



City of Los Banos

At the Crossroads of California

www.losbanos.org

AGENDA

CITY COUNCIL MEETING

CITY HALL COUNCIL CHAMBERS
520 J Street
Los Banos, California

SEPTEMBER 18, 2019

If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office @ (209) 827-7000 at least 48 hours prior to the meeting.

The City of Los Banos complies with the Americans with Disabilities Act (ADA) of 1990.

Si requiere asistencia especial para atender o participar en esta junta por favor llame a la oficina de la Secretaria de la ciudad al (209) 827-7000 a lo menos de 48 horas previas de la junta.

La Ciudad de Los Banos cumple con la Acta de Americanos con Deshabilidad (ADA) de 1990.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the meeting and in the City Clerk's office located at City Hall, 520 J Street, Los Banos, California during normal business hours. In addition, such writings and documents may be posted on the City's website at www.losbanos.org.

Cualquier escritura o los documentos proporcionaron a una mayoría del Ayuntamiento respecto a cualquier artículo en este orden del día será hecho disponible para la inspección pública en la reunión y en la oficina de la Secretaria de la ciudad en City Hall, 520 J Street, Los Banos, California durante horas de oficina normales. Además, tales escrituras y los documentos pueden ser anunciados en el website de la ciudad en www.losbanos.org.

1. CALL TO ORDER. **7:00 PM**
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL: (City Council Members)
Faria ____, Johnson-Santos ____, Jones ____, Lewis ____, Villalta ____
4. CONSIDERATION OF APPROVAL OF AGENDA.
5. PUBLIC FORUM. (Members of the public may address the City Council Members on any item of public interest that is within the jurisdiction of the City Council;

includes agenda and non-agenda items. No action will be taken on non-agenda items. Speakers are limited to a five (5) minute presentation. Detailed guidelines are posted on the Council Chamber informational table.)

6. CONSIDERATION OF APPROVAL OF CONSENT AGENDA. (Items on the Consent Agenda are considered to be routine and will be voted on in one motion unless removed from the Consent Agenda by a City Council Member.)

A. Check Register for #217909 – #218098 in the Amount of \$310,205.24.

Recommendation: Approve the check register as submitted.

B. Minutes for the September 4, 2019 City Council Meeting.

Recommendation: Approve the minutes as submitted.

C. Minutes for the September 5, 2019 Adjourned City Council Meeting.

Recommendation: Approve the minutes as submitted.

D. City Council Resolution No. 6127 – Accepting Grant Deed for Right-of-Way Dedication of Approximately 7,000 Square Feet of Land at the Southeast Corner of Second Street and H Street for Public Sidewalk and Pedestrian Purposes in Connection with the Rail Trail.

Recommendation: Adopt the resolution as submitted.

E. City Council Resolution No. 6128 – Authorizing Award of Construction Contract to Rolfe Construction Company in the Amount of \$154,679.00 with a 10% Contingency in the Amount of \$15,468.00 for the 8th and 9th Street Waterline Construction Project.

Recommendation: Adopt the resolution as submitted.

F. City Council Resolution No. 6129 – Accepting the Idaho Avenue Waterline Replacement Project as Complete and Authorizing the Filing of a Notice of Completion with the Merced County Recorder.

Recommendation: Adopt the resolution as submitted.

7. CONSIDERATION OF APPROVAL OF CITY COUNCIL RESOLUTION NO. 6130 – ACCEPTING THE POLICE FACILITIES NEEDS ASSESSMENT REPORT PREPARED BY INDIGO HAMMOND + PLAYLE ARCHITECTS, LLP

Recommendation: Receive the staff report and adopt the resolution as submitted.

8. PENINSULA CLEAN ENERGY PRESENTATION REGARDING THE BILLY WRIGHT SOLAR PROJECT.

Recommendation: Receive staff report and direction from the City Council on how to proceed.

9. PUBLIC HEARING. (If you challenge the proposed action as described herein in court, you may be limited to raising only those issues you or someone else raised at the public hearing described herein or in written correspondence delivered to the City at, or prior to, the public hearing.)

A. Public Hearing – To Receive Public Comment and Consideration of the City’s cost Allocation Plan and the Comprehensive User Fee Study and Adoption of a Comprehensive Fee Schedule Establishing and Amending Certain Service and Development-Related Fees for City Services.

1) City Council Resolution No. 6131 – Adopting the City’s Cost Allocation Plan and a City-Wide Comprehensive User Fee Study, Adopting a Comprehensive Fee Schedule Establishing and Amending Certain Service and Development-Related Fees for Service.

Recommendation: Receive staff report, open the public hearing, receive public comment, close the public hearing and adopt the resolution as submitted.

10. SOLID WASTE CONTRACT AND ORGANICS DIVERSION UPDATE.

Recommendation: Informational item only, no action to be taken.

11. CANCELLATION OF THE REGULAR CITY COUNCIL MEETING SCHEDULED FOR WEDNESDAY, OCTOBER 16, 2019 DUE TO COUNCIL MEMBERS ATTENDING THE LEAGUE OF CALIFORNIA CITIES CONFERENCE IN LONG BEACH, CALIFORNIA, OCTOBER 16-18, 2019.

Recommendation: Cancel the meeting as stated.

12. ADVISEMENT OF PUBLIC NOTICES. (No Report)

13. CITY MANAGER REPORT.

14. REPORT/UPDATE ON MERCED COUNTY ASSOCIATION OF GOVERNMENTS (MCAG) AND MEASURE V COMMITTEE.

Recommendation: Informational item only, no action to be taken.

15. CITY COUNCIL MEMBER REPORTS.

A. Daronica Johnson-Santos

B. Brett Jones

C. Deborah Lewis

D. Tom Faria

E. Mayor Mike Villalta

16. ADJOURNMENT.

- A. Adjourn to 5:00 PM, Wednesday, September 25, 2019 in The Lounge at the Los Banos Community Center Located at 645 7th Street, Los Banos, California to Conduct a Joint Study Session with the Los Banos Planning Commission Regarding the Los Banos Downtown Strategic Plan.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.


Sara Blevins, Deputy City Clerk

Dated this 12th day of September 2019

Bank Reconciliation

Checks by Date



City of
Los Banos
At the Crossroads of California

User: jcanchola

Printed: 09/10/2019 - 3:40PM

Cleared and Not Cleared Checks

Print Void Checks

Check	Check Date	Name	Module	Void	Amount
217909	8/30/2019	A & A Portables Inc	AP		115.84
217910	8/30/2019	All American Plumbing	AP		1,229.00
217911	8/30/2019	Ameripride Services	AP		295.74
217912	8/30/2019	Aramark Uniform Ser Inc	AP		760.59
217913	8/30/2019	AT&T Mobility	AP		137.05
217914	8/30/2019	AT&T	AP		682.69
217915	8/30/2019	Dorothy June Baker	AP		8.10
217916	8/30/2019	Bear Cat Mfg Inc	AP		1,387.95
217917	8/30/2019	Brenntag Pacific Inc	AP		944.57
217918	8/30/2019	Bruce's Tire Inc	AP		1,149.65
217919	8/30/2019	BSK Associates	AP		365.00
217920	8/30/2019	Cal Traffic	AP		2,660.60
217921	8/30/2019	CEP America California	AP		1,238.00
217922	8/30/2019	CCID	AP		14.83
217923	8/30/2019	Coffee Break Service Inc.	AP		163.25
217924	8/30/2019	Comcast	AP		212.32
217925	8/30/2019	Comcast	AP		808.00
217926	8/30/2019	Cook's Communications Corp.	AP		470.22
217927	8/30/2019	Copy Shipping Solutions	AP		24.32
217928	8/30/2019	Elk Grove Auto Group, Inc.	AP		29,353.85
217929	8/30/2019	Electric Drives Inc	AP		1,160.31
217930	8/30/2019	Farmer Brothers Coffee	AP		62.99
217931	8/30/2019	Fast Track Car Wash	AP		38.50
217932	8/30/2019	Federal Express Corporation	AP		19.65
217933	8/30/2019	Gibbs International, Inc	AP		1,039.50
217934	8/30/2019	Gouveia Engineering Inc.	AP		23,280.14
217935	8/30/2019	Cody Griffis	AP		340.00
217936	8/30/2019	Heppner Precision Machine Shop, Inc.	AP		2,528.63
217937	8/30/2019	Hi Tech Emergency Vehicle Services, Inc	AP		402.89
217938	8/30/2019	InfoSend Inc.	AP		5,849.86
217939	8/30/2019	Keams & West Inc.	AP		500.00
217940	8/30/2019	Lawson Products, Inc.	AP		619.92
217941	8/30/2019	Los Banos Car Wash Inc	AP		26.00
217942	8/30/2019	Los Banos Medical Group A Medical Corp.	AP		651.00
217943	8/30/2019	Steve Macillas	AP		192.50
217944	8/30/2019	Marfab Inc	AP		217.28
217945	8/30/2019	Merced County Health Dept	AP		165.60
217946	8/30/2019	MOO, Inc.	AP		83.08
217947	8/30/2019	Norma Millsap	AP		600.00
217948	8/30/2019	NDN International LLC	AP		286.13
217949	8/30/2019	O'Dell Engineering	AP		4,496.50
217950	8/30/2019	The Office City	AP		123.22
217951	8/30/2019	OSE	AP		116.13
217952	8/30/2019	O'Reilly Auto Parts	AP		757.13

217953	8/30/2019	PG&E Company	AP	7,067.06
217954	8/30/2019	Provost and Pritchard Engineering, Inc.	AP	2,212.00
217955	8/30/2019	Protech Security & Electronics, Inc.	AP	198.00
217956	8/30/2019	Gilberto Reyes	AP	300.00
217957	8/30/2019	San Joaquin River Exchange Contractors Groundwater	AP	29.25
217958	8/30/2019	Santos Ford Inc.	AP	15.38
217959	8/30/2019	Save Mart Supermarkets	AP	89.34
217960	8/30/2019	Michael Bartholomew	AP	318.07
217961	8/30/2019	Sherwin Williams Co	AP	144.82
217962	8/30/2019	Michael Smiley	AP	74.29
217963	8/30/2019	Sorensens True Value	AP	598.08
217964	8/30/2019	Sorensens True Value	AP	24.66
217965	8/30/2019	Sprint Solutions, Inc.	AP	987.74
217966	8/30/2019	Stantec Consulting Services, Inc.	AP	10,121.75
217967	8/30/2019	Syar Industries Inc.	AP	1,857.05
217968	8/30/2019	Hortencia Silva	AP	600.00
217969	8/30/2019	Terminix Processing Center	AP	465.60
217970	8/30/2019	The Don Chapin Co., Inc.	AP	1,320.50
217971	8/30/2019	Gustavo Islas Barajas	AP	10.46
217972	8/30/2019	Charlene Anderson	AP	58.22
217973	8/30/2019	Chunyang Xia	AP	10.46
217974	8/30/2019	D.R. Horton	AP	183.87
217975	8/30/2019	Bourdet Family Trust	AP	79.01
217976	8/30/2019	Porter White	AP	15.67
217977	8/30/2019	Javier Miranda	AP	58.22
217978	8/30/2019	Jynnette Sousa-Melo	AP	155.23
217979	8/30/2019	Home Sweet Home Property Management	AP	119.42
217980	8/30/2019	Arturo Irao	AP	28.36
217981	8/30/2019	Valley Critter Care , Inc.	AP	266.00
217982	8/30/2019	Valley Entry Systems, Inc.	AP	1,650.00
217983	8/30/2019	Verizon Wireless	AP	626.65
217984	8/30/2019	Walmart	AP	400.60
217985	8/30/2019	Young's Air Conditioning	AP	306.00
217986	8/30/2019	Zumar Industries Inc. California	AP	2,139.46
217987	8/30/2019	Veronica Zambrano	AP	600.00
217988	8/30/2019	Jeff Bondi	AP	140.70
217989	8/30/2019	CDTFA California Dept. of Tax & Fee	AP	288.00
217990	8/30/2019	Michael J Hill	AP	16.00
217991	8/30/2019	Johnnie's Cleaners	AP	149.25
217992	8/30/2019	Los Banos Volunteer	AP	2,416.67
217993	8/30/2019	Gerald "Obie" O'Brien	AP	77.14
217994	8/30/2019	Premier Access Insurance Co.	AP	22,015.81
217995	8/30/2019	Sun Life Financial	AP	6,850.95
217996	8/30/2019	SWRCB Accounting Office	AP	90.00
217997	8/30/2019	Law Offices of William A Vaughn	AP	12,000.00
218005	9/4/2019	Aflac-Customer Service	AP	535.19
218006	9/4/2019	In Shape Health Clubs Inc	AP	659.47
218007	9/4/2019	Liebert Cassidy Whitmore	AP	4,043.00
218008	9/4/2019	Los Banos Police Assn	AP	455.00
218009	9/4/2019	Los Banos Police Assn	AP	175.00
218010	9/4/2019	Los Banos Police Assn	AP	945.00
218011	9/4/2019	MassMutual	AP	1,423.09
218012	9/4/2019	MassMutual	AP	4,142.50
218013	9/4/2019	Merced County Sheriff	AP	150.00
218014	9/4/2019	Nationwide Retirement Solutions	AP	3,037.50

218015	9/4/2019	Professional Fire Fighter	AP	630.00
218016	9/4/2019	State Disbursement Unit	AP	2,088.00
218017	9/4/2019	Vantagepoint Transfer Agents - 306797	AP	878.45
218018	9/4/2019	Vantagepoint Transfer Agents - 705827	AP	25.00
218019	9/4/2019	Vantagepoint Transfer Agents - 801838	AP	3,250.00
218020	9/6/2019	Ameripride Services	AP	147.87
218021	9/6/2019	American Valley Waste Oil, Inc.	AP	113.00
218022	9/6/2019	Anthony Gomes	AP	516.35
218023	9/6/2019	Aramark Uniform Ser Inc	AP	280.34
218024	9/6/2019	AT&T	AP	54.79
218025	9/6/2019	Todd Baker	AP	2,141.00
218026	9/6/2019	Battery Systems, Inc.	AP	555.35
218027	9/6/2019	Sean Bayard	AP	796.61
218028	9/6/2019	BJ's Consumers Choice	AP	64.00
218029	9/6/2019	Richard A Blak Phd	AP	400.00
218030	9/6/2019	Bruce's Tire Inc	AP	884.22
218031	9/6/2019	BSK Associates	AP	275.00
218032	9/6/2019	Ca Dept of Justice	AP	1,170.00
218033	9/6/2019	CalPERS	AP	2,450.00
218034	9/6/2019	CCID	AP	500.00
218035	9/6/2019	Comcast	AP	7.43
218036	9/6/2019	Copy Shipping Solutions	AP	2,762.25
218037	9/6/2019	CPCA	AP	1,621.00
218038	9/6/2019	Gisselle Curiel	AP	3,340.00
218039	9/6/2019	City of Los Banos Utility	AP	52,628.43
218040	9/6/2019	Jessica Corral	AP	500.00
218041	9/6/2019	Double D Towing, LLC	AP	250.00
218042	9/6/2019	Kathleen Dicochea	AP	600.00
218043	9/6/2019	Edges Electrical Group, LLC	AP	45.06
218044	9/6/2019	Ferguson Enterprises Inc DBA Groeniger & Company	AP	2,376.48
218045	9/6/2019	Gouveia Engineering Inc.	AP	196.88
218046	9/6/2019	Hi Tech Emergency Vehicle Services, Inc	AP	25.76
218047	9/6/2019	Holt of California	AP	631.87
218048	9/6/2019	InfoSend Inc.	AP	1,102.70
218049	9/6/2019	JB Anderson Land Use Planning	AP	3,595.00
218050	9/6/2019	Jerry Witt	AP	2,389.00
218051	9/6/2019	Jorgensen & Sons Inc.	AP	346.60
218052	9/6/2019	Kalmikov Enterprises, Inc	AP	207.66
218053	9/6/2019	Los Banos Medical Group A Medical Corp.	AP	100.00
218054	9/6/2019	Lucas Business Systems	AP	380.05
218055	9/6/2019	Marfab Inc	AP	100.66
218056	9/6/2019	Matson Alarm Co Inc	AP	181.00
218057	9/6/2019	MOO, Inc.	AP	178.45
218058	9/6/2019	The Office City	AP	26.88
218059	9/6/2019	O'Reilly Auto Parts	AP	135.99
218060	9/6/2019	PG&E Company	AP	29.52
218061	9/6/2019	PG Tools & Equipment, LLC	AP	31.27
218062	9/6/2019	Precision Civil Engineering, Inc	AP	825.00
218063	9/6/2019	Safe T Lite of Modesto, Inc.	AP	5,511.86
218064	9/6/2019	Santos Ford Inc.	AP	31.95
218065	9/6/2019	Save Mart Supermarkets	AP	131.62
218066	9/6/2019	Michael Bartholomew	AP	485.34
218067	9/6/2019	Sherwin Williams Co	AP	61.55
218068	9/6/2019	Soares Lumber & Fence Inc	AP	16.31
218069	9/6/2019	Sorensens True Value	AP	184.97

218070	9/6/2019	Sorensens True Value	AP	13.58
218071	9/6/2019	Sprint Solutions, Inc.	AP	189.95
218072	9/6/2019	Superior Trademark Inc.	AP	1,792.98
218073	9/6/2019	Tap Master, Inc.	AP	21,978.00
218074	9/6/2019	The Don Chapin Co., Inc.	AP	563.22
218075	9/6/2019	Top Dog Police K9 Training and Consulting, LLC	AP	225.00
218076	9/6/2019	Triangle Rock Products	AP	607.47
218077	9/6/2019	Robert Contreras	AP	31.21
218078	9/6/2019	Jamke	AP	165.10
218079	9/6/2019	Sunil Tomar	AP	105.51
218080	9/6/2019	Cherry Blossom Group LLC	AP	368.08
218081	9/6/2019	Salomon & Gloria Mercado	AP	24.80
218082	9/6/2019	Nicholas Califro	AP	94.71
218083	9/6/2019	Mario Gonzalez	AP	96.16
218084	9/6/2019	Rhonda Borelli	AP	77.36
218085	9/6/2019	D.R. Horton	AP	178.74
218086	9/6/2019	D.R. Horton	AP	178.74
218087	9/6/2019	Ashok Shetty	AP	131.35
218088	9/6/2019	D.R. Horton	AP	175.81
218089	9/6/2019	D.R. Horton	AP	176.54
218090	9/6/2019	Jessie and Marie Luna	AP	155.23
218091	9/6/2019	Gladys Escamilla	AP	51.26
218092	9/6/2019	RE2 Ventures LLC	AP	65.69
218093	9/6/2019	Gregg Schaefer	AP	73.13
218094	9/6/2019	J & D Apartments LLC	AP	100.00
218095	9/6/2019	Windecker Inc	AP	2,999.79
218096	9/6/2019	Xerox Financial Services	AP	2,464.46
218097	9/6/2019	Young's Air Conditioning	AP	310.00
218098	9/6/2019	Wex Bank	AP	232.83

Break in check sequence due to the following:

Check #217998 - #218004 (Payroll)

Total Void Check Count:	1
Total Void Check Amount:	100.66
Total Valid Check Count:	182
Total Valid Check Amount:	310,104.58
Total Check Count:	183
Total Check Amount:	310,205.24

**CITY OF LOS BANOS
CITY COUNCIL MEETING MINUTES
SEPTEMBER 4, 2019**

***ACTION MINUTES** – These minutes are prepared to depict action taken for agenda items presented to the City Council. For greater detail of this meeting refer to the electronic media (CD and/or audio) kept as a permanent record.*

CALL TO ORDER: Mayor Villalta called the City Council Meeting to order at the hour of 7:04 p.m.

PLEDGE OF ALLEGIANCE: Police Chief Brizzee led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE CITY COUNCIL PRESENT: Council Members Tom Faria (7:05 pm), Daronica Johnson-Santos, Deborah Lewis, Brett Jones, Mayor Michael Villalta; Absent: None.

STAFF MEMBERS PRESENT: City Manager Terrazas, City Attorney Vaughn, City Clerk/Human Resources Director Mallonee, City Treasurer/Accounting & Budget Supervisor Tomas, Police Chief Brizzee, Fire Chief Hurley, Finance Director Williams, Community & Economic Development Director Elms, Public Works Director/City Engineer Fachin.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Faria, seconded by Johnson-Santos to approve the City Council Meeting agenda. The motion carried by the affirmative action of all City Council Members present.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE CITY COUNCIL MEMBERS ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. ADAM [*last name not stated*], Los Banos, stated that his mother received a code violation on her door which he believes is a misunderstanding and he feels she is being targeted, spoke to a big old oak tree that is a nuisance to a couple homes in the area. No one else came forward to speak and the public forum was closed.

CONSIDERATION OF APPROVAL OF CONSENT AGENDA. Motion by Johnson-Santos, seconded by Jones to approve the consent agenda as follows: Check Register for #217703 – #217908 in the Amount of \$1,244,805.62; Minutes for the August 7, 2019 City Council Meeting; Minutes for the August 21, 2019 City Council Meeting; Minutes for the August 27, 2019 Adjourned City Council Meeting; City Council Resolution No. 6125 – Approving a Tentative Agreement / Memorandum of Understanding by and between the City of Los Banos and the Los Banos Public Employees' Union Local

One/AFSCME; City Council Resolution No. 6126 – Amending Division 4, Salary Schedule – Employee Classifications Relating to Changes to Section E - Public Works. The motion carried by the affirmative action of all Council Members present.

CALVANS PRESENTATION – BY GEORGINA CARDENAS, EXECUTIVE DIRECTOR. Ms. Cardenas spoke regarding what CalVans is all about and the services they provide, which included a PowerPoint presentation, noting 15 vans are located here in Los Banos.

Informational item only, no action taken.

BUXTON PRESENTATION – BY CHEYENNE ROBINSON, ACCOUNT EXECUTIVE & LISA MCCAY, SENIOR VICE PRESIDENT. Ms. McCay and Ms. Robinson spoke regarding who Buxton is and the services they provide and have provided the City of Los Banos, which included a PowerPoint presentation.

There was Council Member discussion with the Buxton representatives regarding the new businesses that have come to town since being in this partnership and also what businesses/facilities would be desirable to have. The Buxton representatives explained what those businesses'/facilities' criteria are.

Informational item only, no action taken.

GROUNDWATER SUSTAINABILITY PLAN (GSP) UPDATE – BY JARRETT MARTIN, CCID GENERAL MANAGER. Public Works Director/City Engineer Fachin presented the staff report and introduced Mr. Martin who gave an update regarding the GSP, which included a PowerPoint presentation.

Informational item only, no action taken.

PIONEER ROAD EXPANSION UPDATE. Public Works Director/City Engineer Fachin gave an update regarding the Pioneer Road Expansion Project with Measure V funds.

Mayor Villalta spoke to how there was a meeting held with CalTrans regarding this project and how this project will be moving forward and how it will be beneficial to the City especially as it relates to relieving traffic on Highway 152.

Informational item only, no action taken.

DISCUSSION REGARDING PLANNING COMMISSION ATTENDANCE POLICY AND PLANNING COMMISSION MEMBER SEATS. Community & Economic Development Director Elms presented the staff report, which included a PowerPoint presentation.

There was Council Member and staff discussion regarding the proposed attendance policy, possibly shifting from a seven (7) member commission to a five (5) member

commission, and how eventually the commissioner seats would be based off District representation and appointments made by each Council Member in those Districts.

Direction was given to staff to amend the Los Banos Municipal Code to establish a five (5) member Planning Commission with a four (4) year term concurrent with the term of the Council Member term of the District they are in and one (1) – two (2) year term for the member at-large recommended by the Mayor; to require automatic forfeiture of position on the Planning Commission if a member is absent three (3) consecutive meetings, excused or unexcused, (including special meetings and adjourned meetings) and/or a total of four (4) meetings within a 12 month period.

ADVISEMENT OF PUBLIC NOTICES (One Report). Community & Economic Development Director Elms stated that there will be a Public Hearing on Wednesday, September 11 at 7:00 p.m. at the Planning Commission Meeting in regards to making a recommendation to City Council to amend Chapter 3, Title 9 of Article 34 of the Los Banos Municipal Code relating to Density Bonus.

CITY MANAGER REPORT. City Manager Terrazas spoke to how the staff of the City had a very productive meeting with CalTrans staff. He had another encouraging meeting with a representative from Kamala Harris's office and mentioned that they may be needing her assistance on some issues in the future.

REPORT/UPDATE ON MERCED COUNTY ASSOCIATION OF GOVERNMENTS (MCAG) AND MEASURE V COMMITTEE. No report.

CITY COUNCIL MEMBER REPORTS.

TOM FARIA: No report

DARONICA JOHNSON-SANTOS: No report

BRETT JONES: No report

DEBORAH LEWIS: Reminded the public about the grand opening of Marshalls, which is located next to Hobby Lobby, on September 5, 2019 and further reminded all about the Salute to Seniors event being held on September 27, 2019 at the Los Banos Community Center.

MAYOR MICHAEL VILLALTA: Reminded all about the September 19, 2019 MCAG meeting being held in Gustine where there will be discussion regarding the Los Banos Pioneer Road Project, and also the Quilts of Valor event being held on September 7, 2019 where some of local public safety personnel will be presented with quilts.

CLOSED SESSION – PUBLIC EMPLOYEE ANNUAL PERFORMANCE EVALUATION, PURSUANT TO GOVERNMENT CODE SECTION 54957, TITLE: CITY MANAGER. No reportable action.

ADJOURNMENT. Motion by Lewis, seconded by Johnson-Santos, the meeting was adjourned at 10:10 PM to 5:00 PM, Thursday, September 5, 2019 in The Lounge at the Los Banos Community Center Located at 645 7th Street, Los Banos, California to Attend a Code Enforcement Workshop.

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk

CITY OF LOS BANOS
ADJOURNED CITY COUNCIL MEETING MINUTES
SEPTEMBER 5, 2019

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the City Council. For greater detail of this meeting refer to the electronic media (CD and/or audio) kept as a permanent record.

CALL TO ORDER: Mayor Villalta called the City Council Meeting to order at the hour of 5:03 p.m.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Police Chief Brizzee.

ROLL CALL – MEMBERS OF THE CITY COUNCIL PRESENT: Council Members Daronica Johnson-Santos, Deborah Lewis, Scott Silveira, Mayor Michael Villalta; Absent: Council Member Tom Faria.

STAFF MEMBERS PRESENT: City Clerk/Human Resources Director Mallonee, City Manager Terrazas, Police Chief Brizzee, Finance Director Williams, Public Works Director/City Engineer Fachin, Community & Economic Development Director Elms, city Attorney Vaughn, Police Commander Hedden, Police Sergeant Ceja, Code Enforcement Officers Sterling & Rosas, Admin Clerk II Rawls.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Faria, seconded by Jones to approve the agenda as submitted. The motion carried by the affirmative action of all City Council Members present.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE CITY COUNCIL MEMBERS ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. Mayor Villalta opened the public forum. No one came forward to speak and the public forum was closed.

CONDUCT CODE ENFORCEMENT WORKSHOP. Police Commander Hedden spoke at length regarding code enforcement, which included a PowerPoint presentation, regarding their mission, purpose and the activities they conduct.

Informational item only, no action taken.

ADJOURNMENT. The meeting was adjourned at the hour of 7:53 p.m.

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Mark Fachin, P.E., Public Works Director/City Engineer

DATE: September 18, 2019

TYPE OF REPORT: Consent Item

SUBJECT: Accepting a Grant Deed for Right-of-Way dedication for public sidewalk and pedestrian purposes for the Rail Trail.

Recommendation:

That the City Council adopts the Resolution accepting the Grand Deed for Right-of-Way dedication for public sidewalk and pedestrian purposes use for a portion of the Rail Trail at the corner of 2nd Street and H Street, more specifically, a portion of APN 025-054-006.

Background:

In 2002, Union Pacific Railroad Company transferred ownership of railroad right-of-way surrounding the abandoned rail to the Redevelopment Agency of the City of Los Banos (RDA). The Rail Trail was constructed under the RDA. In 2012, the California State Legislature mandated the dissolution of RDAs. The Los Banos Designated Local Authority (DLA) was created as a successor agency to the RDA. Successor agencies were established to manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties.

Discussion:

The DLA is selling property adjacent to the Rail Trail, more specifically APN 025-054-006. A portion of that property includes a branch of the trail that connects to the sidewalk at the corner of 2nd Street and H Street. In order for the DLA to be able to sell the subject property and not remove the pedestrian walkway, the DLA will transfer to the City, that portion of property that was constructed as part of the Rail Trail.

Fiscal Impact:

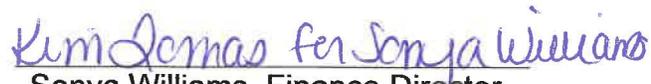
The verification of the legal descriptions by Gouveia Engineering - \$1,092.
Expenditures were budgeted from fund 100-426-100-231 (Engineering Professional Services).

These are the only City costs associated with this dedication.

Reviewed by:



Alex Terrazas, City Manager


Sonya Williams, Finance Director

Attachments:

- Resolution
- Grant Deed Transfer (Copy)
 - Legal Descriptions – Exhibit A
 - Location Maps – Exhibit B
- Preliminary Change of Ownership Report
- Site Map

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS BANOS ACCEPTING A GRANT DEED FOR RIGHT-OF-WAY DEDICATION OF APPROXIMATELY 7,000 SQUARE FEET OF LAND AT THE SOUTHEAST CORNER OF SECOND STREET AND H STREET FOR PUBLIC SIDEWALK AND PEDESTRIAN PURPOSES IN CONNECTION WITH THE RAIL TRAIL

WHEREAS, the Redevelopment Agency of the City of Los Banos constructed a public pedestrian sidewalk from the Rail Trail access to the northeast corner of Second Street and H Street; and,

WHEREAS, the California State Legislature mandated the dissolution of the Redevelopment Agency in 2012; and the formation of the Los Banos Designated Local Authority to manage redevelopment projects that were underway, make payments on enforceable obligations, and dispose of redevelopment assets/properties; and

WHEREAS, the Los Banos Designated Local Authority is intending to sell Assessor Parcel Number 025-054-006 which presently includes a pedestrian access for the Rail Trail; and transfer title of approximately 7000 square feet of the subject parcel to the City of Los Banos; and

WHEREAS, the City of Los Banos accepts a grant deed dedication for the transfer of a portion of one parcel, more particularly described as Assessor Parcel Number 025-054-006, by Los Banos Designated Local Authority; and

WHEREAS, said grant deed dedication, as presented, has been reviewed and examined by the City Council of the City of Los Banos.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos does hereby accept a grant deed for Right-of-Way dedication of approximately 7,000 square feet of land at the southeast corner of Second Street and H Street for public sidewalk and pedestrian purposes in connection with the Rail Trail.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 18th day of September, 2019, by Council Member _____ who moved its adoption, which motion was duly seconded by Council Member _____ and the Resolution adopted by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk

Recording Requested By:

City Clerk
City of Los Banos

When Recorded Mail Document
and Tax Statement To:

City Clerk
City of Los Banos
520 J Street
Los Banos, CA 93635

APN: 025-054-006

GRANT DEED
For Public Sidewalk and Pedestrian Purposes

The undersigned grantor(s) declare(s)

Documentary Transfer Tax is \$ 0 **City Transfer Tax is \$** _____

EXEMPT (R&T Code) Section 11922 "The conveyance is to a governmental entity or political subdivision"

- computed on full value of property conveyed, or
 computed on full value less value of liens or encumbrances remaining at the time of sale,
 City of Los Banos

Recording Fee Exempt GC 27383

FOR VALUABLE CONSIDERATION, the receipt and adequacy of which are acknowledged,

Los Banos Designated Local Authority, as Successor to the Redevelopment Agency of the City of Los Banos, California, a public body a Corporation,

Hereby **GRANTS** to the **City of Los Banos**, a Municipal Corporation,

The following real property in the City of Los Banos, County of Merced, State of California, described on Exhibit "A" and illustrated on Exhibit "B" each of which are attached hereto and made a part hereof.

Dated: 7-3-2019

Los Banos Designated Local Authority, as
Successor to the Redevelopment Agency
of the City of Los Banos

By: _____


Michael Amabile - Chair

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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

STATE OF CALIFORNIA
COUNTY OF merced }S.S.

On 7-3-19, before me, Sheila Waltman, a Notary Public,
personally appeared Michael Amabile

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

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

WITNESS my hand and official seal.

Signature *Sheila Waltman*

(Seal)



**EXHIBIT A
LEGAL DESCRIPTION
PARCEL TO CITY OF LOS BANOS**

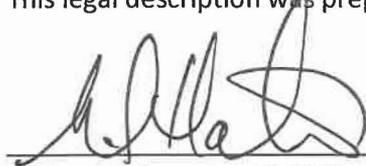
All that certain real property situate, lying, and being a portion of Block 57 as shown on the Map of the Town of Los Banos, filed for record in Volume 2 of Official Plats, at Page 21, Merced County Records, lying in a portion of Section 14, Township 10 South, Range 10 East, Mount Diablo Base and Meridian, in the City of Los Banos, County of Merced, State of California, being more particularly described as follows:

The northwesterly 70.00 feet of said Block 57, the southeasterly line of which is to be parallel with the northwesterly line of said Block 57, also being the southeasterly line of Second Street, all as shown on said Map of the Town of Los Banos.

Containing a total of 7,000 square feet, more or less.

Subject to conditions, covenants, restrictions, easements, and rights-of-way of record, if any.

This legal description was prepared by me, or under my direction.



Michael Halterman, LS 8040



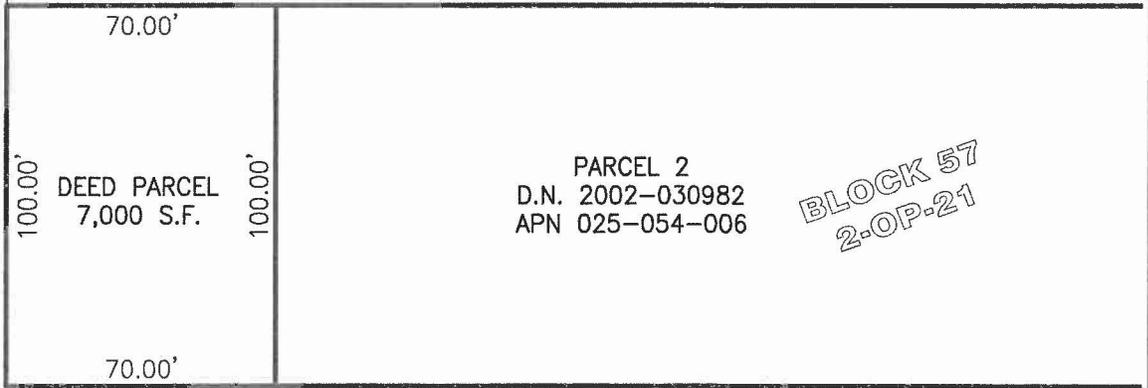
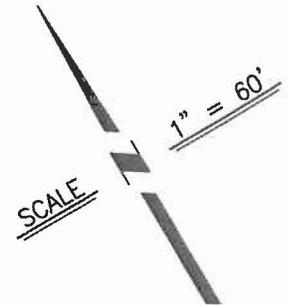
29 July 2019

EXHIBIT B

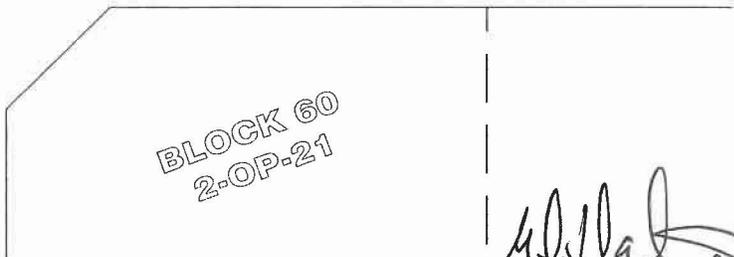
APN 025-054-007

APN 025-054-005

SECOND STREET



H STREET



DATE: 5/16/2019 16:02 FILE: M:\236000\Survey Drawings\236000-EXHIBIT.dwg



BENCHMARK ENGINEERING, INC.

CIVIL ENGINEERING & LAND SURVEYING

915 17TH STREET • MODESTO, CALIFORNIA • 95354
(209) 548-8300 FAX:(209) 548-8305

PLAT EXHIBIT

LOS BANOS RAIL TRAIL

CITY OF LOS BANOS, CALIFORNIA

DRAWN BY: SYD

DATE: 2019-05-16

SHEET: 1 OF 1

JOB: 236000



BARBARA J. LEVEY
 COUNTY OF MERCED
 ASSESSOR-CLERK-RECORDER
 DOCUMENTARY TRANSFER TAX AFFIDAVIT

RECORDER
 2222 "M" Street
 Merced, CA 95340
 (209) 385-7627
 (209) 725-3956 Fax
 www.co.merced.ca.us

WARNING
 ANY PERSON WHO MAKES ANY MATERIAL MISREPRESENTATION OF FACT FOR THE PURPOSE OF AVOIDING ALL OR ANY PART OF THE DOCUMENTARY TRANSFER TAX IS GUILTY OF A MISDEMEANOR UNDER SECTION 5.20 OF ORDINANCE 1929 OF THE COUNTY OF MERCED AND IS SUBJECT TO PROSECUTION FOR SUCH OFFENSE.

ASSESSOR'S PARCEL NO. 025 -- 054 -- 006 I declare that the documentary transfer tax for

Property Address: _____ this transaction is: \$ 0.

If this transaction is exempt from Documentary Transfer Tax, the reason must be identified below.

I CLAIM THAT THIS TRANSACTION IS EXEMPT FROM DOCUMENTARY TRANSFER TAX BECAUSE: (The Sections listed below are taken from the Revenue and Taxation Code). Please check one or explain in "Other".

- 1. ___ Section 11911 The consideration or value of the property, exclusive of any liens and encumbrances is \$100.00 or less and there is no additional consideration received by the grantor.
- 2. ___ Section 11921 The conveyance was given to secure a debt, provided the proportional ownership will revert back to the original holding within one month of recording
- 3. X Section 11922 The conveyance is to a governmental entity or political subdivision.
- 4. ___ Section 11923 Conveyance under bankruptcy Federal Case No. _____
- 5. ___ Section 11924 Transfer by order of the Securities and Exchange Commission Case No. _____
- 6. ___ Section 11925 The transfer is between individuals and a legal entity or partnership, or between legal entities and does not change the proportional interests held.

IS THIS A TRANSFER BETWEEN LEGAL ENTITIES? Yes NO

IF YES, TRANSFERS INVOLVING LEGAL ENTITIES MUST PROVIDE, PREFERRABLY ONE (1) WEEK IN ADVANCE, APPLICABLE DOCUMENTATION. SOME EXAMPLES ARE LISTED BELOW. THIS TYPE OF TRANSACTION MAY REQUIRE 1-3 BUSINESS DAYS TO REVIEW.

Entity ownership documentation is required if you are a:

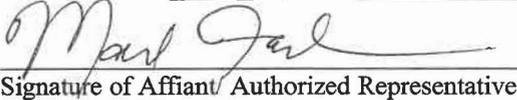
- Corporation** –A copy of the Articles of Incorporation amendments and any other documents showing the shares issued and share ownership; or
- LLC**-A copy of the Operating Agreement, amendments, and any other documentation showing the partners and ownership/percentage; or
- Partnership**- A copy of the Partnership Agreement, Amendments and any other documents showing the partners and ownership percentage.

7. ___ Section 11926 The conveyance is to a grantee who is the foreclosing beneficiary and the consideration paid by the foreclosing beneficiary does not exceed the unpaid debt.
8. ___ Section 11927 The conveyance relates to a dissolution of marriage or legal separation.
(A spouse must sign a written recital in order to claim this exemption. This form may be used for that purpose.)
9. ___ Section 11930 The conveyance is an *inter vivos* gift* or a transfer by death.
- *Please be aware that information stated on this document may be given to and used by governmental agencies, including the Internal Revenue Service. Additionally, certain gifts in excess of the annual Federal gift tax exemption may trigger a Federal Gift Tax. In such cases, the Transferor (donor/grantor) may be required to file Form 709 (Federal Gift Tax Return) with the Internal Revenue Service.
10. ___ The easement is **not** perpetual, permanent, or for life.
11. ___ The document is a lease for a term of **less** than (35) years (including written options.)
12. ___ Other (Include explanation and legal authority) _____

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

Executed this 10th day of September, 2019 at Los Banos, CA

City, State


Signature of Affiant/ Authorized Representative

Mark Fachin, Public Works Director/City Engineer
Printed Name of Affiant/ Authorized Representative

City of Los Banos
Name of Firm (if applicable)

411 Madison Ave., Los Banos, CA 93635
Address of Affiant (including City, State, and Zip Code)

209-827-7056
Telephone Number of Affiant (including area code)

This form is subject to the California Public Records Act (Government Code 6250 et. seq.)



MERCED COUNTY
BARBARA J. LEVEY, ASSESSOR
2222 M STREET
MERCED, CA 95340
TELEPHONE (209) 385-7631
FAX (209) 725-3956
www.co.merced.ca.us/assessor

PRELIMINARY CHANGE OF OWNERSHIP REPORT

To be completed by the transferee (buyer) prior to a transfer of subject property, in accordance with section 480.3 of the Revenue and Taxation Code. A Preliminary Change of Ownership Report must be filed with each conveyance in the County Recorder's office for the county where the property is located.

FOR ASSESSOR'S USE ONLY

ASSESSOR'S PARCEL NUMBER
025-054-006
SELLER/TRANSFEROR
Los Banos Designated Local Authority
BUYER'S DAYTIME TELEPHONE NUMBER
(209) 827-7000
BUYER'S EMAIL ADDRESS

STREET ADDRESS OR PHYSICAL LOCATION OF REAL PROPERTY

A portion of Block 57 (2-OP-21, M.C.R.)

<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	This property is intended as my principal residence. If YES, please indicate the date of occupancy or intended occupancy.	MO	DAY	YEAR
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Are you a disabled veteran or a unmarried surviving spouse of a disabled veteran who was compensated at 100% by the Department of Veterans Affairs?			

MAIL PROPERTY TAX INFORMATION TO (NAME)

CITY OF LOS BANOS

MAIL PROPERTY TAX INFORMATION TO (ADDRESS)

520 J Street	CITY Los Banos	STATE CA	ZIP CODE 93635
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PART 1. TRANSFER INFORMATION

Please complete all statements.

This section contains possible exclusions from reassessment for certain types of transfers.

YES NO

- YES NO A. This transfer is solely between spouses (addition or removal of a spouse, death of a spouse, divorce settlement, etc.).
- YES NO B. This transfer is solely between domestic partners currently registered with the California Secretary of State (addition or removal of a partner, death of a partner, termination settlement, etc.).
- YES NO *C. This is a transfer: between parent(s) and child(ren) from grandparent(s) to grandchild(ren).
- YES NO *D. This transfer is the result of a cotenant's death. Date of death _____
- YES NO *E. This transaction is to replace a principal residence owned by a person 55 years of age or older. Within the same county? YES NO
- YES NO *F. This transaction is to replace a principal residence by a person who is severely disabled as defined by Revenue and Taxation Code section 69.5. Within the same county? YES NO
- YES NO G. This transaction is only a correction of the name(s) of the person(s) holding title to the property (e.g., a name change upon marriage). If YES, please explain: _____
- YES NO H. The recorded document creates, terminates, or reconveys a lender's interest in the property.
- YES NO I. This transaction is recorded only as a requirement for financing purposes or to create, terminate, or reconvey a security interest (e.g., cosigner). If YES, please explain: _____
- YES NO J. The recorded document substitutes a trustee of a trust, mortgage, or other similar document.
- K. This is a transfer of property:
 - YES NO 1. to/from a revocable trust that may be revoked by the transferor and is for the benefit of the transferor, and/or the transferor's spouse registered domestic partner.
 - YES NO 2. to/from an irrevocable trust for the benefit of the creator/grantor/trustor and/or grantor's/trustor's spouse grantor's/trustor's registered domestic partner.
- YES NO L. This property is subject to a lease with a remaining lease term of 35 years or more including written options.
- YES NO M. This is a transfer between parties in which proportional interests of the transferor(s) and transferee(s) in each and every parcel being transferred remain exactly the same after the transfer.
- YES NO N. This is a transfer subject to subsidized low-income housing requirements with governmentally imposed restrictions, or restrictions imposed by specified nonprofit corporations.
- YES NO *O. This transfer is to the first purchaser of a new building containing an active solar energy system.
- YES NO P. Other. This transfer is to _____

* Please refer to the instructions for Part 1.

Please provide any other information that will help the Assessor understand the nature of the transfer.

THIS DOCUMENT IS NOT SUBJECT TO PUBLIC INSPECTION



PART 2. OTHER TRANSFER INFORMATION

Check and complete as applicable.

A. Date of transfer, if other than recording date: _____

B. Type of transfer:

- Purchase Foreclosure Gift Trade or exchange Merger, stock, or partnership acquisition (Form BOE-100-B)
- Contract of sale. Date of contract: _____ Inheritance. Date of death: _____
- Sale/leaseback Creation of a lease Assignment of a lease Termination of a lease. Date lease began: _____
- Original term in years (including written options): _____ Remaining term in years (including written options): _____
- Other. Please explain: Grant of 7,000 square feet of land to the City of Los Banos

C. Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred: _____ %

PART 3. PURCHASE PRICE AND TERMS OF SALE

Check and complete as applicable.

A. Total purchase price \$ 0.00

B. Cash down payment or value of trade or exchange excluding closing costs Amount \$ _____

C. First deed of trust @ _____% interest for _____ years. Monthly payment \$ _____ Amount \$ _____

- FHA (____Discount Points) Cal-Vet VA (____Discount Points) Fixed rate Variable rate
- Bank/Savings & Loan/Credit Union Loan carried by seller
- Balloon payment \$ _____ Due date: _____

D. Second deed of trust @ _____% interest for _____ years. Monthly payment \$ _____ Amount \$ _____

- Fixed rate Variable rate Bank/Savings & Loan/Credit Union Loan carried by seller
- Balloon payment \$ _____ Due date: _____

E. Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ _____

F. Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ _____

G. The property was purchased: Through real estate broker. Broker name: _____ Phone number: (____) _____

- Direct from seller From a family member-Relationship _____
- Other. Please explain: _____

H. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property.

PART 4. PROPERTY INFORMATION

Check and complete as applicable.

A. Type of property transferred

- Single-family residence Co-op/Own-your-own Manufactured home
- Multiple-family residence. Number of units: _____ Condominium Unimproved lot
- Other. Description: (i.e., timber, mineral, water rights, etc.) Timeshare Commercial/Industrial

B. YES NO Personal/business property, or incentives, provided by seller to buyer are included in the purchase price. Examples of personal property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships, etc. Attach list if available.

If YES, enter the value of the personal/business property: \$ _____ Incentives \$ _____

C. YES NO A manufactured home is included in the purchase price.

If YES, enter the value attributed to the manufactured home: \$ _____

YES NO The manufactured home is subject to local property tax. If NO, enter decal number: _____

D. YES NO The property produces rental or other income.

If YES, the income is from: Lease/rent Contract Mineral rights Other: _____

E. The condition of the property at the time of sale was: Good Average Fair Poor

Please describe: _____

CERTIFICATION

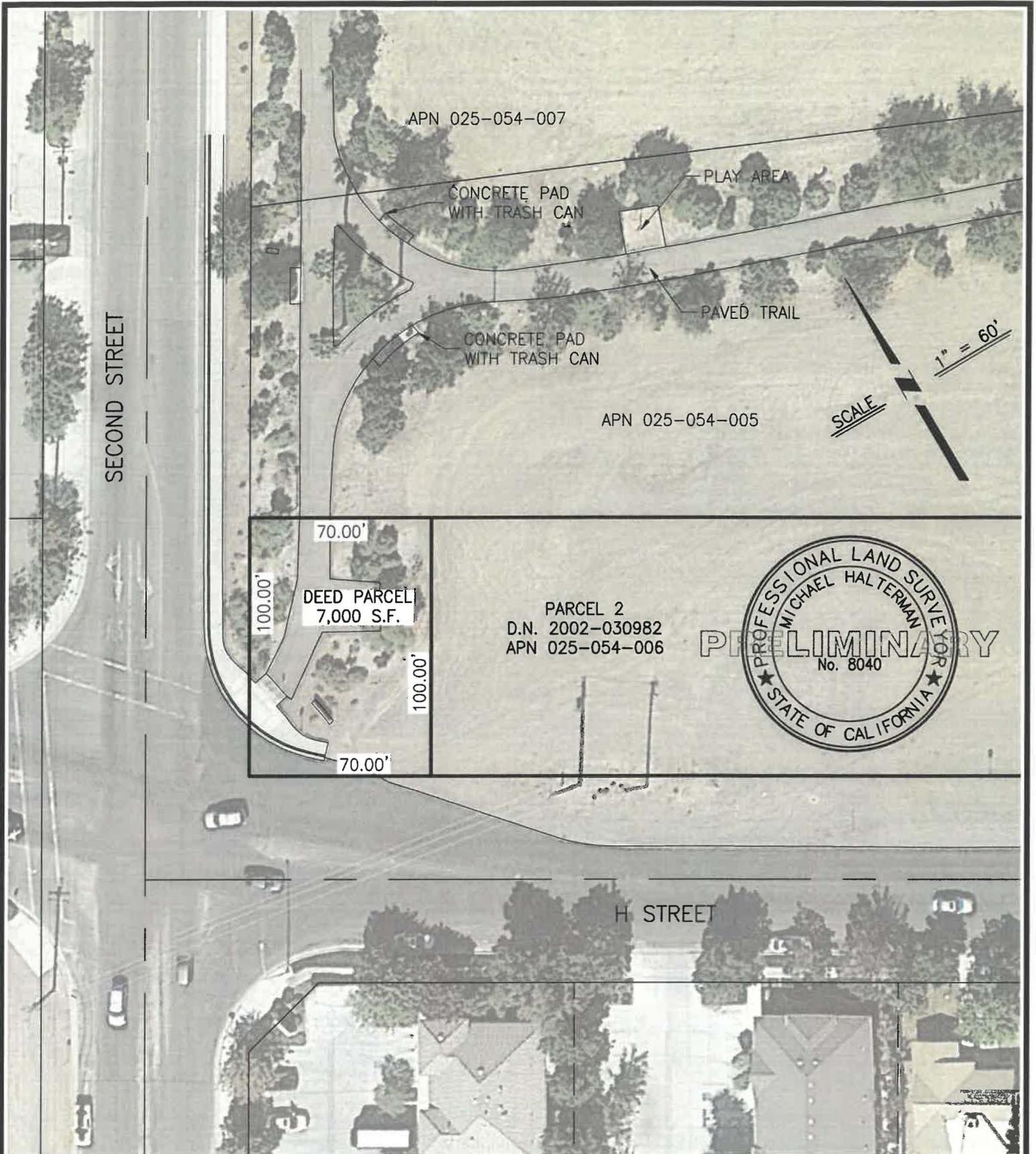
I certify (or declare) that the foregoing and all information hereon, including any accompanying statements or documents, is true and correct to the best of my knowledge and belief.

SIGNATURE OF BUYER/TRANSFeree OR CORPORATE OFFICER NAME OF BUYER/TRANSFeree/PERSONAL REPRESENTATIVE/CORPORATE OFFICER (PLEASE PRINT) Alejandro Cruz Terrazas	DATE TITLE City Manager	TELEPHONE (209) 827-7000 EMAIL ADDRESS alex.terrazas@losbanos.org
--	-----------------------------------	--

The Assessor's office may contact you for additional information regarding this transaction.



SITE MAP



DATE: 9/10/2019 9:17 FILE: M:\236000\Survey Drawings\236000-EXHIBIT-a.dwg



BENCHMARK ENGINEERING, INC.
CIVIL ENGINEERING & LAND SURVEYING
 815 17TH STREET • MODESTO, CALIFORNIA • 95354
 (209) 548-8300 FAX:(209) 548-8305

PLAT EXHIBIT
LOS BANOS RAIL TRAIL
 CITY OF LOS BANOS, CALIFORNIA

DRAWN BY:	SYD
DATE:	2019-03-18
SHEET:	1 OF 1
JOB:	236000



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Mark Fachin, P.E., Public Works Director/City Engineer

DATE: September 18, 2019

TYPE OF REPORT: Consent Agenda

SUBJECT: Authorizing Award of Construction Contract to Rolfe Construction Company in the amount of \$154,679.00 with a 10% Contingency in the amount of \$15,468.00 for the 8th and 9th Street Waterline Project

Recommendation:

That the City Council adopts the Resolution awarding the 8th and 9th Street Waterline construction project contract to Rolfe Construction Company and authorize the Public Works Director/City Engineer to execute the Construction Contract Agreement in the amount of \$154,679.00. Staff is requesting a 10% contingency of \$15,468.00.

Discussion:

The City of Los Banos adopted the Amended Water Distribution System Master Plan in 2010. In this plan, funding was programmed in to make improvements as a need was identified. The project area is presently experiencing low pressure readings. The low pressure condition affects ample pressure supply in a fire suppression need. The project will install a new 8-inch water line on 8th Street between G Street and E Street. A new 8-inch water line will also be installed in 9th Street between G Street and F Street. The project will create a loop in the system providing adequate water pressure for customers in the area.

The Public Works Department enlisted the services of our consultant, Gouveia Engineering, Inc., to design the project. Once the design was ready, staff released the project for advertisement on Friday, July 19, 2019. The bid opening was held on Tuesday, Tuesday 20, 2019. The Public Works Department, through the office of the City Clerk, received nine (9) bids from the following contractors:

Rolfe Construction Company	Atwater	\$154,679.00
Mid Cal Pipeline & Utilities, Inc.	Merced	\$159,134.00
McElvany, Inc.	Los Banos	\$179,050.00
RTC Construction Management, Inc	Merced	\$179,813.00
Taylor Backhoe Service, Inc.	Merced	\$202,660.20
MKH Construction, Inc.	Denair	\$217,523.00
United Pavement Maintenance, Inc.	Hughson	\$218,416.00
Floyd Johnston Construction Co. Inc.	Clovis	\$224,275.00
Lyles Utility Construction, LLC	Visalia	\$237,000.00

Staff reviewed all of the bid proposals to insure each was submitted in the proper format, correct documentation, and required signatures. Rolfe Construction Company provided the lowest responsive and responsible bid for the project. Staff is recommending Rolfe Construction Company be awarded the contract for the construction of the 8th and 9th Street Waterline project. Staff is recommending a contingency of ten percent (10%). The administration of this contract, including the 10% contingency, is to be performed by the Public Works Director/City Engineer.

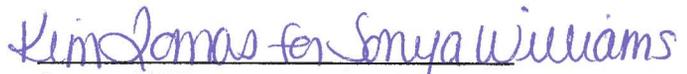
Fiscal Impact:

A similar project was completed last year on G Street from Seventh Street to Mercey Springs Road. The project was also designed by Gouveia Engineering and installed by Rolfe Construction. Staff is confident the City received the equitable bid since the contractor was familiar with the previous work. The allocations for this project were approved in the Water fund 501-461-100-739 with the 2019-2020 fiscal year budget.

Reviewed by:



Alex Terrazas, City Manager



Sonya Williams, Finance Director

Attachments:

- Resolution
- Bid Opening Sheet
- Public Notice
- Contract Agreement
- Site Map
- 2019-2020 Fiscal Budget Sheet

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS BANOS AUTHORIZING AWARD OF CONSTRUCTION CONTRACT TO ROLFE CONSTRUCTION COMPANY IN THE AMOUNT OF \$154,679.00 WITH A 10% CONTINGENCY IN THE AMOUNT \$15,468.00 FOR 8TH AND 9TH STREET WATERLINE

WHEREAS, the City of Los Banos Public Works Department received competitive bids on August 20, 2019 for the purpose of constructing the 8th and 9th Street Waterline in the City of Los Banos; and

WHEREAS, the Public Works Department has determined, after receiving competitive bids, that Rolfe Construction Company provided the lowest responsive and responsible bid in the amount of \$154,679.00; and

WHEREAS, the Public Works Department requests the City Council authorize a 10% contingency in the amount of \$15,468.00; and

WHEREAS, the Public Works Department requests the City Council authorize the Public Works Director/City Engineer to execute the Construction Contract Agreement with Rolfe Construction Company and authorize the Public Works Director/City Engineer to administrate the Construction Contract including the 10% contingency.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos does hereby accept and award the construction bid of Rolfe Construction Company in the amount of \$154,679.00 with a 10% contingency in the amount of \$15,468.00, authorizes the Public Works Director/City Engineer to execute the Construction Contract Agreement, and authorizes the Public Works Director/City Engineer to administrate the Construction Contract including the 10% contingency.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 18th day of September 2019, by Council Member _____ who moved its adoption, which motion was duly seconded by Council Member _____ and the Resolution adopted by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk



City of
Los Banos
At the Crossroads of California

BID OPENING

CONSTRUCTION OF 8TH AND 9TH STREET WATERLINE

AUGUST 20, 2019 - 2:00 PM

1. Floyd Johnston Construction Co., Inc.	\$ 224,275.00
2. MHK Construction, Inc.	\$ 217,523.00
3. McElvany, Inc.	\$ 179,050.00
4. Lyles Utility Co.	\$ 237,000.00
5. Rolfe Construction	\$ 154,679.00
6. RTC Construction Management, Inc. dba R.L. Friend	\$ 179,813.00
7. Taylor Backhoe Service, Inc.	\$ 202,660.20
8. United Pavement Maintenance	\$ 218,416.00
9. Mid Cal Pipeline & Utilities, Inc.	\$ 159,134.00

Signed

Sara Blevins, CMC
HR Technician/Deputy City Clerk

Dated: August 20, 2019

William Via
Public Works Operations Manager

Advertisement for Bids

CITY OF LOS BANOS
520 J Street
Los Banos, California 93635

Notice is hereby given that separate sealed bids for the award of contract for the **Construction of 8TH AND 9TH STREET WATERLINE** will be received by the City of Los Banos at the office of the City Clerk until 2:00 p.m. Pacific Daylight Savings Time, August 20, 2019 and then at said office publicly opened and read aloud.

The major work consists of furnishing and installing approximately 1,094 linear feet of 8-inch waterline, 9 water valves, and constructing concrete and asphalt concrete trench repairs on 8th Street and 9th Street in the City of Los Banos.

The time for completion shall be thirty (30) working days.

The Contract Documents, in their entirety, can be viewed and/or obtained from the City of Los Banos website at www.losbanos.org or at the following locations:

Central California Builders Exchange, 1244 N. Mariposa, Fresno, CA 93703 (www.cencalbx.com)

Builders Exchange of Stockton, 7500 N. West Lane, Stockton, CA 95210 (www.besonline.com)

Valley Builders Exchange, Inc., 1118 Kansas Avenue, Modesto, CA 95351 (www.valleybx.com)

Builders Exchange of Santa Clara County, 400 Reed Street, Santa Clara, CA 95050 (www.bxscco.com)

Dodge Data & Analytics 1-800-393-6343, (www.construction.com/plans/)

A payment bond prepared and executed in accordance with California Civil Code Section 3247 and a bond for faithful performance of the contract will be required of the successful bidder who is awarded the contract.

The successful bidder must comply with the latest general prevailing rate of per diem wages as determined by the Director of Industrial Relations, State of California, Department of Industrial Relations and is to be paid to the various craftsmen and laborers required to construct said improvements and is made a part of the specifications and contract for said work to which reference is hereby made for further particulars.

No contractor or subcontractor may be listed on a bid proposal or awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor registration information can be found at:

<http://www.dir.ca.gov/Public-Works/PublicWorks.html>

Each bid shall be accompanied by cashier's or certified check or by a bidder's bond, made payable to the City of Los Banos and executed by a corporate surety licensed to issue surety bonds in the State of California, for an amount equal to at least ten percent (10%) of the amount of said bid and no bid shall be considered unless such cashier's or certified check or bidder's bond is enclosed therewith.

The successful bidder of this project shall have the following current and active California State Contractor's License at the time of the submission of the bid and throughout the duration of the contract: **Class A – General Engineering Contractor or C34 – Pipeline Contractor.**

No pre-bid meeting is scheduled for this project.

Bidders shall refer to the Contract Document's Information for Bidders for complete instructions.

Bidders are solely responsible for the cost of preparing their bids.

The City specifically reserves the right, in its sole discretion, to reject any or all bids, to re-bid, or to waive inconsequential defects, in bidding not involving time, or quality of the work. The City may reject any and all bids and waive any minor irregularities in the bids.

Agreement

THIS Agreement is dated as of the _____ day of _____ in the year 2019 by and between the **City of Los Banos, a California municipal corporation** ("Owner") and **Rolfe Construction Company, a partnership** ("Contractor").

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1. WORK. Contractor shall complete the work indicated in Owner's Contract Documents entitled "8th and 9th STREET WATERLINE".

The work is generally described as follows:

- Construction of furnishing and installing approximately 1,094 linear feet of 8-inch waterline, 9 water valves, and constructing concrete and asphalt concrete trench repairs on 8th Street and 9th Street in the City of Los Banos.
- Contractor shall furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the work described herein.

2. CONTRACT TIME. Contractor shall commence the work required by the Contract Documents within 10 calendar days after the date of the Notice to Proceed and will complete the same within the time period set forth in the bid (thirty (30) working days), unless the period for completion is extended otherwise by the Contract Documents.

3. LIQUIDATED DAMAGES. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the work is not completed within the time specified in Paragraph 2 herein, plus any extensions thereof allowed in accordance with Paragraph 21, Time for Completion and Liquidated Damages, of the General Provisions. The parties also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by Owner if the work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that passes after the time specified in Paragraph 2 herein.

4. CONTRACT PRICE. Owner shall pay Contractor for completion of the work in accordance with the Contract Documents in current funds the amount set forth in the Bid Schedule(s). The Contractor agrees to perform all of the work described in the Contract Documents for the unit and lump sum prices set forth in the Bid Schedule(s).

5. PAYMENT PROCEDURES. Contractor shall submit applications for payment in accordance with Paragraph 24, Progress Estimates, of the General Provisions. Applications for payment will be processed by Owner as provided in the General Provisions.

6. CONTRACT DOCUMENTS. The Contract Documents which comprise the entire agreement between Owner and Contractor concerning the work consists of this Agreement and the following attachments to this Agreement:

- (A) Advertisement for Bids
- (B) Information for Bidders
- (C) Bid

- (D) Bid Bond
- (E) Agreement
- (F) Payment Bond
- (G) Performance Bond
- (H) Notice of Award
- (I) Notice to Proceed
- (J) Change Order
- (K) General Provisions
- (L) Special Provisions
- (M) Technical Specifications prepared by GOUVEIA ENGINEERING, INC., entitled "8TH AND 9TH STREET WATERLINE", dated July, 2019.
- (N) Drawings prepared by GOUVEIA ENGINEERING, INC., numbered Sheets C-101 through C-107.

There are no Contract Documents other than those listed in this Paragraph 6. The Contract Documents may only be amended by change order as provided in Paragraph 19, Changes in the Work, of the General Provisions.

7. MISCELLANEOUS.

A. Terms used in this Agreement which are defined in Paragraph 1 of the General Provisions will have the meanings indicated in the General Provisions.

B. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

C. Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

D. The Laws of the State of California shall govern this Agreement. Venue is Merced County. The provisions of this paragraph shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

E. All bids become property of the Owner. All bids, including the accepted bid and any subsequent contract become public records per the requirements of the California Government Code, Sections 6250-6270, "California Public Records Act". Proprietary material must be clearly marked as such. Pricing and service elements of the successful bid are not consider proprietary information. The Owner will treat all information submitted in a bid as available for public inspection once the Owner has selected a contractor. If you believe that you have a legally justifiable basis under the California Public Records Act (Government Section 6250 et. seq.) for protecting the confidentiality of any information contained within your bid, you must identify any such information, together with the legal basis of your claim in your bid. In order for the Owner to assess confidentiality of any such information on your behalf, you must request, execute and submit an Owner-prepared written agreement to defend and indemnify the Owner for any liability, costs, and expenses incurred in asserting such confidentiality as part of your bid. The final determination as to whether the Owner will assert your claim of confidentiality on your behalf shall be sole

discretion of the Owner.

F. This Agreement shall not be interpreted in favor of any Party by virtue of said Party not having prepared this Agreement.

G. If any time period provided for in this Agreement ends on the day other than a Business Day, the time period shall be extended to the next Business Day.

IN WITNESS WHEREOF, Owner and Contractor have caused this Agreement to be executed the day and year first above written.

Date

By: _____
Authorized Representative of Owner

Title: _____

ATTEST:

Lucille L. Mallonee
City Clerk

APPROVED AS TO FORM:

William A. Vaughn
City Attorney

Date

By: _____
Authorized Representative of Contractor

Title: _____

(Seal if Corporation)

(Attach Acknowledgement for Authorized Representative of Contractor)

CITY OF LOS BANOS
EIGHTH & NINTH STREET
WATER LINE PROJECT



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

City of Los Banos
Water
2019-2020

Account Number	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Estimated	2019-2020 Adopted
* 501-461-100-739	Water Master Plan Improve	387,435	319,547	918,000	1,856,000 *
501-461-100-740	Miscellaneous Equipment	0	0	0	50,000
501-461-100-750	Vehicles	40,061	77,908	43,357	166,039
501-461-100-752	Communication Equipment	1,133	39	1,776	2,047
501-461-100-753	Specialized Equipment	0	130,168	229,216	32,500
501-461-100-770	Computer Equipment	407	0	0	0
	Capital Outlay	635,856	628,392	1,346,349	2,381,586
501-495-100-900	Contingency	0	0	100,000	100,000
	Contingency	0	0	100,000	100,000
	Total Water	\$3,352,355	\$3,506,690	\$4,384,711	\$5,622,228

Water (continued)

laboratory for water quality analysis, and repair parts for pumps and electric motors for the wells & chemical feed equipment. Asphalt repair following repair of underground distribution facilities.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment and employee longevity awards.

274-BOOKS & PERIODICALS: Expenditures for books, textbooks, periodicals, reference books, and workbooks. Books to include purchase of pertinent volumes of the Federal Code of Regulations, subscription to environmental compliance guide, State Water Code, and miscellaneous books.

CAPITAL OUTLAY

737-METERS: Purchase of water meters for new construction service accounts estimated at \$150,000.

738-WELLS: Costs associated with meeting State of California Maximum Contaminant Levels (MCL) for Parts per Billion (PPB) of Chromium 6. These costs include studying cost effective solutions to treat City water and any litigation that may arise from Chromium 6 levels; total estimated cost \$125,000.

739-WATER MASTER PLAN IMPROVEMENTS: Groundwater Sustainability Agency estimated at \$150,000; Idaho Water Line (P10) finish construction estimated at \$180,000; 8th & 9th Water Line project construction estimated at \$450,000; and Valve Replacements (valve insertion method) estimated at \$50,000. Purchase land for new well (#16) estimated at \$900,000; Fire hydrants and water meters to be relocated and replaced with the sidewalk improvements, ADA pedestrian ramps, and storm drain catch basins in the area of Colorado Ballpark on Maryland Avenue, Pennsylvania Avenue, Vermont Avenue, Pine Street and Colorado Avenue. Construction costs will be shared accordingly with Measure V, Water, and Wastewater Collection funds. Costs are estimated at \$1,030,000 for the construction (Measure V-alternative \$820,000, Water \$126,000, and Collections \$84,000).

740-MISCELLANEOUS EQUIPMENT: Install new Sensus tower in the Northeast area of the City to improve communication estimated cost \$50,000.

750-VEHICLES: Purchase of two (2) ¾ ton utility pickup trucks estimated at \$50,000 each. Purchase of a one ton service body pickup truck at \$132,078 (cost shared between Water \$66,039 and Collections \$66,039).

752-COMMUNICATION EQUIPMENT: Expenses related to Telephone System Replacement.

753-SPECIALIZED EQUIPMENT: Purchase of Programmable Message Board estimated at \$20,000; and a Portable Air Compressor (cost shared between Water \$12,500 and Collections \$12,500).

CONTINGENCY

900-CONTINGENCY: For unexpected and unforeseen costs associated with Water activities.



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Mark Fachin, P.E., Public Works Director/City Engineer

A handwritten signature in blue ink that reads "Mark Fachin".

DATE: September 18, 2019

TYPE OF REPORT: Consent Agenda

SUBJECT: Accepting the Idaho Avenue Waterline Replacement Project as complete and authorizing the Filing of a Notice of Completion with the Merced County Recorder

Recommendation:

That the City Council adopts the Resolution accepting the Idaho Avenue Waterline Replacement construction project as completed; authorizes the City Manager to file the "Notice of Completion" with the Merced County Recorder; and authorizes the Public Works Director/City Engineer to release the five (5) percent retention after the thirty-five (35) day period from the date of filing the Notice of Completion with the County Recorder.

Background:

The City of Los Banos adopted the Amended Water Distribution System Master Plan in 2010. One of the planned infrastructure improvements was the replacement of a current 6 inch water line with an 8 inch waterline on Idaho Avenue, from L Street to J Street. The project was designed to increase required fire flows and meet the necessary water supply criteria in the area.

Discussion:

The Engineering Division of the Public Works Department initiated a construction contract for the Idaho Avenue Waterline Replacement Project. Plans and specifications were designed by Provost & Pritchard Consulting Group. The scope of work included furnishing and installing approximately 900 linear feet of 8-inch waterline, installing 7 water valves, transferring 28 water services, replacing 2 fire hydrants, and

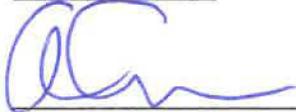
constructing pavement repairs on Idaho Avenue, from L Street to J Street. Additionally, three ADA ramps were installed at the corners of Idaho Avenue and K Street.

The project was publicly advertised. Bids were opened for this project on Tuesday, April 2, 2019. The City Council awarded the construction contract on April 17, 2019 to McElvany, Inc. of Los Banos for the amount of \$288,106.56 with a 20% contingency of \$57,600.00. The Engineering Division performed the construction management for the project. There were two Change Orders with this project. Change Order #1 consisted of an additional water service installed that was missed in design, and one added ADA ramp at the Northeast corner of W. K Street and Idaho Avenue, for a total amount of \$6,384.00. Change Order #2 involved two additional 6-inch gate valve needed in the amount of \$2,688.00. The total construction cost for this project was \$297,178.56. This represents the original bid, plus the two Change Orders. The Change Order percentage is 3% of the original bid amount.

Fiscal Impact:

Funds for this project have been allocated in the 2018-2019 and 2019-2020 Fiscal Year budget within Water Fund 501-461-100-739.

Reviewed by:



Alex Terrazas, City Manager



Sonya Williams, Finance Director

Attachments:

- Resolution
- 2018-2019 Fiscal Budget Sheet
- 2019-2020 Fiscal Budget Sheet
- Notice of Completion
- Site Map

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LOS BANOS ACCEPTING THE IDAHO
AVENUE WATERLINE REPLACEMENT
PROJECT AS COMPLETE AND AUTHORIZING
THE FILING OF A NOTICE OF COMPLETION
WITH THE MERCED COUNTY RECORDER**

WHEREAS, on April 2, 2019 the City of Los Banos received competitive bids for the construction of the Idaho Avenue Waterline Replacement Project; and

WHEREAS, on April 17, 2019 the City Council awarded the Construction Contract to McElvany, Inc. for the construction of the Idaho Avenue Waterline Replacement Project; and

WHEREAS, the Public Works Director/City Engineer has determined, upon inspection, that all work has been completed in compliance with the plans and specifications, and in accordance with the approved contract.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos does hereby accept the Idaho Avenue Waterline Replacement Project as complete; authorize the City Manager to file a Notice of Completion with the Merced County Recorder within ten (10) days after acceptance; and authorize the Public Works Director/City Engineer to release the five (5) percent retention held in escrow after the thirty-five (35) days from the date of filing the Notice of Completion.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 18th day of September 2019, by Council Member _____ who moved its adoption, which motion was duly seconded by Council Member _____ and the Resolution adopted by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk

City of Los Banos
Water
2018-2019

Account Number	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Estimated	2018-2019 Adopted
501-461-100-737	Meters	47,872	158,662	100,000	130,000
501-461-100-738	Wells	59,893	48,158	5,000	0
* 501-461-100-739	Water Master Plan Improve	691,666	387,435	382,000	1,531,000 *
501-461-100-750	Vehicles	0	40,061	77,908	110,000
501-461-100-752	Communication Equipment	0	1,133	0	3,862
501-461-100-753	Specialized Equipment	0	0	130,168	265,000
501-461-100-770	Computer Equipment	0	407	0	0
	Capital Outlay	842,743	635,856	695,076	2,039,862
501-495-100-900	Contingency	0	0	0	100,000
	Contingency	0	0	0	100,000
	Total Water	\$3,363,036	\$3,352,355	\$3,574,692	\$5,293,933

Water (continued)

267-GENERAL MATERIALS & SUPPLIES: Materials and supplies utilized by Operations personnel for the general water distribution materials and supplies including pipes, valves, fittings, service lines, meters, meter boxes, etc. Water production materials and supplies including chemicals (fluoride and chlorine), field water quality analysis supplies, materials used at the City laboratory for water quality analysis, and repair parts for pumps and electric motors for the wells & chemical feed equipment. Asphalt repair following repair of underground distribution facilities.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment and employee longevity awards.

274-BOOKS & PERIODICALS: Expenditures for books, textbooks, periodicals, reference books, and workbooks. Books to include purchase of pertinent volumes of the Federal Code of Regulations, subscription to environmental compliance guide, State Water Code, and miscellaneous books.

CAPITAL OUTLAY

737-METERS: Purchase of water meters for new construction service accounts estimated at \$130,000.

* **739-WATER MASTER PLAN IMPROVEMENTS:** Groundwater Sustainability Agency estimated at \$150,000; Construction of the G Street Water Line project (P2 & P3) estimated at \$675,000; Iowa Water Line (P9) finish construction estimated at \$50,000; Idaho Water Line (P10) design and construction estimated at \$420,000; C D North Water Line project design estimated at \$60,000; and Valve Replacements (valve insertion method) estimated at \$50,000. Fire hydrants and water meters to be relocated and replaced with the sidewalk improvements, ADA pedestrian ramps, and storm drain catch basins in the area of Colorado Ballpark on Maryland Avenue, Pennsylvania Avenue, Vermont Avenue, Pine Street and Colorado Avenue. Construction costs will be shared accordingly with Measure V, Water, and Wastewater Collection funds. Costs are estimated at \$825,000 for design and construction (Measure V-alternative \$615,000, Water \$126,000, and Collections \$84,000).

750-VEHICLES: Purchase of 1 ton service body pickup truck estimated at \$120,000 (cost shared between Collections \$60,000 and Water \$60,000); Purchase of ¾ ton utility pickup truck estimated at \$50,000.

752-COMMUNICATION EQUIPMENT: Expenses related to Telephone System Replacement.

753-SPECIALIZED EQUIPMENT: Purchase of Combination Sewer/Hydro Excavation Truck estimated at \$530,000 (cost shared between Collections \$265,000 and Water \$265,000).

CONTINGENCY

900-CONTINGENCY: For unexpected and unforeseen costs associated with Water activities.

City of Los Banos
Water
2019-2020

Account Number	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Estimated	2019-2020 Adopted
★ 501-461-100-739	Water Master Plan Improve	387,435	319,547	918,000	1,856,000 ★
501-461-100-740	Miscellaneous Equipment	0	0	0	50,000
501-461-100-750	Vehicles	40,061	77,908	43,357	166,039
501-461-100-752	Communication Equipment	1,133	39	1,776	2,047
501-461-100-753	Specialized Equipment	0	130,168	229,216	32,500
501-461-100-770	Computer Equipment	407	0	0	0
	Capital Outlay	635,856	628,392	1,346,349	2,381,586
501-495-100-900	Contingency	0	0	100,000	100,000
	Contingency	0	0	100,000	100,000
	Total Water	\$3,352,355	\$3,506,690	\$4,384,711	\$5,622,228

Water (continued)

laboratory for water quality analysis, and repair parts for pumps and electric motors for the wells & chemical feed equipment. Asphalt repair following repair of underground distribution facilities.

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274-BOOKS & PERIODICALS: Expenditures for books, textbooks, periodicals, reference books, and workbooks. Books to include purchase of pertinent volumes of the Federal Code of Regulations, subscription to environmental compliance guide, State Water Code, and miscellaneous books.

CAPITAL OUTLAY

737-METERS: Purchase of water meters for new construction service accounts estimated at \$150,000.

738-WELLS: Costs associated with meeting State of California Maximum Contaminant Levels (MCL) for Parts per Billion (PPB) of Chromium 6. These costs include studying cost effective solutions to treat City water and any litigation that may arise from Chromium 6 levels; total estimated cost \$125,000.

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750-VEHICLES: Purchase of two (2) ¾ ton utility pickup trucks estimated at \$50,000 each. Purchase of a one ton service body pickup truck at \$132,078 (cost shared between Water \$66,039 and Collections \$66,039).

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753-SPECIALIZED EQUIPMENT: Purchase of Programmable Message Board estimated at \$20,000; and a Portable Air Compressor (cost shared between Water \$12,500 and Collections \$12,500).

CONTINGENCY

900-CONTINGENCY: For unexpected and unforeseen costs associated with Water activities.

RECORDING REQUESTED BY:

WHEN RECORDED RETURN TO:

CITY OF LOS BANOS
520 'J' Street
Los Banos, California 93635

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. That the interest of estate stated in paragraph 3 below in the real property hereinafter described is owned by the following:

NAME	STREET AND NO.	CITY	STATE
CITY OF LOS BANOS	520 'J' Street	Los Banos	California

(If more than one owner of the interest stated, the name and address of each must be inserted.)

2. That the full name and address of the owner of said interest or estate, if there is only one owner, and the full names and addresses of all the co-owners who own said interest or estate as joint tenants, as tenants in common or otherwise, if there is more than one owner, are set forth in the preceding paragraph.

3. That the nature of the title of said owner, or if more than one, then of said owner and co-owner is: In Fee.

4. That on the 17th day of August, 2019, a work of improvement on the real property hereinafter described was completed.

5. That the name of the original contractor, if any, for such work of improvement was _____
McElvany, Inc.

(If no contractor for work of improvement as a whole, insert "No Contractor.")

6. That the real property herein referred to is situated in the _____ **City of Los Banos** _____

County of Merced State of California, and is described as follows:

"Construction of Idaho Avenue Waterline Replacement"

The major work consisted of the installation of approximately 900 linear feet of 8-inch waterline on Idaho Avenue from L Street to J Street to increase flows in the area. The installation of the new pipe on Idaho Avenue connected to an existing 6-inch line at J Street and a 10-inch line at L Street. Residential service laterals and water valves were also replaced. The work also included a partial removal and replacement of sidewalk, curb and gutter, and the asphalt above new underground improvements. Additionally, three ADA ramps were installed at the corners of Idaho Avenue and K Street, and Idaho Avenue and J Street, and the Northeast corner of W. K Street and Idaho Avenue. The existing 4-inch waterline on Idaho Avenue was abandoned in place.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____ **CITY OF LOS BANOS**
Owner

Place: Los Banos, California By: _____

ACKNOWLEDGMENT



Know what's below. Call before you dig.

LEGEND

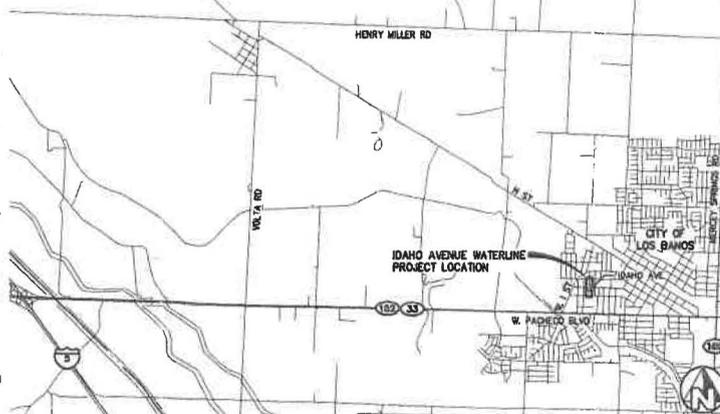
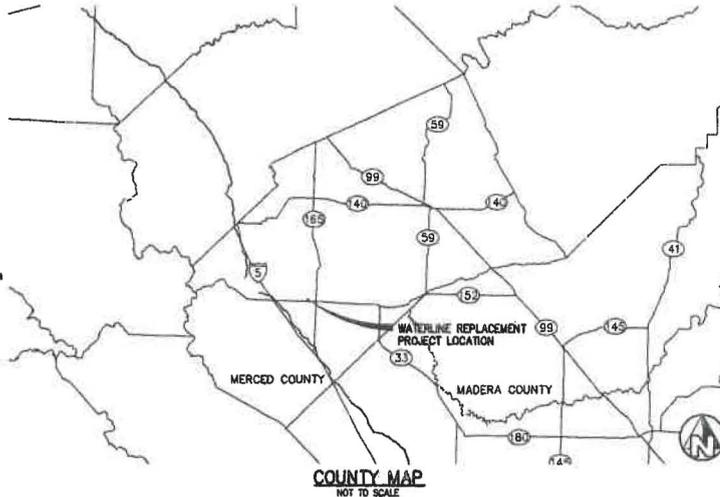
---	(C) BURIED COMPUTER/COMM.
---	(E) AERIAL ELECTRIC
---	(F) BURIED ELECTRIC
---	(G) GAS
---	(S) SANITARY SEWER
---	(K) STORM DRAINAGE
---	(P) WATER
---	(P) WATER SERVICE
---	CENTERLINE
---	PROPERTY LINE
---	RIGHT-OF-WAY
---	REVISION CLOUD
---	SAWCUT LINE
---	UTILITY POLE
---	UTILITY POLE ANCHOR
---	SANITARY SEWER MANHOLE
---	STORM DRAIN INLET
---	STORM DRAIN MANHOLE
---	SIGN
---	CONTROL POINT
---	BENCHMARK
---	IRON PIPE
---	MONUMENT
---	FIRE HYDRANT
---	WATER METER
---	WATER VALVE
---	REVISION
---	CONSTRUCTION CALLOUT
---	DETAIL NUMBER
---	SHEET NUMBER

ABBREVIATIONS

AB	AGGREGATE BASE
AC	ASPHALT CONCRETE
ADD	ADDENDUM
APN	ASSESSOR'S PARCEL NUMBER
ARV	AIR RELIEF VALVE
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS
AV	AIR VEIL
AWE	AVENUE
AWWA	AMERICAN WATER WORKS ASSOCIATION
BS	BRASS
BM	BENCHMARK
C	CONCRETE
CA	CALIFORNIA
CFS	CUBIC FEET PER SECOND
C	CONTOURLINE
CMB	COMPACTED NATIVE SOIL
CO	CITY OF LOS BANOS
CS	CONCRETE/CONCRETE
DI	DROP INLET
DIA	DIAMETER
D	DRAINAGE
E	EXISTING, EAST
ELEV	ELEVATION
EL	ELEVATION
ELBOW	ELBOW
E	EDGE OF PAVEMENT
FURNISH & INSTALL	FURNISH & INSTALL
FH	FIRE HYDRANT
FT	FOOT/FEET
GS	GAS
ID	INSIDE DIAMETER
INT	INVERT
LF	LINEAR FEET
MAN	MANHOLE
M	MANHOLE
MNM	NORTH AMERICAN VERTICAL DATUM
N	NATIONAL GEODETIC VERTICAL DATUM
NOVD	NATIONAL GEODETIC VERTICAL DATUM
NTS	NOT TO SCALE
ON CENTER	ON CENTER
OD	OUTSIDE DIAMETER
OSHA	OCCUPATIONAL SAFETY & HEALTH ADMINISTRATION
(P)	PROPOSED
PI	PLASTIC IRRIGATION PIPE
R	PROPERTY LINE
PVC	POLYVINYL CHLORIDE
RD	RELATIVE DENSITY, ROAD
R/W	RIGHT OF WAY
S	SCHEDULE
SD	STORM DRAIN
SF	SQUARE FEET
SP	SPECIFICATION
SS	SANITARY SEWER
SS OR STS	STAINLESS STEEL
SS	SANITARY SEWER MANHOLE
STD	STATION
STD	STANDARD
STL	STEEL
TYP	TYPICAL
TBM	TEMPORARY BENCHMARK
W	WATER
W/O	WITHOUT

CITY OF LOS BANOS
MERCED COUNTY

IDAHO AVENUE WATERLINE REPLACEMENT



GENERAL NOTES

- CITY OF LOS BANOS (209-827-7056) SHALL BE CONTACTED AT LEAST 48 HOURS PRIOR TO COMMENCEMENT OF WORK ON OR NEAR EXISTING CITY FACILITIES.
- USED MATERIAL, REJECTS, MISFITS, OR SECONDS, ETC. ARE NOT ACCEPTABLE FOR USE ON CITY OF LOS BANOS FACILITIES.
- ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THESE PLANS, PROJECT SPECIFICATIONS AND CITY OF LOS BANOS SPECIFICATIONS.
- CONTRACTOR SHALL FIELD VERIFY THE HORIZONTAL AND VERTICAL LOCATIONS OF ALL EXISTING FACILITIES PRIOR TO COMMENCING WORK. CALL UNDERGROUND SERVICE ALERT (USA) AT 8-1-1. CONTRACTOR SHALL MAKE ENGINEER AWARE OF ANY DISCREPANCIES.
- ALL CAST-IN-PLACE CONCRETE STRUCTURES SHALL BE FORMED INSIDE AND OUT AND CONCRETE VIBRATED SUFFICIENTLY TO PROVIDE FOR SMOOTH SURFACED WALLS/FLOORS WITHOUT VOIDS AND HONEYCOMBS.
- CITY OF LOS BANOS SHALL INSPECT ALL WORK PHASES ON CONCRETE FACILITIES FOR CONFORMANCE TO CITY OF LOS BANOS SPECIFICATIONS. REINFORCING SHALL NOT BE ENCASED IN CONCRETE WITHOUT PRIOR CITY OF LOS BANOS INSPECTIONS. LIKEWISE, CONCRETE SHALL NOT BE COVERED WITH EARTH PRIOR TO CITY OF LOS BANOS INSPECTION.
- CONCRETE DESIGN MIX SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW AND APPROVAL. NO MONOLITHIC CONCRETE PLACEMENT ALLOWED IN CITY RIGHT OF WAY. ALL CONCRETE SHALL HAVE A 28-DAY MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI UNLESS OTHERWISE SPECIFIED.
- ALL NUTS, BOLTS, AND WASHERS USED TO SECURE UNDERGROUND FITTINGS SHALL BE STAINLESS STEEL. AFTER INSTALLATION, ALL STEEL HARDWARE SHALL BE COATED WITH A RUST PREVENTATIVE, WRAPPED WITH 4 MIL POLYETHYLENE SHEETING, AND SECURE WITH PVC TAPE.
- THRUST RESTRAINTS TO BE PROVIDED AT ALL PIPELINE BENDS, WHETHER OR NOT SHOWN ON THE PLANS.
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH APPLICABLE HEALTH AND SAFETY LAWS OF THE STATE OF CALIFORNIA AND CAL/OSHA STANDARDS.
- TRENCH BACKFILL SHALL BE COMPACTED IN ACCORDANCE WITH THE PLANS AND CITY OF LOS BANOS SPECIFICATIONS.
- CONTRACTOR WILL BE RESPONSIBLE FOR THE REPAIR OF ALL PIPELINE CRACKS, WHICH DEVELOP DURING CONSTRUCTION OF IMPROVEMENTS AFFECTING EXISTING FACILITIES.
- CONCRETE VAULTS AND BOXES MAY BE PURCHASED FROM A PRECAST MANUFACTURER OR CONTRACTOR MAY CONSTRUCT THE STRUCTURES IF STRUCTURAL CALCULATIONS AND DESIGN IS APPROVED BY THE CITY OF LOS BANOS AND THE ENGINEER.
- ALL EXCESS MATERIAL AND/OR DEBRIS SHALL BE REMOVED UPON COMPLETION OF INSTALLATION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ADEQUATE DUST CONTROL AT ALL TIMES.
- A TRAFFIC CONTROL PLAN SHALL BE SUBMITTED TO AND APPROVED BY THE CITY PRIOR TO CONSTRUCTION.

SHEET INDEX	
SHEET NO.	DESCRIPTION
1	COVER SHEET
2	SITE PLAN, TOPOGRAPHY AND DEMOLITION
3	SITE PLAN, TOPOGRAPHY AND DEMOLITION
4	STA 10+00 TO 14+50
5	STA 14+50 TO 19+04
6	DETAILS
7	DETAILS

TOPOGRAPHY NOTE

TOPOGRAPHY SHOWN HEREON WAS COLLECTED BY PROVOST AND PRITCHARD CONSULTING GROUP DURING A FIELD SURVEY CONDUCTED IN DECEMBER OF 2018.

RIGHT-OF-WAY NOTE

THE RIGHT-OF-WAY INFORMATION SHOWN ON THESE PLANS IS BASED UPON RECORD ROAD WIDTHS AND WAS LAD OUT USING EXISTING IMPROVEMENTS, AND WAS PREPARED UNDER THE DIRECTION OF BRYAN W. BOWERS, PLS 0468.

BENCHMARKS

- PROJECT BENCHMARK #104 - MAG NAIL ELEVATION = 118.47'
- TBM #105 - MAG NAIL ELEVATION = 117.26'
- TBM #106 - MAG NAIL ELEVATION = 119.26'

MATERIAL QUANTITIES		
ITEM	QUANTITY	UNIT
CONNECTION TO EXISTING WATER MAIN	3	EA
FBI 8" C-500 DRIA PVC WATER MAIN	910	LF
FBI 8" BERKSHIRE-8" TEE	1	EA
FBI 8" BERKSHIRE-8" CROSS	1	EA
FBI 8" BERKSHIRE-8" TEE	1	EA
FBI 8" GATE VALVE	4	EA
FBI 8" GATE VALVE	1	EA
FBI 8" REDUCER	1	EA
FBI 8" REDUCER	1	EA
FBI 8" PIPE BENDS	7	EA
INSTALL 1" WATER SERVICE	27	EA
FBI FIRE HYDRANT ASSEMBLY	2	EA
FBI COMBINATION AIR RELEASE VALVE	1	EA
PER CALTRANS STANDARD PLAN AMP		
WORKED CASE C	2	EA
FBI CONCRETE SIDEWALK	1,353	SF
FBI CONCRETE CURB AND GUTTER	271	LF
NEW CONCRETE DRIVE DRIVE		
APPROACH	1,350	LF
FBI AC REPLACEMENT AT CUTTER PAN	406	LF

APPROVALS

CITY OF LOS BANOS _____ DATE _____

SPECIAL NOTE
WHERE UNDERGROUND AND SURFACE STRUCTURES ARE SHOWN ON THE PLANS, THE LOCATIONS, DEPTH AND DIMENSIONS OF STRUCTURES ARE BELIEVED TO BE REASONABLY CORRECT, BUT ARE NOT GUARANTEED. SUCH STRUCTURES ARE SHOWN FOR THE INFORMATION OF THE CONTRACTOR, BUT INFORMATION SO GIVEN IS NOT TO BE CONSTRUED AS A REPRESENTATION THAT SUCH STRUCTURES WILL, IN ALL CASES, BE FOUND WHERE SHOWN, OR THAT THEY REPRESENT ALL OF THE STRUCTURES WHICH MAY BE ENCOUNTERED.

SITE SAFETY AND PROTECTION NOTES
THE DUTY OF THE ENGINEER, OWNER OR ITS AGENTS TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE AND THE UNDERTAKING OF INSPECTIONS OR THE GIVING OF INSTRUCTIONS AS AUTHORIZED HEREIN IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON, OR NEAR THE CONSTRUCTION SITE AND SHALL NOT BE CONSTRUED AS SUPERVISION OF THE ACTUAL CONSTRUCTION NOR MAKE THE ENGINEER, OWNER OR ITS AGENTS RESPONSIBLE FOR PROVIDING A SAFE PLACE FOR THE PERFORMANCE OF WORK BY THE CONTRACTOR, SUBCONTRACTORS, OR SUPPLIERS, OR FOR ACCESS, VISITS, LOSS, WORK, TRAVEL, OR OCCUPANCY BY ANY PERSON.

THE CONTRACTOR SHALL HAVE AT THE WORK SITE, COPIES OF SUITABLE EXTRACTS OF CONSTRUCTION SAFETY ORDERS, ISSUED BY CAL-OSHA. CONTRACTOR SHALL COMPLY WITH PROVISIONS OF THESE AND ALL OTHER APPLICABLE LAWS, ORDINANCES AND REGULATIONS. THE CONTRACTOR SHALL COMPLY WITH PROVISIONS OF THE SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION, PROMULGATED BY THE SECRETARY OF LABOR UNDER SECTION 107 OF THE CONTRACT WORK HOURS AND SAFETY STANDARDS ACT, AS SET FORTH IN TITLE 29 C.F.R.

TO PROTECT THE LIVES AND HEALTH OF CONTRACTOR'S EMPLOYEES UNDER THE CONTRACT, THE CONTRACTOR SHALL COMPLY WITH ALL PERTINENT PROVISIONS OF THE "MANUAL OF ACCIDENT PREVENTION IN CONSTRUCTION" ISSUED BY THE ASSOCIATED GENERAL CONTRACTORS OF AMERICA, INC., AND SHALL MAINTAIN AN ACCURATE RECORD OF ALL CASES OF DEATH, OCCUPATIONAL DISEASE, AND INJURY REQUIRING MEDICAL ATTENTION OR CAUSING LOSS OF TIME FROM WORK, ARISING OUT OF AND IN THE COURSE OF EMPLOYMENT OR WORK UNDER THE CONTRACT.

THE CONTRACTOR ALONE SHALL BE RESPONSIBLE FOR THE SAFETY, EFFICIENCY, AND ADEQUACY OF CONTRACTOR'S FACILITIES, APPLIANCES, AND METHODS AND FOR ANY DAMAGE, WHICH MAY RESULT FROM THEIR FAILURE OR THEIR IMPROPER CONSTRUCTION, MAINTENANCE OR OPERATION.

THE CONTRACTOR AGREES THAT IT SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS AGREEMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER, PROVOST & PRITCHARD CONSULTING GROUP, AND THEIR RESPECTIVE AGENTS HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF OWNER, ENGINEER, OR THEIR RESPECTIVE AGENTS.

THE OWNER AND ITS AGENTS' SITE RESPONSIBILITIES ARE LIMITED SOLELY TO THE ACTIVITIES OF THEIR EMPLOYEES ON SITE. THESE RESPONSIBILITIES SHALL NOT BE INTERFERED BY ANY PARTY TO MEAN THAT THE OWNER OR ITS AGENTS HAVE RESPONSIBILITY FOR SITE SAFETY, SAFETY IN, ON, OR ABOUT THE SITE IS THE SOLE AND EXCLUSIVE RESPONSIBILITY OF THE CONTRACTOR ALONE. THE CONTRACTOR'S METHODS OF WORK PERFORMANCE, SUPERINTENDENCE AND THE CONTRACTOR'S EMPLOYEES, AND SEQUENCING OF CONSTRUCTION ARE ALSO THE SOLE AND EXCLUSIVE RESPONSIBILITIES OF THE CONTRACTOR ALONE.

BID SET 2/4/19

DATE BIDDING 2/4/2019

PROVOST & PRITCHARD CONSULTING GROUP

IDAHO AVENUE WATERLINE REPLACEMENT

CITY OF LOS BANOS
MERCED COUNTY

BID SET COVER SHEET

DESIGN ENGINEER: DENA R. IRANA
LICENSE NO. 35580

DRAWN BY: [blank] CHECKED BY: [blank]
DATE: 01/21/2019

JOB NO. 35818008

SHEET 1 OF 7



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Mark Fachin, P.E., Public Works Director/City Engineer

DATE: September 18, 2019

TYPE OF REPORT: Non Consent Agenda

SUBJECT: Accepting the Police Facilities Needs Assessment report prepared by Indigo Hammond + Playle Architects, LLP

Recommendation:

That the City Council adopts the Resolution accepting the Police Facilities Needs Assessment report prepared by Indigo Hammond + Playle Architects, LLP.

Background:

The City of Los Banos solicited proposals for the Police Facilities Needs Assessment on July 6, 2018. The scope of services requested in the proposal had three key elements. The first element included an evaluation of the physical and operational environment at each of the Police Department's current locations. The second element included a space needs analysis that evaluated current and future needs and define the anticipated life cycle of a new facility and the animal shelter. The space needs analysis included overall and detailed adjacencies, accepted space standards based on similar facilities and site area requirements. The second element also provided a conceptual design of a floor plan for both the Police Department and the Animal Shelter with estimated building construction costs for each. The third element included a concept level evaluation for the best use of the main police department building (945 5th Street), the police annex building (535 J Street), the PAL House building (444 J Street) presently being used for storage, and the residential house (428 J Street) presently being used for storage, when they are eventually vacated. City Council awarded Indigo Hammond + Playle Architects, LLP (Indigo) with the contract to prepare an assessment of the current and future needs of the Los Banos Police Department on October 17, 2018.

Discussion:

Indigo initiated a plan for preparing the Needs Assessment report. Indigo met with the City's key management staff, toured the existing facilities, and interviewed staff in the police department and the City's planning department. Indigo did a comprehensive assessment of the existing police operations ability to meet required program elements, site circulation, ADA accessibility, and building codes. Indigo prepared a preliminary draft of the current staffing, space, and program needs. City and Indigo staff visited four police departments in central California which were similar in function. Each site was newer and represented the potential operational staffing requirements of Los Banos. Two community meetings and a joint City Council/Planning Commission meeting were held to inform and receive input. Ideas were generated for the potential disposition of the existing police facility buildings.

The results have been compiled into a comprehensive Police Facilities Needs Assessment report. The report outlines a plan for providing police facilities, including the needs of an animal shelter for the present and the foreseeable future. The report provides a conceptual outline for the operational space needs for an efficient public safety facility, for an animal shelter, the financial commitments forecast for both, and possible uses of existing police facilities once a new police station is built and operational.

Fiscal Impact:

The Needs Assessment report of the Police facilities has been completed and staff is recommending acceptance of the report. The report recommends consolidating multiple facility operations into one building equipped with the appropriate security and technology improvements, providing adequate facilities for the present and future Police operations. The projected budget of a new facility for the current police needs, identified as Phase 1 is estimated at \$25,000,000. The project budget estimate includes the cost of design, both on-site and offsite construction costs, site furnishings and the technological equipment, a cost escalation factor, and a ten percent contingency. The project estimate did not include any costs associated with land purchase, managing the project were a consultant hired for the construction management, nor any cost recovery from the final disposition of existing police facilities. Additional estimates are provided in the report for an expansion of police facilities Phase 2 \$9,800,000; Animal Shelter Phase 1 \$8,400,000, Animal Shelter Phase 2 \$2,700,000, Animal Shelter Phase 3 \$1,400,000; and interim improvements to the existing shelter in-lieu of new animal shelter. The interim improvements are identified as four priorities with a total combined cost estimate of \$1,119,000.

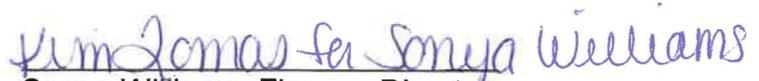
Staff has initiated the process of identifying the funding components to move forward with the design and construction of Phase 1 of a new Police Station Headquarters. The sale of the property selected as the site for a new police station on G Street adjacent to the Merced County Superior Court building is contingent on the clean-up of the property by the current owner. The clean-up is expected to be completed this fall. Once the clean-up is finished, the sale of the property will close escrow, which is tentatively the end of this year. Simultaneously, when the funding to construct the new station has been secured, staff will initiate a Request for Proposal to select an architectural firm to

design the new station on the G Street site. The timeline from the beginning of design to the completion of the construction is approximately two and a half to three years.

Reviewed by:



Alex Terrazas, City Manager


Sonya Williams, Finance Director

Attachments:

Resolution
Police Facilities Needs Assessment Report

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LOS BANOS ACCEPTING THE POLICE
FACILITIES NEEDS ASSESSMENT REPORT
PREPARED BY INDIGO HAMMOND + PLAYLE
ARCHITECTS, LLP**

WHEREAS, the City of Los Banos sought to assess the functionality of the Police Department building spaces and operational capabilities within the current space; and

WHEREAS, the City Council awarded a contract to Indigo Hammond + Playle Architects, LLP for their services to perform a Police Facilities Needs Assessment; and

WHEREAS, City staff provided pertinent data and information needed for Indigo Hammond + Playle Architects, LLP to effectively assess the current and future needs of the Police Department operations, participated with the consultant in visits to other police department to research operational efficiency, conducted community meetings to garner public input; and

WHEREAS, Indigo Hammond + Playle Architects, LLP has prepared a comprehensive report assessing the current and future needs of the Los Banos Police Department, with space allocations, cost estimates, and disposition of existing buildings.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos does hereby accept the Police Facilities Needs Assessment report prepared by Indigo Hammond + Playle Architects, LLP.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 18th day of September 2019, by Council Member _____ who moved its adoption, which motion was duly seconded by Council Member _____ and the Resolution adopted by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk



City of
Los Banos
At the Crossroads of California



Police Facility Study

City of Los Banos, California



INDIGO | Hammond + Playle Architects, LLP

Acknowledgements

City of Los Banos

- Mike Villalta, Mayor
- Tom Faria, Council Member
- Deborah Lewis, Council Member
- Daronica Johnson-Santos, Council Member
- Brett Jones, Council Member

- Mona Giuliani, Planning Commissioner
- Thomas Higby III, Planning Commissioner
- John Cates, Planning Commissioner
- David Dees, Planning Commissioner
- Susan Toscano, Planning Commissioner

- Alex Terrazas, City Manager
- Kimberly Ann Tomas, City Treasurer
- Sonya Williams, Finance Director
- Lucille Mallonee, City Clerk
- Gary Brizzee, Chief of Police
- Brenda Geary, Police Services Manager
- Mark Fachin, Public Works Director/ City Engineer
- Greg Pimentel, Assistant Public Works Director
- Stacy Souza Elms, Community & Economic Development Director

Consultants

- Bruce Playle, Principal Architect, INDIGO | Hammond + Playle Architects, LLP
- Prescott Nichols, Project Architect, INDIGO | Hammond + Playle Architects, LLP
- Candace Harrison, Project Architect, INDIGO | Hammond + Playle Architects, LLP
- Denaë Wagner, DVM, UC Davis Koret Shelter Medicine Program

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Police Facility Study

City of Los Banos, California

1. Executive Summary

At the initiation of this study in 2018, the City of Los Banos had a population of approximately 40,000 and contained 10.12 square miles of incorporated area combining residential, commercial and industrial development. The projected population assumption for 2020 is 42,000 and for 2030 is 55,000.

In the 50 years since the original Headquarters Building was moved into in 1969, the Los Banos Police Department (LBPD) has continuously occupied the building while the City around it has grown. As such the LBPD is now experiencing impediments to the timely and proper execution of its routine public safety and related support operations at its present facilities. The Police Department Headquarters Building at 945 5th Street, including the Jail Facility, and nearby buildings used by LBPD, including the former Bank Building used for police offices at 535 J Street, were observed along with the Animal Shelter at the Airport as part of this study. The LBPD Headquarters Building contains offices, a 911 dispatch and a jail facility. The jail facility has seven cells, with a total holding capacity of 20 inmates.

Findings

- Existing LBPD facilities have aged out and are undersized for the growing size of the City and the department.
- The current Animal Shelter facility is operating beyond its capacity with inadequate animal housing and support space, no noise mitigation, poor ventilation & does not meet shelter medicine best practices.
- New facilities on new sites are warranted in both cases.

Recommendations

Police Facilities

Begin design and construction by January 2020 on a new 35,200 square foot police facility at the proposed 4.7-acre site at 1111 G Street in Los Banos. This will provide capacity for 59 sworn officers, providing coverage in 2020 at an acceptable ratio of 1.40 officers per 1,000 population. Anticipated move-in date is October 2022. Total project cost is estimated at \$25,000,000.

In ten years, add 14,700 square feet to the above facility at 1111 G Street, including related site development. This will provide capacity for an additional 14 sworn officers, providing coverage 2030 at an acceptable ratio of 1.33 officers per 1,000 population. Total additional cost is estimated at \$9,800,000 (in 2020 dollars).

Animal Shelter Facility

Immediately add a modular building to provide cat housing away from dogs for an estimated \$300,000. These new facility components shall be *relo-cat-able* when the City has the funding to build an 12,002 square foot facility for \$8,600,000 (in 2020 dollars).

Disposition of Vacated Spaces

Other than selling the vacated spaces left behind after the completion of the new Police Facility at 1111 G Street, there are some intriguing possible alternatives for the City to consider. The Police Department Headquarters Building, the adjacent Commercial Building used for storage, and the House used for storage form a contiguous property that could become a downtown park and/ or parking lot. The former Bank Building used for police offices positioned across the street from City Hall could be remodeled and repurposed for other City functions.

2. Project Approach

Overview

The project followed three key parts. The first part included a physical and operational evaluation of each of the LBPD's current locations. Comparable facility tours were added to this part, including visits to Clovis, Turlock, Vacaville, and Woodland Police Facilities.

The second part included a space needs analysis that evaluated current and future needs and defined the anticipated life cycle of the new facility and the Animal Shelter. The space needs analysis included overall and detailed adjacencies, accepted space standards based on similar facilities and site area requirements. The second part also provided a conceptual design floor plan for both the LBPD and the Animal Shelter; and estimated building construction costs for each. Community interest meetings were added to this part, inviting members of the Los Banos and surrounding community to review the conceptual plans and comment on them. Meetings were held in January 2019 and one in June 2019.

The third part included a concept level discussion of the best use for vacated Police Department Headquarters Building (945 5th Street), the former Bank Building used for police offices (535 J Street), the Commercial Building used for storage (444 J Street), and the House used for storage (428 J Street).

Approach Part 1 - Needs Assessment

Evaluation of the existing space of the LBPD Facilities and the Animal Shelter, identifying both physical and operations issues of space quality, layout and detail. The needs analysis included initial identification and understanding of the Chief's vision for the project, the overall project goals, and metric of best practices to adhere to moving forward. Here are the summaries of those initial understandings:

Vision

- Professional Law Enforcement Agency.
- Effective, Efficient Work Environment.
- Better Service.
- 20 Years Coming (1999-2019).
- Campus Setting with County Courthouse.
- Friendly and Inviting for the Public.

Goals

- Facility to project positive public face for City.
- Facility to consolidate police operations.
- Consolidate City's Information Technology (IT) offices and equipment.
- Provide new Emergency Operations Center (EOC) for City. Note that as of August 2019, the Los Banos Fire Department received state funding to construct a new EOC in association with Fire Station #3.
- Provide safe space for anti-domestic violence group use.
- Provide climate and disaster resilience with a civic (not a "bunker") look.
- Provide a facility that people will still like 30 years from now.

Best Practices

- Develop a State-of-the-Art Facility Planning Model
 - Facility Committee composed of City staff, Police representatives, and consultants.
 - Tours of Exemplary Facilities.
 - Community Interest Meetings.
 - Meetings with elected officials.
- Key Site Parking Separations
 - Public.
 - Secure Employee.
 - Secure Patrol Parking.
- Key Staff Entry Adjacencies
 - Evidence Processing.
 - Lockers & Showers.
 - Armory.
- State of the Art Design Features
 - Views, Daylighting, & Natural Ventilation.
 - Records Management.
 - In-Locker Charging, Boot Storage, and Exhaust Venting.
- Key Evidence Processing Adjacencies
 - Staff Entry.
 - Sallyport.
 - All Evidence Storage.
- Key Emergency Operations Center (EOC)
 - Adjacencies.
 - Command Conference Room.
 - Departmental EOC Spaces.
 - Lobby and Support Spaces.
- Design Type I Local Detention Facility to Protect
 - Public.
 - Patrol.
 - Inmates.
- Key Communications Center (PSAP) Features
 - Public Safety.
 - Operator Sanity.
 - Emergency Responder Safety.
- Animal Shelters
 - Separation of species to minimize stress.
 - Separate quarantine & isolation wards.
 - Indoor/outdoor kennels – dogs.
 - Double sided housing – cats.
 - Quality heating and ventilation systems.
 - Acoustic control in all kennels.
 - Access to daylight in all animal areas.
 - Safe, humane housing for positive outcomes.
 - Welcoming design increases public interaction & adoption.

Approach Part 1 - Police Department Facilities

The facility committee's police facility needs assessment approach included the following:

- Existing LBPd space, including possible code violations and areas that conflict with current recommended law enforcement design guidelines including CALEA were discussed.
- Current and future staffing projections and organizational structure were discussed.
- Comparable facility tours were conducted with Indigo, LBPd, and City staff in attendance, visiting the following facilities:
 - Clovis PD – 70,000 square feet.
 - Turlock PD – 55,000 square feet.
 - Vacaville PD – 45,700 square feet.
 - Woodland PD – 52,300 square feet.
- Yearly calls for service (CFS) data, future growth projections for the City of Los Banos, and the City's emergency operations plan (EOP) were discussed.
- Number of sworn, non-sworn, and other staffing requirements were discussed:
 - Clovis PD has 0.88 Sworn/ 1K Population.
 - Turlock PD has 1.04 Sworn/ 1K Population.
 - Vacaville PD has 1.11 Sworn/ 1K Population.
 - Woodland PD has 1.16 Sworn/ 1K Population.
- Existing and projected staff and space needs were compared. Most police functions were analyzed for flow of people and materiel. Key activities such as evidence processing, prisoner processing, patrol duties, public access, and emergency operation center requirements were discussed.
- Compliance with standards promulgated by CALEA (Commission on Accreditation of Law Enforcement) and IACP (International Association of Chiefs of Police) were discussed.
- Project goals and objectives were developed, including budget limitations.
- Goals and objectives for resiliency, and environmental goals for energy, water and sustainability, and LEED were discussed.
- Determination of the space required for each staff member based on title, rank, and/or function. Using this system, a total space needs assessment was rendered for both current and future projections.
- Space needs determinations included but were not limited to public reception space, cubical/office space, locker storage, conference and training rooms, interview room, 911-PSAP/dispatch center, jail/holding area, break rooms, wash rooms, records, property/evidence storage, information technology requirements, report writing, 'crash pad'/sleeping rooms, parking/fleet area, citywide EOC, and workout room.
- Adjacency requirements were graphically represented based on interview feedback. Adjacencies included detailed internal division adjacencies, overall building adjacencies and site adjacencies.

Approach Part 1 - Animal Shelter

The facility committee's Animal Shelter needs assessment approach included the following:

- Shelter supervisory staff and key stakeholders were interviewed.
- Capacity objectives such as for length of stay (LOS) and housing types, were discussed.
- Space requirements based on implementing best shelter medicine practices, including "Guidelines for Standards of Care in Animal Shelters" were discussed.
- Animal care programs now and into the future were discussed.

- Animal intake data was received from the City.
- Project goals and objectives were developed, including budget limitations.
- Goals and objectives for resiliency, and environmental goals for energy, water and sustainability, and LEED were discussed.

Approach Part 2 - Conceptual Design

Spatial needs assessments and architectural programs for the LBPd and the Animal Shelter were discussed and developed, evaluating current and future needs (20-year horizon) and anticipated life cycle of the facility. Conceptual floor plans and estimated building costs were developed. The concept design drawings included site size requirements, and floor plans, building elevations, and 3-D images to accurately exhibit the size, scope and conceptual design of the proposed facility. In addition to conceptual design work sessions held with City staff and Police, two community interest meetings were conducted along with an integrated City Council and Planning Commission discussion session.

Community Interest Meetings were held on the following dates:

- Meeting #1: January 10, 2019.
- Meeting #2: June 27, 2019.

Approach Part 2 - LBPd Facilities

The facility committee's police facility conceptual design approach included the following:

- Based on the results of Part One, a Program was prepared, consisting of a detailed program summary table for the current and projected needs for the LBPd.
- Site feasibility layouts were prepared for the 1111 G Street site, checking the site for program fit and functionality, access to roadway, ability to provide 2 means of access to patrol lot.
- Site was also checked for resiliency. This means that potential threats to the site were identified (e.g. flood, vehicle attack, etc.), risks to operations were identified (e.g. prolonged power outage, other), and design mitigation measures were discussed, including their additional cost, if any.
- Relevant planning and zoning constraints were reviewed.
- Conceptual plans and elevations were prepared to a concept-level of development demonstrating how the new police facility delivers on all goals including cost and schedule.
- 3-D computer building modelling tools were used to show off the conceptual design and to generate excitement about the prospective project.

Approach Part 2 - Animal Shelter

The facility committee's Animal Shelter conceptual design approach included the following:

- Based on the results of Part One, a Program will be prepared, consisting of a detailed program summary table for the current and projected needs for the Los Banos Animal Shelter.
- Site feasibility layouts will be prepared and discussed for both a shared use of the 1111 G Street site and a hypothetical site.
- Relevant planning and zoning constraints were reviewed.
- Based on the site planning developed above, conceptual plans and elevations were prepared to a concept-level of development demonstrating how the new Animal Shelter meets best shelter medicine practices, including "Guidelines for Standards of Care in Animal Shelters", also cost and schedule.
- 3-D computer building modelling tools were used to show off the conceptual design and to generate excitement about the prospective project.

Approach Part 3 - Vacated Space Concept Design

A concept level evaluation and assessment of the vacated police operations space was performed, looking at and discussing the Police Department Headquarters Building, the former Bank Building used for police offices, the Commercial Building used for storage, and House used for storage.

- Alternative uses for the spaces above were discussed with City staff, the community, and elected officials.
- Summaries of findings and recommendations were developed.

3. Police Facility Needs Assessment



Existing Conditions

The original headquarters facility at 945 Fifth Street was moved into in 1969. The LBPD Headquarters Building contains offices, a 911 dispatch and a jail facility. The jail facility has seven cells, with a total holding capacity of 20 inmates. Over the years, the LBPD have acquired additional nearby properties to help with expansion of services, including a 1,100 square foot Commercial Building used for storage located next door at 444 J Street, a 1,600 square foot House used for storage at 428 J Street with 450 square foot storage shed in back, and an 11,700 square foot former Bank Building used for police offices a block away at 535 J Street. Existing downtown police buildings total 21,250 square feet. The total area occupied by existing police buildings, parking, landscaping and other site use is 1.39 acres.

The LBPD Headquarters Building contains offices, a 911 dispatch and a jail facility. The jail facility has seven cells, with a total holding capacity of 20 inmates. Fire Station 1 currently serves as the provisional Emergency Operations Center (EOC) facilities. The primary EOC is the Merced County Office of Emergency Services in 36 miles away in Atwater. Note that as of August 2019, the Los Banos Fire Department received state funding to construct a new EOC in association with Fire Station #3.

LBPD has 21,250 square feet if all distributed space is added up. With currently 40 sworn officers, that comes to 531 square feet per Sworn. This is well below the comparable facility average of 650 square feet per sworn and does not even consider that the only secure facility purpose-built for police use is the 6,400

square foot Headquarters Building. If only that building's square footage is counted, the LBPD ratio comes to 160 square feet per Sworn currently.

Note 40 sworn officers comes to 1.00 sworn per 1,000 population, which is right at the bottom range of the acceptable ratio. This is just below the comparable facility average of 1.05 sworn per 1,000 population.

Findings

The issues with the LBPD's 1969-era headquarters facility, located at 945 5th Street, include:

- The police headquarters public waiting area is small and cramped.
- The air conditioning is inadequate for the size of the facility.
- The squad room is used not only as a meeting room but is also used as office space for individual officers and for storage.
- The jail food preparation area is shared with the laundry and storage spaces.
- Due to budget constraints, all but the most pressing repairs and minor items are taken care of. Major maintenance items have been deferred.
- It is apparent that the facility cannot meet the day-to-day demands of the LBPD.
- Inadequate site access for police vehicles.
- Inadequate on-site parking for staff.
- Inadequate garage capacity for police vehicles, equipment, and evidence.
- Failing and difficult to maintain 1969-era utilities infrastructure.
- Substandard and outdated jail facility.
- Substandard and over-capacity break room, training, and locker facilities.
- Inadequate accessibility.
- Storage space is insufficient.
- Short Term Holding Facility is too small and needs to be modernized.
- IT space is insufficient.
- Secure patrol parking and evidence vehicle storage is insufficient.
- Secure staff parking is insufficient.
- Evidence storage is insufficient.
- In addition to these issues directly impacting LBPD operations, the building structure is out of compliance with modern essential service facility standards. This potentially puts the police officers and station facilities at unnecessary risk of harm during a seismic event and potentially limits the LBPD's capacity to respond to emergencies following a seismic event.

The LBPD uses a Commercial Building for storage at 444 J Street. Issues identified:

- Office space is too small and not accessible.
- Storage space is insufficient.
- Exterior storage containers are a blight.
- No parking.
- Lacks connectivity to main building.
- Building security is insufficient.

The LBPB uses a House for storage at 428 J Street. Issues identified:

- Storage space is insufficient.
- Lacks connectivity to main building.
- Building security is insufficient.
- House used for storage type is inappropriate for this use.

The LBPB uses a former Bank Building for Police Offices at 535 J Street. Issues identified:

- Office space is over-crowded.
- Storage space is insufficient.
- Lacks connectivity to main building.
- Building security is insufficient.
- Bank building type is inappropriate to this use.
- Building envelope needs repair.



LBDP Staff and Space Needs Assessment

The LBDP currently has 40 sworn staff and 31 non-sworn, including 6 jail staff and 11 dispatchers. The LBDP is a fully functioning police department with administration, investigation, communications, patrol, traffic, code enforcement, animal control, school resource officer program, and jail operations. Medical services are provided by an outside contractor. Food preparation is done by department staff for those being held in the facility. Note that with the addition of Measure H funding, staffing numbers above were increased to 48 sworn and 32 non-sworn effective July 1, 2019; these additions are not reflected in the program area tabulations in this report.

The jail facility processes detainees within 96 hours. Detainees are either cited and released or moved to the Merced County John Latorraca facility. The Los Banos facility processes arrests not only from the City of Los Banos, but also under agreement with the Merced County Sheriff's Department.

The facility is regularly inspected by the State of California, Merced Health Department, LBDP and state juvenile justice system.

Programmatic analysis for 2020 and 2030 populations came to the following conclusions:

	<u>Current Need (2020)</u>	<u>Additional Need (2030)</u>
Required Building Area:	35,200 square feet	14,700 square feet
Required Site Area:	3.7 acres	1.0 acres

This will result in the following Sworn per 1,000 Population Ratios:

	<u>2020</u>	<u>2030</u>
Required Sworn:	59	73
Estimated Population:	42,000	55,000
Sworn to 1,000 Population Ratio:	1.40	1.33

	<u>Current Need (2020)</u>	<u>Additional Need (2030)</u>
Building Area:	30,000 SF	12,000 SF
Shed Building:	3,400 SF	2,700 SF
Sally Port:	1,800 SF	-
Site Area:	3.7 AC	1.0 AC

LBDP Site Plans

The City is in the process of purchasing a 4.7-acre site at 1111 G Street. Key Site Features:

- Visitor Parking - 25 Spaces.
- Secure Staff & Official Parking - 13 Spaces.
- Possible use of bioswales as part of the perimeter defense.
- Integration of underground conduit for future solar charging and solar carport installation.

Site - Current Need (2020) 3.7 acres



Site - Additional Need (2030) 1.0 acre



LBDP Floor Plans

Current Need (2020)

- Main Building: 30,000 sq. ft.
- Vehicle Sally Port: 1,800 sq. ft.
- Ancillary Building 1: 3,400 sq. ft.
- Total: 35,200 square feet.



Current Need Concept Model:



Additional Need (2030)

- Main Building: 12,000 sq. ft.
- Ancillary Building 2: 2,700 sq. ft.
- Total: 14,700 square feet.



Additional Need Concept Model:



LBDP Schedule

The proposed schedule anticipates A&E Design beginning January 2020. The project would go to Bid in June 2021, with construction beginning September 2021. If this schedule holds, the LBDP could be moving into their new facility in October 2022.

LBDP Estimate

Total project initial phase (2020) development costs are projected at \$25,000,000. Future phase (2030) development costs are estimated at \$9,800,000 (in 2020 dollars).

Building:	\$12.0 Million
Site:	\$4.2 Million
General Conditions:	\$2.0 Million
<u>Total Construction:</u>	<u>\$18.2 Million</u>

Indirect Costs:	\$3.1 Million
Contingency:	\$3.7 Million
<u>Total Project Cost:</u>	<u>\$25.0 Million – 35,200 square feet – Current Need (2020)</u> <u>\$9.8 Million – 14,700 square feet – Additional Need (2030)</u>

Birds Eye View of New Police Facility at 1111 G Street with Addition:



4. Animal Shelter Needs Assessment

Existing Animal Shelter Conditions

The original 2,683 square foot Animal Shelter facility located at the Los Banos airport is operating beyond its capacity and falling apart.

Findings

The Animal Shelter at the Airport:

- Cats immediately adjacent to dogs.
- Not enough animal housing, limiting intake.
- No separate isolation wards.
- Outdoor kennels lack heating and cooling.
- Severe lack of support space.
- Animal housing does not meet best practices.
- Lacking HVAC / Ventilation system.
- No acoustic control in indoor kennels.

Animal Shelter Staff and Space Needs Assessment

The City of Los Banos needs a new facility to provide safe and humane shelter services for population it serves. In addition to this function, Animal Shelters also perform emergency duties during times of disaster, housing displaced animals and as a resource for evacuees.

In the meantime, as a stop gap to help maintain the high standard of service currently being provided by LBPD animal control officers and community volunteers, the following immediate steps can be taken at a lower price point:

- Priority 1 – Estimated at \$300,000:
 - Cat housing modular.
 - Kennel improvements.
 - Construct feral cat outdoor pens.
 - Add HVAC / Ventilation system.
 - Small dog/puppy housing.
 - Intake area.
- Priority 2 – Estimated at \$735,000:
 - Building expansion for staff support area.
 - New dog housing addition.
- Priority 3 – Estimated at \$34,000:
 - Expand exercise yard.
 - New outdoor meet and greet area.
- Priority 4 – Estimated at \$50,000:
 - Kennel surfacing.
 - Acoustic panels in dog housing areas.

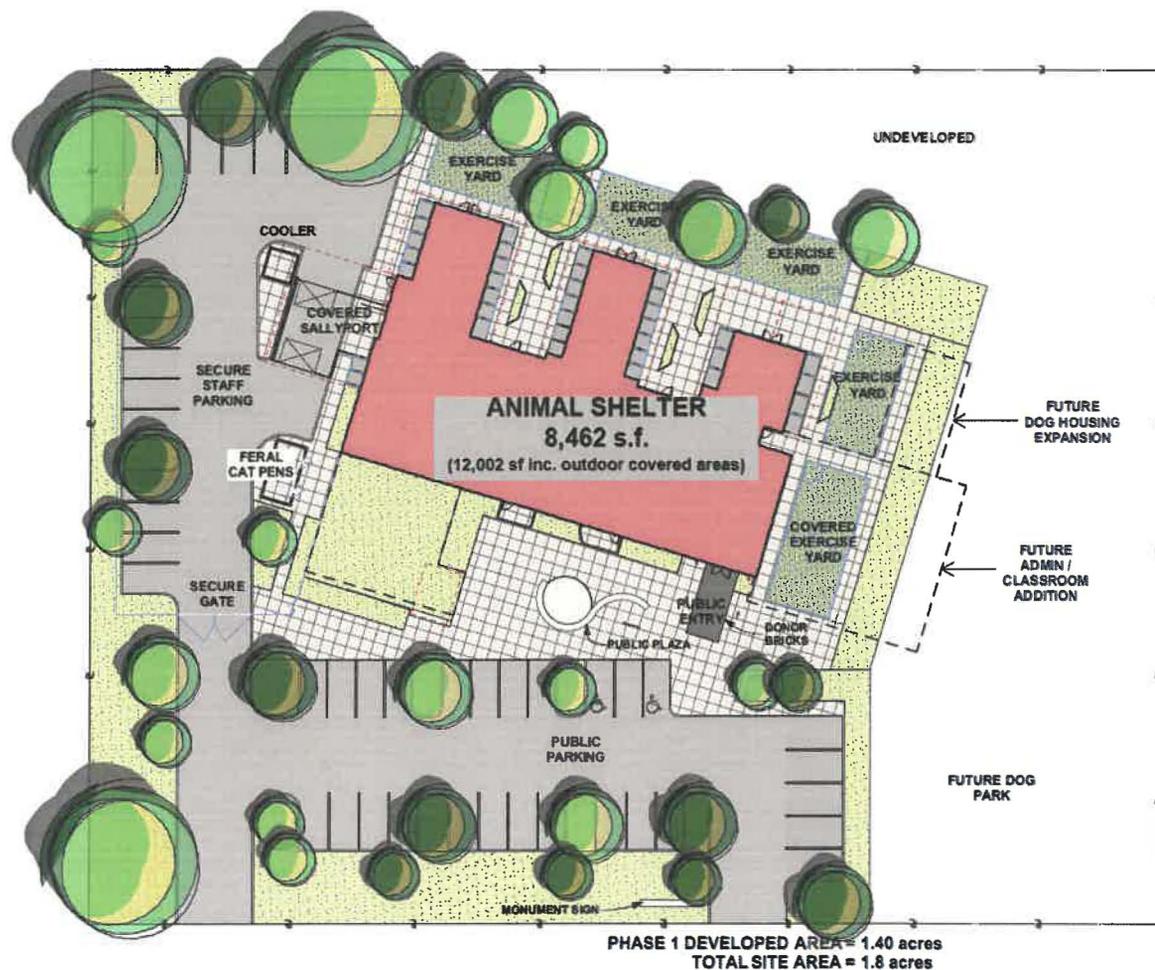
Program and Space Need for New Animal Shelter Facility

Programmatic analysis for the Animal Shelter concluded that phased shelter construction provided the most affordable path for the City:

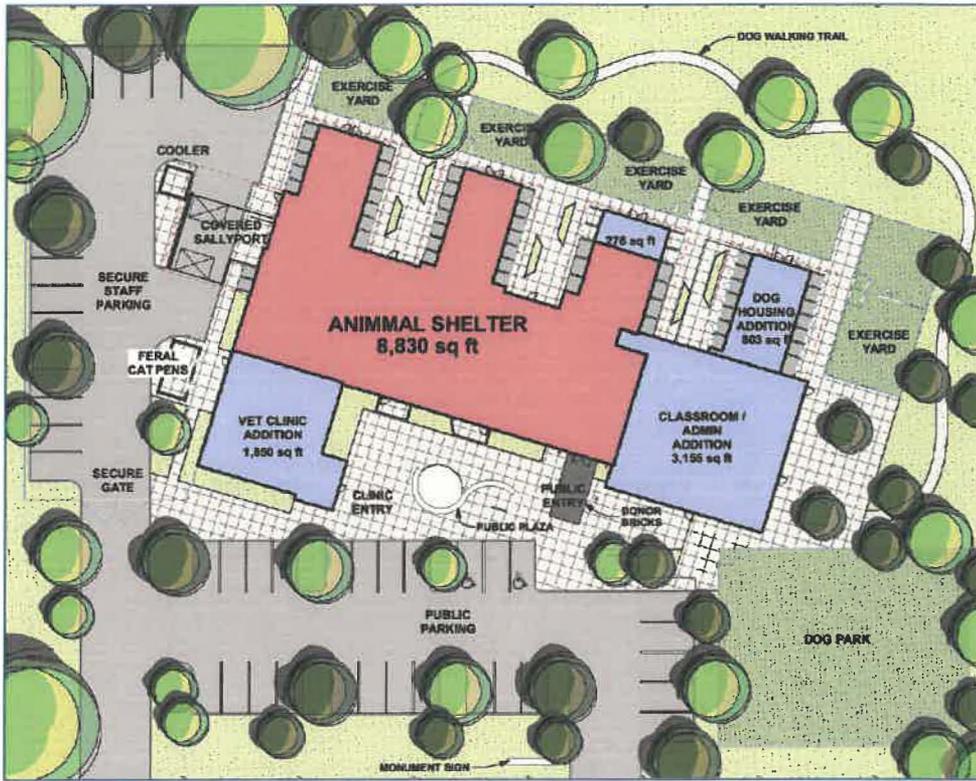
	Phase 1	Future Phase
Required Building Area:	12,002 square feet	6,972 square feet
Required Site Area:	1.4 acres	0.4 acres

Animal Shelter Plans

Animal Shelter Site - Phase 1



Animal Shelter Site - Future Phase



Future Phase Concept Model:



Shelter Estimate

Total Animal Shelter Phase 1 development costs are projected at \$8,600,000. Phase 2 will be requiring adding \$4,600,000.

Building: \$3.9 Million

Site: \$1.5 Million

General Conditions: \$0.7 Million

Total Construction: \$6.1 Million

Indirect Costs: \$1.3 Million

Contingency: \$1.2 Million

Total Project Cost: \$8.6 Million – 12,002 square feet - Phase 1

\$4.6 Million – 6,092 square feet - Add at Phase 2

5. Sustainability Measures

To increase the sustainability and resiliency of the new Police Facility and Animal Shelter, several measures are proposed that will reduce the energy demand, as well as, make the building a nicer place to live and work. These measures will also allow the building to be zero net energy (ZNE) with the addition a relatively small photovoltaic (PV) system.

All frequently occupied spaces will be provided with enough daylight so that the electrical lighting system will not be used during the daylight hours. This will be accomplished by using clear glass windows set to extend as high as possible; and small, strategically placed, clear skylights with prismatic diffusers. Electrical lighting systems will have automatic daylight harvesting controls so that the electric lights will dim and go off when there is enough natural light available.

Natural ventilation will be provided for all spaces by means of operable windows, operable skylights and in some instances operable louvers. Spaces with special ventilation needs - such as Evidence - will have additional dedicated ventilation. With the new, high efficiency, HVAC systems, there will be opportunities to achieve greater efficiency.

New high-efficiency plumbing fixtures and insulated water heating will save the City money and resources.

All windows will be shaded during the summer. This will reduce the need for air conditioning on all but the hottest summer days. South facing windows will be shaded with overhangs and north facing windows with vertical fins. East and West facing windows will need to be shaded with automated retractable window shades or blinds.

Photovoltaics (PV) can also be included to bring the building to a yearly net zero energy usage (ZNE).

6. Disposition of Vacated Spaces

The Police Department Headquarters Building, the Commercial Building used for storage, and the House used for storage form a contiguous property that could become a downtown park and/ or parking lot. The former Bank Building used for police offices positioned across the street from City Hall could be remodeled and repurposed for other City functions.

The following are an unprioritized list of options the facility committee have compiled from staff and the community meetings. The City has hired a consultant to help masterplan the downtown core – their planning process will bring additional insight into identifying optimal use for these vacated spaces.

Police Department Headquarters Building at 945 5th Street

- Relocate police services to new facility.
- Demolish and replace with park or parking.
- Gut interior and remodel for City Hall use.
- Gut interior and remodel for Community Development, Building Department, Engineering, or Public Works use.
- Gut interior and remodel for downtown Police presence.
- Sell “as is”.
- Remodel and sell.

Commercial Building used for Storage at 444 J Street

- Relocate stored archival items to new facility.
- Demolish and replace with park or parking.
- Remodel and use for Valley Crisis Center.
- Remodel and use for homeless rehabilitation or launch facility.
- Remodel and use as warming / cooling shelter.
- Remodel for Police use.
- Sell “as is”.
- Remodel and sell.

House used for Storage at 428 J Street

- Relocate stored archival items to new facility.
- Demolish and replace with park or parking.
- Remodel and use for Valley Crisis Center.
- Remodel for Police use.
- Remodel and use for IT.
- Sell “as is”.
- Remodel and sell.

Former Bank Building used for Police Offices at 535 J Street

- Relocated police services, including Police Activities League (PAL) services, to new facility.
- Sell and reinvest in Police.
- Remodel and repurpose for other City functions.

7. LBPB Needs Assessment Appendices

LBPB Program Area Table

Space No.	Room Name Description	Sworn Count			Civilian Count			Total Staff Count			Qty Space or Station			Area			Comments
		Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030			
CHIEF OF POLICE																	
CP01	Chief's Office	1	2	0	0	0	2	1	2	2	1	0	1,466	667			
CP02	Closet	1	1	0				1	1	0	1	0	254	0			
CP03	Admin Bathroom										1	0	33	0			
CP04	Admin Bathroom										1	0	79	0			
CP05	Executive Assistant				0	0	1	0	0	1	0	1	79	0			
CP06	Chief's Waiting Area (dignitary waiting)										1	0	146	146	Add 2030		
CP07	Large Conference Room										1	1	115	0			
CP08	Coffee Bar										1	0	328	173			
CP09	Assistant Chief / Commander	0	1	0				0	1	0	1	1	37	0			
CP10	Closet										1	1	179	45			
CP11	File Room										1	0	8	12			
CP12	Analyst				0	0	1	0	0	1	0	1	110	0			
Departmental Circulation (20%)												244	112				
OPERATIONS																	
OPS01	Commander's Office	28	41	5	0	0	0	28	41	5	1	0	4,406	1,948			
OPS02	Closet	1	1	0				1	1	0	1	0	179	0			
Patrol																	
OPS03	Patrol Lieutenant's Office							0	2	2	1	0	8	0			
OPS04	Patrol Lieutenant's Office	0	2	2							1	0	155	-23			
OPS05	Patrol Lieutenant's Office										0	1	154	-22			
OPS06	Patrol Lieutenant's Office										0	1	0	129	Add 2030		
OPS07	Patrol Watch Commander							0	0	0	0	1	0	131	Add 2030		
OPS08	Patrol Sergeants	0	0	0				0	0	0	0	1	0	146	Add 2030		
OPS09	Patrol Sergeants	5	6	0				5	6	0	1	0	133	-6			
OPS10	Patrol Sergeants										1	0	127	0			
OPS11	Patrol Sergeants										1	0	133	-7			
OPS12	Patrol Sergeants										1	0	132	-6			
OPS13	Patrol Desk Officer	0	0	0				0	0	0	0	1	0	89	Add 2030		
OPS14	Patrol Conference Room										0	1	0	426	Add 2030		
OPS15	Patrol Coffee Bar										1	0	35	0			
OPS16	Briefing Room	22	28	1				22	28	1	1	0	792	-54			
OPS17	Report Writing										1	1	233	164			
OPS18	K-9 Cozy Corner										1	0	37	34			
OPS19	Evidence Prep and Temporary Storage										1	1	170	0			
OPS20	Storage										0	1	0	47	Add 2030		
OPS21	Mailboxes										1	1	54	-2			
OPS22	Armory										1	0	250	70			
OPS23	Cleaning Room										1	0	62	119			
OPS24	Go Bags										1	1	331	-27			
OPS25	Interview Room										0	1	0	107	Add 2030		
OPS26	Interview Room										0	1	0	107	Add 2030		
OPS27	Staff Entry										1	0	61	0			
OPS28	Juvenile Soft Holding										1	0	137	-58			
OPS29	Juvenile Soft Holding										0	1	0	79	Add 2030		
OPS30	Interview Soft Holding Toilet / Shower										0	1	0	65	Add 2030		
Traffic																	
OPS31	Traffic Sergeant	0	0	0				0	0	0	1	0	117	42			
OPS32	Traffic Open Office	0	4	2				0	4	2	2	2	330	37			
OPS33	Storage										1	0	42	36			
Departmental Circulation (20%)												734	325				

LBPDP Program Area Table Continued...

Space No.	Room Name	Sworn Count			Civilian Count			Total Staff Count			Qty Space or Station			Area			Comments
		Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030			
Description																	
POLICE SERVICES																	
		0	0	0	16	22	6	16	22	6			5,507	2,943			
PS01	Police Services Manager				1	1	0	1	1	0	1	0	179	0			
PS01A	Closet										1	0	8	0			
Dispatch																	
PS02	Dispatch Supervisor				1	1	0	1	1	0	1	1	124	8			
PS03	Dispatch Open Office				10	12	3	10	12	3	1	1	631	146			
PS04	Dispatch Logging Station										0	1	0	87	Add 2030		
PS05	Dispatch Toilet (All Gender)										1	0	85	0			
PS06	Dispatch Toilet (All Gender)										1	0	85	0			
PS07	Dispatch Break Room										0	0	119	-1			
Records																	
PS08	Records Supervisor				0	1	0	0	1	0	1	0	123	-13			
PS09	Records Open Office				3	4	2	3	4	2	1	1	430	84			
PS10	Records Archives										0	1	0	370	Add 2030		
PS11	Storage										1	1	151	-73			
PS12	Copy Room										1	0	183	-61			
Evidence																	
PS13	Evidence Tech's Office				0	1	0	0	1	0	1	0	196	0			
PS14	Evidence Lobby										1	0	121	0			
PS15	Evidence Lab				1	2	1	1	2	1	0	1	0	232	Add 2030		
PS16	Evidence Processing & Exam										1	0	226	74			
PS17	Evidence Storage										1	1	1,261	341			
PS18	Fire Arms Storage										1	1	100	128			
PS19	Drug Storage										1	1	74	46			
PS20	Homicide Storage										1	1	107	77			
PS21	Drying Room										1	1	88	139			
PS22	Bulk Evidence										1	1	124	63			
PS23	Destruction/ Receiving										1	0	83	0			
PS24	Unisex Toilet										1	0	91	-39			
Finance																	
PS25	Finance Supervisor				0	0	0	0	0	0	0	0	0	0			
PS26	Finance Clerical				0	0	0	0	0	0	0	0	0	0			
PS27	File Room										0	1	0	80	Add 2030		
Departmental Circulation (20%)												918	1,255				
ADMINISTRATION																	
		11	16	9	6	8	5	17	24	14			7,256	3,901			
AD01	Admin Commander	1	1	0				1	1	0	1	0	179	0			
AD01A	Closet										1	0	8	0			
Training / EOC																	
AD02	Office										0	1	0	109	Add 2030		
AD03	Conference Room										1	1	268	-47			
AD04	File Room										0	1	0	68	Add 2030		
AD05	Storage										0	1	0	75	Add 2030		
AD06	Training / EOC Room										1	1	1,106	254			
AD07	EOC Toilet										0	1	0	108	Add 2030		
AD08	EOC Toilet										0	1	0	108	Add 2030		
AD09	Furniture Storage										1	0	90	-18			
AD10	EOC Supplies										0	1	0	108	Add 2030		
AD11	Break Room										0	1	0	452	Add 2030		
AD12	Copy Area										1	0	99	8			
AD13	Equipment Room										1	1	155	15			
AD14	School Resource Officer	3	4	1				3	4	1	0	0	0	0	In Schools		
AD15	PAL Officer	1	1	0				1	1	0	1	1	390	729			
AD16	Supply Storage										1	0	48	74			

LCPD Program Area Table Continued...

Space No.	Room Name Description	Sworn Count			Civilian Count			Total Staff Count			Qty Space or Station			Area			Comments
		Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030			
AD17	Furniture Storage											0	1	0	100	Add 2030	
AD18	Equipment Room											0	1	0	308	Add 2030	
AD19	Toilet											0	1	0	81	Add 2030	
AD20	Toilet											0	0	0	0		
AD21	Kitchenette											0	1	0	115	Add 2030	
AD22	Volunteers											1	1	241	62		
AD22A	Storage											1	0	44	121		
Code Enforcement/ Animal Control																	
AD23	Manager's Office				0	0	1	0	0	1	0	1	0	1	0	150	Add 2030
AD24	Clerk				1	1	0	1	1	0	1	0	0	119	-8		
AD25	Supervisor / CSO				1	2	2	1	2	2	1	0	1	0	140	-7	
AD26	Open Office				3	4	2	3	4	2	1	0	459	-56			
AD27	File Room											1	1	60	20		
AD28	Storage											1	1	42	38		
Investigations																	
AD29	Investigations Lieutenant	0	0	1				0	0	1	0	1	0	150	Add 2030		
AD30	Waiting Area											1	0	76	0		
AD31	Crime Analyst				1	1	0	1	1	0	1	0	120	30			
AD32	Work Room											1	0	99	44		
AD33	File Room											1	1	107	0		
AD34	Investigations Sergeant	1	1	1				1	1	1	1	0	120	31			
AD35	Detective Open Office	5	6	2				5	6	2	6	2	702	108			
AD36	Storage											1	1	63	43		
AD37	Interview Room											1	0	80	0		
AD38	Interview Room											1	0	78	0		
AD39	Interview Room											0	1	0	98	Add 2030	
AD40	Monitor Room											1	0	84	0		
AD41	Conference Room											1	1	283	125		
AD42	Gang Activity Sergeant	0	1	0				0	1	0	1	0	120	22			
AD43	Gang Activity Open Office	0	2	4				0	2	4	4	0	516	-373			
AD44	Informant Entry											1	0	60	6		
AD45	Informant Toilet											1	0	91	0		
Departmental Circulation (20%)														1,209	650		
FACILITY SUPPORT																	
Public Support		0	0	0	3	5	4	3	5	4				7,038	1,721		
FS01	Entry Lobby											1	0	863	0		
FS02	Public Restrooms (W)											1	0	72	0		
FS03	Public Restrooms (M)											1	0	72	0		
FS04	Live Scan Room											1	0	45	0		
FS05	Interview Room											1	0	97	0		
Staff Support																	
FS06	Staff Restroom (W)											1	0	67	-10		
FS07	Staff Restroom (M)											1	0	67	-10		
FS08	Break Room											1	0	351	111		
FS09	Physical Training											1	0	1,022	206		
FS10	Men's Shower/ Locker/ Toilet Room											74	48	1,092	0		
FS11	Women's Shower/ Locker/ Toilet Room											54	32	638	272		
FS12	Lactation (Mom) Room											1	0	75	2		
FS13	Bunk Room											1	0	74	11		
FS14	Bunk Room											1	0	77	8		
FS15	Bunk Room											1	0	77	8		
FS16	Bunk Room											0	1	0	85	Add 2030	

LBPD Program Area Table Continued...

Space No.	Room Name	Sworn Count			Civilian Count			Total Staff Count			Qty Space or Station			Area		Comments
		Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Existing 2018	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030		
Description																
Building Support																
FS17	Maintenance Office				1	2	1	1	2	1	1	0	127	54		
FS18	Janitorial Closets											1	0	41	19	
FS19	Janitorial Closets											1	0	42	0	
FS20	Janitorial Closets											1	0	34	0	
FS21	Electrical Room											1	0	219	0	
FS22	Mechanical Room											1	1	234	367	
Information Technology (IT)																
FS23	IT Supervisor				0	0	0	0	0	0	0	0	1	0	54 Add 2030	
FS24	IT Technicians				2	3	3	2	3	3	0	1	0	242	Add 2030	
FS25	Server Room											1	1	284	0	
FS26	Radio Room											1	1	195	15	
Departmental Circulation (20%)												1,173	287			
SHORT TERM HOLDING		0	0	0	6	9	6	6	9	6			2,154	120		
J01	Personnel Sally Port											1	0	100	0	
J02	Gun Lockers											1	0	15	0	
J03	Waiting Area											1	0	120	0	
J04	Booking / CSO Office				6	9	6	6	9	6	1	0	120	0		
J05	Inmate Property Lockers											1	0	180	0	
J06	Exam / Testing											1	0	120	0	
J07	Inmate Toilet & Shower											1	0	65	0	
J08	Hard Interview											1	0	75	0	
J09	Secure Storage											1	0	80	0	
J10	Janitor's Closet											1	0	60	0	
J11	Visiting / Attorney Booth											1	0	50	0	
J12	Visiting											0	1	0	50 Add 2030	
J13	Visiting											0	1	0	50 Add 2030	
J14	Temporary Holding											1	0	100	0	
J15	Temporary Holding											1	0	100	0	
J16	Temporary Holding											1	0	100	0	
J17	Detox											1	0	80	0	
J18	Detox											1	0	80	0	
J19	Detox											1	0	80	0	
J20	Detox											1	0	80	0	
J21	Isolation Cells											1	0	70	0	
J22	Isolation Cells											1	0	70	0	
J23	Safety Cell											1	0	50	0	
Departmental Circulation (20%)												359	20			
MAIN BUILDING TOTALS		SWORN			CIVILIAN			TOTAL					2020	2030		
STAFF		40	59	14	31	44	23	71	103	37						
Net Assigned Area													27,828	11,300		
Building Efficiency Factor									8%	6%			2,172	700		
AREA													30,000	12,000	SF	

LCPD Program Area Table Continued...

Space No.	Description	SWORN		CIVILIAN		RATIO			Qty Space or Station			Assigned Area		Comments
		Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030	Additional Need 2030	Current Need 2020	Additional Need 2030	Current Need 2020	Additional Need 2030		
PARKING														
	STAFF PARKING			106	35	60%	60%		64	21	20,670	6,825		
	STAFF ACCESSIBLE PARKING			106	35	4%	4%		4	1	2,171	717		
	OFFICIAL VEHICLES	59	14			120%	120%		71	17	23,010	5,460		
	SUBTOTAL STAFF/ OFFICIAL PARKING								139	39	55,000	15,600		INCL 20% CIRC
	VISITOR PARKING			54	36	43%	43%		23	15	7,547	5,031		
	VISITOR ACCESSIBLE PARKING			54	36	4%	4%		2	1	1,106	737		
	SUBTOTAL VISITOR PARKING								25	17	10,400	6,900		INCL 20% CIRC
SALLY PORT														
											1,800	0		
ANCILLARY BUILDING														
	AB01 Property Bicycle								1	0	211	212		
	AB02 General Storage								1	0	458	-44		
	AB03 Traffic Storage								1	0	252	-72		
	AB04 Patrol Bicycles								0	1	0	220	Add 2030	
	AB05 Motorcycle Garage								0	1	0	739	Add 2030	
	AB06 Evidence Vehicle								1	0	536	0		
	AB07 Impound Vehicle								1	1	638	324		
	AB08 Trailer Storage Bay								1	0	369	149		
	AB09 Command Van								1	0	598	364		
	AB10 SWAT Van								0	1	0	600	Add 2030	
	AB11 SWAT Staging / K-9 Unit (area TBD)								1	0	225	101		
	AB12 K-9 Unit								0	1	0	147	Add 2030	
	AB13 Hazmat Storage								1	0	55	10		
	AB14 Maintenance								1	0	88	-6		
SITE SUBTOTALS														
	1. BUILDING FOOTPRINT										30,000	12,000		
	2. SALLY PORT										1,800	0		
	3. ANCILLARY BUILDING										3,400	2,700		
	4. TRASH ENCLOSURE										400	200		
	5. PARKING								164	56	65,400	22,500		
	6. PASSENGER DROP-OFF										1,200	1,250		
	7. COURT OR PATIO										2,700	0		
	8. COMMUNITY PLAZA										5,000	1,250		
	9. RADIO TOWER										100	0		
	10. SECURE STAGING AREA										3,000	0		
	11. LANDSCAPE ALLOWANCE								30%	8%	48,172	3,660		
SITE TOTAL														
											2020	2030		
											161,172	43,560	SF	
											3.7	1.0	ACRES	

LBDP Program Comparison Tables

SF/ Sworn by City	SF	Sworn	Ratio
Vacaville	45,700	111	412 SF/ Sworn
Clovis	70,000	100	700 SF/ Sworn
Existing 2018	6,400	40	160 SF/ Sworn
Phase 1: Need 2020	35,200	59	597 SF/ Sworn
Phase 2: Need 2030	49,900	73	684 SF/ Sworn
Turlock	55,000	78	705 SF/ Sworn
Woodland	52,300	67	781 SF/ Sworn
Average			577 SF/ Sworn

SF/ Staff by City	SF	Staff	Ratio
Vacaville	45,700	150	305 SF/ Staff
Clovis	70,000	200	350 SF/ Staff
Existing 2018	21,250	70	304 SF/ Staff
Phase 1: Need 2020	35,200	103	342 SF/ Staff
Phase 2: Need 2030	49,900	140	356 SF/ Staff
Turlock	55,000	113	487 SF/ Staff
Woodland	52,300	82	638 SF/ Staff
Average			397 SF/ Staff

Sworn/ Pop by City	Sworn	Pop (1K)	Ratio
Vacaville	111	100	1.11 Sworn/1K
Clovis	100	113	0.88 Sworn/1K
Existing 2018	40	40	1.00 Sworn/1K
Phase 1: Need 2020	59	42	1.40 Sworn/1K
Phase 2: Need 2030	73	55	1.33 Sworn/1K
Turlock	78	75	1.04 Sworn/1K
Woodland	67	58	1.16 Sworn/1K
Average			1.13 Sworn/1K

SUMMARY	SF/ 100 Sworn	SF/ 100 Staff	Sworn/ 1K Pop
Vacaville	4	3	1.11
Clovis	7	4	0.88
Existing 2018	2	3	1.00
Phase 1: Need 2020	6	3	1.40
Phase 2: Need 2030	7	4	1.33
Turlock	7	5	1.04
Woodland	8	6	1.16
Average	5.77	3.97	1.13

LBDP Cost Estimate

NEW LOS BANOS POLICE FACILITY - CURRENT NEED (2020)					
Item	Quantity (units)	Unit Cost (\$/unit)	Subtotal Cost (\$)	Total Cost (\$)	Comments
Site Data - Total site area, initial + buildout	161,172 SF				3.7 acres
Site Data - Main, Sally Port, and Ancillary Building	36,200 SF				estimated area
Site Data - Main Building footprint	30,000 SF				estimated area
Site Data - Ancillary Building footprint	3,400 SF				estimated area
Site Data - Vehicle Sallyport footprint	1,800 SF				estimated area
Site Data - Radio Tower footprint (20 x 20)	100 SF				estimated area
Site Data - Generator Enclosure footprint (30 x 45)	1,350 SF				estimated area
Site Data - Trash Enclosure footprint (15 x 25)	400 SF				estimated area
Site Data - Paving - vehicular	65,400 SF				estimated area
Site Data - Paving - pedestrian	8,900 SF				estimated area
Site Data - Landscaped area	48,172 SF				estimated area
Site Data - Future development area, turf only	0 SF				assumes undeveloped
DIRECT CONSTRUCTION COST - BLDG	30,000 SF	\$400		\$12,000,000	quantity is main building only
New police main building	30,000 SF	\$400	\$12,000,000		est. allowance
DIRECT CONSTRUCTION COST - SITE	3.70 AC	\$1,154,500		\$4,271,400	rounded
Offsite- Utilities, connect to street	0 LS	\$200,000	\$0		assumes none included
Offsite- Sidewalk, pedestrian walkways, path of travel	0 LS	\$15,000	\$0		assumes none included
Offsite- Driveway entrances	0 LS	\$25,000	\$0		assumes none included
Onsite- New police ancillary building	3,400 SF	\$250	\$850,000		est. allowance
Onsite- New vehicle sallyport	1,800 SF	\$200	\$360,000		est. allowance
Onsite- Radio tower, radio equipment & cabling	1 EA	\$180,000	\$180,000		assumes 60' tower
Onsite- Emergency power generation incl. fuel tank supply	1 EA	\$180,000	\$180,000		est. allowance
Onsite- Site demolition and/or relocation of utilities	1 LS	\$50,000	\$50,000		est. allowance
Onsite- Grading & pad preparation	1 LS	\$200,000	\$200,000		est. allowance
Onsite- Storm drainage incl. retention	1 LS	\$300,000	\$300,000		est. allowance
Onsite- Potable water & meter	1 LS	\$40,000	\$40,000		est. allowance
Onsite- Fire water & hydrants	1 LS	\$90,000	\$90,000		est. allowance
Onsite- Sanitary sewer	1 LS	\$60,000	\$60,000		est. allowance
Onsite- Electrical service entrance	1 LS	\$50,000	\$50,000		est. allowance
Onsite- Electrical lighting	1 LS	\$121,000	\$121,000		est. allowance
Onsite- Telecom/data service	1 LS	\$20,000	\$20,000		est. allowance
Onsite- CATV service	1 LS	\$10,000	\$10,000		est. allowance
Onsite- Gas service	1 LS	\$20,000	\$20,000		est. allowance
Onsite- Trash enclosure	1 EA	\$40,000	\$40,000		est. allowance
Onsite- Emergency generator fndn/fence/end.	1 EA	\$45,000	\$45,000		est. allowance
Onsite- Pedestrian paving incl. accessibility	11,900 SF	\$15	\$178,500		est. allowance
Onsite- New vehicular paving, incl. accessibility	65,400 SF	\$10	\$654,000		est. allowance
Onsite- Curb, gutter and striping, incl. path of travel	1 LS	\$80,000	\$80,000		est. allowance
Onsite- Security Fencing and Personnel Gates	1,500 LF	\$95	\$142,500		est. allowance
Onsite- Motorized gates	2 EA	\$30,000	\$60,000		est. allowance
Onsite- Security electronics, access contrl, CCTV	1 LS	\$60,000	\$60,000		est. allowance
Onsite- Landscape & irrigation	48,172 SF	\$8	\$385,376		est. allowance
Onsite- Future development area, turf only	0 SF	\$2	\$0		assumes undeveloped
Onsite- Planters, steps, flagpole, signage, misc.	1 LS	\$20,000	\$20,000		est. allowance
Onsite- Motorshed	1 EA	\$40,000	\$40,000		est. allowance
Onsite- Covered structure for SWAT, command, other	1 EA	\$30,000	\$30,000		est. allowance
Onsite- Miscellaneous	1 LS	\$25,000	\$25,000		est. allowance
GENERAL CONTRACTOR MARKUP				\$2,007,900	
General Conditions	5.5 %	\$16,271,400	\$994,927		on direct site + bldg costs
Overhead & Profit	5.5 %	\$16,271,400	\$994,927		on direct site + bldg costs
Bonds	1.34 %	\$16,271,400	\$218,037		on direct site + bldg costs
TOTAL DIRECT CONSTRUCTION	35,200 SF	\$519		\$18,279,300	bid day cost
INDIRECT COSTS				\$3,092,200	
New CAD (Computer Aided Dispatch) workstations	6 EA	\$30,000	\$180,000		est. allowance
New Comm Center fit up	1 LS	\$40,000	\$40,000		est. allowance
Fixtures, furnishings & equipment (FF&E) - loose	30,000 SF	\$10	\$300,000		est. allowance
Phones & IT equipment	1 EA	\$120,000	\$120,000		est. allowance
Plancheck & permits	0.50 %	\$18,279,300	\$91,397		on direct bldg. + site
Utility fees	1 EA	\$20,000	\$20,000		est. allowance
Engineering & design	10.0 %	\$18,279,300	\$1,827,930		on direct bldg. + site
Topographical survey	1 EA	\$15,000	\$15,000		est. allowance
Geotechnical report and geologic study	1 EA	\$35,000	\$35,000		est. allowance
Testing & special inspections	1.0 %	\$18,279,300	\$182,793		on direct bldg. + site
Inspector of record (IOR), DSA-certified	14.0 MO	\$20,000	\$280,000		on direct bldg. + site
ESCALATION AND CONTINGENCY				\$3,655,900	
Escalation assumes 2.5 years to midpoint construction @ 4%/yr.	10.0 %	\$18,279,300	\$1,827,930		on direct + indirect costs
Project contingency @ 10%	10.0 %	\$18,279,300	\$1,827,930		on direct + indirect costs
TOTAL PROJECT DEVELOPMENT COSTS	35,200 SF	\$711		\$25,027,400	
Rounded for Fiscal Planning Purposes				\$25,000,000	est. allowance

LBPD Cost Estimate Continued...

NEW LOS BANOS POLICE FACILITY - ADDITIONAL NEED (2030)					
Item	Quantity (units)	Unit Cost (\$/unit)	Subtotal Cost (\$)	Total Cost (\$)	Comments
Site Data - Total site area, initial + buildout	43,560	SF			1.0 acre from parcel maps
Site Data - Main & Ancillary Building Additions	14,700	SF			estimated area
Site Data - Main Building footprint	12,000	SF			estimated area
Site Data - Ancillary Building footprint	2,700	SF			estimated area
Site Data - Vehicle Sallyport footprint	0	SF			no addition
Site Data - Trash Enclosure footprint (15 x 25)	200	SF			estimated area
Site Data - Paving - vehicular	22,500	SF			estimated area
Site Data - Paving - pedestrian	2,500	SF			estimated area
Site Data - Landscaped area	3,660	SF			estimated area
DIRECT CONSTRUCTION COST - BLDG	12,000	SF	\$400		\$4,800,000
New police main building	12,000	SF	\$400	\$4,800,000	quantity is main building only est. allowance
DIRECT CONSTRUCTION COST - SITE	1.00	AC	\$1,348,300		\$1,348,300
Offsite- Utilities, connect to street	0	LS	\$20,000	\$0	no addition
Offsite- Sidewalk, pedestrian walkways, path of travel	0	LS	\$10,000	\$0	no addition
Offsite- Driveway entrances	0	LS	\$25,000	\$0	no addition
Onsite- New police ancillary building	2,700	SF	\$250	\$675,000	est. allowance
Onsite- New vehicle sallyport	0	SF	\$200	\$0	no addition
Onsite- Radio tower, radio equipment & cabling	0	EA	\$180,000	\$0	no addition
Onsite- Emergency power generation incl. fuel tank supply	0	EA	\$180,000	\$0	no addition
Onsite- Site demolition and/or relocation of utilities	1	LS	\$10,000	\$10,000	est. allowance
Onsite- Grading & pad preparation	1	LS	\$75,000	\$75,000	est. allowance
Onsite- Storm drainage incl. retention	1	LS	\$100,000	\$100,000	est. allowance
Onsite- Potable water & meter	0	LS	\$40,000	\$0	no addition
Onsite- Fire water & hydrants	0	LS	\$90,000	\$0	no addition
Onsite- Sanitary sewer	1	LS	\$10,000	\$10,000	est. allowance
Onsite- Electrical service entrance	0	LS	\$50,000	\$0	no addition
Onsite- Electrical lighting	1	LS	\$44,000	\$44,000	est. allowance
Onsite- Telecom/data service	0	LS	\$20,000	\$0	no addition
Onsite- CATV service	0	LS	\$10,000	\$0	no addition
Onsite- Gas service	0	LS	\$20,000	\$0	no addition
Onsite- Emergency generator fndtn/fence/encl.	0	EA	\$45,000	\$0	no addition
Onsite- Pedestrian paving incl. accessibility	2,500	SF	\$15	\$37,500	est. allowance
Onsite- New vehicular paving, incl. accessibility	22,500	SF	\$10	\$225,000	est. allowance
Onsite- Curb, gutter and striping, incl. path of travel	1	LS	\$20,000	\$20,000	est. allowance
Onsite- Add to Trash Enclosure	1	LS	\$20,000	\$20,000	est. allowance
Onsite- Security Fencing and Personnel Gates	500	LF	\$95	\$47,500	est. allowance
Onsite- Motorized gates	1	EA	\$15,000	\$15,000	relocated
Onsite- Security electronics, access contrl, CCTV	1	LS	\$10,000	\$10,000	est. allowance
Onsite- Landscape & irrigation	3,660	SF	\$8	\$29,280	est. allowance
Onsite- Planters, steps, flagpole, signage, misc.	1	LS	\$20,000	\$20,000	est. allowance
Onsite- Site retaining walls	0	LS	\$0	\$0	no addition
Onsite- Motorshed	0	EA	\$40,000	\$0	est. allowance
Onsite- Covered structure for SWAT command, other	0	EA	\$30,000	\$0	est. allowance
Onsite- Miscellaneous	1	LS	\$10,000	\$10,000	est. allowance
GENERAL CONTRACTOR MARKUP					\$836,200
General Conditions	6.0	%	\$6,148,300	\$368,898	on direct site + bldg costs
Overhead & Profit	6.0	%	\$6,148,300	\$368,898	on direct site + bldg costs
Bonds	1.80	%	\$6,148,300	\$98,373	on direct site + bldg costs
TOTAL DIRECT CONSTRUCTION	14,700	SF	\$475		\$6,984,500
INDIRECT COSTS					\$1,393,300
Fixtures, furnishings & equipment (FF&E) - loose	12,000	SF	\$10	\$120,000	est. allowance
Phones & IT equipment	1	EA	\$120,000	\$120,000	est. allowance
Plancheck & permits	0.50	%	\$6,984,500	\$34,923	on direct bldg + site
Utility fees	1	EA	\$20,000	\$20,000	est. allowance
Engineering & design	10.0	%	\$6,984,500	\$698,450	on direct bldg + site
Topographical survey	1	EA	\$15,000	\$15,000	est. allowance
Geotechnical report and geologic study	1	EA	\$35,000	\$35,000	est. allowance
Testing & special inspections	1.0	%	\$6,984,500	\$69,845	on direct bldg + site
Inspector of record (IOR), DSA-certified	14.0	MC	\$20,000	\$280,000	on direct bldg + site
ESCALATION AND CONTINGENCY					\$1,396,900
Escalation assumes 2.5 years to midpoint construction @ 4%/yr.	10.0	%	\$6,984,500	\$698,450	on direct + indirect costs
Project contingency @ 10%	10.0	%	\$6,984,500	\$698,450	on direct + indirect costs
TOTAL PROJECT DEVELOPMENT COSTS	14,700	SF	\$665		\$9,774,700
Rounded for Fiscal Planning Purposes					\$9,800,000 est. allowance

8. Animal Shelter Needs Assessment Appendices

Animal Shelter Program Area Table

Space Description	Phase 1, Initial Build	Future Phase	Comments
Public Areas			
Lobby	242	0	
Reception (front office supervisor, 1 FTE)	100	0	
Waiting Area	120	0	
Donation Drop Off	0	0	not included
Small Meeting / Counseling	110	0	
Retail	0	0	On wall in Lobby
Public Restrooms	195	0	Single occupancy, Phase 1
Public Restrooms - expanded	0	350	Additional fixtures required to serve classroom
Multipurpose Room (capacity 30-40 people)	0	994	
Multipurpose Storage Room	0	216	
<i>Public Areas Sub-Total</i>	<i>767</i>	<i>1,560</i>	
Animal Areas			
Dog Intake Exam	130	0	
Dog Behavior Assessment	110	0	
Cat Intake Exam	125	0	
Euthanasia	95	0	adjacent to walk-in cooler
Cat GA Room	85	0	
Cat Holding: Isolation - 4 cats	140	0	Back of House. 5' dlq. Compartment, stacked
Cat Holding: Adoption			
Cage Housing - 12 units	300	0	
Individual Room - 1 cat or bonded pair	55	0	indoor/outdoor
Small Group - 3-4 adult cats	90	0	
Cat Holding: Adoption/Flex - 6 cats	220	0	1 rm w/ 6 dbl. compart. cages w/ sink
Cat Holding: Feral	0	0	see covered exterior area
Dog GA Room	110	0	
Dog Holding: Isolation -Anteroom	80	0	
Dog Holding: Isolation - 2 kennels 4 cages	193	0	(2) 4'x6' indoor/ outdoor kennels + 2 dbl. compart. Stacked cages
Dog Holding: Adoption	0	0	Not included
Real Life Room - (7) 6x6 rooms	565	250	indoor / outdoor
Kennels (14 dogs)	720	720	(14) indoor / outdoor 4.5'x5' kennels w/ (2) 5',5'
Dog Holding: Flex - 7 dogs	406	0	(5) indoor / outdoor 4.5'x5' kennels w/ (1) 5'x5'
Dog Holding: Quarantine - 5 dogs	340	0	(5) indoor / outdoor 4.5'x5' kennels w/ (1) 5'x5'
Dog Holding: Stray/Adopt - small dog / puppy (4 dogs)	136	0	6' dbl. compartment cages
Dog Holding Workroom	0	0	sinks included in each holding room
Food Storage	0	0	in outdoor rodent proof shed
Central Food Prep / Dishwash / Laundry	405	0	
Grooming	140	0	
General Storage	115	0	
Central Cleaning Pump Room	0	0	in covered sallyport area
<i>Animal Areas Sub-Total</i>	<i>4,560</i>	<i>970</i>	
Administration			
Shelter Director (1 FTE)	127	0	
Open office area			
Volunteer & Foster / Outreach Coordinator (1 FTE)	64	100	1 FTE added in Phase 2
Community Outreach Coordinator (1 FTE)	0	100	
Kennel Worker(2 FTE): open office workstations	125	0	
Kitchenette / break	40	124	Break Room added in Phase 2
Copy / Supply	30	80	located in open office area
Conference Table - 6	46	110	Conference Room added in Phase 2
Field Services			
Supervising Field Officer (1FTE)	0	64	
Field Officer (1 FTE): open office workstation	0	64	
Secure Animal Control Storage	0	24	
Volunteer Room	130	0	lockers, table for 4, white board, upper/lower cabinet
Staff Restrooms	0	84	One all gender staff restroom added in Phase 2
<i>Administration Areas Sub-Total</i>	<i>562</i>	<i>750</i>	

Animal Shelter Program Area Table Continued...

Space Description	Phase 1	Phase 2	Comments
Shelter Veterinary			
Public Lobby	0	150	
Shelter Veterinary Office (1 FTE)	0	100	
Registered Vet Tech (1FTE), workstations @ 64sf ea.	0	0	Workstation in surgery prep
Non-licensed Vet Tech (.5 FTE)	0	0	
Medical Treatment Room	215	0	1 wet table. Adjacent to exam and pharmacy
X-ray Room	0	0	
Pharmacy	0	0	locked cabinet in medical treatment room
Exam Room	0	106	adjacent to medical treatment room
Surgery Prep Room	0	440	adjacent to medical treatment room
Surgery Pack	0	90	1 room, 2 tables
Surgery Room - 1 table	153	0	Expanded to 2 tables in Phase 2
Dog Recovery Holding (4 dogs)	0	160	1 room: 2 kennels, 2 cages
Cat Recovery Holding (8 cats)	0	120	1 room w/ 2'x'2' single cages stacked 3 high & s.s. shelving
Cat Holding - Foster Cats	0	100	
Cat Holding - Community Cats	0	100	
Storage	0	0	
Medical Gas Closet	0	40	
<i>Shelter Veterinary Sub-Total</i>	<i>368</i>	<i>1,406</i>	
Facility Support			
General Storage	0	0	
Janitor's Closet	55	0	
Mechanical Room	0	0	Ground mounted mechanical units
Electrical	105	0	
Telecom	92	0	
<i>Facility Support Sub-Total</i>	<i>252</i>	<i>0</i>	
Interior Spaces Sub-Total			
	6,509	4,686	
Circulation, Wall Thickness @ 30%	1,953	1,406	
Total Interior Areas	8,462	6,092	
<u>Total, Phase 1 Initial Build + Future</u>		14,554	
Covered Exterior Areas			
Multipurpose Covered Patio	0	400	not included
Sallyport / Cage Storage	1,260	0	
Outdoor Kennels (connected to indoor kennels above)	2,150	480	
Cat Colony Porches: 1 @ 72nsf ea	130	0	
Total Covered Exterior Areas	3,540	880	
TOTAL INTERIOR AND EXTERIOR	12,002	6,972	
<u>Total, Phase 1 Initial Build + Future</u>		18,974	

Animal Shelter Program Site Area

Description	Phase 1, Initial Build S.F.	Future Phase S.F.	Comments
Building Area			
Total Interior Areas @ build out	8,462	6,092	
Covered Exterior Areas	3,540	880	
A Subtotal Building Area (rounded)	12,002	6,972	
Site Program Areas			
Secure service yard & staff parking (incl. driveways, fire access road,	5,000	0	assumes 10 spaces
Public Parking (incl. driveways & fire access road)	12,000	0	assumes 30 spaces @ 400sf/space
Animal Exercise Yards	3,940	970	
Dog Park	0	0	not included
Site Landscaping & hardscape (75% of bldg. footprint)	9,002	5,229	
B Subtotal Site Program Areas	29,942	6,199	
Site Efficiency Factor of =70%			
1 $1/.70 = (1.42-1) = .42 \times$ Site Program & Building Area (A+B)	17,616	5,532	
C Subtotal Site Efficiency Factor	17,616	5,532	
Total Building, Site Program Areas & Efficiency Factor (A+B+C)	59,560	18,703	
Total Site & Building Area (rounded)	59,560	18,703	
	1.40	0.40	acres (rounded)
Total minimum acreage required, all phases:			1.80

Animal Shelter Cost Estimate

Item	Phase 1, Initial Build - Animal housing & support				Future Phase - Admin / Classroom / Vet Clinic Addition / Dog Housing Expansion				Comments
	Quantity (units)	Unit Cost (\$/unit)	Subtotal Cost (\$)	Total Cost (\$)	Quantity (units)	Unit Cost (\$/unit)	Subtotal Cost (\$)	Total Cost (\$)	
LAND AND PROPERTY ACQUISITION	1.40	AC	\$0	\$0	0.40	AC	\$0	\$0	
Land and property purchase	0	EA	\$0	\$0	0	EA	\$0	\$0	not included
Legal appraisal/other cost of acquisition	0	EA	\$0	\$0	0	EA	\$0	\$0	not included
Site Data - Total site area	60,984	SF			17,424	SF			1.8 ac min. for full build out
Site Data - Building footprint	8,853	SF			6,972	SF			estimated area
Site Data - Covered Sullyport	1,260	SF			0	SF			estimated area
Site Data - Paving - vehicular	20,540	SF			0	SF			estimated area
Site Data - Paving - pedestrian	12,650	SF			5,000	SF			estimated area
Site Data - Landscaped area	18,000	SF			4,000	SF			estimated area
Site Data - Undeveloped area	17,450	SF			0	SF			estimated area
DIRECT CONSTRUCTION COST - BLDG	12,002	SF	\$323	\$3,881,250	6,972	SF	\$360	\$2,508,200	
Shelter - Main animal shelter building (incl. circulation)	8,462	SF	\$375	\$3,173,250	1,406	SF	\$375	\$527,250	est. allowance
Shelter - Classroom / Admin Addition - Future Phase	0	SF	\$350	\$0	2,310	SF	\$350	\$808,500	est. allowance
Shelter - Dog Expansion - Future Phase:	0	SF	\$375	\$0	970	SF	\$375	\$363,750	not included
Shelter - Veterinary Clinic - Future Phase:	0	SF	\$450	\$0	1,406	SF	\$450	\$632,700	est. allowance
Shelter - Covered area (sullyport, kennels, cat colony porches, stor.)	3,540	SF	\$200	\$708,000	880	SF	\$200	\$176,000	est. allowance
Emergency power generation incl. fuel tank supply	0	EA	\$0	\$0	0	EA	\$0	\$0	not included
DIRECT CONSTRUCTION COST - SITE	1.40	AC	\$1,097,500	\$1,536,500	0.40	AC	\$534,300	\$213,700	rounded
Offsite-Utilities connect to street	1	LS	\$80,000	\$80,000	0	LS	\$0	\$0	not included
Offsite- Sidewalk, pedestrian walkways, path of travel	0	LS	\$15,000	\$0	0	LS	\$0	\$0	not included
Offsite- Driveway entrances	2	LS	\$25,000	\$50,000	0	LS	\$0	\$0	not included
Onsite- Site demolition and/or relocation of utilities	1	LS	\$30,000	\$30,000	1	LS	\$8,000	\$8,000	not included
Onsite- Hazard remediation of site	0	LS	\$0	\$0	0	LS	\$0	\$0	assumes none
Onsite- Grading & pad preparation	1	EA	\$60,000	\$60,000	1	LS	\$36,000	\$36,000	est. allowance
Onsite- Storm drainage incl. retention	1	LS	\$125,000	\$125,000	0	LS	\$0	\$0	est. allowance
Onsite- Potable water & meter	1	LS	\$40,000	\$40,000	1	LS	\$6,000	\$6,000	est. allowance
Onsite- Fire water & hydrants	1	LS	\$45,000	\$45,000	0	LS	\$0	\$0	est. allowance
Onsite- Sanitary sewer	1	LS	\$60,000	\$60,000	1	LS	\$6,000	\$6,000	est. allowance
Onsite- Electrical service entrance	1	LS	\$50,000	\$50,000	0	LS	\$0	\$0	est. allowance
Onsite- Electrical lighting	1	LS	\$60,000	\$60,000	0	LS	\$0	\$0	est. allowance
Onsite- Telephone/data service	1	LS	\$40,000	\$40,000	0	LS	\$0	\$0	est. allowance
Onsite- CCTV service	1	LS	\$10,000	\$10,000	0	LS	\$0	\$0	est. allowance
Onsite- Gas service	0	LS	\$0	\$0	0	LS	\$0	\$0	assumes none
Onsite- Fuel service	0	LS	\$0	\$0	0	LS	\$0	\$0	assumes none
Onsite- Feral Cat Pen	1	EA	\$40,000	\$40,000	0	EA	\$0	\$0	est. allowance
Onsite- Trash enclosure	1	EA	\$40,000	\$40,000	0	EA	\$0	\$0	est. allowance
Onsite- Emergency generator (incl. fuel)/incl.	0	EA	\$0	\$0	0	EA	\$0	\$0	assumes none
Onsite- Pedestrian paving incl. accessibility	12,650	SF	\$15	\$189,750	5,000	SF	\$15	\$75,000	est. allowance
Onsite- New vehicular paving, incl. accessibility	20,540	SF	\$10	\$208,400	0	SF	\$10	\$0	est. allowance
Onsite- Curb gutter and striping, incl. path of travel	1	LS	\$40,000	\$40,000	0	LS	\$0	\$0	est. allowance
Onsite- Sullyport Related	1	LS	\$20,000	\$20,000	0	LS	\$0	\$0	est. allowance
Onsite- Security Fencing and Personnel Gates	800	LF	\$75	\$60,000	0	LF	\$0	\$0	est. allowance
Onsite- Motorized gates	1	EA	\$30,000	\$30,000	0	EA	\$0	\$0	est. allowance
Onsite- Security electronics, access control, CCTV	1	LS	\$15,000	\$15,000	0	LS	\$0	\$0	est. allowance
Onsite- Landscape & Irrigation	18,000	SF	\$8	\$144,000	5,000	SF	\$10	\$50,000	est. allowance
Onsite- Planters, steps, flagpoles, signage, misc.	1	LS	\$10,000	\$10,000	1	LS	\$5,000	\$5,000	est. allowance
Onsite- Site retaining walls	0	LS	\$0	\$0	0	LS	\$0	\$0	assumes none
Onsite- Artificial turf, outdoor play yards	3,940	SF	\$12	\$47,280	970	EA	\$12	\$11,640	est. allowance
Onsite- shade sails, outdoor play yards	1	EA	\$12,000	\$12,000	1	EA	\$6,000	\$6,000	est. allowance
Onsite- Dog Park fencing, turf, furnishings	0	LS	\$0	\$0	0	LS	\$0	\$0	not included
Onsite- Miscellaneous	1	LS	\$10,000	\$10,000	1	LS	\$8,000	\$8,000	est. allowance
GENERAL CONTRACTOR MARKUP	12,002	SF	\$60	\$722,800	6,972	SF	\$62	\$435,600	
General Conditions	6.0	%	\$5,417,750	\$325,085	7.0	%	\$2,721,900	\$190,533	on direct site + bldg costs
Overhead & Profit	6.0	%	\$5,417,750	\$325,085	7.0	%	\$2,721,900	\$190,533	on direct site + bldg costs
Bonds	1.34	%	\$5,417,750	\$72,598	2.00	%	\$2,721,900	\$54,438	on direct site + bldg costs
TOTAL DIRECT CONSTRUCTION	12,002	SF	\$512	\$6,140,600	6,972	SF	\$453	\$3,157,500	
INDIRECT COSTS	12,002	SF	\$165	\$1,261,200	6,972	SF	\$116	\$806,200	
Shelter - Equipment Allowance	1	EA	\$60,000	\$60,000	1	EA	\$15,000	\$15,000	est. allowance
Shelter - Vet Equipment	1	EA	\$15,000	\$15,000	1	EA	\$30,000	\$30,000	not included
Shelter - Animal Equipment Allowance	1	EA	\$100,000	\$100,000	1	EA	\$38,000	\$38,000	est. allowance
Shelter - Furnishings Allowance	1	EA	\$40,000	\$40,000	1	EA	\$20,000	\$20,000	est. allowance
Plancheck & permits	0.50	%	\$6,140,600	\$330,723	0.50	%	\$3,157,500	\$157,875	on direct bldg + site
Utility fees	1	EA	\$20,000	\$20,000	1	EA	\$30,000	\$30,000	est. allowance
Engineering & design	10.0	%	\$6,140,600	\$614,060	10.0	%	\$3,157,500	\$315,750	on direct bldg + site
Topographical survey	1	EA	\$15,000	\$15,000	1	EA	\$15,000	\$15,000	est. allowance
Geotechnical report (geologic study not required)	1	EA	\$25,000	\$25,000	1	EA	\$25,000	\$25,000	est. allowance
Testing & special inspections	1.0	%	\$6,140,600	\$614,060	1.0	%	\$3,157,500	\$315,750	on direct bldg + site
Inspector of record (IOR), DSA-certified preferred	14.0	MO	\$20,000	\$280,000	14.0	MO	\$20,000	\$280,000	on direct bldg + site
ESCALATION AND CONTINGENCY	12,002	SF	\$102	\$1,228,200	6,972	SF	\$91	\$631,500	
Escalation assumes 2.5 years to midpoint construction @ 4%/yr.	10.0	%	\$6,140,600	\$614,060	10.0	%	\$3,157,500	\$315,750	on direct + indirect costs
Project contingency @ 10%	10.0	%	\$6,140,600	\$614,060	10.0	%	\$3,157,500	\$315,750	on direct + indirect costs
TOTAL PROJECT DEVELOPMENT COSTS	12,002	SF	\$719	\$8,630,000	6,972	SF	\$659	\$4,595,200	
Rounded for Fiscal Planning Purposes				\$8,600,000				\$4,600,000	est. allowance



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Alex Terrazas, City Manager AT

DATE: September 18, 2019

TYPE OF REPORT: Agenda Item

SUBJECT: Peninsula Clean Energy Presentation Regarding Community Choice Energy Programs

Recommendation:

Receive presentation and provide direction to staff on how to proceed.

Discussion:

There will be a presentation by representatives of Peninsula Clean Energy (PCE) regarding Community Choice Energy (CCE) programs. A CCE is a locally controlled community organization that enables local residents and businesses to have a choice regarding where their energy comes from. The presentation will include information on what PCE is, how a CCE works, the benefits of a CCE and the Billy Wright Solar facility.

The presentation is included with this staff report.

Attachments:

Peninsula Clean Energy Presentation

AT/lm



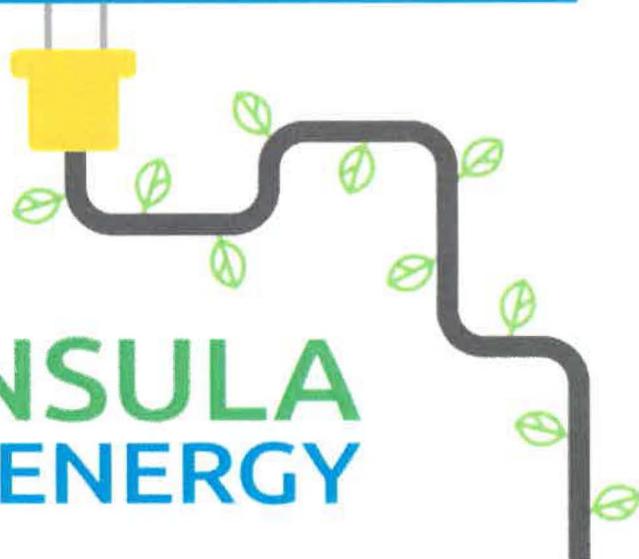
9/18/19 Los Banos City Council

Peninsula Clean Energy

Jan Pepper, Chief Executive Officer

Joseph Wiedman, Director of Regulatory and
Legislative Affairs

Rick Bonilla, Councilmember, City of San Mateo



**PENINSULA
CLEAN ENERGY**

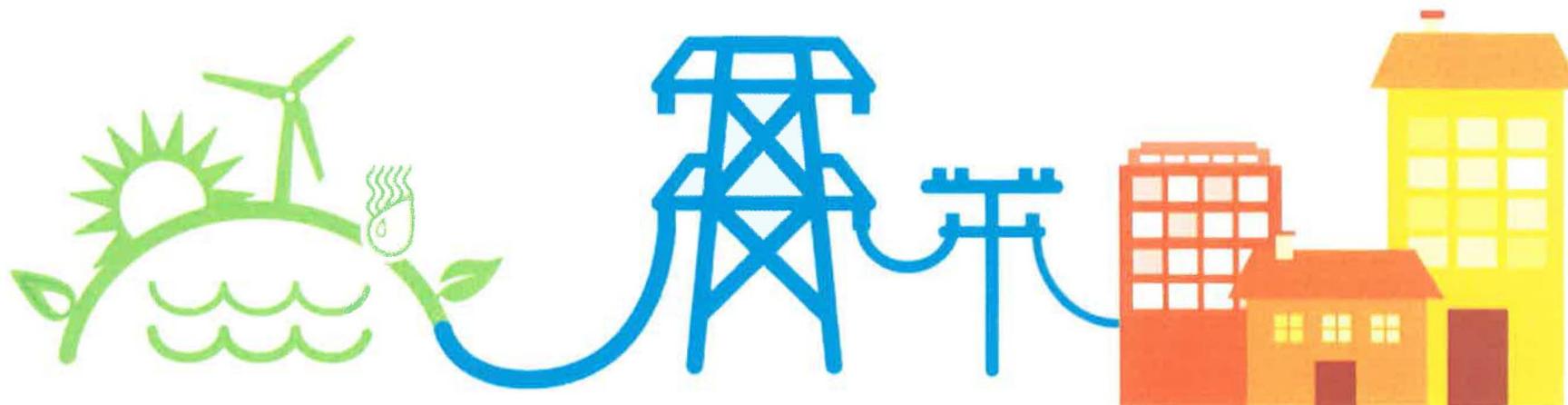
The Official Electricity Provider of San Mateo County

What is Peninsula Clean Energy?



Peninsula Clean Energy, also known as PCE, is the official electricity provider for San Mateo County with cleaner and greener energy at lower rates.

How It Works



GENERATION



Peninsula Clean Energy

Purchases electricity on your behalf
according to your usage

DELIVERY



PG&E

Maintains the wires,
delivers energy, and bills
customers

CUSTOMER



You

Benefiting from cleaner energy at
lower rates

Many Things Stay the Same

PG&E Discounts & Programs:

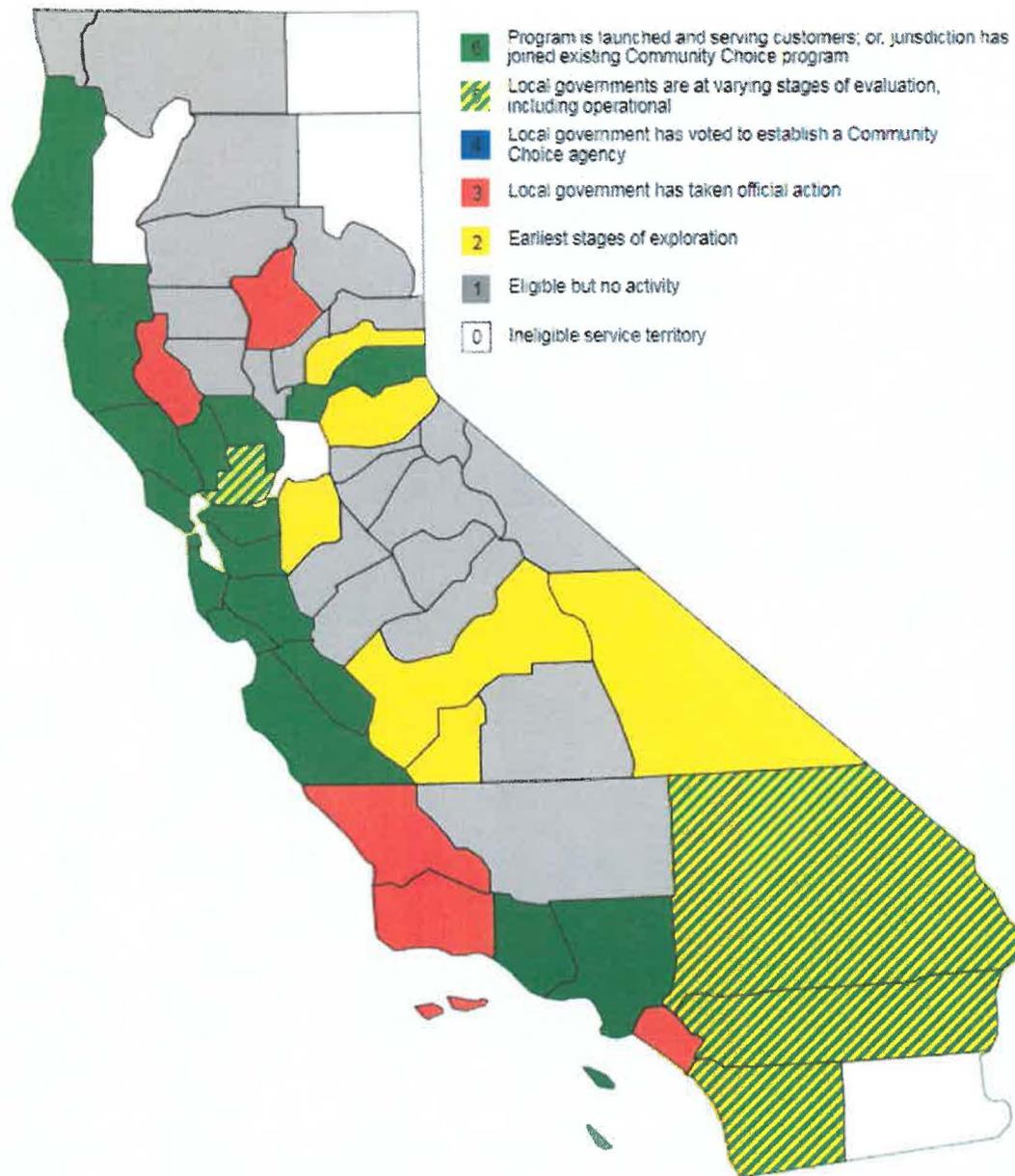
- CARE/FERA, Medical Baseline, and other discount programs continue
- Still eligible for PG&E energy efficiency rebates and others

Same Service Reliability:

- PG&E continues to maintain power lines
- Call PG&E customer service if your power goes off



CCE Map



Current Status



- **300,000** enrolled accounts
- **5,000+** opt-up to ECO100
- **97.6%** participation rate
- Investment grade credit rating

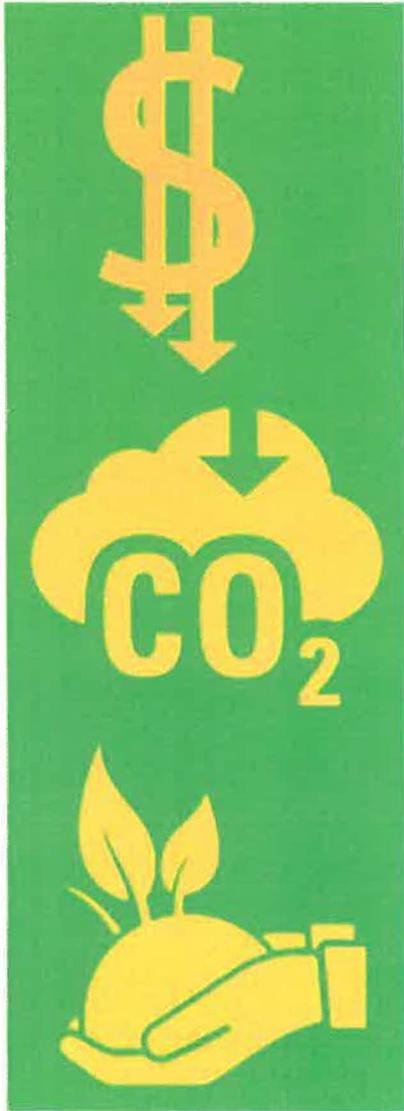


- **5% less than PG&E's rates**
- 50% Renewable Energy
- 90% greenhouse gas free
- Default product, automatic enrollment



- 100% Renewable Energy
- Opt-up option
- Green-e certified

Community Benefits



Savings of more than **\$18.3 million** for all residents and businesses across San Mateo County in 2018

515,000,000 pounds of carbon emissions avoided annually, the greenhouse gas emission avoidance equivalent to removing **50,000** cars off the road for one year

Wright Solar Park

200 MW new solar project in Los Banos

- Groundbreaking October 11, 2018; construction has started
- Power equivalent to that used by over 75,000 households
- PLA - 5 party labor agreement
- Over 400 regional union jobs in 2018-19 (~650 job-years)



Wright
Solar
Project



A Mini excavator gets some more lanes in the earth between the Wright Solar project in Escondido.



Local construction worker Paul Dues is filmed at the Wright Solar project in Escondido by local news.

GOING GREEN MEANS GAINING JOBS IN CENTRAL VALLEY



Excavator work is done through the Apprenticeship Program and is a career providing local jobs.



Local construction worker Paul Dues is interviewed by local news.



The 200 megawatt utility scale Wright Solar project is unique on its own, simply because of its enormity and location. Spanning across a giant, privately owned 2,700 acre field nestled in Los Banos, southeast of the intersection of I 5, Hwy 99 and Hwy 152, 1,300 acres will be used for solar panels to power 100,000 San Mateo County homes with clean, efficient energy. Just how efficient? According to the electricity provider, Peninsula Clean Energy (PCE), its rate will save county residents about \$1 million a year, with that energy being 100 percent renewable by 2025.

But the project is even more unique specifically for Operating Engineers with signatory Dave Astion, because it is under a Project Labor Agreement (PLA), meaning every construction job the project creates will belong to a unionized, local craft – big news for our Central Valley members, who rarely enjoy short work commutes.

"I get a chance to go home, which is a rarity sometimes," said District 50 Lead Grader/Becker Nick Dodson.

"The nature of our work requires us to travel wherever the work is at," he said. "So when we have local projects like this, it's very important for the families that are home supporting us – my wife, my children – that I'm able to be there, and that's kind of a godsend for us."

It's also big news because the project never stopped through the winter.

"Two winters ago, I was having to stay in a hotel two or three hours away from home just to try to keep work," said Job Stew and Brock Colson, whose father is also a member.

Having local union labor has been important to PCE from Day One, because the company believes a partnership between an inclusive and sustainable workforce is critical to everyone's success.

"As a local Community Choice agency, it is very important to us and our board members, who are locally elected city council members and county supervisors, to have a Sustainable Workforce policy that prioritizes utilizing union labor when possible," said PCE Chief Executive Officer (CEO) Ian Pepper.

The idea and importance of green, renewable energy is not lost on our operators, some of whom already have solar powered homes, like excavator operator and second generation member Paul Pison.

"I believe in green solar technology for sure, because it's cleaning up our environment, it allows for folks around the area to get clean electricity," he said. "It's a wonderful process, I believe."

PCE is so excited about utilizing a local union workforce, that they recently visited the Wright Solar project to film our operators and the skilled work they were doing, even capturing some aerial images with a drone.

Business Agent Jettis Barnard has been overseeing the project and couldn't be happier about the work it is providing and the overall mission of the build.

"Peninsula Clean Energy doing a Project Labor Agreement on this work is monumental," said Barnard. "It's a set of guidelines for our contractors, it's work opportunities for my members and it's great for the public." ☺

Investing in our Community

Us

PCE is developing local programs to benefit San Mateo County residents and businesses:

- Electric Vehicles (new and used)
- EV Infrastructure and Technical Assistance
- Community Pilots



What are Los Banos' priorities?

Benefits for Los Banos

- Ability to structure the program to best fit the needs of Los Banos
- Possibility of lower rates than a 5% discount
- Programs specific to your community
 - Customized business rates for economic development



How Did We Start?

Peninsula Clean Energy began serving customers in October 2016.

Jan – Sept 2015	Oct 2015-Feb 2016	March-Oct 2016	Oct 2016 - Ongoing
Pre-Planning & Due Diligence	Community Outreach; Forming JPA; Planning and Development	Preparing for Launch	Serving customers
<ul style="list-style-type: none"> • Internal planning team • Initial outreach to cities and stakeholders • Workshops and education • Form Advisory Committee • Technical study <ul style="list-style-type: none"> ✓ Loan from County for \$3 million, repaid after one year of operation ✓ Loan from Barclay's for \$12 million <p style="text-align: center;">Est. \$60,000</p>	<ul style="list-style-type: none"> • Program and JPA design • City outreach/passage of local ordinances • Plan for JPA staffing/working capital • Community outreach <p style="text-align: center;">Est. \$75,000</p>	<ul style="list-style-type: none"> • First JPA Board meeting • Submit implementation plan • Energy supply and other service contracts • Utility services Agmt. • Initial staffing • Regulatory registrations • Marketing campaign • Call center and customer notifications <p style="text-align: center;">Est. \$800,000</p>	<ul style="list-style-type: none"> • Phased customer enrollment process • Continual customer enrollment notices • Focused business Outreach <p style="text-align: center;">Est. \$400,000</p>

First Step

- For a January 2022 start, Implementation Plan must be submitted to CPUC before December 31, 2020
- First step:
 - Feasibility Study which requires data from PG&E
 - PCE will cost share the Feasibility Study
 - Request data by filling out PG&E forms:

Electric Form 79-1030

Electric Form 79-1031

	Pacific Gas and Electric Company San Francisco, California U 39	Original Cancelling	Cal. P.U.C. Sheet No. Cal. P.U.C. Sheet No.	23061-E
Electric Sample Form No. 79-1030 Declaration by Mayor or Chief County Administrator Regarding Investigation Pursuit or Implementation of Community Choice Aggrega				

Questions?



**PENINSULA
CLEAN ENERGY**

www.PeninsulaCleanEnergy.com

Jan Pepper, 650-260-0100, jpepper@peninsulacleanenergy.com
Charlsie Chang, 650-257-2269, cchang@peninsulacleanenergy.com
Rick Bonilla, rbonilla@cityofsanmateo.org



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor Villalta & City Council Members

FROM: Sonya Williams, Finance Director

DATE: September 18, 2019

SUBJECT: Adopt a resolution accepting the Cost Allocation Plan and the Comprehensive User Fee Study including the resulting User Fee Schedule

TYPE OF REPORT: Public Hearing

Recommendation:

Staff recommends the City Council adopt a resolution accepting the Cost Allocation Plan and the Comprehensive User Fee Study including the resulting User Fee Schedule.

Background:

The City of Los Banos charges fees for a large variety of services provided by all the City's operating departments, from fire inspections charged by the Fire Department to permit fees charged by the Building Department. The appropriateness of many of these fees with regard to cost recovery has not been reviewed in several years.

State law requires that fees charged by local governments for the services provided cannot recover more than the total cost of rendering those services. In March 2018, the City contracted with Willdan Financial Services (Willdan) to prepare a Cost Allocation Plan and a User Fee Study to update the fees charged by the City for the services it provides. The propose of the study was to develop an updated fee schedule to reduce the General Fund subsidy of fees and verify that the City is not charging more than the actual cost of providing services.

Discussion:

The Cost Allocation Plan provides for the recovery of the City's indirect administrative costs from operating departments. The Cost Allocation Plan analyzes indirect costs associated with central overhead services, including those provided by the Administration Department and confirms that they are appropriately allocated to

operating departments, and ultimately included as a cost component in fees for services. In preparing the Cost Allocation Plan Willdan developed a method of identifying and distributing administrative costs that is reasonable, well-documented, and defensible. The Cost Allocation Plan also formed the basis for the development of the User Fee Study that effectively captures the true costs of providing services.

In addition to calculating the indirect costs of providing services, Willdan also evaluated the processes involved in providing the services listed on the City's fee schedule to determine their direct costs. Willdan met with City staff to determine which staff is required to perform each service provided by the City, as well as gathered estimates of the amount of time the applicable staff typically spend in the delivery of a given service. Using these estimates, Willdan was able to determine the City's actual estimated cost of providing each of the services on the fee schedule. Using the estimates of actual cost as a basis, staff has recommended adjustments to many of the fees that the City charges.

While the goal of adjusting fees is one hundred percent cost recovery, some fees are being recommended at less than one hundred percent due to the desire to make the services more accessible to the community, and to avoid drastic increases in the costs of those services.

A few significant changes in the fee schedule are noted as follows:

Community and Economic Development Department:

Deposit amounts for Annexations, General Plan Amendments, Site Plan Review and other Planning Project Applications increased significantly in the proposed User Fee Schedule to more appropriately reflect the typical cost of an application. The scope of work performed for given projects can vary, and when the actual cost of an application is less than the amount of the deposit received, any remaining deposit is refunded to the project applicant.

Business License Fees were adjusted to better capture more of the City's costs; however, increases were limited to avoid overburdening business owners, the General Fund will be expected to continue to subsidize this cost. In some cases, fees associated with business licenses are recommended to be decreased to reflect updated actual costs.

Fire Department:

Fire Sprinkler Systems has increased from \$75 to \$785. The true cost of providing the services is estimated at \$857, the proposed fee will recover most of the cost of the service being provided.

Upon approval by the City Council, new rates will be implemented beginning December 1, 2019. Staff believes that it is important to adjust fees on a regular basis in order to keep pace with inflation, and to avoid a situation where fees remain unchanged for

several years, resulting in a growing General Fund subsidy for services provided. Staff will review all fees on an annual basis, and return to Council any proposed increases.

The User Fee Schedule does not include the fee for utilities billed by the City or City Impact Fees. These rates are determined through separate resolutions. All other nominal fees which may include return check fees, photocopy fees, and notary fees will be determined annually by staff policy and in compliance with local, state or federal regulations.

Fiscal Impact:

Increases to all fees are limited to cost recovery. The financial impact of the proposed increases in fees has not yet been determined but will be included in the revenue estimates for the FY 2020-2021 preliminary budget.

Reviewed by:



Alex Terrazas, City Manager

Attachments:

Public Hearing Notice
Resolution
User Fee Schedule
Cost Allocation Plan
Comprehensive User Fee Study Report

**CITY OF LOS BANOS
NOTICE OF PUBLIC HEARING**

TO RECEIVE PUBLIC COMMENT ON CONSIDERATION OF THE ADOPTION OF
THE CITY'S COST ALLOCATION PLAN AND THE COMPREHENSIVE USER FEE
STUDY AND ADOPTION OF A COMPREHENSIVE FEE SCHEDULE
ESTABLISHING AND AMENDING CERTAIN SERVICE AND DEVELOPMENT-
RELATED FEES FOR CITY SERVICES

WHERE: City Council Chambers
520 J Street
Los Banos, California

WHEN: September 18, 2019
7:00 PM

NOTICE IS HEREBY GIVEN that the Los Banos City Council will conduct a Public Hearing to receive public comment on the consideration of adopting a resolution accepting the City's Cost Allocation Plan and the Comprehensive User Fees Study including the adoption of a comprehensive fee schedule establishing and amending certain service and development-related fees for City services.

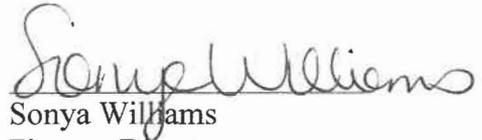
The Public Hearing will be held at the regular meeting of the Los Banos City Council on Wednesday, September 18, 2019 at 7:00 p.m. in the Council Chambers at Los Banos City Hall located at 520 J Street, or as near as possible thereafter, at which time and place interested persons may appear and be heard thereon. Questions regarding the above-referenced item may be directed to Sonya Williams, Finance Director, 520 J Street or at (209) 827-7000.

As required by Government Code section 66016, information concerning the estimated cost to the City for providing the service related to each fee, and the revenue sources anticipated to fund such services, is available for review in the City Clerk's Office, located at 520 J Street, Los Banos, CA 93635.

All interested persons are invited to attend and will be given an opportunity to comment on this item at the Public Hearing. In addition, written comments may be submitted to the City Council at or prior to the hearing, mailed to 520 J Street, Los Banos, CA 93635, Attention: Sonya Williams, Finance Director. Please reference hearing title and date of hearing in any correspondence. If no comments are received prior to or on the above date, it will be assumed that no comments are being offered. Please note that if you challenge the City's final decision on the above matter in court, you may be limited to raising only those factual and legal issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. In light of the foregoing, all interested members of the public are encouraged to voice their concerns regarding all above matter either in person at the hearing or in writing through correspondence addressed to the City Council and submitted to the City Council at or prior to the date of the above hearing.

It is the intention of the City to comply with the Americans with Disabilities Act (ADA). If you require special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (209) 827-7000 at least 48 hours prior to the meeting to inform us of your particular needs.

Dated: August 28, 2019

A handwritten signature in cursive script that reads "Sonya Williams". The signature is written in dark ink and is positioned above the printed name and title.

Sonya Williams
Finance Director

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS BANOS ADOPTING THE CITY'S COST ALLOCATION PLAN AND A CITY-WIDE COMPREHENSIVE USER FEE STUDY, ADOPTING A COMPREHENSIVE FEE SCHEDULE ESTABLISHING AND AMENDING CERTAIN SERVICE AND DEVELOPMENT-RELATED FEES FOR CITY SERVICES

WHEREAS, state law authorizes local agencies to collect fees to defray the costs of providing service fees for certain services; and

WHEREAS, the City of Los Banos provides many types of services to the general public and other agencies; and

WHEREAS, the City currently imposes service fees and development-related fees to recover the costs of staff time, copying costs, and other expenses related to providing these services; and

WHEREAS, the City has retained Willdan Financial Services to prepare a Cost Allocation Plan and Comprehensive User Fee Study to analyze the City's user fees for providing services and the reasonable cost to the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for those services, and

WHEREAS, the City Council finds that providing these services is of special benefit to applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these services from applicants who have sought the City's services by revising its schedule of User Fees; and

WHEREAS, based on the Comprehensive User Fee Study, the City has prepared a new proposed User Fee Schedule, Attachment A, which adjusts certain existing user fees and imposes new user fees for providing services, and

WHEREAS, the establishment and increase of service fees and development related fees is statutorily and categorically exempt from the requirements of the California Environmental Quality Act because setting service fees and development related fees fits within the statutory exemptions for local agency decisions involving rates, tolls or other charges pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the California Environmental Quality Act Guidelines this Resolution is not "an essential step culminating in action which may affect the environment"; and

WHEREAS, notice of public hearing has been given pursuant to Government Code Section 6062a, and written notice has been provided to interested parties who

filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and

WHEREAS, on September 18, 2019, the City Council of the City of Los Banos conducted a duly noticed public hearing concerning the User Fee Schedule at which time the public was invited to make oral and written comments as part of the regularly scheduled meeting prior to adoption of this Resolution; and

WHEREAS, at least ten (10) days prior to the public hearing referenced above, the City made available for public inspection information required under Government Code Section 66000, et seq.; and

WHEREAS, the City Council has considered the information in the Cost Allocation Plan, Comprehensive User Fee Study, the staff report to this item, and public testimony presented at the public hearing and all of which are included in the public record.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos

1. The City Council hereby approves "City of Los Banos Cost Allocation Plan", dated October 2018 and establishes the appropriate allocation of costs from central service departments to operating departments.
2. The City Council hereby approves "City of Los Banos Comprehensive User Fee Study Report", dated August 2019 and adopts the methodology for calculating and collecting the fees and charges established therein.
3. The City Council hereby adopts the "City of Los Banos User Fee Schedule" as set forth in attached Attachment A and incorporated by this reference. Unless otherwise stated in the Fee Schedule, all service fees and development related fees shall be paid to the City by the applicant prior to the City's performance of the requested services.
4. Finds and determines that the fees for services and the billing and overhead rates established by this resolution do not exceed the estimated reasonable costs of services for which they were imposed and otherwise comply with the provisions of California law.
5. All fees set forth in the User Fee Schedule (Attachment A), attached hereto and incorporated herein by this reference, shall be effective December 1, 2019.
6. It is the desire of the City Council that all fees and charges for services, programs or products be set forth in one document for ease of reference. Accordingly, any and all provisions of prior Resolutions of the City Council establishing or modifying fees for the services, programs or products set forth in Attachment A, are hereby

repealed and replaced as of December 1, 2019 in the manner set forth in Attachment "A;" provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity. The City Council desires to clarify that in adopting this Resolution, it is taking action only on those fees for the services, programs or products set forth in Attachment A which has been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect and are hereby restated for convenience so that all fees are set forth in one document.

7. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA," Public Resources Code Sections 21000 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of City departments, as set forth in Public Resources Code Section 21080(b)(8)(A).

8. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

9. This Resolution shall take effect upon its adoption; provided, however, that the service fees and development related fees established hereunder shall first be imposed and collected commencing December 1, 2019.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 18th day of September 2019, by Council Member _____ who moved for its adoption, which motion was duly seconded by Council Member _____, and the Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

Michael Villalta, Mayor

ATTEST:

Lucille L. Mallonee, City Clerk

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
Business Licenses			
1	Permit required - Business License		\$50.00
2	Failure to post a City Business License		\$50.00
3	Failure to carry a City Business License		\$50.00
Auction Sales			
4	Compliance w/Chapter - Auction Sales Regulations (any violation of chapter)		\$50.00
Card Rooms			
5	Compliance w/Chapter - Cardroom Regulations (any violation of chapter)		\$200.00
Liquidation Sales			
6	Violations: Penalties (any violation of chapter)		\$50.00
Pawnbrokers/Second hand Dealers			
7	Compliance w/Chapter - Pawnbrokers and Secondhand Dealers (any violation of chapter)		\$250.00
Peddlers/Solicitors/Vendors			
8	Compliance w/chapter - Peddlers, Solicitors and Vendors (any violation of chapter)		\$50.00
Sales and Use Taxes*			
9	Penalties		\$500.00
Transient Occupancy Taxes			
10	Violations: Penalties		\$500.00
Business License Taxes*			
11	Violations: Penalties		\$250.00
Auction Sales			
12	Violations: Penalties		\$50.00
Bicycles			
13	Bicycle license required		\$50.00
14	Licenses: Plates, seals, registration cards and Numbers: Removal, destruction, mutilation and alteration		\$50.00
15	Riding bicycles on sidewalks prohibited		\$50.00
Civil Defense			
16	Violations: Penalties		\$500.00
Fire Prevention Code			
17	Improper storage of pallets		\$150.00
18	Unlawful for any person to possess, store, to offer for sale, expose for sale, at retail or use to explode any dangerous fireworks		\$1,250.00
19	Unlawful for a private property owner/renter/lessee to permit the illegal discharge of dangerous fireworks on the property within his/her control		\$1,250.00
20	Unlawful Possession of fireworks (minor)		\$50.00
21	Unlawful discharge of fireworks (minor)		\$50.00
22	Illegal discharge of fireworks (Not within specified dates)		\$50.00
23	Illegal discharge of fireworks on private property		\$50.00
24	Unlawful for minor to discharge fireworks without adult supervision		\$50.00
25	Unlawful to discharge fireworks on public property		\$50.00

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
Taxicabs			
26	Compliance w/Chapter - Taxicabs (any violation of chapter)		\$250.00
27	Violations: Penalties		\$250.00
Regulating Parking of Vehicles Unpaves/Back Yards			
28	Parking prohibited on lawns and other unpaved surfaces		\$50.00
29	Parking limited in back yards		\$50.00
Traffic			
30	Placement of signs, markings or paint on city streets, curbs or sidewalks prohibited		\$50.00
31	Unauthorized officials shall not direct traffic		\$50.00
32	Obstruct/Interfere with police or authorized officials		\$50.00
33	Obedience to police or authorized official		\$50.00
34	Moving or traversing barricade pattern		\$50.00
35	Unauthorized use or encroachment on public rights-of-way prohibited		\$50.00
36	Unlawful parking; Peddlers, vendors		\$50.00
Cite as Parking Violation - Not Admin Cite			
37	Unlawful stopping, standing and parking prohibited		\$50.00
38	Use of streets for storage of vehicles prohibited		\$50.00
39	Parking for demonstration		\$50.00
40	Repairing or greasing vehicles on public streets		\$50.00
41	Washing or polishing vehicles		\$50.00
42	Diagonal Parking		\$50.00
43	Parking space markings		\$50.00
44	Parking in alley		\$50.00
45	Vehicles prohibited from using certain streets		\$50.00
46	Parking of recreational vehicles, recreational trailers, and utility trailers on roadways prohibited		\$50.00
Proper Maintenance/Nuisance			
47	Improper placement of refuse or refuse containers		\$50.00
48	Illegal parking/display of "for-sale" vehicle		\$50.00
49	Use of personal transportation devices on public sidewalks	Skateboards	\$50.00
50	Not wearing a helmet, elbow pads, knee pads and wrist guards at City Skate Park	Skateboards Parks	\$50.00
51	Compliance (any violation of chapter)	Floodplain Management	\$500.00
52	Compliance w/Chapter - Sales on Public Streets	Sidewalks	\$50.00
Shopping Carts			
53	Required Signs on Shopping Carts/Property (per day)		\$50.00
54	Unauthorized removal or possession of a shopping cart		\$50.00
55	Non-retrieval of abandoned carts		\$50.00
Alarms and Alarm Systems			
56	6th and 7th Alarm		\$200.00
Advertising Distribution			
57	Handbill distribution - restricted		\$50.00

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
Dances			
58	Public dance halls - permit required		\$50.00
59	Failure to comply with conditions of dance permit		\$50.00
Junk Yards			
60	Violations: Penalties		\$100/\$500.00
Loitering			
61	Youth protection curfew		\$50.00
62	Duty of parent and guardians		\$50.00
63	Aiding and abetting		\$50.00
64	Park curfew		\$50.00
Weapons			
65	Discharge of firearms		\$100.00
66	Discharge of air guns and similar weapons		\$50.00
67	Use of slingshot(s)		\$50.00
Alcohol			
68	Drinking alcoholic beverages on public right-of-way		\$50.00
69	Drinking alcoholic beverages in city parks without permits		\$50.00
Bingo Games			
70	Compliance w/Chapter - Bingo Games		\$100/\$500.00
71	Licenses' Summary suspension pending hearings:		\$100/\$500.00
72	Misdemeanor to continue after suspension conduct of bingo games		\$500.00
73	Penalties for violation of chapter	Social Host/Underage Drinking	\$500/\$1,500/\$3,000
74	Self-Service tobacco displays prohibited	Tobacco Displays	\$100/\$500.00
75	Punishment	Tobacco Displays	\$100/\$500.00
Adult Entertainment Businesses			
76	Noncompliance with adult entertainment business development and performance standards		\$500.00
77	Failure to maintain register of adult entertainment employees		\$500.00
78	Failure to display permit and identification cards of adult entertainment employees		\$500.00
79	Employment of persons under 18 years		\$500.00
80	Failure to submit to inspection		\$500.00
81	Employment of persons without permit		\$500.00
82	Prohibit conduct in bars		\$500.00
Massage Establishments/Services			
83	License required - Massage establishment		\$500.00
84	Massage establishment employees - permit required		\$500.00
85	Permit required - Massage Therapist		\$500.00

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
86	Massage therapist trainee scope of employment		\$500.00
87	Failure to display license-massage therapy		\$500.00
88	Violations: Penalties		\$500.00
	Newsrack/Blinder Racks		
89	Compliance w/Chapter - Newsracks/BlinderRacks		\$100/\$500.00
90	Violation of chapter		\$100/\$500.00
	Airport		
91	Commercial activities in airport		\$500.00
92	Illegal use of airport roads, walks, paths		\$500.00
93	Firearms in airport property		\$500.00
94	Registration for T hanger tenancy required		\$500.00
95	Transfer of T hanger tenancy required		\$500.00
96	T hangers: Tenancy for other than aviation uses		\$500.00
97	T hanger: Use restrictions		\$500.00
98	Aircraft: Compliance with laws, rules and regulations		\$500.00
99	Aircraft: Landings and takeoffs		\$500.00
100	Aircraft: Engine starting and runups		\$500.00
101	Aircraft taxiing		\$500.00
102	Aircraft loading		\$500.00
103	Aircraft parking		\$500.00
	Streets and Alley Work		
104	Permit required: work in public right-of-way		\$150.00
105	Failure to comply with conditions of encroachment permit and applicable law		\$150.00
	Building Regulations		
106	Compliance w/Chapter- Uniform Building Code		\$500.00
107	Compliance w/Chapter - Building moving		\$500.00
108	Violations: Penalties		\$500.00
109	Compliance w/Chapter - Uniform Dangerous building Code		\$500.00
110	Compliance w/Chapter - National Electrical Code		\$500.00
111	Compliance w/Chapter - Uniform Housing Code		\$500.00
112	Compliance w/Chapter - Uniform Mechanical Code		\$500.00
113	Compliance w/Chapter - Uniform Plumbing Code		\$500.00
	Swimming Pool Code		
114	Compliance w/Chapter - Uniform Swimming Pool Code		\$500.00
115	Compliance w/Chapter - Permits, fees and inspection		\$500.00
	Zoning Regulations		
116	Animals - Health hazard		\$50.00
117	Animals prohibited within city limits		\$100.00
118	Detached accessory buildings: location		\$100/\$500.00
119	Heights limitations - fences, hedges and walls		\$50.00

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
120	Satellite/antennas prohibited in front yard area		\$50.00
121	Violation of moveable structure business requirement		\$100.00
	Performance Standards		
122	Fire and explosion hazards		\$250.00
123	Glare violation		\$100.00
124	Liquid and solid waste discharge violation		\$500.00
	Applications/Permits		
125	Site Plan Review - violations of conditions		\$250.00
	Noise Control		
126	Violation of exterior noise standards		\$50.00
127	Violation of residential interior noise standards		\$50.00
128	Noise violation of constructions activity hours		\$50.00
129	Noise violation associated with maintenance of residential property		\$50.00
130	Violation of maximum residential air conditioning and		\$50.00
131	Refrigeration system noise levels		\$50.00
132	Violation of waste and garbage collection noise standards		\$50.00
133	Warning signs in places of public entertainment		\$50.00
	Signs		
134	Permit required - designs		\$50.00
135	Sign design, construction and maintenance standards		\$100.00
136	Sign lighting		\$100.00
137	Prohibited signs		\$50.00
138	Sign review permit required		\$50.00
139	Sign constituting traffic Hazard		\$250.00
	Recycling Facility		
140	Permit Required - Recycling facility		\$100.00
141	Failure to comply with criteria and standards for recycling facility		\$250.00
	Trees, Shrubs, and Plants		
142	Permit required - planting, maintenance, removal by private persons		\$100.00
143	Interference with City employees		\$500.00
144	Use of deleterious substance to vegetation		\$250.00
145	Impeding free access of water		\$100.00
146	Attaching wire, ropes, signs and other devices		\$100.00
147	Protection of vegetation during building		\$250.00
148	Permit required - trimming or removal related to construction		\$100.00
149	Traffic visibility obstructions		\$250.00
150	Public nuisances - abatement required of property owner		\$250.00
	Vehicle Code		
151	U-turns in business districts		\$100.00
152	Seat belts		\$50.00
	Rental		
153	City Hall Conference Room A/B Rental Fee Per Hour	per hour	\$35.00
154	City Hall Conference Room A/B Rental Fee - All day	All day	\$175.00

City of Los Banos

User Fee Schedule

Administration			
#	Description	Unit	Fee
155	City Hall Council Chamber Room Rental Fee - Per Hour	per hour	\$35.00
156	City Hall Council Chamber Room Rental Fee - All day	All day	\$175.00
<p>*Violation of the city of Los Banos Improvement Standards and Specifications are subject to a daily fine of \$100.00/500.00</p> <p>*Except as set forth above, the fine amount for a second violation of the same Municipal Code section by the same person within a 12 month period shall be equal to 200% of the fine amount listed in the resolution at the time of the second violation.</p> <p>*Except as set forth above, the fine amount for a third violation of the same Municipal Code section by the same person within a 12 month period shall be equal to 300% of the fine amount listed in the resolution at the time of the third violation</p> <p>*Where the Administrative Citation Fee lists the amounts the fine shall be at the discretion of the issuing authority.</p>			

City of Los Banos

User Fee Schedule

Police			
#	Description	Unit	Fee
1	Crime Reports or Other Public Records Exceeding 8 pages	Per Page	\$0.25
2	Record Check and Letter		\$40.00
3	Fingerprints - Ink Prints or Livescan Rolling Fee		\$20.00
4	Accident Reports (\$.50 Per Page After 10 Pages)	\$0.50 Per Page After 10 pages	\$20.00
5	Vehicle Impound Release		\$95.00
6	Vehicle Repo Release		\$20.00
7	Vehicle Property Release		\$25.00
8	Citation Verification (Ticket Sign Off) Outside Agency		\$30.00
9	Bike License	New	\$4.00
10	Bike License Renewal/Replacement		\$2.00
11	Firearms Dealer License		\$350.00
12	Firearms Dealer License Renewal Fee		\$145.00
13	Firearms Safe Keeping	Plus \$0.10 Per Day	\$50.00
14	CCW - Application Amendment Fee		\$50.00
15	Concealed Weapon Permit	Initial	\$400.00
16	Concealed Weapon Permit	Renewal	\$170.00
17	Audio, Video, or Photo Duplication & Property Release		\$50.00
18	Agency Booking Fee		\$50.00
19	Dance Permit		\$35.00
20	Alcohol Permit Review		\$35.00
21	False Alarm Fee	4-5 in 12 Months	\$75.00
22	False Alarm Fee	6-7 in 12 Months	\$150.00
23	False Alarm Fee	Greater than 7 in 12 Months	\$300.00
24	Civil Subpoena		\$275.00
	Animal Fees		
	Impound Fees Animal Spay/Neuter		
25	Dog Adoption Fee (Plus spay/neuter Fees)		\$15.00
26	Cat Adoption Fee (Plus spay/neuter Fees)		\$15.00
	Animal Control Fees		
27	Boarding /Food Fee (Per Day)		\$12.00
28	Rescue Permit *501 (c) (3) Required		\$0.00
29	Breeders Permit		\$75.00
30	Vicious/Potentially Dangerous dog		\$700.00
31	Redemption/Reclaim Fee		\$20.00
32	Surrender Fee		\$30.00
	Impound Fees Animal Spay/Neuter		
33	First Impound		\$45.00
34	Second Impound		\$80.00
35	Third Impound		\$115.00
	Impound Fees Animal Not Spay/Neuter		
36	First Impound		\$80.00
37	Second Impound		\$150.00

City of Los Banos

User Fee Schedule

Police			
#	Description	Unit	Fee
38	Third Impound		\$220.00
39	One Year License (Spay Neutered Animal)		\$10.00
40	One Year (Unaltered)		\$50.00
41	Two Year License (Spay Neutered Animal)		\$15.00
42	Two Year (Unaltered)		\$80.00
43	Three Year License (Spay Neutered Animal)		\$20.00
44	Three Year (Unaltered)		\$115.00
45	Duplicate License/Replacement		\$5.00
46	Delinquent License Fee		\$10.00
**Senior Discount: License fees for senior citizens, 62-years and older shall be discounted at a rate of half price.			
Animal Control Administrative Fines and Penalties			
47	Neglect of Animals/Abandonment		\$500/\$1,000
48	Quarantine		\$500.00
49	Breeder Certificate		\$500,\$1,000
50	Vicious Behavior Prohibited		\$500,\$1,000
51	Potentially Dangerous Dogs		\$500.00
52	Vicious dogs		\$1,000.00
53	Willful Violation Potentially Dangerous Dogs		\$500.00
54	Willful Violation Vicious dogs		\$1,000.00
Penalty Provisions			
55	Violations misdemeanors or infractions		\$50/\$500.00
Commissions and Boards			
56	Injuring trees, plants, grass, plots, and the like		\$100/\$500.00
57	Driving motor vehicle on grass, plots, plants and the like		\$100/\$500.00
58	Riding or driving animals or vehicle upon other than roadways		\$100/\$500.00
Officers and Employees			
59	Establishment of fire lines: Prohibited passage		\$100/\$500.00
60	Interfering with fire operation prohibited		\$100/\$500.00
Special Services			
61	Community Service Officer		\$48.99/hour
62	Code Enforcement Officer		\$63.23/hour
63	Dispatcher		\$71.00/hour
64	Police Officer		\$90.67/hour
65	Police Sergeant		\$131.44/hour
66	Police Commander		\$160.39/hour

City of Los Banos

User Fee Schedule

Fire			
#	Description	Unit	Fee
1	Bonfires for entertainment		\$100.00
2	Burning on private property		\$100.00
3	Storage of readily combustible materials		\$150.00
4	Candles and open flames in assembly areas		\$100.00
5	Cellulose Nitrate plastics, more than 23#		\$150.00
6	Garage		\$150.00
7	Lumber yard and woodworking		\$300.00
8	Pallets manufacturing or storage of wood crates and paper crates		\$150.00
9	Tents or air supported structures		\$150.00
10	Auto wrecking yard-junkyard/waste material		\$150.00
11	Handling/recycling		\$150.00
12	Hazardous material storage or handling		\$150.00
13	Compressed gases/storage handling		\$150.00
14	Dust producing operations		\$150.00
15	Fire works/public displays		\$1,350.00
	Flammable and Combustible Liquids		
16	Installation/above ground tanks-per tank		\$300.00
17	Storage/handling bulk & portable tanks more than 100 gallons		\$150.00
18	Storage/handling bulk & portable tanks less than 100 gallons		\$150.00
19	Installation of underground tanks		\$400.00
20	(additional tanks each)		\$75.00
21	Removal of underground tanks		\$500.00
22	(additional tanks each)		\$75.00
23	Hazardous chemicals storage & warehousing, etc.		\$150.00
24	High piled combustible stock storage & warehousing		\$150.00
25	Liquid petroleum gases		\$150.00
26	Special inspection - per hour, minimum one hour		\$150.00
	Day Care Facilities		
27	1 to 6 persons		\$150.00
28	7 to 49 persons		\$150.00
29	50 to 100 persons		\$150.00
	Fire Suppression/Fire Alarm		
30	Fire sprinkler systems 1-99		\$785.00
31	Fire sprinkler system each additional over 100		\$2.00
32	Automatic fire extinguishing system-hood & duct		\$490.00
33	Automatic fire extinguishing system-halon system		\$343.00
34	Plan Check Fee - Fire Alarm System		Up to \$784.00
	Cost Recovery Fees		
35	Third and subsequent inspections - each		\$147.00
36	Engine and/or Rescue Units - First hour		\$100.00
37	Engine and/or Rescue Units - Per additional hour		\$50.00
38	Rescue Units - First hour		\$100.00
39	Rescue Units - Per additional hour		\$50.00

City of Los Banos

User Fee Schedule

Fire			
#	Description	Unit	Fee
40	Cascade Trailer - First hour		\$100.00
41	Cascade Trailer - Per additional hour		\$50.00
42	Fire Fighter - Per hour		\$92.00
43	Officer - Per hour		\$150.00
44	Equipment - Cost of replacement for foam, fire extinguishing agents, medical supplies, sand and other non-listed equipment		Actual Cost

City of Los Banos

User Fee Schedule

Building				
#	Description	Unit	Notes	Fee
Other Inspections and Fees				
1	Inspections outside of normal business hours (Minimum charge 2 hours)	Per Hour		\$200.00
2	Reinspection fees assessed under provisions of California Building Code	Per Hour		\$100.00
3	Inspections for which no fee is specifically indicated (Minimum charge 1/2 hour)	Per Hour		\$100.00
4	Additional plan review required by changes, additions or revisions to plans (Minimum charge 1/2 hour)	Per Hour		\$100.00
5	For use of outside consultants for plan checking and inspections, or both		Or the total cost to the jurisdiction, whichever is the greatest. Actual costs include administrative and overhead costs	Actual Cost
Other Inspections and Fees				
6	Inspections outside of normal business hours (Min. Charge - 2 hours)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$200.00
7	Reinspection fees assessed under provisions of California Building Code	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
8	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
9	Additional plan review required by change, additions or revisions to plans for which an initial review has been completed (min, charge 1/2 hour)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
Other Inspection and Fees				
10	Inspections outside of normal business hours (Min. Charge - 2 hours)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$200.00
11	Reinspection fees assessed under provisions of California Building Code	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
12	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
13	Additional plan review required by change, additions or revisions to plans for which an initial review has been completed (min, charge 1/2 hour)	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest	\$100.00
Other Inspection and Fees				

City of Los Banos

User Fee Schedule

Building				
#	Description	Unit	Notes	Fee
14	Inspections outside of normal business hours (Min. Charge - 2 hours)	Per hourly	The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project. Or the total hourly cost to the jurisdiction, whichever is the greatest	\$200.00
15	Reinspection fees assessed under provisions of California Building Code	Per Inspections	The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project	\$100.00
16	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)			\$100.00
	SMOT (Strong Motion Instrumentation & Seismic Hazard Mapping Fee)			
17	Category 1 Construction 0 to 3 Story Residential		The fee amount can be calculated from the permit valuation amount using the formula	(Valuation Amount) X 0.00013
18	Category 2 Construction - Commercial		The fee amount can be calculated from the permit valuation amount using the formula	(Valuation Amount) X 0.00028
	Green Fees Valuation			
19	\$1 - 25,000			\$1.00
20	\$25,001 - 50,000			\$2.00
21	\$50,001 - 75,000			\$3.00
22	\$75,001 - 100,000			\$4.00
23	\$100,001 - 125,000			\$5.00
24	\$125,001 - 150,000			\$6.00
25	\$150,001 - 175,000			\$7.00
26	\$175,001 - 200,000			\$8.00
27	\$200,001 - 225,000			\$9.00
28	\$225,001 - 250,000			\$10.00
29	\$250,001 - 275,000			\$11.00
30	\$275,001 - 300,000			\$12.00
31	\$300,001 - 325,000			\$13.00
32	\$325,001 - 350,000			\$14.00
33	\$350,001 - 375,000			\$15.00
34	\$375,001 - 400,000			\$16.00
35	\$400,001 - 425,000			\$17.00
36	\$425,001 - 450,000			\$18.00
37	\$450,001 - 475,000			\$19.00
38	\$475,001 - 500,000			\$20.00
39	\$500,001 - 525,000			\$21.00

City of Los Banos

User Fee Schedule

Building				
#	Description	Unit	Notes	Fee
40	\$525,001 - 550,000			\$22.00
41	\$550,001 - 575,000			\$23.00
42	\$575,001 - 600,000			\$24.00
43	\$601,001 - 625,000			\$25.00
44	\$625,001 - 650,000			\$26.00
45	\$650,001 - 675,000			\$27.00
46	\$675,001 - 700,000			\$28.00
47	\$700,001 - 725,000			\$29.00
48	\$725,001 - 750,000			\$30.00
49	\$750,001 - 775,000			\$31.00
50	\$775,001 - 800,000			\$32.00
51	\$800,001 - 825,000			\$33.00
52	\$825,001 - 850,000			\$34.00
53	\$850,001 - 875,000			\$45.00
54	\$875,001 - 900,000			\$36.00
55	\$900,001 - 925,000			\$37.00
56	\$925,001 - 950,000			\$38.00
57	\$950,001 - 975,000			\$39.00
58	\$975,001 - 1,000,000			\$40.00
	Permit Fees			
59	Residential Permit Issuance Fee	Each	Per discipline	\$100.00
60	Non-Residential Permit Issuance Fee	Each		\$100.00
61	Reinspection Fee		Initial deposit required based on T&M	\$100.00
62	Work done without permit			2 x Permit Fee
63	Plan check Fee		When Required	65% of Permit Fee
64	Demolition permits			\$100.00
65	Outdoor Sales or Temporary Events			\$61.97
	Building Permit - Residential and Non-Residential			
66	Up to \$10,000		Valuation Based per square foot multiplier in the latest edition of the "ICC Building Safety Journal".	\$115.00
67	\$10,001 to \$50,000		Valuation Based, or Permit Issuance Fee (whichever is greater)	0.95% of project Valuation
68	\$50,001 - \$250,000		Valuation Based	0.90% of project Valuation
69	\$250,001 - \$500,000		Valuation Based	0.85% of project Valuation
70	\$500,001 - \$1,000,000		Valuation Based	0.80% of project Valuation

City of Los Banos

User Fee Schedule

Building				
#	Description	Unit	Notes	Fee
71	\$1,000,001 and up		Valuation Based	0.75% of project Valuation
Plumbing Fees				
72	Plumbing Permit			15% of Building Permit Fee
Mechanical Fees				
73	Mechanical Permit			15% of Building Permit Fee
Electrical Fees				
74	Electrical Permit			30% of Building Permit Fee
Solar Energy Fees				
75	Residential - Under 10kW	each	Plus plan check fee	\$194.00 plus plan check fee
76	Residential - 10.1kW to 15kW	each	Plus plan check fee	\$194.00 plus \$21.80 per kW above 10.1kW plus plan check fee
77	Residential - 15.1kW and up	each	Plus plan check fee	\$303.1 plus \$15 per kW above 15.1kW plus plan check fee
78	Commercial - Up to 50kW	each	Plus plan check fee	\$606 plus plan check fee
79	Commercial - 50.1kW to 250kW	each	Plus plan check fee	\$606.00 plus \$7.00 per kW plus plan check fee
80	Commercial - Above 250.1kW	each	Plus plan check fee	Valuation Based plus plan check fee
Re-Roof Fees				
81	Residential-Overlay	2 Required inspections		\$300.00
82	Residential-Tear-Off Without New sheeting	2 Required inspections		\$300.00
83	Residential-Tear-Off With New Sheeting	3 Required inspections		\$395.00
84	Commercial			Valuation Based
Miscellaneous Fees				
85	Issuance Fee + number of required inspections		For projects that don't fall under any of the fee schedules	Hourly Rate

City of Los Banos

User Fee Schedule

Community Development			
#	Description	Unit	Fee
	Miscellaneous Charges		
1	Digital sign at Pacheco & I Street	per month	\$119.52
2	Sixth Street Banner - Installation and Removal Per Banner per occurrence		\$446.40
3	Donation Collection Initial Application (Non Refundable)		\$432.81
4	Donation Collection Renewal Application		\$163.24
	Planning Project Application Fees		
5	Annexation	Deposit	\$23,731.72
6	General Plan Amendment	Deposit	\$8,034.82
7	Zone Change/Pre-Zone	Deposit	\$7,489.10
8	Final Development Plan	Deposit	\$2,000.00
9	Site Plan Review	Deposit	\$3,133.79
10	Use Permit	Deposit	\$1,940.24
11	Variance	Deposit	\$1,594.30
12	Administrative Permit - other	Deposit	\$720.98
13	Master Sign Plan		\$1,681.41
14	Sign Review		\$82.00
15	Appeals (Applicant Only)		\$2,587.84
16	Time Extension		\$2,404.91
17	Tentative Subdivision Map - First 100 lots	Deposit	\$9,259.06
18	Tentative Subdivision Map - 101 lots	Deposit	\$12,101.86
19	Revised Tentative Map	Deposit	\$4,575.05
20	Minor Subdivision/Parcel Map	Deposit	\$1,024.15
21	Lot line adjustment/parcel Merger		\$415.16
22	Planned Development	Deposit	\$4,554.77
23	Development Agreement	Deposit	\$3,500.00
24	Reimbursement Agreement	Deposit	\$3,500.00
25	Environmental Review/Category Exempt	Deposit	\$197.75
26	Neg Dec/Initial Study	Deposit	Actual Cost plus 20%
27	Environmental Impact Report		Actual Cost
28	Special Events Permit Application fee for Minor events	per application	\$109.33
29	Special Events Permit Application fee for Major events	per application	\$311.14
30	Religious Processions* (no more than 1.25 miles one way)		\$444.22
31	Street Closures* (3Blocks or less)		\$229.60
32	Parades* (Standard May Day route)		\$1,517.64
33	Residential Neighborhood Block Parties	per application	\$203.90
34	Farmers' Markets Permits	per application	\$230.42
35	Temporary Use Permit Minor Use		\$230.42
36	Temporary Use Permit Major Use		\$311.14
37	Sidewalk Vending Permit		\$450.00
	Business License Fee		

City of Los Banos

User Fee Schedule

Community Development			
#	Description	Unit	Fee
38	First Time Commercial Business License		\$162.52
39	First Time Home Occupation Business License		\$97.80
40	First Time Out-of-Town Business License		\$71.09
41	First Time Commercial Business License - Tenant Improvement One Time Fee	Additional fee one time tenant improvements	\$26.71
42	First Time Commercial Business License - New Construction One Time Fee	Additional fee new construction	\$115.12
43	Delinquent Fee Commercial	Not to exceed 50% of license fee due	\$81.26
44	Delinquent Fee Home Occupation & Out of Town	Not to exceed 50% of license fee due	\$48.90
45	Solicitation Permit Fee	Initial	\$286.62
46	Solicitation Permit Fee	Renewal	\$124.50
47	First Time Commercial Business License - Big Box Store (20,000+ square feet)		\$1,218.28
48	Commercial Business License - Reinspection	per occurrence - 3rd inspection and beyond	\$144.22
49	Annual Renewal Commercial Business License	Basic Fee	\$235.62
50	First Time Commercial Business License - ABC License (not bar/tavern)	Additional fee one time w/ABC license (first time)	\$26.71
51	Commercial Business License - ABC License (not bar/tavern)	Additional fee with renewal	\$26.71
52	First Time Commercial Business License - Bar/Tavern	Additional fee one time bar/tavern	\$26.71
53	Commercial Business License - Bar/Tavern	Additional fee renewal	\$26.71
54	Commercial Business License - Massage Therapist	Additional fee Massage Therapist (annual fee)	\$150.56
55	Commercial Business License - Massage Establishment	Additional fee Massage Establishment (annual fee)	\$182.18
56	Commercial Business License - Taxi/Limo Service	Additional fee Taxi/Limo Service (annual fee)	\$232.49
57	Commercial Business License - Card Room	Additional fee Card Room (annual fee)	\$141.82
58	Commercial Business License - Psychic	Additional fee Psychic (annual fee)	\$44.39
59	Commercial Business License - Vehicle Tow	Additional Fee Vehicle Tow (annual fee)	\$44.39
60	Commercial Business License - Special Event	Additional Fee Special Event (annual fee)	\$53.87
61	Commercial Business License - Mobile Vendor Private Property	Additional Fee Mobile Vendor Private Property (annual fee)	\$70.91
62	Commercial Business License - Mobile Vendor Public ROW	Additional Fee Mobile Vendor Public ROW (annual fee)	\$70.91
63	Commercial Business License - Pawnbroker	Additional Fee Pawnbroker (annual fee)	\$167.35
64	Commercial Business License - Adult Entertainment (dancing etc.)	Additional Fee Adult Entertainment (annual fee)	\$740.88
65	Commercial Business License - Adult Entertainment Performer	Additional Fee Adult Entertainment (annual fee)	\$316.75
66	Commercial Business License - Adult Entertainment (videos, dvds, etc.)	Additional Fee Adult Entertainment (annual fee)	\$353.88

City of Los Banos

User Fee Schedule

Community Development			
#	Description	Unit	Fee
67	Annual Renewal Out of Town Business License	Basic Fee	\$26.71
68	Annual Renewal Home Occupation License	Basic Fee	\$26.71
69	Temporary Commercial Business License (up to 3 days)	Basic Fee	\$71.09
70	Short Term Commercial Business License (3 months)	Basic Fee	\$97.80
71	Short Term Commercial Business License (6 months)	Basic Fee	\$124.50
72	Temporary Home Occupation Business License (up to 3 days)	Basic Fee	\$44.39
73	Short Term Home Occupation Business License (3 months)	Basic Fee	\$71.09
74	Short Term Home Occupation Business License (6 months)	Basic Fee	\$97.80
75	Temporary Out of Town Business License (up to 3 days)	Basic Fee	\$44.39
76	Short Term Out of Town Business License (3 months)	Basic Fee	\$71.09
77	Short Term Out of Town Business License (6 months)	Basic Fee	\$97.80
78	Massage Therapist Registration	Basic Fee	\$79.93
79	Exempt Massage Therapist Permit	Basic Fee	\$232.04
80	First Time Bingo License	Basic Fee	\$124.50
81	Annual Renewal Bingo License	Basic Fee	\$71.09
82	Taxicab Licenses	Basic Fee/Annual	\$596.48
83	Taxicab Driver Permits/IDs	Basic Fee/Annual	\$207.10
84	Auctioneer's License (up to 3 months)	One time/per quarter	\$305.82
85	Itinerant Merchant Auctioneer's License (daily)	One time/daily	\$360.49
86	Auction Sales License (daily)	One time/daily	\$251.16
87	Mobile Vendor Permit - New		\$625.83
88	Mobile Vendor Permit - Renewal		\$97.62
89	Cottage Food Operator		\$455.43

City of Los Banos

User Fee Schedule

Public Works				
#	Description	Unit	Fee Type	Fee
	Water			
1	¾" Sensus Water Meter		Materials Cost only	\$369.23
2	1" Sensus Water Meter		Materials Cost only	\$296.52
3	1" Sensus Water Meter plus register		Materials Cost only	\$477.02
4	1 ½" Sensus Water Meter		Materials Cost only	\$645.25
5	1 ½" Sensus Water Meter plus Register		Materials Cost only	\$825.75
6	2" Sensus Water Meter		Materials Cost only	\$894.43
7	2" Sensus Water Meter plus register		Materials Cost only	\$1,074.93
8	3" & 4" Sensus Water Meters			PW to quote
9	1" Water Meter Box		Materials Cost only	\$28.97
10	1" Water Meter Box Lid		Materials Cost only	\$24.34
11	2" Water Meter Box		Materials Cost only	\$44.54
12	2" Water Meter Box Lid		Materials Cost only	\$41.70
13	1" Curb Stop (90 degree)		Materials Cost only	\$153.70
14	1 ½" Curb Stop (90 degree)		Materials Cost only	\$217.17
15	2" Curb Stop (90 degree)		Materials Cost only	\$276.80
16	1" Curb Stop (straight)		Materials Cost only	\$109.92
17	1 ½" Curb Stop (straight)		Materials Cost only	\$168.66
18	2" Curb Stop (straight)		Materials Cost only	\$288.83
19	1" Stiffener		Materials Cost only	\$2.33
20	1 ½" Stiffener		Materials Cost only	\$4.55
21	2" Stiffener		Materials Cost only	\$7.92
22	1" Poly Tubing		Materials Cost only	\$0.40
23	1 ½" Poly Tubing		Materials Cost only	\$0.85
24	2" Poly Tubing		Materials Cost only	\$1.46
25	¾" Meter Adaptor		Materials Cost only	\$27.38
26	1" Meter Adaptor		Materials Cost only	\$30.87
27	Fire Hydrant		Materials Cost only	\$2,503.73
28	Hydrant Meter Adaptor w/screen		Materials Cost only	\$179.29
29	6" Mega Lug Kit		Materials Cost only	\$55.98
30	6" Flange by MJ Water Gate Valve		Materials Cost only	\$753.57
31	10" Coupler (Romac)		Materials Cost only	\$219.27
32	4" Wide Range Coupler (Romac)		Materials Cost only	\$125.21
33	6" Wide Range Coupler (Romac)		Materials Cost only	\$178.04
34	8" Wide Range Coupler (Romac)		Materials Cost only	\$209.05
35	10" Wide Range Coupler (Romac)		Materials Cost only	\$265.20

City of Los Banos

User Fee Schedule

Public Works				
#	Description	Unit	Fee Type	Fee
36	12" Wide Range Coupler (Romac)		Materials Cost only	\$313.89
37	6" C-900 PVC Water Pipe	Per Foot	Materials Cost only	\$5.09
38	8" C-900 PVC Water Pipe	Per Foot	Materials Cost only	\$8.81
	Sewer			
39	4" x 6" Sewer Saddles		Materials Cost only	\$90.42
40	4" x 8" Sewer Saddles		Materials Cost only	\$120.54
41	4" x 10" Sewer Saddles		Materials Cost only	\$46.31
42	4" x 12" Sewer Saddles		Materials Cost only	\$51.59
43	4" PVC Sewer Wye		Materials Cost only	\$13.41
44	6" PVC Sewer Wye		Materials Cost only	\$27.19
45	8" PVC Sewer Wye		Materials Cost only	\$40.57
46	10" PVC Sewer Wye		Materials Cost only	\$123.40
47	12" PVC Sewer Wye		Materials Cost only	\$177.68
48	4" Sewer Coupler		Materials Cost only	\$8.00
49	6" Sewer Coupler		Materials Cost only	\$17.11
50	8" Sewer Coupler		Materials Cost only	\$26.34
51	10" Sewer Coupler		Materials Cost only	\$39.53
52	12" Sewer Coupler		Materials Cost only	\$46.13
53	4" Sewer Cleanout Cap & Lid		Materials Cost only	\$6.40
54	F-8 Sewer Box & Lid		Materials Cost only	\$25.10
55	4" Sewer Cleanout Adaptor		Materials Cost only	\$3.06
56	4" Sewer Cleanout Lid		Materials Cost only	\$3.34
57	Brass Nipple		Materials Cost only	\$54.34
58	Brass Coupler		Materials Cost only	\$46.97
59	4" x 20" SDR35 PVC Sewer Pipe		Materials Cost only	\$1.15
60	6" x 14" SDR35 PVC Sewer Pipe		Materials Cost only	\$2.50
61	8" x 14" SDR35 PVC Sewer Pipe		Materials Cost only	\$4.49
62	10" x 14" SDR35 PVC Sewer Pipe		Materials Cost only	\$7.04
63	12" x 14" SDR35 PVC Sewer Pipe		Materials Cost only	\$10.13
64	4" Sewer 22 1/2 Bend		Materials Cost only	\$8.38
65	4" Sewer 45 Bend		Materials Cost only	\$8.41
	Sewer Miscellaneous Charges			
66	Lock Charge		Materials Cost only	\$32.74
67	Meter Re-installation		Materials Cost only	\$35.91
68	Curb Stop	As of 10-2012	Materials Cost only	\$153.70
69	New Meter Installation (2 or more trips)	per address	Materials Cost only	\$70.64
70	Pea Gravel	a ton	Materials Cost only	\$14.30
71	Asphalt Base	a ton	Materials Cost only	\$14.30
72	Asphalt Concrete	a ton	Materials Cost only	\$90.20

City of Los Banos

User Fee Schedule

Public Works				
#	Description	Unit	Fee Type	Fee
73	Concrete	a yard	Materials Cost only	\$110.00
74	#5 Concrete	a yard	Materials Cost only	\$134.58
	Water Service: Temporary Connections			
75	Cost of Meter Install			\$65.93
76	Water	Prevailing Rate/Min	Materials Cost only	\$52.48
77	Hydrant rental rate	Min.	Materials Cost only	\$33.74
78	After Hours Non-Emergency Turn On/Offs			\$197.78
	Sewer Equipment			
79	Car		Materials Cost only	\$22.02
80	Pick-up Truck		Materials Cost only	\$24.98
81	Service Truck		Materials Cost only	\$32.48
82	Utility Truck		Materials Cost only	\$72.83
83	Dump Truck		Materials Cost only	\$45.02
84	Flatbed Truck		Materials Cost only	\$32.48
85	Flatbed Dump Truck		Materials Cost only	\$60.45
86	Fuel Truck		Materials Cost only	\$32.48
87	Vactor/Sewer Truck		Materials Cost only	\$195.65
88	Camera Van		Materials Cost only	\$22.45
89	Backhoe		Materials Cost only	\$43.75
	Landscape Plans Plan Check			
90	Up to 5,000 sf			\$200.00
91	5,000 - 10,000 sf			\$200.00
92	10,000 - 15,000 sf			\$250.00
93	15,000 - 25,000 sf			\$300.00
94	25,000 - 50,000 sf			\$350.00
95	Greater than 50,000			\$400.00
	Landscape Plans Re-Check			
96	Up to 5,000 sf			\$200.00
97	5,000 - 10,000 sf			\$200.00
98	10,000 - 15,000 sf			\$250.00
99	15,000 - 25,000 sf			\$300.00
100	25,000 - 50,000 sf			\$350.00
101	Greater than 50,000			\$400.00
	Site Inspections Plan Check			
102	Up to 5,000 sf			\$250.00
103	5,000 - 10,000 sf			\$325.00
104	10,000 - 15,000 sf			\$500.00
105	15,000 - 25,000 sf			\$700.00
106	25,000 - 50,000 sf			\$800.00
107	Greater than 50,000			\$900.00
	Site Inspections Re-Check			

City of Los Banos

User Fee Schedule

Public Works				
#	Description	Unit	Fee Type	Fee
108	Up to 5,000 sf			\$200.00
109	5,000 - 10,000 sf			\$200.00
110	10,000 - 15,000 sf			\$250.00
111	15,000 - 25,000 sf			\$300.00
112	25,000 - 50,000 sf			\$350.00
113	Greater than 50,000			\$400.00
	Engineering Dept. Fees			
114	Map Engineering, Review and Inspection			5% of Final Cost Estimate
	Review Schedule			
115	Final Map Review	deposit		\$2,000.00
116	Lot Line Adjustment/Parcel Merger	deposit		\$2,000.00
117	Minor Subdivision Parcel Map	deposit		\$2,000.00
118	Master Plan	deposit		\$2,000.00
119	Grant Deed/Easement Deed	deposit		\$1,000.00
	Well Permits & Inspection			
120	Domestic	Per Unit		\$754.00
121	Irrigation/Other	Per Unit		\$255.00
122	Public	Per Unit		\$726.00
123	Destruction	1st Unit		\$199.00
124	Destruction (Fee per additional unit)	Per Additional Unit		\$52.00
125	Reconstruction	Per Unit		\$199.00
126	Monitoring/Test	1st Unit		\$228.00
127	Monitoring/Test	Per Additional Unit		\$44.00
128	Soil Borings/Test Holes	1st Unit		\$228.00
129	Soil Borings/Test Holes	Per Additional Unit		\$44.00
130	Out of Service Permit	Per Unit		\$199.00
131	Closure with New Construction	Per Unit		\$52.00
132	Closure without New Construction	Per Unit		\$199.00
133	Well Closure>30 Day Written Notice	Per Unit		\$635.00

City of Los Banos

User Fee Schedule

Recreation			
#	Description	Unit	Fee
Rental Rates			
1	College Greens park \$40 per hour - park closes at 10pm	per hour	\$50.00
2	College Green Park - Entire day	Per Day	\$350.00
3	College Greens park Key Deposit		\$100.00
4	College Greens park Cleaning Deposit		\$500.00
5	Miller & Lux Center Rental Fee per hour	per hour	\$50.00
6	Miller & Lux Center Rental Fee all day	all day	\$300.00
7	Miller & Lux Center Key Deposit		\$100.00
8	Miller & Lux Center Cleaning Deposit		\$250.00
9	Child Development Center \$35 per hour	per day	\$300.00
10	Child Development Center Key Deposit		\$100.00
11	Child Development Center Cleaning Deposit		\$350.00
12	Ag Sports Complex Rental Fee for Light	per hour per field	\$50.00
13	Ag Sports Complex Softball Tournaments	\$550.00 two days	\$250 per day, \$450 per 2 days
14	Ag Sports Complex Key Deposit		\$100.00
15	7th St Ballfields Rental Fee for Light	per hour per field	\$50.00
16	7th St Ballfields Field rate w/out lights(If you Reserve)		\$100.00
17	7th St Ballfields Monthly Rate for Facility & Lights	for 15 hrs per month	\$500.00
18	7th St Ballfields Key Deposit		\$100.00
19	Colorado BallPark Rental Fee for Light	per hour per field	\$50.00
20	Colorado BallPark Field rate w/out lights(If you Reserve)		\$375 per day, \$600 per 2 days
21	Colorado BallPark Monthly Rate for Facility & Lights	for 15 hrs per month	\$500.00
22	Colorado BallPark Key Deposit		\$100.00
23	Colorado Tennis Courts Reservations Rental Fee per hour	per hour	\$25.00
24	Colorado Tennis Courts Reservations Rental Fee All day	All day	\$150.00
25	Oliveria Soccer Complex Rental Fee for Light	per hour per field	\$50.00
26	Oliveria Soccer Complex Rental Fee for w/out Light	per hour per field	\$35.00
27	Oliveria Soccer Complex Field rate w/out lights(If you Reserve)		\$400 per day, \$700 for weekend tournament
28	Oliveria Soccer Complex Monthly Rate for Facility & Lights	for 15 hrs per month	\$650.00
29	Oliveria Soccer Complex Key Deposit		\$100.00
30	Fenced Area in Pacheco Park Rental Fee	per day	\$50.00
31	Fenced Area in Pacheco Park Key Deposit		\$100.00
32	Henry Miller Plaza Rental Fee Per Hour	per hour	\$75.00
33	Henry Miller Plaza Rental Fee All day	All day	\$500.00
34	Henry Miller Plaza Cleaning Deposit		\$350.00
Program Costs			
35	Soccer - Peewee 3 - 8 years	per participant	\$80.00

City of Los Banos

User Fee Schedule

Recreation			
#	Description	Unit	Fee
36	Soccer - Youth 9 - 14 years	per participant	\$90.00
37	Basketball -Peewee 3 - 8 years	per participant	\$68.00
38	Basketball - Youth 9 - 14 years	per participant	\$75.00
39	T-Ball 3 - 6 years	per participant	\$65.00
40	Pee-Wee Baseball	per participant	\$65.00
41	Adult Softball Program Spring/Summer Leagues	Per Team	\$500.00
42	Adult Softball Program Fall Leagues	Per Team	\$500.00
43	Adult Basketball League	Per Team	\$500.00
44	Aikido	monthly	\$35.00
45	Aikido Discounts two for the price of one		\$25.00
46	Yoga	monthly	\$25.00
47	Jiu-Jitsu - Ages 4 1/2 -15 Once per week	monthly	\$40.00
48	Jiu-Jitsu - Ages 4 1/2 -15 Twice per week	monthly	\$55.00
49	Jiu-Jitsu - Ages 4 1/2 -15 Thrice per week	monthly	\$70.00
50	Jiu-Jitsu - Ages 16 to adult Once per week	monthly	\$50.00
51	Jiu-Jitsu - Ages 16 to adult Twice per week	monthly	\$70.00
52	Jiu-Jitsu - Ages 16 to adult Thrice per week	monthly	\$90.00
53	Jiu-Jitsu - Ages 16 to adult Unlimited	monthly	\$100.00
54	Jiu-Jitsu Private Classes	for 30 Minutes	\$50.00
55	Jiu-Jitsu Drop ins		\$25.00
56	Jiu-Jitsu Discounts Amount off for 6 months enrollment	Discount amount	\$5.00
57	Jiu-Jitsu Discounts multiple family members	per family member	\$10.00
58	Tai Chi	monthly	\$5.00
59	Karate Over age 7	monthly	\$60.00
60	Karate Ages 5-7	monthly	\$50.00
61	Karate Ages 3-4	monthly	\$40.00
62	Karate Family discount	Discount amount	\$5.00
63	Salute to Seniors	per person	\$12.00
64	Breakfast with Santa	per person	\$10.00
65	Breakfast with Santa Pre-Sale	per person	\$7.00
66	Zombie Run - Early Registration	per person	\$40.00
67	Zombie Run - Late Registration	per person	\$50.00
68	Living Well Lunch Program - M&L		\$400.00
69	Arbor Day	per person	\$0.00

City of Los Banos

User Fee Schedule

Community Center			
#	Description	Unit	Fee
	Community Center		
1	Grand Room Rental-full room full day	Per CC Rental Policies & Regulations	\$2,200.00
2	Grand Room Rental-full day, half day (2/3s room)	Per CC Rental Policies & Regulations	\$1,800.00
3	Grand Room Rental hourly rate (4 hr minimum)	Per list from Recreation	\$300.00
4	Grand Room Cleaning Deposit	Per CC Rental Policies & Regulations	\$500.00
5	Hold the Date fee-applied to rental	Per CC Rental Policies & Regulations	\$500.00
6	Multi-Purpose Room Per Hour		\$100.00
7	Multi-Purpose Room Per Day		\$1,250.00
8	Multi-Purpose Room Cleaning Deposit	Per list from Recreation	\$300.00
9	Courtyard Rental Per Hour		\$100.00
10	Courtyard Rental Per Day	Per CC Rental Policies & Regulations	\$600.00
11	Courtyard Rental Cleaning Deposit	Per CC Rental Policies & Regulations	\$300.00
12	Hourly Rate(midweek 4 hr minimum)-Full Room	Per CC Rental Policies & Regulations	\$250.00
13	Hourly Rate(midweek 4 hr minimum)-2/3 Room	Per CC Rental Policies & Regulations	\$150.00
14	Hourly Rate(midweek 4 hr minimum)-1/3 Room		\$100.00
15	Hourly rate-prior day setup	Per person 18 & over	\$100.00
16	Open Basketball	Per Person	\$10.00
17	Digital Board Business	Per Month	\$200.00
18	Digital Board Non-Profit	Per day	\$100.00
19	BBQ Rental		\$75.00
20	Arts & Crafts Room Per Hour		\$50.00
21	Arts & Crafts Room Per day	9am - 5pm	\$250.00
22	Arts & Crafts Room Cleaning Deposit		\$300.00
23	Computer Room Per Hour		\$50.00
24	Computer Room Per day		\$250.00
25	Computer Room Cleaning Deposit		\$300.00
26	Fitness Room Per Hour		\$50.00
27	Fitness Room Per Day	9am - 5pm	\$250.00
28	Fitness Room		\$300.00
29	Game Room Per Hour		\$50.00
30	Game Room Per Day		\$250.00
31	Game Room		\$300.00
32	Lounge Per Hour		\$50.00
33	Lounge Per Day	9am - 5pm	\$250.00
34	Lounge		\$300.00
35	3 v 3 Youth Basketball Tournament	per team (3 kids)	\$20.00
36	BINGO	per person	\$0.00
37	Golden Ager Dinner	Per month	\$400.00
38	Walking class	per person	\$0.00
39	Champion Youth Cheerleading	Per Rental	\$100.00
40	Kraft for Kids	Per person	\$15.00
41	Open Gym Pickleball - Free	Per person	\$0.00
42	Open Gym Basketball - Free	Per person	\$0.00

City of Los Banos

User Fee Schedule

Airport			
#	Description	Unit	Fee
	Airport Fees		
1	Hanger 1		\$250.00
2	Hanger 2		\$250.00
3	Hanger 3		\$250.00
4	Hanger 4		\$250.00
5	Hanger 5		\$250.00
6	Hanger 6		\$250.00
7	Hanger 7		\$250.00
8	Hanger 8		\$250.00
9	Hanger 9		\$250.00
10	Hanger 10		\$250.00
11	Hanger 11		\$250.00
12	Hanger 12		\$250.00
13	Hanger 13		\$250.00
14	Hanger 14		\$270.50
15	Hanger 15 (Tells)		\$607.75
16	Hanger A		\$325.00
17	Hanger B		\$325.00
18	Hanger C		\$325.00
19	Hanger D		\$325.00
20	Hanger E		\$325.00
21	Hanger F		\$325.00
22	Hanger G		\$325.00
23	Hanger H		\$325.00
24	Main Hanger		\$895.00
25	Land Lease (Midvalley Aviation)		\$488.00
26	Transpo Center		\$792.00
27	Land Lease (Sagouspe Enterprise)		\$253.09
28	Yearly Land Lease		\$10.00 / \$20.00
29	Tie Down		\$34.00

CITY OF LOS BANOS



Comprehensive User Fee Study Report

August 2019





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Executive Summary

The City of Los Banos engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identifies 100% full cost recovery for City services, and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery is often not feasible, desirable, or appropriate depending on policy direction — particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.



User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund, and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and therefore receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenue. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions.



Additional Policy Considerations

The recent trend for municipalities is to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the Cost Allocation Plan. This plan was developed prior to the User Fee study, to determine the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI), as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI, except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually; with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services.



Study Objective

As the City of Los Banos seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services, and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the reasonable full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principle goal of the study was to help the City determine the full cost of the services that the City provides. In concert with that goal, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees;
- Identifying subsidy amount, if applicable, of each fee in the model;
- Enhancing fairness and equity;
- Ensuring compliance with State law;
- Developing an updatable and comprehensive list of fees; and
- Maintaining accordance with City policies and goals.

The study results will help the City better understand its true costs of providing services, and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Los Banos departments and fee groups:

- Administration;
- Police;
- Fire;
- Public Works;
- Community Development;
- Recreational;
- Community Center; and
- Building.



The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. This report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.



Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data, and subsequent cost calculation.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

- Salaries & benefits of personnel involved;
- Operating costs applicable to fee operations;
- Departmental support, supervision, and administration overhead;
- Internal Service Costs charged to each department; and
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan.

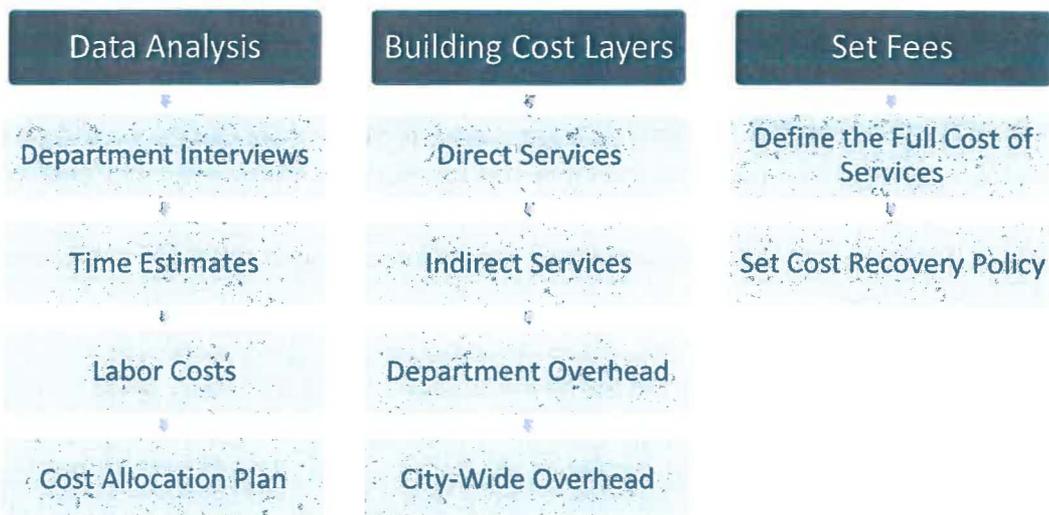
An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for an average calculated or the anticipated hours employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.



Summary Steps of the Study

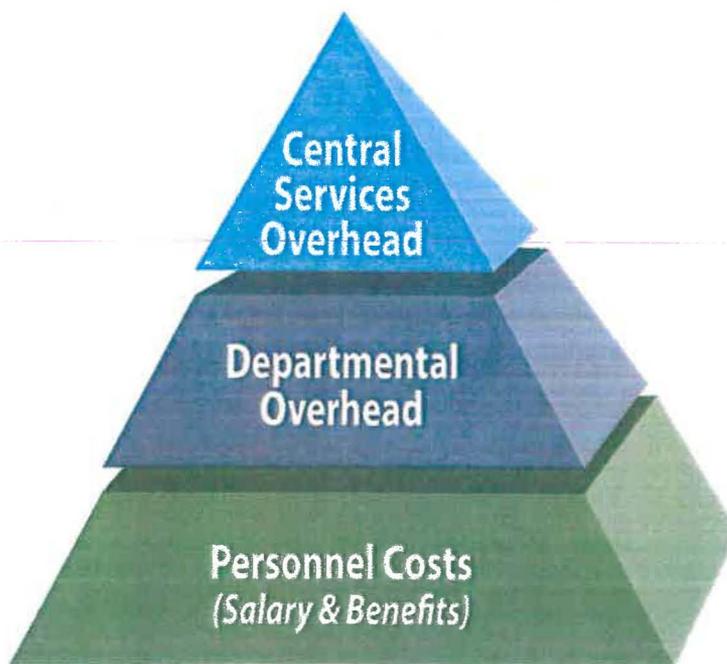
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service ([Appendix A](#)). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, detailed in the City’s Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.





Methodology

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Programmatic Approach: The standard Case Study approach relies upon the detailed analysis of specific time estimates, salaries and benefits, expenditures, and overhead costs. In many instances, the underlying data are not available or vary widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. With these general constraints, and to maximize the utility of this analysis, Willdan employed a different methodology where appropriate to fit the programs' needs and goals. An example of fees utilizing a programmatic approach are Recreation use or rental fees.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff;
- Clear instructions and guidance to City staff;
- Reasonableness tests and validation;
- Normalcy/expectation ranges
- FTE balancing;
- Internal and external reviews; and
- Cross-checking.

Reasons for cost increases/decreases over current fees

Within the fee tables in [Appendix C](#), the differences identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions;
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated;



-
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study;
 - Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study;
 - Departmental overhead and administration costs; and
 - Indirect overhead from the Cost Allocation Plan.
 - Changes in processes and procedures within a department, or the city as a whole.

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data;
- Staffing structures;
- Fee and service structures, organization, and descriptions;
- Direct and indirect work hours (billable/non-billable);
- Time estimates to complete work tasks;
- Frequency and current fee levels
- Review of draft results and other documentation.

A User Fee Study requires significant involvement of the managers and line staff from the departments — on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.



Los Banos User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in **Appendix C**. In general, full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees and Departments are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principle goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Los Banos, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) whom receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Despite the intent, it is important for the City and public to understand that subsidies will be covered typically by the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.



Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

If the City's principal goal of this study were to maximize revenues from user fees, and participation from the public in City services was guaranteed to remain constant, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations, and City Council decisions. In this case, the proper identification of additional services (new or existing services) and creation of a consistent and comprehensive fee schedule was the primary objective of this study.

The preceding sections provide background for each department or division and the summary results of this study's analysis of their fees. For the full detail of each fee's analysis, refer to [Appendix C](#) of this report.



Administration

The City of Los Banos Administration Department is located in City Hall and consists of the offices for the City Manager, City Attorney, City Clerk, City Treasurer, Human Resources and Finance Department. The City Manager's goal is to provide professional leadership in the management of the City and execution of City Council policies; to provide effective municipal services through the coordination and direction of all City activities, finances and personnel; to act as liaison between the City and other governmental agencies, citizens, businesses, community groups and the media; and to provide administrative support to the City Council and City departments in matters relating to maintenance of City records. The Administration Department provides support for all City departments and is proud to serve the public and answer any questions they may have.

Analysis

The analysis of services in the Admin/Finance fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. This analysis has shown that the costs associated with the Admin and Finance department are generally greater than the amounts charged for a majority of fees, however the City has determined to keep most of the fees current with minor adjustments. As a result, 151 fees are recommended to remain the same and 5 fees would increase as detailed in [Appendix C](#).



Police

The Los Banos Police Department provides a wide array of services to the residents of Los Banos. The core services provided by the Department include: 24 hours a day, 7 days a week response to emergency and non-emergency calls for service, identification of criminal activity, dispatch services, investigation of crimes, recruiting, hiring, and training of personnel, crime prevention and community outreach, traffic safety, maintenance of records, property and evidence, crime analysis, code enforcement, Police Activities League, maintaining and operating a Type-1 Jail, and community problem solving.

The Department is focused on community problem solving. Individual officers, patrol teams, and Code Enforcement staff are responsible for identifying problems and implementing solutions to these issues. Some of the Department Programs that further this effort include: The School Resource Officer Program, the Vehicle Abatement Program, the Graffiti Abatement and Adopt A- Wall Program, the VITAL and Los Banos Volunteers for Animals Program, and Police Explorer Scout Program.

The Department continues to develop relationships with the community through programs such as 9-1-1 for Kids Educational Program, Graffiti Clean-Up Program, Gang and Drug Educational Programs, Coffee with a Cop events, Shop with a Cop, LBPD Food Drive, Lights on Los Banos, Spay and Neuter Program, and National Night Out.

Analysis

Willdan individually reviewed the services provided by the Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in the Police Department relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. The analysis has shown that in general, Police services are currently under recovering the cost of providing services. It is recommended that the City increase most Police fee services to improve cost recovery for the Department. However, the City suggested that most fees remain the same. The analysis shows the average fee increase would be 27%, with 20 fees to increase, 37 fees would remain as currently set, decrease to 1 fee, and 2 new fees would be added as detailed in [Appendix C](#).



Community Development

The Community and Economic Development Department regulates all land use and facilitates economic development within the City. Its staff advises the City Manager, Planning Commission, City Council, Economic Development Advisory Commission and general public on matters affecting physical land use and economic development in the City.

Proposed general plan amendments, zone changes, annexations, conditional use permits, Housing Element updates and changes to zoning or subdivision regulations and maps are prepared or reviewed by the department as are all environmental documents. The Community and Economic Development Department also conducts studies and develops ordinances to govern land use, distributes and archives existing land use data, maintains the City's GIS database and maintains and administers the City's Zoning Ordinance and General Plan policies. The department has taken over the responsibility of processing Business Licenses from the Finance Department and has implemented Open Counter software to provide information and interactive tools related to land use regulations, economic development incentives, and industry-specific local permits for business owners.

The Community and Economic Development Department is working with Economic Development practitioners in Merced County to provide assistance to prospective developers, local businesses, and site selectors by providing demographic data and other marketing information. The department provides assistance to local and outside businesses for expansion and sustainability, as well as new start ups. In addition, the department is responsible for operating the digital sign at Pacheco Blvd and I Street.

Analysis

Willdan individually reviewed the services provided by the Community Development Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Community Development relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. Many fees also contain a deposit aspect to allow for more precise accounting of costs on a project by project basis. This fee format allows for the establishment of flat fee amounts for aspects of services that do not vary greatly and utilizes deposits for service aspects that do vary. The analysis found that there are services whose current fees are currently set above and below the full cost of providing service. It is recommended that the City increase the fees for Community Development services, as detailed in *Appendix C*. On an individual basis, there would be an increase to 64 fees, a decrease to 20 fees, 1 fee would remain as currently set, and 4 new fees will be added.



Fire

The primary mission of the Los Banos Fire Department and Volunteer Fire Department is to protect life and property for the citizens of the City of Los Banos, from the effect of fires, medical emergencies, vehicle accidents, exposure to hazardous materials, earthquakes, floods, disasters and dangerous conditions.

The life, safety and property protection mission are accomplished through a wide range of programs which include fire protection, fire prevention, planning, fire prevention education, fire inspections, code enforcement, fire suppression and training.

The Los Banos Fire Department also provides mutual aid for fire/rescue and EMS services to other local agencies in Merced County, and participates in the statewide Master Mutual Aid plan.

Analysis

Willdan individually reviewed the services provided by the Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Fire relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City increase the fees for Fire services, as detailed in [Appendix C](#). On an individual basis, there would be an increase to 40 fees, and 4 fees would remain as currently set.



Public Works

The City of Los Banos Public Works Department, through the Engineering Division, is committed to providing quality engineering direction, decisions and technical support to all City Departments.

A major component of the Engineering Division is the infrastructure plan check and inspection of both private and public projects and to ensure that the City Standards and Specifications are being met. This Division also monitors State permits and prepares all required annual reports related to these permits.

Analysis

Willdan individually reviewed the services provided by Public Works. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Public Works relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis showed that current services are being provided well below the cost of providing them. Suggested fee levels were determined to increase cost recovery while mitigating fee increase impact on demand. Due to the suggested fee levels in *Appendix C*, the average fee level increase would be 21%, and the proposed subsidy levels are also detailed per service. There would be an increase to 77 fees, a decrease to 24 fees, and 32 fees would remain as currently set.



Recreation

Recreation in Los Banos has, at its core, the Community Center. The Center is a hub of activity with multiple uses and functions. The Center provides a Grand Room for social gatherings, weddings, class reunions, meetings, and fundraisers. There is a multi-purpose room designed to host gatherings on a slightly smaller scale. The multi-purpose room doubles as an area for physical fitness with a junior high school sized gymnasium that can accommodate volleyball, basketball, and pickle ball games. Other physical fitness programs can be conducted in the multi-purpose room where a large amount of space is needed. Several classrooms are available which have been designed to promote creativity, education and physical fitness. There's a craft room, game room, computer lab and fitness room. From the Community Center, outdoor minded people can venture out into the acres of parks in the community. The parks throughout the City include playgrounds for toddlers and the young at heart. Many of the parks have BBQ picnic areas, basketball courts, and large grass areas for sports like soccer and baseball. Los Banos has many organized sports activities for all ages, such as: Soccer, Softball, T-Ball, Basketball, or organized run events such as the the Zombie Run. Other engaging leisure activities around the community are Tennis, Pickle Ball, Volleyball, Bocce Ball, Horseshoes, Frisbee, and Skateboarding. When relaxation is the activity, one can choose to enjoy a good book under a shade tree. Shade trees are in abundance since Los Banos has been recognized, for many years, as a Tree City USA for its effort to promote the tree population and green space around the City.

Analysis

Willdan individually reviewed the services and programs associated with the Recreation Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Recreation fees and the Community Center varies from other departments because most of the services identified in the study are for the use of public owned facilities. For these services, Proposition 26 designates that the use fees charged offset the cost to the public for the purchase, maintenance, and improvements of these facilities. As such the City can set charges for use based on market influences and local policy directives that enhance those goals. Staff identified mostly small changes to the rental fees to remain current as detailed in [Appendix C](#). In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. It is recommended that the City would increase 25 of the existing fees, a decrease of 2 fees, 42 fees would remain the same, and 2 new fees will be added for an average fee change of 14% as detailed in [Appendix C](#).



Airport

The mission of the Los Banos Airport is to provide the general aviation public, as well as the aviation business user, with a safe and adequate operating environment that promotes the economic well-being of our community and enhances the State of California's aviation system.

The Los Banos Airport is a General Aviation Airport with a 3,800' X 75' runway with a full return taxiway. Included at the airport, for their convenience, is a pilot's lounge that offers a refrigerator, microwave, and sofa. There are currently 20 based aircrafts at the Airport.

An upgraded FAA approved (AWOS I) All Weather Observation System has been recently installed, providing current altimeter settings, density altitude, temperature, dew point, and wind speed, direction, and gust, which is available for pilots and public safety.

The Airport is operational on a 24-hour basis with automated fuel service available around the clock. Available fuel types are IOOLL and Jet-A.

Analysis

No analysis was done with the services provided by the Airport. The City has recommended that all fees would remain the same.



Building

The Los Banos Building Department provides a wide range of services to the citizens of Los Banos. These services include: field inspections of all new commercial and residential buildings, inspections of all commercial and residential tenant improvements, plan review of all new construction and tenant improvement projects and participation with a variety of code enforcement safety inspections. All of these services are supported by office staff that schedule all inspections, as well as assist the public with daily questions pertaining to permit issuances and code compliance.

Analysis

Willdan individually reviewed the services provided by Building. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Building fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current services are being provided well below the cost of providing them. The suggested fee amounts would result in an increase for 15 fees, a decrease for 2 fees, and 68 fees would remain at their current amounts as detailed in [Appendix C](#). The average fee change is an increase of 24%.



Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total allowable cost is realized as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that is charged directly to the service requestor.

City of Los Banos - User Fee Overhead Rate Calculations

Department	Salary and Benefits	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
100: ADMINISTRATION	739,054	270,971	36.7%	0.0%
100: BUILDING	36,590	1,185	3.2%	2.2%
100: CODE ENFORCEMENT	398,190	33,508	8.4%	9.2%
100: COMM & ECON DEVELOPMENT	434,709	142,080	32.7%	19.0%
100: ENGINEERING	78,687	5,421	6.9%	8.9%
100: FIRE	1,223,153	360,141	29.4%	4.2%
100: MAINTENANCE	1,098,597	244,987	22.3%	7.3%
100: POLICE	8,086,829	981,498	12.1%	3.8%
100: RECREATION	351,891	237,787	67.6%	5.5%
100: STREETS	1,160,169	789,436	68.0%	0.0%
236: POLICE AUGMENTATION FUND	627,857	119,166	19.0%	5.7%
238: FIRE AUGMENTATION FUND	970,631	58,104	6.0%	5.5%
501: WATER FUND	1,942,480	980,829	50.5%	0.0%
502: WASTEWATER FUND	1,834,128	1,161,975	63.4%	0.0%
510: SOLID WASTE FUND	1,275,964	516,151	40.5%	0.0%
601: FLEET MAINTENANCE FUND	282,395	56,582	20.0%	3.0%
610: INFORMATION TECH FUND	402,070	16,571	4.1%	0.0%



Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in *Appendix C*. The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For positions in central service departments, such as the Administration and Information Technology, an indirect overhead is not added, as the overhead of central service departments is recovered through the cost allocation plan. When a central service department position works on a fee or project in the purview of an operating department, only the direct overhead rates of the department (shown in *Appendix A*) will be applied to that central service positions' salary and benefit rate for full cost recovery. For any user fee service request that is outside the scope of the fees detailed in *Appendix C*, or for services for which there is no fee currently set, the City can charge up to the full amount of the FBHR for personnel involved.

City of Los Banos - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
Position Rates		
100: ADMINISTRATION	Admin - Accountant I	106.38
100: ADMINISTRATION	Admin - Accounting & Budget Supervisor	125.55
100: ADMINISTRATION	Admin - Accounting Clerk I	52.08
100: ADMINISTRATION	Admin - Accounting Technician	67.08
100: ADMINISTRATION	Admin - Admin Clerk I	50.15
100: ADMINISTRATION	Admin - Assistant City Clerk/HR Analyst	119.22
100: ADMINISTRATION	Admin - City Manager	217.99
100: ADMINISTRATION	Admin - Custodian	55.66
100: ADMINISTRATION	Admin - Finance Director	185.82
100: ADMINISTRATION	Admin - HR Director/City Clerk	182.06
100: ADMINISTRATION	Admin - HR Technician	60.34
100: BUILDING	Building - Fire Chief	148.01
100: COMM & ECON DEVELOPMENT	CD - Associate Planner	109.33
100: COMM & ECON DEVELOPMENT	CD - Comm Econ Dev Director	176.83
100: COMM & ECON DEVELOPMENT	CD - Planning Technician	106.82
100: CODE ENFORCEMENT	Code - Admin Clerk II	75.21
100: CODE ENFORCEMENT	Code - Code Enforcement Officer	63.23
100: CODE ENFORCEMENT	Code - CSO	47.79
100: ENGINEERING	Eng - Inspector I	91.88
100: FIRE	Fire - Admin Clerk I	59.34
100: FIRE	Fire - Administrative Coordinator	97.50
100: FIRE	Fire - Asst. Fire Chief	146.88



City of Los Banos - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
100: FIRE	Fire - Fire Captain	135.10
100: FIRE	Fire - Fire Chief	189.27
100: FIRE	Fire - Fire Engineer	123.68
100: FIRE	Fire - Fire Fighter	91.74
238: FIRE AUGMENTATION FUND	Fire Aug - Admin Clerk I	49.21
238: FIRE AUGMENTATION FUND	Fire Aug - Fire Engineer	91.05
238: FIRE AUGMENTATION FUND	Fire Aug - Fire Fighter	77.01
291: FIRE CFD 2002-01 FUND	Fire CFD 2002-01 - Fire Captain	105.16
291: FIRE CFD 2002-01 FUND	Fire CFD 2002-02 - Fire Engineer	95.79
601: FLEET MAINTENANCE FUND	Fleet - Administrative Coordinator	101.19
601: FLEET MAINTENANCE FUND	Fleet - Asst. PW Director	149.24
601: FLEET MAINTENANCE FUND	Fleet - Fleet Coordinator	97.12
601: FLEET MAINTENANCE FUND	Fleet - Mechanic I	61.70
601: FLEET MAINTENANCE FUND	Fleet - PW Operations Manager	94.23
601: FLEET MAINTENANCE FUND	Fleet - PW Director/ City Engineer	229.61
610: INFORMATION TECH FUND	IT - Information Technology Manager	92.95
610: INFORMATION TECH FUND	IT - Information Technology Technician	79.35
610: INFORMATION TECH FUND	IT - Information Technology Technician I	64.88
100: MAINTENANCE	Maint - Administrative Coordinator	107.42
100: MAINTENANCE	Maint - Asst. PW Director	158.44
100: MAINTENANCE	Maint - Custodian	53.45
100: MAINTENANCE	Maint - Foreman	109.01
100: MAINTENANCE	Maint - Inspector I	103.56
100: MAINTENANCE	Maint - Maintenance Worker I	60.13
100: MAINTENANCE	Maint - Maintenance Worker II	72.12
100: MAINTENANCE	Maint - Maintenance Worker III	88.05
100: MAINTENANCE	Maint - Parks & Recreation Operations Manager	81.41
100: MAINTENANCE	Maint - Public Works Director/City Engineer	243.76
100: POLICE	Police - Admin Clerk I	39.88
100: POLICE	Police - Commander	160.39
100: POLICE	Police - Community Service Officer	48.99
100: POLICE	Police - CSO	48.67
100: POLICE	Police - Dispatch Supervisor	81.55
100: POLICE	Police - Dispatcher	71.00
100: POLICE	Police - Police Chief	197.38
100: POLICE	Police - Police Officer	90.67
100: POLICE	Police - Police Officer/Investigator	109.22
100: POLICE	Police - Police Services Manager	94.19
100: POLICE	Police - Property Evidence Technician	47.72
100: POLICE	Police - Public Safety Custodian	65.48
100: POLICE	Police - Sergeant	131.44
236: POLICE AUGMENTATION FUND	Police Aug - Admin Clerk II	79.95
236: POLICE AUGMENTATION FUND	Police Aug - Community Service Officer	71.83



City of Los Banos - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
236: POLICE AUGMENTATION FUND	Police Aug - Crime Analyst	57.11
236: POLICE AUGMENTATION FUND	Police Aug - Police Officer	95.91
290: POLICE CFD 2002-01 FUND	Police CFD 2002-01 - Police Officer	96.24
290: POLICE CFD 2002-01 FUND	Police CFD 2002-02 - Police Officer-Investigator	97.41
100: RECREATION	Rec - Administrative Coordinator	144.69
100: RECREATION	Rec - Parks & Recreation Operations Manager	109.65
100: RECREATION	Rec - Public Works Director/City Engineer	328.32
100: RECREATION	Rec - Recreation Coordinator II	121.06
237: SLESF COPS PROGRAM FUND	SLESF COPS - Police Officer	58.35
510: SOLID WASTE FUND	Solid Waste - Accountant I	109.33
510: SOLID WASTE FUND	Solid Waste - Accounting & Budget Supervisor	129.03
510: SOLID WASTE FUND	Solid Waste - Accounting Clerk I	62.81
510: SOLID WASTE FUND	Solid Waste - Accounting Clerk II	72.09
510: SOLID WASTE FUND	Solid Waste - Accounting Technician	68.94
510: SOLID WASTE FUND	Solid Waste - Admin Clerk I	51.54
510: SOLID WASTE FUND	Solid Waste - Administrative Assistant	98.60
510: SOLID WASTE FUND	Solid Waste - Administrative Clerk II	86.99
510: SOLID WASTE FUND	Solid Waste - Administrative Coordinator	114.95
510: SOLID WASTE FUND	Solid Waste - Assistant City Clerk/HR Analyst	122.53
510: SOLID WASTE FUND	Solid Waste - Asst. PW Director	169.54
510: SOLID WASTE FUND	Solid Waste - City Manager	224.04
510: SOLID WASTE FUND	Solid Waste - Custodian	57.20
510: SOLID WASTE FUND	Solid Waste - Engineer Technician	73.83
510: SOLID WASTE FUND	Solid Waste - Finance Director	190.96
510: SOLID WASTE FUND	Solid Waste - Foreman	109.73
510: SOLID WASTE FUND	Solid Waste - HR Director/City Clerk	187.11
510: SOLID WASTE FUND	Solid Waste - HR Technician	62.01
510: SOLID WASTE FUND	Solid Waste - Maintenance I	64.68
510: SOLID WASTE FUND	Solid Waste - Maintenance Worker I	68.35
510: SOLID WASTE FUND	Solid Waste - Maintenance Worker II	94.43
510: SOLID WASTE FUND	Solid Waste - Public Works Director/City Engineer	260.84
510: SOLID WASTE FUND	Solid Waste - PW Operations Manager	107.05
510: SOLID WASTE FUND	Solid Waste - Sweeper Operator I	62.81
100: STREETS	Streets - Administrative Assistant	119.82
100: STREETS	Streets - Administrative Clerk II	104.08
100: STREETS	Streets - Administrative Coordinator	137.53
100: STREETS	Streets - Asst. Pub Works Dir	202.85
100: STREETS	Streets - Foreman	98.37
100: STREETS	Streets - Inspector I	132.61
100: STREETS	Streets - Maintenance Worker I	74.30
100: STREETS	Streets - Maintenance Worker II	114.58
100: STREETS	Streets - Maintenance Worker III	114.45
100: STREETS	Streets - Public Works Director/City Engineer	312.08



City of Los Banos - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
100: STREETS	Streets - PW Operations Manager	128.08
502: WASTEWATER FUND	Wastewater - Accountant I	127.15
502: WASTEWATER FUND	Wastewater - Accounting & Budget Supervisor	150.06
502: WASTEWATER FUND	Wastewater - Accounting Clerk I	73.05
502: WASTEWATER FUND	Wastewater - Accounting Clerk II	83.84
502: WASTEWATER FUND	Wastewater - Accounting Technician	80.18
502: WASTEWATER FUND	Wastewater - Admin Clerk I	59.94
502: WASTEWATER FUND	Wastewater - Admin Clerk II	101.17
502: WASTEWATER FUND	Wastewater - Administrative Assistant	113.39
502: WASTEWATER FUND	Wastewater - Administrative Clerk II	101.17
502: WASTEWATER FUND	Wastewater - Administrative Coordinator	133.69
502: WASTEWATER FUND	Wastewater - Assistant City Clerk/HR Analyst	142.51
502: WASTEWATER FUND	Wastewater - Asst PW Director	197.18
502: WASTEWATER FUND	Wastewater - Asst. PW Director	197.18
502: WASTEWATER FUND	Wastewater - City Manager	260.57
502: WASTEWATER FUND	Wastewater - Custodian	66.52
502: WASTEWATER FUND	Wastewater - Engineer Technician	85.87
502: WASTEWATER FUND	Wastewater - Environ Control Specialist I	103.87
502: WASTEWATER FUND	Wastewater - Environ. Specialist I	82.35
502: WASTEWATER FUND	Wastewater - Finance Director	222.10
502: WASTEWATER FUND	Wastewater - Foreman	125.51
502: WASTEWATER FUND	Wastewater - HR Director/City Clerk	217.62
502: WASTEWATER FUND	Wastewater - HR Technician	72.12
502: WASTEWATER FUND	Wastewater - Inspector I	128.91
502: WASTEWATER FUND	Wastewater - Maintenance Worker I	79.08
502: WASTEWATER FUND	Wastewater - Maintenance Worker I	77.11
502: WASTEWATER FUND	Wastewater - Maintenance Worker II	111.38
502: WASTEWATER FUND	Wastewater - Maintenance Worker III	111.25
502: WASTEWATER FUND	Wastewater - Public Works Director/City Engineer	303.37
502: WASTEWATER FUND	Wastewater - PW Operations Manager	124.50
502: WASTEWATER FUND	Wastewater - Supervisor (Wastewater)	141.62
502: WASTEWATER FUND	Wastewater - Utility Maintenance I	68.32
502: WASTEWATER FUND	Wastewater - Utility Maintenance II	94.57
502: WASTEWATER FUND	Wastewater - Utility Maintenance III	120.42
502: WASTEWATER FUND	Wastewater - Water Quality Specialist	134.44
501: WATER FUND	Water - Accountant I	117.14
501: WATER FUND	Water - Accounting & Budget Supervisor	138.25
501: WATER FUND	Water - Accounting Clerk I	67.38
501: WATER FUND	Water - Accounting Clerk II	76.74
501: WATER FUND	Water - Accounting Technician	73.87
501: WATER FUND	Water - Admin Clerk I	55.22
501: WATER FUND	Water - Admin Clerk II	93.21
501: WATER FUND	Water - Administrative Assistant	105.05



City of Los Banos - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
501: WATER FUND	Water - Administrative Coordinator	123.16
501: WATER FUND	Water - Assistant City Clerk/HR Analyst	131.29
501: WATER FUND	Water - Asst. PW Director	181.66
501: WATER FUND	Water - City Manager	240.05
501: WATER FUND	Water - Custodian	61.29
501: WATER FUND	Water - Engineer Technician	79.11
501: WATER FUND	Water - Finance Director	204.62
501: WATER FUND	Water - Foreman	115.61
501: WATER FUND	Water - HR Director/City Clerk	200.49
501: WATER FUND	Water - HR Technician	66.44
501: WATER FUND	Water - Inspector I	118.76
501: WATER FUND	Water - Maintenance Worker I	71.64
501: WATER FUND	Water - Maintenance Worker II	103.04
501: WATER FUND	Water - Maintenance Worker III	102.66
501: WATER FUND	Water - Public Works Director/City Engineer	279.49
501: WATER FUND	Water - PW Operations Manager	114.70
501: WATER FUND	Water - Utility Maintenance I	65.93
501: WATER FUND	Water - Utility Maintenance II	101.03
501: WATER FUND	Water - Utility Maintenance III	108.40
501: WATER FUND	Water - Water Quality Specialist	123.62



Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, percent target cost recovery level, or percent change is listed as “N/A”, the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one to one basis, a full cost was not calculated (for penalties and fines), or when there is not a current fee amount to compare against. For rental or use of City property, under Proposition 26, the revenues serve to offset the cost of purchasing, maintaining, operating, and improving the publicly owned property. The cost of the facilities themselves were not determined as part of this study, so the full cost is noted by “N/A” as well.



Administration

#	Description	Current Fee/Charge	Unit	Notes
Business Licenses				
1	Permit required - Business License	\$50.00		
2	Failure to post a City Business License	\$50.00		
3	Failure to carry a City Business License	\$50.00		
Auction Sales				
4	Compliance w/Chapter - Auction Sales Regulations (any violation of chapter)	\$50.00		
Card Rooms				
5	Compliance w/Chapter - Cardroom Regulations (any violation of chapter)	\$200.00		
Liquidation Sales				
6	Violations: Penalties (any violation of chapter)	\$50.00		
Pawnbrokers/Second hand Dealers				
7	Compliance w/Chapter - Pawnbrokers and Secondhand Dealers (any violation of chapter)	\$250.00		
Peddlers/Solicitors/Vendors				
8	Compliance w/chapter - Peddlers, Solicitors and Vendors (any violation of chapter)	\$50.00		
Sales and Use Taxes*				
9	Penalties	\$500.00		
Transient Occupancy Taxes				
10	Violations: Penalties	\$500.00		
Business License Taxes*				
11	Violations: Penalties	\$250.00		
Auction Sales				
12	Violations: Penalties	\$50.00		
Bicycles				
13	Bicycle license required	\$50.00		
14	Licenses: Plates, seals, registration cards and Numbers: Removal, destruction, mutilation and alteration	\$50.00		
15	Riding bicycles on sidewalks prohibited	\$50.00		
Civil Defense				
16	Violations: Penalties	\$500.00		
Fire Prevention Code				
17	Improper storage of pallets	\$150.00		
18	Unlawful for any person to possess, store, to offer for sale, expose for sale, at retail or use to explode any dangerous fireworks	\$1,250.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$67.19	26%	\$50.00	\$17
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$200.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0	\$250.00	\$0
N/A	0	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$150.00	\$0
N/A	0%	\$1,250.00	\$0



Administration

#	Description	Current Fee/Charge	Unit	Notes
Proper Maintenance/Nuisance				
47	Improper placement of refuse or refuse containers	\$25.00		
48	Illegal parking/display of "for-sale" vehicle	\$50.00		
49	Use of personal transportation devices on public sidewalks	\$25.00	Skateboards	
50	Not wearing a helmet, elbow pads, knee pads and wrist guards at City Skate Park	\$25.00	Skateboards Parks	
51	Compliance (any violation of chapter)	\$500.00	Floodplain Management	
52	Compliance w/Chapter - Sales on Public Streets	\$50.00	Sidewalks	
Shopping Carts				
53	Required Signs on Shopping Carts/Property (per day)	\$50.00		
54	Unauthorized removal or possession of a shopping cart	\$25.00		
55	Non-retrieval of abandoned carts	\$50.00		
Alarms and Alarm Systems				
56	6th and 7th Alarm	\$200.00		
Advertising Distribution				
57	Handbill distribution - restricted	\$50.00		
Dances				
58	Public dance halls - permit required	\$50.00		
59	Failure to comply with conditions of dance permit	\$50.00		
Junk Yards				
60	Violations: Penalties	\$100/\$500.00		
Loitering				
61	Youth protection curfew	\$50.00		
62	Duty of parent and guardians	\$50.00		
63	Aiding and abetting	\$50.00		
64	Park curfew	\$50.00		
Weapons				
65	Discharge of firearms	\$100.00		
66	Discharge of air guns and similar weapons	\$50.00		
67	Use of slingshot(s)	\$50.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$50.00	\$25
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$25
N/A	0%	\$50.00	\$25
N/A	0%	\$500.00	\$0
N/A	0%	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
\$67.19	26%	\$50.00	\$25
\$67.19	26%	\$50.00	\$0
N/A	0%	\$200.00	\$0
N/A	0%	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
\$67.19	26%	\$50.00	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0



Administration

#	Description	Current Fee/Charge	Unit	Notes
Alcohol				
68	Drinking alcoholic beverages on public right-of-way	\$50.00		
69	Drinking alcoholic beverages in city parks without permits	\$50.00		
Bingo Games				
70	Compliance w/Chapter - Bingo Games	\$100/\$500.00		
71	Licenses' Summary suspension pending hearings:	\$100/\$500.00		
72	Misdemeanor to continue after suspension conduct of bingo games	\$500.00		
73	Penalties for violation of chapter	\$500/\$1,500/\$3,000	Social Host/Underage Drinking	
74	Self-Service tobacco displays prohibited	\$100/\$500.00	Tobacco Displays	
75	Punishment	\$100/\$500.00	Tobacco Displays	
Adult Entertainment Businesses				
76	Noncompliance with adult entertainment business development and performance	\$500.00		
77	Failure to maintain register of adult entertainment employees	\$500.00		
78	Failure to display permit and identification cards of adult entertainment employees	\$500.00		
79	Employment of persons under 18 years	\$500.00		
80	Failure to submit to inspection	\$500.00		
81	Employment of persons without permit	\$500.00		
82	Prohibit conduct in bars	\$500.00		
Massage Establishments/Services				
83	License required - Massage establishment	\$500.00		
84	Massage establishment employees - permit required	\$500.00		
85	Permit required - Massage Therapist	\$500.00		
86	Massage therapist trainee scope of employment	\$500.00		
87	Failure to display license-massage therapy	\$500.00		
88	Violations: Penalties	\$500.00		
Newsrack/Blinder Racks				
89	Compliance w/Chapter - Newsracks/BlinderRacks	\$100/\$500.00		
90	Violation of chapter	\$100/\$500.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$50.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500/\$1,500/\$3,000	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$100/\$500.00	\$0
N/A	0%	\$100/\$500.00	\$0



Administration

#	Description	Current Fee/Charge	Unit	Notes
Trees, Shrubs, and Plants				
147	Protection of vegetation during building	\$250.00		
148	Permit required - trimming or removal related to construction	\$100.00		
149	Traffic visibility obstructions	\$250.00		
150	Public nuisances - abatement required of property owner	\$250.00		
Vehicle Code				
151	U-turns in business districts	\$100.00		
152	Seat belts	\$50.00		
Rental				
153	City Hall Conference Room A/B Rental Fee Per Hour	\$35.00	per hour	
154	City Hall Conference Room A/B Rental Fee - All day	\$175.00	All day	
155	City Hall Council Chamber Room Rental Fee - Per Hour	\$35.00	per hour	
156	City Hall Council Chamber Room Rental Fee - All day	\$175.00	All day	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$250.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$100.00	\$0
\$67.19	26%	\$50.00	\$0
\$87.65	60%	\$35.00	\$0
\$237.65	26%	\$175.00	\$0
\$87.65	60%	\$35.00	\$0
\$237.65	26%	\$175.00	\$0

*Violation of the city of Los Banos Improvement Standards and Specifications are subject to a daily fine of \$100.00/500.00

*Except as set forth above, the fine amount for a second violation of the same Municipal Code section by the same person within a 12 month period shall be equal to 200% of the fine amount listed in the resolution at the time of the second violation.

*Except as set forth above, the fine amount for a third violation of the same Municipal Code section by the same person within a 12 month period shall be equal to 300% of the fine amount listed in the resolution at the time of the third violation

*Where the Administrative Citation Fee lists the amounts the fine shall be at the discretion of the issuing authority.



Police

#	Description	Current Fee/Charge	Unit	Notes
1	Crime Reports or Other Public Records Exceeding 8 pages	\$0.25	Per Page	
2	Record Check and Letter	\$15.00		
3	Fingerprints - Ink Prints or Livescan Rolling Fee	\$20.00		
4	Accident Reports (\$.50 Per Page After 10 Pages)	\$10.00	\$0.50 Per Page After 10 pages	
5	Vehicle Impound Release	\$82.00		
6	Vehicle Repo Release	\$15.00		
7	Vehicle Property Release	New		
8	Citation Verification (Ticket Sign Off) Outside Agency	\$5.00		
9	Bike License	\$4.00	New	
10	Bike License Renewal/Replacement	\$2.00		
11	Firearms Dealer License	\$58.00		
12	Firearms Dealer License Renewal Fee	New		
13	Firearms Safe Keeping	\$10.00	Plus \$0.10 Per Day	
14	CCW - Application Amendment Fee	\$10.00		
15	Concealed Weapon Permit	\$260.00	Initial	
16	Concealed Weapon Permit	\$85.00	Renewal	
17	Audio, Video, or Photo Duplication & Property Release	\$10.00		
18	Agency Booking Fee	\$35.00		
19	Dance Permit	\$25.00		
20	Alcohol Permit Review	\$22.00		
21	False Alarm Fee	\$63.00	4-5 in 12 Months	
22	False Alarm Fee	\$125.00	6-7 in 12 Months	
23	False Alarm Fee	\$250.00	Greater than 7 in 12 Months	
24	Civil Subpoena	\$150.00		GC 68097.2
Animal Fees				
Impound Fees Animal Spay/Neuter				
25	Dog Adoption Fee (Plus spay/neuter Fees)	\$15.00		
26	Cat Adoption Fee (Plus spay/neuter Fees)	\$15.00		
Animal Control Fees				
27	Boarding /Food Fee (Per Day)	\$15.00		
28	Rescue Permit *501 (c) (3) Required	\$0.00		
29	Breeders Permit	\$75.00		
30	Vicious/Potentially Dangerous dog	\$200.00		
31	Redemption/Reclaim Fee	\$20.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$43.49	99%	\$0.25	\$0
\$40.04	0%	\$40.00	\$25
\$19.94	0%	\$20.00	\$0
\$19.94	0%	\$20.00	\$10
\$98.14	3%	\$95.00	\$13
\$19.94	0%	\$20.00	\$5
\$60.61	59%	\$25.00	N/A
\$32.64	8%	\$30.00	\$25
\$19.94	80%	\$4.00	\$0
\$9.97	80%	\$2.00	\$0
\$374.44	7%	\$350.00	\$292
\$145.79	1%	\$145.00	N/A
\$59.65	16%	\$50.00	\$40
\$50.30	1%	\$50.00	\$40
\$400.23	0%	\$400.00	\$140
\$170.50	0%	\$170.00	\$85
\$71.27	30%	\$50.00	\$40
\$50.02	0%	\$50.00	\$15
\$35.06	0%	\$35.00	\$10
\$35.06	0%	\$35.00	\$13
N/A	0%	\$75.00	\$12
N/A	0%	\$150.00	\$25
N/A	0%	\$300.00	\$50
N/A	0%	\$275.00	\$125
Animal Fees			
Impound Fees Animal Spay/Neuter			
\$47.79	69%	\$15.00	\$0
\$23.90	37%	\$15.00	\$0
Animal Control Fees			
\$11.95	0%	\$12.00	-\$3
\$126.46	100%	\$0.00	\$0
N/A	0%	\$75.00	\$0
\$710.12	1%	\$700.00	\$500
\$31.62	37%	\$20.00	\$0



Police

#	Description	Current Fee/Charge	Unit	Notes
Animal Control Fees				
32	Surrender Fee	\$25.00		
Impound Fees Animal Spay/Neuter				
33	First Impound	\$45.00		
34	Second Impound	\$80.00		
35	Third Impound	\$115.00		
Impound Fees Animal Not Spay/Neuter				
36	First Impound	\$80.00		
37	Second Impound	\$150.00		
38	Third Impound	\$220.00		
39	One Year License (Spay Neutered Animal)	\$10.00		
40	One Year (Unaltered)	\$50.00		
41	Two Year License (Spay Neutered Animal)	\$15.00		
42	Two Year (Unaltered)	\$80.00		
43	Three Year License (Spay Neutered Animal)	\$20.00		
44	Three Year (Unaltered)	\$115.00		
45	Duplicate License/Replacement	\$5.00		
46	Delinquent License Fee	\$10.00		
**Senior Discount: License fees for senior citizens, 62-years and older shall be discounted at a rate of half price.				
Animal Control Administrative Fines and Penalties				
47	Neglect of Animals/Abandonment	\$500/\$1,000		
48	Quarantine	\$500.00		
49	Breeder Certificate	\$500,\$1,000		
50	Vicious Behavior Prohibited	\$500,\$1,000		
51	Potentially Dangerous Dogs	\$500.00		
52	Vicious dogs	\$1,000.00		
53	Willful Violation Potentially Dangerous Dogs	\$500.00		
54	Willful Violation Vicious dogs	\$1,000.00		
Penalty Provisions				
55	Violations misdemeanors or infractions	\$50/\$500.00		
Commissions and Boards				
56	Injuring trees, plants, grass, plots, and the like	\$100/\$500.00		
57	Driving motor vehicle on grass, plots, plants and the like	\$100/\$500.00		

Full Cost	Subsidy %	Suggested Fee	Fee A
\$31.62	5%	\$30.00	\$5
N/A	0%	\$45.00	\$0
N/A	0%	\$80.00	\$0
N/A	0%	\$115.00	\$0
N/A	0%	\$80.00	\$0
N/A	0%	\$150.00	\$0
N/A	0%	\$220.00	\$0
N/A	0%	\$10.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$15.00	\$0
N/A	0%	\$80.00	\$0
N/A	0%	\$20.00	\$0
N/A	0%	\$115.00	\$0
N/A	0%	\$5.00	\$0
N/A	0%	\$10.00	\$0
N/A	0%	\$500/\$1,000	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$500,\$1,000	\$0
N/A	0%	\$500,\$1,000	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$1,000.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$1,000.00	\$0
N/A	N/A	\$50/\$500.00	\$0
N/A	N/A	\$100/\$500.00	\$0
N/A	N/A	\$100/\$500.00	\$0



Police

#	Description	Current Fee/Charge	Unit	Notes
	Commissions and Boards			
58	Riding or driving animals or vehicle upon other than roadways	\$100/\$500.00		
	Officers and Employees			
59	Establishment of fire lines: Prohibited passage	\$100/\$500.00		
60	Interfering with fire operation prohibited	\$100/\$500.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	N/A	\$100/\$500.00	\$0
N/A	N/A	\$100/\$500.00	\$0
N/A	N/A	\$100/\$500.00	\$0



Community Development

#	Description	Current Fee/Charge	Unit	Notes
Miscellaneous Charges				
1	Digital sign at Pacheco & I Street	\$100.00		Per Month
2	Sixth Street Banner - Installation and Removal Per Banner per occurrence	\$406.00		
3	Donation Collection Initial Application (Non Refundable)	\$182.00		
4	Donation Collection Renewal Application	\$56.00		
Planning Project Application Fees				
5	Annexation	\$1,000.00	Deposit	
6	General Plan Amendment	\$1,000.00	Deposit	
7	Zone Change/Pre-Zone	\$750.00	Deposit	
8	Final Development Plan	\$250.00	Deposit	
9	Site Plan Review	\$650.00	Deposit	
10	Use Permit	\$550.00	Deposit	
11	Variance	\$500.00	Deposit	
12	Administrative Permit - other	\$250.00	Deposit	
13	Master Sign Plan	\$50.00		
14	Sign Review	\$25.00		
15	Appeals (Applicant Only)	\$150.00		
16	Time Extension	\$200.00		
17	Tentative Subdivision Map - First 100 lots	\$2,000.00	Deposit	
18	Tentative Subdivision Map - 101 lots	\$0.00	Deposit	
19	Revised Tentative Map	\$750.00	Deposit	
20	Minor Subdivision/Parcel Map	\$350.00	Deposit	
21	Lot line adjustment/parcel Merger	\$250.00		
22	Planned Development	\$1,000.00	Deposit	
23	Development Agreement	\$1,000.00	Deposit	
24	Reimbursement Agreement	\$750.00	Deposit	
25	Environmental Review/Category Exempt	\$100.00	Deposit	
26	Neg Dec/Initial Study	\$250.00	Deposit	
27	Environmental Impact Report	Actual Cost		
28	Special Events Permit Application fee for Minor events	\$60.00		per application
29	Special Events Permit Application fee for Major events	\$150.00		per application
30	Religious Processions* (no more than 1.25 miles one way)	\$317.00		
31	Street Closures* (3Blocks or less)	\$128.00		
32	Parades* (Standard May Day route)	\$1,365.00		
33	Residential Neighborhood Block Parties	\$150.00		per application
34	Farmers' Markets Permits	\$150.00		per application

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$119.52	0%	\$119.52	\$20
\$446.40	0%	\$446.40	\$40
\$432.81	0%	\$432.81	\$251
\$163.24	0%	\$163.24	\$107
\$23,731.72	0%	\$23,731.72	\$22,732
\$8,034.82	0%	\$8,034.82	\$7,035
\$7,489.10	0%	\$7,489.10	\$6,739
\$6,084.54	67%	\$2,000.00	\$1,750
\$3,133.79	0%	\$3,133.79	\$2,484
\$1,940.24	0%	\$1,940.24	\$1,390
\$1,594.30	0%	\$1,594.30	\$1,094
\$720.98	0%	\$720.98	\$471
\$1,681.41	0%	\$1,681.41	\$1,631
\$82.00	0%	\$82.00	\$57
\$2,587.84	0%	\$2,587.84	\$2,438
\$2,404.91	0%	\$2,404.91	\$2,205
\$9,259.06	0%	\$9,259.06	\$7,259
\$12,101.86	0%	\$12,101.86	\$12,102
\$4,575.05	0%	\$4,575.05	\$3,825
\$1,024.15	0%	\$1,024.15	\$674
\$415.16	0%	\$415.16	\$165
\$4,554.77	0%	\$4,554.77	\$3,555
N/A	0%	\$3,500.00	\$2,500
N/A	0%	\$3,500.00	\$2,750
\$197.75	0%	\$197.75	\$98
N/A	N/A	Actual Cost plus 20%	N/A
Variable	0%	Actual Cost	\$0
\$109.33	0%	\$109.33	\$49
\$311.14	0%	\$311.14	\$161
\$444.22	0%	\$444.22	\$127
\$229.60	0%	\$229.60	\$102
\$1,517.64	0%	\$1,517.64	\$153
\$203.90	0%	\$203.90	\$54
\$230.42	0%	\$230.42	\$80



Community Development

#	Description	Current Fee/Charge	Unit	Notes
Planning Project Application Fees				
35	Temporary Use Permit Minor Use	\$60.00		
36	Temporary Use Permit Major Use	\$150.00		
37	Sidewalk Vending Permit	New		
Business License Fee				
38	First Time Commercial Business License	\$82.00		
39	First Time Home Occupation Business License	\$134.00		Includes Code Enf fee
40	First Time Out-of-Town Business License	\$134.00		Includes Code Enf fee
41	First Time Commercial Business License - Tenant Improvement One Time Fee	\$103.00	Additional fee one time tenant improvements	
42	First Time Commercial Business License - New Construction One Time Fee	\$129.00	Additional fee new construction	
43	Delinquent Fee Commercial	\$41.00	Not to exceed 50% of license fee due	
44	Delinquent Fee Home Occupation & Out of Town	\$67.00	Not to exceed 50% of license fee due	
45	Solicitation Permit Fee	\$113.65	Initial	
46	Solicitation Permit Fee	\$24.32	Renewal	
47	First Time Commercial Business License - Big Box Store (20,000+ square feet)	\$113.65		
48	Commercial Business License - Reinspection	\$24.32	per occurrence	3rd reinspection and beyond
49	Annual Renewal Commercial Business License	\$82.00	Basic Fee	
50	First Time Commercial Business License - ABC License (not bar/tavern)	\$233.00	Additional fee one time w/ABC license	first time
51	Commercial Business License - ABC License (not bar/tavern)	\$52.00	Additional fee with renewal	Includes Code Enf Fee
52	First Time Commercial Business License - Bar/Tavern	\$413.00	Additional fee one time bar/tavern	
53	Commercial Business License - Bar/Tavern	\$207.00	Additional fee renewal	Includes Code Enf Fee
54	Commercial Business License - Massage Therapist	\$129.00	Additional fee Massage Therapist	annual fee
55	Commercial Business License - Massage Establishment	\$181.00	Additional fee Massage Establishment	annual fee
56	Commercial Business License - Taxi/Limo Service	\$155.00	Additional fee Taxi/Limo Service	annual fee
57	Commercial Business License - Card Room	\$258.00	Additional fee Card Room	annual fee
58	Commercial Business License - Psychic	\$47.00	Additional fee Psychic	annual fee
59	Commercial Business License - Vehicle Tow	\$212.00	Additional Fee Vehicle Tow	annual fee
60	Commercial Business License - Special Event	\$181.00	Additional Fee Special Event	annual fee
61	Commercial Business License - Mobile Vendor Private Property	\$145.00	Additional Fee Mobile Vendor Private Property	annual fee
62	Commercial Business License - Mobile Vendor Public ROW	\$41.00	Additional Fee Mobile Vendor Public ROW	annual fee

Full Cost	Subsidy %	Suggested Fee	Fee A
\$230.42	0%	\$230.42	\$170
\$311.14	0%	\$311.14	\$161
\$450.16	0%	\$450.00	N/A
\$492.48	67%	\$162.52	\$81
\$97.80	0%	\$97.80	-\$36
\$71.09	0%	\$71.09	-\$63
\$26.71	0%	\$26.71	-\$76
\$115.12	0%	\$115.12	-\$14
\$106.82	24%	\$81.26	\$40
\$106.82	54%	\$48.90	-\$18
\$286.62	0%	\$286.62	\$173
\$124.50	0%	\$124.50	\$100
\$1,218.28	0%	\$1,218.28	\$1,105
\$144.22	0%	\$144.22	\$120
\$235.62	0%	\$235.62	\$154
\$26.71	0%	\$26.71	-\$206
\$26.71	0%	\$26.71	-\$25
\$26.71	0%	\$26.71	-\$386
\$26.71	0%	\$26.71	-\$180
\$150.56	0%	\$150.56	\$22
\$182.18	0%	\$182.18	\$1
\$232.49	0%	\$232.49	\$77
\$141.82	0%	\$141.82	-\$116
\$44.39	0%	\$44.39	-\$3
\$44.39	0%	\$44.39	-\$168
\$53.87	0%	\$53.87	-\$127
\$70.91	0%	\$70.91	-\$74
\$70.91	0%	\$70.91	\$30



Community Development

#	Description	Current Fee/Charge	Unit	Notes
Business License Fee				
63	Commercial Business License - Pawnbroker	\$1,163.00	Additional Fee Pawnbroker	annual fee
64	Commercial Business License - Adult Entertainment (dancing etc.)	\$698.00	Additional Fee Adult Entertainment	annual fee
65	Commercial Business License - Adult Entertainment Performer	\$0.00	Additional Fee Adult Entertainment	annual fee
66	Commercial Business License - Adult Entertainment (videos, dvds, etc.)	\$284.00	Additional Fee Adult Entertainment	annual fee
67	Annual Renewal Out of Town Business License	\$134.00	Basic Fee	
68	Annual Renewal Home Occupation License	\$134.00	Basic Fee	
69	Temporary Commercial Business License (up to 3 days)	\$78.00	Basic Fee	
70	Short Term Commercial Business License (3 months)	\$78.00	Basic Fee	
71	Short Term Commercial Business License (6 months)	\$78.00	Basic Fee	
72	Temporary Home Occupation Business License (up to 3 days)	\$52.00	Basic Fee	
73	Short Term Home Occupation Business License (3 months)	\$52.00	Basic Fee	
74	Short Term Home Occupation Business License (6 months)	\$52.00	Basic Fee	
75	Temporary Out of Town Business License (up to 3 days)	\$52.00	Basic Fee	
76	Short Term Out of Town Business License (3 months)	\$52.00	Basic Fee	
77	Short Term Out of Town Business License (6 months)	\$52.00	Basic Fee	
78	Massage Therapist Registration	\$0.00	Basic Fee	
79	Exempt Massage Therapist Permit	\$0.00	Basic Fee	
80	First Time Bingo License	\$25.00	Basic Fee	
81	Annual Renewal Bingo License	\$25.00	Basic Fee	
82	Taxicab Licenses	New	Basic Fee/Annual	
83	Taxicab Driver Permits/IDs	New	Basic Fee/Annual	
84	Auctioneer's License (up to 3 months)	\$25.00	One time/per quarter	Set by Los Banos Municipal Code Sect. 11-2.07
85	Itinerant Merchant Auctioneer's License (daily)	\$50.00	One time/daily	Set by Los Banos Municipal Code Sect. 11-2.07
86	Auction Sales License (daily)	\$10.00	One time/daily	Set by Los Banos Municipal Code Sect. 11-11.06
87	Mobile Vendor Permit - New	\$0.00		
88	Mobile Vendor Permit - Renewal	\$0.00		
89	Cottage Food Operator	\$450.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ*
\$167.35	0%	\$167.35	-\$996
\$740.88	0%	\$740.88	\$43
\$316.75	0%	\$316.75	\$317
\$353.88	0%	\$353.88	\$70
\$26.71	0%	\$26.71	-\$107
\$26.71	0%	\$26.71	-\$107
\$71.09	0%	\$71.09	-\$7
\$97.80	0%	\$97.80	\$20
\$124.50	0%	\$124.50	\$47
\$44.39	0%	\$44.39	-\$8
\$71.09	0%	\$71.09	\$19
\$97.80	0%	\$97.80	\$46
\$44.39	0%	\$44.39	-\$8
\$71.09	0%	\$71.09	\$19
\$97.80	0%	\$97.80	\$46
\$79.93	0%	\$79.93	\$80
\$232.04	0%	\$232.04	\$232
\$124.50	0%	\$124.50	\$100
\$71.09	0%	\$71.09	\$46
\$596.48	0%	\$596.48	N/A
\$207.10	0%	\$207.10	N/A
\$305.82	0%	\$305.82	\$281
\$360.49	0%	\$360.49	\$310
\$251.16	0%	\$251.16	\$241
\$625.83	0%	\$625.83	\$626
\$97.62	0%	\$97.62	\$98
\$455.43	0%	\$455.43	\$5



Fire

#	Description	Current Fee/Charge	Unit
1	Bonfires for entertainment	\$25.00	
2	Burning on private property	\$25.00	
3	Storage of readily combustible materials	\$75.00	
4	Candles and open flames in assembly areas	\$25.00	
5	Cellulose Nitrate plastics, more than 23#	\$50.00	
6	Garage	\$50.00	
7	Lumber yard and woodworking	\$75.00	
8	Pallets manufacturing or storage of wood crates and paper crates	\$75.00	
9	Tents or air supported structures	\$50.00	
10	Auto wrecking yard-junkyard/waste material	\$75.00	
11	Handling/recycling	\$75.00	
12	Hazardous material storage or handling	\$75.00	
13	Compressed gases/storage handling	\$75.00	
14	Dust producing operations	\$75.00	
15	Fire works/public displays	\$50.00	
Flammable and Combustible Liquids			
16	Installation/above ground tanks-per tank	\$100.00	
17	Storage/handling bulk & portable tanks more than 100 gallons	\$75.00	
18	Storage/handling bulk & portable tanks less than 100 gallons	\$50.00	
19	Installation of underground tanks	\$100.00	
20	(additional tanks each)	\$25.00	
21	Removal of underground tanks	\$100.00	
22	(additional tanks each)	\$25.00	
23	Hazardous chemicals storage & warehousing, etc.	\$75.00	
24	High piled combustible stock storage & warehousing	\$75.00	
25	Liquid petroleum gases	\$75.00	
26	Special inspection - per hour, minimum one hour	\$25.00	
Day Care Facilities			
27	1 to 6 persons	\$25.00	
28	7 to 49 persons	\$50.00	
29	50 to 100 persons	\$75.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$122.19	18%	\$100.00	\$75
\$122.19	18%	\$100.00	\$75
\$195.63	23%	\$150.00	\$75
\$122.19	18%	\$100.00	\$75
\$195.63	23%	\$150.00	\$100
\$195.63	23%	\$150.00	\$100
\$342.50	12%	\$300.00	\$225
\$195.63	23%	\$150.00	\$75
\$195.63	23%	\$150.00	\$100
\$195.63	23%	\$150.00	\$75
\$195.63	23%	\$150.00	\$75
\$342.50	56%	\$150.00	\$75
\$342.50	56%	\$150.00	\$75
\$1,401.01	4%	\$1,350.00	\$1,300
\$342.50	12%	\$300.00	\$200
\$342.50	56%	\$150.00	\$75
\$342.50	56%	\$150.00	\$100
\$489.38	18%	\$400.00	\$300
\$110.16	32%	\$75.00	\$50
\$562.19	11%	\$500.00	\$400
\$110.16	32%	\$75.00	\$50
\$195.63	23%	\$150.00	\$75
\$195.63	23%	\$150.00	\$75
\$195.63	23%	\$150.00	\$75
\$195.63	23%	\$150.00	\$125
\$195.63	23%	\$150.00	\$125
\$195.63	23%	\$150.00	\$100
\$195.63	23%	\$150.00	\$75



Fire

#	Description	Current Fee/Charge	Unit
Fire Suppression/Fire Alarm			
30	Fire sprinkler systems 1-99	\$75.00	
31	Fire sprinkler system each additional over 100	\$1.00	
32	Automatic fire extinguishing system-hood & duct	\$75.00	
33	Automatic fire extinguishing system-halon system	\$75.00	
34	Plan Check Fee - Fire Alarm System	\$50.00	
Cost Recovery Fees			
35	Third and subsequent inspections - each	\$50.00	
36	Engine and/or Rescue Units - First hour	\$100.00	
37	Engine and/or Rescue Units - Per additional hour	\$28.00	
38	Rescue Units - First hour	\$100.00	
39	Rescue Units - Per additional hour	\$28.00	
40	Cascade Trailer - First hour	\$100.00	
41	Cascade Trailer - Per additional hour	\$28.00	
42	Fire Fighter - Per hour	\$15.00	
43	Officer - Per hour	\$21.00	
44	Equipment - Cost of replacement for foam, fire extinguishing agents, medical supplies, sand and other non-listed equipment	Actual Cost	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$856.56	8%	\$785.00	\$710
\$97.81	98%	\$2.00	\$1
\$538.13	9%	\$490.00	\$415
\$391.25	12%	\$343.00	\$268
\$831.88	6%	Up to \$784.00	\$734
\$195.63	25%	\$147.00	\$97
\$0.00	0%	\$100.00	\$0
\$0.00	0%	\$50.00	\$22
\$0.00	0%	\$100.00	\$0
\$0.00	0%	\$50.00	\$22
\$0.00	0%	\$100.00	\$0
\$0.00	0%	\$50.00	\$22
\$137.61	33%	\$92.00	\$77
\$220.31	32%	\$150.00	\$129
N/A	N/A	Actual Cost	\$0



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
	Water			
1	¾" Sensus Water Meter	\$165.27		Material Cost Only
2	1" Sensus Water Meter	\$202.64		Material Cost Only
3	1" Sensus Water Meter plus register	\$358.87		Material Cost Only
4	1 ½" Sensus Water Meter	\$447.50		Material Cost Only
5	1 ½" Sensus Water Meter plus Register	\$603.73		Material Cost Only
6	2" Sensus Water Meter	\$639.85		Material Cost Only
7	2" Sensus Water Meter plus register	\$796.08		Material Cost Only
8	3" & 4" Sensus Water Meters	Call Public Works for quote		
9	1" Water Meter Box	\$26.52		Material Cost Only
10	1" Water Meter Box Lid	\$19.68		Material Cost Only
11	2" Water Meter Box	\$43.56		Material Cost Only
12	2" Water Meter Box Lid	\$38.40		Material Cost Only
13	1" Curb Stop (90 degree)	\$84.36		Material Cost Only
14	1 ½" Curb Stop (90 degree)	\$159.72		Material Cost Only
15	2" Curb Stop (90 degree)	\$203.52		Material Cost Only
16	1" Curb Stop (straight)	\$65.88		Material Cost Only
17	1 ½" Curb Stop (straight)	\$135.00		Material Cost Only
18	2" Curb Stop (straight)	\$207.84		Material Cost Only
19	1" Stiffener	\$2.16		Material Cost Only
20	1 ½" Stiffener	\$4.32		Material Cost Only

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$369.23	0%	\$369.23	\$204
\$296.52	0%	\$296.52	\$94
\$477.02	0%	\$477.02	\$118
\$645.25	0%	\$645.25	\$198
\$825.75	0%	\$825.75	\$222
\$894.43	0%	\$894.43	\$255
\$1,074.93	0%	\$1,074.93	\$279
N/A	0%	Call Public Works for quote	\$0
\$28.97	0%	\$28.97	\$2
\$24.34	0%	\$24.34	\$5
\$44.54	0%	\$44.54	\$1
\$41.70	0%	\$41.70	\$3
\$153.70	0%	\$153.70	\$69
\$217.17	0%	\$217.17	\$57
\$276.80	0%	\$276.80	\$73
\$109.92	0%	\$109.92	\$44
\$168.66	0%	\$168.66	\$34
\$288.83	0%	\$288.83	\$81
\$2.33	0%	\$2.33	\$0
\$4.55	0%	\$4.55	\$0



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
Water				
21	2" Stiffener	\$7.44		Material Cost Only
22	1" Poly Tubing	\$0.66		Material Cost Only
23	1 1/2" Poly Tubing	\$1.14		Material Cost Only
24	2" Poly Tubing	\$1.98		Material Cost Only
25	3/4" Meter Adaptor	\$7.32		Material Cost Only
26	1" Meter Adaptor	\$10.32		Material Cost Only
27	Fire Hydrant	\$2,022.00		Material Cost Only
28	Hydrant Meter Adaptor w/screen	\$179.89		Material Cost Only
29	6" Mega Lug Kit	\$48.60		Material Cost Only
30	6" Flange by MJ Water Gate Valve	\$608.76		Material Cost Only
31	10" Coupler (Romac)	\$239.16		Material Cost Only
32	4" Wide Range Coupler (Romac)	\$112.92		Material Cost Only
33	6" Wide Range Coupler (Romac)	\$160.56		Material Cost Only
34	8" Wide Range Coupler (Romac)	\$188.52		Material Cost Only
35	10" Wide Range Coupler (Romac)	\$239.16		Material Cost Only
36	12" Wide Range Coupler (Romac)	\$283.08		Material Cost Only
37	6" C-900 PVC Water Pipe	\$3.45	Per Foot	Material Cost Only
38	8" C-900 PVC Water Pipe	\$5.96	Per Foot	Material Cost Only
Sewer				
39	4" x 6" Sewer Saddles	\$18.24		Material Cost Only
40	4" x 8" Sewer Saddles	\$25.44		Material Cost Only

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$7.92	0%	\$7.92	\$0
\$0.40	0%	\$0.40	\$0
\$0.85	0%	\$0.85	\$0
\$1.46	0%	\$1.46	-\$1
\$27.38	0%	\$27.38	\$20
\$30.87	0%	\$30.87	\$21
\$2,503.73	0%	\$2,503.73	\$482
\$179.29	0%	\$179.29	-\$1
\$55.98	0%	\$55.98	\$7
\$753.57	0%	\$753.57	\$145
\$219.27	0%	\$219.27	-\$20
\$125.21	0%	\$125.21	\$12
\$178.04	0%	\$178.04	\$17
\$209.05	0%	\$209.05	\$21
\$265.20	0%	\$265.20	\$26
\$313.89	0%	\$313.89	\$31
\$5.09	0%	\$5.09	\$2
\$8.81	0%	\$8.81	\$3
\$90.42	0%	\$90.42	\$72
\$120.54	0%	\$120.54	\$95



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
	Sewer			
41	4" x 10" Sewer Saddles	\$50.52		Material Cost Only
42	4" x 12" Sewer Saddles	\$56.28		Material Cost Only
43	4" PVC Sewer Wye	\$12.36		Material Cost Only
44	6" PVC Sewer Wye	\$28.20		Material Cost Only
45	8" PVC Sewer Wye	\$77.16		Material Cost Only
46	10" PVC Sewer Wye	\$227.88		Material Cost Only
47	12" PVC Sewer Wye	\$318.60		Material Cost Only
48	4" Sewer Coupler	\$7.20		Material Cost Only
49	6" Sewer Coupler	\$15.36		Material Cost Only
50	8" Sewer Coupler	\$23.52		Material Cost Only
51	10" Sewer Coupler	\$35.40		Material Cost Only
52	12" Sewer Coupler	\$41.28		Material Cost Only
53	4" Sewer Cleanout Cap & Lid	\$5.64		Material Cost Only
54	F-8 Sewer Box & Lid	\$23.76		Material Cost Only
55	4" Sewer Cleanout Adaptor	\$3.48		Material Cost Only
56	4" Sewer Cleanout Lid	\$2.16		Material Cost Only
57	Brass Nipple	\$59.28		Material Cost Only
58	Brass Coupler	\$51.24		Material Cost Only
59	4" x 20" SDR35 PVC Sewer Pipe	\$0.73		Material Cost Only
60	6" x 14" SDR35 PVC Sewer Pipe	\$1.53		Material Cost Only

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$46.31	0%	\$46.31	-\$4
\$51.59	0%	\$51.59	-\$5
\$13.41	0%	\$13.41	\$1
\$27.19	0%	\$27.19	-\$1
\$40.57	0%	\$40.57	-\$37
\$123.40	0%	\$123.40	-\$104
\$177.68	0%	\$177.68	-\$141
\$8.00	0%	\$8.00	\$1
\$17.11	0%	\$17.11	\$2
\$26.34	0%	\$26.34	\$3
\$39.53	0%	\$39.53	\$4
\$46.13	0%	\$46.13	\$5
\$6.40	0%	\$6.40	\$1
\$25.10	0%	\$25.10	\$1
\$3.06	0%	\$3.06	\$0
\$3.34	0%	\$3.34	\$1
\$54.34	0%	\$54.34	-\$5
\$46.97	0%	\$46.97	-\$4
\$1.15	0%	\$1.15	\$0
\$2.50	0%	\$2.50	\$1



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
Sewer				
61	8" x 14" SDR35 PVC Sewer Pipe	\$2.71		Material Cost Only
62	10" x 14" SDR35 PVC Sewer Pipe	\$4.28		Material Cost Only
63	12" x 14" SDR35 PVC Sewer Pipe	\$6.14		Material Cost Only
64	4" Sewer 22 1/2 Bend	\$7.20		Material Cost Only
65	4" Sewer 45 Bend	\$7.20		Material Cost Only
Sewer Miscellaneous Charges				
66	Lock Charge	\$32.74		Material Cost Only
67	Meter Re-installation	\$35.91		Material Cost Only
68	Curb Stop	\$104.13	As of 10-2012	Material Cost Only
69	New Meter Installation (2 or more trips)	\$70.64	per address	Material Cost Only
70	Pea Gravel	\$15.60	a ton	Material Cost Only
71	Asphalt Base	\$15.60	a ton	Material Cost Only
72	Asphalt Concrete	\$96.00	a ton	Material Cost Only
73	Concrete	\$110.00	a yard	Material Cost Only
74	#5 Concrete	\$172.06	a yard	Material Cost Only
Water Service: Temporary Connections				
75	Cost of Meter Install	Call Public Works for quote		
76	Water	\$40.92	Prevailing Rate/Min	Material Cost Only
77	Hydrant rental rate	\$32.69	Min.	Material Cost Only
78	After Hours Non-Emergency Turn On/Offs	\$179.52		
Sewer Equipment				
79	Car	\$17.91		Material Cost Only
80	Pick-up Truck	\$17.91		Material Cost Only

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$4.49	0%	\$4.49	\$2
\$7.04	0%	\$7.04	\$3
\$10.13	0%	\$10.13	\$4
\$8.38	0%	\$8.38	\$1
\$8.41	0%	\$8.41	\$1
\$32.74	0%	\$32.74	\$0
\$35.91	0%	\$35.91	\$0
\$153.70	0%	\$153.70	\$50
\$70.64	0%	\$70.64	\$0
\$14.30	0%	\$14.30	-\$1
\$14.30	0%	\$14.30	-\$1
\$90.20	0%	\$90.20	-\$6
\$110.00	0%	\$110.00	\$0
\$134.58	0%	\$134.58	-\$37
\$118.13	44%	\$65.93	N/A
\$52.48	0%	\$52.48	\$12
\$33.74	0%	\$33.74	\$1
\$197.78	0%	\$197.78	\$18
\$22.02	0%	\$22.02	\$4
\$24.98	0%	\$24.98	\$7



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
Sewer Equipment				
81	Service Truck	\$22.42		Material Cost Only
82	Utility Truck	\$27.45		Material Cost Only
83	Dump Truck	\$26.25		Material Cost Only
84	Flatbed Truck	\$26.25		Material Cost Only
85	Flatbed Dump Truck	\$26.25		Material Cost Only
86	Fuel Truck	\$22.42		Material Cost Only
87	Vactor/Sewer Truck	\$149.82		Material Cost Only
88	Camera Van	\$22.42		Material Cost Only
89	Backhoe	\$43.75		Material Cost Only
Landscape Plans Plan Check				
90	Up to 5,000 sf	\$250.00		
91	5,000 - 10,000 sf	\$325.00		
92	10,000 - 15,000 sf	\$400.00		
93	15,000 - 25,000 sf	\$500.00		
94	25,000 - 50,000 sf	\$625.00		
95	Greater than 50,000	\$900.00		
Landscape Plans Re-Check				
96	Up to 5,000 sf	\$150.00		
97	5,000 - 10,000 sf	\$150.00		
98	10,000 - 15,000 sf	\$210.00		
99	15,000 - 25,000 sf	\$275.00		
100	25,000 - 50,000 sf	\$350.00		
101	Greater than 50,000	\$400.00		
Site Inspections Plan Check				
102	Up to 5,000 sf	\$250.00		
103	5,000 - 10,000 sf	\$325.00		
104	10,000 - 15,000 sf	\$400.00		
105	15,000 - 25,000 sf	\$500.00		
106	25,000 - 50,000 sf	\$625.00		
107	Greater than 50,000	\$900.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$32.48	0%	\$32.48	\$10
\$72.83	0%	\$72.83	\$45
\$45.02	0%	\$45.02	\$19
\$32.48	0%	\$32.48	\$6
\$60.45	0%	\$60.45	\$34
\$32.48	0%	\$32.48	\$10
\$195.65	0%	\$195.65	\$46
\$22.45	0%	\$22.45	\$0
\$43.75	0%	\$43.75	\$0
Landscape Plans Plan Check			
\$844.73	76%	\$200.00	-\$50
\$844.73	76%	\$200.00	-\$125
\$1,020.82	76%	\$250.00	-\$150
\$1,020.82	71%	\$300.00	-\$200
\$1,020.82	66%	\$350.00	-\$275
\$1,020.82	61%	\$400.00	-\$500
Landscape Plans Re-Check			
\$492.54	59%	\$200.00	\$50
\$492.54	59%	\$200.00	\$50
\$580.58	57%	\$250.00	\$40
\$580.58	48%	\$300.00	\$25
\$580.58	40%	\$350.00	\$0
\$580.58	31%	\$400.00	\$0
Site Inspections Plan Check			
\$264.14	5%	\$250.00	\$0
\$352.19	8%	\$325.00	\$0
\$528.29	5%	\$500.00	\$100
\$704.38	1%	\$700.00	\$200
\$880.48	9%	\$800.00	\$175
\$1,056.57	15%	\$900.00	\$0



Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
Site Inspections Re-Check				
108	Up to 5,000 sf	\$200.00		
109	5,000 - 10,000 sf	\$200.00		
110	10,000 - 15,000 sf	\$210.00		
111	15,000 - 25,000 sf	\$275.00		
112	25,000 - 50,000 sf	\$350.00		
113	Greater than 50,000	\$400.00		
Engineering Dept. Fees				
114	Map Engineering, Review and Inspection	5% of Final Cost Est		
Review Schedule				
115	Final Map Review	\$1,000.00	deposit	
116	Lot Line Adjustment/Parcel Merger	\$1,000.00	deposit	
117	Minor Subdivision Parcel Map	\$1,000.00	deposit	
118	Master Plan	\$1,000.00	deposit	
119	Grant Deed/Easement Deed	\$1,000.00	deposit	
Well Permits & Inspection				
120	Domestic	\$754.00	Per Unit	
121	Irrigation/Other	\$255.00	Per Unit	
122	Public	\$726.00	Per Unit	
123	Destruction	\$199.00	1st Unit	
124	Destruction (Fee per additional unit)	\$52.00	Per Additional Unit	
125	Reconstruction	\$199.00	Per Unit	
126	Monitoring/Test	\$228.00	1st Unit	
127	Monitoring/Test	\$44.00	Per Additional Unit	
128	Soil Borings/Test Holes	\$228.00	1st Unit	
129	Soil Borings/Test Holes	\$44.00	Per Additional Unit	
130	Out of Service Permit	\$199.00	Per Unit	
131	Closure with New Construction	\$52.00	Per Unit	
132	Closure without New Construction	\$199.00	Per Unit	
133	Well Closure>30 Day Written Notice	\$635.00	Per Unit	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$220.12	9%	\$200.00	\$0
\$220.12	9%	\$200.00	\$0
\$264.14	5%	\$250.00	\$40
\$352.19	15%	\$300.00	\$25
\$440.24	20%	\$350.00	\$0
\$528.29	24%	\$400.00	\$0
\$44,984.77	0%	5% of Final Cost Estimate	\$0
\$9,003.37	78%	\$2,000.00	\$1,000
\$4,850.07	59%	\$2,000.00	\$1,000
\$4,872.07	59%	\$2,000.00	\$1,000
\$8,693.18	77%	\$2,000.00	\$1,000
\$2,850.07	65%	\$1,000.00	\$0
\$767.60	2%	\$754.00	\$0
\$542.36	53%	\$255.00	\$0
\$767.60	5%	\$726.00	\$0
\$542.36	63%	\$199.00	\$0
\$91.88	43%	\$52.00	\$0
\$542.36	63%	\$199.00	\$0
\$542.36	58%	\$228.00	\$0
\$91.88	52%	\$44.00	\$0
\$542.36	58%	\$228.00	\$0
\$91.88	52%	\$44.00	\$0
\$542.36	63%	\$199.00	\$0
\$542.36	90%	\$52.00	\$0
\$542.36	63%	\$199.00	\$0
\$767.60	17%	\$635.00	\$0



Recreation

#	Description	Current Fee/Charge	Unit	Notes
Rental Rates				
1	College Greens park \$40 per hour	\$40.00	per hour	Park closes at 10:00pm
2	College Green Park - Entire day	\$325.00	Per Day	
3	College Greens park Key Deposit	\$100.00		
4	College Greens park Cleaning Deposit	\$500.00		
5	Miller & Lux Center Rental Fee per hour	\$35.00	per hour	
6	Miller & Lux Center Rental Fee all day	\$250.00	all day	
7	Miller & Lux Center Key Deposit	\$100.00		
8	Miller & Lux Center Cleaning Deposit	\$250.00		
9	Child Development Center \$35 per hour	\$250.00	per day	
10	Child Development Center Key Deposit	\$100.00		
11	Child Development Center Cleaning Deposit	\$350.00		
12	Ag Sports Complex Rental Fee for Light	\$35.00	per hour per field	
13	Ag Sports Complex Softball Tournaments	\$345 one day	\$550.00 two days	
14	Ag Sports Complex Key Deposit	\$100.00		
15	7th St Ballfields Rental Fee for Light	\$35.00	per hour per field	
16	7th St Ballfields Field rate w/out lights(if you Reserve)	\$100.00		
17	7th St Ballfields Monthly Rate for Facility & Lights	\$300.00	for 15 hrs per month	
18	7th St Ballfields Key Deposit	\$100.00		
19	Colorado BallPark Rental Fee for Light	\$35.00	per hour per field	
20	Colorado BallPark Field rate w/out lights(if you Reserve)	\$100.00		
21	Colorado BallPark Monthly Rate for Facility & Lights	\$300.00	for 15 hrs per month	
22	Colorado BallPark Key Deposit	\$100.00		
23	Colorado Tennis Courts Reservations Rental Fee per hour	\$25.00	per hour	
24	Colorado Tennis Courts Reservations Rental Fee All day	\$150.00	All day	
25	Oliveria Soccer Complex Rental Fee for Light	\$35.00	per hour per field	
26	Oliveria Soccer Complex Rental Fee for w/out Light	\$35.00	per hour per field	
27	Oliveria Soccer Complex Field rate w/out lights(if you Reserve)	\$100.00		
28	Oliveria Soccer Complex Monthly Rate for Facility & Lights	\$300.00	for 15 hrs per month	
29	Oliveria Soccer Complex Key Deposit	\$100.00		
30	Fenced Area in Pacheco Park Rental Fee	\$100.00	per day	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$50.00	\$10
N/A	0%	\$350.00	\$25
N/A	0%	\$100.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$50.00	\$15
N/A	0%	\$300.00	\$50
N/A	0%	\$100.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$300.00	\$50
N/A	0%	\$100.00	\$0
N/A	0%	\$350.00	\$0
N/A	0%	\$50.00	\$15
N/A	0%	\$250 per day, \$450 per 2 days	-\$95
N/A	0%	\$100.00	\$0
N/A	0%	\$50.00	\$15
N/A	0%	\$100.00	\$0
N/A	0%	\$500.00	\$200
N/A	0%	\$100.00	\$0
N/A	0%	\$50.00	\$15
N/A	0%	\$375 per day, \$600 per 2 days	\$275
N/A	0%	\$500.00	\$200
N/A	0%	\$100.00	\$0
N/A	0%	\$25.00	\$0
N/A	0%	\$150.00	\$0
N/A	0%	\$50.00	\$15
N/A	0%	\$35.00	\$0
N/A	0%	\$400 per day, \$700 for weekend tournament	\$300
N/A	0%	\$650.00	\$350
N/A	0%	\$100.00	\$0
N/A	0%	\$50.00	-\$50



Recreation

#	Description	Current Fee/Charge	Unit	Notes
Rental Rates				
31	Fenced Area in Pacheco Park Key Deposit	\$75.00		
32	Henry Miller Plaza Rental Fee Per Hour	\$50.00	per hour	
33	Henry Miller Plaza Rental Fee All day	\$500.00	All day	
34	Henry Miller Plaza Cleaning Deposit	\$350.00		
Program Costs				
35	Soccer - Peewee 3 - 4 years	\$55.00	per participant	3-8 year olds: \$80.00
36	Soccer - Youth 5 - 13 years	\$80.00	per participant	9-14 year olds: \$90.00
37	Basketball -Peewee 3 - 4 years	\$55.00	per participant	3-8 year olds: \$68.00
38	Basketball - Youth 5 - 13 years	\$63.00	per participant	9-14 year olds: \$75.00
39	T-Ball 3 - 6 years	\$55.00	per participant	
40	Pee-Wee Baseball	\$55.00	per participant	
41	Adult Softball Program Spring/Summer Leagues	\$450.00	Per Team	
42	Adult Softball Program Fall Leagues	\$350.00	Per Team	
43	Adult Basketball League	\$400.00	Per Team	
44	Aikido	\$35.00	monthly	
45	Aikido Discounts two for the price of one	\$25.00		
46	Yoga	\$25.00	monthly	
47	Jiu-Jitsu - Ages 4 1/2 -15 Once per week	\$40.00	monthly	
48	Jiu-Jitsu - Ages 4 1/2 -15 Twice per week	\$55.00	monthly	
49	Jiu-Jitsu - Ages 4 1/2 -15 Thrice per week	\$70.00	monthly	
50	Jiu-Jitsu - Ages 16 to adult Once per week	\$50.00	monthly	
51	Jiu-Jitsu - Ages 16 to adult Twice per week	\$70.00	monthly	
52	Jiu-Jitsu - Ages 16 to adult Thrice per week	\$90.00	monthly	
53	Jiu-Jitsu - Ages 16 to adult Unlimited	\$100.00	monthly	
54	Jiu-Jitsu Private Classes	\$50.00	for 30 Minutes	
55	Jiu-Jitsu Drop ins	\$25.00		
56	Jiu-Jitsu Discounts Amount off for 6 months enrollment	\$5.00	Discount amount	
57	Jiu-Jitsu Discounts multiple family members	\$10.00	per family member	
58	Tai Chi	\$5.00	monthly	
59	Karate Over age 7	\$60.00	monthly	
60	Karate Ages 5-7	\$50.00	monthly	
61	Karate Ages 3-4	\$40.00	monthly	
62	Karate Family discount	\$5.00	Discount amount	
63	Salute to Seniors	\$12.00	per person	
64	Breakfast with Santa	\$10.00	per person	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$100.00	\$25
N/A	0%	\$75.00	\$25
N/A	0%	\$500.00	\$0
N/A	0%	\$350.00	\$0
N/A	0%	\$80.00	\$25
N/A	0%	\$90.00	\$10
N/A	0%	\$68.00	\$13
N/A	0%	\$75.00	\$12
N/A	0%	\$65.00	\$10
N/A	0%	\$65.00	\$10
N/A	0%	\$500.00	\$50
N/A	0%	\$500.00	\$150
N/A	0%	\$500.00	\$100
N/A	0%	\$35.00	\$0
N/A	0%	\$25.00	\$0
N/A	0%	\$25.00	\$0
N/A	0%	\$40.00	\$0
N/A	0%	\$55.00	\$0
N/A	0%	\$70.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$70.00	\$0
N/A	0%	\$90.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$25.00	\$0
N/A	0%	\$5.00	\$0
N/A	0%	\$10.00	\$0
N/A	0%	\$5.00	\$0
N/A	0%	\$60.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$40.00	\$0
N/A	0%	\$5.00	\$0
N/A	0%	\$12.00	\$0
N/A	0%	\$10.00	\$0



Recreation

#	Description	Current Fee/Charge	Unit	Notes
	Program Costs			
65	Breakfast with Santa Pre-Sale	\$7.00	per person	
66	Zombie Run - Early Registration	\$40.00	per person	
67	Zombie Run - Late Registration	\$50.00	per person	
68	Living Well Lunch Program - M&L	\$400.00		
69	Arbor Day	\$0.00	per person	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$7.00	\$0
N/A	0%	\$40.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$400.00	\$0
N/A	0%	\$0.00	\$0



Community Center

#	Description	Current Fee/Charge	Unit
Community Center			
1	Grand Room Rental-full room full day	\$1,800.00	Per CC Rental Policies & Regulations
2	Grand Room Rental-full day, half day (2/3s room)	\$1,200.00	Per CC Rental Policies & Regulations
3	Grand Room Rental hourly rate (4 hr minimum)	\$200.00	Per list from Recreation
4	Grand Room Cleaning Deposit	\$500.00	Per CC Rental Policies & Regulations
5	Hold the Date fee-applied to rental	\$500.00	Per CC Rental Policies & Regulations
6	Multi-Purpose Room Per Hour	\$100.00	
7	Multi-Purpose Room Per Day	\$1,250.00	
8	Multi-Purpose Room Cleaning Deposit	\$500.00	Per list from Recreation
9	Courtyard Rental Per Hour	\$50.00	
10	Courtyard Rental Per Day	\$500.00	Per CC Rental Policies & Regulations
11	Courtyard Rental Cleaning Deposit	\$250.00	Per CC Rental Policies & Regulations
12	Hourly Rate(midweek 4 hr minimum)-Full Room	\$200.00	Per CC Rental Policies & Regulations
13	Hourly Rate(midweek 4 hr minimum)-2/3 Room	\$125.00	Per CC Rental Policies & Regulations
14	Hourly Rate(midweek 4 hr minimum)-1/3 Room	\$75.00	
15	Hourly rate-prior day setup	\$75.00	Per person 18 & over
16	Open Basketball	\$3.00	Per Person
17	Digital Board Business	\$200.00	Per Month
18	Digital Board Non-Profit	\$100.00	Per day
19	BBQ Rental	\$50.00	
20	Arts & Crafts Room Per Hour	\$50.00	
21	Arts & Crafts Room Per day	\$250.00	9am - 5pm
22	Arts & Crafts Room Cleaning Deposit	\$300.00	
23	Computer Room Per Hour	\$50.00	
24	Computer Room Per day	\$250.00	
25	Computer Room Cleaning Deposit	\$300.00	
26	Fitness Room Per Hour	\$50.00	
27	Fitness Room Per Day	\$250.00	9am - 5pm
28	Fitness Room	\$300.00	
29	Game Room Per Hour	\$50.00	
30	Game Room Per Day	\$250.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$2,200.00	\$400
N/A	0%	\$1,800.00	\$600
N/A	0%	\$300.00	\$100
N/A	0%	\$500.00	\$0
N/A	0%	\$500.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$1,250.00	\$0
N/A	0%	\$300.00	-\$200
N/A	0%	\$100.00	\$50
N/A	0%	\$600.00	\$100
N/A	0%	\$300.00	\$50
N/A	0%	\$250.00	\$50
N/A	0%	\$150.00	\$25
N/A	0%	\$100.00	\$25
N/A	0%	\$100.00	\$25
N/A	0%	\$10.00	\$7
N/A	0%	\$200.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$75.00	\$25
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$300.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$300.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0



Community Center

#	Description	Current Fee/Charge	Unit
	Community Center		
31	Game Room	\$300.00	
32	Lounge Per Hour	\$50.00	
33	Lounge Per Day	\$250.00	9am - 5pm
34	Lounge	\$300.00	
35	3 v 3 Youth Basketball Tournament	\$20.00	per team (3 kids)
36	BINGO	\$0.00	per person
37	Golden Ager Dinner	\$400.00	Per month
38	Walking class	\$0.00	per person
39	Champion Youth Cheerleading	\$100.00	Per Rental
40	Kraft for Kids	\$15.00	Per person
41	Open Gym Pickleball - Free	\$0.00	Per person
42	Open Gym Basketball - Free	\$0.00	Per person

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	0%	\$300.00	\$0
N/A	0%	\$50.00	\$0
N/A	0%	\$250.00	\$0
N/A	0%	\$300.00	\$0
N/A	0%	\$20.00	\$0
N/A	0%	\$0.00	\$0
N/A	0%	\$400.00	\$0
N/A	0%	\$0.00	\$0
N/A	0%	\$100.00	\$0
N/A	0%	\$15.00	\$0
N/A	0%	\$0.00	\$0
N/A	0%	\$0.00	\$0



Airport

#	Description	Current Fee/Charge	Unit
1	Hanger 1	\$250.00	
2	Hanger 2	\$250.00	
3	Hanger 3	\$250.00	
4	Hanger 4	\$250.00	
5	Hanger 5	\$250.00	
6	Hanger 6	\$250.00	
7	Hanger 7	\$250.00	
8	Hanger 8	\$250.00	
9	Hanger 9	\$250.00	
10	Hanger 10	\$250.00	
11	Hanger 11	\$250.00	
12	Hanger 12	\$250.00	
13	Hanger 13	\$250.00	
14	Hanger 14	\$270.50	
15	Hanger 15 (Tells)	\$607.75	
16	Hanger A	\$325.00	
17	Hanger B	\$325.00	
18	Hanger C	\$325.00	
19	Hanger D	\$325.00	
20	Hanger E	\$325.00	
21	Hanger F	\$325.00	
22	Hanger G	\$325.00	
23	Hanger H	\$325.00	
24	Main Hanger	\$895.00	
25	Land Lease (Midvalley Aviation)	\$488.00	
26	Transpo Center	\$792.00	
27	Land Lease (Sagouspe Enterprise)	\$253.09	
28	Yearly Land Lease	\$10.00 / \$20.00	
29	Tie Down	\$34.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$250.00	\$0
N/A	N/A	\$270.50	\$0
N/A	N/A	\$607.75	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$325.00	\$0
N/A	N/A	\$895.00	\$0
N/A	N/A	\$488.00	\$0
N/A	N/A	\$792.00	\$0
N/A	N/A	\$253.09	\$0
N/A	N/A	\$10.00 / \$20.00	\$0
N/A	N/A	\$34.00	\$0



Building Fees				
#	Description	Current Fee/Charge	Unit	Notes
Other Inspections and Fees				
1	Inspections outside of normal business hours (Minimum charge 2 hours)	\$95.00	Per Hour	
2	Reinspection fees assessed under provisions of California Building Code	\$95.00	Per Hour	
3	Inspections for which no fee is specifically indicated (Minimum charge 1/2 hour)	\$95.00	Per Hour	
4	Additional plan review required by changes, additions or revisions to plans (Minimum charge 1/2 hour)	\$125.00	Per Hour	
5	For use of outside consultants for plan checking and inspections, or both	Actual Cost		Or the total cost to the jurisdiction, whichever is the greatest. Actual costs include administrative and overhead costs
Other Inspections and Fees				
6	Inspections outside of normal business hours (Min. Charge - 2 hours)	\$65.34	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
7	Reinspection fees assessed under provisions of California Building Code	\$65.34	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
8	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)	\$65.34	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
9	Additional plan review required by change, additions or revisions to plans for which an initial review has been completed (min, charge 1/2 hour)	\$65.34	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
Other Inspection and Fees				
10	Inspections outside of normal business hours (Min. Charge - 2 hours)	\$95.00	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
11	Reinspection fees assessed under provisions of California Building Code	\$95.00	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
12	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)	\$95.00	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
13	Additional plan review required by change, additions or revisions to plans for which an initial review has been completed (min, charge 1/2 hour)	\$125.00	Per Hour	Or the total hourly cost to the jurisdiction, whichever is the greatest
Other Inspection and Fees				
14	Inspections outside of normal business hours (Min. Charge - 2 hours)	\$66.66	Per hourly	The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project. Or the total hourly cost to the jurisdiction, whichever is the greatest
15	Reinspection fees assessed under provisions of California Building Code	\$66.66	Per Inspections	The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project
16	Inspections for which no fee is specifically indicated (Min. Charge 1/2 hour)	\$66.66		
SMOT (Strong Motion Instrumentation & Seismic Hazard Mapping Fee)				
17	Category 1 Construction 0 to 3 Story Residential	(Valuation Amount) X 0.0001		The fee amount can be calculated from the permit valuation amount using the formula
18	Category 2 Construction - Commercial	(Valuation Amount) X 0.00021		The fee amount can be calculated from the permit valuation amount using the formula

Full Cost	Subsidy %	Suggested Fee	Fee #
\$222.82	10%	\$200.00	\$105
\$106.79	6%	\$100.00	\$5
\$106.79	6%	\$100.00	\$5
\$106.79	6%	\$100.00	-\$25
NA	NA	Actual Cost	\$0
\$222.82	10%	\$200.00	\$135
\$106.79	6%	\$100.00	\$35
\$106.79	6%	\$100.00	\$35
\$106.79	6%	\$100.00	\$35
\$222.82	10%	\$200.00	\$105
\$106.79	6%	\$100.00	\$5
\$106.79	6%	\$100.00	\$5
\$106.79	6%	\$100.00	-\$25
\$222.82	10%	\$200.00	\$133
\$106.79	6%	\$100.00	\$33
\$106.79	6%	\$100.00	\$33
N/A	N/A	(Valuation Amount) X 0.00013	\$0
N/A	N/A	(Valuation Amount) X 0.00028	\$0



Building Fees

#	Description	Current Fee/Charge	Unit	Notes
	Green Fees Valuation	(Valuation Amount) X 0.0021 = Fee Amount		
19	\$1 - 25,000	\$1.00		
20	\$25,001 - 50,000	\$2.00		
21	\$50,001 - 75,000	\$3.00		
22	\$75,001 - 100,000	\$4.00		
23	\$100,001 - 125,000	\$5.00		
24	\$125,001 - 150,000	\$6.00		
25	\$150,001 - 175,000	\$7.00		
26	\$175,001 - 200,000	\$8.00		
27	\$200,001 - 225,000	\$9.00		
28	\$225,001 - 250,000	\$10.00		
29	\$250,001 - 275,000	\$11.00		
30	\$275,001 - 300,000	\$12.00		
31	\$300,001 - 325,000	\$13.00		
32	\$325,001 - 350,000	\$14.00		
33	\$350,001 - 375,000	\$15.00		
34	\$375,001 - 400,000	\$16.00		
35	\$400,001 - 425,000	\$17.00		
36	\$425,001 - 450,000	\$18.00		
37	\$450,001 - 475,000	\$19.00		
38	\$475,001 - 500,000	\$20.00		
39	\$500,001 - 525,000	\$21.00		
40	\$525,001 - 550,000	\$22.00		
41	\$550,001 - 575,000	\$23.00		
42	\$575,001 - 600,000	\$24.00		
43	\$601,001 - 625,000	\$25.00		
44	\$625,001 - 650,000	\$26.00		
45	\$650,001 - 675,000	\$27.00		
46	\$675,001 - 700,000	\$28.00		
47	\$700,001 - 725,000	\$29.00		
48	\$725,001 - 750,000	\$30.00		
49	\$750,001 - 775,000	\$31.00		
50	\$775,001 - 800,000	\$32.00		
51	\$800,001 - 825,000	\$33.00		
52	\$825,001 - 850,000	\$34.00		
53	\$850,001 - 875,000	\$35.00		
54	\$875,001 - 900,000	\$36.00		
55	\$900,001 - 925,000	\$37.00		
56	\$925,001 - 950,000	\$38.00		
57	\$950,001 - 975,000	\$39.00		
58	\$975,001 - 1,000,000	\$40.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
N/A	N/A	\$1.00	\$0
N/A	N/A	\$2.00	\$0
N/A	N/A	\$3.00	\$0
N/A	N/A	\$4.00	\$0
N/A	N/A	\$5.00	\$0
N/A	N/A	\$6.00	\$0
N/A	N/A	\$7.00	\$0
N/A	N/A	\$8.00	\$0
N/A	N/A	\$9.00	\$0
N/A	N/A	\$10.00	\$0
N/A	N/A	\$11.00	\$0
N/A	N/A	\$12.00	\$0
N/A	N/A	\$13.00	\$0
N/A	N/A	\$14.00	\$0
N/A	N/A	\$15.00	\$0
N/A	N/A	\$16.00	\$0
N/A	N/A	\$17.00	\$0
N/A	N/A	\$18.00	\$0
N/A	N/A	\$19.00	\$0
N/A	N/A	\$20.00	\$0
N/A	N/A	\$21.00	\$0
N/A	N/A	\$22.00	\$0
N/A	N/A	\$23.00	\$0
N/A	N/A	\$24.00	\$0
N/A	N/A	\$25.00	\$0
N/A	N/A	\$26.00	\$0
N/A	N/A	\$27.00	\$0
N/A	N/A	\$28.00	\$0
N/A	N/A	\$29.00	\$0
N/A	N/A	\$30.00	\$0
N/A	N/A	\$31.00	\$0
N/A	N/A	\$32.00	\$0
N/A	N/A	\$33.00	\$0
N/A	N/A	\$34.00	\$0
N/A	N/A	\$35.00	\$0
N/A	N/A	\$36.00	\$0
N/A	N/A	\$37.00	\$0
N/A	N/A	\$38.00	\$0
N/A	N/A	\$39.00	\$0
N/A	N/A	\$40.00	\$0



Building Fees

#	Description	Current Fee/Charge	Unit	Notes
Permit Fees				
59	Residential Permit Issuance Fee	\$100.00	Each	Per discipline
60	Non-Residential Permit Issuance Fee	\$100.00	Each	
61	Reinspection Fee	\$100.00		Initial deposit required based on T&M
62	Work done without permit	2 x Permit		
63	Plan check Fee	65% of Permit Fee		When Required
64	Demolition permits	\$100.00		
65	Outdoor Sales or Temporary Events	\$50.00		
Building Permit - Residential and Non-Residential				
66	Up to \$10,000	\$100.00		Valuation Based per square foot multiplier in the latest edition of the "ICC Building Safety Journal".
67	\$10,001 to \$50,000	0.95% of project Valuation		Valuation Based, or Permit Issuance Fee (whichever is greater)
68	\$50,001 - \$250,000	0.9% of project Valuation		Valuation Based
69	\$250,001 - \$500,000	0.85% of project Valuation		Valuation Based
70	\$500,001 - \$1,000,000	0.8% of project Valuation		Valuation Based
71	\$1,000,001 and up	0.75% of project Valuation		Valuation Based
Plumbing Fees				
72	Plumbing Permit	15% of Building Permit Fee		
Mechanical Fees				
73	Mechanical Permit	15% of Building Permit Fee		
Electrical Fees				
74	Electrical Permit	30% of Building Permit Fee		
Solar Energy Fees				
75	Residential - Under 10kW	\$194.00	each	Plus plan check fee
76	Residential - 10.1kW to 15kW	\$194.00 plus \$21.80 per kW above 10.1kW	each	Plus plan check fee
77	Residential - 15.1kW and up	\$303.1 plus \$15 per kW above 15.1kW	each	Plus plan check fee
78	Commercial - Up to 50kW	\$606.00	each	Plus plan check fee

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$174.00	43%	\$100.00	\$0
\$174.00	43%	\$100.00	\$0
\$119.33	16%	\$100.00	\$0
N/A	N/A	2 x Permit	\$0
\$145.03	0%	65% of Permit Fee	\$0
\$119.33	16%	\$100.00	\$0
\$61.97	0%	\$61.97	\$12
\$158.21	27%	\$115.00	\$15
N/A	N/A	0.95% of project Valuation	\$0
N/A	N/A	0.9% of project Valuation	\$0
N/A	N/A	0.85% of project Valuation	\$0
N/A	N/A	0.8% of project Valuation	\$0
N/A	N/A	0.75% of project Valuation	\$0
N/A	N/A	15% of Building Permit Fee	\$0
N/A	N/A	15% of Building Permit Fee	\$0
N/A	N/A	30% of Building Permit Fee	\$0
N/A	N/A	\$194.00 plus plan check fee	\$0
\$312.47	0%	\$194.00 plus \$21.80 per kW above 10.1kW plus plan check fee	\$0
\$312.47	0%	\$303.1 plus \$15 per kW above 15.1kW plus plan check fee	\$0
\$518.15	0%	\$606 plus plan check fee	\$0



Building Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
Solar Energy Fees								
79	Commercial - 50.1kW to 250kW	\$606.00 plus \$7.00 per kW	each	Plus plan check fee	\$249.19	0%	\$606.00 plus \$7.00 per kW plus plan check fee	\$0
80	Commercial - Above 250.1kW	Valuation Based	each	Plus plan check fee	\$0.00	0%	Valuation Based plus plan check fee	\$0
Re-Roof Fees								
81	Residential-Overlay	Issuance Fee + (issuance x number of required inspections)	2 Required inspections		\$373.79	20%	\$300.00	\$0
82	Residential-Tear-Off Without New sheeting	issuance Fee + (issuance x number of required inspections)	2 Required inspections		\$373.79	20%	\$300.00	\$0
83	Residential-Tear-Off With New Sheeting	Issuance Fee + (issuance x number of required inspections)	3 Required inspections		\$463.45	15%	\$395.00	\$0
84	Commercial	Valuation Based			N/A	N/A	Valuation Based	\$0
Miscellaneous Fees								
85	Issuance Fee + number of required inspections	Hourly Rate		For projects that don't fall under any of the fee schedules	N/A	N/A	Hourly Rate	\$0

CITY OF LOS BANOS



Cost Allocation Plan

October 2018





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Executive Summary

This cost allocation plan (“CAP”) summarizes a comprehensive analysis that has been completed for the City of Los Banos, California (the “City”) to determine the appropriate allocation of costs from central service departments to the operating departments. The primary objective is to allocate costs from departments that provide services internally to operating departments that conduct the day-to-day operations necessary to serve the community. The internal service costs typically represent (a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. The term “indirect costs,” as used herein, applies to costs of this type originating in the central service departments.

To ensure central service department costs are appropriately allocated to the operating departments, Willdan analyzed the City’s cost code structure to determine which types costs are allowable versus unallowable in accordance with standard and accepted cost allocation principles. The term “allocable costs” as used herein, applies to costs that are allowable for allocation.

The study is comprised of two separate allocation plans. Table 1 is the summary results of the allocation in compliance with the Office of Management and Budget Super Circular (the OMB Super Circular) and CFR Part 200 (Cost Principles). Table 2 that follows is the summary results of the full plan. The report below includes descriptions of the differences between the two plans, their separate purposes, and specific details of when the plans deviate from each other.



**Table 1: Allocated Costs to Recipient Departments
(OMB Compliant CAP)**

Allocated Cost Summary **Fiscal Year 2018-2019**

Operating Department / Division / Fund	Total Allocation	Direct Cost Base	
		Modified Total Direct Cost	Indirect Cost Rate
	\$1,160,026	\$19,960,749	6%
GENERAL FUND			
100: BUILDING	\$13,331	\$615,275	2%
100: CODE ENFORCEMENT	\$40,472	\$441,698	9%
100: COMM & ECON DEVELOPMENT	\$201,411	\$1,060,289	19%
100: ENGINEERING	\$14,236	\$159,408	9%
100: FIRE	\$69,235	\$1,648,294	4%
100: MAINTENANCE	\$55,281	\$755,055	7%
100: POLICE	\$347,705	\$9,114,327	4%
100: RECREATION	\$35,332	\$642,428	5%
100: STREETS	\$53,417	\$0	
AIRPORT FUND			
505: AIRPORT FUND	\$12,947	\$282,562	5%
ASSET FORFEITURE FUND			
235: ASSET FORFEITURE FUND	\$581	\$20,000	3%
CDBG MICRO ENTERP PI FUND			
262: CDBG MICRO ENTERP PI FUND	\$1,176	\$40,808	3%
CHILD DEVELOP CENTER FUND			
324: CHILD DEVELOP CENTER FUND	\$1,085	\$22,219	5%
CITY HALL ADMIN FUND			
202: CITY HALL ADMIN FUND	\$2,659	\$2,500	106%
CMAQ/SR2S/SJVAPCD/CARB GRANT			
249: CMAQ/SR2S/SJVAPCD/CARB GRANT	\$436	\$25,000	2%
COLLEGE GREEN EST AD#4 FUND			
274: COLLEGE GREEN EST AD#4 FUND	\$5,327	\$92,273	6%
COMMUNITY CENTER FEE FUND			
244: COMMUNITY CENTER FEE FUND	\$232	\$0	
CRESTHILLS AD#2 FUND			
272: CRESTHILLS AD#2 FUND	\$4,225	\$42,410	10%
FIRE AUGMENTATION FUND			
238: FIRE AUGMENTATION FUND	\$57,182	\$1,031,235	6%
FIRE CAPITAL IMPROVE FUND			
243: FIRE CAPITAL IMPROVE FUND	\$407	\$10,000	4%
FIRE CFD 2002-01 FUND			
291: FIRE CFD 2002-01 FUND	\$20,910	\$507,199	4%
GAS TAX 2105 FUND			
215: GAS TAX 2105 FUND	\$4,214	\$65,000	6%
JO-LIN MANOR/RNCH AD #9 FUND			
279: JO-LIN MANOR/RNCH AD #9 FUND	\$4,996	\$73,279	7%
LB CREEK SHP CNTR AD#10 FUND			
280: LB CREEK SHP CNTR AD#10 FUND	\$3,584	\$32,287	11%
LB PARK IMPACT FUND			
250: LB PARK IMPACT FUND	\$2,847	\$0	
LOCAL TRANSPORTATION FUNDS			
220: LOCAL TRANSPORTATION FUNDS	\$2,615	\$0	
LOS BANOS GARDENS AD#3 FUND			
273: LOS BANOS GARDENS AD#3 FUND	\$4,276	\$98,645	4%
MAGNOLIA GROVE AD#15 FUND			
285: MAGNOLIA GROVE AD#15 FUND	\$2,671	\$6,598	40%
MEADOWLANDS AD#11 FUND			
281: MEADOWLANDS AD#11 FUND	\$6,853	\$206,388	3%
MEADOWLANDS PARK FUND			
256: MEADOWLANDS PARK FUND	\$6,731	\$372,598	2%



**Table 1: Allocated Costs to Recipient Departments
(OMB Compliant CAP) - Continued**

Allocated Cost Summary		Fiscal Year 2018-2019	
Operating Department / Division / Fund	Total Allocation	Direct Cost Base	
		Modified Total Direct Cost	Indirect Cost Rate
	\$1,160,026	\$19,960,749	6%
MISSION ESTATES AD#12 FUND			
282: MISSION ESTATES AD#12 FUND	\$3,734	\$67,524	6%
NORTHGATE @ REGENCY AD#14 FUND			
284: NORTHGATE @ REGENCY AD#14 FUND	\$5,888	\$137,738	4%
NSP PROGRAM INCOME FUND			
294: NSP PROGRAM INCOME FUND	\$1,540	\$75,000	2%
ORCHARD TERRACE AD#5 FUND			
275: ORCHARD TERRACE AD#5 FUND	\$4,390	\$51,870	8%
PD CAPITAL IMPROVEMENT FUND			
245: PD CAPITAL IMPROVEMENT FUND	\$3,895	\$210,000	2%
PEG FRANCHISE FUND			
212: PEG FRANCHISE FUND	\$3,022	\$10,000	30%
POLICE AUGMENTATION FUND			
236: POLICE AUGMENTATION FUND	\$42,924	\$747,023	6%
POLICE CFD 2002-01 FUND			
290: POLICE CFD 2002-01 FUND	\$20,983	\$511,362	4%
PREVENTION UNDERAGE DRINKING			
204: PREVENTION UNDERAGE DRINKING	\$241	\$500	48%
RAIL TRAIL CORDOR AD#18 FUND			
288: RAIL TRAIL CORDOR AD#18 FUND	\$4,120	\$76,374	5%
RANCHWOOD EST AD#1 FUND			
271: RANCHWOOD EST AD#1 FUND	\$11,527	\$297,798	4%
RSTP EXCHANGE FUND			
207: RSTP EXCHANGE FUND	\$232	\$0	
SENIOR VILLAGES AD#16 FUND			
286: SENIOR VILLAGES AD#16 FUND	\$2,688	\$7,561	36%
SLESF COPS PROGRAM FUND			
237: SLESF COPS PROGRAM FUND	\$5,664	\$113,058	5%
SOMERSET PARK AD#13 FUND			
283: SOMERSET PARK AD#13 FUND	\$3,418	\$22,785	15%
ST. FRANCIS ESTATES AD#6 FUND			
276: ST. FRANCIS ESTATES AD#6 FUND	\$3,672	\$24,035	15%
STONE CREEK VLLGE AD#17 FUND			
287: STONE CREEK VLLGE AD#17 FUND	\$6,160	\$153,376	4%
TALBOTT PARK AD#19 FUND			
289: TALBOTT PARK AD#19 FUND	\$5,911	\$55,768	11%
TRAFFIC IMPACT FUND			
230: TRAFFIC IMPACT FUND	\$2,816	\$11,500	24%
TRAFFIC SAFETY FUND			
246: TRAFFIC SAFETY FUND	\$320	\$5,000	6%
TRANSPORTATION EXPEND PLAN			
214: TRANSPORTATION EXPEND PLAN	\$7,845	\$0	
VALLEY MEADOWS AD#7 FUND			
277: VALLEY MEADOWS AD#7 FUND	\$3,509	\$14,702	24%
WASTEWATER FUND			
502: WASTEWATER FUND	\$13,024	\$0	
WATER FUND			
501: WATER FUND	\$13,107	\$0	
SOLID WASTE FUND			
510: SOLID WASTE FUND	\$13,024	\$0	



Table 2: Allocated Costs to Recipient Departments (Full CAP)

Allocated Cost Summary		Fiscal Year 2018-2019	
Operating Department / Division / Fund	Total Allocation	Direct Cost Base	
		Modified Total Direct Cost	Indirect Cost Rate
	\$1,217,725	\$19,960,749	6%
GENERAL FUND			
100: BUILDING	\$13,994	\$615,275	2%
100: CODE ENFORCEMENT	\$42,485	\$441,698	10%
100: COMM & ECON DEVELOPMENT	\$211,429	\$1,060,289	20%
100: ENGINEERING	\$14,944	\$159,408	9%
100: FIRE	\$72,679	\$1,648,294	4%
100: MAINTENANCE	\$58,031	\$755,055	8%
100: POLICE	\$364,999	\$9,114,327	4%
100: RECREATION	\$37,089	\$642,428	6%
100: STREETS	\$56,074	\$0	
AIRPORT FUND			
505: AIRPORT FUND	\$13,591	\$282,562	5%
ASSET FORFEITURE FUND			
235: ASSET FORFEITURE FUND	\$610	\$20,000	3%
CDBG MICRO ENTERP PI FUND			
262: CDBG MICRO ENTERP PI FUND	\$1,235	\$40,808	3%
CHILD DEVELOP CENTER FUND			
324: CHILD DEVELOP CENTER FUND	\$1,139	\$22,219	5%
CITY HALL ADMIN FUND			
202: CITY HALL ADMIN FUND	\$2,791	\$2,500	112%
CMAQ/SR2S/SJVAPCD/CARB GRANT			
249: CMAQ/SR2S/SJVAPCD/CARB GRANT	\$458	\$25,000	2%
COLLEGE GREEN EST AD#4 FUND			
274: COLLEGE GREEN EST AD#4 FUND	\$5,592	\$92,273	6%
COMMUNITY CENTER FEE FUND			
244: COMMUNITY CENTER FEE FUND	\$244	\$0	
CRESTHILLS AD#2 FUND			
272: CRESTHILLS AD#2 FUND	\$4,435	\$42,410	10%
FIRE AUGMENTATION FUND			
238: FIRE AUGMENTATION FUND	\$60,026	\$1,031,235	6%
FIRE CAPITAL IMPROVE FUND			
243: FIRE CAPITAL IMPROVE FUND	\$427	\$10,000	4%
FIRE CFD 2002-01 FUND			
291: FIRE CFD 2002-01 FUND	\$21,950	\$507,199	4%
GAS TAX 2105 FUND			
215: GAS TAX 2105 FUND	\$4,423	\$65,000	7%
JO-LIN MANOR/RNCH AD #9 FUND			
279: JO-LIN MANOR/RNCH AD #9 FUND	\$5,244	\$73,279	7%
LB CREEK SHP CNTR AD#10 FUND			
280: LB CREEK SHP CNTR AD#10 FUND	\$3,762	\$32,287	12%
LB PARK IMPACT FUND			
250: LB PARK IMPACT FUND	\$2,989	\$0	
LOCAL TRANSPORTATION FUNDS			
220: LOCAL TRANSPORTATION FUNDS	\$2,745	\$0	
LOS BANOS GARDENS AD#3 FUND			
273: LOS BANOS GARDENS AD#3 FUND	\$4,489	\$98,645	5%
MAGNOLIA GROVE AD#15 FUND			
285: MAGNOLIA GROVE AD#15 FUND	\$2,804	\$6,598	42%
MEADOWLANDS AD#11 FUND			
281: MEADOWLANDS AD#11 FUND	\$7,193	\$206,388	3%
MEADOWLANDS PARK FUND			
256: MEADOWLANDS PARK FUND	\$7,066	\$372,598	2%



Table 2: Allocated Costs to Recipient Departments (Full CAP) - Continued

Allocated Cost Summary		Fiscal Year 2018-2019	
Operating Department / Division / Fund	Total Allocation	Direct Cost Base	
		Modified Total Direct Cost	Indirect Cost Rate
	\$1,217,725	\$19,960,749	6%
MISSION ESTATES AD#12 FUND			
282: MISSION ESTATES AD#12 FUND	\$3,919	\$67,524	6%
NORTHGATE @ REGENCY AD#14 FUND			
284: NORTHGATE @ REGENCY AD#14 FUND	\$6,180	\$137,738	4%
NSP PROGRAM INCOME FUND			
294: NSP PROGRAM INCOME FUND	\$1,617	\$75,000	2%
ORCHARD TERRACE AD#5 FUND			
275: ORCHARD TERRACE AD#5 FUND	\$4,608	\$51,870	9%
PD CAPITAL IMPROVEMENT FUND			
245: PD CAPITAL IMPROVEMENT FUND	\$4,089	\$210,000	2%
PEG FRANCHISE FUND			
212: PEG FRANCHISE FUND	\$3,172	\$10,000	32%
POLICE AUGMENTATION FUND			
236: POLICE AUGMENTATION FUND	\$45,059	\$747,023	6%
POLICE CFD 2002-01 FUND			
290: POLICE CFD 2002-01 FUND	\$22,026	\$511,362	4%
PREVENTION UNDERAGE DRINKING			
204: PREVENTION UNDERAGE DRINKING	\$253	\$500	51%
RAIL TRAIL CORDOR AD#18 FUND			
288: RAIL TRAIL CORDOR AD#18 FUND	\$4,325	\$76,374	6%
RANCHWOOD EST AD#1 FUND			
271: RANCHWOOD EST AD#1 FUND	\$12,100	\$297,798	4%
RSTP EXCHANGE FUND			
207: RSTP EXCHANGE FUND	\$244	\$0	
SENIOR VILLAGES AD#16 FUND			
286: SENIOR VILLAGES AD#16 FUND	\$2,821	\$7,561	37%
SLESF COPS PROGRAM FUND			
237: SLESF COPS PROGRAM FUND	\$5,945	\$113,058	5%
SOMERSET PARK AD#13 FUND			
283: SOMERSET PARK AD#13 FUND	\$3,588	\$22,785	16%
ST. FRANCIS ESTATES AD#6 FUND			
276: ST. FRANCIS ESTATES AD#6 FUND	\$3,855	\$24,035	16%
STONE CREEK VLLGE AD#17 FUND			
287: STONE CREEK VLLGE AD#17 FUND	\$6,467	\$153,376	4%
TALBOTT PARK AD#19 FUND			
289: TALBOTT PARK AD#19 FUND	\$6,205	\$55,768	11%
TRAFFIC IMPACT FUND			
230: TRAFFIC IMPACT FUND	\$2,956	\$11,500	26%
TRAFFIC SAFETY FUND			
246: TRAFFIC SAFETY FUND	\$335	\$5,000	7%
TRANSPORTATION EXPEND PLAN			
214: TRANSPORTATION EXPEND PLAN	\$8,236	\$0	
VALLEY MEADOWS AD#7 FUND			
277: VALLEY MEADOWS AD#7 FUND	\$3,684	\$14,702	25%
WASTEWATER FUND			
502: WASTEWATER FUND	\$13,672	\$0	
WATER FUND			
501: WATER FUND	\$13,759	\$0	
SOLID WASTE FUND			
510: SOLID WASTE FUND	\$13,672	\$0	



Introduction

In the early 1970s, the cost allocation plan concept was introduced to many government agencies. The purpose of a typical cost allocation plan is to identify costs related to rendering internal central support services and allocate those costs to operating departments or programs that utilize and benefit from them, in a fair and equitable manner.

Before indirect costs and central support service charges may be claimed for reimbursement by an operating department, there must be some formal means of identifying, accumulating and distributing these types of costs to all benefiting departments. Regardless of whether an agency has a formal comprehensive cost accounting system, the best method of accumulating, identifying, and determining a distribution of indirect costs is a cost allocation plan.

A City is made up of many departments, each with their own specific purposes or functions. Departments whose primary function is to provide support internally to other City departments are called central services. Examples of central services are the Administration, City Manager, Finance, and City Council. Within these groups there are numerous functions performed that provides support to the direct cost centers. The direct cost centers, or departments and funds, that require support from Central Services and provide services directly to the community through their day-to-day operations, are called operating departments. Examples of operating departments are Fire, Police, Engineering, Streets, and the Water Fund. The Cost Allocation Plan allocates the costs of the central services to the operating departments based on the nature of the functions of each central service, upon which the operating departments depend. This is done to determine the total cost associated with providing direct services. The overall goal of the cost allocation plan process is to allow cities to allocate a portion of the central service costs to the operating departments, thus 1) accounting for “all” costs, direct and indirect, for each operating department, and 2) facilitating the calculation of a fully burdened cost estimate of providing services to the public.

The purpose of this study is to:

- Identify the central support and operating departments in the City;
- Identify the functions and services provided by the central departments;
- Identify allocable and non-allocable costs associated with the City’s central service departments; and
- Distribute those costs to operating entities in a fair and equitable manner.



Approach

Methodology

The way in which each Indirect Service provides support to the operating departments is determined in order to perform allocations in a manner consistent with the nature of that Indirect Service. This ensures that the costs can be allocated to each operating department in a fair and equitable way. The Cost Allocation Plan identifies the functions of each central service department, and then determines a methodology to allocate or spread the central service costs in a manner that best represents the nature of those functions. The mathematical representations of central service functions used to allocate indirect costs are commonly called distribution bases. A distribution basis is a set of data displayed as the level of measure of each department's participation in a specific activity or City function. This basis is then used to distribute costs that reasonably relate to the activity or City function that the basis represents. Some examples of distribution bases are salary and benefits costs, number of full-time equivalent employees, frequencies of city council agenda items, and number of processed transactions. The data sets associated with these distribution bases for each department is collected to facilitate the allocation of indirect costs.

The methodology used for this Cost Allocation Plan is the iterative method, which is one of the most equitable methods for allocating costs from central services to operating departments. While not used as prevalently as simpler allocation methods, it is widely considered to be the most accurate. The iterative method utilizes a recursive application of central service cost distribution to allocate indirect costs. In the first step, the allocable costs of central service departments are identified and distributed to *all* departments including the central service departments themselves, based on the appropriate allocation bases that were selected to represent the manner in which central services are utilized. This is repeated ad infinitum until all costs have been distributed to the operating departments, and none remain with the central service departments.

As an example, consider the allocation of central service costs associated with Administration. The function of Administration is identified, and the appropriate distribution basis is determined to be the total number of accounts payable processed by Administration per department and fund. The allowable costs are then distributed to all City departments and funds based on their proportional share of the accounts payable, including other central services. The costs allocated from central service to central service in the initial allocation are then allocated out using the same distribution methodology. This function is performed as many times as necessary until all costs for Administration have been allocated.

All central service departments are treated equally. That is to say, this method is performed concurrently for the allowable costs in each of the central service departments for each iteration until all costs associated with the central service departments have been allocated to each direct service department. The method is complete when the total amount of allocable costs remaining in the central service departments is equal to zero.



Applications

Public agencies use cost allocation plans for many purposes such as internal accounting, the justification of user fees, application for reimbursement from federal programs or the determination of administrative effort associated with special districts and/or municipal service activities. In many of these cases, the agency will be required to certify that the costs identified are “reasonable”. Per the *Code of Federal Regulations*, a cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when determining the amount that a public agency should be reimbursed for central service overhead activities associated with a federally funded program. Additionally, public agencies should consider special care to only identify the portion of central service costs that have not been reimbursed through other means (such as grants, user fee revenues, transfers from other departments or internal service funds) to avoid double-counting. These cost reductions are done before the allocation methodologies are used and are detailed within the model itself.

OMB Super Circular and 2 CFR Part 200

This report details the allocations for two separate cost allocation plans. The primary model, presented in text and tables in the below sections and in Appendix A, provides a plan that complies with the Office of Management and Budget Super Circular (the OMB Super Circular) and CFR Part 200 (Cost Principles) that are used to determine central overhead costs incurred while carrying out activities associated with Federal awards, cost reimbursement contracts and some other intergovernmental agreements (as required). The secondary model presented in Appendix B of this report is the full cost allocation plan, which the City should use for standard City operations and budgeting. Unless otherwise indicated, the details of this report and Appendix A contain the OMB compliant allocation plan. The Appendix B tables contain the full cost plan, and utilize the same distribution methodology as the OMB Compliant plan. While the overall methodology used for both plans is the same, there are specific guidelines that require additional cost exemptions for OMB Super Circular compliance outside of what was done for the full cost plan. Where such exemptions are done in the methodology has been explained below. Some commonly encountered examples that are usually exempt under OMB Super Circular guidelines are:

- General Advertising
- Bad Debt
- Contingencies
- Litigation
- Debt Service
- Entertainment
- Capital
- Lobbying
- Legislative Body (City Council)
- Promotional Items



Central Service Departments

One (1) central service function was identified for the purposes of this cost allocation plan:

- Administration



Distribution Bases

Distribution bases are the allocation factors that may be used to distribute the allocable costs to all departments and funds. As discussed previously, distribution bases are measurable and readily available data that are utilized to represent activities or functions, and which are then used to distribute costs matching that activity or function. Below are the bases that were analyzed in this study and used to allocate Central Services costs to operating departments.

- Number of FTE Employees – The number of full-time equivalent personnel for each department and fund.
- Modified Total Direct Cost – The total allowable expenditure budgeted for each department and funds for FY18/19 which excludes capital, debt, non-operational transfers, and any other costs non-representative of the level of support received.
- Number of Accounts Payable– The number of accounts payable processed for each department and fund in a year.
- City Council Agenda Frequency – City Council agendas spanning a 12-month period were used to determine the number of times each department and fund had matters brought before the City Council.



Allocable Costs and Distribution Bases

Allocable Costs

Table 3 identifies the allocable cost of each central service department for the OMB compliant allocation plan, with the total allocable costs for this study being \$1,160,026. The total expenditures from the central service departments were \$1,538,210. However, \$378,184 of the expenditures identified as unallowable by the 200 CFR Part 200 and have been excluded from allocation. The primary exclusions were related to City Council, Elections, and Capital. The remaining amount was distributed to the operating departments and the central services departments by distribution factor(s) that best represents the functions of each central service department and the demand placed on that central service by all City departments, as previously described in the Methodology section of this report. The allocation methodology for each central service is detailed in the following section of this report.

Table 3: Allocable Cost Summary

Allocable Cost Summary - Central Services	Fiscal Year 2018-2019		
	Total Cost	Unallocable Cost	Allocable Cost
Summary	\$ 1,538,210	\$ 378,184	\$ 1,160,026
Central Service			
100: ADMINISTRATION	1,538,210	378,184	1,160,026



Allocation Percentages

The first step of the iterative allocation method is to distribute the allocable costs of the central service departments to other central service departments and operating departments based on the distribution methodology and bases that best represent the activity of the central service, and the functions it serves. The sections below describe each central service and the methodology used to allocate their costs. Corresponding tables detailing each distribution are attached in the Appendices as tables A-1 through A-3 for the OMB compliant plan and B-1 for the full cost plan.

Section 1: Administration

The City of Los Banos Administration Department is located at the City Hall and consists of the offices for the City Manager, City Attorney, City Clerk, City Treasurer, Human Resources and Finance Department. The City Manager's goal is to provide professional leadership in the management of the City and execution of City Council policies; to provide effective municipal services through the coordination and direction of all City activities, finances and personnel; to act as liaison between the City and other governmental agencies, citizens, businesses, community groups and the media; and to provide administrative support to the City Council and City departments in matters relating to maintenance of City records, The Administration Department provides support for all City departments and is proud to serve the public and answer any questions they may have.

Allocation Method

Based on the assessment of duties of the Administration Department, it is reasonable to distribute the allocable cost by using the method(s) described below.

- Based on the operation of the Administration Department and the primary functions they perform distribution bases were chosen to simulate the support provided to the City's departments.
- The distribution factors used for the Administration Department include modified total direct cost, total number of Council agendas, total number of FTE's and the total number of accounts payable per department and fund.
- For the OMB plan the costs of the City Council are not allocated to ensure OMB compliance.

100: ADMINISTRATION

Modified Total Direct Cost	30%
Total Agendas	30%
Total FTE's	30%
Number of Accounts Payable	10%



Iterative Allocation

The total allocable expenditures of each central service department were allocated to other departments (including both operating departments and other central service departments) based on the individual methodologies outlined above in Section 1 of the Allocation Percentages chapter. Any cost allocated from central service to central service is then reallocated out using the same methodology. This operation is done iteratively until all allocable cost is received by the operating departments and funds, and none remain with the central services. After completion of the iterative allocation method, a total combined allocable cost of \$1,160,026 was distributed to all departments and funds until the allocable cost remained only in the operating departments and funds, and the amount of allocable costs remaining in central service departments was equal to zero.

The full cost plan follows the same methodology with the exception that all costs that were excluded solely for OMB compliance, but were reasonable for the full plan, were made allowable and included in the allocation. See Table B-1 for additional details for the full cost plan.

After implementing the iterative allocation methodology, all allocable central service costs have been distributed to the operating departments and funds. Table 1 in the Executive Summary of this report summarized the distribution of the total allocable cost of \$1,160,026 to each recipient department for the OMB compliant CAP. Table 2 summarized the distribution of the total allocable cost of \$1,217,725 to each recipient department for the full cost CAP.



Appendix A

Appendix A lists the tables detailing the allocation methodology performed in allocating central service costs for the OMB Compliant cost allocation plan.



Table A-1: Initial Allocation Percentages (OMB Compliant CAP)

Central Service/Operating Departments	Central Service 100: ADMINISTRATION
100: ADMINISTRATION	5.7%
100: BUILDING	1.1%
100: CODE ENFORCEMENT	3.3%
100: COMM & ECON DEVELOPMENT	16.4%
100: ENGINEERING	1.2%
100: FIRE	5.6%
100: MAINTENANCE	4.5%
100: POLICE	28.3%
100: RECREATION	2.9%
100: STREETS	4.3%
202: CITY HALL ADMIN FUND	0.2%
204: PREVENTION UNDERAGE DRINKING	0.0%
207: RSTP EXCHANGE FUND	0.0%
212: PEG FRANCHISE FUND	0.2%
214: TRANSPORTATION EXPEND PLAN	0.6%
215: GAS TAX 2105 FUND	0.3%
220: LOCAL TRANSPORTATION FUNDS	0.2%
230: TRAFFIC IMPACT FUND	0.2%
235: ASSET FORFEITURE FUND	0.0%
236: POLICE AUGMENTATION FUND	3.5%
237: SLESF COPS PROGRAM FUND	0.5%
238: FIRE AUGMENTATION FUND	4.6%
243: FIRE CAPITAL IMPROVE FUND	0.0%
244: COMMUNITY CENTER FEE FUND	0.0%
245: PD CAPITAL IMPROVEMENT FUND	0.3%
246: TRAFFIC SAFETY FUND	0.0%
249: CMAQ/SR2S/SJVAPCD/CARB GRANT	0.0%
250: LB PARK IMPACT FUND	0.2%
256: MEADOWLANDS PARK FUND	0.5%
262: CDBG MICRO ENTERP PI FUND	0.1%
271: RANCHWOOD EST AD#1 FUND	0.9%
272: CRESTHILLS AD#2 FUND	0.3%
273: LOS BANOS GARDENS AD#3 FUND	0.3%
274: COLLEGE GREEN EST AD#4 FUND	0.4%
275: ORCHARD TERRACE AD#5 FUND	0.4%
276: ST. FRANCIS ESTATES AD#6 FUND	0.3%
277: VALLEY MEADOWS AD#7 FUND	0.3%
279: JO-LIN MANOR/RNCH AD #9 FUND	0.4%
280: LB CREEK SHP CNTR AD#10 FUND	0.3%
281: MEADOWLANDS AD#11 FUND	0.6%
282: MISSION ESTATES AD#12 FUND	0.3%
283: SOMERSET PARK AD#13 FUND	0.3%
284: NORTHGATE @ REGENCY AD#14 FUND	0.5%
285: MAGNOLIA GROVE AD#15 FUND	0.2%
286: SENIOR VILLAGES AD#16 FUND	0.2%
287: STONE CREEK VLLGE AD#17 FUND	0.5%
288: RAIL TRAIL CORDOR AD#18 FUND	0.3%
289: TALBOTT PARK AD#19 FUND	0.5%
290: POLICE CFD 2002-01 FUND	1.7%
291: FIRE CFD 2002-01 FUND	1.7%
294: NSP PROGRAM INCOME FUND	0.1%
324: CHILD DEVELOP CENTER FUND	0.1%
501: WATER FUND	1.1%
502: WASTEWATER FUND	1.1%
505: AIRPORT FUND	1.1%
510: SOLID WASTE FUND	1.1%



Table A-2: Final Allocation Percentages (OMB Compliant CAP)

Central Service/Operating Departments	Central Service 100: ADMINISTRATION
100: ADMINISTRATION	0.0%
100: BUILDING	1.1%
100: CODE ENFORCEMENT	3.5%
100: COMM & ECON DEVELOPMENT	17.4%
100: ENGINEERING	1.2%
100: FIRE	6.0%
100: MAINTENANCE	4.8%
100: POLICE	30.0%
100: RECREATION	3.0%
100: STREETS	4.6%
202: CITY HALL ADMIN FUND	0.2%
204: PREVENTION UNDERAGE DRINKING	0.0%
207: RSTP EXCHANGE FUND	0.0%
212: PEG FRANCHISE FUND	0.3%
214: TRANSPORTATION EXPEND PLAN	0.7%
215: GAS TAX 2105 FUND	0.4%
220: LOCAL TRANSPORTATION FUNDS	0.2%
230: TRAFFIC IMPACT FUND	0.2%
235: ASSET FORFEITURE FUND	0.1%
236: POLICE AUGMENTATION FUND	3.7%
237: SLESF COPS PROGRAM FUND	0.5%
238: FIRE AUGMENTATION FUND	4.9%
243: FIRE CAPITAL IMPROVE FUND	0.0%
244: COMMUNITY CENTER FEE FUND	0.0%
245: PD CAPITAL IMPROVEMENT FUND	0.3%
246: TRAFFIC SAFETY FUND	0.0%
249: CMAQ/SR2S/SJVAPCD/CARB GRANT	0.0%
250: LB PARK IMPACT FUND	0.2%
256: MEADOWLANDS PARK FUND	0.6%
262: CDBG MICRO ENTERP PI FUND	0.1%
271: RANCHWOOD EST AD#1 FUND	1.0%
272: CRESTHILLS AD#2 FUND	0.4%
273: LOS BANOS GARDENS AD#3 FUND	0.4%
274: COLLEGE GREEN EST AD#4 FUND	0.5%
275: ORCHARD TERRACE AD#5 FUND	0.4%
276: ST. FRANCIS ESTATES AD#6 FUND	0.3%
277: VALLEY MEADOWS AD#7 FUND	0.3%
279: JO-LIN MANOR/RNCH AD #9 FUND	0.4%
280: LB CREEK SHP CNTR AD#10 FUND	0.3%
281: MEADOWLANDS AD#11 FUND	0.6%
282: MISSION ESTATES AD#12 FUND	0.3%
283: SOMERSET PARK AD#13 FUND	0.3%
284: NORTHGATE @ REGENCY AD#14 FUND	0.5%
285: MAGNOLIA GROVE AD#15 FUND	0.2%
286: SENIOR VILLAGES AD#16 FUND	0.2%
287: STONE CREEK VLLGE AD#17 FUND	0.5%
288: RAIL TRAIL CORDOR AD#18 FUND	0.4%
289: TALBOTT PARK AD#19 FUND	0.5%
290: POLICE CFD 2002-01 FUND	1.8%
291: FIRE CFD 2002-01 FUND	1.8%
294: NSP PROGRAM INCOME FUND	0.1%
324: CHILD DEVELOP CENTER FUND	0.1%
501: WATER FUND	1.1%
502: WASTEWATER FUND	1.1%
505: AIRPORT FUND	1.1%
510: SOLID WASTE FUND	1.1%



Table A-3: Final Allocation Amounts (OMB Compliant CAP)

		Central Service	
Department Classification	Department	100: ADMINISTRATION	Total Allocation
		1,160,026	1,160,026
Central Service	100: ADMINISTRATION	0	0
Operating Department	100: BUILDING	13,331	13,331
Operating Department	100: CODE ENFORCEMENT	40,472	40,472
Operating Department	100: COMM & ECON DEVELOPMENT	201,411	201,411
Operating Department	100: ENGINEERING	14,236	14,236
Operating Department	100: FIRE	69,235	69,235
Operating Department	100: MAINTENANCE	55,281	55,281
Operating Department	100: POLICE	347,705	347,705
Operating Department	100: RECREATION	35,332	35,332
Operating Department	100: STREETS	53,417	53,417
Operating Department	202: CITY HALL ADMIN FUND	2,659	2,659
Operating Department	204: PREVENTION UNDERAGE DRINKING	241	241
Operating Department	207: RSTP EXCHANGE FUND	232	232
Operating Department	212: PEG FRANCHISE FUND	3,022	3,022
Operating Department	214: TRANSPORTATION EXPEND PLAN	7,845	7,845
Operating Department	215: GAS TAX 2105 FUND	4,214	4,214
Operating Department	220: LOCAL TRANSPORTATION FUNDS	2,615	2,615
Operating Department	230: TRAFFIC IMPACT FUND	2,816	2,816
Operating Department	235: ASSET FORFEITURE FUND	581	581
Operating Department	236: POLICE AUGMENTATION FUND	42,924	42,924
Operating Department	237: SLESF COPS PROGRAM FUND	5,664	5,664
Operating Department	238: FIRE AUGMENTATION FUND	57,182	57,182
Operating Department	243: FIRE CAPITAL IMPROVE FUND	407	407
Operating Department	244: COMMUNITY CENTER FEE FUND	232	232
Operating Department	245: PD CAPITAL IMPROVEMENT FUND	3,895	3,895
Operating Department	246: TRAFFIC SAFETY FUND	320	320
Operating Department	249: CMAQ/SR2S/SJVAPCD/CARB GRANT	436	436
Operating Department	250: LB PARK IMPACT FUND	2,847	2,847
Operating Department	256: MEADOWLANDS PARK FUND	6,731	6,731
Operating Department	262: CDBG MICRO ENTERP PI FUND	1,176	1,176
Operating Department	271: RANCHWOOD EST AD#1 FUND	11,527	11,527
Operating Department	272: CRESTHILLS AD#2 FUND	4,225	4,225
Operating Department	273: LOS BANOS GARDENS AD#3 FUND	4,276	4,276
Operating Department	274: COLLEGE GREEN EST AD#4 FUND	5,327	5,327
Operating Department	275: ORCHARD TERRACE AD#5 FUND	4,390	4,390
Operating Department	276: ST. FRANCIS ESTATES AD#6 FUND	3,672	3,672
Operating Department	277: VALLEY MEADOWS AD#7 FUND	3,509	3,509
Operating Department	279: JO-LIN MANOR/RNCH AD #9 FUND	4,996	4,996
Operating Department	280: LB CREEK SHP CNTR AD#10 FUND	3,584	3,584
Operating Department	281: MEADOWLANDS AD#11 FUND	6,853	6,853
Operating Department	282: MISSION ESTATES AD#12 FUND	3,734	3,734
Operating Department	283: SOMERSET PARK AD#13 FUND	3,418	3,418
Operating Department	284: NORTHGATE @ REGENCY AD#14 FUND	5,888	5,888
Operating Department	285: MAGNOLIA GROVE AD#15 FUND	2,671	2,671
Operating Department	286: SENIOR VILLAGES AD#16 FUND	2,688	2,688
Operating Department	287: STONE CREEK VLLGE AD#17 FUND	6,160	6,160
Operating Department	288: RAIL TRAIL CORDOR AD#18 FUND	4,120	4,120
Operating Department	289: TALBOTT PARK AD#19 FUND	5,911	5,911
Operating Department	290: POLICE CFD 2002-01 FUND	20,983	20,983
Operating Department	291: FIRE CFD 2002-01 FUND	20,910	20,910
Operating Department	294: NSP PROGRAM iNCOME FUND	1,540	1,540
Operating Department	324: CHILD DEVELOP CENTER FUND	1,085	1,085
Operating Department	501: WATER FUND	13,107	13,107
Operating Department	502: WASTEWATER FUND	13,024	13,024
Operating Department	505: AIRPORT FUND	12,947	12,947
Operating Department	510: SOLID WASTE FUND	13,024	13,024



Appendix B

Appendix B provides the table detailing the allocation performed in allocating central service costs for the full cost allocation plan. The methodology for the full plan is the same as for the OMB compliant plan, as it is the most reasonable and represents how indirect support is provided in the City. The difference between the two plans, as has been described in this report, is in the costs that can be allocated.



Table B-1: Final Allocation Amounts (Full CAP)

Central Service

Department Classification	Department	100: ADMINISTRATION	Total Allocation
		1,217,725	1,217,725
Central Service	100: ADMINISTRATION	0	0
Operating Department	100: BUILDING	13,994	13,994
Operating Department	100: CODE ENFORCEMENT	42,485	42,485
Operating Department	100: COMM & ECON DEVELOPMENT	211,429	211,429
Operating Department	100: ENGINEERING	14,944	14,944
Operating Department	100: FIRE	72,679	72,679
Operating Department	100: MAINTENANCE	58,031	58,031
Operating Department	100: POLICE	364,999	364,999
Operating Department	100: RECREATION	37,089	37,089
Operating Department	100: STREETS	56,074	56,074
Operating Department	202: CITY HALL ADMIN FUND	2,791	2,791
Operating Department	204: PREVENTION UNDERAGE DRINKING	253	253
Operating Department	207: RSTP EXCHANGE FUND	244	244
Operating Department	212: PEG FRANCHISE FUND	3,172	3,172
Operating Department	214: TRANSPORTATION EXPEND PLAN	8,236	8,236
Operating Department	215: GAS TAX 2105 FUND	4,423	4,423
Operating Department	220: LOCAL TRANSPORTATION FUNDS	2,745	2,745
Operating Department	230: TRAFFIC IMPACT FUND	2,956	2,956
Operating Department	235: ASSET FORFEITURE FUND	610	610
Operating Department	236: POLICE AUGMENTATION FUND	45,059	45,059
Operating Department	237: SLESF COPS PROGRAM FUND	5,945	5,945
Operating Department	238: FIRE AUGMENTATION FUND	60,026	60,026
Operating Department	243: FIRE CAPITAL IMPROVE FUND	427	427
Operating Department	244: COMMUNITY CENTER FEE FUND	244	244
Operating Department	245: PD CAPITAL IMPROVEMENT FUND	4,089	4,089
Operating Department	246: TRAFFIC SAFETY FUND	335	335
Operating Department	249: CMAQ/SR2S/SJVAPCD/CARB GRANT	458	458
Operating Department	250: LB PARK IMPACT FUND	2,989	2,989
Operating Department	256: MEADOWLANDS PARK FUND	7,066	7,066
Operating Department	262: CDBG MICRO ENTERP PI FUND	1,235	1,235
Operating Department	271: RANCHWOOD EST AD#1 FUND	12,100	12,100
Operating Department	272: CRESTHILLS AD#2 FUND	4,435	4,435
Operating Department	273: LOS BANOS GARDENS AD#3 FUND	4,489	4,489
Operating Department	274: COLLEGE GREEN EST AD#4 FUND	5,592	5,592
Operating Department	275: ORCHARD TERRACE AD#5 FUND	4,608	4,608
Operating Department	276: ST. FRANCIS ESTATES AD#6 FUND	3,855	3,855
Operating Department	277: VALLEY MEADOWS AD#7 FUND	3,684	3,684
Operating Department	279: JO-LIN MANOR/RNCH AD #9 FUND	5,244	5,244
Operating Department	280: LB CREEK SHP CNTR AD#10 FUND	3,762	3,762
Operating Department	281: MEADOWLANDS AD#11 FUND	7,193	7,193
Operating Department	282: MISSION ESTATES AD#12 FUND	3,919	3,919
Operating Department	283: SOMERSET PARK AD#13 FUND	3,588	3,588
Operating Department	284: NORTHGATE @ REGENCY AD#14 FUND	6,180	6,180
Operating Department	285: MAGNOLIA GROVE AD#15 FUND	2,804	2,804
Operating Department	286: SENIOR VILLAGES AD#16 FUND	2,821	2,821
Operating Department	287: STONE CREEK VLLGE AD#17 FUND	6,467	6,467
Operating Department	288: RAIL TRAIL CORDOR AD#18 FUND	4,325	4,325
Operating Department	289: TALBOTT PARK AD#19 FUND	6,205	6,205
Operating Department	290: POLICE CFD 2002-01 FUND	22,026	22,026
Operating Department	291: FIRE CFD 2002-01 FUND	21,950	21,950
Operating Department	294: NSP PROGRAM INCOME FUND	1,617	1,617
Operating Department	324: CHILD DEVELOP CENTER FUND	1,139	1,139
Operating Department	501: WATER FUND	13,759	13,759
Operating Department	502: WASTEWATER FUND	13,672	13,672
Operating Department	505: AIRPORT FUND	13,591	13,591
Operating Department	510: SOLID WASTE FUND	13,672	13,672



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Mayor & City Council Members

FROM: Mark Fachin, P.E., Public Works Director/City Engineer

DATE: September 18, 2019

TYPE OF REPORT: Informational Item

SUBJECT: Solid Waste Contract and Organics Diversion Update

Recommendation:

Informational item only, no action to be taken.

Discussion:

The City has recently contracted with R3 Consulting Group to assist with the development and selection of a contractor for transportation and disposal services of Solid Waste. A new contract will include the State's requirement for the diversion of organic food waste. R3 Consulting Group has prepared a presentation regarding the timing of the plan to advertise for solid waste collection services, the preparation of documents for a term contract agreement, the process for selecting a hauler, and the diversion of organic food waste as part of the contract. The current contract with Republic Services expires on June 30, 2021.

Reviewed by:

Alex Terrazas, City Manager

Attachment:

Power Point Slide Presentation

City of Los Banos: Solid Waste System Overview and Service Procurement Pathway



PRESENTATION TO: Los Banos City Council
September 18, 2019

BY: Garth Schultz, R3 Principal

Presentation Overview



- ▶ State of City's Solid Waste Collection Franchise Agreement
- ▶ Needed Procurement for Solid Waste Services
- ▶ State Directives for Waste Diversion
- ▶ New Law: SB 1383 Short-Lived Climate Pollutants
- ▶ MCRWMA Regional Planning Efforts
- ▶ Next Steps

City's Franchise Agreement



- ▶ Los Banos has a Franchise Agreement with Republic Services for collection of recycling, green waste and solid waste
- ▶ Bulky item collection and drop-off events
- ▶ Special event solid waste collection
- ▶ Illegal dumping cleanup
- ▶ Public outreach and education
- ▶ Exhausted extension options available under current contract
- ▶ Final contract expiration: June 30, 2021

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SLIDE 2

RFP Procurement Process



- ▶ City needs to secure solid waste services effective July 1, 2021 – via RFP process to competitively procure solid waste services
- ▶ Need to secure commercial organics service for food waste in procurement process to meet State waste goals and regulations (AB 1826 and SB 1383)
- ▶ Tentative 2020 Procurement Timeline:
 - Nov 2019-Jan 2020 RFP packet development and community input
 - Feb-Mar RFP release and response
 - April-June proposal evaluation and selection
 - June-July negotiations and contract approval

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SLIDE 3

State Directives



- ▶ **AB 939 Integrated Waste Management Act (1989)**
 - Each jurisdiction must divert at least 50% of its waste from landfill disposal
 - Requires program planning and annual reporting
- ▶ **AB 341 (2012) and AB 1826 (2014)**
 - City's requirements covered generators, provide program, education and outreach, monitor and report progress
 - Waste generator requirements to recycle, including organic materials
- ▶ **AB 1594 Green Material Used as ADC (2014)**

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SLIDE 4

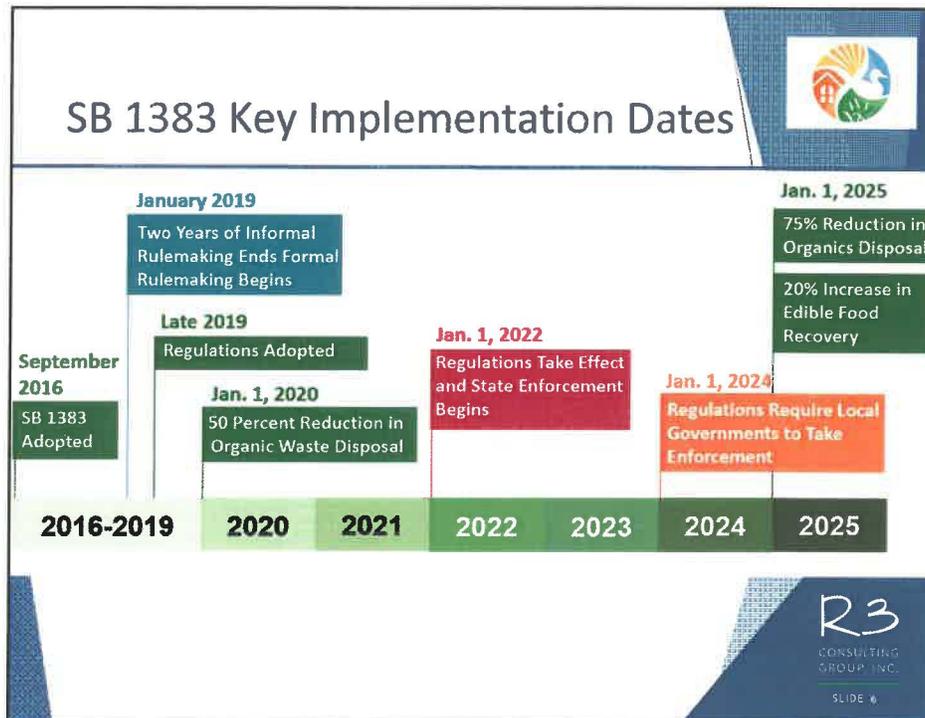
New Legislation: SB 1383



- ▶ **SB 1383 Short-Lived Climate Pollutants**
 - Statewide targets to achieve 50% reduction in organic waste disposed by 2020, 75% reduction by 2025
 - Target 20% of currently disposed edible food recovered for human consumption by 2025
- ▶ Local government action required across CA
- ▶ MCRWMA to support member agency achievement at the regional level
- ▶ City also needs to prepare for SB 1383's required policies and programs

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SLIDE 5



- ## MCRWMA Regional Planning
- ▶ Evaluating pathways to compliance
 - Regional action and pathways for MCRWMA
 - Local action and pathways for member agencies
 - SB 1383 Plan to guide the way forward
 - ▶ Los Banos to participate and support MCRWMA in SB 1383 preparedness
 - ▶ MCRWMA regional SB 1383 planning efforts will provide benefit to Los Banos
 - ▶ Project anticipated to run September 2019 through June 2020
- 
 SLIDE 7

Los Banos' Position

- ▶ Los Banos is leading the way in Merced County – core recycling programs are sound
- ▶ Recycling and green waste collection are not offered by all jurisdictions in Merced County
- ▶ Lack of local composting limits ability to offer full-service solution for waste generators
- ▶ Greater organics diversion is the next step, driven by State directives
- ▶ City's next steps undertaken in conjunction with MCRWMA and CalRecycle



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SLIDE 8

Next Steps

- ▶ City's AB 1826 Implementation Plan
 - Now through December 2019
- ▶ MCRWMA's SB 1383 Compliance Planning
 - Now through June 2020, participate in regional effort and chart path forward for Los Banos
- ▶ City's RFP for Solid Waste Services
 - November 2019 through July 2020
 - Secure waste collection, processing and disposal to continue quality services for residents and businesses
 - Establish commercial food waste program



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SLIDE 9

QUESTIONS & ANSWERS

THANK YOU FOR YOUR TIME

For additional questions, contact:
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(510) 647-9674
gschultz@r3cgi.com

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