATION RESOLUTION NO. 2017-44 TO APPROPRIATE PRIOR YEAR FUND BALANCE AND DONATED FUNDS TO SUPPORT THE FY2017-18 TREE PLANTING AND BEAUTIFICATION PROJECT.

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

THAT Section 037 of Part III of the Annual Appropriation Resolution No. 2017-44 be and is hereby amended as follows:

<table>
<thead>
<tr>
<th>Increase/</th>
<th>(Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>TO:</td>
<td>BUILDING &amp; PUBLIC WORKS DEPARTMENT</td>
</tr>
<tr>
<td></td>
<td>Capital Improvements</td>
</tr>
<tr>
<td></td>
<td>TOTAL Section 037</td>
</tr>
<tr>
<td></td>
<td>$ 57,800</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>PG&amp;E Tree Mitigation Fund</th>
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</thead>
<tbody>
<tr>
<td>Revenues:</td>
</tr>
<tr>
<td>A/C No. 037-70101-0000</td>
</tr>
<tr>
<td>A/C No. 037-75110-9984</td>
</tr>
<tr>
<td>A/C No. 037-75410-9984</td>
</tr>
<tr>
<td>A/C No. 037-79100-9984</td>
</tr>
<tr>
<td>A/C No. 037-79410-9984</td>
</tr>
<tr>
<td>Appropriations:</td>
</tr>
<tr>
<td>A/C No. 037-96510-9984</td>
</tr>
<tr>
<td>Total General Fund</td>
</tr>
</tbody>
</table>

THAT the purpose is to appropriate prior year fund balance and donated funds to facilitate the FY2017-18 Tree Planting and Beautification Project.

ADOPTED AND PASSED at a regular meeting of the City Council of the City of Suisun City duly held on the 6th day of March, 2018 by the following vote:

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

WITNESS my hand and seal of the said City this 6th day of March 2018.

Linda Hobson, CMC
City Clerk
<table>
<thead>
<tr>
<th>LOCATION</th>
<th>LENGTH</th>
<th>CENTERS</th>
<th>SPECIES</th>
<th>#TREES</th>
<th>WATER</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walters Road Peterson to Mammoth</td>
<td>100'</td>
<td>50'</td>
<td>Red Maple (2), Plane tree (1)</td>
<td>3</td>
<td>Y</td>
<td>poor volunteer location</td>
</tr>
<tr>
<td>Walters Road Mammoth to Pintail</td>
<td>500'</td>
<td>50'</td>
<td>Plane tree (6), Ginko biloba (6)</td>
<td>12</td>
<td>Y</td>
<td>poor volunteer location</td>
</tr>
<tr>
<td>Walters Road Pintail to S of Buena Vista</td>
<td>750'</td>
<td>50'</td>
<td>Red Maple (9), Silver Linden (9)</td>
<td>18</td>
<td>Y</td>
<td>poor volunteer location</td>
</tr>
<tr>
<td>Sports Complex Field 2 (outfield fence)</td>
<td>550'</td>
<td>16'</td>
<td>Plane tree “Columbia”</td>
<td>35</td>
<td>Y</td>
<td>**excellent volunteer location</td>
</tr>
<tr>
<td>Bicycle Path Marina to Village</td>
<td>1750'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (20); Chines Elm (10); Zeikova (20); Black Tupelo (5)</td>
<td>55</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
<tr>
<td>Bicycle Path Village to Sunset</td>
<td>1200'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (10); Chines Elm (10); Zeikova (10); Black Tupelo (8)</td>
<td>38</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
<tr>
<td>Bicycle Path Sunset to Snow</td>
<td>1450'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (10); Chinese Elm (9); Zeikova (10); Black Tupelo (9)</td>
<td>38</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
<tr>
<td>Bicycle Path Snow to McCoy Ck</td>
<td>1150'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (10); Chinese Elm (8); Zeikova (10); Black Tupelo (8)</td>
<td>36</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
<tr>
<td>Bicycle Path McCoy Ck to Emperor</td>
<td>800'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (7); Chinese Elm (7); Zeikova (6); Black Tupelo (5)</td>
<td>25</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
<tr>
<td>Bicycle Path Emperor to Woodlark</td>
<td>1400'</td>
<td>32'</td>
<td>Frontier or Liberty Elm (12); Chinese Elm (12); Zeikova (12); Black Tupelo (8)</td>
<td>44</td>
<td>N</td>
<td>*good volunteer location</td>
</tr>
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<td><strong>subtotal</strong></td>
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<td><strong>deleted for 2018</strong></td>
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<td><strong>Total 2018 Trees</strong></td>
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<td></td>
<td><strong>222</strong></td>
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<td>= delete for this year</td>
</tr>
<tr>
<td>LOCATION</td>
<td>#TREES</td>
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<td>Walters Road Peterson to Mammouth</td>
<td>3</td>
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<tr>
<td>Walters Road Mammouth to Pintail</td>
<td>12</td>
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<tr>
<td>Walters Road Pintail to S of Buena Vista</td>
<td>18</td>
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<td>Sports Complex Field 2 (outfield fence)</td>
<td>35</td>
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<td>Bicycle Path Marina to Village</td>
<td>55</td>
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<tr>
<td>Bicycle Path Sunset to Snow</td>
<td>38</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bicycle Path Snow to McCoy Ck</td>
<td>36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bicycle Path McCoy Ck to Emperor</td>
<td>25</td>
<td></td>
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</tr>
</tbody>
</table>

**TOTAL** 222
The black Tupelo Tree
“Nyssa sylvatica “red rage”

The London Plane Tree
Platanus acerifolia “Columbia”

Japanese Zelkova
Zelkova serrata “Village Green”

Maidenhair Tree
Ginkgo biloba “Saratoga”
Red Maple
Acer rubrum “Red Sunset”
Silver Linden
Tilia tomentosa “Sterling”
Chinese Elm
Ulmus parvifolia “Allee”
American Liberty Elm
Ulmus Americana “Liberty”

Frontier Elm
Ulmus Parvifolia “Liberty”
AGENDA TRANSMITTAL

MEETING DATE: March 6, 2018


FISCAL IMPACT: If the City moves forward with allowing commercial cannabis uses, subsequent actions will be required to establish fees for application reviews and expectations for local revenue.

BACKGROUND: The City Council reviewed a draft Ordinance to establish regulations to govern commercial cannabis uses and cultivation of cannabis for personal use within Suisun City. Following Council discussion and input from the public, the City Council by a vote of 3 -2 indicated its support for the proposed ordinance with the following revisions:

- Various restrictions on personal use cultivation were removed. Generally, a majority of the City Council felt that the provisions in question were unenforceable and that certain barriers to personal use cultivation were not necessary.
- Willingness to allow a single commercial dispensary within Suisun City.

Staff is seeking confirmation of the direction received and clarification on Council’s expectations related to the cannabis dispensary.

STAFF REPORT: The City Council by majority vote endorsed allowing one cannabis dispensary within the City. The draft ordinance did not have operational guidelines or restrictions for dispensaries and so will require additional work before the City Council can review and take action on regulations that would allow a dispensary. To better inform the preparation of a draft dispensary code section, staff is requesting Council direction regarding the following key issues.

Issue 1: Allowed Locations:
appropriate locations for dispensaries. Staff has analyzed potential locations for dispensaries and prepared the attached map to inform the Council’s discussions. Buffers have been applied to the map to identify areas where dispensaries could or could not be accommodated based on requiring the following setbacks or limitations:

- No dispensaries located within the Waterfront District Specific Plan
- Setback/buffer of 1,000 feet from schools or daycare uses.
- Setback/buffer of 250 from residential zoned land

Areas within the City that would be potential sites for dispensaries are identified in yellow. Additionally, lands within the City’s sphere of influence (Gentry and Special Planning Area) would be available based on the restrictions as noted.
**Issue 2: Adult Use, Medical or Both**
In allowing a dispensary, the City may allow sale of medical cannabis, sale of adult use/recreational cannabis or both. As the cannabis industry has evolved under Proposition 64, the majority of dispensaries are adjusting to serve both medical and adult use/recreational customers. Due to the expense and effort associated with securing a medical cannabis authorization, the trend among customers is away from medical cannabis sales and to adult use/recreational cannabis sales. With this trend underway, it might be difficult for a medical-only dispensary to be economically viable. Staff recommends that if the City Council maintains support for a dispensary in the City, that such dispensary be allowed to serve both medical and adult use/recreational cannabis customers.

**Issue 3: Storefront, Home Delivery or Both**
Staff recently presented the option for a delivery-only option for retail cannabis sales. The ordinance, as currently drafted, includes a delivery-only retail option that is limited to medical cannabis only. If the City Council supports a cannabis dispensary within the City, whether for medical or adult-use, then the Council may wish to allow that dispensary to provide home delivery service.

Staff recently visited a dispensary in the City of Vallejo to better understand the operations of dispensaries. Dispensary operators suggested the majority of their customers choose to visit the dispensary in person and it does not appear that delivery will be a significant amount of total sales. However, for some customers with mobility limitations, home delivery can represent an important service.

One significant consideration that will require further research is whether allowing sale of cannabis by delivery opens the City to cannabis deliveries from businesses based outside of Suisun City. Staff will research this issue and report further at the City Council meeting of March 6, 2018.

**Issue 4: Limit Number of Dispensaries**
The City Council has broad latitude to regulate dispensaries, including the number of dispensaries allowed within the City. Council’s direction at its previous meeting was to allow a single dispensary within the community. Staff requests that the City Council confirm this limitation.

**CITY COUNCIL OPTIONS:**
Staff requests City Council direction on issues related to location, operation and number for cannabis dispensaries within Suisun City. Council direction will allow staff to amend the draft Cannabis Ordinance and return to the City Council for formal consideration.

In providing direction, the City Council can allow cannabis dispensaries subject to specific regulations and limitations, can disallow cannabis dispensaries within Suisun City, or request additional information and continue this policy discussion.

**STAFF RECOMMENDATION:** Provide direction regarding whether and how cannabis dispensaries should be allowed within Suisun City.