



A G E N D A

CITY OF SEASIDE
CITY COUNCIL/SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Thursday, July 2, 2026
5:00 PM

Virtual Participation Guide: <https://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>
<https://www.youtube.com/c/CityofSeasideCalifornia> | <https://ci-seaside-ca-us.zoom.us/j/81936832059> |

WEBINAR ID: 819 3683 2059 | (669) 900-9128

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

Ian N. Oglesby	Mayor/Chair
David R. Pacheco	Mayor Pro Tem/Vice Chair
Alexis Garcia-Arrazola	Council/Agency Member
Rita Burks	Council/Agency Member
Alex Miller	Council/Agency Member

3. INVOCATION AND PLEDGE OF ALLEGIANCE

4. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

5. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Public Comments for "Presentations" on this agenda are also taken at this time; comments on specific agenda items are heard under that item. For the public record, please state your name.

6. PUBLIC AGENCY COMMUNICATIONS

This is a time specifically set aside for representatives of public agencies to make brief comments of general interest to the City Council and the community.

A. SEASIDE CITY NEWS BROADCAST AND COMMENTS FROM THE CITY MANAGER

7. PRESENTATIONS

A. JUNE AND JULY 2026 HOUSE OF THE MONTH AWARDS (NEIGHBORHOOD IMPROVEMENT COMMISSION)

- B. RECEIVE A PRESENTATION AND DEMONSTRATION OF THE CITY'S AI-POWERED PUBLIC SEARCH PORTAL DEVELOPED WITH COMMON SENSE AI PRIOR TO LAUNCH (CITY MANAGER GREG MCDANEL)**

8. CONSENT AGENDA

- A. APPROVE MINUTES FROM JUNE 4, AND 18, 2026**

RECOMMENDATION: Approve minutes as presented in the agenda packet.

- B. APPROVE AND FILE CITY CHECKS**

RECOMMENDATION: Approve and file the accounts payable and wired payments made during the period of May 16, 2026 through May 29, 2026, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period of May 28, 2026. Total Accounts Payable and Payroll for the above referenced period is \$2,299,038.46.

- C. APPROVE A PROCLAMATION DESIGNATING THE MONTH OF JULY 2026 AS PARKS AND RECREATION MONTH IN THE CITY OF SEASIDE**

RECOMMENDATION: Approve proclamation.

- D. APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM THE BOYS & GIRLS CLUBS OF MONTEREY COUNTY TO ASSIST WITH THE COSTS ASSOCIATED WITH THEIR EIGHT-WEEK YOUTH SUMMER CAMP PROGRAM**

RECOMMENDATION: Approve the request.

- E. ADOPT A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH VOLER STRATEGIC ADVISORS FOR MEDIA RELATIONS FOR AN AMOUNT NOT TO EXCEED \$4,000.00 A MONTH FROM JULY 2026 THROUGH JUNE 2027**

RECOMMENDATION: Approve agreement.

- F. ADOPT A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HDL COMPANIES FOR BUSINESS LICENSE TAX OPERATIONS MANAGEMENT AND COMPLIANCE SERVICES**

RECOMMENDATION: Approve agreement.

9. PUBLIC HEARING

A. PUBLIC HEARING TO CONSIDER ADOPTION OF THE CITY'S COMPREHENSIVE USER FEE SCHEDULE AND RESOLUTION ESTABLISHING UPDATED FEES FOR CITY SERVICES FOR FISCAL YEAR 2026/2027

RECOMMENDATION: Review, consider and conduct a public hearing on the Proposed 2026-2027 Fee Schedule and adopt a resolution approving the City of Seaside Comprehensive Fee Schedule.

10. BUSINESS ITEMS

A. RECEIVE AN UPDATE ON SEASIDE CAR WEEK EVENTS SCHEDULED FROM AUGUST 10, 2026, THROUGH AUGUST 15, 2026

RECOMMENDATION: Receive the report.

B. ADOPT A RESOLUTION RENAMING THE COMMUNITY SOCIAL SERVICES GRANT PROGRAM AS THE YOUTH OPPORTUNITY GRANT PROGRAM, APPROVING THE REVISED POLICY, AND FY 2026-2027 REQUEST FOR PROPOSALS

RECOMMENDATION: Approve program renaming the Community Social Services Grant Program as the Youth Opportunity Grant Program, approving the revised Youth Opportunity Grant Program Policy, and approving the FY 2026-2027 Youth Opportunity Grant Program Request for Proposals.

C. APPROVE THE SEASIDE LIBRARY MURAL AND UTILITY BOX PROGRAM SELECTION

RECOMMENDATION: Approve art selections.

D. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AN AMENDMENT WITH PLACER.AI FOR AN ADDITIONAL YEAR FOR THE SOFTWARE SUBSCRIPTION IN THE AMOUNT OF \$29,430.00

RECOMMENDATION: Approve to extend the licensing agreement.

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

B. FOLLOW UP ON PREVIOUS REQUESTS

12. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

This is a time specifically set aside for members of the City Council, the City Manager and City Attorney to make brief comments of general interest to the community and report on committee assignments.

13. CLOSED SESSION

Pursuant to Government Code Section 54956 et seq., the City Council and Successor Agency to Redevelopment Agency may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City Attorney. Public comments on these items are taken after being read by the City Attorney. For the public record, please state your name.

A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54957.6

Agency Negotiators: Greg McDanel, City Manager; Samantha Sahkrani, Human Resources Director/Risk Manager

Employee Organizations: Seaside Police Officers' Association, Seaside Firefighters' Association, Seaside Public Safety Managers' Association, Seaside City Employees Association, Seaside Managers Employee Association, Non-Represented Non-Exempt Confidential Employees, Non-Represented Exempt Confidential Employees, Executive Employees, Unclassified Exempt Employees, and Unclassified Non-Exempt Employees

B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (D)(2)

Two potential matters

C. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE 54956.9: EXISTING LITIGATION

Case Name: Chrisp Company v. Kraemer Engineering, Inc. et al.
Monterey County Superior Court: 26CV002758

14. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 16, 2026
5:00 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at:

<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

Agenda-related writings or documents provided during public meetings are available for public inspection

during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Governor Newsom's Executive Orders N-29-20 and N-33-20.



CITY OF SEASIDE STAFF REPORT

Item No.: 7.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Greg McDanel, City Manager
Dominique Davis, City Clerk

DATE: July 2, 2026

**SUBJECT: RECEIVE A PRESENTATION AND DEMONSTRATION OF THE
CITY'S AI-POWERED PUBLIC SEARCH PORTAL DEVELOPED
WITH COMMON SENSE AI PRIOR TO LAUNCH (CITY MANAGER
GREG MCDANEL)**

RECOMMENDATION

Receive a progress update and video demonstration regarding the City's engagement with Common Sense AI, Inc. and development of an AI-powered public search portal to improve public access to information.

BACKGROUND

The City of Seaside entered into a Master Services Agreement with Common Sense AI, Inc. on February 6, 2026, to support implementation of an artificial intelligence-powered enterprise search platform, public information portal, and public records processing system designed to improve access to public information and streamline internal workflows. The platform is intended to address several operational challenges, including the time-intensive nature of public records requests, difficulty locating information across multiple systems, and limitations of existing public document portals. The project includes tools for public records processing, internal enterprise search for City staff, and a public-facing information portal for residents and businesses.

DISCUSSION

Since execution of the agreement, the City has been working with Common Sense AI on implementation and system integrations. The project is being implemented in phases, beginning with enterprise search and public records workflow improvements,

followed by development of the public-facing portal.

The AI-powered search system currently in development is intended to be integrated into the City's website and allow users to search across multiple public information sources using plain-language questions. These sources may include City ordinances, meeting agendas and minutes, public documents, website content, and other public information repositories. The goal is to make City information easier to locate, improve transparency, and reduce staff time spent responding to routine information requests.

An additional benefit of the public-facing portal is the ability to support search inputs and outputs in multiple languages, which can improve accessibility for Seaside's diverse community and expand access to City information. The system also uses natural language search technology, allowing users to ask questions in plain language and receive results with links to original source documents.

City staff continue to work with Common Sense AI on integrations with existing systems and data sources, and development of the public-facing search interface is underway. Staff will return to the City Council with future updates as implementation progresses.

DEMONSTRATION

At the April 2, 2026, City Council meeting, a video demonstration will be presented showing the AI-powered search functionality and how users may search for City information through the City's website.

FISCAL IMPACT

The agreement with Common Sense AI is in the amount of \$22,500 for the AI-powered platform, implementation, integrations, training, and support. Funding for the agreement is included in the City's adopted budget.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

None

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to be 'LMP' or similar, written in a cursive style.

Greg McDanel, City Manager



DRAFT MINUTES

CITY OF SEASIDE
CITY COUNCIL/ SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

REGULAR MEETING
440 HARCOURT AVE
Thursday, June 4, 2026
5:00 PM

1. CALL TO ORDER

Mayor/Chair Oglesby called the meeting to order at 5:00 p.m./

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
ABSENT: None

3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held for invocation. The pledge was led by Mayor Pro Tem/Vice Chair Pacheco.

4. REVIEW OF AGENDA

Remove item 6A – Seaside City News.

5. PUBLIC COMMENT

Lynda Cunningham, Tiffinie Meyers, Nina Beatty, Peter Kaiser, Susan Schiavone

6. PUBLIC AGENCY COMMUNICATIONS

A. SEASIDE CITY NEWS BROADCAST AND COMMENTS FROM THE CITY MANAGER

No updates provided.

7. PRESENTATIONS

A. 4TH OF JULY PUBLIC SAFETY OPERATIONAL PLAN

Commander Matthew Doza presented the City's 4th of July Public Safety Operational Plan, outlining a coordinated Police and Fire Department approach focused on education, enforcement, and community safety. The plan includes public outreach through social media, message boards, PSA videos, letters to prior violators and hotspot neighborhoods, and security recommendations for key parking areas. The City will maintain a zero-tolerance policy for illegal fireworks, enforce the 10:00 p.m. Safe and Sane fireworks curfew, deploy dedicated enforcement teams including patrol and drone units, use Flock Safety firework detection to identify hotspots, and increase staffing before and during the holiday. The community was encouraged to

report illegal fireworks only when known locations or individuals can be identified, with hotline, text, dispatch, and Police Department contact options provided.

8. CONSENT AGENDA

Item 8H was pulled from the consent agenda.

On motion by Council/Agency Member Garcia-Arrazola and second by Council/Agency Member Burks, and carried by the following vote, the City Council/Successor Agency moved to approve the consent agenda.

PUBLIC COMMENT: None

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

A. APPROVE MINUTES FROM APRIL 16, 2026

ACTION: APPROVED

B. APPROVE AND FILE CITY CHECKS

ACTION: APPROVED & FILED

C. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

ACTION: APPROVED & FILED

D. APPROVE A PROCLAMATION RECOGNIZING JUNE 2026, AS ALZHEIMER'S AND BRAIN AWARENESS MONTH IN THE CITY OF SEASIDE

ACTION: APPROVED

E. APPROVE A PROCLAMATION RECOGNIZING JULY 4, 2026, AS INDEPENDENCE DAY IN THE CITY OF SEASIDE

ACTION: APPROVED

F. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM BOOSTERS AT RISING STARS TO ASSIST WITH THE COSTS ASSOCIATED WITH EXPENSES FOR TRAVEL TO THE NATIONAL

GYMNASTICS CHAMPIONSHIPS IN ORLANDO, FLORIDA ON JUNE 5–8, 2026

ACTION: APPROVED

G. APPROVE CO-SPONSORSHIP AND FEE WAIVER FROM LOWER BROADWAY BUSINESSES FOR COSTS ASSOCIATED WITH THE SECOND ANNUAL SEASIDE MUSIC FESTIVAL

ACTION: APPROVED

H. ADOPT A RESOLUTION AUTHORIZING THE SALE AND TRANSFER OF RETIRED SEASIDE POLICE DEPARTMENT K-9 ZHERO TO SERGEANT DAVID DILLON FOR ONE DOLLAR

Commander Doza presented a recommendation to transfer ownership of retired Police K9 Zhero to his handler, Sergeant Dave Dylan, for the nominal purchase price of \$1, consistent with prior City practice for retired Police Department K9s. K9 Zhero served the City of Seaside from 2020 until his retirement from active patrol in 2024 and remained in the care of Sergeant Dylan following retirement. Commander Doza summarized Zhero's service record, including apprehensions, perimeter assists, community events, building and vehicle searches, SWAT deployments, and narcotics detection. Staff noted that Zhero retired due to a back injury sustained during a vehicle search. In response to Council questions, staff confirmed that the Police Department's K9 program is continuing with two current patrol dogs and discussed future opportunities for community engagement, including stuffed replicas of the new K9s.

PUBLIC COMMENT: Lynda Cunningham, Stephanie Spross

On motion by Council/Agency Member Garcia-Arrazola and second by Mayor Pro Tem/Vice Chair Pacheco, and carried by the following vote, the City Council/Successor Agency moved to approve the sale and transfer of retired Police K9 Zhero.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-52

I. APPROVE APPOINTMENTS TO CITY COMMISSIONS

ACTION: APPOINTED ALICE AGUILLON, NICHOLE MUNOZ, AND DAVENE MYERS

- J. ADOPT A RESOLUTION APPROVING THE CONTRACTUAL 3.35% ANNUAL RATE ADJUSTMENT FOR GREENWASTE RECOVERY SOLID WASTE, RECYCLING, AND ORGANICS COLLECTION SERVICES, EFFECTIVE JULY 1, 2026**

ACTION: ADOPTED RESO #26-53

- K. ADOPT A RESOLUTION APPROVING FISCAL YEAR 2026-2027 AMENDMENTS TO THE MEMORANDUM OF UNDERSTANDING WITH REGEN MONTEREY AND MEMBER AGENCIES FOR SENATE BILL 1383 COMPLIANCE ACTIVITIES**

ACTION: ADOPTED RESO #26-54

- L. ADOPT A RESOLUTION AUTHORIZING THE CLOSURE OF DEL MONTE AVENUE TO THROUGH TRAFFIC FROM TIOGA AVENUE TO THE BEGINNING OF THE GRANITE ROCK BUILDING FOR THE CLASSIC PORSCHE EVENT ON AUGUST 10, 2026**

ACTION: ADOPTED RESO #26-55

- M. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH MONTEREY PENINSULA UNIFIED SCHOOL DISTRICT FOR AFTER-SCHOOL RECREATION PROGRAMMING AT THE DUAL LANGUAGE ACADEMY OF THE MONTEREY PENINSULA DURING THE 2026-27 SCHOOL YEAR**

ACTION: ADOPTED RESO #26-56

- N. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A ONE-YEAR MAINTENANCE SERVICES AGREEMENT WITH HOPE SERVICES FOR PARK AND PUBLIC AREA MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$158,417.50**

ACTION: ADOPTED RESO #26-57

- O. ADOPT A RESOLUTION APPROVING A BUDGET AMENDMENT TO INCREASE APPROPRIATIONS IN SPECIAL REVENUE FUND ACCOUNT 221-61-20-8184 TO COVER ANNUAL PROFESSIONAL SERVICES**

EXPENDITURES ASSOCIATED WITH PUBLIC SAFETY TECHNOLOGY AND EQUIPMENT EXPENSE IN THE AMOUNT OF \$125,709.06

ACTION: ADOPTED RESO #26-58

9. PUBLIC HEARING

A. AN ORDINANCE TO AMEND CHAPTER 17.40 OF THE SEASIDE MUNICIPAL CODE TO ALLOW ELECTRONIC MESSAGE DISPLAY SIGNS FOR PLACES OF WORSHIP AND PUBLIC AND PRIVATE MEETING FACILITIES ON LOCAL STREETS. THIS ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b)(3) OF THE CEQA GUIDELINES (FIRST READING - ROLL CALL VOTE)

Housing and Planning Manager Andrew Myrick presented a proposed ordinance amending Seaside Municipal Code Chapter 17.40 to allow electronic message display signs for places of worship and public and private meeting facilities located on local streets. Staff reviewed the history of the City's sign regulations, noting that electronic message display signs were historically prohibited and later allowed in limited circumstances, but not on local streets. The presentation summarized existing sign standards, including restrictions related to traffic visibility, proximity to residences, animation, audio, illumination hours, dimming, height, and sign area. Staff explained that the proposed amendment was prompted by a community request to replace an existing sign with an electronic message display board. The Planning Commission recommended allowing such signs under certain permitting requirements, and staff also recommended limiting signs on local streets to 18 square feet in area and six feet in height. Following Council discussion, the item was referred back to the Planning Commission for further reconsideration.

PUBLIC COMMENT: Meredith Nore, Dianne Nielson, Pastor Harold Lusk, Regina Mason, Pastor Ronald Britt, Catherine Crockett, Virginia House, Lynda Cunningham, Tiffinie Meyers, Darryl Choates, Nichole Munoz, Susan Schiavone, Bessie Nicolades, Tim Couhan

On motion by Council/Agency Member Miller and second by Council/Agency Member Burks, and carried by the following vote, the City Council/Successor Agency moved to send the item back to the Planning Commission to reconsider.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

B. AN ORDINANCE TO AMEND SECTION 17.52.230 OF THE SEASIDE MUNICIPAL CODE TO CREATE CONSISTENCY BETWEEN THE MUNICIPAL CODE AND CALIFORNIA LAW REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS. THIS ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 21080.17 OF THE PUBLIC RESOURCES CODE (FIRST READING - ROLL CALL VOTE)

Housing and Planning Manager Andrew Myrick presented a proposed ordinance amending Seaside Municipal Code Section 17.52.230 to align the City's regulations for Accessory Dwelling Units and Junior Accessory Dwelling Units with current California law. The presentation summarized the purpose and typical characteristics of ADUs and JADUs, noted that the City's existing ordinance was adopted in March 2023, and explained that subsequent State legislation has further limited local authority over ADU regulations. Staff reviewed the significant proposed changes, including updated size definitions, limitations on denying ADUs or JADUs due to nonconforming zoning conditions, allowance for multiple exempt ADUs, allowance of up to eight ADUs for existing multifamily projects, removal of replacement requirements for eliminated uncovered parking stalls, updated JADU deed restriction language, revised permit processing timelines, and a new appeal process to the Planning Commission. Staff recommended that the City Council approve the proposed ordinance.

PUBLIC COMMENT: None

On motion by Council/Agency Member Burks, Mayor Pro Tem/Vice Chair Pacheco and second by and carried by the following vote, the City Council/Successor Agency moved to approve the amendment to section 17.52.230 of the Seaside Municipal Code.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

C. AN ORDINANCE TO AMEND CHAPTER 9.12 OF THE SEASIDE MUNICIPAL CODE TO CLARIFY NOISE ORDINANCE APPLICABILITY TO PERMITTED USES. THIS ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b)(3) OF THE CEQA GUIDELINES (FIRST READING - ROLL CALL VOTE)

Housing and Planning Manager Andrew Myrick presented a proposed ordinance amending Chapter 9.12 of the Seaside Municipal Code to clarify the applicability of the City's noise ordinance to legally permitted uses. Staff explained that noise is regulated through both the Zoning Ordinance and Chapter 9.12, with the Zoning

Ordinance establishing quantitative standards based on decibels, time of day, and location, while Chapter 9.12 addresses nuisance-based noise that may be considered excessive, unnecessary, or unusually loud. The presentation reviewed the criteria used to evaluate noise violations, existing exemptions, and the proposed addition of an exemption for normal noise generated by legally permitted uses. Staff noted that such noise would still remain subject to the City's quantitative noise standards and recommended approval of the proposed ordinance.

PUBLIC COMMENT: Michael Velasquez, Tiffinie Meyer

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks to approve the amendment to chapter 9.12 of the Seaside Municipal Code.

RESULT: 4-1-0-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: Miller

ABSTAIN: None

ABSENT: None

10. BUSINESS ITEMS

A. ADOPT A RESOLUTION APPROVING THE TRAFFIC ADVISORY COMMITTEE (TAC) RECOMMENDATION TO APPROVE CHANGING CONTRA COSTA TO ONE WAY SOUTHBOUND AND APPROVE BY RESOLUTION TO ADD CONTRA COSTA TO ONE-WAY SOUTHBOUND STREET LIST IN SMC.10.30.010.B

Junior Engineer Aaron Hahn and Public Works Director/City Engineer Thomas Korman presented the Traffic Advisory Committee's recommendation to change Contra Costa Street to one-way southbound from Broadway Avenue to Palm Avenue. Staff reviewed the project background, including the 2022 DKS parking study, prior Traffic Advisory Committee meetings, public noticing to nearby property owners, and the Committee's recommendation following review of the safety study and proposed parking layout. The presentation noted that the 2022 parking study found existing parking supply generally adequate under current conditions, but identified localized shortages and recommended angled parking on Contra Costa Street with one-way southbound operations as a short-term improvement. Staff presented the proposed circulation and parking layout for the corridor and recommended that the City Council adopt a resolution adding Contra Costa Street to the City's list of one-way southbound streets pursuant to Seaside Municipal Code Section 10.30.010.B.

PUBLIC COMMENT: Tiffinie Meyers, Peggy Hopkins, Darryl Choates, Tim Couhan, Michael Velasquez, Steven Couhan

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks to approve the amendment to chapter 9.12 of the Seaside Municipal Code.

RESULT: 4-1-0-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: Miller

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-59

B. ADOPT A RESOLUTION APPROVING THE COMMUNITY SOCIAL SERVICES GRANT PROGRAM POLICY

City Manager Greg McDanel presented a proposed resolution approving the Community Social Services Grant Program Policy. The presentation reviewed the origins of the grant program, its purpose of enhancing community and social services for Seaside residents, and the history of varying award processes, including competitive requests for proposals and direct Council allocations. Staff explained that the proposed policy was developed in response to Council's desire for a clearer and more predictable framework to guide future grant funding decisions. The recommended hybrid process would establish eligible program areas, allowable expenditures, funding requirements, application procedures, reporting requirements, and an annual scoring matrix, while preserving City Council discretion to adopt or modify staff recommendations. The policy focuses funding on programs serving children, adolescents, and transitional-age youth ages 24 and younger, with priority areas including education, workforce development, youth enrichment, mental and behavioral health, violence prevention, civic engagement, and community-building. Staff noted that the policy aligns with community survey feedback and the City's Strategic Plan, and recommended adoption of the resolution approving the policy, with staff to return on July 2 with the draft 2026 Request for Proposals for Council review.

PUBLIC COMMENT: None

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks moved to approve the CSS grant program policy and directed staff to change the name of the grant to focus on youth.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-60

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

None.

B. FOLLOW UP ON PREVIOUS REQUESTS

Council/Agency Member Garcia-Arrazola provided context for his request for a presentation from PG&E regarding power outages and infrastructure improvements in Seaside.

12. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

Reports provided.

13. CLOSED SESSION

City Attorney Damon read the closed session items and did not anticipate any report out.

A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54957.6

Agency Negotiators: Greg McDanel, City Manager; Samantha Sahkrani, Human Resources Director/Risk Manager

Employee Organizations: Seaside Police Officers' Association, Seaside Firefighters' Association, Seaside Public Safety Managers' Association, Seaside City Employees Association, Seaside Managers Employee Association, Non-Represented Non-Exempt Confidential Employees, Non-Represented Exempt Confidential Employees, Executive Employees, Unclassified Exempt Employees, and Unclassified Non-Exempt Employees

No report.

B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9 - EXISTING LITIGATION

Monterey County Superior Court Case No. 24CV003912
Case Name: Fontes v City of Seaside

This item was removed from the agenda.

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8

Property: APN 011-301-028 as corrected by Surveyor's Correction 20244046961
commonly referred to the southern pacific railway corridor and generally located
between Olympia Boulevard and Canyon Del Rey

Negotiators: City Manager and City Attorney

Negotiating Parties: City of Sand City and City of Seaside

Under Negotiation: Price, Terms or Both

**D. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT
CODE SECTION 54956.9 (d)(2)**

Two potential matters.

No report.

14. ADJOURNMENT

With no further business, the meeting adjourned at 10:09 p.m.

Respectfully submitted,

Dominique L. Davis, City Clerk

Ian N. Oglesby, Mayor



DRAFT MINUTES

CITY OF SEASIDE
CITY COUNCIL/ SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

REGULAR MEETING
440 HARCOURT AVE
Thursday, June 18, 2026
5:00 PM

1. CALL TO ORDER

Mayor/Chair Oglesby called the meeting to order at 5:00 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
ABSENT: None

3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held for invocation. The pledge was led by Council/Agency Member Garcia-Arrazola.

4. REVIEW OF AGENDA

Staff requested to remove item 12A from the agenda.

5. PUBLIC COMMENT

Roelof Wijbrandus, Lucy Aaron, Ann Marie Pagan, Claudia Thomas, Bobby Maxwell, Lynda Cunningham, Michael Velasquez, Ray Riordan, Resident, Peter Kaiser

6. PUBLIC AGENCY COMMUNICATIONS

Colleen Courtney, Director of Community Relations, See Monterey.

A. SEASIDE CITY NEWS BROADCAST AND COMMENTS FROM THE CITY MANAGER

- The Juneteenth Artist Pop-Up continues at Oldemeyer Center, 986 Hilby Avenue, through June 26. A reception was held June 12 from 5 to 8 p.m. The event honors Juneteenth and supports local artists. For more information, contact Victoria Pearl Lee
- Monterey County is launching the Dolly Parton Imagination Library. Join the kick-off event June 18 from 8:30 to 9:30 a.m. at Orom Children's Center, 1752 E.

Alisal Street in Salinas. Children from birth to age five can receive a free book each month.

- Friends of Seaside Parks invites the community to Art, Blooms and Beats on June 20th from 12 to 2 p.m. at Highland Otis Park, at Mingo and Mendocino Street. Enjoy artmaking, hula dancers, Samba Legal, food, drinks, native plants, and local environmental organizations. Details are at friendsofseasideparks.org.
- Seaside ACE Hardware is now open and will celebrate with a two-day grand opening June 27 and 28. The flyer lists the Seaside store at 1130 Fremont Avenue. Activities include kids' giveaways, product demos, and Ace Rewards prize entries. Call 831-215-6242 for more information.
- The City of Seaside invites the community to celebrate July 4th at Red, White, & Blues, honoring 250 years of independence. Join us from 11 a.m. to 4 p.m. on the City Hall Lawn, 440 Harcourt Ave., for live music, food, games, pony rides, a rock wall, and free hot dogs for kids. The music lineup includes Trio from 11 to 11:45 a.m., Ripatti Rose Band from 12:30 to 1:30 p.m., and Liquid Sky's Jimi Hendrix Tribute from 2:30 to 4 p.m. The celebration will also feature a special Time Capsule Unveiling from 2 to 2:30 p.m., opening a piece of Seaside history sealed in 1976 and revealed in 2026. Residents can also join the watermelon eating contest, with age categories for 8 to 12, 13 to 17, and 18 and older. Registration is required in person. No alcohol, BBQs, dogs, or fireworks of any kind are allowed at this event.
- Monterey County Works is offering a Pre-Apprenticeship Training Program to help participants prepare for careers in construction and the building trades. The next program begins July 22, with orientations the week of July 16. Learn more and apply at montereycountyworks.com.
- Young adults ages 18 to 30 can apply for the Monterey County Works Green Cadre program and earn \$20 per hour while helping with local service projects. Orientation and interviews begin June 29, training starts July 13, and applications are due July 2 at montereycountyworks.com.

7. CONSENT AGENDA

Items pulled: 7E

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following roll call vote, the City Council/Successor Agency moved to approve the consent agenda.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

A. APPROVE MINUTES FROM MAY 7, 2026, REGULAR MEETING, AND MAY 26 AND MAY 27, 2026, SPECIAL MEETINGS

ACTION: APPROVED

B. APPROVE AND FILE CITY CHECKS

ACTION: APPROVED & FILED

C. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

ACTION: APPROVED & FILED

D. ADOPT A RESOLUTION AUTHORIZING SUBMISSION OR PARTICIPATION IN A FISCAL YEAR 2025 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT REGIONAL APPLICATION FOR SELF-CONTAINED BREATHING APPARATUS

ACTION: ADOPTED RESO #26-61

E. ADOPT A RESOLUTION APPROVING A POLICY ADDRESSING DISRUPTION OF TELEPHONIC OR INTERNET SERVICE DURING PUBLIC MEETINGS

City Clerk Dominique Davis presented the proposed SB 707 Technology Disruption Policy, explaining that SB 707 amended the Brown Act to establish procedures for addressing technology disruptions when remote public participation is offered or required during public meetings. The presentation outlined the required response when remote access fails, including announcing the disruption, recessing open session for at least one hour or until access is restored, making good-faith efforts to restore service, communicating updates to the public, and documenting restoration efforts. If service is restored, the meeting may reconvene and continue; if not restored after one hour, the legislative body may adjourn or continue upon a roll-call finding that good-faith efforts were made and that continuing serves the public interest. Staff recommended adoption of a resolution approving the City of Seaside Technology Disruption Policy pursuant to SB 707 and Government Code Section 54953.4.

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following roll call vote, the City Council/Successor Agency moved to approve the policy addressing disruption of telephonic or internet service during public meetings.

PUBLIC COMMENT: Karla Lobo

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-62

F. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO THE COMMUNICATION SITE LEASE AGREEMENT WITH T-MOBILE WEST, LLC FOR EXISTING TELECOMMUNICATIONS FACILITIES ON CITY-OWNED PROPERTY LOCATED AT 1444 SKYVIEW DRIVE

ACTION: ADOPTED RESO #26-63

8. PUBLIC HEARING

A. AN ORDINANCE TO AMEND SECTION 17.52.230 OF THE SEASIDE MUNICIPAL CODE TO CREATE CONSISTENCY BETWEEN THE MUNICIPAL CODE AND CALIFORNIA LAW REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS. THIS ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 21080.17 OF THE PUBLIC RESOURCES CODE (SECOND READING - ROLL CALL VOTE)

Housing and Planning Manager Andrew Myrick presented an ordinance amending Section 17.52.230 of the Seaside Municipal Code to align local regulations for Accessory Dwelling Units and Junior Accessory Dwelling Units with recent changes in California law. The presentation noted that State law has significantly limited local authority to regulate ADUs and JADUs, and the proposed ordinance would bring the Municipal Code into conformance. Staff recommended that the City Council conduct the second reading, open the public hearing, and approve the ordinance.

PUBLIC COMMENT: Michael Velasquez

On motion by Council/Agency Member Garcia-Arrazola and second by Mayor Pro Tem Pacheco and carried by the following roll call vote, the City Council/Successor Agency moved to amend section 17.52.230 of the Seaside municipal code to create consistency between the municipal code and California law regarding accessory dwelling units and junior accessory dwelling units.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED ORD #

B. AN ORDINANCE TO AMEND CHAPTER 9.12 OF THE SEASIDE MUNICIPAL CODE TO CLARIFY NOISE ORDINANCE APPLICABILITY TO PERMITTED USES. THIS ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b)(3) OF THE CEQA GUIDELINES (SECOND READING - ROLL CALL VOTE)

Housing and Planning Manager Andrew Myrick presented an ordinance amending Chapter 9.12 of the Seaside Municipal Code to clarify the applicability of the City's noise ordinance to permitted uses. The presentation explained that noise is regulated through both the Zoning Ordinance and Chapter 9.12, with the Zoning Ordinance providing objective standards related to decibel levels, time of day, and location. The proposed ordinance would clarify that normal permitted business operations are not considered "excessive, unnecessary, or unusually loud" under Chapter 9.12, while remaining subject to applicable objective noise standards in the Zoning Ordinance. Staff recommended that the City Council conduct the second reading, open the public hearing, and approve the ordinance.

PUBLIC COMMENT: Roelof Wjbrandus, Karla Lobo, Dianne Nielson, Lynda Cunningham, Michael Velasquez

On motion by Mayor Pro Tem Pacheco and second by Council/Agency Member Burks and carried by the following roll call vote, the City Council/Successor Agency moved to amend chapter 9.12 of the seaside municipal code to clarify noise ordinance applicability to permitted uses.

RESULT: 4-1-0-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: Miller

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED ORD #

C. PUBLIC HEARING TO RECEIVE THE ANNUAL AB 2561 REPORT ON CURRENT JOB VACANCIES, RECRUITMENT, AND RETENTION EFFORTS

Human Resources Assistant Kenneth Bartlett presented the annual AB 2561 report on current job vacancies, recruitment, and retention efforts. The presentation explained that AB 2561 requires public agencies to annually assess, track, and report vacancies and their impact on operations and service delivery. Staff reported that the City has 161 budgeted positions for Fiscal Year 2025-26, with seven full-time represented vacancies, resulting in a 4% vacancy rate. The vacancies include Building Inspector, Family and Support Practitioner, Police Officer, Police Records

Technician, and Parking Compliance Specialist positions. Staff also reviewed the City's recruitment process, current recruitment status, hiring challenges for specialized positions, and ongoing efforts to reduce hiring delays and maintain effective service delivery. Staff recommended that the City Council hold the public hearing, receive the report, and accept and file it.

PUBLIC COMMENT: Roelof Wjbrandus, Ann Marie Pagan

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks and carried by the following vote, the City Council/Successor Agency moved to accept and filed the report on current job vacancies, recruitment, and retention efforts.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

9. BUSINESS ITEMS

A. APPROVE THE SEASIDE STARS AD-HOC COMMITTEE RECOMMENDATIONS FOR FOUR RECIPIENTS AND, AUTHORIZE THE CITY MANAGER TO EXECUTE ASSOCIATED CONTRACTS WITH FMG CUSTOM CONCRETE

Assistant City Manager Dan Meewis presented the Seaside Stars Ad-Hoc Committee's recommendations for the 2026 class of honorees. The presentation provided background on the Seaside Stars program, which was approved by the City Council in 2022 to recognize individuals who have made significant and lasting contributions to the City of Seaside. Staff reported that 19 applications were received during the March application period, two did not meet the criteria, and four nominees were recommended for consideration: Mayor Beauford T. Anderson, Regina Mason, Councilman Thomas M. Mancini, and Catherine Crockett. Staff also reviewed the proposed Phase 5 star locations and program expenses, including the cost of four plaques and remaining funds for the unveiling ceremony and future program use. Staff recommended that the City Council approve the Ad-Hoc Committee's recommendations and authorize the City Manager to execute associated contracts with FMG Custom Concrete.

PUBLIC COMMENT: Annalisa Mitchell, Kay Cline, Ann Marie Pagan, Marilyn Mancini, Dianne Nielson, Golden Anderson, James Anderson, Guadalupe Perez

On motion by Council/Agency Member Pacheco and second by Council/Agency Member Miller and carried by the following vote, the City Council/Successor Agency moved to approve the four recipients and authorized the city manager to execute associated contracts with FMG Custom Concrete.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-64

B. CONSIDER APPROVAL OF NEIGHBORHOOD IMPROVEMENT COMMISSION RECOMMENDATIONS AND CITY COUNCIL ALLOCATIONS FOR TRANSIENT OCCUPANCY TAX-FUNDED NEIGHBORHOOD IMPROVEMENT PROJECTS

Assistant City Manager Dan Meewis presented the Neighborhood Improvement Commission's recommended Fiscal Year 2026-2027 project list and the City Council's Transient Occupancy Tax allocation for neighborhood improvement projects. The presentation explained that the Commission annually solicits project ideas from commissions, community groups, City staff, and community members, and that \$393,849 was available for NIC recommendations. Staff reviewed the proposed project list, including improvements such as park enhancements, signage, landscaping, benches, banners, murals, utility box improvements, and recreational court improvements. Staff also noted that the City Council had \$171,000 in remaining TOT allocation available and reviewed additional project options for Council consideration. Staff recommended that the City Council approve or modify the NIC-recommended project list, select projects for the Council allocation, and direct staff to proceed with implementation.

PUBLIC COMMENT: Lynda Cunningham, Roelof Wjbrandus, Bobby Maxwell, Ray Riordan, Junie Reese

On motion by Council/Agency Member Garcia-Arrazola and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following roll call vote, the City Council/Successor Agency moved to approve the neighborhood improvement commission recommendations and city council allocations for transient occupancy tax-funded neighborhood improvement projects as follows:

Seaside Stars QR code Plaques/signs	\$7,500.00
Cutino Park Basketball Court (Seal & Strip)	\$20,000.00
Pet Waste Stations	\$5,000.00
South Del Monte Landscaping Medians	\$10,000.00
Seaside Gateway Sign & Fence	\$22,000.00
Trinity Park Entry Improvements	\$28,500.00
Heermann's Gull Awareness Signs	\$2,000.00
Green House of the Month Program	\$2,500.00
Boulders for FOSPA Parks	\$5,000.00
Pathway Improvements (Havana-Soliz)	\$100,000.00
Tree Give-Away	\$5,000.00
Annual allocation for Benches	\$15,000.00

Annual allocation for Utility Boxes	\$10,000.00
Welcome banners	\$2,000.00
Raised Flower Beds Havana Soliz & Capra Parks	\$2,500.00
Banners for dumpsters	\$1,200.00
Triangle Landscaping at San Pablo and Baker (without a bench)	\$27,649.00
Encanto Park Improvements	\$20,000.00
Mescal Neil Service Road Improvements	\$40,000.00
Seaside High Tennis Court Improvements	\$40,000.00
Durant Park shade structure	\$15,000.00
Canyon Del Rey signage improvements - additional amount	\$10,000.00
Laguna Grande Park improvements	\$94,541.00
Manzanita Stuart Park concrete circle repair/enhancement	\$50,000.00
Fremont and Trinity pedestrian signal upgrade	\$30,000.00

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

C. ADOPT A RESOLUTION APPROVING THE BROADWAY AVENUE COMPLETE STREET CORRIDOR IMPROVEMENT PLANS AND SPECIFICATIONS, AWARDING A CONSTRUCTION AGREEMENT TO THE DON CHAPIN CO. FOR AN AMOUNT NOT TO EXCEED \$12,176,375.00, APPROVING A REIMBURSEMENT AGREEMENT WITH THE SEASIDE COUNTY SANITATION DISTRICT FOR BROADWAY SEWER UPGRADES, APPROVING A CONSTRUCTION MANAGEMENT & INSPECTION SERVICES AGREEMENT WITH HARRIS & ASSOCIATES INC. FOR AN AMOUNT NOT TO EXCEED \$1,638,529.00, AND APPROVING AN AMENDMENT FOR DESIGN SERVICES DURING CONSTRUCTION TO KIMLEY-HORN AND ASSOCIATES, INC. PSA FOR AN AMOUNT NOT TO EXCEED \$388,034.00

Assistant Public Works Director Andreas Baer presented the Broadway Avenue Complete Street Corridor Improvements Project, which includes complete street improvements along Broadway Avenue from Fremont Boulevard to General Jim Moore Boulevard. The project scope includes reducing travel lanes from four to two, installing curb extensions, median improvements, seven roundabouts, raised crosswalks, flashing beacons, buffered and protected bike lanes, sewer upgrades,

landscaping and irrigation improvements, and bicycle markings and signage on Yosemite Street. Staff reviewed project funding, schedule, construction bids, and support services, noting that The Don Chapin Co. was determined to be the lowest responsible and responsive bidder. Staff also reviewed the proposed construction schedule, with work anticipated to begin in September 2026 and project completion expected in January 2028. Staff recommended that the City Council adopt a resolution approving the project plans and specifications, related reimbursement and professional services agreements, the construction agreement, construction contingency, and design services during construction.

PUBLIC COMMENT: Lacey Raak, Ann Marie Pagan

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following roll call vote, the City Council/Successor Agency moved to approve the Broadway avenue complete street corridor improvement plans and specifications, awarding a construction agreement to the don Chapin co. approve a reimbursement agreement with the seaside county sanitation district for Broadway sewer upgrades, approving a construction management & inspection services agreement with Harris & associates inc., and approving an amendment for design services during construction to Kimley-horn and associates, Inc.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-65

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Miller, and carried by the following roll call vote, the City Council/Successor Agency moved to extend the meeting past 10:00 p.m.

RESULT: 4-1-0-0

AYES: Burks, Miller, Oglesby, Pacheco

NOES: Garcia-Arrazola

ABSTAIN: None

ABSENT: None

D. ADOPT A RESOLUTION AUTHORIZING FISCAL YEAR 2026-2027 STREET REPAIR PROJECT LIST TO BE FUNDED IN PART WITH SB1: THE ROAD MAINTENANCE REPAIR AND ACCOUNTABILITY ACT OF 2017 FUNDS, AND AUTHORIZING SUBMISSION TO THE CALIFORNIA TRANSPORTATION COMMISSION

Assistant Public Works Director Andreas Baer presented the Fiscal Year 2026-2027 Street Repair Project List proposed to be funded in part with SB1 Road Maintenance and Rehabilitation Account funds. The presentation provided background on the City's roadway system, including pavement condition, priority streets, and pavement rehabilitation costs. Staff reviewed proposed treatments for selected streets, including dig-outs, slurry seal, striping, overlays, and related pavement rehabilitation work. Staff noted that SB1 requires the City to adopt a project list and submit it to the California Transportation Commission to continue receiving funding, with estimated FY 2026-2027 SB1 revenues of approximately \$918,384. Staff recommended that the City Council adopt a resolution approving the street repair project list and authorizing submission to the California Transportation Commission.

PUBLIC COMMENT: None

On motion by Council/Agency Member Garcia-Arrazola and second by Council/Agency Member Miller and carried by the following vote, the City Council/Successor Agency moved to authorize fiscal year 2026-2027 street repair project list to be funded in part with sb1: the road maintenance repair and accountability act of 2017 funds, and authorizing submission to the california transportation commission.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-66

E. ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2026-2027 OPERATING BUDGET AND RELATED DOCUMENTS, INCLUDING THE INVESTMENT POLICY, CAPITAL IMPROVEMENT PROGRAM, FEE SCHEDULE, POSITION CONTROL LIST, SALARY SCHEDULE, STRATEGIC PLAN, AND RESERVE AMOUNTS

City Manager Greg McDanel introduced the Fiscal Year 2026-2027 Budget Adoption item, describing the proposed budget as a Stabilization and Recovery Budget. The presentation highlighted the City's fiscal transition, including flattening recurring revenue growth, rising inflation and operating costs, personnel and pension costs outpacing revenues, and timing-dependent development revenues. Staff reported General Fund operating revenues of \$51.3 million, operating expenditures of \$52.9 million, and an operating deficit of approximately \$1.58 million, with reserves funded at approximately 88% of policy targets. The City Manager emphasized that reserve use is a limited bridge to protect essential services, not a permanent operating strategy, and noted that the budget prioritizes preserving core services, maintaining current filled workforce capacity, limiting discretionary commitments, continuing targeted community investments through grants and restricted funds, advancing

fiscal recovery and revenue diversification, and returning with quarterly financial reporting beginning in October 2026.

Finance Director Jessica Riley presented the revised proposed Fiscal Year 2026-2027 Budget for consideration of adoption. The presentation summarized the budget development focus on reducing the projected operating deficit while preserving reserve capacity and maintaining service levels. Staff reported operating revenues of \$51.3 million, expenditures of \$52.9 million, an operating deficit of approximately \$1.58 million, and reserve funding at 88% of policy targets. Staff also reviewed the operating outlook, reserve monitoring plan, proposed post-session budget adjustments, administrative updates, technical corrections, and clerical corrections to the salary schedule. Staff recommended that the City Council adopt a resolution approving the FY 2026-2027 operating budget, investment policy, capital improvement program, fee schedule, position control list, salary schedule, strategic plan, and reserve amounts, and provide direction on any changes prior to adoption.

PUBLIC COMMENT: Bobby Maxwell, Karla Lobo

On motion by Council/Agency Garcia-Arrazola and second by Council/Agency Member Burks and carried by the following vote, the City Council/Successor Agency moved to adopt FY26/27 budget and related documents.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO #26-67

10. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

None.

B. FOLLOW UP ON PREVIOUS REQUESTS

None.

11. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

Reports provided.

12. CLOSED SESSION

City Attorney Damon read the closed session items, noting that item 12A was removed from the agenda, and did not anticipate any report out.

A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54957.6

Agency Negotiators: Greg McDanel, City Manager; Samantha Sahkrani, Human Resources Director/Risk Manager

Employee Organizations: Seaside Police Officers' Association, Seaside Firefighters' Association, Seaside Public Safety Managers' Association, Seaside City Employees Association, Seaside Managers Employee Association, Non-Represented Non-Exempt Confidential Employees, Non-Represented Exempt Confidential Employees, Executive Employees, Unclassified Exempt Employees, and Unclassified Non-Exempt Employees

Removed from the agenda.

B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d)(2)

Two potential matters.

No report.

13. ADJOURNMENT

With no further business, the meeting adjourned in honor of Ms. Lenora Bean, at 11:57 p.m.

Respectfully submitted,

Dominique L. Davis, City Clerk

Ian N. Oglesby, Mayor



CITY OF SEASIDE STAFF REPORT

Item No.: 8.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Corryn Bennett, Accountant II

DATE: July 2, 2026

SUBJECT: APPROVE AND FILE CITY CHECKS

RECOMMENDATION

Approve and file the accounts payable and wired payments made during the period of May 16, 2026 through May 29, 2026, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period of May 28, 2026. Total Accounts Payable and Payroll for the above referenced period is \$2,299,038.46.

BACKGROUND

In accordance with Government Code Section 37208, at each City Council meeting, the Council is provided a listing of the payroll and general checks issued since the last report so that the checks can be inspected and confirmed. Each purchase has been reviewed and approved by the department making the purchase at the time of procurement. The invoices have been reviewed by the Finance Department prior to payment to ensure that they conform to the approved budget.

Therefore, in accordance with Government Code Section 37208, the above referenced and linked list of checks conforms to the approved budget and has been paid. These checks are submitted to the City Council for inspection and confirmation.

A description of the checks and wires exceeding \$10,000.00 are as follows:

- \$102,759.61 to GEOSYNTEC CONSULTANTS, INC. for March 2026 invoice for Campus Town environmental services.
- \$14,426.00 to COASTAL TRUCKING INSTITUTE, LLC for Class A truck driver training for (2) public works staff.
- \$13,193.75 to CRESSON POINT CONSTRUCTION LLC for Purchase of one Asphalt

- DragBox Spreader Box for streets maintenance.
- \$24,250.00 to S.G.S. RECYCLING ENTERPRISES, INC. for Demolition of Auto Mall light towers in May 2026.
 - \$20,085.39 to SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS FOR MONTEREY COUNTY, INC. for Animal care services special humane case for the Police Department in April and May 2026.
 - \$138,117.13 to QUINN COMPANY for Purchase of a Compact Track loader with a Cold Planer attachment for pavement rehabilitation projects.
 - \$10,069.68 to JOHN LAMBIRTH TRUCKING, INC. for Purchase of playground fiber for Lincoln Cunningham Park.
 - \$10,939.61 to CIVICPLUS LLC for SeeClickFix annual subscription fee for the period of 07/15/25-07/14/26.
 - \$13,801.85 to MIRACLE PLAYSYSTEMS, INC. for Purchase and installation of replacement playground equipment at Stuart Park.

The Net Payroll and Payroll benefits total was \$1,493,958.89.

The remaining checks, totaling \$457,436.55, include payments to vendors for operating expenditures.

The check report is available on the City's website here:

<https://www.ci.seaside.ca.us/194/Check-Draft-Register>

FISCAL IMPACT

There are no additional fiscal impacts.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

None

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.C.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager

DATE: July 2, 2026

**SUBJECT: APPROVE A PROCLAMATION DESIGNATING THE MONTH OF
JULY 2026 AS PARKS AND RECREATION MONTH IN THE CITY
OF SEASIDE**

RECOMMENDATION

Approve proclamation.

BACKGROUND

The request is to accept the proclamation designating July 2026 as Parks and Recreation Month. This has been a reoccurring proclamation since 2018.

FISCAL IMPACT

No fiscal impact

STRATEGIC PRIORITY

Diverse and Inclusive Community, Community Safety & Quality of Life

ATTACHMENTS

1. Parks and Recreation Month 2026
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read "GMDP".

Greg McDanel, City Manager

City of Seaside PROCLAMATION



Parks and Recreation Month July 2026

WHEREAS, *Parks and Recreation makes lives and communities better now and in the future; and*

WHEREAS, *it is established through statewide public opinion research, 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends; and*

WHEREAS, *residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during non-school hours; it promotes the arts, it increases social connections; aids in therapy; and promotes lifelong learning; and*

WHEREAS, *residents value their parks for access to outdoor spaces for children and adults to play and be active; exercise and group sports; and*

WHEREAS, *parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural and cultural resources in our community; and*

WHEREAS, *the residents of the City of Seaside including children, youth, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, tennis/pickleball courts, facilities and programs including Soper Field, Cutino Park, Patchetti Park, Laguna Grande Park & Robert's Lake Eco-Recreation Station provided by the City of Seaside; and*

WHEREAS, *the City Council urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and*

WHEREAS, *July is celebrated across the nation as Parks and Recreation Month.*

NOW THEREFORE, BE IT PROCLAIMED, *that I, The Honorable Ian N. Oglesby, Mayor of the City of Seaside, on behalf of the City Council, do hereby proclaim July 2026, as "**Parks and Recreation Month**" and in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.*

Ian N. Oglesby, Mayor

July 2, 2026



CITY OF SEASIDE STAFF REPORT

Item No.: 8.D.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Kee Hyon Higgins, Recreation Superintendent

DATE: July 2, 2026

**SUBJECT: APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST
OF \$3,000.00 FROM THE BOYS & GIRLS CLUBS OF MONTEREY
COUNTY TO ASSIST WITH THE COSTS ASSOCIATED WITH
THEIR EIGHT-WEEK YOUTH SUMMER CAMP PROGRAM**

RECOMMENDATION

Approve the request.

BACKGROUND

The Boys & Girls Clubs of Monterey County is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to cover the costs associated with expenses related to their eight-week youth Summer Camp Program, including the purchase of art & craft supplies, pencils, specialty paper, legos, kids passport books, grill and cooking utensils and supplies and a variety of resources for STEAM-based learning experiences designed to keep kids active, engaged, and learning all summer long. Their Summer Camp Program provides grade-specific learning activities, sports camps, clinics, field trips, and hands-on projects for youth ages 6–18. It is designed to support local youth in continuing their academic, social, and emotional development during the school break. The availability of free programming has significantly increased summer enrollment.

The Boys & Girls Club Summer Camp Program engages in environmental sustainability through its EV fleet conversion. Weekly field trips are conducted using electric vehicles (EV buses), helping the carbon footprint. Three meals a day will be provided for the youth each day, and the remaining scraps and recyclable materials will be properly sorted and recycled to reinforce sustainable habits.

The program has a municipal community benefit by offering a free, eight-week summer program for youth in Seaside and across Monterey County. In previous years, there was a cost associated with enrollment. However, that fee has been eliminated, making the program more accessible to local families. This investment supports families in seaside and surrounding communities by providing youth a safe, supervised environment where they can participate in structured educational and enrichment activities throughout the summer.

The Boys & Girls Clubs of Monterey County does direct mailing and emailing outreach to constituents within their database for fundraising. Additional support is being pursued through local business sponsorships, grants, and community partnerships. These funding sources help supplement program costs.

Based on the information provided in the application, the request meets the criteria for the Mayor's Youth Fund Policy:

- The Boys & Girls Clubs of Monterey County is a non-profit organization in Seaside.
- They serve 71% of seaside youth ages 6-18.
- Their program contributes to environmental sustainability and climate resilience.
- Their program has a municipal community benefit.

They received their last donation at the June 24, 2025, City Council meeting. They submitted their 2025 Mayor's Youth Fund Closing Report within the 60-day time frame.

FISCAL IMPACT

This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance of the Mayor's Youth Fund account (601-2106) is \$62,879.79. If the City Council approves this request, the balance will decrease to \$59,879.79. This is for fiscal year 2026/27.

In the event that all of the funds in the Mayor's Youth Fund become exhausted, staff will keep a file of all applications. Once Green Waste issues the next round of funding, all applications on file will be processed at the next available City Council meeting.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. Mayor's Youth Fund Request Boys & Girls Clubs of Monterey County 2026
-

2. Boys & Girls Clubs of Monterey County 501(c)(3)
 3. Mayor's Youth Fund Closing Report - Boys & Girls Clubs of Monterey County 2025
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'GMP', is positioned above a horizontal line.

Greg McDanel, City Manager



Mayor's Youth Fund
986 Hilby Avenue, Seaside CA 93955
831-899-6800 | FAX: 831-718-8603

MAYOR'S YOUTH FUND POLICY

Purpose: The Mayor's Youth Fund provides supplemental financial assistance to Seaside youth and youth-serving organizations that enhance well-being, leadership, civic engagement, recreation, environmental sustainability and/or climate resilience. The Mayor's Youth Fund Policy has been developed to standardize the evaluation of contribution requests and ensure that the funds are used appropriately to serve the City's youth.

Eligible Applicants: Contributions will only be made to, or on behalf of, students or organized groups, such as schools and non-profit organizations based in Seaside and/or serving a majority of Seaside residents ($\geq 50\%$) that are 18 years old or younger or enrolled in high school. Faith based organizations may apply for contributions from the Mayor's Youth Fund if the funding is not used to support religious activities such as worship, Sunday School, or religious instruction. In addition, activities funded by the Mayor's Youth Fund must be open to all participants regardless of religious affiliation.

Allowable Expenditures: Eligible expenditures may include:

- ☐ Event or program costs such as field or facility rental, entry fees, or supplies.
- ☐ Equipment or uniforms directly supporting youth participation in extracurricular, athletic, cultural, or environmental programs.
- ☐ Transportation or travel expenses directly tied to eligible events
- ☐ Stipends or payments for qualified referees or contracted service providers directly supporting an approved youth event, program, or tournament.
- ☐ Materials or supplies advancing environmental sustainability, climate resilience, clean-energy awareness, conservation, waste-reduction efforts, community stewardship, or civic engagement.

The following expenses are not eligible: standard classroom supplies, textbooks, staff salaries or stipends, religious or political activities, personal gifts, activity rewards, or food and entertainment unrelated to program activities.

School Coordinated Funding Requests: Funding requests coordinated through schools may be considered when:

- ☐ The project provides a clear municipal or community benefit.
- ☐ Requests supplement but do not supplant school district funding.
- ☐ The activity involves collaboration with Seaside businesses, organizations, or City departments.
- ☐ The application includes written approval from the school principal of the participating school or an authorized district administrator confirming the project aligns with district policy and is not otherwise fully funded.

Submittal of Contribution Requests: In order to request a contribution, the following information must be provided in writing:



- ☐ Name of the organization, person(s) benefiting, proposed use of the funds, total amount needed.
- ☐ Description of other fundraising or contributors.
- ☐ An explanation of how the group, activity, or event will benefit Seaside youth.
- ☐ A written description of how the proposed activity or event contributes to environmental sustainability and climate resilience, which may include: waste reduction, recycling, reuse, pollution prevention, clean-energy or solar-powered education, water conservation, habitat restoration, community stewardship, or other practices that support a healthy and sustainable Seaside.
- ☐ How this request will provide a municipal benefit (i.e., benefit the community).
- ☐ Proof of non-profit status (not a taxpayer's I.D. number) and a current W-9 form.
- ☐ If the request originates from a school or district-affiliated program, written sign-off by school principal or appropriate school district administrator must accompany the application.

Incomplete applications will not be forwarded for Council consideration.

Evaluation Process and Criteria: Funding requests are subject to City Council approval following staff review for eligibility and completeness. Evaluation will consider:

- ☐ Scholastic, athletic, music, environmental and art activities will be considered for funding based on the quality of the proposed activity.
- ☐ Evidence that the activity or event contributes to environmental sustainability and climate resilience, such as waste-reduction practices, recycling and reuse efforts, clean-energy or solar-power learning, conservation initiatives, habitat restoration, or community stewardship projects that support a healthy environment.
- ☐ Contributions requests will be accepted from individuals and can be made to an organization on behalf of an individual member or student.
- ☐ Contributions are only paid to organizations, such as non-profit groups and schools.
- ☐ Contributions are intended to fund actual costs related to an event or activity. (Please see "Payment Process" information provided below.)
- ☐ Contributions from the Mayor's Youth Fund are not intended to be the sole source of funds for an organization or program and will only be made to supplement other fundraising activities.
- ☐ How this request will provide a municipal benefit (ie., benefit the community).

Contribution Limits: In order to equitably distribute funds available in the Mayor's Youth Fund, the following contribution guidelines have been developed, although all contributions are subject to the discretion of the City Council.

Individuals	25% of total cost of activity (not to exceed \$1,000)
Groups (≤ 20 persons)	up to \$1,500
Groups (≥ 21 persons)	up to \$3,000

Funding is limited to one contribution per applicant or organization within a twelve-month period.



**SEASIDE
CALIFORNIA**

Mayor's Youth Fund
986 Hilby Avenue, Seaside CA 93955
831-899-6800 | FAX: 831-718-8603

Funding Requirements:

- ☐ Submit the Mayor's Youth Fund Closing Report within 60 days of event, activity, or program completion. Applicants that do not furnish the report may not apply for funds for the following year.
- ☐ A representative from the organization is required to be at the Council meeting, or attend virtually, for their application to be heard. If no representative is present then the agenda item will be postponed to another City Council meeting upon notification by the applicant.
- ☐ Incomplete applications will not be forwarded for Council consideration; applications not answering the question related to reduce, reuse or recycle/environmental sustainability **AND** municipal benefit are considered incomplete.

Individual Requests: Please attach an itemized list of all expenses. Amount of funding request may not exceed 25% of the total cost of the activity and not exceed \$1,000.

Payment Process: If a contribution is approved by the City Council, payment will be made to the authorized organization or directly to the vendor selected by the authorized organization after submittal of a receipt or the presentation of actual invoices. No funding payments shall be made directly to individuals, ensuring compliance with municipal auditing standards.

Submission: All requests will be considered before the City Council and you will be notified of the specific date your item is placed on the agenda. Please return this completed form with necessary attachments to:

Dan Meewis
City of Seaside Recreation Services
440 Harcourt Avenue
Seaside, CA 93955



MAYOR'S YOUTH FUND CONTRIBUTION REQUEST

CONTACT INFORMATION:

Organization: Boys & Girls Clubs of Monterey County

Name of Applicant: Kassandra Pasillas

Address: 1332 La Salle Ave City: Seaside State: CA

Phone: (831) 394-5171 Email: grantsadministration@bgcmc.org

Number of Participants: 360 Seaside Residents / Students: 256 Ages: 6-18

CRITERIA:

Applicants must meet at least one of the following criteria to be eligible for funding. Please select one or more from the following list:

☐ Scholastic ☐ Athletic ☐ Music ☐ Environmental ☐ Art ☐ Other _____

Is funding a reward for one of these activities? ☐ No ☐ Yes, _____

1. Description of event, activity, or program funding pertains to: *(Attach additional information as necessary)*

(Attached)

2. Description of how funds will be specifically used for youth groups, activities and events:

(Attached)

3. Describe how the event, activity, or program contributes to environmental sustainability and climate resilience.

Examples may include: waste reduction, recycling or reuse efforts, clean-energy or solar-power education, water conservation, pollution prevention, community cleanups, school garden projects, habitat restoration, or other activities that support a healthy and sustainable environment.



**SEASIDE
CALIFORNIA**

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(Attached)

4. Description of how the event, activity, or program has a municipal community benefit:

Examples may include: representing Seaside in regional competitions, providing community service, supporting a local event, environmental improvements, leadership development, or youth engagement consistent with City goals.

(Attached)

5. What other fundraising activities are you participating in to fund your event, program, or activity? What other funding sources will supplement your requests?

(Attached)

Total Amount Requested: (See contribution limits) \$3,000

Applicant Signature: Kassandra Pasillas

Date: 06/12/2026

School-affiliated requests require district approval:

Name:

Title:

School/District:

Signature:

Date:

MAYOR'S YOUTH FUND CLOSING REPORT

Page 5 of 6
Revised 12/4/25

1. Description of event, activity, or program funding pertains to:

The Boys & Girls Clubs of Monterey County (BGCMC) is offering a free, 8 week summer program for youth across Monterey County. This action-packed program features grade-specific learning activities, sports camps, clinics, field trips, and hands-on STEAM (Science, Technology, Engineering, Arts and Mathematics) experiences designed to keep kids active, engaged, and learning all summer long - while helping prevent summer learning loss that can occur when children are out of school for extended periods. Our programs support local youth in continuing their academic, social and emotional development and our activities are rooted in our three core outcome areas: Academic Success, Healthy Lifestyles, and Good Character & Leadership.

In addition to academic programming, BGCMC offers a wide range of specialty camps and athletic clinics that foster skill development and teamwork. One highlight is the Johnson-Toney Football Camp, which brings together hundreds of youth from across Monterey County for four days of mentorship, fitness and community engagement. Additional camps include soccer, volleyball, and basketball.

The availability of free programming has significantly increased summer enrollment. Our Seaside Clubhouse has 310 members, including and 206 residents of Seaside. Currently 50 Seaside youth are currently registered for the Johnson-Toney Football Camp.

The theme of this year's summer programming is Around the World. Our elementary aged members will explore different countries each week through the art, architecture and folktales that originate from those cultures. Our teen members will learn how art and technology come together to create something unique and interesting.

Throughout the summer both age groups will have the opportunity to participate in physical activities ranging from track and field to bocce ball and cricket. Members will also learn mindfulness techniques, practice meditation, and strengthen their social-emotional skills. Afternoon programming provides opportunities to enhance literacy skills, participate in science and STEAM projects, and engage in community service activities that help them make a positive impact in the community.

2. Description of how funds will be specifically used for youth groups, activities and events:

The funds from the Mayor's Youth Fund will be used to purchase supplies and materials that support engaging, hands-on educational activities throughout our Summer Program. This year's theme, "Around The World," will introduce youth to diverse cultures, traditions, cuisines, geography, and landmarks from across the globe. Grant funds will support the purchase of essential program materials, including:

Pencils

Specialty Paper

Colored pencils/crayons/ markers

Legos
Permanent Markers
Kids Passport Books
Grill/Cooking Utensils/Supplies

3. Describe how the event, activity, or program contributes to environmental sustainability and climate resilience.

Examples may include: waste reduction, recycling or reuse efforts, clean-energy or solar-power education, water conservation, pollution prevention, community cleanups, school garden projects, habitat restoration, or other activities that support a healthy and sustainable environment.

Our program contributes to environmental sustainability and climate resilience in several ways. Weekly field trips are conducted using electric vehicles (EV buses), helping to reduce our carbon footprint. Members receive three nutritious meals each day, and all food scraps and recyclable materials are properly sorted and recycled to reinforce sustainable habits.

4. Description of how the event, activity, or program has a municipal community benefit:

Examples may include: representing Seaside in regional competitions, providing community service, supporting a local event, environmental improvements, leadership development, or youth engagement consistent with City goals.

The program has a municipal community benefit by offering a free, 8-week summer program for youth in Seaside and across Monterey County. In previous years, there was a cost associated with enrollment; however that fee has been eliminated, making the program more accessible to local families. This investment supports families in Seaside and surrounding communities by providing youth with a safe, supervised environment where they can participate in structured educational and enrichment activities throughout the summer. These opportunities help prevent summer learning loss while promoting academic growth, social-emotional development, and positive youth engagement.

5. What other fundraising activities are you participating in to fund your event, program or activity? What other funding sources will supplement your requests?

Other fundraising activities supporting the Summer Program include direct mail and email outreach to constituents within our database. This campaign strategically targets major donors within our database with over 2,000 engaged constituents. Our fundraising goal for this year's Summer Campaign is \$275,000, which will directly support the delivery of high quality, enriching summer experiences for over 1,000 youth across Monterey County, including those in Seaside. We have grants confirmed by Taylor Farms, Tanimura & Antle, Tanimura Family Foundation and the Fair Education Foundation.



Department of the Treasury
Internal Revenue Service
P.O. Box 9941
Ogden UT 84409

In reply refer to: 2916803013
May 02, 2000 LTR 252C
94-1702753 000000 00 000
01383

BOYS & GIRLS CLUBS OF MONTEREY
COUNTY
PO BOX 72
SEASIDE CA 93955-0072721

Taxpayer Identification Number: 94-1702753

Dear Taxpayer:

Thank you for the inquiry dated Mar. 20, 2000.

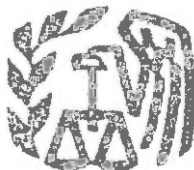
We have changed your business name as requested. The number shown above is valid for use on all tax documents. For your convenience, we have ordered corrected Forms 8109, Federal Tax Deposit Coupons for you to make your deposit. You should receive them in five to six weeks. REMINDER - Your new business name should also be used if you deposit electronically. You can make Electronic Funds Transfer (EFT) payments using the government's Electronic Federal Tax Payment System (EFTPS) through a financial agent designated to process tax payments.

If you have any questions, please call us toll free at 1-800-829-1040. If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number () _____ Hours _____

Department of the Treasury



District Director
Internal Revenue Service

Date: 4 DEC 1975

In reply refer to:
FL-1330, Code 428

EO-7272:d:Sheldish
SF:EO:75-1625
(415)556-7963

Boys Club of Monterey Peninsula
P. O. Box 72
Seaside, California 93955

Our Letter Dated: February 24, 1969

In our above letter, we advised you that you were recognized as exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. However, we did not determine whether you are a private foundation.

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation as defined in section 509(a) of the Code because you are an organization described in section 170(b)(1)(A)(vi) and 509(a)(1).

This classification is based on the assumption that your operations will continue as you have stated. Please notify us of any changes in your purposes, character, or method of operation so that we can consider their effect on your status.

Because this letter could help resolve any questions about your exempt status and private foundation status, please keep it in your permanent records.

Sincerely yours,

F. L. Brownell

District Director

FRANCHISE TAX BOARD

1025 P STREET

CRAMENTO, CALIFORNIA 95814

October 23, 1968

Boys Club of Monterey Peninsula, a
non-profit Corporation
c/o Weingarten and McGinty
Fremont Professional Center
Fremont Boulevard and Williams Avenue
Seaside, CA 93955

Re: Exemption from franchise tax

Gentlemen:

It is the opinion of this office, based upon the evidence presented, that you are exempt from State franchise tax under the provisions of Section 23701d of the Revenue and Taxation Code, as it is shown that you are organized and operated exclusively as a charitable organization.

Accordingly, you will not be required to file franchise tax returns unless you change the character of your organization, the purposes for which you were organized, or your method of operation. Any such changes should be reported immediately to this office in order that their effect upon your exempt status may be determined.

If in any year your gross income exceeds \$25,000, you are required to file an information return on Form 199 on or before the 15th day of the 5th month following the close of your fiscal year. These forms will be mailed to you if you provide us with your current postal address.

If you have income from an unrelated trade or business that is taxable under the provisions of Section 23731 of the Revenue and Taxation Code, you must file a return on Form 109 on or before the 15th day of the 3rd month following the close of your fiscal year. Copies of this form may be obtained from this office or any of its branches.

Contributions made to you are deductible by the donors in arriving at their taxable net income in the manner and to the extent provided by Sections 17214, 17215, 17216 and 24357 of the Revenue and Taxation Code.

If the organization is not yet incorporated or has not yet qualified to do business in California, this approval will expire unless incorporation or qualification is completed within 30 days.

Very truly yours,

James C. Stewart

James C. Stewart
Assistant Secretary

101 Secretary of State

Mayor's Youth Fund Closing Report

Date Mayor's Youth Fund was approved by council: Tuesday, June 24, 2025

Name of Organization: Boys & Girls Clubs of Monterey County

Contact: Cassandra Pasillas

Address: 1332 La Salle Ave, Seaside, CA 93955

Email/Phone: grantsadministration@bgcmc.org (831) 394-5171

Amount of Donation Received: \$3,000

What items were purchased with Mayor's Youth Fund Donation: With support from the Mayor's Youth program, we were able to provide members with essential learning supplies including paper, pens, and colored pencils—ensuring every young person had the tools to fully engage in Club activities. Beyond the classroom, funds also made possible enriching field trips to local destinations, where youth gained new experiences, explored their community, and expanded their horizons. The entire grant funding of \$3,000 was utilized to purchase supplies or fund field trips.

Please describe the activities and the date the group/individual participated in related to reduce, reuse and recycle? Please provide written description, brief City Council presentation, and/or photos.

The 2025 Summer Academy at the Seaside Clubhouse offered robust learning experiences and hands-on projects for youth ages 6–18. Operating daily from 8 a.m. to 6 p.m., the program served 153 participants, including 137 Seaside residents. Members were placed in age-appropriate groups (K–2nd, 3rd–5th, and 6th–8th) to ensure activities were developmentally aligned and engaging. In addition, the Johnson-Toney Football Camp, held in two sessions during June and July, engaged 56 Seaside youth.

The summer program culminated with our Summer Showcase on Thursday, July 31, 2025, where families and community members celebrated the creativity and hard work of our youth. A central theme woven throughout programming was environmental responsibility, with lessons on reducing, reusing, and recycling. In particular, our middle school members participated in a dedicated upcycling project, collecting gently used clothing and transforming items into unique, repurposed fashion pieces—combining creativity with sustainability. Other examples of grade-level projects include:

Grades 1–3: Animal Habitats & Outer Space

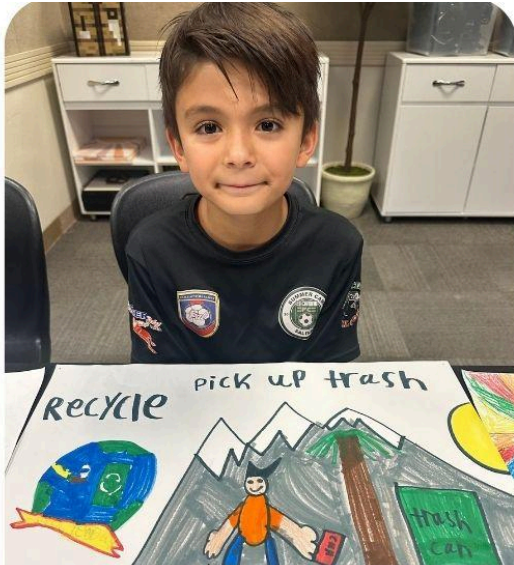
- Animal Habitats: Youth explored various ecosystems and learned about the animals that inhabit them. Lessons emphasized environmental responsibility and the importance of protecting natural habitats.
- Outer Space: Members dived into astronomy, exploring our galaxy, planets, and Earth's place in the universe. Activities included creating a model solar system.

Grades 4–5: Life in Space & Solar Energy

- Life on the International Space Station: Members explored life as an astronaut, including the challenges and wonders of living in space. This unit builds on prior space knowledge and introduces concepts of space exploration and Earth sciences.
- Solar Energy: Youth investigated the power and potential of sustainable energy. Through a hands-on project, they built solar ovens to cook s'mores, combining science with fun.

Grades 6–8: Upcycled Fashion & The Science of Ice Cream

- Upcycled Fashion: Focused on sustainability and environmental impact, youth learned about the fast fashion industry and used creative problem-solving to design and repurpose gently used clothing into new fashion items.
- The Science of Ice Cream: A deliciously educational unit, this theme explored the chemistry behind making ice cream and how ingredients interact to create various flavors and textures.



Carlos (2nd grade) created a poster reminding others that recycling helps protect animal habitats.



President & CEO, Ron Johnson supporting Jonathan (7th grade) and Alan (6th grade) as they repurposed clothing in the Upcycling program.



Joey (4th grade) gave a presentation on zebras and their natural habitats.



Paul (5th grade) and Emi (1st grade) playing with seaweed on a trip to Lover's Point.

Signature: *Kassandra Pasillas*

Date: 9/4/2025

*This form is due 60 days upon receipt of funding by the applicant. Organizations that do not comply within the 60 day time period may not apply for funding for the following year.



CITY OF SEASIDE STAFF REPORT

Item No.: 8.E.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Dominique Davis, City Clerk

DATE: July 2, 2026

**SUBJECT: ADOPT A RESOLUTION AUTHORIZING A PROFESSIONAL
SERVICE AGREEMENT WITH VOLER STRATEGIC ADVISORS FOR
MEDIA RELATIONS FOR AN AMOUNT NOT TO EXCEED
\$4,000.00 A MONTH FROM JULY 2026 THROUGH JUNE 2027**

RECOMMENDATION

Approve agreement.

BACKGROUND

Voler Strategic Advisors is a full-service strategic communications firm offering public relations, crisis management, and communications strategies that help organizations achieve their full potential. They believe that great communications drive great results. They work with their clients to understand the mission, developing strategies to achieve the best outcomes. They abide by three core values; client centered, forward-thinking and results-driven.

Voler has been instrumental in assisting the City of Seaside with communications strategies for our Oaxaca By the Sea event, the Sister City efforts with Oaxaca de Juarez, Mexico, 4th of July, Seaside Stars, the Certified Farmer's Market, Cal Fresh promotional videos, department-specific PSA's, traffic advisory and announcements for car week, as well as a variety of pop-up events and ribbon cuttings. The attached proposal describes video production efforts as well as public information officer support. This current contract is for the months of July 2026 - June 2027.

FISCAL IMPACT

\$48,000 to be paid from the City Manager's Office budget account number 100-2010-1030.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. Volar Resolution 2026
 2. Volar Agreement 2026
 3. Proposal
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'G. McDanel', is positioned above a horizontal line.

Greg McDanel, City Manager

RESOLUTION NO. 26-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

ADOPT A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH VOLER STRATEGIC ADVISORS FOR MEDIA RELATIONS FOR AN AMOUNT NOT TO EXCEED \$48,000.00.

WHEREAS, Voler Strategic Advisors is a full-service strategic communications firm offering public relations, crisis management, and communications strategies that help organizations achieve their full potential; and

WHEREAS, Voler has been instrumental in assisting the City of Seaside with communications strategies for our Oaxaca By the Sea event, the Sister City efforts with Oaxaca de Juarez, Mexico, 4th of July, Seaside Stars, the Certified Farmer's Market, and a variety of pop-up events and Ribbon Cutting Ceremonies; and

WHEREAS, The City of Seaside additional needs for communications expertise with the growing number of community events and activities; and

WHEREAS, Staff has determined the proposed scope of work and fees are reasonable considering the city's need; and

WHEREAS, there are available funds allocated in the Fiscal Year 2026-2027 budget; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside authorize the City Manager to execute an Amendment to the Professional Services Agreement with Voler Strategic Advisors for an amount not to exceed \$48,000.00.

PASSED AND ADOPTED at a special City Council meeting of the City of Seaside duly held on the 2nd day of July 2026, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique Davis, City Clerk

APPROVED TO FORM

Sheri L. Damon, City Attorney



**CITY OF SEASIDE
PROFESSIONAL SERVICES AGREEMENT
MEDIA RELATIONS**

This agreement is made by and between the City of Seaside (City), and Voler Strategic Advisors (Consultant).

- A. Engagement: The City agrees to engage the Consultant to provide as described in Exhibit A, attached hereto and, hereinafter referred to as "the Project."
- B. Relationship: The Consultant is an independent contractor and is not to be considered an agent or employee of the City.
- C. Compensation: The City shall pay consultant on a time and materials basis in accordance with the standard billing rates shown in Exhibit B, attached hereto, not to exceed FORTY EIGHT THOUSAND DOLLARS (\$48,000.00).
- D. Expense Reimbursement: City will reimburse for professional services and expenses at cost upon submission of receipts.
- E. Method of Payment: The City shall pay within 30 days in accordance with Consultant's Fee Schedule, attached hereto, upon receipt of a written invoice from Consultant detailing services rendered.
- F. Term: The term of this agreement shall commence on July 2, 2026 and terminate June 30, 2027.
- G. Termination: This agreement may be terminated; (a) by either party at any time for failure of the other party to comply with the terms and conditions of this Agreement; (b) by either party upon 10 days prior written notice to the other party; or (c) upon mutual written agreement of both parties. In the event of termination, the Consultant shall stop work immediately and shall be entitled to compensation for professional fees and expense reimbursement to the date of termination and for any work necessitated by that termination.
- H. Indemnity: To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Agency and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or sub-consultants (or any agency or individual that

Consultant shall bear the legal liability thereof) in the performance of services under this agreement. Consultant's duty to indemnify and hold harmless Agency shall not extend to the Agency's sole or active negligence.

- I. **Duty to Defend:** In the event the Agency, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this agreement, and upon demand by Agency, Consultant shall defend the Agency at Consultant's cost or at Agency's option, to reimburse Agency for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by Consultant's negligent acts, errors or omissions. Payment by Agency is not a condition precedent to enforcement of this provision. In the event of any dispute between Consultant and Agency, as to whether liability arises from the sole or active negligence of the Agency or its officers, employees, or agents, Consultant will be obligated to pay for Agency's defense until such time as a final judgment has been entered adjudicating the Agency as solely or actively negligent. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.
- J. **Insurance:** Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as follows;

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than 1,000,000 combined single limit for each accident.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

Consultant shall submit to Agency, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of Agency, its officers, agents, employees and volunteers.

K. Project Management. The (Contract Manager) will represent the City for all purposes under this Agreement. Dominique Davis, City Clerk/Public Affairs Officer, is designated as the Contract Manager for the City. The Contract Manager will be Consultant's point of contact with respect to performance, progress and execution of the Services. The City may designate an alternate Contract Manager from time to time.

L. Ownership of Work Product:

- a. Upon completion of, or in the event of termination or suspension of this Agreement, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, computer discs, and reports prepared by the Contractor under this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Contractor. With respect to computer files, Contractor shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.
- b. The City agrees to hold Consultant harmless from all damages, claims, expenses, and losses arising out of any reuse of the plans, specifications, drawings, maps, models, computer files and other documents for purposes other than those described in this Agreement, unless written authorization of Consultant is first obtained.

M. Assignment

- a. The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. Because of the personal nature of the services to be rendered pursuant to this Agreement, Perla Rodriguez, Chief Executive Officer, shall perform the services described in this Agreement.
- b. Perla Rodriguez may use assistants under his/her supervision to perform services under this Agreement. Consultant shall provide City fourteen (14) days' notice prior to the departure of Perla Rodriguez from Consultant's employ. Should he/she leave Consultant's employ, the City shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, Consultant's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be

otherwise agreed to in writing between the City Manager and the Consultant.

N. Conflict of Interest

- a. Consultant shall at all times avoid conflicts of interest, or the appearance of conflicts of interest, in the performance of this Contract.
- b. If City determines Consultant comes within the definition of Consultant under the Political Reform Act (Government Code §87100 et seq.) Consultant shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with City disclosing Consultant's and/or such other person's financial interests.

O. Miscellaneous:

- a. The entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement.
- b. Neither this agreement nor any rights or obligations hereunder shall be assigned or delegated by the Consultant without the prior written consent of the City.
- c. This agreement shall be modified only by written agreement duly executed by the City and the Consultant.
- d. Should any of the provisions hereunder be found to be invalid, void or voidable by a court, the remaining provisions shall remain in full force and effect.
- e. This agreement shall be governed by and construed in accordance with the laws of the State of California.
- f. All notices required or permitted under this agreement shall be deemed to have been given if and when deposited in the United States mail, properly stamped and addressed to the party for whom intended at such party's address listed below, or when delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

Wherefore, the parties have entered into this agreement as of the later of the dates stated below.

Approved:

Dated: _____

CONSULTANT

By: _____

Title: _____

Address: _____

Dated: _____, 2024

City of Seaside:

By: Greg McDanel

Title: City Manager

Attachments:

Exhibit A Consultant's Proposal



Proposal

Strategic and Multilingual Communications.
Meaningful Impact.



April 27, 2026

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April 27, 2026

Greg McDanel, City Manager
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

Dear Mr. McDanel,

On behalf of Voler Strategic Advisors, thank you for the continued opportunity to support the City of Seaside. We are pleased to submit our proposal for the next six months of strategic communications services.

It is an honor to deepen our partnership as the City advances its mission to serve residents, uphold public safety, and foster a thriving, inclusive community. As an award-winning strategic communications firm, Voler brings a dedicated team with extensive experience in media relations, community engagement, branding, marketing, and crisis communications. Our work is grounded in inclusive storytelling, cultural competence, and a proven ability to build trust with diverse audiences.

We look forward to expanding our collaboration—strengthening the City of Seaside’s voice, enhancing community connections, and amplifying the City’s impact as it continues to cultivate a safe, vibrant, and resilient future for all who live, work, and visit.

Sincerely,



Rolando A. Bonilla
Chief Strategy Officer



About Us

Voler Strategic Advisors is a full-service, award-winning strategic communications firm specializing in public relations, crisis management, and communications strategies that help organizations across California strengthen their impact and reach their goals.

With a passion for public service and deep roots in Silicon Valley, our diverse, woman- and minority-owned team brings a client-centered, results-driven approach backed by more than 100 industry awards.

We offer innovative, customized support to elevate messaging, build trust, and drive impact—while proudly contributing to supplier diversity efforts through our national and state certifications.



10+ Years

Serving CA
Organizations

1-Stop Shop

Comprehensive multilingual
support across all
communications needs

100+ Awards

Recognizing creative
and marketing
excellence

The Value We Bring

At Voler Strategic Advisors, we understand the unique communications demands of public facing organizations and offer a powerful combination of expertise, flexibility, and strategic alignment to help organizations succeed.

- **One Strategic Partner, Many Solutions**

Voler operates as a one-stop communications hub, eliminating the need to juggle multiple vendors. Our integrated services—from crisis management, video storytelling, newsletter production, social media management and marketing to current and prospective clients — allow for seamless coordination and alignment of messaging across all platforms. This saves time, reduces cost inefficiencies, and ensures that every communication effort reinforces your core values and strategic priorities.

- **High-Level Expertise On-Demand**

We provide access to a multidisciplinary team of senior-level professionals with backgrounds in education communications, crisis and public affairs, creative content development, journalism, multicultural engagement and more. This collective expertise is available to you at a fraction of the cost of hiring even one full-time in-house specialist. Whether you need rapid-response media counsel, communications strategy, or creative content development, we're equipped to deliver—on deadline and with precision.

- **Tailored Support for Your Communications Needs**

Whether you have a dedicated communications staff or are just beginning to build capacity, Voler can augment your internal team or serve as your full-service communications department. Our flexible engagement model allows us to meet you where you are, scaling services up or down based on your evolving needs.

The Value We Bring

- **Thought Partnership and Advisory Support**

We provide strategic collaboration that goes beyond execution—serving as a trusted advisor to help navigate challenges, identify opportunities, and refine messaging. Through ongoing dialogue and insight exchange, we offer fresh perspectives and proven expertise to align communications with organizational goals. Our thought-partner approach ensures your team is supported with high-level counsel every step of the way.

- **Award-Winning & Proven**

Our work has been recognized at the state and national level for excellence in communications, creative content development, video production, media visibility and more. Voler has supported countless organizations through high-stakes challenges, large-scale initiatives, and sensitive transitions—all with results that have strengthened trust and community relationships. We bring experience that is not only tested but proven to work in real-world settings.

- **Culturally Fluent, Community-Focused**

With decades of experience in diverse communities, we specialize in communications that resonate with multicultural and multilingual audiences. We don't just translate content—we develop inclusive messaging strategies that reflect the lived experiences, values, and voices of the families you serve. This helps organizations build equity-centered relationships that empower all stakeholders.

*“Organizations turn to us because they know they’ll be **prepared—no matter the moment**. In today’s fast-paced environment, having **access to high-level communications and public relations expertise** isn’t a luxury—it’s essential for any organization aiming to lead with confidence and credibility.”*

Perla A. Rodriguez, CEO

Scope of Work

At Voler Strategic Advisors, we provide comprehensive communications support designed to enhance and strengthen your organization's outreach and engagement efforts. Our team proposes offering the following services in support of three major campaigns:

Scope of Work

Voler Strategic Advisors will provide strategic communications support for up to three major public awareness campaigns during the contract term. Campaign topics and themes will be identified by the City and may address public safety, community awareness, seasonal impacts, special events, quality of life issues, or other priority initiatives. Generally topics have included Seaside Car Week, Fireworks Safety, Oaxaca by the Sea.

Each campaign will be designed to inform, engage, and support community understanding while reinforcing City policies, operational efforts, and leadership messaging. Campaigns may be proactive, preventative, or visibility-focused in nature and may include multilingual outreach.

General Campaign Objectives

Across all three campaigns, the work will emphasize:

- Clear, accessible public information
- Community responsibility and awareness
- Alignment with City ordinances, operations, and departmental coordination
- Reduced need for reactive or crisis-driven communications
- Consistent, professional messaging across City channels

For each campaign, Voler Strategic Advisors will:

- Develop a concise, campaign-specific communications strategy aligned with:
 - City-identified goals and priorities
 - Target audiences and community demographics
 - Timing, seasonal considerations, or key milestones
- Create a core messaging framework that may include:
 - Key messages and supporting points
 - Enforcement, safety, or informational language as applicable
 - Multilingual messaging (English/Spanish), as needed
- Produce campaign-ready communications assets, which may include:
 - Digital content (e.g., short videos, graphics, or social media messaging)
- Develop media and leadership support materials, such as:
 - Media-ready talking points or press language
 - Spokesperson guidance for City leadership or departments
- Support earned media outreach, which may include:
 - Targeted media pitches per campaign
 - Message refinement to support public accountability and visibility

Cost Proposal

Services are delivered via a retainer model customized to your organization’s needs. Voler Strategic Advisors would invoice your organization the monthly fee below. We bill at the beginning of every month. Below is a breakdown:

SERVICE PACKAGE	MONTHLY RATE	DESCRIPTION
Customized Communications Support	\$ 4,000	Bundle of communications services including: • Communications Strategy and Thought Partnership • Public Awareness Campaign Support • Media Outreach • Video Storytelling and Content Development

DURATION OF AGREEMENT

The City of Seaside will enter an agreement of the following duration:
July 1, 2026 - June 30, 2027.

CONTRACT EXCLUSIONS:

This agreement does not include the following services or costs:

- Paid advertising; boosting
- Website design or technical support
- Logo design
- Graphic design projects including multi-page reports, brochures, etc.
- Printing
- Mailing/postage

We will be happy to provide a quote for any of these additional services or products.

ADDITIONAL FEES TRIGGER:

We work to keep our rates affordable and we ask for your collaboration to maintain an efficient review process.

After three rounds of edits, there will be a charge of \$350/hour.

If you approve of the above terms, please sign and date below.

Greg McDanel, City Manager

Date

Our Leadership

Page 9



Perla A. Rodríguez, Chief Executive Officer

With over 20 years of corporate leadership experience, Perla A. Rodríguez, Chief Executive Officer, has assembled a phenomenal team of professionals, trained by the best universities around the world. Together with her team members, distinguished leaders in their fields, Voler Strategic Advisors is providing innovative strategies and solutions to help clients achieve their objectives.

Well-known throughout corporate and media circles for her broad range of expertise and high level of professionalism, Rodríguez has worked for many of the biggest brands beyond the region, including Intel, Univision, PG&E, and the Public Policy Institute of California.

Previously, Rodríguez served as the Vice President of Public Affairs for Mi Pueblo Foods, where she was instrumental in building the company's first-ever public affairs department. She and her department were critical in earning the political and grassroots support to fuel the company's rapid expansion from 10 to 21 locations throughout Northern California within a two-year period. Under her leadership, Mi Pueblo created innovative philanthropic programs that engaged thousands of customers and invested over two million dollars benefiting students, families, and numerous nonprofit organizations.

Among her many accomplishments, Rodríguez has been recognized by her peers as a leader in the public relations industry. She has been recognized by the Silicon Valley Business Journal twice; in 2019 she was awarded a Latino Business Leadership Award, and in 2011 was recognized as one of the 100 most influential women in the Silicon Valley. The National Grocer's Association highlighted her for developing the Best Public Service campaign in the supermarket industry in 2011. In 2005, while working as a Community Affairs Manager for Univision 14, she was nominated for an Emmy Award as executive producer of the Exito Escolar education program.

Rodríguez holds a BA in international relations from Stanford University and an MPA from the University of San Francisco, with an emphasis in Health Services Administration. She is graduate of the Stanford Latino Entrepreneurship Initiative by the Stanford Graduate School of Business and the Latino Business Action Network (LBAN).

Outside of work and family, Perla dedicates much of her time to public service. She currently serves on the boards of San José Spotlight and the Catalino Tapia Scholarship Foundation. Over the years, she has served on several nonprofit boards, including Catholic Charities of Santa Clara County, the Hispanic Foundation of Silicon Valley, and the University of San Francisco's Leo T. McCarthy Center for Public Service and the Common Good.

Our Leadership

Page 10



Rolando Bonilla, Chief Strategy Officer

Serving as Voler Strategic Advisor's Chief Strategy Officer, Rolando A. Bonilla brings to the organization over 20 years of experience working as a communications strategist. Bonilla has been frequently quoted in publications such as the San Francisco Chronicle, and the Mercury News. Additionally, he provides commentary for television both locally and nationally, offering expert opinion on political and communications issues.

Having begun his career in the rough and tumble of San Francisco politics beginning his service as a Public Service Aide for the Director of the San Francisco Department of Public Health, Bonilla was appointed by then San Francisco Supervisor Gavin Newsom and Mayor Willie L. Brown, Jr. to serve on several city commissions, including serving as the Chairman of the Finance Committee of the San Francisco Juvenile Probation Commission where he oversaw a \$30+ million budget. Additionally, during his time serving in the City and County of San Francisco, Bonilla was elected as a California Democratic Convention delegate.

After serving in San Francisco, Bonilla moved to the Silicon Valley where he advised San Jose Council member Nora Campos as her Communications Director. During his time at San Jose City Hall, Bonilla was responsible for developing the Council member's public safety agenda, which became one of the most high-profile political agendas coming out of San Jose City Hall.

In 2010, after having served in government, Bonilla entered the private sector and founded a public relations firm that developed clientele in various industry sectors. From crisis communications to political strategy for publicly traded companies, Bonilla established his reputation as an expert that organizations turn to whether when dealing with crisis, and is the organization's lead strategist for crisis communications.

In 2019, Rolando returned to public service having been appointed to the San Jose Planning Commission by the San Jose City Council. In 2021, he was elected unanimously as the Commission Chair. Long considered the most important commission in the City of San Jose, the Planning Commission is a quasi-judicial legislative body responsible for adopting and amending San Jose's General Plan and adopting the City's land-use regulations. The Planning Commission also acts as an appellate body on Planning Director decisions, and certifies Environmental Impact Reports.

Bonilla serves on the boards of the San José–Evergreen Community College District Foundation and the Happy Hollow Zoo Foundation, and enjoys mentoring aspiring entrepreneurs and civic leaders. He is also a former board member of the Healthier Kids Foundation. A COVID-19 survivor, he founded the East San José COVID Relief Fund to provide financial assistance to local businesses impacted by the pandemic. Bonilla holds a B.A. in Politics from the University of San Francisco and a J.D. from San Francisco Law School.

Our Core Team

Page 11

Our team comprises experts in various fields, including crisis management, media relations, video production, marketing, photography, project management, social media and more. We bring a wealth of experience and knowledge to every project.



**Perla A.
Rodríguez**



Chief Executive Officer



**Rolando
Bonilla**



Chief Strategy Officer



**Alexandra
Cespedes
Kent**



Director of Communications and Marketing



**Diego
Barragan**



Director of Operations & Government Relations



**José
Manzo**



Superintendent-in-Residence



**Beatriz
Ferrari**



Communications Manager



**Porfirio
Ureña**



Video Team Creative Manager



**Fatima
Rodriguez**



Director of Special Projects



**Natalie
Hernandez**



Communications Specialist



**Nayeli
Abundis**



Public Relations Associate



**Luisa
Olivares**



Communications and Government Relations Associate



**Antonio
Castillo**



Creative Content Producer

Get to know
the dedicated
professionals
behind our work—
meet the team on our
website.

volersa.com

Thank you



We welcome the opportunity to further discuss your priorities and how Voler Strategic Advisors can support your organization.

Thank you for considering Voler Strategic Advisors as your communications partner.



Website

www.VolerSA.com



Cell/Text

Perla Rodriguez, (669) 360-0883
Rolando Bonilla, (408) 505-8799



E-mail

perlarodriguez@volersa.com
rbonilla@volersa.com



Social Media

Find us on LinkedIn and Instagram: [@volersa](#)



Address

2066 The Alameda, San Jose, CA 95126



CITY OF SEASIDE STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Jessica Riley, Finance Director

DATE: July 2, 2026

**SUBJECT: ADOPT A RESOLUTION APPROVING A PROFESSIONAL
SERVICES AGREEMENT WITH HDL COMPANIES FOR BUSINESS
LICENSE TAX OPERATIONS MANAGEMENT AND COMPLIANCE
SERVICES**

RECOMMENDATION

Approve agreement.

BACKGROUND

The City has contracted with third-party providers to administer its business license tax program since approximately 2010. Initially, these services were provided by MuniServices. Through a series of corporate acquisitions and transitions, administration of the City's business license program subsequently transferred to Avenu Insights & Analytics and most recently to Neumo.

Over time, City staff and members of the business community have experienced a noticeable decline in customer service and responsiveness. Staff have regularly received complaints regarding delayed responses, difficulty reaching customer service representatives, inconsistent communication, and challenges resolving business license account issues. These concerns have negatively impacted both City operations and the experience of local businesses interacting with the City's business license program.

Recognizing the importance of effective business license administration, staff evaluated alternative service providers capable of delivering comprehensive, full-service business license administration. Staff identified Hinderliter de Llamas & Associates (HdL) as the only viable alternative currently providing a complete suite of business license administration services, including customer support, account administration, compliance

monitoring, discovery services, audit services, collections, online filing, payment processing, and business outreach.

Sole Source

Staff is recommending a non-competitive agreement with HdL.

While the City generally seeks competitive procurement when practical, staff's review found that Neumo and HdL are currently the only providers offering comprehensive, full-service business license administration for California municipalities, including customer service, online filing, compliance, discovery, audit, and collection services within a single platform.

Given the City's ongoing service challenges with Neumo, staff determined that a formal competitive process would provide limited value, as HdL is the only identified alternative capable of delivering the full range of services required by the City. Additionally, HdL's proposed fee structure is comparable to the City's current administration costs while providing expanded services and enhanced customer support.

Staff believes HdL will provide a higher level of service than the City's current provider, resulting in improved customer service, stronger compliance efforts, and a better experience for Seaside businesses. To support a smooth transition, the City will temporarily suspend enforcement of late fees and penalties for a limited period following implementation, allowing businesses time to adapt to the new system and processes.

FISCAL IMPACT

For Fiscal Year 2024-25, the City received approximately \$1,064,731 in business license tax revenues. During that same period, administrative fees paid for business license administration totaled approximately \$29,466.

HdL's proposal includes the following compensation structure:

- Business License Administration: \$18 per processed account, plus annual CPI adjustment;
- Discovery, Compliance, and Audit Services: 40% of recovered revenues;
- Collection Services: 30% of recovered revenues; and
- One-time Implementation Fee: \$7,500.

The City's current agreement with Neumo provides for compensation equal to 45% of revenues recovered through discovery and audit activities. HdL's proposed rate of 40% represents a reduction in the City's cost for these services.

Based on historical activity, staff estimates annual business license administration costs will remain generally consistent with prior years at approximately \$29,466. Including the one-time implementation fee of \$7,500, the estimated first-year cost of the agreement is approximately \$36,966, excluding any contingency-based compliance, audit, or collection recoveries.

Funding for these services is included within the Finance Department operating budget and will be funded through business license administration revenues.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. Resolution HdL BL 2026
 2. Liability Insurance 9HK_Hinderliter de L_City of Seaside_167777898
 3. Exhibit A Seaside BL Admin Agreement FINAL 6.26.26
-

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE****APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HDL COMPANIES FOR BUSINESS LICENSE TAX ADMINISTRATION SERVICES**

WHEREAS, the City of Seaside administers and collects business license taxes pursuant to the Seaside Municipal Code; and

WHEREAS, since approximately 2010, the City has contracted with third-party providers to administer its business license tax program; and

WHEREAS, the City's current business license administration services provider has experienced declining service levels resulting in customer service concerns from both City staff and members of the business community; and

WHEREAS, City staff evaluated available alternatives and determined that HdL Companies provides comprehensive business license administration services, including customer support, online filing and payment processing, compliance monitoring, discovery services, audit services, collections services, and business outreach; and

WHEREAS, staff determined that HdL Companies and the City's current provider are the only known firms offering a fully integrated business license administration program specifically tailored to California municipalities; and

WHEREAS, staff further determined that a competitive procurement process would not provide a meaningful benefit because HdL Companies is the only identified alternative provider capable of delivering the full range of services required by the City; and

WHEREAS, HdL Companies has proposed a fee structure that is comparable to the City's current administration costs while providing expanded services and a lower contingency fee for discovery and audit services; and

WHEREAS, the proposed agreement includes a one-time implementation fee of \$7,500 and ongoing administration services necessary to support the City's business license tax program; and

WHEREAS, the City Council finds that entering into an agreement with HdL Companies is in the best interests of the City and its business community.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside approves the Professional Services Agreement with HdL Companies for Business License Tax Administration Services, in substantially the form attached hereto as **Exhibit A**, subject to such non-substantive revisions as may be approved by the City Attorney, and authorizes the City Manager to execute the Agreement. The initial term of the Agreement shall commence on July 2, 2026 and end on July 1, 2027, and includes a one-time implementation fee of \$7,500 and ongoing service fees in accordance with the Agreement, with the option to extend the Agreement for up to two additional one-year terms.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of July 2026, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED TO FORM:

Sheri L. Damon, City Attorney



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/24/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh Affinity a division of Marsh USA LLC. PO BOX 14404 Des Moines, IA 50306-9686	CONTACT NAME: Marsh Affinity	
	PHONE (A/C, No, Ext): 800-743-8130	FAX (A/C, No):
INSURED ADP TotalSource DE IV, Inc. 5800 Windward Parkway Alpharetta, GA 30005 U/C/F: Hinderliter de Llamas & Associates 120 S STATE COLLEGE BLVD Suite 200 Brea, CA 928210000	E-MAIL ADDRESS: ADPTotalSource@marsh.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: AIU Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC # 19399		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$	
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$	
							MED EXP (Any one person) \$	
							PERSONAL & ADV INJURY \$	
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$	
	☐ POLICY ☐ PRO JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$	
	OTHER:						\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$	
	☐ ANY AUTO						BODILY INJURY (Per person) \$	
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$	
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$	
							\$	
	UMBRELLA LIAB						EACH OCCURRENCE \$	
	EXCESS LIAB						AGGREGATE \$	
	☐ OCCUR ☐ CLAIMS-MADE						\$	
	☐ DED ☐ RETENTION \$						\$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☒ OTH-ER ☐	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT \$ 2,000,000	
	If yes, describe under DESCRIPTION OF OPERATIONS below	☒ N	N/A	X	WC 051661587 CA	07/01/2026	07/01/2027	E.L. DISEASE - EA EMPLOYEE \$ 2,000,000
								E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

All worksite employees working for Hinderliter de Llamas & Associates paid under ADP TOTALSOURCE, INC.'s payroll, are covered under the above stated policy. Proprietor/Partner/Executive Officer/Member are not excluded as long as they are in the ADPTS payroll or have completed the SEI Participation Addendum. WAIVER OF SUBROGATION IN FAVOR OF CERTIFICATE HOLDER AS RESPECTS OF JOB PERFORMED BY Hinderliter de Llamas & Associates AS REQUIRED BY WRITTEN CONTRACT. 120 STATE COLLEGE BLVD

CERTIFICATE HOLDER

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jo Phillips

ACORD 25 (2016/03)

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BLANKET WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy).

This endorsement, effective 07/01/2026 12:01 AM forms a part of Policy No. WC 051661587 CA

Issued to ADP TotalSource DE IV, Inc.
5800 Windward Parkway

Alpharetta, GA 30005
L/C/F:
Hinderliter de Llamas & Associates

120 S STATE COLLEGE BLVD
Suite 200
Brea, CA 928210000

By AIU Insurance Company

We have a right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against any person or organization with whom you have a written contract that requires you to obtain this agreement from us, as regards any work you perform for such person or organization.

The additional premium for this endorsement shall be ___% of the total estimated workers compensation premium for this policy.

ANY PERSON OR ORGANIZATION TO WHOM YOU BECOME OBLIGATED TO WAIVE YOUR RIGHTS OF RECOVERY AGAINST, UNDER ANY CONTRACT OR AGREEMENT YOU ENTER INTO PRIOR TO THE OCCURRENCE OF LOSS

WC 04 03 61
(Ed. 11/90)

Countersigned by



Authorized Representative



CITY OF SEASIDE
PROFESSIONAL SERVICES AGREEMENT
Business License Tax Operations Management and
Compliance Services

This agreement is made by and between the City of Seaside (City), and Hinderliter de Llamas & Associates (Consultant).

- A. Engagement: The City agrees to engage the Consultant to provide as described in Exhibit A, attached hereto and, hereinafter referred to as "the Project."
- B. Relationship: The Consultant is an independent contractor and is not to be considered an agent or employee of the City.
- C. Compensation: The City shall pay consultant as outlined in exhibit B.
- D. Expense Reimbursement: City will reimburse for professional services and expenses at cost upon submission of receipts.
- E. Method of Payment: The City shall pay within 30 days in accordance with Consultant's Fee Schedule, attached hereto, upon receipt of a written invoice from Consultant detailing services rendered.
- F. Term: The initial term of this agreement shall commence on July 2, 2026 and terminate July 1, 2027. The term will automatically renew for two (2) additional periods of the same length as the initial term unless either party gives the other party written notice of termination at least thirty (30) days prior to expiration of the then-current term.
- G. Termination: This agreement may be terminated; (a) by either party at any time for failure of the other party to comply with the terms and conditions of this Agreement; (b) by either party upon 45 days prior written notice to the other party; or (c) upon mutual written agreement of both parties. In the event of termination, the Consultant shall stop work immediately and shall be entitled to compensation for professional fees and expense reimbursement to the date of termination and for any work necessitated by that termination.
- H. Indemnity: To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Agency and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole

or in part by the negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of services under this agreement. Consultant's duty to indemnify and hold harmless Agency shall not extend to the Agency's sole or active negligence.

Notwithstanding anything to the contrary, in no event will Consultant be (a) liable for claims, liabilities or damages (i) that could not reasonably have been foreseen upon entry into this Agreement for any consequential, incidental, special or punitive damages, including lost profits or loss of revenues, except to the extent caused by Consultant's gross negligence, or willfull misconduct; (ii) arising from any action or inaction by Consultant in response to specific direction from the City. (iii) in connection with any City monies not collected by Consultant, for City's failure to realize any particular amount of monies, except to the extent such failure arises from Consultant's gross negligence or willful misconduct on the performance of the services required under this Agreement; nor (iv) in connection with the issuance, non-issuance or revocation of any registration, license, permit, or exemption nor (b) required to provide a defense in connection with any indemnification or hold harmless provisions under this Agreement, provided, however, that in no event shall Consultant be liable for consequential, incidental, special or punitive damages, including lost profits or loss of revenues, even in connection with such indemnification obligations, to the fullest extent permitted by applicable law, provided, however, that nothing in this section shall limit Consultant's obligations under the indemnity and defense provisions of this Agreement to the extent such obligations are enforceable under applicable law. Consultant's duty to defend shall be limited to Consultant's proportionate share of fault as determined in the matter.

- I. Insurance: Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as follows;

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any

endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than 1,000,000 combined single limit for each accident.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

Consultant shall submit to Agency, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of Agency, its officers, agents, employees and volunteers.

J. Project Management. The (Contract Manager) will represent the City for all purposes under this Agreement. Jessica Riley, Finance Director, is designated as the Project Manager for the City. The Project Manager will be Consultant's point of contact with respect to performance, progress and execution of the Services. The City may designate an alternate Project Manager from time to time.

K. Ownership of Work Product:

- a. Upon completion of, or in the event of termination or suspension of this Agreement, all finished documents, data, studies, surveys, drawings, maps, models, photographs, computer discs, and reports prepared by the Consultant under this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. With respect to computer files, Consultant shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files. This does not include any software, programs, methodologies or systems used in the creation of such work product, nor does it include any drafts, notes or internal communications prepared by Consultant in the course of performing the Services that were not otherwise provided to City in either hardcopy or electronic form, all of which may be protected by Consultant or others' copyrights or other intellectual property.
- b. The City agrees to hold Consultant harmless from all damages, claims, expenses, and losses arising out of any reuse of the plans, specifications, drawings, maps, models, computer files and other documents for purposes other than those described in this Agreement, unless written authorization of Consultant is first obtained.

L. Assignment

- a. The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. Because of the personal nature of the services to be rendered pursuant to this Agreement, Joshua Davis shall perform the services described in this Agreement.
- b. Joshua Davis may use assistants under his/her supervision to perform services under this Agreement. Consultant shall provide City fourteen (14) days' notice prior to the departure of Joshua Davis from Consultant's employ. Should he/she leave Consultant's employ, the City shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, Consultant's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the City Engineer and the Consultant.

M. Conflict of Interest

- a. Consultant shall at all times avoid conflicts of interest, or the appearance of conflicts of interest, in the performance of this Contract.
- b. If City determines Consultant comes within the definition of Consultant under the Political Reform Act (Government Code §87100 et seq.) Consultant shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with City disclosing Consultant's and/or such other person's financial interests.

N. Miscellaneous:

- a. The entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement.
- b. Neither this agreement nor any rights or obligations hereunder shall be assigned or delegated by the Consultant without the prior written consent of the City.
- c. This agreement shall be modified only by written agreement duly executed by the City and the Consultant.
- d. Should any of the provisions hereunder be found to be invalid, void or voidable by a court, the remaining provisions shall remain in full force and effect.
- e. This agreement shall be governed by and construed in accordance with the laws of the State of California.
- f. All notices required or permitted under this agreement shall be deemed to have been given if and when deposited in the United States mail, properly stamped and addressed to the party for whom intended at such party's address listed below, or when delivered personally to such party. A party

may change its address for notice hereunder by giving written notice to the other party.

Wherefore, the parties have entered into this agreement as of the later of the dates stated below.

Approved:

Dated: _____

CONSULTANT

Signed by:

Robert Gray

D4C862557876418...

_____Hinderliter de Llamas & Associates_____

By: Robert Gray

Title: Vice President

Address: 120 S State College Blvd. #200,

_____Brea, CA 92821_____

Dated: _____, 2026

City of Seaside:

By: Greg McDanel

Title: City Manager

Attachments:

Exhibit A
Exhibit B

Scope of Services
Consultant's Proposal

EXHIBIT A

SCOPE OF SERVICES

Consultant will provide the following Services relative to City's business license tax administration.

1. Operations Management Services

- 1.1. Establish and maintain database of City businesses.
- 1.2. Receive and process applications, renewals and payments in a timely fashion.
- 1.3. Send renewal notices to active businesses within 30 days of the renewal period end date or at another interval specified by City.
- 1.4. Provide businesses multiple options for submitting applications, renewals, payments, or support requests (including via website, email, mail, phone, and fax. Consultant license specialists will be available for live interactions Monday through Friday, 8:00am to 5:00pm Pacific).
- 1.5. Remit revenue to City no less than monthly.
- 1.6. Provide City staff access to website portal offering business registry inquiry, reporting, and electronic department approval capabilities.

2. Compliance Services: 1) Identify and register businesses which are subject to licensure or taxation, 2) collect known debt as pertains to business license or tax, and 3) identify under-reported tax liability.

2.1. Discovery Services

- 2.1.1. Develop a list of businesses subject to City licensure or taxation.
- 2.1.2. Notify non-compliant businesses of their options to comply or dispute their non-compliant status. Notification and support to businesses will be facilitated through the website, mail, email, phone and fax.
- 2.1.3. Review information and forms submitted by the business for completion and accuracy, inclusive of any additional required documentation (i.e. home occupation permit). All submissions are filed and stored electronically and made available to City upon request.
- 2.1.4. Provide businesses with detailed invoicing and options to pay via website, mail, and phone.
- 2.1.5. Remit revenue to City no less than monthly, along with all business applications and any additional documentation.

2.2. Collection Services

- 2.2.1. Identify businesses subject to City licensure or taxation which have known debt to City and have failed to pay within an appropriate time frame.
- 2.2.2. Notify businesses of their options to comply or dispute their non-compliant status.
- 2.2.3. Provide businesses with detailed invoicing and options to pay via website, mail and phone.
- 2.2.4. Remit revenue to City no less than monthly.

2.3. Audit Services

- 2.3.1. Identify potential under-reporting and/or misclassified businesses.
- 2.3.2. Audit businesses mutually agreed to by City and Consultant that are identified as potential under-reporting businesses.
- 2.3.3. Submit audit summaries to City and discuss further actions.
- 2.3.4. Educate businesses on proper reporting practices.
- 2.3.5. Invoice and collect identified deficiencies.

3. Online Payment Processing – Consultant’s services include PCI compliant payment processing services which supports both credit card and eCheck transactions.

3.1. City Responsibilities

3.1.1. As a condition to its receipt of the Service, City shall execute and deliver any and all applications, agreements, certifications or other documents required by Consultant’s payment processor, Networks or other third parties whose consent or approval is necessary for the processing of Transactions by Consultant’s payment processor. “Network” is an entity or association that operates, under a common service mark, a system which permits participants to authorize, route, and settle Transactions among themselves, including, for example, networks operated by VISA USA and Mastercard, Inc., NYCE Corporation, American Express, and Discover.

3.1.2. City hereby grants Consultant the full right, power and authority to request, receive and review any Data or records reflected in a Transaction report. City represents and warrants that it has the full right and authority to grant these rights.

EXHIBIT B

FEES

4. Operations Management Services

- 4.1. Fees for performing operations management Services shall be \$18.00 for each processed account, which is any account for which an application or renewal/return was processed, or active account which was sent a renewal notice.
 - 4.1.1. Fees will be increased as of January 1st of each calendar year with reference to the 12-month percent change in the most recently published annual Consumer Price Index for All Urban Consumers (CPI-U), West Region, as reported by the U.S. Bureau of Labor Statistics (the "CPI Change"). Each annual increase in the Fees will be equal to the greater of two percent (2%) or the actual CPI Change and the lesser of ten percent (10%) or the actual CPI Change. For example, if the actual CPI Change is 1.5%, then the annual increase will be 2%, if the actual CPI Change is 3.5%, then the annual increase will be 3.5%, and if the actual CPI Change is 12%, then the annual increase will be 10%.
- 4.2. Implementation fee is \$7,500.00, due 50% upon the project kick-off meeting and 50% upon first production services.
- 4.3. Fees related to travel and lodging expenses are billed at cost and apply to all meetings (including implementation, training, operations and support). All such expenses only apply to out of scope travel and must therefore be pre-approved by City.
- 4.4. Fees will be invoiced monthly to City for Services performed during the prior month. Fees will be netted out of City's monthly revenue disbursement. City will submit payment for any balance due to Consultant within 30 days of receiving the invoice.

5. Compliance Services

- 5.1. Fees for performing compliance Services apply to all monies received for the current tax/license period and any other prior period collected (including monies received for taxes, penalties, interest, and fees).
 - 5.1.1. Fees for performing discovery Services shall be a contingency Fee of 40% of the revenues received as a result of the Services.
 - 5.1.2. In the event that City discovers a non-compliant business and reports the business to Consultant (including a calculation of all taxes/fees due), Consultant will categorize the business as a collection service effort and thus apply the lower collection Services contingency Fee rate.
 - 5.1.3. Fees for performing collection Services shall be a contingency Fee of 30% of the revenues received as a result of the Services.
 - 5.1.4. Fees for performing audit Services shall be a contingency Fee of 40% of the revenues received as a result of the Services.
- 5.2. Consultant recognizes City's authority to waive or reduce the tax/fee debt of a business. Should City decide to do so for a business whose deficiency was identified by Consultant, Consultant shall be entitled to compensation in the amount of one half (1/2) of the Fees Consultant would have otherwise earned. Deficiencies which are uncollectable due to

insolvency or dissolution of the business, or for deficiencies which are otherwise incapable of collection (i.e. statute of limitation or other legal defense) shall not be considered a City voluntary election to waive, and thus, Consultant would not be entitled to compensation related thereto under this provision.

- 5.3. The fee shall be paid notwithstanding any related City assistance, work in parallel, and/or incurrence of attorneys' fees or other costs or expenses in connection, with the relevant Services.
- 5.4. Fees related to travel and lodging expenses are billed at cost and applied to all meetings (including implementation, training, operations, and support). Travel expenses only apply to out of scope travel and must therefore be pre-approved by City.
- 5.5. Fees will be invoiced monthly to City for Services performed during the prior month. Fees will be netted out of City's monthly revenue disbursement. City will submit payment for any balance due to Consultant within 30 days of receiving the invoice.
- 6. Payment Processing** – Consultant will configure payment processing services to utilize either a taxpayer funded model (convenience fee) or City funded model, as directed by City. City may switch between these models upon written request to Consultant. Fees for each of these payment processing models are detailed here.
 - 6.1. Taxpayer funded model – City authorizes Consultant to collect each convenience fee from the taxpayer at time of payment.
 - 6.1.1. Credit and debit card processing – 2.9% of transaction amount, minimum of \$2.00
 - 6.1.2. ACH/eCheck processing - \$2.50 per transaction
 - 6.2. City funded
 - 6.2.1. Credit and debit card processing – 2.9% of transaction amount
 - 6.2.2. ACH/eCheck processing - \$0.75 per transaction
 - 6.3. Returned payments/NSF fee – Each occurrence of a card chargeback, returned payment or insufficient funds will incur a fee of \$25.00, to be applied to the taxpayers account.
 - 6.4. Consultant reserves the right to review and adjust pricing related to payment processing services on an annual basis. Consultant will communicate any such adjustment to City in writing, with 60 days advance notice. Items that will be considered in the review of fees may include, but are not limited to: regulatory changes, card association rate adjustments, card association category changes, bank/processor dues and assessments, average consumer payment amounts, card type utilization, and costs of service.
- 7. Other Services**
 - 7.1. Council meeting – Fee for Consultant to attend a council meeting is \$2,500.00.
 - 7.2. Hourly rates – Consultant's current hourly rates are as follows:
 - 7.2.1. Principal - \$325/hr
 - 7.2.2. Programmer - \$295/hr
 - 7.2.3. Senior Analyst - \$245/hr
 - 7.2.4. Analyst - \$195/hr



CITY OF SEASIDE STAFF REPORT

Item No.: 9.A.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Jessica Riley, Finance Director

DATE: July 2, 2026

**SUBJECT: PUBLIC HEARING TO CONSIDER ADOPTION OF THE CITY'S
COMPREHENSIVE USER FEE SCHEDULE AND RESOLUTION
ESTABLISHING UPDATED FEES FOR CITY SERVICES FOR
FISCAL YEAR 2026/2027**

RECOMMENDATION

Review, consider and conduct a public hearing on the Proposed 2026-2027 Fee Schedule and adopt a resolution approving the City of Seaside Comprehensive Fee Schedule.

BACKGROUND

The City of Seaside is committed to providing efficient, transparent, and financially sustainable municipal services. Many City services provide a broad public benefit and are appropriately funded through taxes. Other services are provided at the request of individual residents, businesses, or developers and primarily benefit the individual receiving the service. User fees provide a mechanism for recovering the reasonable cost of providing these individualized services while reducing the need for General Fund subsidies.

The City's current fee schedule was last comprehensively evaluated in 2013. Since that time, the City has relied primarily on annual inflationary adjustments authorized by Ordinance No. 1013. Although these annual adjustments have helped maintain the fee schedule, they do not fully account for changes in staffing, technology, operating costs, regulatory requirements, or indirect support costs that have occurred over the past thirteen years.

To ensure the City's fees accurately reflect the cost of providing services, the City Council authorized an agreement with Willdan Financial Services on June 24, 2025, to prepare a Comprehensive User Fee Study and Cost Allocation Plan. The study establishes a current cost-of-service analysis for City user fees and provides the basis for the proposed Comprehensive Fee Schedule.

The proposed fees have been developed using FY 2025-26 cost information and are supported by the Comprehensive User Fee Study. The recommended fees do not exceed the reasonable cost of providing the associated services and are intended to comply with applicable California law.

governing cost recovery user fees.

Cost Recovery

The City's fee schedule is guided by the principle that the cost of services providing a direct benefit to an individual applicant or user should generally be borne by that individual rather than subsidized by the City's taxpayers.

The Comprehensive User Fee Study calculated the full cost of providing each service using direct labor, employee benefits, departmental operating costs, Citywide overhead, and indirect support costs. This analysis establishes the maximum amount the City may recover through user fees.

While the study identifies the full cost of providing each service, the proposed fee schedule reflects policy decisions of the City Council and does not seek full cost recovery in every instance. Several services continue to be intentionally subsidized where broader community benefits exist, including recreation programs and selected public safety services.

Scope of the Study

The Comprehensive User Fee Study included a detailed review of fees administered by the following departments:

- Finance and City Clerk
- Building and Code Enforcement
- Planning
- Engineering
- Recreation
- Fire
- Police
- Animal Services

For each service, the consultant evaluated the current fee, analyzed staff time and associated costs, calculated fully burdened hourly rates using the City's Cost Allocation Plan, and compared existing fees with the estimated cost of providing each service. Where appropriate, recommendations were made to increase, reduce, restructure, eliminate, or create fees to improve consistency, transparency, and cost recovery.

Notice of the public hearing and availability of the proposed fee schedule were provided in accordance with applicable legal requirements.

Analysis

The proposed Comprehensive Fee Schedule modernizes the City's fee structure and provides the first comprehensive update in over a decade. The study establishes a transparent and consistent methodology for determining the cost of providing services while improving the organization, clarity, and administration of the City's fee schedule.

The analysis incorporates direct labor costs, employee benefits, departmental operating expenses, indirect administrative support, and Citywide overhead through the Cost Allocation Plan to determine the full cost of providing individual services. While the study identifies the City's maximum allowable cost recovery, the proposed fees reflect policy decisions by the City and, in several instances, intentionally remain below full cost recovery where a public benefit exists.

In addition to updating fee amounts, the proposed fee schedule:

- Reorganizes and standardizes the City's fee schedule for improved administration and public transparency;
- Clarifies fee descriptions and billing methodologies;
- Adds new fees for services currently provided without established cost recovery;
- Converts certain flat fees to actual-cost recovery where appropriate;
- Eliminates or reduces fees that no longer reflect current service delivery costs; and
- Preserves General Fund subsidies where policy considerations support continued public investment.

Highlights from the Fee Study

The Comprehensive User Fee Study represents the City's first comprehensive review of user fees since 2013 and includes significant updates to improve cost recovery, transparency, and administration of the City's fee schedule. In addition to updating individual fees, the study reorganizes the fee schedule, standardizes fee descriptions, clarifies billing methodologies, and establishes new fees where services are currently provided without an established cost recovery mechanism.

Finance and City Clerk

The study found that several administrative fees associated with financial transactions, business licensing, records management, and regulatory services no longer reflect the City's cost of providing those services. The recommended updates include increases to administrative processing fees, establishment of several new fees, modifications to existing fee structures, and reductions where current fees exceed the cost of service. Overall, the recommended changes improve consistency and transparency while better aligning fees with the cost of providing administrative services.

Building and Code Enforcement

Building and Code Enforcement received one of the most comprehensive updates within the study. Existing fees were reorganized to improve clarity and administration, while individual permit, plan review, and inspection fees were evaluated based on current staffing costs and service delivery practices. The recommendations include fee increases where services are significantly subsidized, reductions where efficiencies have lowered service costs, several new fee categories, and restructuring of permit-related administrative fees. The study also incorporates a technology fee to support ongoing investments in permitting software and related systems.

Planning

Planning fees were comprehensively reviewed to better reflect the cost of processing development applications, zoning requests, environmental review, and long-range planning activities. The recommendations include increases to many development-related fees, several fee reductions, new fee categories, and conversion of selected flat-rate fees to percentage-based or actual-cost methodologies where appropriate. These changes provide greater consistency across development review services while improving cost recovery.

Engineering

Engineering fees associated with development review, infrastructure improvements, encroachment permits, and stormwater compliance were evaluated using current staffing costs and workload estimates. The study recommends increases to several fees, reductions to others, additional fee categories, and conversion of numerous services to actual-cost billing where project complexity varies significantly. Although some individual fees increase substantially, much of the change reflects restructuring of deposits, billing methods, and fee classifications rather than simple fee increases.

Recreation

The Recreation Department was evaluated using both cost recovery and policy considerations. Because recreation programs provide significant public benefit, full cost recovery was not recommended for most services. The proposed changes primarily consist of modest adjustments to facility rentals and program fees, together with several new fees to improve administrative consistency. Recreation programs will continue to operate with substantial General Fund support to maintain affordability and community access.

Fire

Fire Prevention fees were updated to better align inspection, permit, plan review, and fire prevention activities with the City's cost of providing those services. The study recommends increases to many existing fees, reductions where appropriate, and several new fee categories. While many adjustments are relatively modest, the updated schedule more accurately reflects current staffing costs and regulatory responsibilities and improves consistency across fire prevention services.

Police

Police Department administrative fees were reviewed for services including reports, permits, false alarms, and other regulatory activities. The recommendations include both fee increases and reductions, the addition of new administrative fees, and conversion of selected services to actual-cost recovery where appropriate. Several reductions reflect fees that historically have not been actively collected or no longer correspond with current service delivery costs.

Animal Services

Animal Services fees were evaluated to improve recovery of costs associated with licensing, ordinance enforcement, stray animal response, investigations, and related regulatory activities. The study recommends increases to several existing fees while maintaining others at current levels. Although the program continues to operate below full cost recovery, the proposed updates better align user fees with the cost of providing animal control services while maintaining reasonable public access to these services.

Overall, the proposed fee schedule modernizes the City's cost recovery practices while preserving City policy decisions to subsidize services that provide broader public benefits. The detailed analysis supporting each recommendation is contained in the attached Comprehensive User Fee Study (Exhibit A).

Annual CPI Adjustments

The Comprehensive User Fee Study utilized FY 2025-26 cost information as the basis for developing the proposed fee schedule.

Consistent with Ordinance No. 1013, select fees include the annual San Francisco-Oakland-San Jose (Bay Area) Urban Wage Earners and Clerical Workers Consumer Price Index (CPI-W) adjustment. The year-over-year CPI-W increase for April 2026 of **3.3 percent** was applied where appropriate in the proposed fee schedule.

Following adoption, Ordinance No. 1013 authorizes future annual CPI-based adjustments to maintain the City's cost recovery, provided fees do not exceed the reasonable cost of providing the associated service. The Comprehensive User Fee Study also recommends that the City conduct a comprehensive fee study approximately every five years to ensure user fees remain aligned with actual service delivery costs.

Implementation

The proposed Comprehensive Fee Schedule was developed using FY 2025-26 cost information. The fees recommended for adoption, including the applicable annual Consumer Price Index (CPI) adjustment, are contained in **Exhibit B**.

While the City is adopting the updated fee schedule, the implementation of certain fees is subject to statutory requirements and operational considerations.

Pursuant to Government Code Section 66017, development-related fees, including **Building, Engineering, and Planning** fees, become effective sixty (60) days following adoption by the City Council. Accordingly, these departments will continue to utilize the fee schedules adopted with the FY 2026-27 Budget until **September 1, 2026**, at which time the updated fees identified in **Exhibit B** will become effective.

Additionally, implementation of the **Recreation** Department fees will be delayed until **January 1, 2027**, to maintain consistency with the City's annual Recreation Activity Guide and established program registration cycle. Recreation fees will therefore continue to follow the fee schedule adopted with the FY 2026-27 Budget until that date.

For clarity and ease of administration, the interim fee schedules that remain in effect during these transition periods are provided in **Exhibit C**.

FISCAL IMPACT

The proposed Comprehensive Fee Schedule improves the City's recovery of the reasonable cost of providing individualized municipal services while reducing reliance on the General Fund to subsidize services that primarily benefit individual users.

The proposed fees do not create a new source of discretionary revenue but update existing user fees to more accurately reflect the cost of providing services. Actual fee revenue will continue to vary based on service demand, permit activity, and development levels. The City also continues to subsidize selected services, including recreation and certain public safety programs, where policy considerations support less than full cost recovery.

The Comprehensive User Fee Study recommends continuing annual CPI-based adjustments pursuant to Ordinance No. 1013 and conducting a comprehensive fee study approximately every five years to maintain alignment between user fees and the cost of providing services.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. Exhibit A - June 17, 2026 City of Seaside Comprehensive Fee Study
2. Exhibit B - FY 2026-27 Draft Proposed Fees with CPI Adjustments
3. Exhibit C - Interim Fee Schedules
4. Resolution Fee Study 2026

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read "G. McDanel".

Greg McDanel, City Manager

City of Seaside, CA



Comprehensive User Fee Study

June 17, 2026



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Executive Summary

The City of Seaside 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 identify 100% full cost recovery for City services. **Appendix C** details the full cost and suggested fees as determined through discussion with departmental staff. 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 (“User Fees”). 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 benefit services 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 benefits. 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, Proposition 26, 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. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise 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. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. 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. In 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees further 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 fees analyzed as part of a user fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.



Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User fees recover costs associated with the provision of specific services benefiting the user, thereby typically 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 reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's cost allocation plan. A cost allocation plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the user fee study to account for the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost through the study.

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 to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

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 also 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 but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceed the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.



Study Objective

As the City of Seaside seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A user fee study provides 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 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 principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, 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
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- 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 Seaside departments and fee groups:

- Finance and City Clerk
- Building and Code Enforcement
- Planning
- Police
- Engineering
- Recreation
- Fire
- Animal Services



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 provide them at existing, known, or reasonably anticipated service and staff level needs. 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. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative 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 such 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.

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 (see [Appendix B](#)), but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

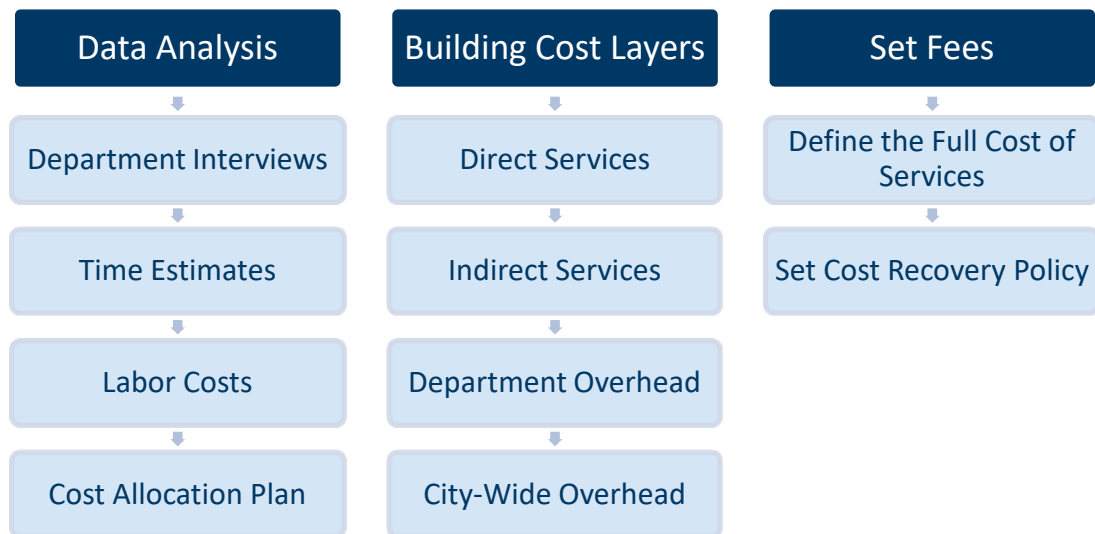
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Internal Service Costs charged to each department
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

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 1,650 productive or billable hours to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, holidays, and other considerations as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

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

Summary Steps of the Study

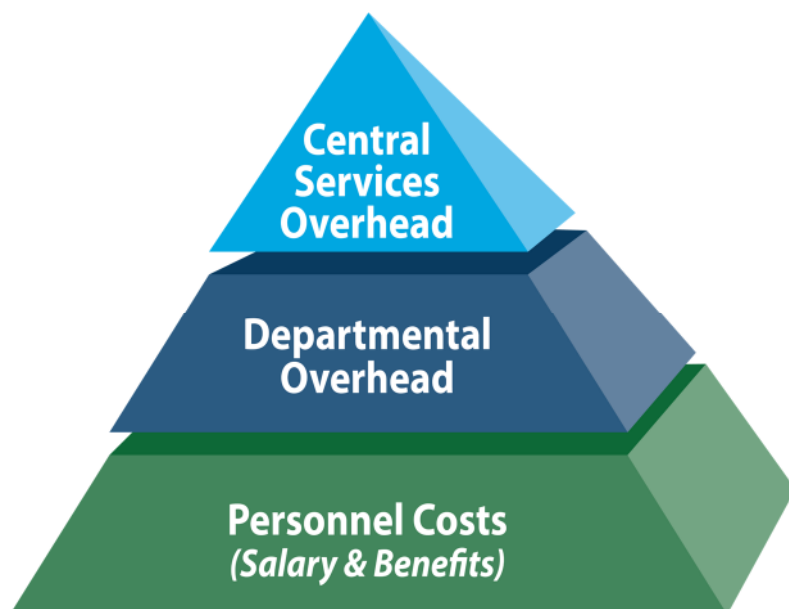
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



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, as provided via 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 three 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.

Program Cost Approach: In some instances, the underlying data is not available or varies 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 rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a program's needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Valuation Based Fees: This method of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using valuation-based fees provide for a system that can adjust as project sizes scale. Land is not included in the valuation.

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
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are 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
 - Changes in processes and procedures within a department, or the City as a whole
 - Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, who 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
- 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.



Seaside User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). 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 obtained through interviews conducted with City staff 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 data 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 and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary 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 of determining 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 Seaside, 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) who 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, some 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, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

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



Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

Revenue Analysis

The revenue analysis of this User Fee Study Report is intended to provide additional context as a projection of what the fee changes will have in revenue, assuming no participation changes in service requests. The projections are based on the average fee change for each department and evaluates the projected revenue change resulting from suggested fees.

Department/Fund	FY 2026 Forecasted Revenues	Projected Revenue Change
100: BUILDING AND CODE ENFORCEMENT	\$711,018	\$72,812
100: COMMUNITY DEVELOPMENT	\$58,570	\$21,536
100: FINANCE DEPARTMENT	\$25,210	\$16,903
100: FIRE DEPARTMENT	\$307,775	\$9,147
100: POLICE DEPARTMENT	\$297,685	-\$37,657
100: PUBLIC WORKS	\$249,916	\$370,247
100: RECREATION	\$378,675	\$11,180
Total		\$464,168

*Does not include new fees or services based on actual cost

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

City staff is recommending setting user fees at suggested fee amounts as detailed in [Appendix C](#). City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff has reviewed the full costs and identified the recommended fee levels for consideration by City Council.



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



Finance and City Clerk

The Finance department is responsible for the financial management, reporting, budgeting, accounting, grant management, debt management, payroll, purchasing, and auditing services for all the City funds.

City Clerk is responsible for maintaining official city records and ensuring transparency. Duties include managing public records requests, preparing City Council agendas and minutes, overseeing elections, and maintaining municipal codes and documents.

Analysis

Willdan individually reviewed the services associated with Finance and City Clerk. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Finance and City Clerk services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 most Finance and City Clerk fees are currently set below the full cost of providing the service. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in [Appendix C](#). As a result, there would be:

- An increase for 4 fees;
- 3 fees would decrease;
- 2 new fees would be added;
- 1 fee would change from an actual cost to a flat fee;
- 1 fee would change from a flat to actual cost fee;
- 7 fees would remain as currently set, and;
- The average fee change would be an increase of 67% for current fees.



Building and Code Enforcement

Building & Code Enforcement's primary responsibility is to protect the health, safety and general welfare of all Seaside residents and visitors. Our approach reflects a fundamental respect for individuals and property rights.

The Department oversees adherence to all applicable building codes and regulations in order to ensure the safe occupancy of all residential and commercial structures within the City of Seaside. The permitting, plan review and inspection process helps us ensure the health, safety and well-being of all who visit, and live in our community.

Code Enforcement is responsible for responding and abating code violations. Unabated violations can pose serious threats to public safety. To help prevent and minimize the effects of structure fires and other hazards, our staff strive to educate persons about regulations and provide options to remedy code violations. Where abatement of a public nuisance or other violations cannot be achievable through voluntary compliance, our staff is required to heighten enforcement strategies to abate the nuisance through legal remedies.

Analysis

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

The analysis of Building and Code Enforcement services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 most current flat rate fees are not in line with the cost of providing the service. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in **Appendix C**. As a result, there would be:

- An increase for 42 fees;
- 38 fees would decrease;
- 54 new restructured fees would be added;
- 1 fee would change from an actual cost to a flat fee;
- 25 fees would remain as currently set, and;
- The average fee change would be a decrease of 28% for current fees.

In addition to the above referenced fees listed under Building, the Building Permit fee program is also provided by this division. For the Building Permit fees, the cost of service for each construction type is also split into multiple ranges of square footage for each construction type. The analysis performed for this program was to look at how the program is recovering the cost of service and evaluate what fee increases would be needed to achieve full cost recovery. The result of the cost analysis completed found that the



program is currently operating at 57% cost recovery. It is suggested that the fees be increased to raise cost recovery to 86%, which would require a 50% increase. Current and new fees are detailed in [*Appendix C*](#).

Planning

The Community Development Department supports orderly development within the City of Seaside, develops long-term plans to guide future development, and supports the creation of affordable housing. Planning aligns land use policies to meet the needs of the community. CDBG federal grant funds are utilized for public service and eligible capital projects. Housing works with developers on affordable housing matters, promotes ADUs, affordable housing programs, and works to secure grant funding as available.

Analysis

Willdan individually reviewed the services associated with the Planning Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Planning services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 most Planning fees are currently set below the full cost of providing the service. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in [Appendix C](#). As a result, there would be:

- An increase for 25 fees;
- 5 fees would decrease;
- 4 new fees would be added;
- 7 fees would change from a flat or actual cost to percentage based on base permit fee;
- 2 fees would change from a flat to an actual cost fee;
- 21 fees would remain as currently set, and;
- the average fee change would be an increase of 37% for current fees.



Police

The mission of the Seaside Police Department is to provide quality police services, in partnership with our community, to enhance and maintain a safe environment.

Analysis

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

The analysis of Police services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 fees are not in line with the cost of providing service. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in [Appendix C](#). As a result, there would be:

- An increase for 13 fees;
- 10 fees would decrease;
- 1 new Curfew Violation for Sale and Sane Fireworks fee would be added;
- 1 fee would change from a flat to an actual cost fee;
- 19 fees would remain as currently set, and;
- The average fee change would be a decrease of 13% for current fees.

Engineering

The Engineering Division plans and manages future improvements to the City's infrastructure, and performs related analyses for the City's existing system. Staff also manages regulatory permits and programs for the storm drainage collection system, as well as enforcing local, state, and federal water pollution regulations to maintain compliance locally.

Analysis

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

The analysis of Engineering services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 most current fees are below the cost of providing service. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in [Appendix C](#). As a result, there would be:

- An increase for 16 fees;
- 4 fees would decrease;
- 3 new fees would be added;
- 2 fees would change from a no cost or hourly rate cost to flat fee;
- 6 fees would change from a flat or percentage based to an actual cost fee;
- 30 fees would remain as currently set, and;
- the average fee change would be an increase of 96% for current fees.

Recreation

The Recreation Department provides high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse community we serve. These essential assets connect people to place, self, and others. The department is responsible for the management of four major recreation facilities and the provision of recreation programs for families, youth, and senior citizens.

Analysis

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

The analysis of most Recreation programs encompassed facility rentals and other recreation services. The fee for use of government owned facilities and property can be set discretionally by the City per Proposition 26 to reduce the cost to the public for related facilities costs, and because there is market availability for facility use elsewhere. The cost of acquisition, maintenance, repair, and upgrade to the City and subsequently the community is partially offset by rental or use fee revenue. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that many Recreation programs provide a measure of public benefit to the residents and City as a whole. 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 and private businesses. Therefore, full cost recovery is typically not the primary goal of fee setting. An overall program cost analysis for Parks & Recreation was also performed and determined that the department is currently operating at around 6% cost recovery including indirect support from central services of the City. A time and cost analysis was performed for the Cancellation fees in the schedule that have direct staff involvement identified to determine the direct cost for each. Staff have suggested reasonable fee adjustments to the fee schedule, and they are detailed in [Appendix C](#). As a result, there would be:

- An increase for 10 fees;
- 10 new fees would be added, and;
- 94 fees would remain as currently set, and;
- the average fee change would be an increase of 3% for current fees.

Fire

The Seaside Fire Department (SFD) provides emergency response and fire prevention services to the communities of Seaside and Del Rey Oaks. The SFD serves an area of 6,408 acres, with a 2016 population estimate of 34,312 for Seaside and 1,6831 for Del Rey Oaks.

SFD is an all hazards response agency providing fire, emergency medical services (basic life support) as well as local, state and federal wildland response. In addition, SFD operates a California State Office of Emergency Services (Cal OES) Type II Hazardous Material Vehicle. In cooperation with Cal OES, Salinas Fire Department and Monterey County Department of Environmental Health, SFD provides hazardous materials response and mitigation for all of Monterey and San Benito Counties as well as state-wide requests. Services are provided from one station by 25 full-time and 5 reserve firefighters staffing one first due engine, one first due quint and one incident command vehicle with an average annual call volume of 2896 calls for service.

Analysis

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

The analysis of Fire services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the 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 some Fire fees are currently not in line with the full cost of providing the service and staff have suggested reasonable fee adjustments as detailed in [Appendix C](#). As a result, there would be:

- An increase for 52 fees;
- 8 fees would decrease;
- 3 new fees would be added;
- 14 fees would remain as currently set, and;
- the average fee change would be an increase of 3% for current fees.



Animal Control

The Police department handles Animal Control services. Animal Control enforce ordinances regarding animals in the City of Seaside, Pick up strays and injured animals, Enforce state and local quarantines regarding animal bites, Investigate any reports of animal cruelty or mistreatment, and Educate and inform the public about animal laws in the City of Seaside.

Analysis

Willdan individually reviewed the services associated with Animal Control. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Animal Control services relied upon both a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services, and a program cost analysis to determine the cost recovery of current license fees. The analysis found that current fees are not in line with the cost of providing individual services and the program is well below covering the cost of Animal Control activities. Staff have suggested reasonable fee adjustments to the fee schedule as detailed in [Appendix C](#). As a result, there would be:

- An increase for 10 fees;
- 10 fees would remain as currently set, and;
- the average fee change would be an increase of 13%.



Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through user fees; however, only a portion of the total allowable cost is recovered 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 direct overhead percentages below are derived by dividing other operational costs by salaries and benefits. The indirect allocation percentages are provided through the cost allocation plan. 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 other costs that are charged directly to the service requestor.

City of Seaside - User Fee

Overhead Rate Calculations

Department	Total Salaries & Benefits	Department Operations & Internal Service Charges	Department & Internal Service Overhead %	Indirect Allocation %
100: BUILDING AND CODE ENFORCEMENT	946,092	160,525	17%	18%
100: CITY ATTORNEY	556,444	50,607	9%	0%
100: CITY CLERK	494,223	69,661	14%	0%
100: CITY MANAGER	1,034,310	183,427	18%	0%
100: COMMUNITY DEVELOPMENT	829,059	193,767	23%	42%
100: ECONOMIC DEVELOPMENT	366,105	235,841	64%	30%
100: FINANCE DEPARTMENT	1,119,511	385,058	34%	0%
100: FIRE DEPARTMENT	9,157,834	829,802	9%	10%
100: GOVERNMENTAL BLDGS DIV	601,931	446,922	74%	0%
100: HUMAN RESOURCES & RISK MANAGEMENT	744,847	258,569	35%	0%
100: POLICE DEPARTMENT	13,377,113	2,138,820	16%	11%
100: PUBLIC WORKS	2,672,348	779,163	29%	20%
100: RECREATION	3,924,108	1,299,951	33%	68%
401: WATER FUND	543,454	338,496	62%	14%
501: EQUIPMT MAINT FUND	397,549	323,432	81%	0%
503: MIS FUND	682,692	399,661	59%	0%



Appendix B –Fully Burdened Hourly Rates

Below are fully burdened hourly rates (FBHR) 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 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 cost of the FBHR for personnel involved.



City of Seaside - User Fee

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - ADMINISTRATIVE ASSISTANT	\$71.75
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - BUILDING INSPECTOR	\$135.00
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - CHIEF BUILDING OFFICIAL	\$244.21
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - CODE COMPLIANCE COORDINATOR	\$169.36
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - CODE COMPLIANCE SPECIALIST	\$150.54
100: BUILDING AND CODE ENFORCEMENT	Bldg/Code - SR ADMIN ASST	\$120.03
100: CITY ATTORNEY	CA - CITY ATTORNEY	\$275.36
100: CITY ATTORNEY	CA - LEGAL ASSISTANT	\$84.57
100: COMMUNITY DEVELOPMENT	CD - ADMINISTRATIVE ASSISTANT	\$100.76
100: COMMUNITY DEVELOPMENT	CD - ASSISTANT PLANNER	\$132.37
100: COMMUNITY DEVELOPMENT	CD - ASSOCIATE PLANNER	\$166.09
100: COMMUNITY DEVELOPMENT	CD - SENIOR PLANNER	\$214.49
100: CITY CLERK	Clerk - ADMINISTRATIVE ASSISTANT	\$88.50
100: CITY CLERK	Clerk - CITY CLERK/ASSITANT TO CITY MANAGER	\$165.39
100: CITY CLERK	Clerk - COMMUNICATIONS AND PUBLIC ENGAGEMENT COORDINATOR	\$82.58
100: CITY MANAGER	CM - ADMINISTRATIVE ASSISTANT	\$85.05
100: CITY MANAGER	CM - ASSISTANT CITY MANAGER - Community Services	\$257.58
100: CITY MANAGER	CM - CITY MANAGER	\$308.21
100: CITY MANAGER	CM - ESCA PROGRAM COORDINATOR	\$103.03
100: CITY MANAGER	CM - ESCA PROGRAM DIRECTOR	\$159.83
100: CITY MANAGER	CM - EXECUTIVE ASSISTANT	\$149.40
100: CITY MANAGER	CM - HOUSING & PLANNING MANAGER	\$170.35
100: ECONOMIC DEVELOPMENT	ED - ADMINISTRATIVE ANALYST	\$174.46
100: ECONOMIC DEVELOPMENT	ED - ADMINISTRATIVE ANALYST II	\$179.33
100: ECONOMIC DEVELOPMENT	ED - ECONOMIC DEVELOPMENT DIRECTOR	\$275.61
501: EQUIPMT MAINT FUND	Equip Maint - MECHANIC	\$183.22
100: FINANCE DEPARTMENT	Finance - FINANCE DIRECTOR	\$228.61
100: FINANCE DEPARTMENT	Finance - ACCOUNTANT II	\$136.57
100: FINANCE DEPARTMENT	Finance - ACCOUNTING TECHNICIAN	\$111.27
100: FINANCE DEPARTMENT	Finance - ASSISTANT FINANCE DIRECTOR	\$154.41
100: FINANCE DEPARTMENT	Finance - PAYROLL TECHNICIAN	\$138.95
100: FIRE DEPARTMENT	Fire - DEPUTY CHIEF	\$312.75
100: FIRE DEPARTMENT	Fire - FIRE CAPTAIN	\$246.62
100: FIRE DEPARTMENT	Fire - FIRE CHIEF	\$342.97
100: FIRE DEPARTMENT	Fire - FIRE DIVISION CHIEF	\$297.07
100: FIRE DEPARTMENT	Fire - FIRE ENGINEER	\$185.40
100: FIRE DEPARTMENT	Fire - FIREFIGHTER	\$139.80
100: FIRE DEPARTMENT	Fire - SR ADMINISTRATIVE ASSISTANT	\$91.72
100: GOVERNMENTAL BLDGS DIV	Govt Bldgs - BUILDING MAINTENANCE SPECIALIST	\$188.31
100: GOVERNMENTAL BLDGS DIV	Govt Bldgs - ELECTRICIAN	\$146.28
100: HUMAN RESOURCES & RISK MANAGEMENT	HR - HUMAN RESOURCES DIRECTOR/RISK MANAGER	\$295.30
100: HUMAN RESOURCES & RISK MANAGEMENT	HR - HUMAN RESOURCES SPECIALIST	\$115.81
503: MIS FUND	MIS - INFORMATION SERVICES NETWORK SPECIALIST	\$131.37
503: MIS FUND	MIS - INFORMATION SERVICES TECHNICIAN	\$141.99
503: MIS FUND	MIS - INFORMATION TECHNOLOGY DIRECTOR	\$372.76
100: POLICE DEPARTMENT	Police - ANIMAL CARE SPECIALIST	\$110.55
100: POLICE DEPARTMENT	Police - COMMUNITY RESOURCES SPECIALIST	\$80.36
100: POLICE DEPARTMENT	Police - PARKING COMPLIANCE SPECIALIST	\$100.66



City of Seaside - User Fee

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
100: POLICE DEPARTMENT	Police - POLICE CHIEF	\$397.77
100: POLICE DEPARTMENT	Police - POLICE COMMANDER	\$325.99
100: POLICE DEPARTMENT	Police - POLICE OFFICER	\$183.15
100: POLICE DEPARTMENT	Police - POLICE OFFICER RECRUIT	\$117.88
100: POLICE DEPARTMENT	Police - POLICE RECORDS SUPER	\$125.04
100: POLICE DEPARTMENT	Police - POLICE RECORDS TECHNICIAN	\$103.91
100: POLICE DEPARTMENT	Police - POLICE SERGEANT	\$330.28
100: POLICE DEPARTMENT	Police - POLICE SERVICES SPECIALIST	\$110.62
100: POLICE DEPARTMENT	Police - SR ADMIN ASST POA	\$129.81
100: POLICE DEPARTMENT	Police - VEH ABATE OFF	\$172.38
100: PUBLIC WORKS	PW - ADMINISTRATIVE ANALYST II	\$146.13
100: PUBLIC WORKS	PW - ASSISTANT ENGINEER	\$184.64
100: PUBLIC WORKS	PW - ASSISTANT PUBLIC WORKS DIRECTOR	\$221.57
100: PUBLIC WORKS	PW - ASSOCIATE CIVIL ENGINEER	\$195.33
100: PUBLIC WORKS	PW - ENGINEER INSPECTOR	\$148.55
100: PUBLIC WORKS	PW - IRRIGATION SPEC	\$163.84
100: PUBLIC WORKS	PW - JUNIOR ENGINEER	\$130.25
100: PUBLIC WORKS	PW - MAINTENANCE & UTILITIES SUPERINTENDENT	\$205.29
100: PUBLIC WORKS	PW - MAINTENANCE & UTILITIES WORKER II	\$112.54
100: PUBLIC WORKS	PW - MAINTENANCE & UTILITIES WORKER III	\$100.78
100: PUBLIC WORKS	PW - PUBLIC WORKS DIRECTOR/CITY ENGINEER	\$341.14
100: PUBLIC WORKS	PW - SENIOR MAINTENANCE & UTILITIES WORKER	\$175.01
100: PUBLIC WORKS	PW - SR ADMINISTRATIVE ASSISTANT	\$114.58
100: PUBLIC WORKS	PW - SR MAINTENANCE & UTILITIES WORKER	\$126.02
100: PUBLIC WORKS	PW - STREET SWEEP OPERATOR	\$155.87
100: RECREATION	Rec - ADMINISTRATIVE ASSISTANT	\$149.33
100: RECREATION	Rec - CUSTODIAN	\$118.13
100: RECREATION	Rec - FAMILY & COMMUNITY SUPPORT PRACTITIONER	\$220.44
100: RECREATION	Rec - FAMILY & COMMUNITY SUPPORT TECHNICIAN	\$170.97
100: RECREATION	Rec - RECREATION PROGRAM COORDINATOR	\$164.40
100: RECREATION	Rec - RECREATION SUPERINTENDENT	\$250.92
100: RECREATION	Rec - SR FAC ATTD	\$178.66
100: RECREATION	Rec - YOUTH CENTER SUPERVISOR	\$219.56
100: RECREATION	Rec - YOUTH RES CTR COORD	\$153.83
401: WATER FUND	Water - MAINTENANCE & UTILITIES WORKER II	\$175.88
401: WATER FUND	Water - UTILITIES FIELD SUPERVISOR	\$183.23
401: WATER FUND	Water - WATER SYSTEM OPERATOR	\$171.60



Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee, and suggested fee is listed as “NA”, the amount or percentage was not calculable. 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, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

Finance & City Clerk

#	Description	Current Fee/Charge	Unit
1	FINANCE		
2	Short Term Rental Application Fee	\$250.00	
3	Admin Fee (Business Lic. Fee)	\$18.00	
4	Business License Schedule of License Fees	Municipal Code 5.04.20 - 5.04.10	
5	Admin Fee (Business Lic. Fee) - Renewal	New	
6	Mailing List (per page)	\$0.25	Plus cost of labels
7	City Budget-Paper	\$82.00	
8	Bingo Permit	\$71.00	
9	Delinquent Invoice-1st Notice	\$6.00	
10	Delinquent Invoice-2nd Notice	\$12.00	
11	Returned Check-1st	\$37.00	
12	Returned Check-2nd	\$43.00	
13	Vendor Check Reissue, for checks over \$1,000	New	
14	NSF Fee	Actual Bank Fees & Employee Time	
15	CITY CLERK		
16	Public Record Copies - standard 8.5" x 11", black and white	\$0.25	
17	Public Record Copies - Color or non-standard sizes	Cost of duplication	
18	Mailing copy of requested document or CD	Cost of duplication plus postage	
19	City Council Agenda Packet (per packet)	\$0.25	per page
20	Records on Thumb Drives	\$15.00	
21	Notary Fee (State Code) per signature	\$15.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$780.75	36%	\$500.00	\$250
\$469.83	89%	\$50.00	\$32
NA	NA	Municipal Code 5.04.20 - 5.04.10	NA
\$366.19	93%	\$26.00	NA
NA	NA	\$0.25	\$0
NA	NA	Actual Cost	NA
NA	NA	\$50.00	-\$21
\$55.64	55%	\$25.00	\$19
\$55.64	10%	\$50.00	\$38
\$106.10	76%	\$25.00	-\$12
\$106.10	72%	\$30.00	-\$13
\$90.28	72%	\$25.00	NA
\$106.10	76%	\$25.00	NA
\$44.88	99%	\$0.25	\$0
NA	NA	Cost of duplication	\$0
NA	NA	Cost of duplication plus postage	\$0
\$44.88	99%	\$0.25	\$0
\$673.17	98%	\$15.00	\$0
\$82.70	82%	\$15.00	\$0

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
1	ADMINISTRATIVE FEES			
2	Address, New / Change	\$162.00		
3	AB 717 Continuing Education Fees			
4	Admin Fee, Plan Check (Valuation Based)	4% x Plan Check Fee (Valuation)		
5	Admin Fee, Bldg Permit (Valuation Based)	4% x Bldg Permit Fee (Valuation)		
6	Admin Fee, Misc Bldg (Flat Fee Based)	4% x Misc Flat Fee Bldg Permit Fee		
7	Admin Fee, Misc Plumb (Flat Fee Based)	4% x Misc Flat Fee Plumb Permit Fee		
8	Admin Fee, Misc Mech (Flat Fee Based)	4% x Misc Flat Fee Mech Permit Fee		
9	Admin Fee, Misc Elec (Flat Fee Based)	4% x Misc Flat Fee Elec Permit Fee		
10	Application for Unreasonable Hardship Exceptions to Disabled Access Requirements	\$1,427.00	flat	
11	Application for Modifications or Alternate Materials and Methods	\$1,427.00	flat	
12	Board of Appeals Fee	Based on type of use, type of construction and square footage	flat	
13	Change Contractor	New	flat	
14	Duplicate / Replacement Job Card	New	flat	
15	Registration of Abandoned Property	\$73.00	flat	
16	MISCELLANEOUS ITEMS			
17	Alternate Energy Systems			
18	Battery Energy Storage	\$330.00	each	
19	Each Additional Battery	New	each	
20	EV Charging Station	\$330.00	each	
21	Solar Water Heater	\$330.00	each	
22	Balcony, Addition	New		
23	Balcony, Repair	New		
24	Canopy / Awning	\$1,372.00	each	
25	Cellular Tower / Antenna, Attached	\$4,278.00	each	
26	Cellular Tower / Antenna, Detached	\$4,278.00	each	
27	Certifications			
28	Special Inspector Qualifications (initial review)	New	each	
29	Special Inspector Qualifications (renewal / update)	New	each	
30	Chimney, New	New	each	
31	Chimney, Repair	New	each	
32	Code Enforcement			
33	Administrative Citations, First Offence	\$375.00	each	
34	Administrative Citations, Repeated Violations	\$748.00	each	
35	Work without a Permit - Investigative Fee	Equal to Permit Fee	each	
36	Substandard Structure Inspection (includes code enforcement report)	\$1,427.00	each	
37	Notice of Violation Recordation Fee	\$358.00	each	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$143.51	0%	\$143.00		-\$19
NA	NA	4% x Plan Check Fee (Valuation)		\$0
NA	NA	4% x Bldg Permit Fee (Valuation)		\$0
NA	NA	4% x Misc Flat Fee Bldg Permit Fee		\$0
NA	NA	4% x Misc Flat Fee Plumb Permit Fee		\$0
NA	NA	4% x Misc Flat Fee Mech Permit Fee		\$0
NA	NA	4% x Misc Flat Fee Elec Permit Fee		\$0
\$315.96	0%	\$315.00	each	-\$1,112
\$804.38	0%	\$804.00	each	-\$623
\$2,097.18	0%	\$2,097.00	each	NA
\$71.75	1%	\$71.00	each	NA
\$71.75	1%	\$71.00	each	NA
\$147.02	0%	\$147.00	per hour	\$74
\$585.96	0%	\$585.00	each	\$255
\$135.00	0%	\$135.00	each	NA
\$585.96	0%	\$585.00	each	\$255
\$585.96	0%	\$585.00	each	\$255
\$585.96	0%	\$585.00	each	NA
\$450.96	0%	\$450.00	each	NA
\$585.96	0%	\$585.00	each	-\$787
\$830.17	0%	\$830.00	each	-\$3,448
\$830.17	0%	\$830.00	each	-\$3,448
\$560.17	0%	\$560.00	each	NA
\$315.96	0%	\$315.00	each	NA
\$585.96	0%	\$585.00	each	NA
\$450.96	0%	\$450.00	each	NA
\$451.61	0%	\$451.00	each	\$76
\$602.14	0%	\$602.00	each	-\$146
NA	NA	Equal to Permit Fee	each	\$0
\$540.00	0%	\$540.00	each	-\$887
\$451.61	0%	\$451.00	each	\$93

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
38	Notice of Violation Expungement Fee	\$358.00	each	
39	Real Property Disclosure Report	\$221.00	each	
a) Hydrology/Hydraulic Studies (0-20 acres)	Commercial Coach Installation	\$1,427.00	each	
b) Hydrology/Hydrolic Studies (>-20 acres)	Deck, New /Replace / Repair (first 300 s.f.)	\$338.00	first 300 s.f.	
42	Each additional 300 s.f.	\$113.00	each addn 300 s.f.	
43	Demolition			
44	Multi-Family and Commercial (up to 3000 s.f.)	New		
45	Multi-Family and Commercial (each additional 3000 s.f.)	New		
46	Single Family / Duplex (up to 3000 s.f.)	New		
47	Single Family / Duplex (each additional 3000 s.f.)	New		
48	Swimming Pool Residential	New		
49	Swimming Pool Multi-Family and Commercial (up to 3000 s.f.)	New		
50	Swimming Pool Multi-Family and Commercial (each additional 3000 s.f.)	New		
51	Door, Residential New / Replace (first 10)	New	first 10	
52	Door, Residential New / Replace (Each additional 10)	New	each addn 10	
53	Dry Rot / Termite Damage Repair	\$338.00	each	
54	Extensions			
55	Plan Check Application (Within 180 Days of Submittal)	25% Original Fee		
56	Building Permit (without plans)	New	each	
57	Building Permit (with plans)	New	each	
58	Fence or Non-Engineered Wall	\$338.00	each	
59	Fireplace Retrofit	\$0.00	each	
60	Flag or Light Pole - Install / Replace	\$1,427.00	each	
61	Each Additional Pole	New	each addn	
62	Foundation Repair / Replace (includes piles, piers, or foundation-only systems under existing or partial construction)	\$2,851.00	each	
63	Garage Door Replacement	\$223.00	each	
64	Greenhouse or Solarium < 200 sq ft	\$1,427.00	each	
65	Each additional 400 s.f.	New		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$451.61	0%	\$451.00	each	\$93
\$357.29	0%	\$357.00	each	\$136
\$720.97	0%	\$720.00	each	-\$707
\$585.96	0%	\$585.00		\$247
\$135.00	0%	\$135.00		\$22
\$720.97	0%	\$720.00	each	NA
\$270.00	0%	\$270.00	each	NA
\$585.96	0%	\$585.00	each	NA
\$270.00	0%	\$270.00	each	NA
\$450.96	0%	\$450.00	each	NA
\$720.97	0%	\$720.00	each	NA
\$270.00	0%	\$270.00	each	NA
\$328.86	0%	\$328.00	each	NA
\$67.50	1%	\$67.00	each	NA
\$585.96	0%	\$585.00	each	\$247
NA	NA	25% Original Fee		\$0
\$71.75	1%	\$71.00	each	NA
\$315.96	0%	\$315.00	each	NA
\$396.36	0%	\$396.00	each	\$58
\$585.96	100%	\$0.00	each	\$0
\$585.96	0%	\$585.00	each	-\$842
\$270.00	0%	\$270.00		NA
\$965.18	0%	\$965.00	each	-\$1,886
\$341.75	0%	\$341.00	each	\$118
\$965.18	0%	\$965.00	each	-\$462
\$270.00	0%	\$270.00		NA

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
66	Inspection			
67	Standard Building Inspection Hourly Rate	\$331.00	per hour	
68	Short Term Rental Inspection Fee	\$331.00	per hour	
69	Additional Inspection required in excess of standard / Reinspection	\$339.00	per hour	
70	Minor Repairs (for items otherwise not listed, for the purpose of reconstruction, renewal, or maintenance of any part of an existing structure - requiring not more than two inspections) (Includes Mechanical equipment with structural modifications)	\$338.00	each	
71	Miscellaneous Structures (ie, tanks, towers, silos, storage racks, etc.)	New	each	
72	Occupancy			
73	Certificate of Compliance	\$246.00	each	
74	Certificate of Occupancy	\$246.00	each	
75	Temporary Certificate of Occupancy	\$246.00	each	+ deposit
76	Partition , Residential Interior (up to 50 l.f.)	\$338.00	each 50 l.f.	
77	Each additional 50 l.f.	New	each 50 l.f.	
78	Patio Cover (up to 300 s.f.)	New	up to 300 sf	
79	Each additional 300 s.f.)	New	each addn 300 sf	
80	Plan Review			
81	Standard Plan Review Hourly Rate	\$695.00	per hour	
82	Expedite or Outside Normal business Hours Plan Review (3 hour minimum)	1.5 X PC Fee	per hour	
83	Outsourced Plan Review Processing Fee	\$712.00	per hour	
84	Certified Access Specialist (CASP) Plan Review Fee	Cost	Cost	
85	Additional Plan Check required in excess of standard	\$339.00	per hour	
86	Re-roof			
87	Residential (\$500 max per building)	\$27.00	each 100 s.f.	
88	Commercial (first 5000 s.f.)	\$75.00	first 5000 s.f.	
89	Commercial (each additional 5000 s.f.)	New	each addn 2,500 s.f.	
90	Remodel - Residential			
91	Kitchen	\$660.00	up to 300 s.f.	
92	Bath	\$660.00	up to 300 s.f.	
93	Other Remodel	\$660.00	up to 300 s.f.	
94	Additional Remodel	\$330.00	each addn 300 s.f.	
95	Retaining Wall			
96	(<= 8' high) (up to 50 l.f.)	New	up to 50 l.f.	
97	(<= 8' high) (each additional 50 l.f.)	New	each addn 50 l.f.	
98	(> 8' high) (up to 50 l.f.)	New	up to 50 l.f.	
99	(> 8' high) (each additional 50 l.f.)	New	each addn 50 l.f.	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$135.00	0%	\$135.00	per hour	-\$196
\$405.00	0%	\$405.00	per hour	\$74
\$405.00	0%	\$405.00	per hour	\$66
\$585.96	0%	\$585.00	each	\$247
\$585.96	0%	\$585.00	each	NA
\$763.72	41%	\$450.00	each	\$204
\$763.72	41%	\$450.00	each	\$204
\$1,142.93	27%	\$830.00	each	\$584
\$450.96	0%	\$450.00	each 50 l.f.	\$112
\$135.00	0%	\$135.00	each 50 l.f.	NA
\$720.97	0%	\$720.00	up to 300 sf	NA
\$514.21	0%	\$514.00	each addn 300 sf	NA
NA	NA	\$695.00	per hour	\$0
NA	NA	1.5 X PC Fee	per hour	\$0
NA	NA	\$712.00	per hour	\$0
NA	NA	Cost	Cost	\$0
NA	NA	\$339.00	per hour	\$0
\$41.35	1%	\$41.00	each 100 s.f.	\$14
\$855.97	0%	\$855.00	first 5000 s.f.	\$780
\$274.25	0%	\$274.00	each addn 2,500 s.f.	NA
\$585.96	0%	\$585.00	up to 300 s.f.	-\$75
\$585.96	0%	\$585.00	up to 300 s.f.	-\$75
\$585.96	0%	\$585.00	up to 300 s.f.	-\$75
\$270.00	0%	\$270.00	each addn 300 s.f.	-\$60
\$585.96	0%	\$585.00	up to 50 l.f.	NA
\$379.21	0%	\$379.00	each addn 50 l.f.	NA
\$1,453.60	0%	\$1,453.00	up to 50 l.f.	NA
\$379.21	0%	\$379.00	each addn 50 l.f.	NA

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
100	Seismic Foundation Bolting and Bracing	\$330.00	each	
101	Seismic Retrofit , Residential <= 1,500 Sq Ft	\$3,205.00	each	
102	Seismic Retrofit , Residential > 1,500 Sq Ft.	\$4,632.00	each	
103	Siding , Replace / Repair (up to 400 s.f.)	New	up to 400 s.f.	
104	Each additional 400 s.f.	New	each addn 400 s.f.	
105	Signs			
106	Non-Illuminated Wall Sign	\$223.00	each	
107	Illuminated Wall Sign	\$223.00	each	
108	Monument Sign	\$1,427.00	each	
109	Pole Sign	\$1,427.00	each	
110	Each Additional Pole	New	each	
111	Solar / Photovoltaic Systems			
112	Residential, up to 15 kW	\$500.00	up to 15 kW	
113	Residential, each kilowatt above 15 kW	\$15.00	each 1 kW	
114	Commercial, up to 50 kW	\$1,000.00	up to 50 kW	
115	Commercial, each kilowatt between 51 kw and 250 kW	\$7.00	each 1 kW	
116	Commercial, each kilowatt above 250 kW	\$5.00	each 1 kW	
117	Stair , Repair / Replace	\$338.00	each	
118	Stucco , Replace / Repair (up to 400 s.f.)	New	up to 400 s.f.	
119	Each additional 400 s.f.	New	each addn 400 s.f.	
120	Swimming Pool/Spa			
121	Vinyl-lined	New	each	
122	Fiberglass	New	each	
123	Gunite (up to 800 s.f.)	New	up to 800 s.f.	
124	Additional pool (over 800 s.f.)	New	each addn 800 s.f.	
125	Commercial pool (up to 800 s.f.)	New	up to 800 s.f.	
126	Additional pool (over 800 s.f.)	New	each addn 800 s.f.	
127	Spa or Hot Tub (Pre-fabricated)	New	each	
128	Window or Sliding Glass Door			
129	Replacement (first 8)	New	first 8	
130	Replacement (each additional 8)	New	each addn 8	
131	New Window, Non-Structural (up to 4)	New	first 4	
132	New Window, Non-Structural (each addn 4)	New	each addn 4	
133	New Window, Structural (up to 4)	New	first 4	
134	New Window, Structural (each additional 4)	New	each addn 4	
135	Technology Fee	New	% of Building Permit Fees	
136	MECHANICAL PERMIT FEES			
137	Stand Alone Mechanical Plan Review (hourly rate)	\$712.00	per hour	
138	Other Mechanical Inspections (hourly rate)	\$338.00	per hour	
139	Forced air or gravity-type furnace or burner (including attached ducts and vents), Install/Relocate	\$450.00	each	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$585.96	0%	\$585.00	each	\$255
\$1,588.60	0%	\$1,588.00	each	-\$1,617
\$1,858.60	0%	\$1,858.00	each	-\$2,774
\$585.96	0%	\$585.00	up to 400 s.f.	NA
\$135.00	0%	\$135.00	each addn 400 s.f.	NA
\$450.96	0%	\$450.00	each	\$227
\$585.96	0%	\$585.00	each	\$362
\$1,209.39	0%	\$1,209.00	each	-\$218
\$720.97	0%	\$720.00	each	-\$707
\$270.00	0%	\$270.00	each	NA
\$585.96	23%	\$450.00	up to 15 kW	-\$50
\$27.00	44%	\$15.00	each 1 kW	\$0
\$1,344.39	26%	\$1,000.00	up to 50 kW	\$0
\$7.02	0%	\$7.00	each 1 kW	\$0
\$5.40	7%	\$5.00	each 1 kW	\$0
\$585.96	0%	\$585.00	each	\$247
\$585.96	0%	\$585.00	up to 400 s.f.	NA
\$135.00	0%	\$135.00	each addn 400 s.f.	NA
\$830.17	0%	\$830.00	each	NA
\$830.17	0%	\$830.00	each	NA
\$965.18	0%	\$965.00	up to 800 s.f.	NA
\$405.00	0%	\$405.00	each addn 800 s.f.	NA
\$1,967.81	0%	\$1,967.00	up to 800 s.f.	NA
\$540.00	0%	\$540.00	each addn 800 s.f.	NA
\$585.96	0%	\$585.00	each	NA
\$450.96	0%	\$450.00	first 8	NA
\$135.00	0%	\$135.00	each addn 8	NA
\$695.17	0%	\$695.00	first 4	NA
\$135.00	0%	\$135.00	each addn 4	NA
\$695.17	0%	\$695.00	first 4	NA
\$135.00	0%	\$135.00	each addn 4	NA
6%	16%	5%	% of Building Permit Fees	NA
NA	NA	\$712.00	per hour	\$0
NA	NA	\$338.00	per hour	\$0
\$585.96	0%	\$585.00	each	\$135

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
140	Heating appliance, refrigeration unit, cooling unit, absorption unit, split system, or each heating, cooling, absorption or evaporative cooling system, including installation of controls. Repair/Alteration/Addition	\$36.00	each w/ \$457 Minimum	
141	Boiler or Compressor			
142	up to and including 15 HP, or absorption system up to and including 500,000 Btu/hr	\$598.00	each	
143	over 15 HP and up to and including 50 HP, or absorption system over 500,000 Btu/hr up to and including 1,750,000 Btu/hr	New	each	
144	over 50 HP, or absorption system over 1,750,000 Btu/hr	New	each	
145	Air-handling unit , including attached ducts. (Note: this fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere)	\$598.00	each	
146	Ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$1,782.00	each	
147	Hood installation that is served by mechanical exhaust, including the ducts for such hood			
148	Residential	\$338.00	each	
149	Commercial	\$3,919.00	each	
150	Appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this fee schedule.	\$338.00	each	
151	PLUMBING AND GAS PERMIT FEES			
152	Stand Alone Plumbing Plan Review (hourly rate)	\$712.00	per hour	
153	Other Plumbing Inspections (hourly rate)	\$338.00	per hour	
154	Plumbing Fixture or trap or set of fixtures on one trap (including water, drainage, piping, and backflow protection therefore)	\$37.00	each w/ \$451 Minimum	
155	Building Sewer Lateral or Sewer Clean-Out , New/Alteration/Repair	\$338.00	each	
156	Water Heater (Gas or Solar) and/or Vent , New/Alteration/Repair	\$223.00	each	
157	Industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$2,138.00	each	
158	Water Piping and/or Water Treating equipment , New/Alteration/Repair	\$339.00	each- For Single Line	
159	Gas Piping system (each 4 outlets)	\$339.00	each 4	
160	Drainage or vent piping , Repair/alteration (Single Line)	\$339.00	each- For Single Line	
161	Drainage or vent piping , Repair/alteration (Multiple Lines)	\$450.00	For Multiple Lines	
162	Lawn Sprinkler System on any one meter, including backflow protection devices	\$338.00	each	
163	Backflow devices not included in other fee services (e.g., building sewer)	\$338.00	each	
164	Water Filtration System	New	each	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$206.75	0%	\$206.00	each w/ \$457 Minimum	\$170
\$450.96	0%	\$450.00	each	-\$148
\$518.46	0%	\$518.00	each	NA
\$585.96	0%	\$585.00	each	NA
\$585.96	0%	\$585.00	each	-\$13
\$1,453.60	0%	\$1,453.00	each	-\$329
\$585.96	0%	\$585.00	each	\$247
\$1,209.39	0%	\$1,209.00	each	-\$2,710
\$585.96	0%	\$585.00	each	\$247
NA	NA	\$712.00	per hour	\$0
NA	NA	\$338.00	per hour	\$0
NA	NA	\$37.00	each w/ \$451 Minimum	\$0
\$206.75	0%	\$206.00	each	-\$132
\$206.75	0%	\$206.00	each	-\$17
\$585.96	0%	\$585.00	each	-\$1,553
\$206.75	0%	\$206.00	each- For Single Line	-\$133
\$206.75	0%	\$206.00	each 4	-\$133
\$206.75	0%	\$206.00	each- For Single Line	-\$133
\$206.75	0%	\$206.00	For Multiple Lines	-\$244
\$206.75	0%	\$206.00	each	-\$132
\$206.75	0%	\$206.00	each	-\$132
\$206.75	0%	\$206.00	each	NA

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
165	Whole-House Plumbing , Residential	\$338.00	each	
166	ELECTRICAL PERMIT FEES			
167	Stand Alone Electrical Plan Review (hourly rate)	\$712.00	per hour	
168	Other Electrical Inspections (hourly rate)	\$338.00	per hour	
169	Temporary service power pole or pedestal , including all pole or pedestal-mounted receptacle outlets and appurtenances	\$339.00	each/ If not incl. w/ new permit	
170	Temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lighting, Christmas tree sales lots, etc.			
171	15 or 20 amp - each 10 circuits	\$338.00	each	
172	25 to 40 amp circuits	\$1,068.00	each	
173	50 to 175 amp circuits	\$1,068.00	each	
174	Receptacle, switch and lighting outlets - at which current is used or controlled, except services, feeders and meters			
175	First 20 (or portion thereof)	\$338.00	each	
176	Each Additional	New	each	
177	Residential Appliances - Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens, counter mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines, water heaters, clothes dryers, or other motor-operated appliances not exceeding one horsepower (HP) in rating.	\$15.00	each w/ \$207 Minimum	
178	Non-Residential Appliances - Residential appliances and self-contained factory-wired nonresidential appliances, including medical and dental devices, food, beverage, and ice cream cabinets; illuminated show cases, drinking fountains, vending machines, laundry machines, or other	\$30.00	each w/ \$328 Minimum	
179	Power Apparatus - Includes Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus, as follows: Note: these fees include all switches, circuit break	\$338.00	each	
180	Trolley and Plug-In-Type Busways - (An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.	\$339.00	each	
181	New Services or Additional Panels - An additional fee may apply (underground) or (overhead) to Power Company for reconnection or upgrade of any service			
182	600 volts or less and not over 200 amperes in rating	\$338.00	each	
183	600 volts or less and over 200 amperes in rating	\$450.00	each	
184	600 volts or over 1,000 amperes in rating	\$712.00	each	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$518.46	0%	\$518.00	each	\$180
NA	NA	\$712.00	per hour	\$0
NA	NA	\$338.00	per hour	\$0
\$450.96	0%	\$450.00	each/ If not incl. w/ new permit	\$111
\$450.96	0%	\$450.00	each	\$112
\$585.96	0%	\$585.00	each	-\$483
\$585.96	0%	\$585.00	each	-\$483
\$450.96	0%	\$450.00	each	\$112
\$13.50	48%	\$7.00		NA
\$328.86	0%	\$328.00	each w/ \$207 Minimum	\$313
\$328.86	0%	\$328.00	each w/ \$328 Minimum	\$298
\$450.96	0%	\$450.00	each	\$112
\$450.96	0%	\$450.00	each	\$111
\$450.96	0%	\$450.00	each	\$112
\$518.46	0%	\$518.00	each	\$68
\$585.96	0%	\$585.00	each	-\$127

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
185	Miscellaneous Apparatus, Conduits, and Conductors - for which a permit is required, but for which no fee is set forth. (This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs)	\$338.00	each	
186	Whole-House Electrical, Residential	\$330.00	each	
187	Refunds - Plan Check Fees 1st review not started (within 3 Business of Submittal) Plan review more than 3 Business Days after the Date of Submittal		100% of PC Fees No refund	
188	Refunds - Building Permit Fees No inspections and permit is active (not expired) No inspections and permit is expired Inspections were provided		80% of BP Fees No refund No refund	
189	NOTE: Fee Adjustments: In instances where the strict application of fees from this schedule would constitute a substantial inequity to an applicant or to the City, the Chief Building Official shall be authorized to adjust such fees on a case-by-case basis. Any such adjustments shall be recorded in writing and entered into the appropriate files.			
190	Fees identified in this Table consist of 50% Plan Review Fee and 50% Inspection Fee			

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$518.46	0%	\$518.00	each	\$180
\$518.46	0%	\$518.00	each	\$188
			100% of PC Fees No refund	
			80% of BP Fees No refund No refund	

PLANNING DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
1	AMENDMENTS			
2	General Plan Amendment	Actual Cost		
3	Planned Unit Development Amendment	\$9,940.00		Planning, PW/Eng
4	Zoning Map Amendment	\$9,737.00		
5	Zoning Ordinance (text) Amendment	\$9,737.00		
6	Local Coastal Plan Amendment	\$9,737.00		
7	Use Permit Amendment	\$1,082.00		
8	Minor Use Permit Amendment	\$811.00		
9	Variance Amendment	\$1,082.00		
10	Design Review Amendment	\$811.00		
11	Tentative Parcel Map Amendment	\$811.00		
12	Tentative Subdivision (Tract) Map Amendment	Actual Cost		
13	Sphere of Influence Amendment	\$2,166.00		
14	Master Sign Program Amendment	Actual Cost		
15	Development Agreement Amendment	Actual Cost		
16	Specific Plan Amendment- \$2,000 deposit	Actual Cost		
17	ANNEXATION			
18	Annexation	Actual Cost		
19	APPEALS			
20	Planning Commission (from ZA,BAR & Staff interpretation)	\$1,082.00		
21	City Council (from Planning Commission)	\$788.00		
22	ARCHITECTURAL REVIEW			
23	Residential			
24	One and Two Family - New Construction	\$1,200.00		Planning, PW/Eng, Fire
25	One and Two Family - Addition that adds less than 50% of the structure	\$500.00		Planning, PW/Eng, Fire
26	Multi-family - New Construction	\$1,200.00		Planning, PW/Eng, Fire
27	Multi-family - Addition that adds less than 50% of the structure	\$814.00		Planning, PW/Eng, Fire
28	Commercial			
29	New Construction (includes shell only)	\$1,500.00		Planning, PW/Eng, Fire
30	Exterior Façade (ex. Window, awning, exterior color change) or Nonadvertising Mural	\$0.00		Planning, Fire

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0
NA	NA	50% of Base Permit Fee	NA
\$7,328.58	0%	\$7,328.00	-\$2,409
\$4,962.93	0%	\$4,962.00	-\$4,775
NA	NA	Actual Cost	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	NA
NA	NA	50% of Base Permit Fee	NA
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
\$4,037.63	50%	\$2,018.00	\$936
\$4,037.63	50%	\$2,018.00	\$1,230
\$4,976.32	0%	\$4,976.00	\$3,776
\$4,314.49	50%	\$2,157.00	\$1,657
\$5,629.29	0%	\$5,629.00	\$4,429
\$4,798.81	50%	\$2,399.00	\$1,585
\$5,629.29	0%	\$5,629.00	\$4,129
\$4,314.49	94%	\$250.00	\$250

PLANNING DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
31	DEVELOPMENT AGREEMENTS			
32	Application (includes modifications) - Deposit \$25,000	Actual Cost		
33	Annual Review/Monitoring	Determined in Agreement		
34	ENVIRONMENTAL REVIEW			
35	Environmental Impact Report	Actual Cost		
36	Initial Study and Negative Declaration/Mitigated Negative Declaration	Actual Cost		
37	Mitigation Monitoring and Reporting Program (MMRP)	Actual Cost		
38	Environmental Addendum	Actual Cost		
39	Certificate of Exemption	= 1 hour time		
40	a) Hydrology/Hydraulic Studies (0-20 acres)			
41	b) Hydrology/Hydrolic Studies (>-20 acres)	\$4,058.00		
42	Certificate of Appropriateness review	\$2,166.00		
43	Certificate of Appropriateness review - disaster damage			
44	LIMITED TERM PERMITS			
45	Commercial	\$250.00		Planning, Fire
46	Non-Profit	\$100.00		Planning, Fire
47	MISCELLANEOUS			
48	Home Occupation Permit	\$89.00		
49	Garage Sale Permit	\$15.00		
50	Planning - Building Plan Review (incl. plan review and inspection)	\$271.00		
51	Planning - Re-inspection	\$271.00		
52	PLANNED UNIT DEVELOPMENT			
53	Planned Development Permit	\$9,737.00		
54	SIGN PERMITS			
55	Sign Permit (PC approval)	\$350.00		
56	Sign Permit (Administrative Approval)	\$131.00		
57	Temporary Signs	\$131.00		
58	Master Sign Program - Administrative	\$750.00		
59	Master Sign Program - Planning Commission	\$1,354.00		
60	SUBDIVISIONS			
61	Tentative Map (up to 4 lots)	\$6,497.00		Planning, PW/Eng
62	Tentative Map (5 or more lots)	\$9,614.00		Planning, PW/Eng
63	Urban Lot Split (SB 9)	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0
NA	NA	Determined in Agreement	\$0
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
\$308.01	2%	\$302.00	\$0
NA	NA	\$4,058.00	\$0
\$4,528.98	0%	\$4,528.00	\$2,362
\$489.82	0%	\$489.00	\$239
\$422.36	0%	\$422.00	\$322
\$58.28	0%	\$58.00	-\$31
\$23.31	1%	\$23.00	\$8
\$271.00	0%	\$271.00	\$0
\$271.00	0%	\$271.00	\$0
\$6,948.52	0%	\$6,948.00	-\$2,789
\$1,682.40	0%	\$1,682.00	\$1,332
\$422.36	0%	\$422.00	\$291
\$236.37	0%	\$236.00	\$105
\$822.01	0%	\$822.00	\$72
\$1,821.28	0%	\$1,821.00	\$467
NA	NA	\$6,497.00	\$0
NA	NA	\$9,614.00	\$0
\$3,866.50	0%	\$3,866.00	NA

PLANNING DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
64	Lot Line Adjustment	\$1,902.00		Planning, PW/Eng
65	Lot Merger	\$1,360.00		Planning, PW/Eng
66	USE PERMIT			
67	Residential			
68	Single Family Residential	\$800.00		Planning, PW/Eng
69	Multi-family Residential	\$1,000.00		Planning, PW/Eng
70	Commercial			
71	Commercial (< 5K sq ft)	\$1,000.00		Planning, PW/Eng, Fire
72	Commercial (5K sq ft or greater)	\$1,500.00		Planning, PW/Eng, Fire
73	VARIANCE			
74	Residential			
75	Single Family Residential	\$3,347.00		Planning, PW/Eng
76	Variance - Fence/Accessory Structure	New		
77	Multi-family Residential	\$4,970.00		Planning, PW/Eng
78	Commercial			
79	Commercial	\$3,473.00		Planning, PW/Eng
80	OTHER FEES			
81	Cannabis Dispensary Application Fee	\$8,000.00		
82	Real Property Disclosure Report	\$221.00		
83	Small Cell Application Deposit	New		
84	Small Cell Annual Monitoring Fee	New		
85	Advanced Planning Surcharge:			
86	(Charged on all new construction for building plans (e.g. additions, new buildings), pw/eng, fire permits, and development applications)	0.3% of building valuation		
87	HOURLY RATES			
88	Planning Services	\$271.00		
89	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers (e.g. Consultants) if required to process the specific application.			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$2,778.81	0%	\$2,778.00	\$876
\$2,778.81	0%	\$2,778.00	\$1,418
\$4,014.82	20%	\$3,211.00	\$2,411
\$4,494.04	0%	\$4,494.00	\$3,494
\$4,584.32	0%	\$4,584.00	\$3,584
\$5,131.00	0%	\$5,131.00	\$3,631
\$4,579.22	20%	\$3,663.00	\$316
\$3,702.90	75%	\$925.00	NA
\$4,916.51	0%	\$4,916.00	-\$54
\$4,916.51	0%	\$4,916.00	\$1,443
NA	NA	\$8,000.00	\$0
NA	NA	\$221.00	\$0
\$500.00	0%	\$500.00	NA
\$270.00	0%	\$270.00	NA
NA	NA	0.3% of building valuation	\$0
NA	NA	\$271.00	\$0

POLICE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
1	RECORDS, DOCUMENTS AND SPECIAL SERVICES			
2	Accident reports (Cost of Printing Only)	\$0.25	per page	
3	Accident reports (Counter Report)	\$55.00	each	
4	Police Report - per PRA			
5	DVD/CD Copy	\$43.00		
6	U-Visa Request	\$0.00		Sworn, Non-sworn
7	Outside Agency CLETS Entry (statewide database)	\$66.00		
8	Outside Agency background request	\$24.00		
9	Outside Agency background request - other City jurisdiction	\$24.00		
10	Firearms Storage Fee	\$397.00		
11	Building Security Services (secure building after a burglary)	\$478.00		Sworn, Non-sworn
12	ALARMS / DISTURBANCE			
13	Alarm Use Permit			
14	Residential new application	\$134.00		Sworn, Non-sworn
15	Residential annual renewal fee			
16	Non-Sworn	\$43.00		
17	Commercial new application	\$134.00		Sworn, Non-sworn
18	Commercial annual renewal fee			
19	Non-Sworn	\$43.00		
20	False Alarm Assessment			
21	First Alarm Response	\$229.00		Sworn (2 units), Non-sworn
22	Second Response	\$229.00		Sworn, Non-sworn
23	Each Additional Response	\$229.00		Sworn, Non-sworn
24	Response to Peace Disturbance			
25	First Response	\$229.00		Sworn, Non-sworn
26	Second Response	\$229.00		Sworn, Non-sworn
27	Each Additional Response	\$229.00		Sworn, Non-sworn
28	VEHICULAR			
29	Equipment Violation, re-inspection (written by SPD)	\$14.00		
30	Equipment Violation, re-inspection (written by non SPD)	\$14.00		
31	Vehicle Abatement			
32	Per vehicle	\$271.00		Sworn, Non-sworn
33	Vehicle Abatement Appeal	\$131.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$17.32	99%	\$0.25	\$0
\$103.91	42%	\$60.00	\$5
\$55.31	10%	\$50.00	\$7
\$81.50	75%	\$20.00	\$20
\$51.96	4%	\$50.00	-\$16
\$34.64	13%	\$30.00	\$6
\$34.64	13%	\$30.00	\$6
\$254.15	2%	\$250.00	-\$147
\$113.01	0%	\$113.00	-\$365
\$75.51	1%	\$75.00	-\$59
\$75.51	34%	\$50.00	\$7
\$75.51	1%	\$75.00	-\$59
\$75.51	34%	\$50.00	\$7
\$235.11	100%	\$0.00	-\$229
NA	NA	\$275.00	\$46
NA	NA	\$275.00	\$46
\$183.15	100%	\$0.00	-\$229
NA	NA	\$245.00	\$16
NA	NA	\$245.00	\$16
\$25.98	4%	\$25.00	\$11
\$25.98	4%	\$25.00	\$11
\$86.19	1%	\$85.00	-\$186
\$107.47	2%	\$105.00	-\$26

POLICE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit	Notes
34	Impound Vehicle Release Fee (30 day hold) - no license)	\$271.00		Sworn, Non-sworn
35	Impound Vehicle Release Fee	\$238.00		Sworn, Non-sworn
36	Impound Release - repo fee Regulated by State. Do Not Increase	\$15.00		
37	ILLEGAL FIREWORKS CODE ENFORCEMENT			
38	Fine for illegal fireworks	\$1,000.00		
39	Curfew Violation for Safe & Sane Fireworks	New		
40	EMERGENCY RESPONSE			
41	a) Hydrology/Hydraulic Studies (0-20 acres)	\$411.00		gov code 53150
42	b) Hydrology/Hydrolic Studies (>-20 acres)			
43	Hourly Rates (Full Cost Recovery)	\$206.00		
44	REGULATORY PERMITS			
45	Tow Service Provider Application (annual)	\$581.00		Sworn, Non-sworn
46	Vending Vehicles-new	\$73.00		Sworn, Non-sworn
47	Vending Vehicles-renewal	\$73.00		Sworn, Non-sworn
48	Massage Establishment/Technician-new	\$125.00		Sworn, Non-sworn
49	Massage Establishment/Technician-renewal	\$125.00		Sworn, Non-sworn
50	Solicitor-new	\$85.00		Sworn, Non-sworn
51	Solicitor-renewal	\$85.00		Sworn, Non-sworn
52	Pawn/Secondhand/Junk-new	\$649.00		Sworn, Non-sworn
53	Pawn/Secondhand/Junk-renewal	\$649.00		Sworn, Non-sworn
54	Live Entertainment/Dance (special event)	\$85.00		Sworn, Non-sworn
55	Firearms-new	\$649.00		Sworn, Non-sworn
56	Firearms-renewal	\$649.00		Sworn, Non-sworn
57	ABC Permit Review	\$134.00		Sworn, Non-sworn
58	Taxi Driver Permit (annual)	\$34.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$271.00	\$0
NA	NA	\$238.00	\$0
\$17.32	13%	\$15.00	\$0
NA	NA	\$1,000.00	\$0
NA	NA	\$1,000.00	NA
NA	NA	actual cost max \$12,000	NA
\$183.15	0%	\$183.15	-\$23
NA	NA	\$581.00	\$0
NA	NA	\$73.00	\$0
NA	NA	\$73.00	\$0
NA	NA	\$125.00	\$0
NA	NA	\$125.00	\$0
NA	NA	\$85.00	\$0
NA	NA	\$85.00	\$0
NA	NA	\$649.00	\$0
NA	NA	\$649.00	\$0
NA	NA	\$85.00	\$0
NA	NA	\$649.00	\$0
NA	NA	\$649.00	\$0
NA	NA	\$134.00	\$0
NA	NA	\$34.00	\$0

ENGINEERING DIVISION FEES

#	Description	Current Fee/Charge	Unit
1	1) BUILDING PERMIT PROCESSING - see 4.1c, 9 & 10 for possible add'l fees		
2	1.1) Plan Review (includes grading, infrastructure, public improvements)		
3	a) One and Two Family Residential	\$103.00	
4	b) Commercial and Multi-family Residential up to 1 acre	Actual Cost	Minimum Non-Refundable Deposit of \$370
5	c) Commercial and Multi-family Residential > 1 acre	Actual Cost	Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Costs (Costs associated with site work, grading, drainage & sewer utility)
6	1.2) Inspection (includes grading, infrastructure, public improvements)		
7	a) One and Two Family Residential	Actual cost	Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)
8	b) Commercial and Multi-family Residential up to 1 acre	Actual cost	Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)
9	c) Commercial and Multi-family Residential > 1 acre-Minimum	Actual cost	Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)
10	2) ENCROACHMENT PERMIT		
11	Plan Check - Standard	\$211.00	
12	Sewer Connection (each) (incl 3 visits) - City Staff Inspection	\$462.00	
13	Inspection of contractor installed utility service	\$420.00	
14	Utility Line Installations - > 200 LF (each 200 LF)	\$312.00	
15	New Construction Curb/Gutter (per 200 LF)	\$312.00	
16	Sidewalk (repair and replace) (per 200 LF) - PROPERTY OWNERS	\$312.00	
17	Sidewalk (repair and replace) (per 200 LF) - UTILITIES	\$312.00	
18	Driveway (repair and replace) (per opening)	\$312.00	
19	Right-of-Way Access/Entry (ex. Roofers, scaffolding, temporary construction barrier)	\$312.00	
20	Right-of-Way Construction/ Portable Unit (per every 2 weeks) - (ex. dumpster, storage bin)	\$45.00	
21	Traffic Control/ Lane Closure (per set-up and per day of implementation; each set-up requires a separate inspection)	Actual cost	Minimum \$45 + \$45 per day (except residential street)
22	Traffic Control - Traffic Signal operation call-out	\$300.00	per visit
23	Encroachment Permit Depositor Bond	\$1,000.00	
24	Public Improvements > \$25,000, Surety Bond 100% cost of public improvements	100%	

Full Cost	Subsidy %	Suggested Fee	Suggested Unit	Fee Δ
\$199.24	0%	\$199.00		\$96
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$5,730	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$764.	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$5,730	\$0
\$725.75	0%	\$725.00		\$514
NA	NA	Actual Cost		NA
\$3,091.64	73%	\$840.00		\$420
\$110.78	1%	\$110.00		-\$202
\$819.56	0%	\$819.00		\$507
\$904.84	0%	\$904.00		\$592
\$904.84	0%	\$904.00		\$592
\$1,201.94	0%	\$1,201.00		\$889
\$607.74	0%	\$607.00		\$295
\$225.36	0%	\$225.00		\$180
NA	NA	Actual cost	Minimum \$45 + \$45 per day (except residential street)	\$0
\$244.90	0%	\$244.00	per visit	-\$56
NA	NA	\$1,000.00		\$0
NA	NA	Actual Cost		NA

ENGINEERING DIVISION FEES

#	Description	Current Fee/Charge	Unit
25	Outdoor Dining Parklet Fees annual rental fee for each parking space	\$528.00	Application + \$2,113/Parking
26	Commercial Outdoor Dining Area Permit Application	\$500.00	
27	Pavement Inspection	New	
28	2.1) Transportation Permit (maximum set by state law)		
29	Single Trip	\$16.00	
30	3) MAPS		
31	(see also Planning Subdivisions for add'l fees; see also 4.2 and 4.3		
32	Final Parcel Map (1-4 lots)	Actual cost	Minimum Non-Refundable Deposit of \$1,585
33	Final Subdivision (Tract) Map	Actual cost	Minimum Non-Refundable Deposit of \$3,698
34	4) DEVELOPMENT PLAN REVIEW AND INSPECTION		
35	4.1) Improvement Plan Review		
36	a) Improvement Plan Check (1/2 hr max)	No cost	
37	b) Improvement Plan Check (each additional 1/2 hr)	Hourly Rate	minimum non-refundable deposit of \$160
38	c) Improvement Inspection	Hourly Rate	Minimum Non-Refundable Deposit of \$160
39	4.2) Hydrology/ Hydolic Studies Review		
40	a) Hydrology/Hydraulic Studies (0-20 acres)	Actual Cost	Minimum Non-Refundable Deposit of \$1,268
41	b) Hydrology/Hydrolic Studies (>-20 acres)	Actual Cost	Minimum Deposit of \$2,113
42	4.3) Sewer Studies Review		
43	a) Sewer Studies (0-5 units)	Actual Cost	Minimum Non-Refundable Deposit of \$1,5685
44	b) Sewer Studies (>5 units)	Actual Cost	Minimum Non-Refundable Deposit of \$2,113
45	5) OTHER FEES		
46	Encroachment Agreements	Actual Cost	Minimum Non-Refundable Deposit of \$660
47	Abandonment/Vacation (Modifications/Processing)	Actual Cost	\$3,300 Non-Refundable Deposit
48	Board Up Houses	Actual Cost	
49	Commemorative Sign Application	\$68.00	

Full Cost	Subsidy %	Suggested Fee	Suggested Unit	Fee Δ
\$2,196.07	9%	\$2,000.00	per/Parking Space	-\$641
\$500.00	0%	\$500.00		\$0
NA	NA	Actual Cost		NA
\$114.58	86%	\$16.00		\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,528	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,528	\$0
\$238.34	20%	\$191.00		NA
\$238.34	20%	\$191.00		NA
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,146	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,146	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,000	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,000	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573	\$0
\$110.78	1%	\$110.00		\$42

ENGINEERING DIVISION FEES

#	Description	Current Fee/Charge	Unit
50	Monument Placement	Actual Cost	Minimum Non-Refundable Deposit of \$2,200
51	6) TRAFFIC ADVISORY		
52	Traffic Advisory Committee Request	\$75.00	
53	Traffic Advisory Committee Request - Blue Curb Review	\$25.00	
54	7) SEWER SERVICES		
55	Sewer Line Overflow Response - (Regular Business Hours) Rate plus Materials- 1Hr Minimum	\$241.00	per hour
56	(Outside Regular Business Hours) Rate plus Materials	\$507.00	per hour
57	8) STREET MAINTENANCE		
58	Marking Curb - per curb (20 ft maximum length)	\$535.00	
59	Installation of one sign	\$535.00	
60	Stripping Fee	New	per curb (20 ft maximum length)
61	9) STORM WATER		
62	9.1) STORMWATER CONTROL PLAN- New or Replaced Impervious Surface		
63	a) Pre-review Meeting	\$211.00	
64	b) Small Project (includes 2 reviews) - 2,500 - 5,000 Sq Ft. (TIER 1)	\$420.00	
65	c) Small Project (each additional review) - 2,500 - 5,000 Sq Ft	\$103.00	
66	d) Medium Project (includes 2 reviews) - 5,000 - 15,000 Sq Ft	Actual Cost	Minimum Non-Refundable Deposit \$4,400 (TIER 2)
67	e) Medium Project (each additional review) - 5,000 - 15,000 Sq Ft-	Actual Cost	
68	f) Large Project (includes 2 reviews) - > 15,000 Sq Ft	Actual Cost	Minimum Non-Refundable Deposit \$14,793 (TIER 3 &4)
69	g) Large Project (each additional review) - > 15,000 Sq Ft	Actual Cost	
70	h) Inspection of privately maintained post-construction treatment devices	\$211.00	
71	i) Response to clean up of a foreign material dumped or washed into a storm drain - (Regular Business Hours) Rate plus Materials- 1Hr Minimum	\$237.00	per hour
72	(Outside Regular Business Hours) Rate plus Materials	\$510.00	per hour

Full Cost	Subsidy %	Suggested Fee	Suggested Unit	Fee Δ
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573	\$0
\$1,437.19	95%	\$75.00		\$0
\$916.19	97%	\$25.00		\$0
NA	NA	Actual Cost		NA
NA	NA	Actual Cost		NA
\$386.16	7%	\$360.00		-\$175
\$496.94	5%	\$470.00		-\$65
\$260.14	5%	\$247.00	per 20 linear ft (maximum length)	NA
\$248.07	0%	\$248.00		\$37
NA	NA	Actual Cost		NA
NA	NA	Actual Cost		NA
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$382	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$3,830	\$0
NA	NA	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$382	\$0
\$927.17	0%	\$927.00		\$716
\$801.62	0%	\$801.00	per hour	\$564
\$801.62	0%	\$801.00	per hour	\$291

ENGINEERING DIVISION FEES

#	Description	Current Fee/Charge	Unit
73	10) STORMWATER POLLUTION PREVENTION PLAN(SWPPP) REVIEW AND INSPECTION		
74	Storm Water Pollution Prevention (SWPPP)-applies to soil disturbance greater than 1 acre	Actual Cost	Minimum Non-Refundable Deposit \$551
75	SWPPP Inspections	Actual Cost	Minimum Non-Refundable Deposit \$310
76	11) TREE PERMITS		
77	(Required on private property for trimming or removal)		
78	1-5 trees	\$134.00	
79	Unpermitted Tree Removal or Trimming	New	
80	12) HOURLY RATES		
81	Engineering Services	\$382.00	
82	Engineering Services		
83	Engineering Services - after business hours (OT, 2 hour minimum)	\$426.00	
84	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.		
85	a) Estimated cost for City to perform paving is \$30/sf. Fee is calculated by multiplying excavation area in square feet by \$30. If calculated amount is less than \$750, then the charge is \$750. (For areas less than or equal to 100 square feet)		
86	b) Estimated cost for City to perform paving is \$20/sf. Fee is calculated by multiplying excavation area in square feet by \$20. (For areas in excess of 100 square feet)		
87	c) See section 13 for Engineering Services hourly rates.		
88	d) The minimum non-refundable deposit is charge for City to perform initial work. If cost for staff time exceeds minimum deposit, additional charges will accrue at actual cost. See Section 13 for staff costs.		
89	Fee Adjustments: In instances where the strict application of fees from this schedule would constitute a substantial inequity to an applicant or to the City, the City Engineer shall be authorized to adjust such fees on a case-by-case basis. Any such adjustments shall be recorded in writing and entered into the appropriate files.		

Full Cost	Subsidy %	Suggested Fee	Suggested Unit	Fee Δ
NA	NA	Deposit of \$764. Actual Cost	Minimum Non-Refundable Deposit \$551	\$0
NA	NA	Deposit of \$382. Actual Cost	Minimum Non-Refundable Deposit \$310	\$0
\$270.03	0%	\$270.00		\$136
\$540.07	0%	\$540.00		NA
NA	NA	\$382.00		\$0
NA	NA	\$426.00		\$0

SCHEDULE OF RECREATION DIVISION FEES

#	Description	Current Fee/Charge		Unit
	Fee Service	Resident Fees	Non Resident Fees	
1	Recreation Program Cancellation Fee	\$7.00	\$7.00	
2	Preschool Programs			
3	Fees per class	\$8.25	\$10.00	
4	Family - per month			
5	After School Program			
6	Individual - per month	\$30.00	\$41.00	
7	Family - per month	20% discount to siblings residing in same household	20% discount to siblings residing in same household	
8	Interession Day Camp Program			
9	Full Day - Sports/Day Camp	\$97.00	\$134.00	
10	3 hours Sports/Day Camp	\$21.00	\$29.00	
11	1/2 day camp (Playland)	\$41.75	\$57.00	
12	Youth Sports			
13	Tennis per class	\$5.75	\$7.00	
14	Adult Sports			
15	Team Fee (10 games per season)	\$550.00	\$609.00	
16	Contract Classes Programs			
17	Classes - subjects, schedules and cost vary depending on community interests, availability of instructors, facilities and materials			
18	Special Events Programs			
19	Vendor (Flea Market/Craft)	\$61.00	\$88.00	
20	Commercial	\$79.00	\$114.00	
21	4th of July Vendor fees	\$103.75	\$148.00	
22	Facility Rentals - Oldemeyer			
23	Oldemeyer Auditorium Per hour charge	\$56.25	\$177.00	
24	Barbecue Facility	\$58.00	\$83.00	
25	Non-Profit Hourly Rate - Laguna Grande Hall	New	New	
26	Room Deposit - total (15% non-refundable due day of rental)	\$655.00	\$939.00	
27	Alcohol Deposit - 35% non refundable	\$638.00	\$915.00	
28	Facility Rental- Soper			
29	Soper Field Community Center			
30	Large Meeting Room (3 hour minimum)	\$59.25	\$95.00	
31	Non-Profit Hourly Rate - Soper Large Room	New	New	
32	Room Deposit - total (15% non-refundable due day of rental)	\$348.00	\$501.00	
33	Alcohol Deposit - 35% non refundable	\$638.00	\$915.00	
34	Dance Studio			
35	0-3 hrs. (per hour)	\$43.75	\$108.00	
36	Every hour over 3 (per hour)	\$20.00	\$51.00	
37	Seahorse Room Rental			
38	0-3 hrs. (per hour)	\$43.75	\$71.00	
39	a) Hydrology/Hydraulic Studies (0-20 acres)	\$20.00	\$32.00	

Full Cost	Subsidy %	Suggested Fee		Fee Δ	
		Resident Fees	Non Resident Fees	Resident Fees	Non Resident Fees
\$37.33	81%	\$7.00	\$7.00	\$0	\$0
NA	NA	\$8.25	\$10.00	\$0	\$0
NA	NA	\$30.00	\$41.00	\$0	\$0
NA	NA	20% discount to siblings residing in same household	20% discount to siblings residing in same household	\$0	\$0
NA	NA	\$97.00	\$134.00	\$0	\$0
NA	NA	\$41.75	\$57.00	\$21	\$28
NA	NA	\$46.50	\$67.00	\$5	\$10
NA	NA	\$8.25	\$10.00	\$3	\$3
NA	NA	\$800.00	\$800.00	\$250	\$191
NA	NA	\$61.00	\$88.00	\$0	\$0
NA	NA	\$79.00	\$114.00	\$0	\$0
NA	NA	\$103.75	\$148.00	\$0	\$0
NA	NA	\$56.25	\$177.00	\$0	\$0
NA	NA	\$58.00	\$83.00	\$0	\$0
NA	NA	\$56.25	\$56.25	NA	NA
NA	NA	\$655.00	\$939.00	\$0	\$0
NA	NA	\$638.00	\$915.00	\$0	\$0
NA	NA	\$59.25	\$95.00	\$0	\$0
NA	NA	\$56.25	\$56.25	NA	NA
NA	NA	\$348.00	\$501.00	\$0	\$0
NA	NA	\$638.00	\$915.00	\$0	\$0
NA	NA	\$43.75	\$108.00	\$0	\$0
NA	NA	\$20.00	\$51.00	\$0	\$0
NA	NA	\$43.75	\$71.00	\$0	\$0
NA	NA	\$20.00	\$32.00	\$0	\$0

SCHEDULE OF RECREATION DIVISION FEES

#	Description	Current Fee/Charge		Unit
		Resident Fees	Non Resident Fees	
	Fee Service			
40	b) Hydrology/Hydrolic Studies (>-20 acres)			
41	0-3 hrs. (per hour)	\$43.75	\$71.00	
42	Every hour over 3 (per hour)	\$20.00	\$32.00	
43	Blackhorse Room/Senior			
44	0-3 hrs. (per hour)	\$43.75	\$87.00	
45	Every hour over 3 (per hour)	\$20.00	\$37.00	
46	Bayonet Room Rental			
47	0-3 hrs. (per hour)	\$43.75	\$71.00	
48	Every hour over 3 (per hour)	\$20.00	\$32.00	
49	Non-profit Organization - applies to all rooms except Laguna Grande Hall (4 hrs maximum)	\$37.00	\$54.00	
50	Aquatics Private Rentals-Pattullo Swim Center			
51	2 hours - up to 50 people	\$199.00	\$286.00	
52	2 hours - up to 100 people	\$218.00	\$314.00	
53	2 hours - up to 125 people	\$259.00	\$371.00	
54	Non-profit hourly rate	New	New	
55	Use of Slide	\$29.00	\$41.00	
56	Additional 1/2 hour	\$44.00	\$61.00	
57	Deposit	\$97.00	\$137.00	
58	Non Profit Rental Rate	\$23.00	\$33.00	
59	Cypress Synchronized Club	\$36.00	\$52.00	
60	Rental of Pool for Scuba Classes - Added in 18/19	\$54.00	\$59.00	Per Hour
61	Senior Programs			
62	Senior Theme Lunches (AOA)	\$4.00	\$4.00	
63	Senior Trips			
64	Aquatics Programs			
65	Swim Lessons	\$48.00	\$66.00	
66	Water Exercise / 2 days wk	\$23.75	\$69.00	
67	Water Exercise / 5 days wk	\$36.00	\$108.00	
68	Adult Water Exercise Class Drop-in Rate	\$8.50	\$11.00	
69	Lap Swim			
70	Adult Drop In	\$5.75	\$7.00	
71	Senior / Military / College Drop-In	\$3.50	\$4.00	
72	Recreation Swim			
73	Adult Drop In	\$5.75	\$7.00	
74	Senior / College Student / Youth / Military Drop In	\$3.50	\$4.00	
75	Commercial Rental (per hr)	\$104.75	\$144.00	
76	Recreation Swim Card			
77	Youth Recreation Card (per mo.)	\$15.25	\$22.00	
78	Youth Recreation Card (per Yr.)	\$103.75	\$142.00	
79	Senior/College/Military Card (per mo.)	\$22.50	\$31.00	
80	Senior/College/Military Card (per yr.)	\$134.50	\$186.00	
81	Senior Gold Card (per mo.) for Senior Swim Only	\$16.75	\$24.00	
82	Senior Gold Card (per yr.) for Senior Swim Only	\$109.75	\$152.00	

Full Cost	Subsidy %	Suggested Fee		Fee Δ	
		Resident Fees	Non Resident Fees	Resident Fees	Non Resident Fees
NA	NA	\$43.75	\$71.00	\$0	\$0
NA	NA	\$20.00	\$32.00	\$0	\$0
NA	NA	\$43.75	\$87.00	\$0	\$0
NA	NA	\$20.00	\$37.00	\$0	\$0
NA	NA	\$43.75	\$71.00	\$0	\$0
NA	NA	\$20.00	\$32.00	\$0	\$0
NA	NA	\$37.00	\$54.00	\$0	\$0
NA	NA	\$199.00	\$286.00	\$0	\$0
NA	NA	\$218.00	\$314.00	\$0	\$0
NA	NA	\$259.00	\$371.00	\$0	\$0
NA	NA	\$33.00	\$43.00	NA	NA
NA	NA	\$29.00	\$41.00	\$0	\$0
NA	NA	\$44.00	\$61.00	\$0	\$0
NA	NA	\$97.00	\$137.00	\$0	\$0
NA	NA	\$33.00	\$43.00	\$10	\$10
NA	NA	\$40.00	\$56.00	\$4	\$4
NA	NA	\$75.00	\$100.00	\$21	\$41
NA	NA	\$6.00	\$6.00	\$2	\$2
NA	NA	\$48.00	\$66.00	\$0	\$0
NA	NA	\$23.75	\$69.00	\$0	\$0
NA	NA	\$36.00	\$108.00	\$0	\$0
NA	NA	\$8.50	\$11.00	\$0	\$0
NA	NA	\$5.75	\$7.00	\$0	\$0
NA	NA	\$3.50	\$4.00	\$0	\$0
NA	NA	\$5.75	\$7.00	\$0	\$0
NA	NA	\$3.50	\$4.00	\$0	\$0
NA	NA	\$104.75	\$144.00	\$0	\$0
NA	NA	\$15.25	\$22.00	\$0	\$0
NA	NA	\$103.75	\$142.00	\$0	\$0
NA	NA	\$22.50	\$31.00	\$0	\$0
NA	NA	\$134.50	\$186.00	\$0	\$0
NA	NA	\$16.75	\$24.00	\$0	\$0
NA	NA	\$109.75	\$152.00	\$0	\$0

SCHEDULE OF RECREATION DIVISION FEES

#	Description	Current Fee/Charge		Unit
		Resident Fees	Non Resident Fees	
	Fee Service			
83	Adult Lap Card (per mo.)	\$34.00	\$47.00	
84	Adult Lap Card (per yr.)	\$276.25	\$382.00	
85	Adult Couple / Corporate (per mo.)	\$52.25	\$73.00	
86	Adult Couple / Corporate (per yr.)	\$361.75	\$501.00	
87	Family - up to 4 people / (per mo.)	\$70.00	\$97.00	
88	Family - up to 4 people / (per yr.)	\$471.00	\$651.00	
89	Family - up to 8 people / (per mo.)	\$86.50	\$119.00	
90	Family - up to 8 people / (per yr.)	\$623.25	\$862.00	
91	All military personnel and their families regardless of residency	20% discount	20% discount	
92	Family discount - siblings residing in same household & enrolling in same activity	20% discount	20% discount	
93	Park Reservation			
94	Park Rental Cancellation Fee - All Parks	\$12.00	\$12.00	
95	Laguna Grande			
96	Up to 49 People - BBQ	\$50.00	\$68.00	
97	Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00	
98	50-100 People - BBQ	\$82.00	\$102.00	
99	Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00	
100	101-150 People - BBQ	\$121.00	\$151.00	
101	Cleaning Deposit - 25% is Non Refundable	\$198.00	\$227.00	
102	Bounce House (each) No Electricity	\$34.00	\$38.00	
103	Soper Park			
104	Up to 49 People - Small BBQ	\$50.00	\$68.00	
105	Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00	
106	50-100 People - Large BBQ	\$82.00	\$102.00	
107	Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00	
108	101-150 People - Entire BBQ Area	\$121.00	\$151.00	
109	Cleaning Deposit - 25% is Non Refundable	\$198.00	\$227.00	
110	Bounce House (each) No Electricity	\$34.00	\$38.00	
111	Ellis Park-Oldemeyer			
112	Up to 49 People - BBQ	\$50.00	\$68.00	
113	Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00	
114	Bounce House (each) No Electricity	\$34.00	\$38.00	
115	Metz Park			
116	Up to 49 People - BBQ	\$50.00	\$68.00	
117	Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00	
118	50-100 People - BBQ	\$82.00	\$102.00	
119	Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00	
120	Bounce House (each) No Electricity	\$34.00	\$38.00	
121	Robert's Lake Park - Outdoor Classroom			
122	Up to 49 People - BBQ	\$46.00	\$61.00	
123	Cleaning Deposit - 25% is Non Refundable	\$61.00	\$71.00	
124	Bounce House (each) No Electricity	\$32.00	\$36.00	

Full Cost	Subsidy %	Suggested Fee		Fee Δ	
		Resident Fees	Non Resident Fees	Resident Fees	Non Resident Fees
NA	NA	\$34.00	\$47.00	\$0	\$0
NA	NA	\$276.25	\$382.00	\$0	\$0
NA	NA	\$52.25	\$73.00	\$0	\$0
NA	NA	\$361.75	\$501.00	\$0	\$0
NA	NA	\$70.00	\$97.00	\$0	\$0
NA	NA	\$471.00	\$651.00	\$0	\$0
NA	NA	\$86.50	\$119.00	\$0	\$0
NA	NA	\$623.25	\$862.00	\$0	\$0
NA	NA	20% discount	20% discount	\$0	\$0
NA	NA	20% discount	20% discount	\$0	\$0
\$37.33	60%	\$15.00	\$15.00	\$3	\$3
NA	NA	\$50.00	\$68.00	\$0	\$0
NA	NA	\$66.00	\$76.00	\$0	\$0
NA	NA	\$82.00	\$102.00	\$0	\$0
NA	NA	\$112.00	\$129.00	\$0	\$0
NA	NA	\$121.00	\$151.00	\$0	\$0
NA	NA	\$198.00	\$227.00	\$0	\$0
NA	NA	\$34.00	\$38.00	\$0	\$0
NA	NA	\$50.00	\$68.00	\$0	\$0
NA	NA	\$66.00	\$76.00	\$0	\$0
NA	NA	\$82.00	\$102.00	\$0	\$0
NA	NA	\$112.00	\$129.00	\$0	\$0
NA	NA	\$121.00	\$151.00	\$0	\$0
NA	NA	\$198.00	\$227.00	\$0	\$0
NA	NA	\$34.00	\$38.00	\$0	\$0
NA	NA	\$50.00	\$68.00	\$0	\$0
NA	NA	\$66.00	\$76.00	\$0	\$0
NA	NA	\$82.00	\$102.00	\$0	\$0
NA	NA	\$112.00	\$129.00	\$0	\$0
NA	NA	\$34.00	\$38.00	\$0	\$0
NA	NA	\$46.00	\$61.00	\$0	\$0
NA	NA	\$61.00	\$71.00	\$0	\$0
NA	NA	\$32.00	\$36.00	\$0	\$0

SCHEDULE OF RECREATION DIVISION FEES

#	Description	Current Fee/Charge		Unit
		Resident Fees	Non Resident Fees	
	Fee Service			
125	City Hall Lawn			
126	Up to 49 People - BBQ	\$46.00	\$61.00	
127	Cleaning Deposit - 25% is Non Refundable	\$61.00	\$71.00	
128	50-100 People - BBQ	\$76.00	\$95.00	
129	Cleaning Deposit - 25% is Non Refundable	\$104.00	\$119.00	
130	101-150 People - BBQ	\$112.00	\$138.00	
131	Cleaning Deposit - 25% is Non Refundable	\$183.00	\$211.00	
132	Bounce House (each) No Electricity	\$32.00	\$36.00	
133	Metz Basketball Court			
134	1-4 Hours (per hour)	\$12.00	\$20.00	
135	All-Day Reservation	\$59.00	\$101.00	
136	Cleaning Deposit - 25% is Non Refundable	\$70.00	\$81.00	
137	Ballfield Field Group Usage*			
138	Facility Use Fee - " Full Day Use"	\$212.00	\$233.00	
139	Cleaning Deposit- nonrefundable 25%	\$198.00	\$227.00	
140	Lighting Fee	\$32.50	\$36.00	Per Hour
141	Hourly Rate	New	New	
142	*Facility Use Agreements are needed for Ballfield Field Group Usage with a term no more than 2 years.			
143	Youth and Education Center Private Rentals - YEC			
144	2 hours - 0-25 people	New	New	
145	2 hours - 26 - 50 people	New	New	
146	2 hours - 51 - 75 people	New	New	
147	Use of Video Games	New	New	
148	Additional 1/2 hour	New	New	
149	Deposit	New	New	

Full Cost	Subsidy %	Suggested Fee		Fee Δ	
		Resident Fees	Non Resident Fees	Resident Fees	Non Resident Fees
NA	NA	\$46.00	\$61.00	\$0	\$0
NA	NA	\$61.00	\$71.00	\$0	\$0
NA	NA	\$76.00	\$95.00	\$0	\$0
NA	NA	\$104.00	\$119.00	\$0	\$0
NA	NA	\$112.00	\$138.00	\$0	\$0
NA	NA	\$183.00	\$211.00	\$0	\$0
NA	NA	\$32.00	\$36.00	\$0	\$0
NA	NA	\$12.00	\$20.00	\$0	\$0
NA	NA	\$59.00	\$101.00	\$0	\$0
NA	NA	\$70.00	\$81.00	\$0	\$0
NA	NA	\$275.00	\$296.00	\$63	\$63
NA	NA	\$198.00	\$227.00	\$0	\$0
NA	NA	\$32.50	\$36.00	\$0	\$0
NA	NA	\$29.00	\$31.00	NA	NA
NA	NA	\$172.00	\$215.00	NA	NA
NA	NA	\$199.00	\$286.00	NA	NA
NA	NA	\$205.00	\$335.00	NA	NA
NA	NA	\$50.00	\$62.00	NA	NA
NA	NA	\$44.00	\$61.00	NA	NA
NA	NA	\$97.00	\$137.00	NA	NA

FIRE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit
1	Annual Hazardous Materials Inspection Permit Fees		
2	California Fire Code: Annual; Operational Permits	\$436.00	
3	Annual Short Term Rental Safety Inspections		
4	Short Term Rental (includes 2 inspections)	\$339.00	
5	Re-Inspection (after initial and first reinspection)	\$223.00	
6	Annual Business Fire Safety Inspections		
7	A Occupancies (Per Hour) (ie assembly places)	\$339.00	
8	B Occupancies (Per Hour) - (ie bank, professional office)	\$339.00	
9	F Occupancies (Per Hour) - (ie Factory)	\$673.00	
10	H Occupancies (Per Hour) - (ie High Hazard)	\$673.00	
11	I Occupancies (Per Hour) - (ie Institutional)	\$673.00	
12	M Occupancies (Per Hour) - (ie market, department or drug store)	\$339.00	
13	R-2 Occupancy (Per Hour) (ie Res Permanent 2+) 4 or less units	\$339.00	
14	5-20 units	\$339.00	
15	21-50 units	\$673.00	
16	> 50 units; each additional 50 units	\$899.00	
17	S Occupancies (Per Hour) - (ie Storage)	\$673.00	
18	U Occupancies (Per Hour) - (ie Accessory; Private Garage, Agriculture building, etc)	\$339.00	
19	Re-Inspection (after initial and first reinspection)	\$223.00	
20	Licensed Care Facilities		
21	Pre-Inspection	\$113.00	
22	Licensed Care Facility (7-49)	\$339.00	
23	(State and County License Mandated)		
24	Licensed Care Facility (50+)	\$673.00	
25	(State and County License Mandated)		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$436.00	per hour	\$0
\$481.80	27%	\$350.00		\$11
\$338.85	26%	\$250.00		\$27
\$361.78	5%	\$345.00		\$6
\$361.78	5%	\$345.00		\$6
\$647.69	0%	\$647.00		-\$26
\$647.69	0%	\$647.00		-\$26
\$647.69	0%	\$647.00		-\$26
\$361.78	5%	\$345.00		\$6
\$361.78	5%	\$345.00		\$6
\$647.69	0%	\$647.00		-\$26
\$1,219.51	26%	\$899.00		\$0
\$361.78	5%	\$345.00		-\$328
\$361.78	5%	\$345.00		\$6
\$331.77	25%	\$250.00		\$27
\$202.24	44%	\$113.00		\$0
\$358.62	5%	\$339.00		\$0
\$358.62	0%	\$358.00		-\$315

FIRE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit
26	NEW CONSTRUCTION, ADDITIONS, AND MAJOR REMODELS		
27	Fire plan check		
28	Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)		
29	Square Footage:		
30	500	\$223.00	
31	2000	\$450.00	
32	5000	\$673.00	
33	10000	\$899.00	
34	25000	\$1,123.00	
35	Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule) (ie mixed use, hotel, motel, condo, apartment)		
36	Square Footage:		
37	1000	\$339.00	
38	5000	\$450.00	
39	10000	\$673.00	
40	a) Hydrology/Hydraulic Studies (0-20 acres)	\$1,123.00	
41	b) Hydrology/Hydrolic Studies (>-20 acres)	\$1,575.00	
42	Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule)		
43	Square Footage:		
44	200	\$223.00	
45	600	\$223.00	
46	1000	\$339.00	
47	1500	\$339.00	
48	2000	\$450.00	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$372.77	33%	\$250.00		\$27
\$752.23	33%	\$504.00		\$54
\$1,125.00	33%	\$753.00		\$80
\$1,502.79	33%	\$1,005.00		\$106
\$1,877.23	33%	\$1,255.00		\$132
\$372.77	7%	\$345.00		\$6
\$494.83	8%	\$457.00		\$7
\$740.04	8%	\$683.00		\$10
\$1,234.87	8%	\$1,139.00		\$16
\$1,731.90	8%	\$1,597.00		\$22
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$566.68	33%	\$380.00		\$41
\$566.68	33%	\$380.00		\$41
\$752.23	33%	\$504.00		\$54

FIRE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit
49	Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)		
50	Square Footage:		
51	500	\$223.00	
52	2000	\$450.00	
53	5000	\$673.00	
54	10000	\$899.00	
55	25000	\$1,123.00	
56	Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the structure is not altered)		
57	Square Footage:		
58	500	\$223.00	
59	2000	\$450.00	
60	5000	\$673.00	
61	10000	\$899.00	
62	25000	\$1,123.00	
63	One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule. This category includes the model home or a custom home project)		
64	Square Footage:		
65	1000	\$223.00	
66	2500	\$223.00	
67	4000	\$450.00	
68	6000	\$450.00	
69	8000	\$561.00	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$372.77	33%	\$250.00		\$27
\$752.23	33%	\$504.00		\$54
\$1,125.00	33%	\$753.00		\$80
\$1,502.79	33%	\$1,005.00		\$106
\$1,877.23	33%	\$1,255.00		\$132
\$372.77	33%	\$250.00		\$27
\$752.23	33%	\$504.00		\$54
\$1,125.00	33%	\$753.00		\$80
\$1,502.79	33%	\$1,005.00		\$106
\$1,877.23	33%	\$1,255.00		\$132
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$752.23	33%	\$504.00		\$54
\$752.23	33%	\$504.00		\$54
\$937.78	33%	\$628.00		\$67

FIRE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit
70	Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)		
71	Square Footage:		
72	200	\$223.00	
73	600	\$223.00	
74	1000	\$223.00	
75	1500	\$223.00	
76	2000	\$223.00	
77	FIRE INSPECTIONS		
78	Fire Hydrant Underground System/Per Fire Hydrant (incl 2 hydrants)	\$223.00	
79	Each Additional Hydrant	\$113.00	
80	Special Permits		
81	Fire Hydrant - Use Permit	\$223.00	
82	Fireworks Stand Inspection	\$223.00	
83	Fireworks Booth Application Fee	\$223.00	
84	Christmas Tree Lot/ Pumpkin Patch	\$223.00	
85	Tent Permits - Residential	\$223.00	
86	Tent Permits - Commercial	\$223.00	
87	Recreational Burn Permit	NEW	
88	Automatic Fire Sprinkler:		
89	Inspections/New Systems/Repair		
90	0-5,000 s.f.	\$673.00	
91	5,001-15,000 s.f.	\$1,123.00	
92	15,001-30,000 s.f.	\$1,575.00	
93	> 30,001 s.f. (each additional 10k s.f.)	\$1,123.00	
94	Fire Sprinkler Commercial Aboveground		
95	Fire Sprinkler Commercial Underground		
96	Fire Sprinkler Residential (13-D)		
97	Fire Alarm Systems:		
98	Inspections/New Systems/Repair/Alterations		
99	0 - 5,000 s.f.	\$673.00	
100	5,001 - 15,000 s.f.	\$1,123.00	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$372.77	33%	\$250.00		\$27
\$358.62	30%	\$250.00		\$27
\$202.24	38%	\$125.00		\$12
\$358.62	30%	\$250.00		\$27
\$358.62	30%	\$250.00		\$27
\$358.62	30%	\$250.00		\$27
\$358.62	30%	\$250.00		\$27
\$358.62	58%	\$150.00		-\$73
\$358.62	30%	\$250.00		\$27
\$179.31	16%	\$150.00		NA
NA	NA	\$673.00		\$0
NA	NA	\$1,123.00		\$0
NA	NA	\$1,575.00		\$0
NA	NA	\$1,123.00		\$0
NA	NA	\$673.00		\$0
NA	NA	\$1,123.00		\$0

FIRE DEPARTMENT FEES

#	Description	Current Fee/Charge	Unit
101	15,001 - 30,000 s.f.	\$1,575.00	
102	> 30,0001 s.f. (each additional 10K s.f.)	\$1,123.00	
103	Fire Alarm Systems - Commercial		
104	Fire Alarm Systems - Residential (req by CRC)		
105	Fire False Alarm Response		
106	Fire False Alarm Response (Eng, truck, Div Chief)	\$339.00	
107	Drug/DUI/Hazmat Incident Response	New	hourly
108	HOURLY RATES		
109	Engineering Services		
110	Policy - 200-300 percent of normal cost of permit (what is Bldg?)?		
111	Fire Hourly Rate	\$223.00	
112	Engineer Company - hourly rate	\$673.00	
113	Copy Service - per page	\$0.11	
114	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers, if required to process the specific application.		
115	Defensible Space Inspection AB38	New	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$1,575.00		\$0
NA	NA	\$1,123.00		\$0
\$407.58	15%	\$345.00		\$6
\$928.91	0%	\$928.00	hourly	NA
NA	NA	\$223.00		\$0
\$571.82	0%	\$571.00		-\$102
NA	NA	\$0.11		\$0
\$335.69	40%	\$200.00		NA

POLICE DEPARTMENT - ANIMAL SERVICES

#	Description	Current Fee/Charge	Unit
1	ANIMAL CONTROL SERVICES		
2	Dog License Fee		
3	Unaltered - Resident:		
4	7 months	\$40.00	
5	13 months	\$40.00	
6	25 months or more	\$40.00	
7	Altered- Resident:		
8	7 months	\$30.00	
9	13 months	\$30.00	
10	25 months or more	\$30.00	
11	Unaltered - Senior Citizen (65 years and older)		
12	7 months	\$11.00	
13	13 months	\$11.00	
14	25 months or more	\$11.00	
15	Altered - Senior Citizen (65 years and older)		
16	7 months	\$11.00	
17	13 months	\$11.00	
18	25 months or more	\$11.00	
19	Late Filing Fee	\$30.00	
20	Replacement of Lost Dog Tag	\$30.00	
21	License Transfer Fee	\$30.00	
22	Dog Breeding Permit	\$250.00	
23	Unpermitted Breeder	New	
24	Animal Impound Fines		
25	Licensed	\$66.00	
26	Unlicensed	\$101.00	
27	2nd Offense (all)	\$135.00	
28	3rd or more offense (all)	\$266.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$45.00	\$5
NA	NA	\$55.00	\$15
NA	NA	\$70.00	\$30
NA	NA	\$35.00	\$5
NA	NA	\$45.00	\$15
NA	NA	\$55.00	\$25
\$17.32	36%	\$11.00	\$0
\$17.32	36%	\$11.00	\$0
\$17.32	36%	\$11.00	\$0
\$17.32	36%	\$11.00	\$0
\$17.32	36%	\$11.00	\$0
\$17.32	36%	\$11.00	\$0
NA	NA	\$30.00	\$0
NA	NA	\$30.00	\$0
NA	NA	\$30.00	\$0
\$348.97	28%	\$250.00	\$0
NA	NA	\$1,000.00	NA
NA	NA	\$70.00	\$4
NA	NA	\$115.00	\$14
NA	NA	\$150.00	\$15
NA	NA	\$290.00	\$24

POLICE DEPARTMENT - ANIMAL SERVICES

#	Description	Current Fee/Charge	Unit
29	Unaltered Dog or Cat without exemption		
30	1st Offense	New	
31	2nd Offense	New	
32	3rd or more offense	New	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$150.00	NA
NA	NA	\$200.00	NA
NA	NA	\$350.00	NA



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Finance & City Clerk

#	Description	Suggested Fee + CPI	Unit
1	FINANCE		
2	Short Term Rental Application Fee	\$500.00	
3	Admin Fee (Business Lic. Fee)	\$51.00	
4	Business License Schedule of License Fees	Municipal Code 5.04.20 - 5.04.10	
5	Admin Fee (Business Lic. Fee) - Renewal	\$26.00	
6	Mailing List (per page)	\$0.25	Plus cost of labels
7	City Budget-Paper	Actual Cost	
8	Bingo Permit	\$50.00	
9	Delinquent Invoice-1st Notice	\$25.00	
10	Delinquent Invoice-2nd Notice	\$50.00	
11	Returned Check-1st	\$25.00	
12	Returned Check-2nd	\$30.00	
13	Vendor Check Reissue, for checks over \$1,000	\$25.00	
14	NSF Fee	\$25.00	
15	CITY CLERK		
16	Public Record Copies - standard 8.5" x 11", black and white	\$0.25	
17	Public Record Copies - Color or non-standard sizes	Cost of duplication	
18	Mailing copy of requested document or CD	Cost of duplication plus postage	
19	City Council Agenda Packet (per packet)	\$0.25	per page
20	Records on Thumb Drives	\$15.00	
21	Notary Fee (State Code) per signature	\$15.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
1	ADMINISTRATIVE FEES		
2	Address, New / Change	\$147.00	
3	AB 717 Continuing Education Fees		
4	Admin Fee, Plan Check (Valuation Based)	4% x Plan Check Fee (Valuation)	
5	Admin Fee, Bldg Permit (Valuation Based)	4% x Bldg Permit Fee (Valuation)	
6	Admin Fee, Misc Bldg (Flat Fee Based)	4% x Misc Flat Fee Bldg Permit Fee	
7	Admin Fee, Misc Plumb (Flat Fee Based)	4% x Misc Flat Fee Plumb Permit Fee	
8	Admin Fee, Misc Mech (Flat Fee Based)	4% x Misc Flat Fee Mech Permit Fee	
9	Admin Fee, Misc Elec (Flat Fee Based)	4% x Misc Flat Fee Elec Permit Fee	
10	Application for Unreasonable Hardship Exceptions to Disabled Access Requirements	\$325.00	each
11	Application for Modifications or Alternate Materials and Methods	\$830.00	each
12	Board of Appeals Fee	\$2,166.00	each
13	Change Contractor	\$73.00	each
14	Duplicate / Replacement Job Card	\$73.00	each
15	Registration of Abandoned Property	\$151.00	per hour
16	MISCELLANEOUS ITEMS		
17	Alternate Energy Systems		
18	Battery Energy Storage	\$604.00	each
19	Each Additional Battery	\$139.00	each
20	EV Charging Station	\$604.00	each
21	Solar Water Heater	\$604.00	each
22	Balcony, Addition	\$604.00	each
23	Balcony, Repair	\$464.00	each
24	Canopy / Awning	\$604.00	each
25	Cellular Tower / Antenna, Attached	\$857.00	each
26	Cellular Tower / Antenna, Detached	\$857.00	each
27	Certifications		
28	Special Inspector Qualifications (initial review)	\$578.00	each

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
29	Special Inspector Qualifications (renewal / update)	\$325.00	each
30	Chimney , New	\$604.00	each
31	Chimney , Repair	\$464.00	each
32	Code Enforcement		
33	Administrative Citations, First Offence	\$465.00	each
34	Administrative Citations, Repeated Violations	\$621.00	each
35	Work without a Permit - Investigative Fee	Equal to Permit Fee	each
36	Substandard Structure Inspection (includes code enforcement report)	\$557.00	each
37	Notice of Violation Recordation Fee	\$465.00	each
38	Notice of Violation Expungement Fee	\$465.00	each
39	Real Property Disclosure Report	\$368.00	each
a) Hydrology/Hydraulic Studies (0-20 acres)	Commercial Coach Installation	\$743.00	each
b) Hydrology/Hydrolic Studies (>-20 acres)	Deck , New /Replace / Repair (first 300 s.f.)	\$604.00	
42	Each additional 300 s.f.	\$139.00	
43	Demolition		
44	Multi-Family and Commercial (up to 3000 s.f.)	\$743.00	each
45	Multi-Family and Commercial (each additional 3000 s.f.)	\$278.00	each
46	Single Family / Duplex (up to 3000 s.f.)	\$604.00	each
47	Single Family / Duplex (each additional 3000 s.f.)	\$278.00	each
48	Swimming Pool Residential	\$464.00	each

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
49	Swimming Pool Multi-Family and Commercial (up to 3000 s.f.)	\$743.00	each
50	Swimming Pool Multi-Family and Commercial (each additional 3000 s.f.)	\$278.00	each
51	Door , Residential New / Replace (first 10)	\$338.00	each
52	Door , Residential New / Replace (Each additional 10)	\$69.00	each
53	Dry Rot / Termite Damage Repair	\$604.00	each
54	Extensions		
55	Plan Check Application (Within 180 Days of Submittal)	25% Original Fee	
56	Building Permit (without plans)	\$73.00	each
57	Building Permit (with plans)	\$325.00	each
58	Fence or Non-Engineered Wall	\$409.00	each
59	Fireplace Retrofit	\$0.00	each
60	Flag or Light Pole - Install / Replace	\$604.00	each
61	Each Additional Pole	\$278.00	
62	Foundation Repair / Replace (includes piles, piers, or foundation-only systems under existing or partial construction)	\$996.00	each
63	Garage Door Replacement	\$352.00	each
64	Greenhouse or Solarium < 200 sq ft	\$996.00	each
65	Each additional 400 s.f.	\$278.00	
66	Inspection		
67	Standard Building Inspection Hourly Rate	\$139.00	per hour
68	Short Term Rental Inspection Fee	\$418.00	per hour
69	Additional Inspection required in excess of standard / Reinspection	\$418.00	per hour
70	Minor Repairs (for items otherwise not listed, for the purpose of reconstruction, renewal, or maintenance of any part of an existing structure - requiring not more than two inspections) (Includes Mechanical equipment with structural modifications)	\$604.00	each
71	Miscellaneous Structures (ie, tanks, towers, silos, storage racks, etc.)	\$604.00	each
72	Occupancy		
73	Certificate of Compliance	\$464.00	each
74	Certificate of Occupancy	\$464.00	each
75	Temporary Certificate of Occupancy	\$857.00	each
76	Partition , Residential Interior (up to 50 l.f.)	\$464.00	each 50 l.f.
77	Each additional 50 l.f.	\$139.00	each 50 l.f.
78	Patio Cover (up to 300 s.f.)	\$743.00	up to 300 sf

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
79	Each additional 300 s.f.)	\$530.00	each addn 300 sf
80	Plan Review		
81	Standard Plan Review Hourly Rate	\$717.00	per hour
82	Expedite or Outside Normal business Hours Plan Review (3 hour minimum)	1.5 X PC Fee	per hour
83	Outsourced Plan Review Processing Fee	\$735.00	per hour
84	Certified Access Specialist (CASP) Plan Review Fee	Cost	Cost
85	Additional Plan Check required in excess of standard	\$350.00	per hour
86	Re-roof		
87	Residential (\$500 max per building)	\$42.00	each 100 s.f.
88	Commercial (first 5000 s.f.)	\$883.00	first 5000 s.f.
89	Commercial (each additional 5000 s.f.)	\$283.00	each addn 2,500 s.f.
90	Remodel - Residential		
91	Kitchen	\$604.00	up to 300 s.f.
92	Bath	\$604.00	up to 300 s.f.
93	Other Remodel	\$604.00	up to 300 s.f.
94	Additional Remodel	\$278.00	each addn 300 s.f.
95	Retaining Wall		
96	(<= 8' high) (up to 50 l.f.)	\$604.00	up to 50 l.f.
97	(<= 8' high) (each additional 50 l.f.)	\$391.00	each addn 50 l.f.
98	(> 8' high) (up to 50 l.f.)	\$1,500.00	up to 50 l.f.
99	(> 8' high) (each additional 50 l.f.)	\$391.00	each addn 50 l.f.
100	Seismic Foundation Bolting and Bracing	\$604.00	each
101	Seismic Retrofit , Residential <= 1,500 Sq Ft	\$1,640.00	each
102	Seismic Retrofit , Residential > 1,500 Sq Ft.	\$1,919.00	each
103	Siding , Replace / Repair (up to 400 s.f.)	\$604.00	up to 400 s.f.
104	Each additional 400 s.f.	\$139.00	each addn 400 s.f.
105	Signs		
106	Non-Illuminated Wall Sign	\$464.00	each
107	Illuminated Wall Sign	\$604.00	each

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
108	Monument Sign	\$1,248.00	each
109	Pole Sign	\$743.00	each
110	Each Additional Pole	\$278.00	each
111	Solar / Photovoltaic Systems		
112	Residential, up to 15 kW	\$450.00	up to 15 kW
113	Residential, each kilowatt above 15 kW	\$15.00	each 1 kW
114	Commercial, up to 50 kW	\$1,000.00	up to 50 kW
115	Commercial, each kilowatt between 51 kw and 250 kW	\$7.00	each 1 kW
116	Commercial, each kilowatt above 250 kW	\$5.00	each 1 kW
117	Stair, Repair / Replace	\$604.00	each
118	Stucco, Replace / Repair (up to 400 s.f.)	\$604.00	up to 400 s.f.
119	Each additional 400 s.f.	\$139.00	each addn 400 s.f.
120	Swimming Pool/Spa		
121	Vinyl-lined	\$857.00	each
122	Fiberglass	\$857.00	each
123	Gunite (up to 800 s.f.)	\$996.00	up to 800 s.f.
124	Additional pool (over 800 s.f.)	\$418.00	each addn 800 s.f.
125	Commercial pool (up to 800 s.f.)	\$2,031.00	up to 800 s.f.
126	Additional pool (over 800 s.f.)	\$557.00	each addn 800 s.f.
127	Spa or Hot Tub (Pre-fabricated)	\$604.00	each
128	Window or Sliding Glass Door		
129	Replacement (first 8)	\$464.00	first 8
130	Replacement (each additional 8)	\$139.00	each addn 8
131	New Window, Non-Structural (up to 4)	\$717.00	first 4
132	New Window, Non-Structural (each addn 4)	\$139.00	each addn 4
133	New Window, Structural (up to 4)	\$717.00	first 4
134	New Window, Structural (each additional 4)	\$139.00	each addn 4
135	Technology Fee	5%	% of Building Permit Fees
136	MECHANICAL PERMIT FEES		
137	Stand Alone Mechanical Plan Review (hourly rate)	\$735.00	per hour
138	Other Mechanical Inspections (hourly rate)	\$349.00	per hour

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
139	Forced air or gravity-type furnace or burner (including attached ducts and vents), Install/Relocate	\$604.00	each
140	Heating appliance, refrigeration unit, cooling unit, absorption unit, split system, or each heating, cooling, absorption or evaporative cooling system , including installation of controls. Repair/Alteration/Addition	\$212.00	each w/ \$457 Minimum
141	Boiler or Compressor		
142	up to and including 15 HP, or absorption system up to and including 500,000 Btu/hr	\$464.00	each
143	over 15 HP and up to and including 50 HP, or absorption system over 500,000 Btu/hr up to and including 1,750,000 Btu/hr	\$535.00	each
144	over 50 HP, or absorption system over 1,750,000 Btu/hr	\$604.00	each
145	Air-handling unit , including attached ducts. (Note: this fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere)	\$604.00	each
146	Ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$1,500.00	each
147	Hood installation that is served by mechanical exhaust, including the ducts for such hood		
148	Residential	\$604.00	each
149	Commercial	\$1,248.00	each
150	Appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this fee schedule.	\$604.00	each
151	PLUMBING AND GAS PERMIT FEES		
152	Stand Alone Plumbing Plan Review (hourly rate)	\$735.00	per hour
153	Other Plumbing Inspections (hourly rate)	\$349.00	per hour
154	Plumbing Fixture or trap or set of fixtures on one trap (including water, drainage, piping, and backflow protection therefore)	\$38.00	each w/ \$451 Minimum
155	Building Sewer Lateral or Sewer Clean-Out , New/Alteration/Repair	\$212.00	each
156	Water Heater (Gas or Solar) and/or Vent , New/Alteration/Repair	\$212.00	each
157	Industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$604.00	each
158	Water Piping and/or Water Treating equipment , New/Alteration/Repair	\$212.00	each- For Single Line
159	Gas Piping system (each 4 outlets)	\$212.00	each 4
160	Drainage or vent piping , Repair/alteration (Single Line)	\$212.00	each- For Single Line
161	Drainage or vent piping , Repair/alteration (Multiple Lines)	\$212.00	For Multiple Lines
162	Lawn Sprinkler System on any one meter, including backflow protection devices	\$212.00	each
163	Backflow devices not included in other fee services (e.g., building sewer)	\$212.00	each
164	Water Filtration System	\$212.00	each

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
165	Whole-House Plumbing , Residential	\$535.00	each
166	ELECTRICAL PERMIT FEES		
167	Stand Alone Electrical Plan Review (hourly rate)	\$735.00	per hour
168	Other Electrical Inspections (hourly rate)	\$349.00	per hour
169	Temporary service power pole or pedestal , including all pole or pedestal-mounted receptacle outlets and appurtenances	\$464.00	each/ If not incl. w/ new permit
170	lighting, Christmas tree sales lots, etc.		
171	15 or 20 amp - each 10 circuits	\$464.00	each
172	25 to 40 amp circuits	\$604.00	each
173	50 to 175 amp circuits	\$604.00	each
174	Receptacle, switch and lighting outlets - at which current is used or controlled, except services, feeders and meters		
175	First 20 (or portion thereof)	\$464.00	each
176	Each Additional	\$7.00	
177	Residential Appliances - Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens, counter mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines, water heaters, clothes dryers, or other motor-operated appliances not exceeding one horsepower (HP) in rating.	\$338.00	each w/ \$207 Minimum
178	Non-Residential Appliances - Residential appliances and self-contained factory-wired nonresidential appliances, including medical and dental devices, food, beverage, and ice cream cabinets; illuminated show cases, drinking fountains, vending machines, laundry machines, or other	\$338.00	each w/ \$328 Minimum
179	Power Apparatus - Includes Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus, as follows: Note: these fees include all switches, circuit break	\$464.00	each
180	Trolley and Plug-In-Type Busways - (An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.	\$464.00	each
181	reconnection or upgrade of any service		
182	600 volts or less and not over 200 amperes in rating	\$464.00	each
183	600 volts or less and over 200 amperes in rating	\$535.00	each
184	600 volts or over 1,000 amperes in rating	\$604.00	each
185	Miscellaneous Apparatus, Conduits, and Conductors - for which a permit is required, but for which no fee is set forth. (This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs)	\$535.00	each
186	Whole-House Electrical , Residential	\$535.00	each

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

BUILDING AND CODE ENFORCEMENT FEES

#	Description	Suggested Fee + CPI	Unit
187	Refunds - Plan Check Fees 1st review not started (within 3 Business of Submittal) Plan review more than 3 Business Days after the Date of Submittal		100% of PC Fees No refund
188	Refunds - Building Permit Fees No inspections and permit is active (not expired) No inspections and permit is expired Inspections were provided		80% of BP Fees No refund No refund
189	NOTE: Fee Adjustments: In instances where the strict application of fees from this schedule would constitute a substantial inequity to an applicant or to the City, the Chief Building Official shall be authorized to adjust such fees on a case-by-case basis. Any such adjustments shall be recorded in writing and entered into the appropriate files.		
190	Fees identified in this Table consist of 50% Plan Review Fee and 50% Inspection Fee		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

CITY OF SEASIDE
MASTER FEE SCHEDULE - SUGGESTED + CPI

Fees for New Construction, Additions and Major Remodels - Plan Check							
Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
500	per project	\$ 9,047.91	\$ 2.01	\$ 6,031.94	\$ 1.34	\$ 4,825.55	\$ 1.07
2,000	per project	\$ 12,062.51	\$ 3.35	\$ 8,041.67	\$ 2.23	\$ 6,433.34	\$ 1.79
5,000	per project	\$ 22,112.54	\$ 2.82	\$ 14,741.70	\$ 1.88	\$ 11,793.36	\$ 1.50
10,000	per project	\$ 36,191.71	\$ 1.61	\$ 24,127.81	\$ 1.07	\$ 19,302.25	\$ 0.86
25,000	per project	\$ 60,316.68	\$ 2.41	\$ 40,211.12	\$ 1.61	\$ 32,168.90	\$ 1.29
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
1,000	per project	\$ 12,062.51	\$ 1.51	\$ 8,041.67	\$ 1.01	\$ 6,433.34	\$ 0.80
5,000	per project	\$ 18,095.86	\$ 1.81	\$ 12,063.90	\$ 1.21	\$ 9,651.12	\$ 0.97
10,000	per project	\$ 27,144.13	\$ 0.93	\$ 18,096.09	\$ 0.62	\$ 14,476.87	\$ 0.50
50,000	per project	\$ 64,336.08	\$ 0.64	\$ 42,890.72	\$ 0.43	\$ 34,312.58	\$ 0.34
100,000	per project	\$ 96,504.16	\$ 0.97	\$ 64,336.11	\$ 0.64	\$ 51,468.89	\$ 0.51
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
100	per project	\$ 502.42	\$ 5.02	\$ 334.95	\$ 3.35	\$ 267.96	\$ 2.68
200	per project	\$ 1,004.84	\$ 2.51	\$ 669.89	\$ 1.67	\$ 535.91	\$ 1.34
600	per project	\$ 2,009.72	\$ 2.51	\$ 1,339.81	\$ 1.67	\$ 1,071.85	\$ 1.34
1,000	per project	\$ 3,014.56	\$ 1.00	\$ 2,009.71	\$ 0.67	\$ 1,607.76	\$ 0.54
1,500	per project	\$ 3,516.98	\$ 1.00	\$ 2,344.65	\$ 0.67	\$ 1,875.72	\$ 0.54
2,000	per project	\$ 4,019.40	\$ 2.01	\$ 2,679.60	\$ 1.34	\$ 2,143.68	\$ 1.07
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
500	per project	\$ 9,843.91	\$ 2.81	\$ 6,562.60	\$ 1.87	\$ 5,250.08	\$ 1.50
2,000	per project	\$ 14,061.04	\$ 2.34	\$ 9,374.03	\$ 1.56	\$ 7,499.22	\$ 1.25
5,000	per project	\$ 21,093.54	\$ 1.69	\$ 14,062.36	\$ 1.13	\$ 11,249.89	\$ 0.90
10,000	per project	\$ 29,531.72	\$ 1.53	\$ 19,687.81	\$ 1.02	\$ 15,750.25	\$ 0.82
25,000	per project	\$ 52,499.50	\$ 2.10	\$ 34,999.67	\$ 1.40	\$ 27,999.74	\$ 1.12
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
500	per project	\$ 6,033.35	\$ 2.01	\$ 4,022.23	\$ 1.34	\$ 3,217.79	\$ 1.07
2,000	per project	\$ 9,047.91	\$ 1.51	\$ 6,031.94	\$ 1.00	\$ 4,825.55	\$ 0.80
5,000	per project	\$ 13,569.77	\$ 0.91	\$ 9,046.51	\$ 0.60	\$ 7,237.21	\$ 0.48
10,000	per project	\$ 18,095.86	\$ 0.80	\$ 12,063.90	\$ 0.54	\$ 9,651.12	\$ 0.43
25,000	per project	\$ 30,158.32	\$ 1.21	\$ 20,105.55	\$ 0.80	\$ 16,084.44	\$ 0.64
One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere)							

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

CITY OF SEASIDE
MASTER FEE SCHEDULE - SUGGESTED + CPI

Fees for New Construction, Additions and Major Remodels - Plan Check							
Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
Square Footage:							
1,000	per project	\$ 16,588.56	\$ 3.01	\$ 11,059.04	\$ 2.01	\$ 8,847.23	\$ 1.61
2,500	per project	\$ 21,110.41	\$ 5.03	\$ 14,073.61	\$ 3.35	\$ 11,258.89	\$ 2.68
4,000	per project	\$ 28,651.06	\$ 7.79	\$ 19,100.71	\$ 5.19	\$ 15,280.57	\$ 4.15
6,000	per project	\$ 44,230.55	\$ 5.03	\$ 29,487.03	\$ 3.35	\$ 23,589.63	\$ 2.68
8,000	per project	\$ 54,283.34	\$ 6.79	\$ 36,188.89	\$ 4.52	\$ 28,951.11	\$ 3.62
Residential Repeat / Subsequent Lot Plan Check	per project	\$ 803.89	N/A	\$ 803.89	N/A	\$ 803.89	N/A
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
200	per project	\$ 2,512.14	\$ 2.51	\$ 1,674.76	\$ 1.67	\$ 1,339.81	\$ 1.34
600	per project	\$ 3,516.98	\$ 2.54	\$ 2,344.65	\$ 1.70	\$ 1,875.72	\$ 1.36
1,000	per project	\$ 4,534.51	\$ 1.99	\$ 3,023.01	\$ 1.33	\$ 2,418.40	\$ 1.06
1,500	per project	\$ 5,530.93	\$ 2.01	\$ 3,687.29	\$ 1.34	\$ 2,949.83	\$ 1.07
2,000	per project	\$ 6,535.77	\$ 3.27	\$ 4,357.18	\$ 2.18	\$ 3,485.74	\$ 1.74
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
200	per project	\$ 2,009.72	\$ 2.51	\$ 1,339.81	\$ 1.67	\$ 1,071.85	\$ 1.34
600	per project	\$ 3,014.56	\$ 2.51	\$ 2,009.71	\$ 1.67	\$ 1,607.76	\$ 1.34
1,000	per project	\$ 4,019.44	\$ 2.01	\$ 2,679.63	\$ 1.34	\$ 2,143.70	\$ 1.07
1,500	per project	\$ 5,024.28	\$ 2.02	\$ 3,349.52	\$ 1.35	\$ 2,679.62	\$ 1.08
2,000	per project	\$ 6,033.35	\$ 3.02	\$ 4,022.23	\$ 2.01	\$ 3,217.79	\$ 1.61

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

CITY OF SEASIDE
MASTER FEE SCHEDULE - SUGGESTED

Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	IA, IB		IIA, IIB, IIIA, IIIB, IV		VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 3.31	\$ 0.00	\$ 2.75	\$ 0.00	\$ 2.20	\$ 0.00
2,000	per project	\$ 7.69	\$ 0.00	\$ 9.61	\$ 0.00	\$ 5.13	\$ 0.00
5,000	per project	\$ 11.21	\$ (0.00)	\$ 14.01	\$ (0.00)	\$ 7.47	\$ (0.00)
10,000	per project	\$ 3.27	\$ 0.00	\$ 4.09	\$ 0.00	\$ 2.18	\$ 0.00
25,000	per project	\$ 6.17	\$ 0.00	\$ 7.71	\$ 0.00	\$ 4.11	\$ 0.00
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ 3.94	\$ 0.00	\$ 3.28	\$ 0.00	\$ 2.63	\$ 0.00
5,000	per project	\$ 6.31	\$ (0.00)	\$ 7.88	\$ (0.00)	\$ 4.20	\$ (0.00)
10,000	per project	\$ 2.54	\$ (0.00)	\$ 3.17	\$ (0.00)	\$ 1.69	\$ (0.00)
50,000	per project	\$ 1.96	\$ 0.00	\$ 2.45	\$ 0.00	\$ 1.31	\$ 0.00
100,000	per project	\$ 2.73	\$ 0.00	\$ 3.42	\$ 0.00	\$ 1.82	\$ 0.00
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
100	per project	\$ 17.51	\$ (0.15)	\$ 14.59	\$ (0.13)	\$ 11.67	\$ (0.10)
200	per project	\$ 2.19	\$ (0.00)	\$ 1.82	\$ 0.00	\$ 1.46	\$ (0.00)
600	per project	\$ 2.19	\$ 0.00	\$ 2.74	\$ 0.00	\$ 1.46	\$ 0.00
1,000	per project	\$ 3.50	\$ (0.00)	\$ 4.38	\$ (0.00)	\$ 2.33	\$ (0.00)
1,500	per project	\$ 3.50	\$ 0.00	\$ 4.38	\$ 0.00	\$ 2.33	\$ 0.00
2,000	per project	\$ 4.38	\$ 0.00	\$ 5.47	\$ 0.00	\$ 2.92	\$ 0.00
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 10.51	\$ (0.00)	\$ 8.76	\$ (0.00)	\$ 7.01	\$ (0.00)
2,000	per project	\$ 5.26	\$ (0.00)	\$ 6.57	\$ (0.00)	\$ 3.50	\$ (0.00)
5,000	per project	\$ 3.15	\$ (0.00)	\$ 3.94	\$ (0.00)	\$ 2.10	\$ (0.00)
10,000	per project	\$ 2.69	\$ 0.00	\$ 3.36	\$ 0.00	\$ 1.79	\$ 0.00
25,000	per project	\$ 4.76	\$ 0.00	\$ 5.96	\$ 0.00	\$ 3.18	\$ 0.00
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 5.26	\$ (0.00)	\$ 4.38	\$ (0.00)	\$ 3.51	\$ (0.00)
2,000	per project	\$ 3.50	\$ 0.00	\$ 4.38	\$ 0.00	\$ 2.33	\$ 0.00
5,000	per project	\$ 4.21	\$ (0.00)	\$ 5.26	\$ (0.00)	\$ 2.80	\$ (0.00)
10,000	per project	\$ 1.75	\$ 0.00	\$ 2.19	\$ 0.00	\$ 1.17	\$ 0.00
25,000	per project	\$ 2.94	\$ 0.00	\$ 3.68	\$ 0.00	\$ 1.96	\$ 0.00
One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
1,000	per project	\$ 3.52	\$ 0.00	\$ 2.93	\$ 0.00	\$ 2.34	\$ 0.00
2,500	per project	\$ 7.00	\$ 0.00	\$ 8.75	\$ 0.00	\$ 4.67	\$ 0.00
4,000	per project	\$ 7.01	\$ (0.00)	\$ 8.76	\$ (0.00)	\$ 4.67	\$ (0.00)
6,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

CITY OF SEASIDE
MASTER FEE SCHEDULE - SUGGESTED

Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	IA, IB		IIA, IIB, IIIA, IIIB, IV		VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ 3.52	\$ 0.01	\$ 2.93	\$ 0.01	\$ 2.34	\$ 0.01
600	per project	\$ 7.00	\$ 0.00	\$ 8.75	\$ 0.00	\$ 4.67	\$ 0.00
1,000	per project	\$ 7.01	\$ (0.01)	\$ 8.76	\$ (0.02)	\$ 4.67	\$ (0.01)
1,500	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
600	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1,500	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

PLANNING DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Notes
1	AMENDMENTS		
2	General Plan Amendment	Actual Cost	
3	Planned Unit Development Amendment	50% of Base Permit Fee	Planning, PW/Eng
4	Zoning Map Amendment	\$7,569.00	
5	Zoning Ordinance (text) Amendment	\$5,125.00	
6	Local Coastal Plan Amendment	Actual Cost	
7	Use Permit Amendment	50% of Base Permit Fee	
8	Minor Use Permit Amendment	50% of Base Permit Fee	
9	Variance Amendment	50% of Base Permit Fee	
10	Design Review Amendment	50% of Base Permit Fee	
11	Tentative Parcel Map Amendment	50% of Base Permit Fee	
12	Tentative Subdivision (Tract) Map Amendment	Actual Cost	
13	Sphere of Influence Amendment	Actual Cost	
14	Master Sign Program Amendment	50% of Base Permit Fee	
15	Development Agreement Amendment	Actual Cost	
16	Specific Plan Amendment- \$2,000 deposit	Actual Cost	
17	ANNEXATION		
18	Annexation	Actual Cost	
19	APPEALS		
20	Planning Commission (from ZA,BAR & Staff interpretation)	\$2,084.00	
21	City Council (from Planning Commission)	\$2,084.00	
22	ARCHITECTURAL REVIEW		
23	Residential		
24	One and Two Family - New Construction	\$5,140.00	Planning, PW/Eng, Fire
25	One and Two Family - Addition that adds less than 50% of the structure	\$2,228.00	Planning, PW/Eng, Fire

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

PLANNING DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Notes
26	Multi-family - New Construction	\$5,814.00	Planning, PW/Eng, Fire
27	Multi-family - Addition that adds less than 50% of the structure	\$2,478.00	Planning, PW/Eng, Fire
28	Commercial		
29	New Construction (includes shell only)	\$5,814.00	Planning, PW/Eng, Fire
30	Exterior Façade (ex. Window, awning, exterior color change) or Nonadvertising Mural	\$258.00	Planning, Fire
31	DEVELOPMENT AGREEMENTS		
32	Application (includes modifications) - Deposit \$25,000	Actual Cost	
33	Annual Review/Monitoring	Determined in Agreement	
34	ENVIRONMENTAL REVIEW		
35	Environmental Impact Report	Actual Cost	
36	Initial Study and Negative Declaration/Mitigated Negative Declaration	Actual Cost	
37	Mitigation Monitoring and Reporting Program (MMRP)	Actual Cost	
38	Environmental Addendum	Actual Cost	
39	Certificate of Exemption	\$311.00	
40	a) Hydrology/Hydraulic Studies (0-20 acres)		
41	b) Hydrology/Hydrolic Studies (>-20 acres)	\$4,191.00	
42	Certificate of Appropriateness review	\$4,677.00	
43	Certificate of Appropriateness review - disaster damage		
44	LIMITED TERM PERMITS		
45	Commercial	\$505.00	Planning, Fire
46	Non-Profit	\$435.00	Planning, Fire
47	MISCELLANEOUS		
48	Home Occupation Permit	\$59.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

PLANNING DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Notes
49	Garage Sale Permit	\$23.00	
50	Planning - Building Plan Review (incl. plan review and inspection)	\$279.00	
51	Planning - Re-inspection	\$279.00	
52	PLANNED UNIT DEVELOPMENT		
53	Planned Development Permit	\$7,177.00	
54	SIGN PERMITS		
55	Sign Permit (PC approval)	\$1,737.00	
56	Sign Permit (Administrative Approval)	\$435.00	
57	Temporary Signs	\$243.00	
58	Master Sign Program - Administrative	\$849.00	
59	Master Sign Program - Planning Commission	\$1,881.00	
60	SUBDIVISIONS		
61	Tentative Map (up to 4 lots)	\$6,711.00	Planning, PW/Eng
62	Tentative Map (5 or more lots)	\$9,931.00	Planning, PW/Eng
63	Urban Lot Split (SB 9)	\$3,993.00	
64	Lot Line Adjustment	\$2,869.00	Planning, PW/Eng
65	Lot Merger	\$2,869.00	Planning, PW/Eng
66	USE PERMIT		
67	Residential		
68	Single Family Residential	\$3,316.00	Planning, PW/Eng
69	Multi-family Residential	\$4,642.00	Planning, PW/Eng
70	Commercial		
71	Commercial (< 5K sq ft)	\$4,735.00	Planning, PW/Eng, Fire

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

PLANNING DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Notes
72	Commercial (5K sq ft or greater)	\$5,300.00	Planning, PW/Eng, Fire
73	VARIANCE		
74	Residential		
75	Single Family Residential	\$3,783.00	Planning, PW/Eng
76	Variance - Fence/Accessory Structure	\$955.00	
77	Multi-family Residential	\$5,078.00	Planning, PW/Eng
78	Commercial		
79	Commercial	\$5,078.00	Planning, PW/Eng
80	OTHER FEES		
81	Cannabis Dispensary Application Fee	\$8,000.00	
82	Real Property Disclosure Report	\$221.00	
83	Small Cell Application Deposit	\$516.00	
84	Small Cell Annual Monitoring Fee	\$270.00	
85	Advanced Planning Surcharge:		
86	(Charged on all new construction for building plans (e.g. additions, new buildings), pw/eng, fire permits, and development applications)	0.3% of building valuation	
87	HOURLY RATES		
88	Planning Services	\$279.00	
89	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers (e.g. Consultants) if required to process the specific application.		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

POLICE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit	Notes
1	RECORDS, DOCUMENTS AND SPECIAL SERVICES			
2	Accident reports (Cost of Printing Only)	\$0.25	per page	
3	Accident reports (Counter Report)	\$61.00	each	
4	Police Report - per PRA			
5	DVD/CD Copy	\$51.00		
6	U-Visa Request	\$20.00		Sworn, Non-sworn
7	Outside Agency CLETS Entry (statewide database)	\$51.00		
8	Outside Agency background request	\$30.00		
9	Outside Agency background request - other City jurisdiction	\$30.00		
10	Firearms Storage Fee	\$258.00		
11	Building Security Services (secure building after a burglary)	\$116.00		Sworn, Non-sworn
12	ALARMS / DISTURBANCE			
13	Alarm Use Permit			
14	Residential new application	\$77.00		Sworn, Non-sworn
15	Residential annual renewal fee			
16	Non-Sworn	\$51.00		
17	Commercial new application	\$77.00		Sworn, Non-sworn
18	Commercial annual renewal fee			
19	Non-Sworn	\$51.00		
20	False Alarm Assessment			
21	First Alarm Response	\$0.00		Sworn (2 units), Non-sworn
22	Second Response	\$275.00		Sworn, Non-sworn
23	Each Additional Response	\$275.00		Sworn, Non-sworn
24	Response to Peace Disturbance			
25	First Response	\$0.00		Sworn, Non-sworn
26	Second Response	\$245.00		Sworn, Non-sworn
27	Each Additional Response	\$245.00		Sworn, Non-sworn

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

POLICE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit	Notes
28	VEHICULAR			
29	Equipment Violation, re-inspection (written by SPD)	\$25.00		
30	Equipment Violation, re-inspection (written by non SPD)	\$25.00		
31	Vehicle Abatement			
32	Per vehicle	\$87.00		Sworn, Non-sworn
33	Vehicle Abatement Appeal	\$108.00		
34	Impound Vehicle Release Fee (30 day hold) - no license)	\$271.00		Sworn, Non-sworn
35	Impound Vehicle Release Fee	\$238.00		Sworn, Non-sworn
36	Impound Release - repo fee Regulated by State. Do Not Increase	\$15.00		
37	ILLEGAL FIREWORKS CODE ENFORCEMENT			
38	Fine for illegal fireworks	\$1,000.00		
39	Curfew Violation for Safe & Sane Fireworks	\$1,000.00		
40	EMERGENCY RESPONSE			
41	a) Hydrology/Hydraulic Studies (0-20 acres)	actual cost max \$12,000		gov code 53150
42	b) Hydrology/Hydrolic Studies (>-20 acres)			
43	Hourly Rates (Full Cost Recovery)	\$189.00		
44	REGULATORY PERMITS			
45	Tow Service Provider Application (annual)	\$600.00		Sworn, Non-sworn
46	Vending Vehicles-new	\$75.00		Sworn, Non-sworn
47	Vending Vehicles-renewal	\$75.00		Sworn, Non-sworn
48	Massage Establishment/Technician-new	\$129.00		Sworn, Non-sworn
49	Massage Establishment/Technician-renewal	\$129.00		Sworn, Non-sworn
50	Solicitor-new	\$87.00		Sworn, Non-sworn
51	Solicitor-renewal	\$87.00		Sworn, Non-sworn
52	Pawn/Secondhand/Junk-new	\$670.00		Sworn, Non-sworn
53	Pawn/Secondhand/Junk-renewal	\$670.00		Sworn, Non-sworn

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

POLICE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit	Notes
54	Live Entertainment/Dance (special event)	\$87.00		Sworn, Non-sworn
55	Firearms-new	\$670.00		Sworn, Non-sworn
56	Firearms-renewal	\$670.00		Sworn, Non-sworn
57	ABC Permit Review	\$138.00		Sworn, Non-sworn
58	Taxi Driver Permit (annual)	\$35.00		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

ENGINEERING DIVISION FEES

#	Description	Suggested Fee + CPI	Suggested Unit
1	1) BUILDING PERMIT PROCESSING - see 4.1c, 9 & 10 for possible add'l fees		
2	1.1) Plan Review (includes grading, infrastructure, public improvements)		
3	a) One and Two Family Residential	\$205.00	
4	b) Commercial and Multi-family Residential up to 1 acre	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910
5	c) Commercial and Multi-family Residential > 1 acre	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$5,730
6	1.2) Inspection (includes grading, infrastructure, public improvements)		
7	a) One and Two Family Residential	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$764.
8	b) Commercial and Multi-family Residential up to 1 acre	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910
9	c) Commercial and Multi-family Residential > 1 acre-Minimum	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$5,730
10	2) ENCROACHMENT PERMIT		
11	Plan Check - Standard	\$748.00	
12	Sewer Connection (each) (incl 3 visits) - City Staff Inspection	Actual Cost	
13	Inspection of contractor installed utility service	\$867.00	
14	Utility Line Installations - > 200 LF (each 200 LF)	\$113.00	
15	New Construction Curb/Gutter (per 200 LF)	\$846.00	
16	Sidewalk (repair and replace) (per 200 LF) - PROPERTY OWNERS	\$933.00	
17	Sidewalk (repair and replace) (per 200 LF) - UTILITIES	\$933.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

ENGINEERING DIVISION FEES

#	Description	Suggested Fee + CPI	Suggested Unit
18	Driveway (repair and replace) (per opening)	\$1,240.00	
19	Right-of-Way Access/Entry (ex. Roofers, scaffolding, temporary construction barrier)	\$627.00	
20	Right-of-Way Construction/ Portable Unit (per every 2 weeks) - (ex. dumpster, storage bin)	\$232.00	
21	Traffic Control/ Lane Closure (per set-up and per day of implementation; each set-up requires a separate inspection)	Actual cost	Minimum \$45 + \$45 per day (except residential street
22	Traffic Control - Traffic Signal operation call-out	\$252.00	per visit
23	Encroachment Permit Depositor Bond	\$1,000.00	
24	Public Improvements > \$25,000, Surety Bond 100% cost of public improvements	Actual Cost	
25	Outdoor Dining Parklet Fees annual rental fee for each parking space	\$2,000.00	per/Parking Space
26	Commercial Outdoor Dining Area Permit Application	\$500.00	
27	Pavement Inspection	Actual Cost	
28	2.1) Transportation Permit (maximum set by state law)		
29	Single Trip	\$16.00	
30	3) MAPS		
31	(see also Planning Subdivisions for add'l fees; see also 4.2 and 4.3		
32	Final Parcel Map (1-4 lots)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,528
33	Final Subdivision (Tract) Map	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,528
34	4) DEVELOPMENT PLAN REVIEW AND INSPECTION		
35	4.1) Improvement Plan Review		
36	a) Improvement Plan Check (1/2 hr max)	\$197.00	
37	b) Improvement Plan Check (each additional 1/2 hr)	\$197.00	
38	c) Improvement Inspection	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

ENGINEERING DIVISION FEES

#	Description	Suggested Fee + CPI	Suggested Unit
39	4.2) Hydrology/ Hydolic Studies Review		
40	a) Hydrology/Hydraulic Studies (0-20 acres)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,146
41	b) Hydrology/Hydrolic Studies (>-20 acres)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,146
42	4.3) Sewer Studies Review		
43	a) Sewer Studies (0-5 units)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,000
44	b) Sewer Studies (>5 units)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,000
45	5) OTHER FEES		
46	Encroachment Agreements	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573
47	Abandonment/Vacation (Modifications/Processing)	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573
48	Board Up Houses	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573
49	Commemorative Sign Application	\$113.00	
50	Monument Placement	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$573
51	6) TRAFFIC ADVISORY		
52	Traffic Advisory Committee Request	\$77.00	
53	Traffic Advisory Committee Request - Blue Curb Review	\$25.00	
54	7) SEWER SERVICES		
55	Sewer Line Overflow Response - (Regular Business Hours) Rate plus Materials- 1Hr Minimum	Actual Cost	

ENGINEERING DIVISION FEES

#	Description	Suggested Fee + CPI	Suggested Unit
56	(Outside Regular Business Hours) Rate plus Materials	Actual Cost	
57	8) STREET MAINTENANCE		
58	Marking Curb - per curb (20 ft maximum length)	\$371.00	
59	Installation of one sign	\$485.00	
60	Stripping Fee	\$255.00	per 20 lineal ft (maximum length)
61	9) STORM WATER		
62	9.1) STORMWATER CONTROL PLAN- New or Replaced Impervious Surface		
63	a) Pre-review Meeting	\$256.00	
64	b) Small Project (includes 2 reviews) - 2,500 - 5,000 Sq Ft. (TIER 1)	Actual Cost	
65	c) Small Project (each additional review) - 2,500 - 5,000 Sq Ft	Actual Cost	
66	d) Medium Project (includes 2 reviews) - 5,000 - 15,000 Sq Ft	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$1,910
67	e) Medium Project (each additional review) - 5,000 - 15,000 Sq Ft-	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$382
68	f) Large Project (includes 2 reviews) - > 15,000 Sq Ft	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$3,830
69	g) Large Project (each additional review) - > 15,000 Sq Ft	Actual Cost with Refundable Deposit	Minimum Refundable Deposit of \$382
70	h) Inspection of privately maintained post-construction treatment devices	\$957.00	
71	i) Response to clean up of a foreign material dumped or washed into a storm drain - (Regular Business Hours) Rate plus Materials- 1Hr Minimum	\$827.00	per hour
72	(Outside Regular Business Hours) Rate plus Materials	\$827.00	per hour

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

ENGINEERING DIVISION FEES

#	Description	Suggested Fee + CPI	Suggested Unit
73	10) STORMWATER POLLUTION PREVENTION PLAN(SWPPP) REVIEW AND INSPECTION		
74	Storm Water Pollution Prevention (SWPPP)-applies to soil disturbance greater than 1 acre	Deposit of \$764. Actual Cost	Minimum Non-Refundable Deposit \$551
75	SWPPP Inspections	Deposit of \$382. Actual Cost	Minimum Non-Refundable Deposit \$310
76	11) TREE PERMITS		
77	(Required on private property for trimming or removal)		
78	1-5 trees	\$278.00	
79	Unpermitted Tree Removal or Trimming	\$557.00	
80	12) HOURLY RATES		
81	Engineering Services	\$394.00	
82	Engineering Services		
83	Engineering Services - after business hours (OT, 2 hour minimum)	\$440.00	
84	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City		
85	a) Estimated cost for City to perform paving is \$30/sf. Fee is calculated by multiplying excavation area in square feet		
86	b) Estimated cost for City to perform paving is \$20/sf. Fee is calculated by multiplying excavation area in square feet		
87	c) See section 13 for Engineering Services hourly rates.		
88	d) The minimum non-refundable deposit is charge for City to perform initial work. If cost for staff time exceeds		
89	Fee Adjustments: In instances where the strict application of fees from this schedule would constitute a substantial		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
1	Recreation Program Cancellation Fee	\$7.00	\$7.00	
2	Preschool Programs			
3	Fees per class	\$8.50	\$10.25	
4	Family - per month			
5	After School Program			
6	Individual - per month	\$30.75	\$42.25	
7	Family - per month	20% discount to siblings residing in same household	20% discount to siblings residing in same household	
8	Interession Day Camp Program			
9	Full Day - Sports/Day Camp	\$100.00	\$138.25	
10	3 hours Sports/Day Camp	\$43.00	\$58.75	
11	1/2 day camp (Playland)	\$48.00	\$69.00	
12	Youth Sports			
13	Tennis per class	\$8.50	\$10.25	
14	Adult Sports			
15	Team Fee (10 games per season)	\$826.25	\$826.25	
16	Contract Classes Programs			
17	Classes - subjects, schedules and cost vary depending on community interests, availability of instructors, facilities and materials			
18	Special Events Programs			
19	Vendor (Flea Market/Craft)	\$63.00	\$90.75	
20	Commercial	\$81.50	\$117.75	
21	4th of July Vendor fees	\$107.00	\$152.75	
22	Facility Rentals - Oldemeyer			

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
23	Oldemeyer Auditorium Per hour charge	\$58.00	\$182.75	
24	Barbecue Facility	\$59.75	\$85.50	
25	Non-Profit Hourly Rate - Laguna Grande Hall	\$58.00	\$58.00	
26	Room Deposit - total (15% non-refundable due day of rental)	\$676.50	\$969.75	
27	Alcohol Deposit - 35% non refundable	\$659.00	\$945.00	
28	Facility Rental- Soper			
29	Soper Field Community Center			
30	Large Meeting Room (3 hour minimum)	\$61.00	\$98.00	
31	Non-Profit Hourly Rate - Soper Large Room	\$58.00	\$58.00	
32	Room Deposit - total (15% non-refundable due day of rental)	\$359.25	\$517.50	
33	Alcohol Deposit - 35% non refundable	\$659.00	\$945.00	
34	Dance Studio			
35	0-3 hrs. (per hour)	\$45.00	\$111.50	
36	Every hour over 3 (per hour)	\$20.50	\$52.50	
37	Seahorse Room Rental			
38	0-3 hrs. (per hour)	\$45.00	\$73.25	
39	a) Hydrology/Hydraulic Studies (0-20 acres)	\$20.50	\$33.00	
40	b) Hydrology/Hydrolic Studies (>-20 acres)			
41	0-3 hrs. (per hour)	\$45.00	\$73.25	
42	Every hour over 3 (per hour)	\$20.50	\$33.00	
43	Blackhorse Room/Senior			
44	0-3 hrs. (per hour)	\$45.00	\$89.75	
45	Every hour over 3 (per hour)	\$20.50	\$38.00	

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SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
46	Bayonet Room Rental			
47	0-3 hrs. (per hour)	\$45.00	\$73.25	
48	Every hour over 3 (per hour)	\$20.50	\$33.00	
49	Non-profit Organization - applies to all rooms except Laguna Grande Hall (4 hrs maximum)	\$38.00	\$55.75	
50	Aquatics Private Rentals-Pattullo Swim Center			
51	2 hours - up to 50 people	\$205.50	\$295.25	
52	2 hours - up to 100 people	\$225.00	\$324.25	
53	2 hours - up to 125 people	\$267.50	\$383.00	
54	Non-profit hourly rate	\$34.00	\$44.25	
55	Use of Slide	\$29.75	\$42.25	
56	Additional 1/2 hour	\$45.25	\$63.00	
57	Deposit	\$100.00	\$141.50	
58	Non Profit Rental Rate	\$34.00	\$44.25	
59	Cypress Synchronized Club	\$41.25	\$57.75	
60	Rental of Pool for Scuba Classes - Added in 18/19	\$77.25	\$103.25	Per Hour
61	Senior Programs			
62	Senior Theme Lunches (AOA)	\$6.00	\$6.00	
63	Senior Trips			
64	Aquatics Programs			
65	Swim Lessons	\$49.50	\$68.00	
66	Water Exercise / 2 days wk	\$24.50	\$71.25	
67	Water Exercise / 5 days wk	\$37.00	\$111.50	
68	Adult Water Exercise Class Drop-in Rate	\$8.75	\$11.25	
69	Lap Swim			

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
70	Adult Drop In	\$5.75	\$7.00	
71	Senior / Military / College Drop-In	\$3.50	\$4.00	
72	Recreation Swim			
73	Adult Drop In	\$5.75	\$7.00	
74	Senior / College Student / Youth / Military Drop In	\$3.50	\$4.00	
75	Commercial Rental (per hr)	\$108.00	\$148.75	
76	Recreation Swim Card			
77	Youth Recreation Card (per mo.)	\$15.75	\$22.50	
78	Youth Recreation Card (per Yr.)	\$107.00	\$146.50	
79	Senior/College/Military Card (per mo.)	\$23.00	\$32.00	
80	Senior/College/Military Card (per yr.)	\$138.75	\$192.00	
81	Senior Gold Card (per mo.) for Senior Swim Only	\$17.25	\$24.75	
82	Senior Gold Card (per yr.) for Senior Swim Only	\$113.25	\$157.00	
83	Adult Lap Card (per mo.)	\$35.00	\$48.50	
84	Adult Lap Card (per yr.)	\$285.25	\$394.50	
85	Adult Couple / Corporate (per mo.)	\$53.75	\$75.25	
86	Adult Couple / Corporate (per yr.)	\$373.50	\$517.50	
87	Family - up to 4 people / (per mo.)	\$72.25	\$100.00	
88	Family - up to 4 people / (per yr.)	\$486.50	\$672.25	
89	Family - up to 8 people / (per mo.)	\$89.25	\$122.75	
90	Family - up to 8 people / (per yr.)	\$643.75	\$890.25	
91	All military personnel and their families regardless of residency	20% discount	20% discount	
92	Family discount - siblings residing in same household & enrolling in same activity	20% discount	20% discount	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
93	Park Reservation			
94	Park Rental Cancellation Fee - All Parks	\$15.25	\$15.25	
95	Laguna Grande			
96	Up to 49 People - BBQ	\$51.50	\$70.00	
97	Cleaning Deposit - 25% is Non Refundable	\$68.00	\$78.50	
98	50-100 People - BBQ	\$84.50	\$105.25	
99	Cleaning Deposit - 25% is Non Refundable	\$115.50	\$133.25	
100	101-150 People - BBQ	\$124.75	\$155.75	
101	Cleaning Deposit - 25% is Non Refundable	\$204.50	\$234.25	
102	Bounce House (each) No Electricity	\$35.00	\$39.25	
103	Soper Park			
104	Up to 49 People - Small BBQ	\$51.50	\$70.00	
105	Cleaning Deposit - 25% is Non Refundable	\$68.00	\$78.50	
106	50-100 People - Large BBQ	\$84.50	\$105.25	
107	Cleaning Deposit - 25% is Non Refundable	\$115.50	\$133.25	
108	101-150 People - Entire BBQ Area	\$124.75	\$155.75	
109	Cleaning Deposit - 25% is Non Refundable	\$204.50	\$234.25	
110	Bounce House (each) No Electricity	\$35.00	\$39.25	
111	Ellis Park-Oldemeyer			
112	Up to 49 People - BBQ	\$51.50	\$70.00	
113	Cleaning Deposit - 25% is Non Refundable	\$68.00	\$78.50	
114	Bounce House (each) No Electricity	\$35.00	\$39.25	
115	Metz Park			
116	Up to 49 People - BBQ	\$51.50	\$70.00	
117	Cleaning Deposit - 25% is Non Refundable	\$68.00	\$78.50	
118	50-100 People - BBQ	\$84.50	\$105.25	

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
119	Cleaning Deposit - 25% is Non Refundable	\$115.50	\$133.25	
120	Bounce House (each) No Electricity	\$35.00	\$39.25	
121	Robert's Lake Park - Outdoor Classroom			
122	Up to 49 People - BBQ	\$47.50	\$63.00	
123	Cleaning Deposit - 25% is Non Refundable	\$63.00	\$73.25	
124	Bounce House (each) No Electricity	\$33.00	\$37.00	
125	City Hall Lawn			
126	Up to 49 People - BBQ	\$47.50	\$63.00	
127	Cleaning Deposit - 25% is Non Refundable	\$63.00	\$73.25	
128	50-100 People - BBQ	\$78.50	\$98.00	
129	Cleaning Deposit - 25% is Non Refundable	\$107.25	\$122.75	
130	101-150 People - BBQ	\$115.50	\$142.50	
131	Cleaning Deposit - 25% is Non Refundable	\$189.00	\$217.75	
132	Bounce House (each) No Electricity	\$33.00	\$37.00	
133	Metz Basketball Court			
134	1-4 Hours (per hour)	\$12.25	\$20.50	
135	All-Day Reservation	\$60.75	\$104.25	
136	Cleaning Deposit - 25% is Non Refundable	\$72.25	\$83.50	
137	Ballfield Field Group Usage*			
138	Facility Use Fee - " Full Day Use"	\$284.00	\$305.75	
139	Cleaning Deposit- nonrefundable 25%	\$204.50	\$234.25	
140	Lighting Fee	\$33.50	\$37.00	Per Hour
141	Hourly Rate	\$29.75	\$32.00	
142	*Facility Use Agreements are needed for Ballfield Field Group Usage with a term no more than 2 years.			
143	Youth and Education Center Private Rentals - YEC			
144	2 hours - 0-25 people	\$177.50	\$222.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

SCHEDULE OF RECREATION DIVISION FEES

		Effective January 1, 2027		
#	Description	Suggested Fee + CPI		Unit
	Fee Service	Resident Fees	Non Resident Fees	
145	2 hours - 26 - 50 people	\$205.50	\$295.25	
146	2 hours - 51 - 75 people	\$211.75	\$346.00	
147	Use of Video Games	\$51.50	\$64.00	
148	Additional 1/2 hour	\$45.25	\$63.00	
149	Deposit	\$100.00	\$141.50	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

FIRE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit
1	Annual Hazardous Materials Inspection Permit Fees		
2	California Fire Code: Annual; Operational Permits	\$450.00	per hour
3	Annual Short Term Rental Safety Inspections		
4	Short Term Rental (includes 2 inspections)	\$361.00	
5	Re-Inspection (after initial and first reinspection)	\$258.00	
6	Annual Business Fire Safety Inspections		
7	A Occupancies (Per Hour) (ie assembly places)	\$356.00	
8	B Occupancies (Per Hour) - (ie bank, professional office)	\$356.00	
9	F Occupancies (Per Hour) - (ie Factory)	\$668.00	
10	H Occupancies (Per Hour) - (ie High Hazard)	\$668.00	
11	I Occupancies (Per Hour) - (ie Institutional)	\$668.00	
12	M Occupancies (Per Hour) - (ie market, department or drug store)	\$356.00	
13	R-2 Occupancy (Per Hour) (ie Res Permanent 2+) 4 or less units	\$356.00	
14	5-20 units	\$356.00	
15	21-50 units	\$668.00	
16	> 50 units; each additional 50 units	\$928.00	
17	S Occupancies (Per Hour) - (ie Storage)	\$356.00	
18	U Occupancies (Per Hour) - (ie Accessory; Private Garage, Agriculture building, etc)	\$356.00	
19	Re-Inspection (after initial and first reinspection)	\$258.00	
20	Licensed Care Facilities		
21	Pre-Inspection	\$116.00	
22	Licensed Care Facility (7-49)	\$350.00	
23	(State and County License Mandated)		
24	Licensed Care Facility (50+)	\$369.00	
25	(State and County License Mandated)		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

FIRE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit
26	NEW CONSTRUCTION, ADDITIONS, AND MAJOR REMODELS		
27	Fire plan check		
28	Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-		
29	Square Footage:		
30	500	\$258.00	
31	2000	\$520.00	
32	5000	\$777.00	
33	10000	\$1,038.00	
34	25000	\$1,296.00	
35	Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally		
36	Square Footage:		
37	1000	\$356.00	
38	5000	\$472.00	
39	10000	\$705.00	
40	a) Hydrology/Hydraulic Studies (0-20 acres)	\$1,176.00	
41	b) Hydrology/Hydrolic Studies (>-20 acres)	\$1,649.00	
42	Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally		
43	Square Footage:		
44	200	\$258.00	
45	600	\$258.00	
46	1000	\$392.00	
47	1500	\$392.00	
48	2000	\$520.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

FIRE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit
49	Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, space for non-		
50	Square Footage:		
51	500	\$258.00	
52	2000	\$520.00	
53	5000	\$777.00	
54	10000	\$1,038.00	
55	25000	\$1,296.00	
56	Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-		
57	Square Footage:		
58	500	\$258.00	
59	2000	\$520.00	
60	5000	\$777.00	
61	10000	\$1,038.00	
62	25000	\$1,296.00	
63	One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space		
64	Square Footage:		
65	1000	\$258.00	
66	2500	\$258.00	
67	4000	\$520.00	
68	6000	\$520.00	
69	8000	\$648.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

FIRE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit
70	Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally		
71	Square Footage:		
72	200	\$258.00	
73	600	\$258.00	
74	1000	\$258.00	
75	1500	\$258.00	
76	2000	\$258.00	
77	FIRE INSPECTIONS		
78	Fire Hydrant Underground System/Per Fire Hydrant (incl 2 hydrants)	\$258.00	
79	Each Additional Hydrant	\$129.00	
80	Special Permits		
81	Fire Hydrant - Use Permit	\$258.00	
82	Fireworks Stand Inspection	\$258.00	
83	Fireworks Booth Application Fee	\$258.00	
84	Christmas Tree Lot/ Pumpkin Patch	\$258.00	
85	Tent Permits - Residential	\$154.00	
86	Tent Permits - Commercial	\$258.00	
87	Recreational Burn Permit	\$154.00	
88	Automatic Fire Sprinkler:		
89	Inspections/New Systems/Repair		
90	0-5,000 s.f.	\$695.00	
91	5,001-15,000 s.f.	\$1,160.00	
92	15,001-30,000 s.f.	\$1,626.00	
93	> 30,001 s.f. (each additional 10k s.f.)	\$1,160.00	
94	Fire Sprinkler Commercial Aboveground		
95	Fire Sprinkler Commercial Underground		
96	Fire Sprinkler Residential (13-D)		
97	Fire Alarm Systems:		
98	Inspections/New Systems/Repair/Alterations		
99	0 - 5,000 s.f.	\$695.00	
100	5,001 - 15,000 s.f.	\$1,160.00	
101	15,001 - 30,000 s.f.	\$1,626.00	
102	> 30,0001 s.f. (each additional 10K s.f.)	\$1,160.00	
103	Fire Alarm Systems - Commercial		
104	Fire Alarm Systems - Residential (req by CRC)		

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

FIRE DEPARTMENT FEES

#	Description	Suggested Fee + CPI	Unit
105	Fire False Alarm Response		
106	Fire False Alarm Response (Eng, truck, Div Chief)	\$356.00	
107	Drug/DUI/Hazmat Incident Response	\$958.00	hourly
108	HOURLY RATES		
109	Engineering Services		
110	Policy - 200-300 percent of normal cost of permit (what is Bldg?)?		
111	Fire Hourly Rate	\$230.00	
112	Engineer Company - hourly rate	\$589.00	
113	Copy Service - per page	\$0.11	
114	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or		
115	Defensible Space Inspection AB38	\$206.00	

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

POLICE DEPARTMENT - ANIMAL SERVICES

#	Description	Current Fee/Charge	Unit
1	ANIMAL CONTROL SERVICES		
2	Dog License Fee		
3	Unaltered - Resident:		
4	7 months	\$40.00	
5	13 months	\$40.00	
6	25 months or more	\$40.00	
7	Altered- Resident:		
8	7 months	\$30.00	
9	13 months	\$30.00	
10	25 months or more	\$30.00	
11	Unaltered - Senior Citizen (65 years and older)		
12	7 months	\$11.00	
13	13 months	\$11.00	
14	25 months or more	\$11.00	
15	Altered - Senior Citizen (65 years and older)		
16	7 months	\$11.00	
17	13 months	\$11.00	
18	25 months or more	\$11.00	
19	Late Filing Fee	\$30.00	
20	Replacement of Lost Dog Tag	\$30.00	
21	License Transfer Fee	\$30.00	
22	Dog Breeding Permit	\$250.00	
23	Unpermitted Breeder	New	
24	Animal Impound Fines		
25	Licensed	\$66.00	
26	Unlicensed	\$101.00	
27	2nd Offense (all)	\$135.00	
28	3rd or more offense (all)	\$266.00	

Full Cost	Subsidy %	Suggested Fee	Suggested Fee + CPI	Fee Δ
NA	NA	\$45.00	\$45.00	\$5
NA	NA	\$55.00	\$55.00	\$15
NA	NA	\$70.00	\$70.00	\$30
NA	NA	\$35.00	\$35.00	\$5
NA	NA	\$45.00	\$45.00	\$15
NA	NA	\$55.00	\$55.00	\$25
\$17.32	36%	\$11.00	\$11.00	\$0
\$17.32	36%	\$11.00	\$11.00	\$0
\$17.32	36%	\$11.00	\$11.00	\$0
\$17.32	36%	\$11.00	\$11.00	\$0
\$17.32	36%	\$11.00	\$11.00	\$0
\$17.32	36%	\$11.00	\$11.00	\$0
NA	NA	\$30.00	\$30.00	\$0
NA	NA	\$30.00	\$30.00	\$0
NA	NA	\$30.00	\$30.00	\$0
\$348.97	28%	\$250.00	\$250.00	\$0
NA	NA	\$1,000.00	\$1,000.00	NA
NA	NA	\$70.00	\$70.00	\$4
NA	NA	\$115.00	\$115.00	\$14
NA	NA	\$150.00	\$150.00	\$15
NA	NA	\$290.00	\$290.00	\$24

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.

POLICE DEPARTMENT - ANIMAL SERVICES

#	Description	Current Fee/Charge	Unit
29	Unaltered Dog or Cat without exemption		
30	1st Offense	New	
31	2nd Offense	New	
32	3rd or more offense	New	

Full Cost	Subsidy %	Suggested Fee	Suggested Fee + CPI	Fee Δ
NA	NA	\$150.00	\$150.00	NA
NA	NA	\$200.00	\$200.00	NA
NA	NA	\$350.00	\$350.00	NA

These fees are proposed and not yet effective.

Subject to consideration at a public hearing on July 2, 2026, Seaside City Hall, 440 Harcourt Avenue, Seaside, CA 93955 at or soon thereafter 5:00pm.



Exhibit C

Building, Engineering, & Planning Fees Effective Through August 31, 2026

Recreation Fees Effective Through December 31, 2026

CITY OF SEASIDE			
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026			
	Fee	25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
BUILDING AND CODE ENFORCEMENT FEES			
New Address/Address Change		\$ 162	\$ 167
Application for Unreasonable Hardship Exceptions to Disabled Access Requirements (2 hour minimum)	per hour	\$ 1,427	\$ 1,474
Application for Modifications or Alternate Materials and Methods	per hour	\$ 1,427	\$ 1,474
Board of Appeal Hearing Fee	each	Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Registration of Abandoned Property		\$ 73	\$ 75
MISCELLANEOUS ITEMS			
Alternate Energy Systems			
Battery Energy Storage	each	\$ 330	\$ 341
EV Charging Station	each	\$ 330	\$ 341
Solar Water Heater	each	\$ 330	\$ 341
Building-like Structures - Misc. Structures (ie, tanks, towers, silos, storage racks, etc.)	each	Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Canopy / Awning	each	\$ 1,372	\$ 1,417
each additional 300 s.f.	each	\$ 110	\$ 114
Demolition			
Building	each	\$ 338	\$ 349
Swimming Pool	each	\$ 338	\$ 349
Dry Rot / Termite Damage Repair	each	\$ 338	\$ 349
Fence or Non-Engineered Wall	each	\$ 338	\$ 349
Fireplace Retrofit / Chimney Repair	each	\$ 330	\$ 341
Flag, Light, or Sign Pole - Install / Replace	each	\$ 1,427	\$ 1,474
Foundation Repair / Replace (includes piles, piers, or foundation-only systems under existing or partial construction)	each	\$ 2,851	\$ 2,945
Greenhouse or Solarium			
< 200 sq ft	each	\$ 1,427	\$ 1,474
200 - 1,000 sq ft	each	\$ 2,851	\$ 2,945
> 1,000 sq ft	each	\$ 3,566	\$ 3,684
Minor Repairs (for items otherwise not listed, for the purpose of reconstruction, renewal, or maintenance of any part of an existing structure - requiring not more than two inspections) (Includes Mechanical equipment with structural modifications)	each	\$ 338	\$ 349
Partition	each	\$ 338	\$ 349
Pool - New Install	each	\$ 2,851	\$ 2,945
Pool - Remodel	each	\$ 1,427	\$ 1,474
Spa - New Install	each	\$ 1,427	\$ 1,474
Pools and Spas - Residential - Above Ground		\$ 223	\$ 230
Re-Plastering, or Wet Sand Blasting	each	\$ 330	\$ 341
Re-Roof			
First 10 Squares		\$ 223	\$ 230
Additional Squares		\$ 75	\$ 77
Remodel - Residential			
Kitchen	up to 300 sf	\$ 660	\$ 682
Bath	up to 300 sf	\$ 660	\$ 682
Other Remodel	up to 300 sf	\$ 660	\$ 682
Additional Remodel	each 300 sf	\$ 330	\$ 341
Retaining Wall			
Engineered	each	\$ 450	\$ 465
Non-Engineered	each	\$ 338	\$ 349
Seismic Retrofit			
Foundation Bolting and Bracing	each	\$ 330	\$ 341

CITY OF SEASIDE

ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026

	Fee	25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
<= 5,000 Sq Ft	each	\$ 3,205	\$ 3,311
> 5,000 Sq Ft.	each	\$ 4,632	\$ 4,785
Stair Repair / Replace	each	\$ 338	\$ 349
Siding / Stucco	each	\$ 338	\$ 349
Signs			
Non-Illuminated	each	\$ 223	\$ 230
Illuminated	each	\$ 223	\$ 230
Monument	each	\$ 1,427	\$ 1,474
Solar / PV System			
Residential, up to 15 kW	up to 15 kW	\$ 500	\$ 517
Residential, each kilowatt above 15 kW	each 1 kW	\$ 15	\$ 15
Commercial, up to 50 kW	up to 50 kW	\$ 1,000	\$ 1,033
Commercial, each kilowatt between 51 kw and 250 kW	each 1 kW	\$ 7	\$ 7
Commercial, each kilowatt above 250 kW	each 1 kW	\$ 5	\$ 5
Certificate of Compliance / Occupancy	each	\$ 246	\$ 254
Temporary Certificate of Occupancy	each	\$246 + deposit	\$254 + deposit
Garage Door Replacement	each	\$ 223	\$ 230
Window / Door - Non-Structural			
First 10 windows / doors	each	\$ 338	\$ 349
each add'l 10 windows/doors	each	\$ 113	\$ 117
Window / Door - Structural			
First 10 windows / doors	each	\$ 450	\$ 465
each add'l 10 windows/doors	each	\$ 151	\$ 156
Plan Review			
Standard Plan Review Hourly Rate		\$ 695	\$ 718
Expedite Plan Review		1.5 X PC Fee	1.5 X PC Fee
Outsourced Plan Review Processing Fee	per hour	\$ 712	\$ 735
90 Day Plan Review Extension		25% Original Fee	25% Original Fee
Certified Access Specialist (CASP) Plan Review Fee		Cost	Cost
Additional Plan Check required in excess of standard	per hour	\$339/Hour Minimum	\$350/Hour Minimum
Plan Check outside of normal business hours or applicant requested fast-tracking (3 hour minimum)	per hour	\$ 2,138	\$ 2,209
Plan Check outside of normal business hours or applicant requested fast-tracking (4 hour minimum)	per hour	\$ 2,851	\$ 2,945
Inspection			
Standard Building Inspection Hourly Rate		\$ 331	\$ 342
Short Term Rental Inspection Fee	each	\$ 331	\$ 342
Additional Inspection required in excess of standard / ReInspection	per hour	\$339/Hour Minimum	\$350/Hour Minimum
Substandard Structure Inspection (includes code enforcement report)	each	\$ 1,427	\$ 1,474
Code Enforcement			
Administrative Citations, First Offence	each	\$ 375	\$ 387
Administrative Citations, Repeated Violations	each	\$ 748	\$ 773
Work without a Permit - Investigative Fee	each	Equal to Permit Fee	Equal to Permit Fee
Notice of Violation Recordation Fee	each	\$ 358	\$ 370
Notice of Violation Expungement Fee	each	\$ 358	\$ 370
MECHANICAL, PLUMBING, AND ELECTRICAL PERMITS (Not associated with an existing building permit)			
Plan Review, Hourly Rate	per hour	\$ 712	\$ 735
Inspections, Hourly Rate	per hour	\$ 338	\$ 349

CITY OF SEASIDE

ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026

	Fee	25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
Each air-handling unit, including attached ducts. (Note: this fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere)	each	\$ 598	\$ 618
Each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	each	\$ 1,782	\$ 1,841
Hood installation that is served by mechanical exhaust, including the ducts for such hood			
Each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in the code	each	\$ 338	\$ 349
Plumbing and Gas Permit Fees			
Each plumbing fixture or trap or set of fixtures on one trap (including water, drainage, piping, and backflow protection therefore)	each	\$37/each w/ \$451 Minimum	\$38.00 each w/ \$466 Minimum
Each building sewer	each	\$ 338	\$ 349
Each water heater and/or vent	each	\$ 223	\$ 230
Installation, alteration, or repair of wall heater	each	\$ 223	\$ 230
Each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	each	\$ 2,138	\$ 2,209
Installation, alteration, or repair of water piping and/or water treating equipment	each	\$339 - For single line	\$350 - For single line
Installation, alteration, or repair of gas piping and/or gas treating equipment	each	\$339 - For single line	\$350 - For single line
Repair or alteration of drainage or vent piping	each	\$339 - For single line	\$350 - For single line
		\$450 - For multiple lines	\$465 - For multiple lines
Each lawn sprinkler system on any one meter, including backflow protection devices	each	\$ 338	\$ 349
Backflow devices not included in other fee services (e.g., building sewer) each unit	each	\$ 338	\$ 349
Gas Test	each	\$ 223	\$ 230
Sewer Lateral Test	each	\$ 338	\$ 349
Whole-House Plumbing	each	\$ 330	\$ 341
Electrical Permit Fees			
Temporary service power pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances	each	\$339 - If not incl. w/ new permit	\$350 - If not incl. w/ new permit
Temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lighting, Christmas tree sales lots, etc.			
15 or 20 amp - each 10 circuits	each	\$ 338	\$ 349
25 to 40 amp circuits	each	\$ 1,068	\$ 1,103
50 to 175 amp circuits	each	\$ 1,068	\$ 1,103
Receptacle, switch and lighting outlets - at which current is used or controlled, except services, feeders and meters			
Each 10 (or portion thereof)	each	\$ 338	\$ 349
Residential Appliances - Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens, counter mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines, water heaters, clothes dryers, or other motor-operated appliances not exceeding one horsepower (HP) in rating.	each	\$15.00 each w/ \$207 Minimum	\$15.00 each w/ \$214 Minimum
Non-Residential Appliances - Residential appliances and self-contained factory-wired nonresidential appliances, including medical and dental devices, food, beverage, and ice cream cabinets; illuminated show cases, drinking fountains, vending machines, laundry machines, or other	each	\$30.00 each w/ \$328 Minimum	\$31.00 each w/ \$339 Minimum
Power Apparatus - Includes Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other	each	\$ 338	\$ 349
Trolley and Plug-In-Type Busways - (An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.			
Each 100 l.f. or fraction thereof	each	\$ 339	\$ 350
New Services or Additional Panels - An additional fee may apply (underground) or (overhead) to Power Company for reconnection or upgrade of any service			
600 volts or less and not over 200 amperes in rating	each	\$ 338	\$ 349
600 volts or less and over 200 amperes in rating	each	\$ 450	\$ 465
600 volts or over 1,000 amperes in rating	each	\$ 712	\$ 735

CITY OF SEASIDE			
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026			
	Fee	25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
Miscellaneous Apparatus, Conduits, and Conductors - for which a permit is required, but for which no fee is set forth. (This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs)	each	\$ 338	\$ 349
Whole-House Electrical	each	\$ 338	\$ 349
Refunds - Plan Check Fees 1st review not started (within 3 Business of Submittal) 100% of PC Fees Plan review more than 3 Business Days after the Date of Submittal No refund Refunds - Building Permit Fees No inspections and permit is active (not expired) 80% of BP Fees No inspections and permit is expired No refund Inspections were provided No refund NOTE: Fee Adjustments: In instances where the strict application of fees from this schedule would constitute a substantial inequity to an applicant or to the City, the Chief Building Official shall be authorized to adjust such fees on a case-by-case basis. Any such adjustments shall be recorded in writing and entered into the appropriate files. Fees identified in this Table consist of 50% Plan Review Fee and 50% Inspection Fee			

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 6,031.94	\$ 1.34	\$ 4,021.29	\$ 0.89	\$ 3,217.03	\$ 0.71
2,000	per project	\$ 8,041.67	\$ 2.23	\$ 5,361.11	\$ 1.49	\$ 4,288.89	\$ 1.19
5,000	per project	\$ 14,741.70	\$ 1.88	\$ 9,827.80	\$ 1.25	\$ 7,862.24	\$ 1.00
10,000	per project	\$ 24,127.81	\$ 1.07	\$ 16,085.20	\$ 0.71	\$ 12,868.16	\$ 0.57
25,000	per project	\$ 40,211.12	\$ 1.61	\$ 26,807.41	\$ 1.07	\$ 21,445.93	\$ 0.86
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ 8,041.67	\$ 1.01	\$ 5,361.11	\$ 0.67	\$ 4,288.89	\$ 0.54
5,000	per project	\$ 12,063.90	\$ 1.21	\$ 8,042.60	\$ 0.80	\$ 6,434.08	\$ 0.64
10,000	per project	\$ 18,096.09	\$ 0.62	\$ 12,064.06	\$ 0.41	\$ 9,651.25	\$ 0.33
50,000	per project	\$ 42,890.72	\$ 0.43	\$ 28,593.81	\$ 0.29	\$ 22,875.05	\$ 0.23
100,000	per project	\$ 64,336.11	\$ 0.64	\$ 42,890.74	\$ 0.43	\$ 34,312.59	\$ 0.34
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
100	per project	\$ 334.95	\$ 3.35	\$ 223.30	\$ 2.23	\$ 178.64	\$ 1.79
200	per project	\$ 669.89	\$ 1.67	\$ 446.60	\$ 1.12	\$ 357.28	\$ 0.89
600	per project	\$ 1,339.81	\$ 1.67	\$ 893.21	\$ 1.12	\$ 714.57	\$ 0.89
1,000	per project	\$ 2,009.71	\$ 0.67	\$ 1,339.80	\$ 0.45	\$ 1,071.84	\$ 0.36
1,500	per project	\$ 2,344.65	\$ 0.67	\$ 1,563.10	\$ 0.45	\$ 1,250.48	\$ 0.36
2,000	per project	\$ 2,679.60	\$ 1.34	\$ 1,786.40	\$ 0.89	\$ 1,429.12	\$ 0.71

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 6,562.60	\$ 1.87	\$ 4,375.07	\$ 1.25	\$ 3,500.06	\$ 1.00
2,000	per project	\$ 9,374.03	\$ 1.56	\$ 6,249.35	\$ 1.04	\$ 4,999.48	\$ 0.83
5,000	per project	\$ 14,062.36	\$ 1.13	\$ 9,374.91	\$ 0.75	\$ 7,499.92	\$ 0.60
10,000	per project	\$ 19,687.81	\$ 1.02	\$ 13,125.21	\$ 0.68	\$ 10,500.17	\$ 0.54
25,000	per project	\$ 34,999.67	\$ 1.40	\$ 23,333.11	\$ 0.93	\$ 18,666.49	\$ 0.75
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 4,022.23	\$ 1.34	\$ 2,681.49	\$ 0.89	\$ 2,145.19	\$ 0.71
2,000	per project	\$ 6,031.94	\$ 1.00	\$ 4,021.29	\$ 0.67	\$ 3,217.03	\$ 0.54
5,000	per project	\$ 9,046.51	\$ 0.60	\$ 6,031.01	\$ 0.40	\$ 4,824.81	\$ 0.32
10,000	per project	\$ 12,063.90	\$ 0.54	\$ 8,042.60	\$ 0.36	\$ 6,434.08	\$ 0.29
25,000	per project	\$ 20,105.55	\$ 0.80	\$ 13,403.70	\$ 0.54	\$ 10,722.96	\$ 0.43
One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere)							
Square Footage:							
1,000	per project	\$ 11,059.04	\$ 2.01	\$ 7,372.69	\$ 1.34	\$ 5,898.15	\$ 1.07
2,500	per project	\$ 14,073.61	\$ 3.35	\$ 9,382.41	\$ 2.23	\$ 7,505.93	\$ 1.79
4,000	per project	\$ 19,100.71	\$ 5.19	\$ 12,733.81	\$ 3.46	\$ 10,187.04	\$ 2.77
6,000	per project	\$ 29,487.03	\$ 3.35	\$ 19,658.02	\$ 2.23	\$ 15,726.42	\$ 1.79
8,000	per project	\$ 36,188.89	\$ 4.52	\$ 24,125.93	\$ 3.02	\$ 19,300.74	\$ 2.41

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Residential Repeat / Subsequent Lot Plan Check	per project	\$ 535.93	N/A	\$ 535.93	N/A	\$ 535.93	N/A
One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,500	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
200	per project	\$ 1,674.76	\$ 1.67	\$ 1,116.51	\$ 1.12	\$ 893.21	\$ 0.89
600	per project	\$ 2,344.65	\$ 1.70	\$ 1,563.10	\$ 1.13	\$ 1,250.48	\$ 0.90
1,000	per project	\$ 3,023.01	\$ 1.33	\$ 2,015.34	\$ 0.89	\$ 1,612.27	\$ 0.71
1,500	per project	\$ 3,687.29	\$ 1.34	\$ 2,458.19	\$ 0.89	\$ 1,966.55	\$ 0.71
2,000	per project	\$ 4,357.18	\$ 2.18	\$ 2,904.79	\$ 1.45	\$ 2,323.83	\$ 1.16
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
200	per project	\$ 1,339.81	\$ 1.67	\$ 893.21	\$ 1.12	\$ 714.57	\$ 0.89
600	per project	\$ 2,009.71	\$ 1.67	\$ 1,339.80	\$ 1.12	\$ 1,071.84	\$ 0.89
1,000	per project	\$ 2,679.63	\$ 1.34	\$ 1,786.42	\$ 0.89	\$ 1,429.13	\$ 0.71
1,500	per project	\$ 3,349.52	\$ 1.35	\$ 2,233.01	\$ 0.90	\$ 1,786.41	\$ 0.72
2,000	per project	\$ 4,022.23	\$ 2.01	\$ 2,681.49	\$ 1.34	\$ 2,145.19	\$ 1.07

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 6,433.34	\$ 1.01	\$ 5,361.11	\$ 3.05	\$ 4,288.89	\$ 0.67
2,000	per project	\$ 7,951.03	\$ 2.35	\$ 9,938.79	\$ 2.94	\$ 5,300.69	\$ 1.57
5,000	per project	\$ 15,012.61	\$ 3.43	\$ 18,765.76	\$ 4.29	\$ 10,008.41	\$ 2.29
10,000	per project	\$ 32,168.90	\$ 1.00	\$ 40,211.12	\$ 1.25	\$ 21,445.93	\$ 0.67
25,000	per project	\$ 47,181.49	\$ 1.89	\$ 58,976.86	\$ 2.36	\$ 31,454.32	\$ 1.26
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ 8,041.10	\$ 1.21	\$ 6,700.92	\$ 2.35	\$ 5,360.73	\$ 0.80
5,000	per project	\$ 12,866.65	\$ 1.93	\$ 16,083.32	\$ 2.41	\$ 8,577.77	\$ 1.29
10,000	per project	\$ 22,517.78	\$ 0.78	\$ 28,147.22	\$ 0.97	\$ 15,011.85	\$ 0.52
50,000	per project	\$ 53,614.82	\$ 0.60	\$ 67,018.53	\$ 0.75	\$ 35,743.21	\$ 0.40
100,000	per project	\$ 83,637.76	\$ 0.84	\$ 104,547.20	\$ 1.05	\$ 55,758.51	\$ 0.56
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
100	per project	\$ 535.94	\$ 5.36	\$ 446.61	\$ 4.47	\$ 357.29	\$ 3.57
200	per project	\$ 1,071.85	\$ 0.67	\$ 893.21	\$ 1.95	\$ 714.57	\$ 0.45
600	per project	\$ 1,339.81	\$ 0.67	\$ 1,674.76	\$ 0.84	\$ 893.21	\$ 0.45
1,000	per project	\$ 1,607.76	\$ 1.07	\$ 2,009.71	\$ 1.34	\$ 1,071.84	\$ 0.71
1,500	per project	\$ 2,143.70	\$ 1.07	\$ 2,679.63	\$ 1.34	\$ 1,429.13	\$ 0.71
2,000	per project	\$ 2,679.62	\$ 1.34	\$ 3,349.52	\$ 1.67	\$ 1,786.41	\$ 0.89

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 9,651.12	\$ 3.22	\$ 8,042.60	\$ 6.70	\$ 6,434.08	\$ 2.14
2,000	per project	\$ 14,476.67	\$ 1.61	\$ 18,095.84	\$ 2.01	\$ 9,651.12	\$ 1.07
5,000	per project	\$ 19,302.25	\$ 0.96	\$ 24,127.81	\$ 1.21	\$ 12,868.16	\$ 0.64
10,000	per project	\$ 24,125.54	\$ 0.82	\$ 30,156.92	\$ 1.03	\$ 16,083.69	\$ 0.55
25,000	per project	\$ 36,458.53	\$ 1.46	\$ 45,573.17	\$ 1.82	\$ 24,305.69	\$ 0.97
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 2,411.66	\$ 1.61	\$ 2,009.72	\$ 2.68	\$ 1,607.77	\$ 1.07
2,000	per project	\$ 4,825.55	\$ 1.07	\$ 6,031.94	\$ 1.34	\$ 3,217.03	\$ 0.71
5,000	per project	\$ 8,041.10	\$ 1.29	\$ 10,051.38	\$ 1.61	\$ 5,360.73	\$ 0.86
10,000	per project	\$ 14,476.67	\$ 0.54	\$ 18,095.84	\$ 0.67	\$ 9,651.12	\$ 0.36
25,000	per project	\$ 22,517.78	\$ 0.90	\$ 28,147.22	\$ 1.13	\$ 15,011.85	\$ 0.60

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
2026-27 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
1,000	per project	\$ 12,866.65	\$ 3.22	\$ 10,722.21	\$ 7.60	\$ 8,577.77	\$ 2.14
2,500	per project	\$ 17,692.22	\$ 4.29	\$ 22,115.28	\$ 5.36	\$ 11,794.82	\$ 2.86
4,000	per project	\$ 24,125.54	\$ 2.01	\$ 30,156.92	\$ 2.51	\$ 16,083.69	\$ 1.34
6,000	per project	\$ 28,147.22	\$ 2.01	\$ 35,184.02	\$ 2.51	\$ 18,764.81	\$ 1.34
8,000	per project	\$ 32,168.90	\$ 4.02	\$ 40,211.12	\$ 5.03	\$ 21,445.93	\$ 2.68
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ 1,607.76	\$ 1.34	\$ 1,339.80	\$ 3.35	\$ 1,071.84	\$ 0.89
600	per project	\$ 2,143.70	\$ 1.34	\$ 2,679.63	\$ 1.67	\$ 1,429.13	\$ 0.89
1,000	per project	\$ 2,679.62	\$ 1.08	\$ 3,349.52	\$ 1.35	\$ 1,786.41	\$ 0.72
1,500	per project	\$ 3,217.79	\$ 2.14	\$ 4,022.23	\$ 2.68	\$ 2,145.19	\$ 1.43
2,000	per project	\$ 4,289.64	\$ 2.14	\$ 5,362.05	\$ 2.68	\$ 2,859.76	\$ 1.43
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ 1,607.76	\$ 1.34	\$ 1,339.80	\$ 3.35	\$ 1,071.84	\$ 0.89
600	per project	\$ 2,143.70	\$ 1.34	\$ 2,679.63	\$ 1.67	\$ 1,429.13	\$ 0.89
1,000	per project	\$ 2,679.62	\$ 1.08	\$ 3,349.52	\$ 1.35	\$ 1,786.41	\$ 0.72
1,500	per project	\$ 3,217.79	\$ 2.14	\$ 4,022.23	\$ 2.68	\$ 2,145.19	\$ 1.43
2,000	per project	\$ 4,289.64	\$ 2.14	\$ 5,362.05	\$ 2.68	\$ 2,859.76	\$ 1.43

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF PLANNING DEPARTMENT FEES

		25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
PLANNING DEPARTMENT FEES			
AMENDMENTS			
General Plan Amendment	Actual Cost	Actual Cost	
Planned Unit Development Amendment (\$2,060 + \$103 per unit/lot ; used 40 unit lot for comparison) Planning PW/Eng	\$ 9,940	\$ 10,268	
Zoning Map Amendment	\$ 9,737	\$ 10,058	
Zoning Ordinance (text) Amendment	\$ 9,737	\$ 10,058	
Local Coastal Plan Amendment	\$ 9,737	\$ 10,058	
Use Permit Amendment	\$ 1,082	\$ 1,118	
Minor Use Permit Amendment	\$ 811	\$ 838	
Variance Amendment	\$ 1,082	\$ 1,118	
Design Review Amendment	\$ 811	\$ 838	
Tentative Parcel Map Amendment	\$ 811	\$ 838	
Tentative Subdivision (Tract) Map Amendment	Actual Cost	Actual Cost	
Sphere of Influence Amendment	\$ 2,166	\$ 2,237	
Master Sign Program Amendment	Actual Cost	Actual Cost	
Development Agreement Amendment	Actual Cost	Actual Cost	
Specific Plan Amendment- \$2,000 deposit	Actual Cost	Actual Cost	
ANNEXATION			
Annexation	Actual Cost	Actual Cost	
APPEALS			
Planning Commission (from ZA,BAR & Staff interpretation) PW/Eng - only if appeal involved Eng. condition, add fee	\$ 1,082 \$ 206	\$ 1,118 \$ 213	
City Council (from Planning Commission) PW/Eng - only if appeal involved Eng. condition, add fee	\$ 788 \$ 206	\$ 814 \$ 213	
ARCHITECTURAL REVIEW			
Residential			
One and Two Family - New Construction Planning PW/Eng Fire	\$ 1,200	\$ 1,200	
One and Two Family - Addition that adds less than 50% of the structure Planning PW/Eng Fire	\$ 500	\$ 500	
Multi-family - New Construction Planning PW/Eng Fire	\$ 1,200	\$ 1,200	
Multi-family - Addition that adds less than 50% of the structure Planning PW/Eng	\$ 814	\$ 841	

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCEHDLUE OF PLANNING DEPARTMENT FEES

		25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
PLANNING DEPARTMENT FEES			
	Fire		
	Commercial		
	New Construction (includes shell only) Planning PW/Eng Fire	\$ 1,500	\$ 1,500
	Addition/Remodel that adds less than 50% of the structure Planning PW/Eng Fire	\$ 1,100	\$ 1,100
	Exterior Façade (ex. Window, awning, exterior color change) Planning Fire	\$ -	\$ -
	Planning PW/Eng		
DEVELOPMENT AGREEMENTS			
	Application (includes modifications) - Deposit \$25,000	Actual Cost Determined in Agreement	Actual Cost Determined in Agreement
	Annual Review/Monitoring		
ENVIRONMENTAL REVIEW			
	Environmental Impact Report Initial Study and Negative Declaration/Mitigated Negative Declaration Mitigated Monitoring Environmental Addendum Certificate of Exemption	Actual Cost Actual Cost Actual Cost Actual Cost = 1 hour time	Actual Cost Actual Cost Actual Cost Actual Cost = 1 hour time
HISTORIC AND CULTURAL RESOURCE PRESERVATION			
	Historic Landmark Designation	\$ 4,058	\$ 4,192
	Certificate of Appropriateness review	\$ 2,166	\$ 2,237
	Certificate of Appropriateness review - demolition	\$ 2,166	\$ 2,237
	Certificate of Appropriateness review - disaster damage		
LIMITED TERM PERMITS			
	Commercial Planning Fire	\$ 250	\$ 250
	Non-Profit Planning Fire	\$ 100	\$ 100
	Filming Permits - Actual cost currently (no deposit) Planning	\$ 1,029	\$ 1,063

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF PLANNING DEPARTMENT FEES

		25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
PLANNING DEPARTMENT FEES			
	Fire		
	Christmas Tree/Pumpkin Lots (Profit)	\$ 1,029	\$ 1,063
	Special Events Application	\$ 134	\$ 138
MISCELLANEOUS			
	Home Occupation Permit	\$ 89	\$ 92
	Garage Sale Permit	\$ 15	\$ 15
	Planning - Building Plan Review (incl. plan review and inspection)	\$ 271	\$ 280
	Planning - Re-inspection	\$ 271	\$ 280
	Commercial Outdoor Dining Area Permit Application	\$ 500	\$ 500
	Outdoor Dining Program Annual Rental Fee (per occupied parking space)	\$ 2,000	\$ 2,000
PLANNED UNIT DEVELOPMENT			
	Planned Unit Development	\$ 9,737	\$ 10,058
PRE-APPLICATION REVIEW			
	One and Two Family Residential projects	\$ 778	\$ 804
	Planning		
	PW/Eng		
	Commercial and Multi-family projects (50,000 sq ft or less)	\$ 1,222	\$ 1,262
	Planning		
	PW/Eng		
	Commercial and Multi-family projects (> 50,000 sq ft)	\$ 1,427	\$ 1,474
	Planning		
	PW/Eng		
PRECISE PLAN (SPECIFIC PLAN)			
	Application	Actual Cost	Actual Cost
SIGN PERMITS			
	Sign Permit (BAR approval)-fixed signs	\$ 350	\$ 350
	Sign Permit (administrative approval; sign face change)	\$ 131	\$ 135
	Temporary Signs	\$ 131	\$ 135
	Master Sign Program	\$ 750	\$ 750
	Nonconforming Sign - exception request	\$ 1,354	\$ 1,399
SUBDIVISIONS			
	Tentative Map (up to 4 lots)	\$ 6,497	\$ 6,711
	Planning		
	PW/Eng		
	Tentative Map (5 or more lots)	\$ 9,614	\$ 9,931
	Planning		
	PW/Eng		
	Lot Line Adjustment	\$ 1,902	\$ 1,965

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF PLANNING DEPARTMENT FEES

		25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
PLANNING DEPARTMENT FEES			
	Planning PW/Eng Lot Merger Planning PW/Eng	\$ 1,360	\$ 1,405
USE PERMIT			
	Residential		
	One and Two Family Residential Planning PW/Eng	\$ 800	\$ 800
	Multi-family Residential Planning PW/Eng	\$ 1,000	\$ 1,000
	Commercial		
	Commercial (< 5K sq ft) Planning PW/Eng Fire	\$ 1,000	\$ 1,000
	Commercial (5K sq ft or greater) Planning PW/Eng Fire	\$ 1,500	\$ 1,500
	Other		
	Minor Use Planning PW/Eng	\$ 700	\$ 700
	Day Care (Large Family child or adult day care home 7-14 capacity, as defined in the CA Code of Regulations); (* includes 2 inspections) Planning Fire	\$ 513	\$ 513
VARIANCE			
	Residential		
	One and Two Family Residential Planning PW/Eng	\$ 3,347	\$ 3,457

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCEHDULE OF PLANNING DEPARTMENT FEES

		25/26 Adopted (2.4%)	26/27 Adopted (3.3%)
PLANNING DEPARTMENT FEES			
	Variance - Fence/Accessing Structure		
	Multi-family Residential Planning PW/Eng	\$ 4,970	\$ 5,134
	Commercial Commercial Planning PW/Eng	\$ 3,473	\$ 3,588
OTHER FEES			
	Cannabis Dispensary Application Fee	\$ 8,000	\$ 8,000
	Mobile-home Park Conversions, Closures, and Cessation of Use Fee	\$ 2,166	\$ 2,237
	Deferred Completion Agreement	\$ 1,082	\$ 1,118
	Floodplain Development Permit	\$ 1,082	\$ 1,118
	Tentative Parcel Map Waiver	\$ 2,166	\$ 2,237
	Planning Commission Interpretation	\$ 2,166	\$ 2,237
	Real Property Disclosure Report	\$ 221	\$ 228
	Administrative Review for Radio, Satellite and Dish Antennas	\$ 1,082	\$ 1,118
	Zoning Confirmation Letter	\$ 1,082	\$ 1,118
	Zoning Clearance	\$ 129	\$ 133
	Advanced Planning Surcharge: (Charged on all new construction for building plans (e.g. additions, new buildings), pw/eng, fire permits, and development applications)	0.3% of building valuation	0.3% of building valuation
HOURLY RATES			
	Planning Services	\$ 271	\$ 280
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers (e.g. Consultants) if required to process the specific application.		

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF ENGINEERING DIVISION FEES

		25/26 Adopted* (2.4%)	26/27 Adopted (3.3%)	Notes
ENGINEERING DIVISION FEES				
1.0	BUILDING PERMIT PROCESSING - see 4.1c, 9 & 10 for possible add'l fees			
1.1	Plan Review (includes grading, infrastructure, public improvements)			
a	One and Two Family Residential	\$ 108	\$ 112	
b	Commercial and Multi-family Residential up to 1 acre- (Minimum Non-Refundable Deposit of \$382)	Actual Cost	Actual Cost	d
c	Commercial and Multi-family Residential > 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Costs (Costs associated with site work, grading, drainage & sewer utility)	Actual Cost	Actual Cost	d
1.2	Inspection (includes grading, infrastructure, public improvements)			
a	One and Two Family Residential-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
b	Commercial and Multi-family Residential up to 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
c	Commercial and Multi-family Residential > 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
2.0	ENCROACHMENT PERMIT			
	Plan Check - Standard	\$ 219	\$ 226	
	Sewer Connection (each) (incl 2 visits)	\$ 480	\$ 496	
	Utility Line Installations (ex. Water,power) - Up to 200 LF (incl 2 visits)	\$ 436	\$ 450	
	Utility Line Installations - > 200 LF (each 200 LF)	\$ 325	\$ 336	
	Pavement Restoration (0-100 sf) \$30/sf with a minimum non-refundable deposit of \$818	Actual Cost	Actual Cost	a
	Pavement Restoration (>100 sf) \$20/sf with a minimum non-refundable deposit of \$2,205	Actual Cost	Actual Cost	b
	New Construction Curb/Gutter (per 200 LF)	\$ 325	\$ 336	
	Sidewalk (repair and replace) (per 200 LF) - PROPERTY OWNERS	\$ 325	\$ 336	
	Sidewalk (repair and replace) (per 200 LF) - UTILITIES	\$ 325	\$ 336	
	Driveway (repair and replace) (per opening)	\$ 325	\$ 336	
	Right-of-Way Access/Entry (ex. Roofers, scaffolding, temporary construction barrier)	\$ 325	\$ 336	
	Right-of-Way Construction/ Portable Unit (per every 2 weeks) - (ex. dumpster, storage bin)	\$ 45	\$ 45	
	Traffic Control/ Lane Closure (per set-up and per day of implementation; each set-up requires a separate inspection) - Actual Cost; Minimum \$45 + \$45 per day (except residential street)	Actual cost	Actual cost	d
	Traffic Control - Traffic Signal operation call-out	\$300/visit	\$300/visit	
	Encroachment Permit Depositor Bond- (improvements <\$25,000)	\$ 1,000	\$ 1,000	
	Public Improvements > \$25,000, 100% cost of public improvements	100%	100%	
	Outdoor Dining Parklet Fees (application and annual rental fee for each parking space)	\$528 Application + \$2,113/Parking	\$545 Application + \$2,183/Parking	
2.1	Transportation Permit (maximum set by state law)			
	Single Trip	\$ 16	\$ 16	

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF ENGINEERING DIVISION FEES

		25/26 Adopted* (2.4%)	26/27 Adopted (3.3%)	Notes
	ENGINEERING DIVISION FEES			
3.0	MAPS			
	(see also Planning Subdivisions for add'l fees; see also 4.2 and 4.3)			
	Lot Line Adjustment (includes 2 reviews)- Minimum Non-Refundable Deposit of \$1310	Actual cost	Actual cost	d
	Lot Merger (includes 2 reviews)-Minimum Non-Refundable Deposit of \$1637	Actual cost	Actual cost	d
	Tentative Parcel Map (up to 4 lots)-Minimum Non-Refundable Deposit of \$1637	Actual cost	Actual cost	d
	Tentative Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3820	Actual cost	Actual cost	d
	Final Parcel Map (1-4 lots) -Minimum Non-Refundable Deposit of \$1637	Actual cost	Actual cost	d
	Final Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3820	Actual cost	Actual cost	d
	Map Additional Review- Minimum Non-Refundable Deposit of \$246	Actual cost	Actual cost	d
4.0	DEVELOPMENT PLAN REVIEW AND INSPECTION			
4.1	Improvement Plan Review			
a	Improvement Plan Check (1/2 hr max)	No cost	No cost	
b	Improvement Plan Check (each additional 1/2 hr, minimum non-refundable deposit of \$165)	Hourly Rate	Hourly Rate	c
c	Improvement Inspection (Minimum Non-Refundable Deposit of \$165)	Hourly Rate	Hourly Rate	c
4.2	Hydrology/ Hydolic Studies Review			
a	Hydrology/Hydraulic Studies (0-20 acres) - Minimum Non-Refundable Deposit of \$1310	Actual Cost	Actual Cost	d
b	Hydrology/Hydrolc Studies (>-20 acres)- Minimum Deposit of \$2,183	Actual Cost	Actual Cost	d
4.3	Sewer Studies Review			
a	Sewer Studies (0-5 units)- Minimum Non-Refundable Deposit of \$1,650	Actual Cost	Actual Cost	d
b	Sewer Studies (>5 units) - Minimum Non-Refundable Deposit of \$2,183	Actual Cost	Actual Cost	d
4.4	Boarch of Architectual Review - see 9 & 10 for possible add'l fees			
	Residential			
a	One and Two Family - New Construction	\$ 108	\$ 112	
	One and Two Family - Addition that adds less than 50% of the structure	\$ 108	\$ 112	
	Multi-family - New Construction	\$ 219	\$ 226	
	Multi-family - Addition that adds less than 50% of the structure	\$ 219	\$ 226	
	Commercial			
b	New Construction (includes shell only)	\$ 219	\$ 226	
	Addition/Remodel that adds less than 50% of the structure	\$ 219	\$ 226	

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF ENGINEERING DIVISION FEES

		25/26 Adopted* (2.4%)	26/27 Adopted (3.3%)	Notes
	ENGINEERING DIVISION FEES			
5.0	OTHER FEES			
	Encroachment Agreements - Minimum Non-Refundable Deposit of \$682	Actual Cost	Actual Cost	d
	Abandonment/Vacation (Modifications/Processing) - \$3,409 Non-Refundable Deposit	Actual Cost	Actual Cost	d
	Board Up Houses	Actual Cost	Actual Cost	d
	Commemorative Sign Application	\$ 71	\$ 73	
	Monument Placement-Minimum Non-Refundable Deposit of \$2,273	Actual Cost	Actual Cost	d
6.0	TRAFFIC ADVISORY			
	Traffic Advisory Committee Request	\$ 78	\$ 81	
	Traffic Advisory Committee Request - Blue Curb Review	\$ 25	\$ 25	
7.0	SEWER SERVICES			
	Sewer Line Overflow Response - <i>(Regular Business Hours) Rate plus Materials-1Hr Minimum</i>	241/hr	241/hr	
	(Outside Regular Business Hours) Rate plus Materials	507/hr	507/hr	
8.0	STREET MAINTENANCE			
	Marking Curb - per curb (20 ft maximum length)	\$ 556	\$ 574	
	Installation of one sign	\$ 556	\$ 574	
9.0	STORM WATER			
9.1	STORMWATER CONTROL PLAN- New or Replaced Impervious Surface			
a	Pre-review Meeting	\$ 219	\$ 226	
b	Small Project (includes 2 reviews) - 2,500 - 5,000 Sq Ft. (TIER 1)	\$ 436	\$ 450	
c	Small Project (each additional review) - 2,500 - 5,000 Sq Ft	\$ 108	\$ 112	
d	Medium Project (includes 2 reviews) - 5,000 - 15,000 Sq Ft- Minimum Non-Refundable Deposit \$4,545 (TIER 2)	Actual Cost	Actual Cost	d
e	Medium Project (each additional review) - 5,000 - 15,000 Sq Ft-	Actual Cost	Actual Cost	d
f	Large Project (includes 2 reviews) - > 15,000 Sq Ft- Minimum Non-Refundable Deposit \$15,281 (TIER 3 & 4)	Actual Cost	Actual Cost	
g	Large Project (each additional review) - > 15,000 Sq Ft	Actual Cost	Actual Cost	d
h	Inspection of privately maintained post-construction treatment devices	\$ 219	\$ 226	
i	Response to clean up of a foreign material dumped or washed into a storm drain - <i>(Regular Business Hours) Rate plus Materials- 1Hr Minimum</i>	237/hr	245/hr	
	(Outside Regular Business Hours) Rate plus Materials	510/hr	527/hr	

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF ENGINEERING DIVISION FEES

		25/26 Adopted* (2.4%)	26/27 Adopted (3.3%)	Notes
ENGINEERING DIVISION FEES				
10.0	STORMWATER POLLUTION PREVENTION PLAN(SWPPP) REVIEW AND INSPECTION			
	Storm Water Pollution Prevention (SWPPP)-applies to soil disturbance greater than 1 acre - Minimum Non-Refundable Deposit \$569	Actual Cost	Actual Cost	d
	SWPPP Inspections - Minimum Non-Refundable Deposit \$320	Actual Cost	Actual Cost	d
11.0	TREE PERMITS			
	(Required on private property for trimming or removal)			
	1-5 trees	\$ 139	\$ 144	
12.0	PLANNING COMMISSION REVIEW-DEVELOPMENT APPLICATIONS			
12.1	AMENDMENTS			
	General Plan Amendment	\$ 219	\$ 226	
	Planned Unit Development Amendment	\$ 219	\$ 226	
	Zoning Map Amendment	\$ 219	\$ 226	
	Zoning Ordinance (text) Amendment	\$ 219	\$ 226	
	Local Coastal Plan Amendment	\$ 219	\$ 226	
	Use Permit Amendment	\$ 108	\$ 112	
	Minor Use Permit Amendment	\$ 108	\$ 112	
	Design Review Amendment	\$ 219	\$ 226	
	Tentative Parcel Map Amendment-Minimum Non-Refundable Deposit \$1,136	Actual Cost	Actual Cost	d
	Tentative Subdivision (Tract) Map Amendment-Minimum Non-Refundable Deposit \$1,704	Actual Cost	Actual Cost	d
12.2	APPEALS			
	Planning Commission (from ZA,BAR & Staff interpretation)	\$ 219	\$ 226	
	City Council (from Planning Commission)	\$ 219	\$ 226	
12.3	VARIANCE			
a	Residential			
	One and Two Family Residential	\$ 108	\$ 112	
	Multi-family Residential	\$ 108	\$ 112	
b	Commercial			
	Commercial (> 5,000 square feet)	\$ 443	\$ 458	
	Minor Commercial (, 5,000 square feet)	\$ 222	\$ 229	
13.0	HOURLY RATES			
	Engineering Services	\$ 397	\$ 410	
	Engineering Services - after business hours (OT, 2 hour minimum)	\$ 443	\$ 458	
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.			

a	Estimated cost for City to perform paving is \$30/sf. Fee is calculated by multiplying excavation area in square feet by \$30. If calculated amount is less than \$750, then the charge is \$750.			
b	Estimated cost for City to perform paving is \$20/sf. Fee is calculated by multiplying excavation area in square feet by \$20.			
c	See section 13 for Engineering Services hourly rates.			
d	The minimum non-refundable deposit is charge for City to perform initial work. If cost for staff time exceeds minimum deposit, additional charges will accrue at actual cost. See Section 13 for staff costs.			

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF RECREATION DIVISION FEES

	Effective 06/01/2026 through 12/31/2026			
	25/26 Adopted (2.4%)	25/26 Adopted (2.4%)		
Fee Service	Resident Fees	Non Resident Fees		
Preschool Programs				
Fees per class	\$8.25	\$10.00		
Family - per month				
After School Program				
Individual - per month	\$30.00	\$41.00		
Family - per month	20% discount to siblings residing in same household	20% discount to siblings residing in same household		
Intercession Day Camp Program				
Full Day - Sports/Day Camp	\$97.00	\$134.00		
3 hours Sports/Day Camp	\$21.00	\$29.00		
1/2 day camp (Playland)	\$41.75	\$57.00		
Youth Sports				
Tennis per class	\$5.75	\$7.00		
Adult Sports				
Team Fee (10 games per season)	\$550.00	\$609.00		
Contract Classes Programs				
Classes - subjects, schedules and cost vary depending on community interests, availability of instructors, facilities and materials				
Special Events Programs				
Vendor (Flea Market/Craft)	\$61.00	\$88.00		
Commercial	\$79.00	\$114.00		
4th of July Vendor fees	\$103.75	\$148.00		
Facility Rentals - Oldemeyer				
Oldemeyer Auditorium Per hour charge	\$56.25	\$177.00		
Barbecue Facility	\$58.00	\$83.00		
Room Deposit - total (15% non-refundable due day of rental)	\$655.00	\$939.00		
Alcohol Deposit - 35% non refundable	\$638.00	\$915.00		
VFW - Friday 5-11 pm	\$415.00	\$594.00		
Avenue of Flags - Sunday 5-11 pm	\$361.00	\$516.00		
Facility Rental- Soper				
Soper Field Community Center				
Large Meeting Room (3 hour minimum)	\$59.25	\$95.00		
Room Deposit - total (15% non-refundable due day of rental)	\$348.00	\$501.00		
Alcohol Deposit - 35% non refundable	\$638.00	\$915.00		
Dance Studio				
0-3 hrs. (per hour)	\$43.75	\$108.00		
Every hour over 3 (per hour)	\$20.00	\$51.00		
Seahorse Room Rental				
0-3 hrs. (per hour)	\$43.75	\$71.00		
Every hour over 3 (per hour)	\$20.00	\$32.00		
Seaside Room				
0-3 hrs. (per hour)	\$43.75	\$71.00		
Every hour over 3 (per hour)	\$20.00	\$32.00		

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF RECREATION DIVISION FEES

	Effective 06/01/2026 through 12/31/2026			
	25/26 Adopted (2.4%)	25/26 Adopted (2.4%)		
Fee Service	Resident Fees	Non Resident Fees		
Blackhorse Room/Senior				
0-3 hrs. (per hour)	\$43.75	\$87.00		
Every hour over 3 (per hour)	\$20.00	\$37.00		
Bayonet Room Rental				
0-3 hrs. (per hour)	\$43.75	\$71.00		
Every hour over 3 (per hour)	\$20.00	\$32.00		
Non-profit Organization - applies to all rooms except Laguna Grande Hall (4 hrs maximum)	\$37.00	\$54.00		
Aquatics Private Rentals-Pattullo Swim Center				
2 hours - up to 50 people	\$199.00	\$286.00		
2 hours - up to 100 people	\$218.00	\$314.00		
2 hours - up to 125 people	\$259.00	\$371.00		
Use of Slide	\$29.00	\$41.00		
Additional 1/2 hour	\$44.00	\$61.00		
Deposit	\$97.00	\$137.00		
NP-Seaside Dolphins Swim Team	\$23.00	\$33.00		
NP-CSUMB	\$23.00	\$33.00		
NP-MPUSD Special Ed. Student	\$23.00	\$33.00		
NP-MCOE Special Ed Student	\$23.00	\$33.00		
Cypress Synchronized Club	\$36.00	\$52.00		
Rental of Pool for Scuba Classes - Added in 18/19	54.00/hr	59.00/hr		
Senior Programs				
Senior Theme Lunches (AOA)	\$4.00	\$4.00		
Senior Trips				
Aquatics Programs				
Swim Lessons	\$48.00	\$66.00		
Water Exercise / 2 days wk	\$23.75	\$69.00		
Water Exercise / 5 days wk	\$36.00	\$108.00		
Adult Water Exercise Class Drop-in Rate	\$8.50	\$11.00		
Lap Swim				
Adult Drop In	\$5.75	\$7.00		
Senior / Military / College Drop-In	\$3.50	\$4.00		
Recreation Swim				
Adult Drop In	\$5.75	\$7.00		
Senior / College Student / Youth / Military Drop In	\$3.50	\$4.00		
Commercial Rental (per hr)	\$104.75	\$144.00		
Recreation Swim Card				
Youth Recreation Card (per mo.)	\$15.25	\$22.00		
Youth Recreation Card (per Yr.)	\$103.75	\$142.00		
Senior/College/Military Card (per mo.)	\$22.50	\$31.00		
Senior/College/Military Card (per yr.)	\$134.50	\$186.00		
Senior Gold Card (per mo.) for Senior Swim Only	\$16.75	\$24.00		

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF RECREATION DIVISION FEES

	Effective 06/01/2026 through 12/31/2026			
	25/26 Adopted (2.4%)	25/26 Adopted (2.4%)		
Fee Service	Resident Fees	Non Resident Fees		
Senior Gold Card (per yr.) for Senior Swim Only	\$109.75	\$152.00		
Adult Lap Card (per mo.)	\$34.00	\$47.00		
Adult Lap Card (per yr.)	\$276.25	\$382.00		
Adult Couple / Corporate (per mo.)	\$52.25	\$73.00		
Adult Couple / Corporate (per yr.)	\$361.75	\$501.00		
Family - up to 4 people / (per mo.)	\$70.00	\$97.00		
Family - up to 4 people / (per yr.)	\$471.00	\$651.00		
Family - up to 8 people / (per mo.)	\$86.50	\$119.00		
Family - up to 8 people / (per yr.)	\$623.25	\$862.00		
All military personnel and their families regardless of residency	20% discount	20% discount		
Family discount - siblings residing in same household & enrolling in same activity	20% discount	20% discount		
Park Reservation				
Laguna Grande				
Up to 49 People - BBQ	\$50.00	\$68.00		
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00		
50-100 People - BBQ	\$82.00	\$102.00		
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00		
101-150 People - BBQ	\$121.00	\$151.00		
Cleaning Deposit - 25% is Non Refundable	\$198.00	\$227.00		
Bounce House (each) No Electricity	\$34.00	\$38.00		
Cancellation Fee	\$13.00	\$15.00		
Soper Park				
Up to 49 People - Small BBQ	\$50.00	\$68.00		
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00		
50-100 People - Large BBQ	\$82.00	\$102.00		
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00		
101-150 People - Entire BBQ Area	\$121.00	\$151.00		
Cleaning Deposit - 25% is Non Refundable	\$198.00	\$227.00		
Bounce House (each) No Electricity	\$34.00	\$38.00		
Cancellation Fee	\$13.00	\$15.00		
Ellis Park-Oldemeyer				
Up to 49 People - BBQ	\$50.00	\$68.00		
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00		
Bounce House (each) No Electricity	\$34.00	\$38.00		
Cancellation Fee	\$12.00	\$12.00		
Metz Park				
Up to 49 People - BBQ	\$50.00	\$68.00		
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$76.00		
50-100 People - BBQ	\$82.00	\$102.00		
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$129.00		
Bounce House (each) No Electricity	\$34.00	\$38.00		
Cancellation Fee	\$12.00	\$12.00		
Robert's Lake Park - Outdoor Classroom				
Up to 49 People - BBQ	\$46.00	\$61.00		
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$71.00		

CITY OF SEASIDE
ADOPTED MASTER FEE SCHEDULE EFFECTIVE 7/1/2026
SCHEDULE OF RECREATION DIVISION FEES

	Effective 06/01/2026 through 12/31/2026			
	25/26 Adopted (2.4%)	25/26 Adopted (2.4%)		
Fee Service	Resident Fees	Non Resident Fees		
Bounce House (each) No Electricity	\$32.00	\$36.00		
Cancellation Fee	\$12.00	\$12.00		
City Hall Lawn				
Up to 49 People - BBQ	\$46.00	\$61.00		
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$71.00		
50-100 People - BBQ	\$76.00	\$95.00		
Cleaning Deposit - 25% is Non Refundable	\$104.00	\$119.00		
101-150 People - BBQ	\$112.00	\$138.00		
Cleaning Deposit - 25% is Non Refundable	\$183.00	\$211.00		
Bounce House (each) No Electricity	\$32.00	\$36.00		
Cancellation Fee	\$12.00	\$12.00		
Metz Basketball Court				
1-4 Hours (per hour)	\$12.00	\$20.00		
All-Day Reservation	\$59.00	\$101.00		
Cleaning Deposit - 25% is Non Refundable	\$70.00	\$81.00		
Ballfield Field Group Usage*				
Facility Use Fee	\$212/per day or 1-4 hours \$29/hr	\$233/per day or 1-4 hours \$31/hr		
Cleaning Deposit- nonrefundable 25%	\$198.00	\$227.00		
Lighting Fee	\$32.50/hr	\$36/hr		
*Facility Use Agreements are needed for Ballfield Field Group Usage with a term no more than 2 years.				

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
ADOPTING A COMPREHENSIVE FEE SCHEDULE FOR CITY SERVICES**

WHEREAS, the City of Seaside ("City") establishes fees and charges for municipal services, permits, applications, inspections, recreation programs, and other City services; and

WHEREAS, the City Council desires to maintain a fee schedule that reasonably reflects the cost of providing municipal services while ensuring that the cost of services benefiting individual users is borne primarily by those users rather than the general taxpayers; and

WHEREAS, the City retained Willdan Financial Services to prepare a Comprehensive User Fee Study and Cost Allocation Plan to evaluate the City's cost of providing services and recommend updated fees based upon accepted cost allocation and cost recovery methodologies; and

WHEREAS, the Comprehensive User Fee Study evaluated fees administered by the Finance and City Clerk, Building and Code Enforcement, Planning, Engineering, Recreation, Fire, Police, and Animal Services Departments; and

WHEREAS, the Comprehensive User Fee Study establishes the estimated reasonable cost of providing each service and provides the basis for the fees proposed for adoption; and

WHEREAS, the City Council finds that the fees adopted by this Resolution do not exceed the estimated reasonable cost of providing the services for which the fees are imposed and are therefore consistent with applicable provisions of the California Constitution, including Article XIII C, Section 1(e), and applicable provisions of the California Government Code; and

WHEREAS, for development-related fees subject to Government Code Sections 66016 through 66018, the City made available the data supporting the proposed fees at

least ten (10) days prior to the public hearing and conducted a duly noticed public hearing to consider the proposed fees and receive public testimony;

NOW, THEREFORE BE IT RESOLVED, that The City Council hereby adopts the Comprehensive Fee Schedule attached hereto as Exhibit B, as amended by the City Council during the public hearing, and incorporated herein by this reference as the City's authorized rates, fees, and charges for the identified municipal services. Except as otherwise provided herein, the fees set forth in Exhibit B shall become effective upon the effective date of this Resolution. Pursuant to Government Code Section 66017, the Building, Engineering, and Planning fees shall become effective on September 1, 2026. Recreation fees shall become effective on January 1, 2027, to maintain consistency with the City's Recreation Activity Guide and established program registration cycle. During these transition periods, the fee schedules contained in Exhibit C shall remain in effect until the applicable implementation dates.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of July 2026, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED TO FORM:

Sheri L. Damon, City Attorney



CITY OF SEASIDE STAFF REPORT

Item No.: 10.A.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager

DATE: July 2, 2026

**SUBJECT: RECEIVE AN UPDATE ON SEASIDE CAR WEEK EVENTS
SCHEDULED FROM AUGUST 10, 2026, THROUGH AUGUST 15,
2026**

RECOMMENDATION

Receive the report.

BACKGROUND

Every year in August, Monterey County hosts multiple car shows in what is commonly referred to as "Monterey Car week". This year the festivities begin on Friday, August 7, 2026, and will conclude on Sunday, August 16, 2026, with the Pebble Beach Concours d'Elegance. During the week, the City of Seaside will play to multiple car shows.

- **Monday, August 10, 2026** - The Porsche Monterey Classic - This event will take place on Del Monte Avenue from 3pm - 8pm, and featured over three hundred Porsche sports cars, from classics to newer models. There was also a variety of live performances, and food and drink offerings by Monterey Peninsula businesses.
- **Monday, August 10, 2026 - Wednesday August 12, 2026** - Automobilia Collectors Expo (ACE) - ACE is the kickoff to Monterey Car Week with three days dedicated to the art, objects and stories behind the cars.
- **Friday, August 14, 2026** - The Paddock Monterey - Held at the Bayonet Black Horse Golf Course from 3pm-8pm. The Paddock Monterey brings together an array of vehicles from the intriguingly quirky to the last in innovation and mobility. The event celebrates the diversity of automotive technology, design, and culture, offering something for every enthusiast, from future concepts to timeless classics.

- **Saturday, August 15, 2026** - Concours d'LeMons - The event will be held on the lawn at City Hall from 8:00am - 1:00pm, and will feature some of the worst Hoopties, rust buckets, mifits, and mistakes of the auto world. There will be celebrity judges who will be winning the coveted thrift shop trophies. This show is free to the public.
- **Saturday, August 15, 2026** - Lemons Rally 10th anniversary - Held at Laguna Grande Parkf from 8:30am-1:30pm. There will be 20-30 cars with an award ceremony.
- **Saturday, August 15, 2026** - Concorso Italiano - This event will be held at Bayonet & Black Horse Golf Course from 9:30am - 4:00pm, and will feature more than 800 vehicles of Italian origin, and its atmosphere is on the vehicles on display, conversation between people who love and appreciate them, and elements of Italian style such as fashion, food, music and art. Tickets for this event are required.
- **Saturday, August 15, 2026** - Exotics on Broadway - This event will be held on Broadway and Fremont Avenues from 1pm-6pm, and will feature over 125 rare and exotic cars from all around the world. This event is free to the public, and parking for the event will be on Eucalyptus road with a free shuttle to the event.

Staff will be working with Voler Strategic Advisors in the development and implementation of a traffic advisory plan that will be disseminated to the public on a variety of different platforms. With the three high-profile events that are taking place on Saturday, August 15th, it is important that the community is aware of the increased traffic throughout the City.

FISCAL IMPACT

There is no fiscal impact on this item.

STRATEGIC PRIORITY

Vibrant Local Economy, Diverse and Inclusive Community

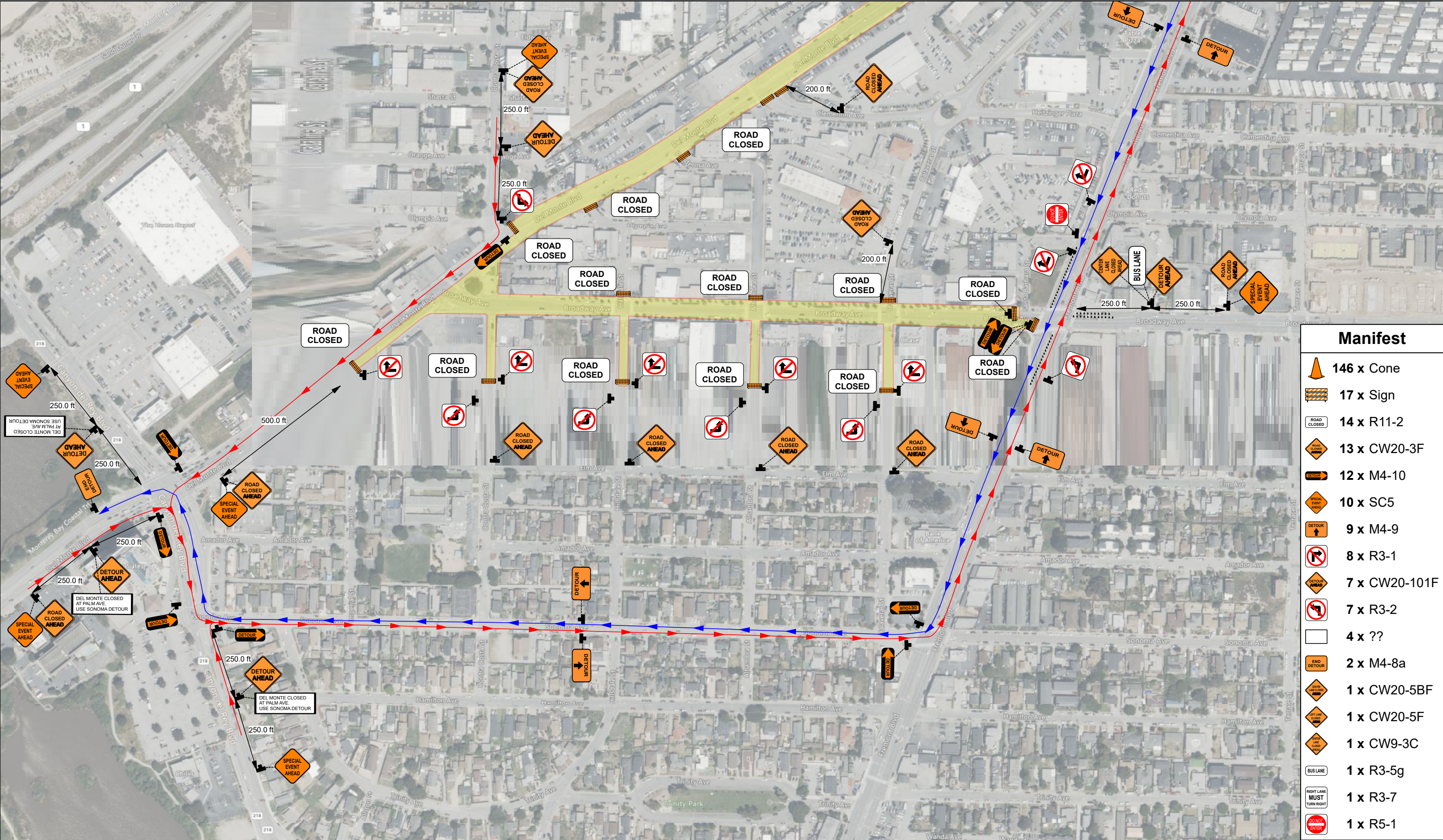
ATTACHMENTS

1. Exotics TCP
2. EOB2026-Layout (1)
3. EOB2026-LAYOUT

Reviewed for Submission to the City Council by:

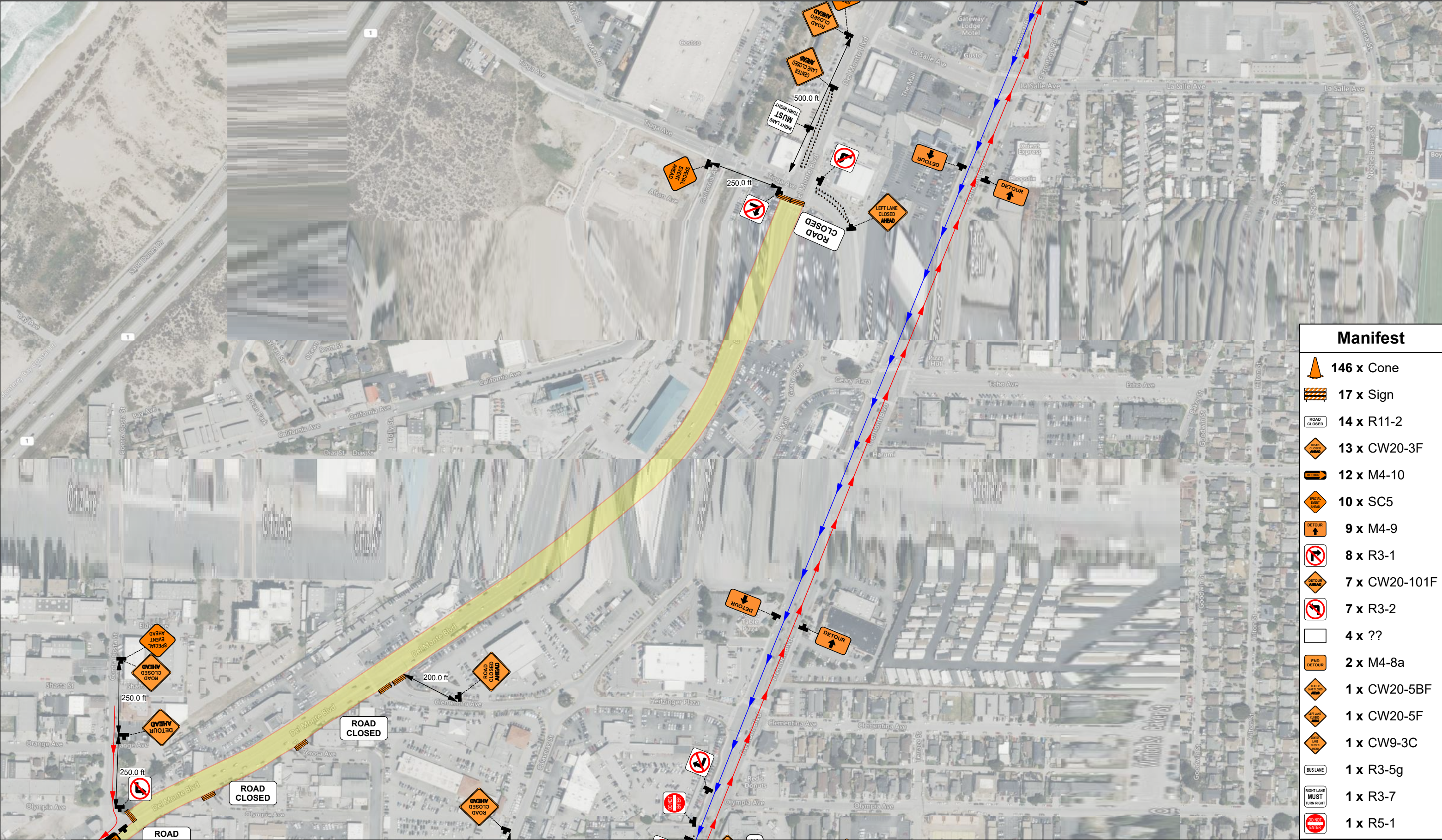


Greg McDanel, City Manager



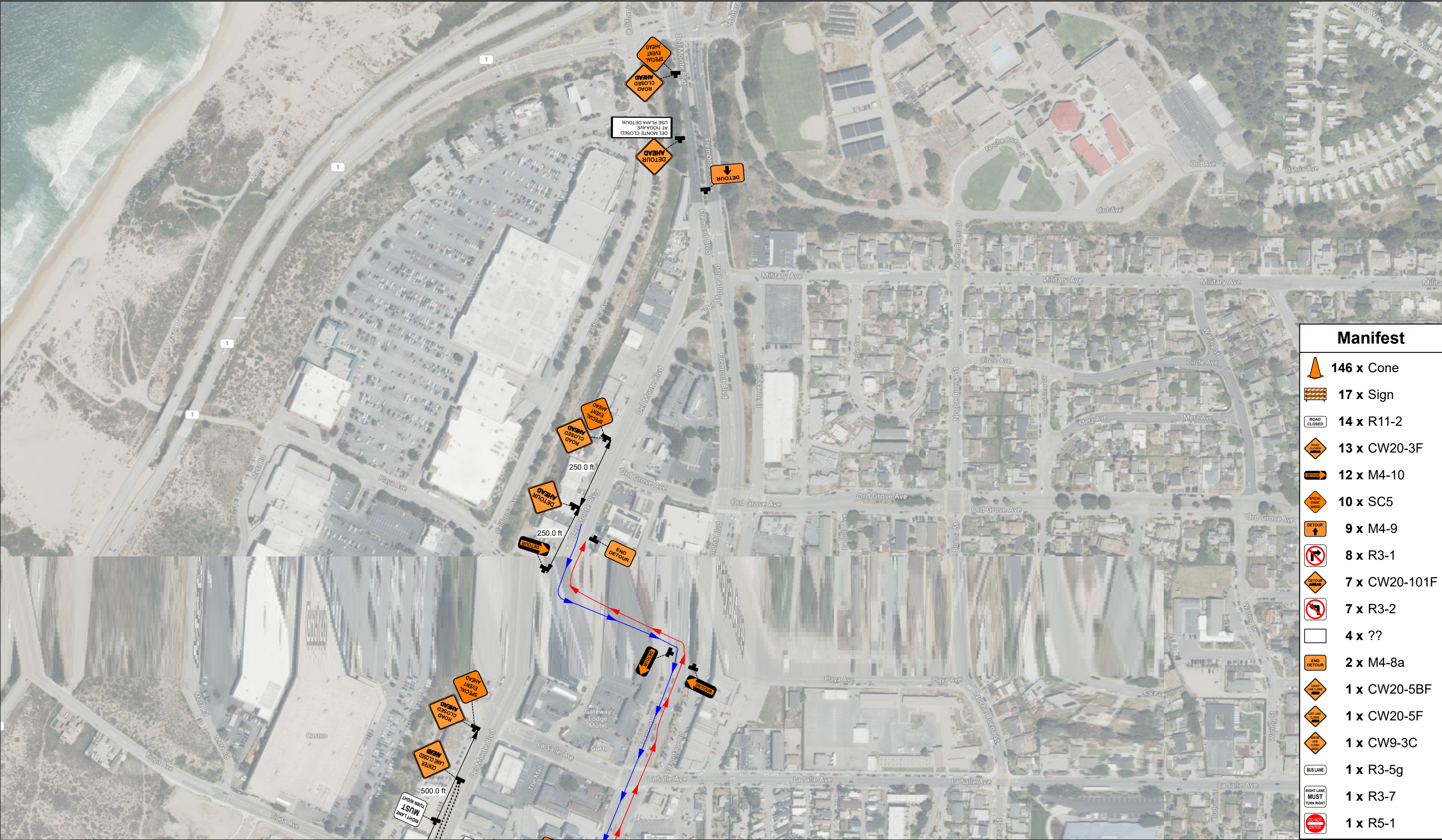
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	CITY OF SEASIDE 440 HARCOURT AVE. SEASIDE, CA 93955 TEL: 831.899.6700 WEBSITE: WWW.CI.SEASIDE.CA.US	APPROVED FOR CONSTRUCTION:	DESIGNED BY:	NO.	DATE:	REVISIONS:	EXOTICS ON BROADWAY 2026 TRAFFIC CONTROL PLAN CITY OF SEASIDE	SCALE:
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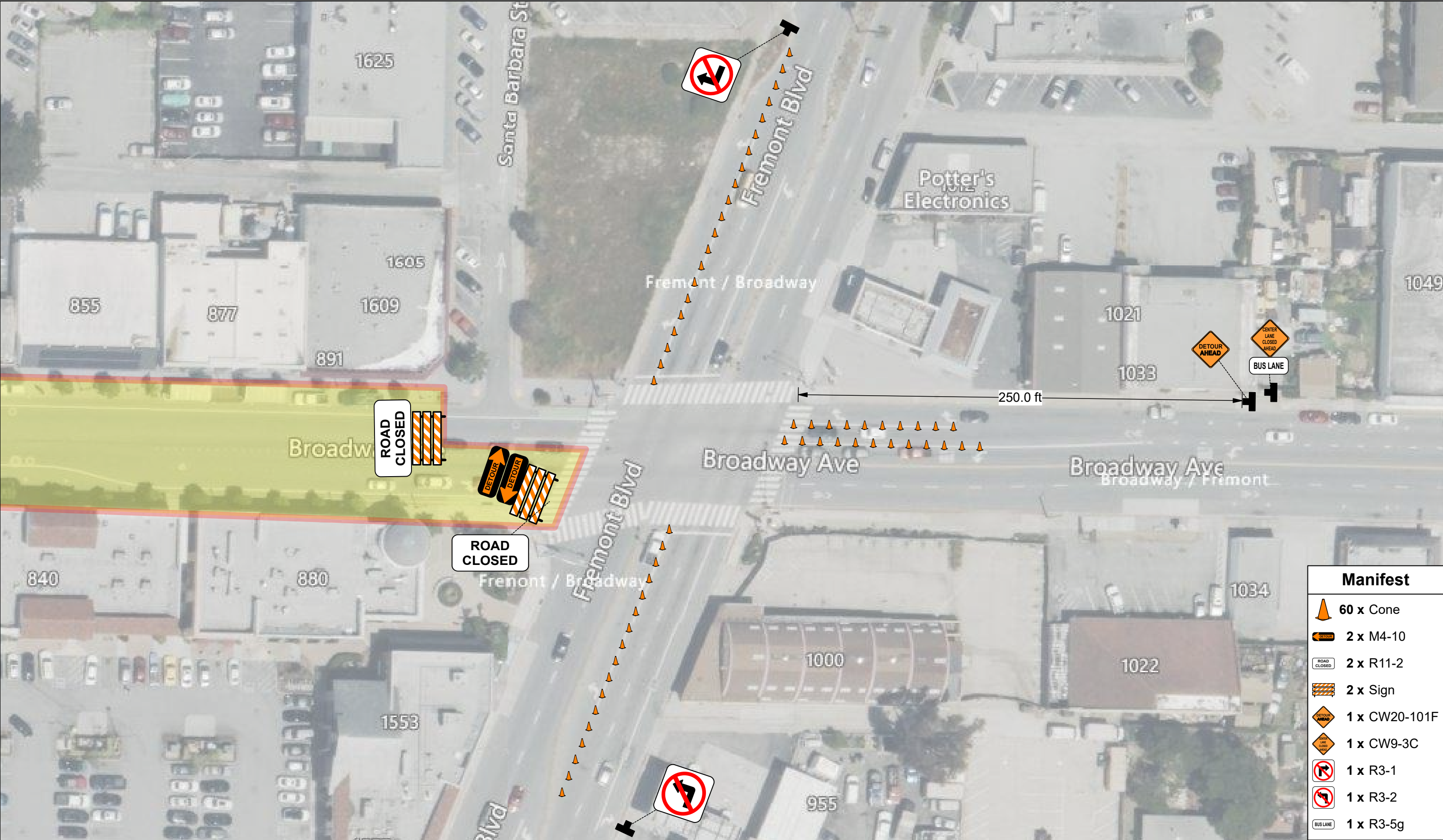
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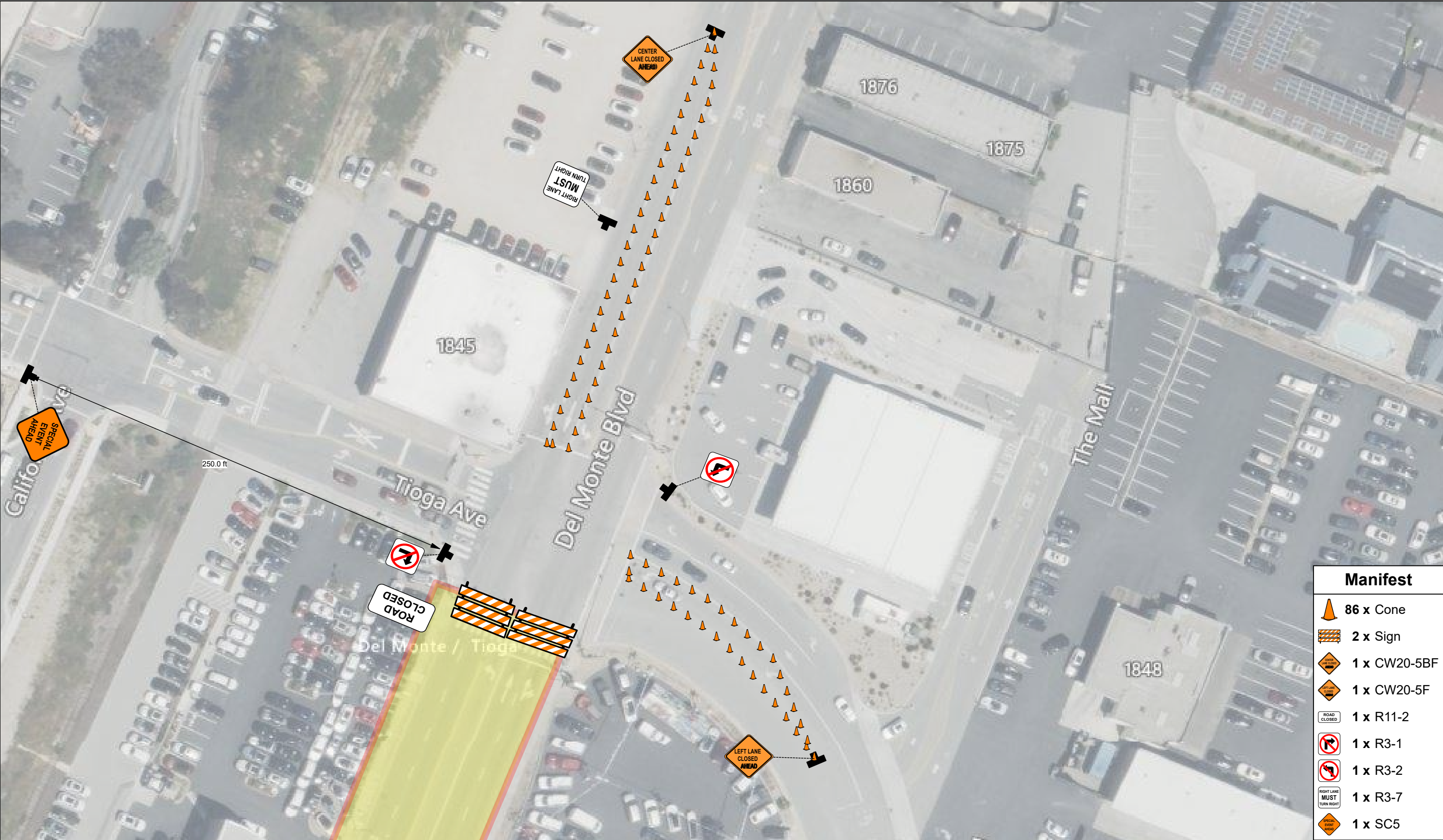


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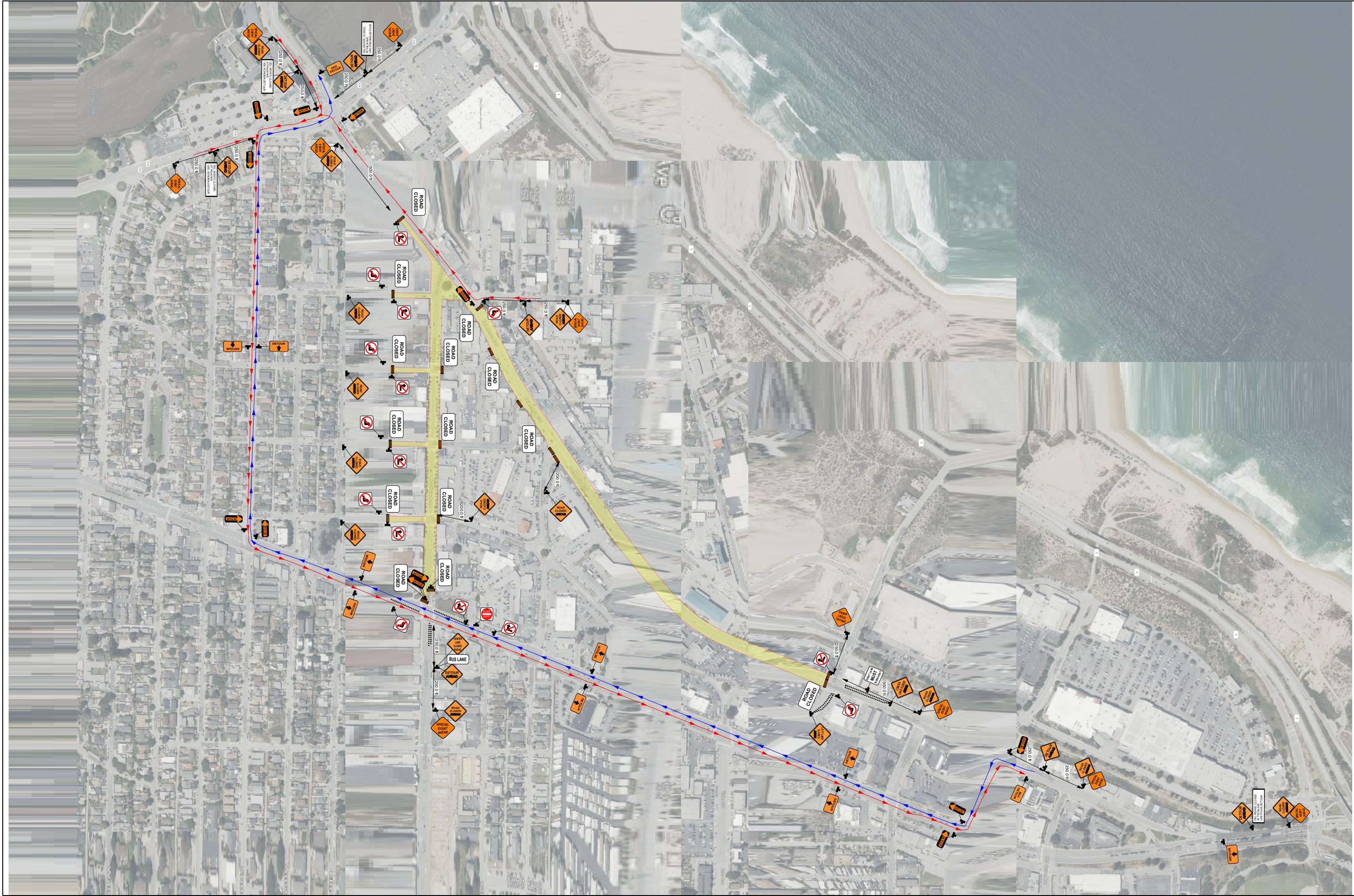


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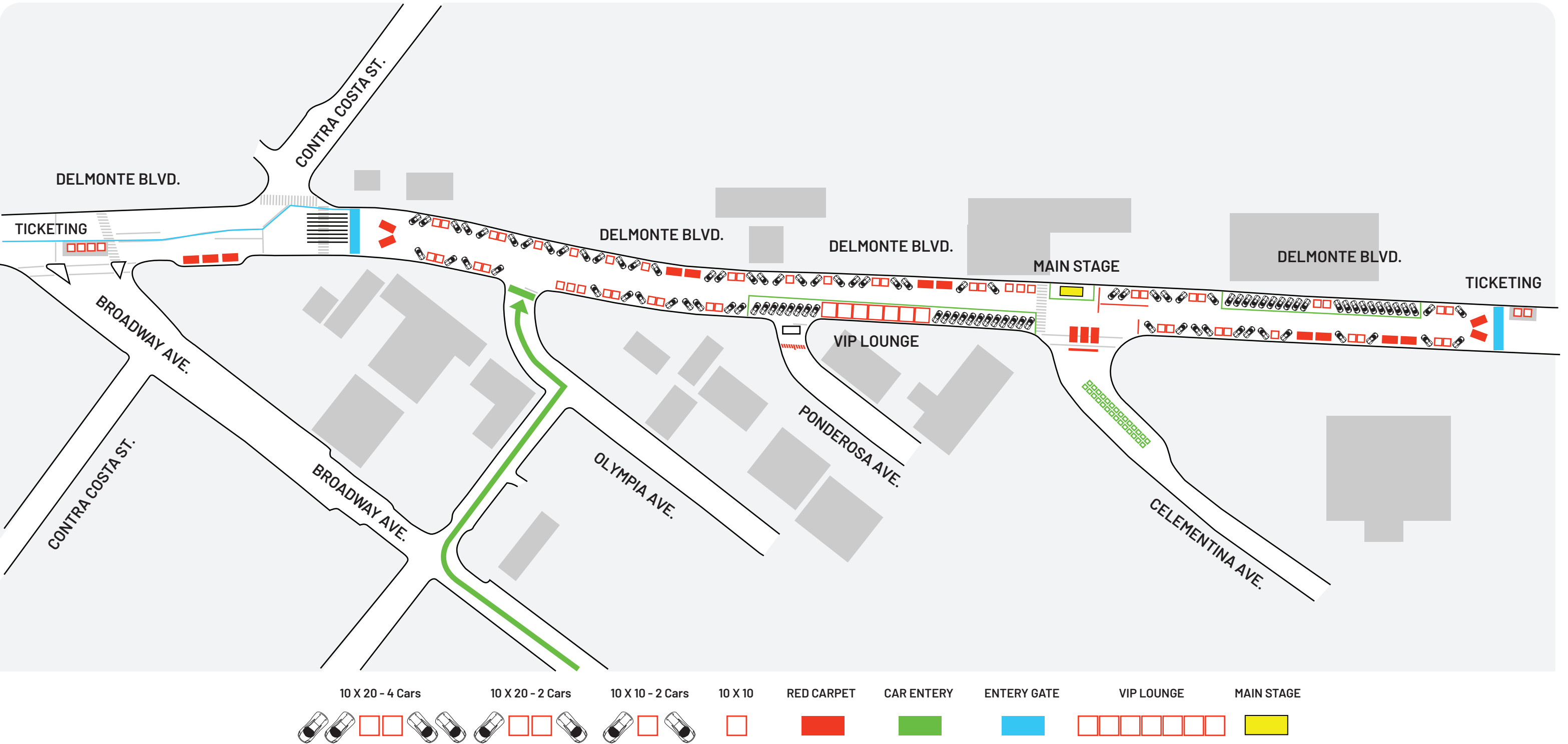
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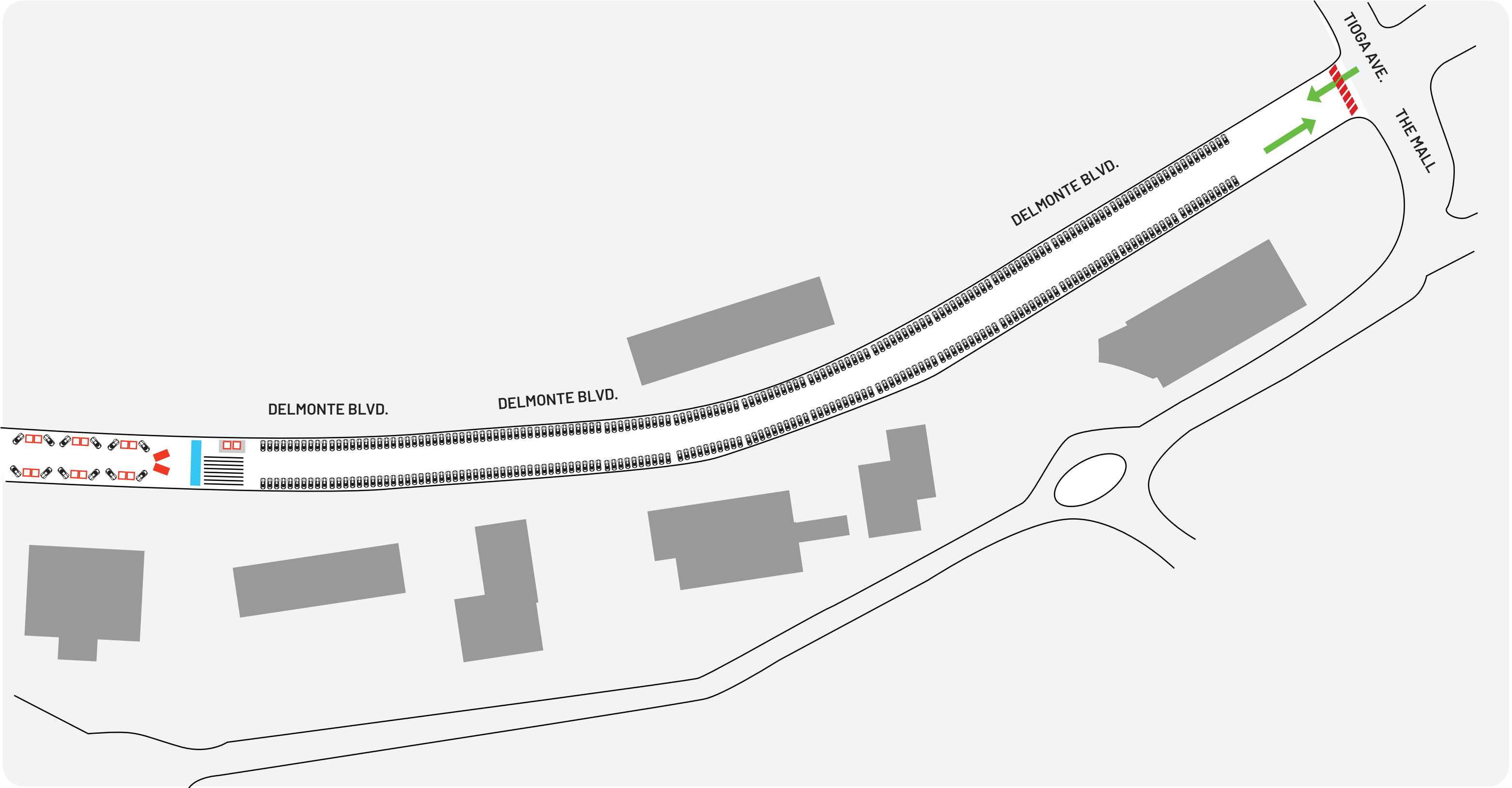
	CITY OF SEASIDE 440 HARCOURT AVE. SEASIDE, CA 93955 TEL: 831.899.6700 WEBSITE: WWW.CI.SEASIDE.CA.US	APPROVED FOR CONSTRUCTION:		DESIGNED BY:	NO.	DATE:	REVISIONS:	EXOTICS ON BROADWAY 2026		SCALE:
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The People's Show
MONTEREY CAR WEEK

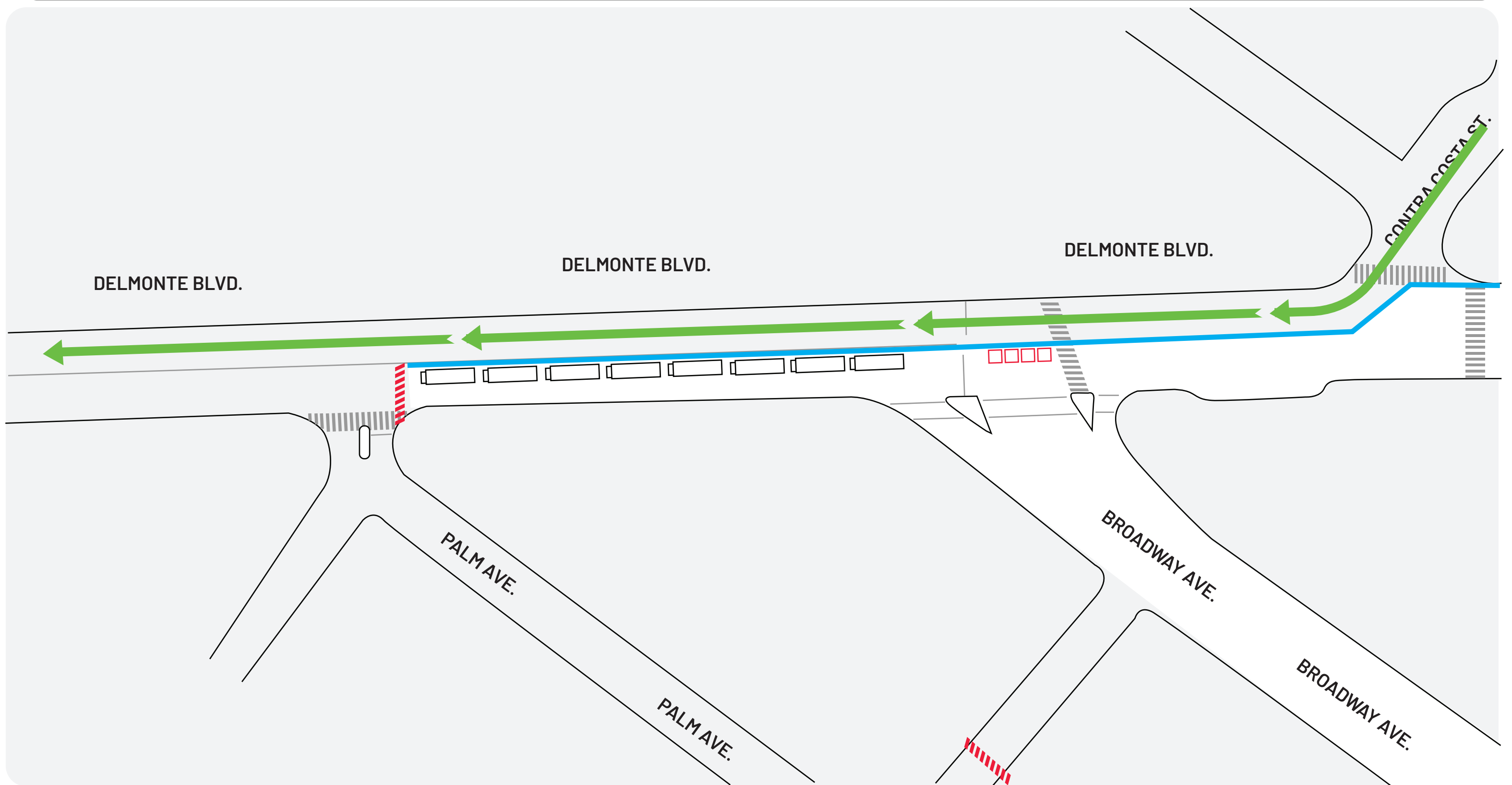
DELMONTE BLVD MAIN





The People's Show
MONTEREY CAR WEEK

DELMONTE BLVD FOOD AREA

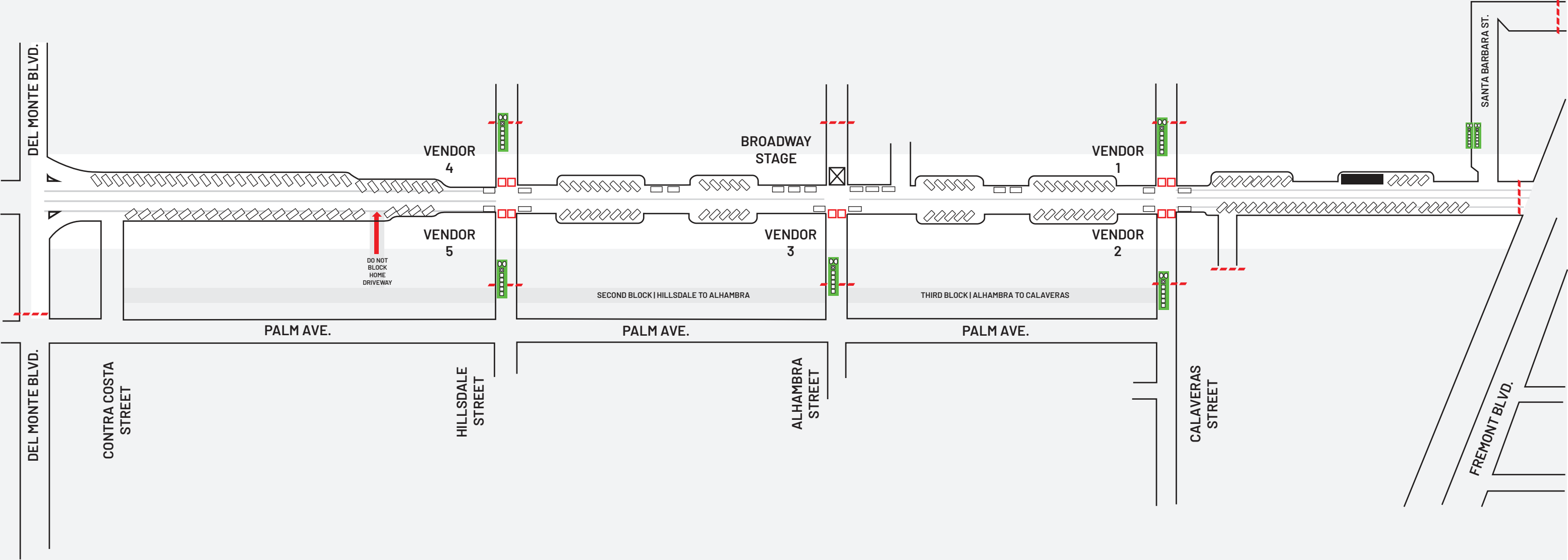


EXOTICS ON BROADWAY

The People's Show

MONTEREY CAR WEEK

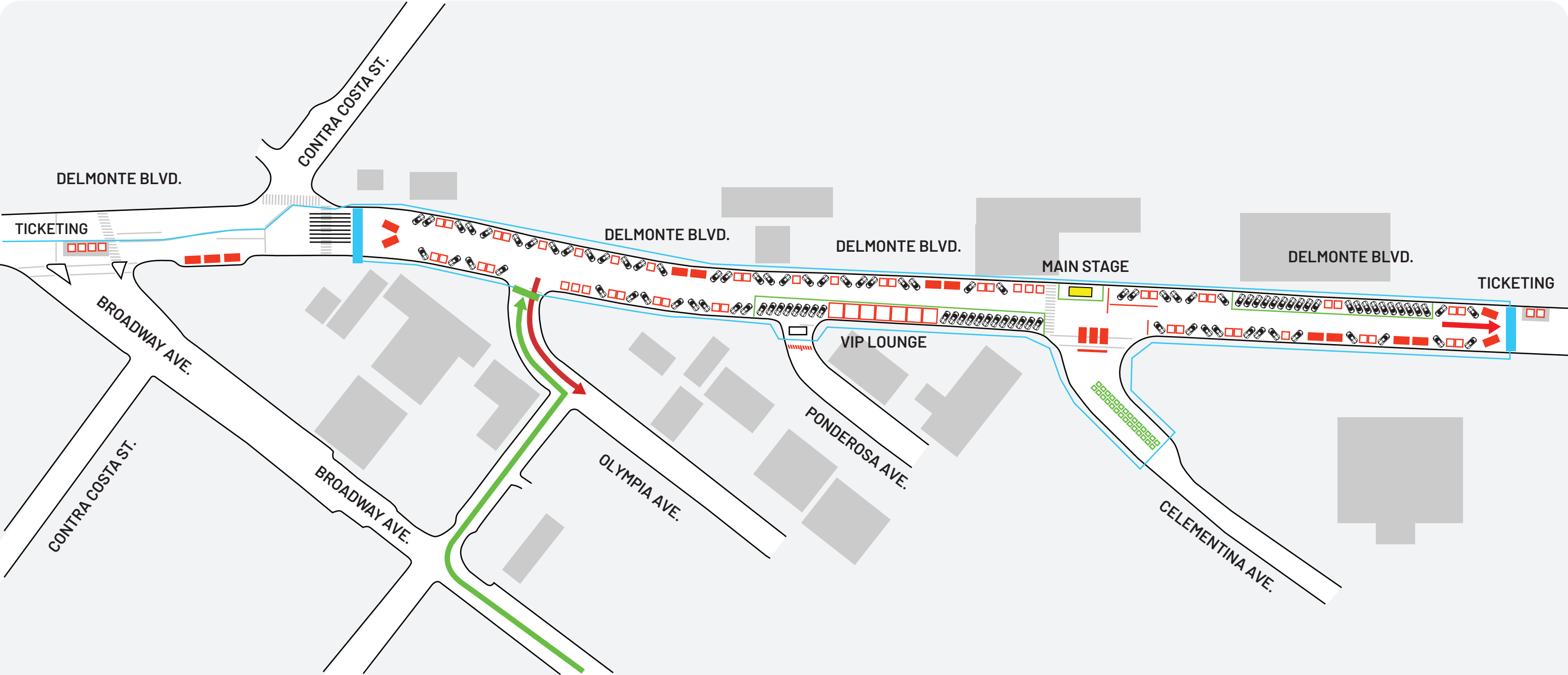
BROADWAY



EXOTICS ON BROADWAY

The People's Show
MONTEREY CAR WEEK

DELMONTE BLVD MAIN



EMERGENCY EXITS

VEHICLES ENTER

10 X 20 - 4 Cars

10 X 20 - 2 Cars

10 X 10 - 2 Cars

10 X 10

RED CARPET

CAR ENTRY

ENTRY GATE

VIP LOUNGE

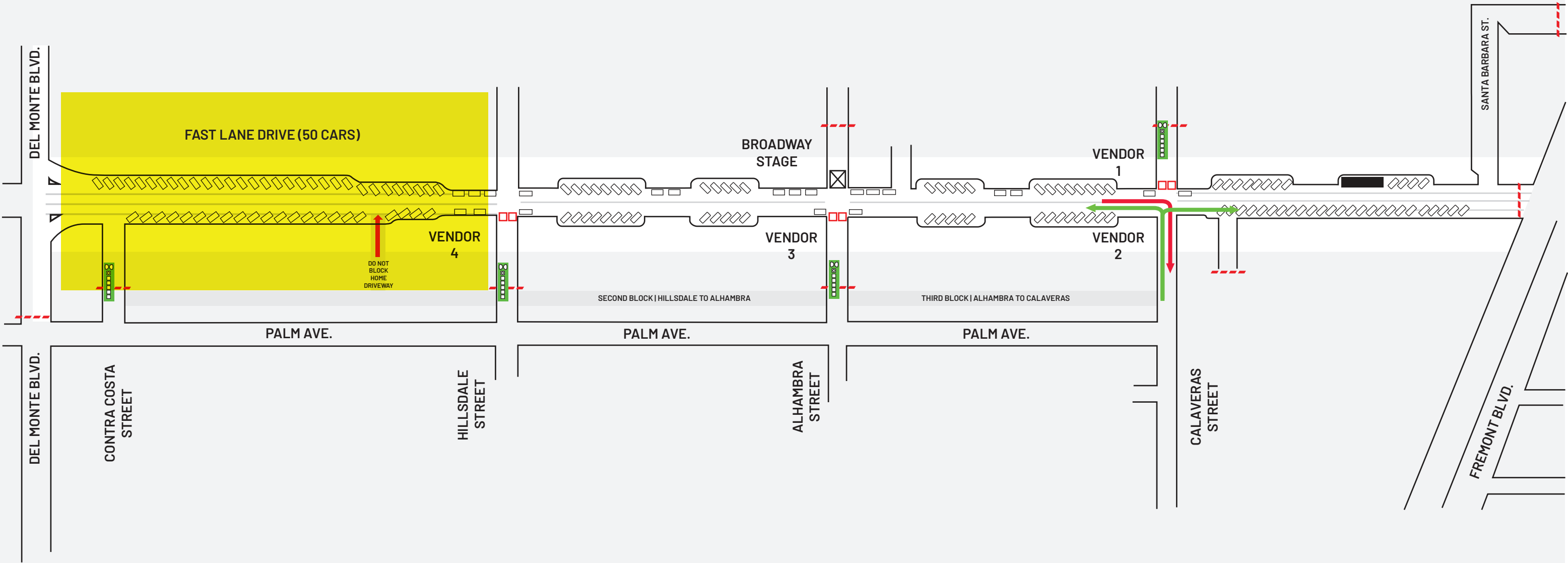
MAIN STAGE

EXOTICS ON BROADWAY

The People's Show

MONTEREY CAR WEEK

BROADWAY



POSSIBLE EXPANSION
TO INCLUDE VIP CARS OF 50

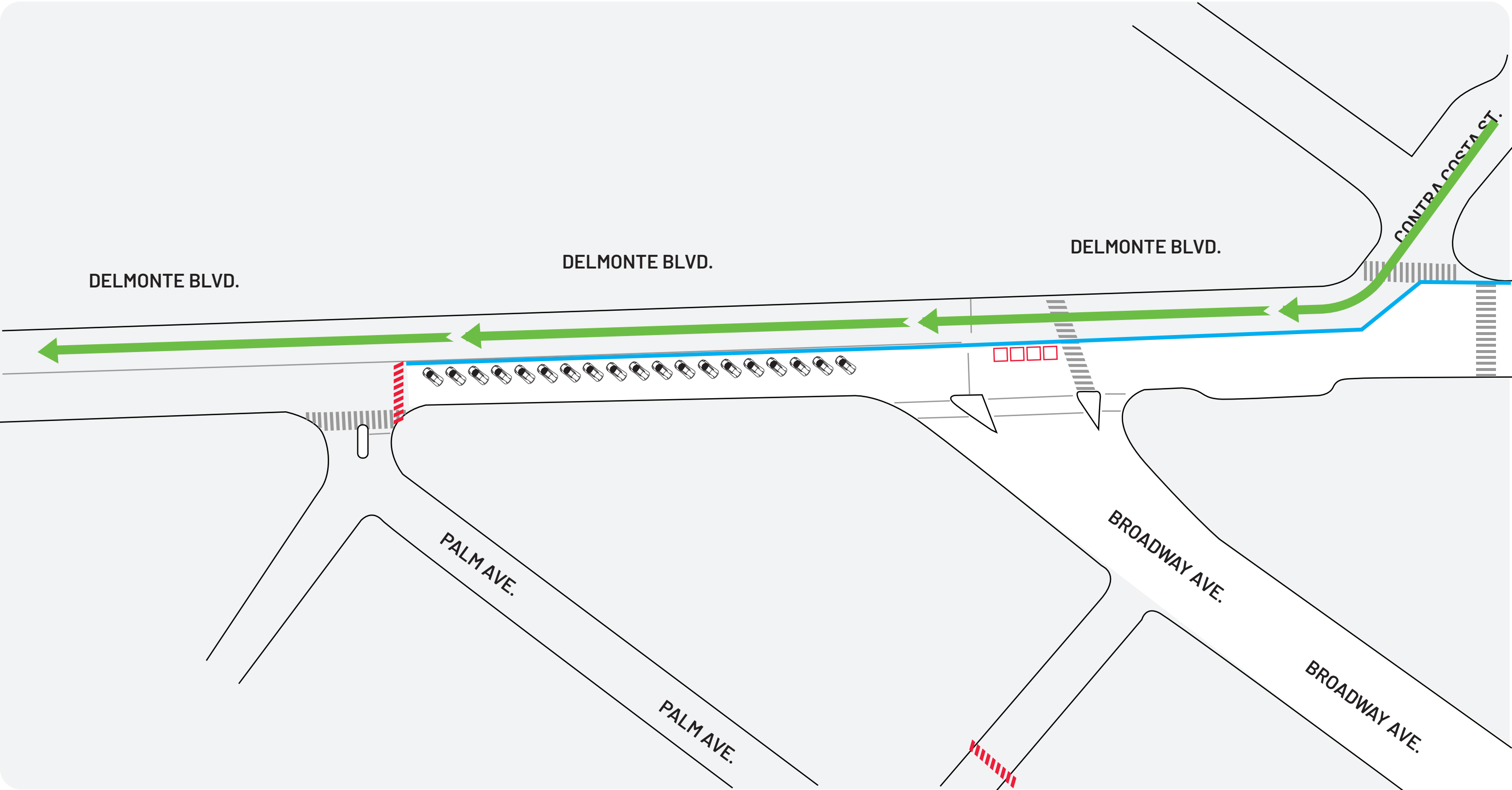
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THE MALL





CITY OF SEASIDE STAFF REPORT

Item No.: 10.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Greg McDanel, City Manager

DATE: July 2, 2026

SUBJECT: ADOPT A RESOLUTION RENAMING THE COMMUNITY SOCIAL SERVICES GRANT PROGRAM AS THE YOUTH OPPORTUNITY GRANT PROGRAM, APPROVING THE REVISED POLICY, AND FY 2026-2027 REQUEST FOR PROPOSALS

RECOMMENDATION

Approve program renaming the Community Social Services Grant Program as the Youth Opportunity Grant Program, approving the revised Youth Opportunity Grant Program Policy, and approving the FY 2026-2027 Youth Opportunity Grant Program Request for Proposals.

BACKGROUND

The City of Seaside established the Community Social Services Grant Program in Fiscal Year 2020-2021 to support nonprofit, community-based, faith-based, and fiscally sponsored organizations that provide programs and services benefiting Seaside residents.

Since its inception, the program has awarded approximately \$2.5 million through 43 grants supporting a broad range of community services, including youth development, education, recreation, public health, mental health, senior services, homelessness prevention, and community-building initiatives.

At its January 15, 2026 meeting, the City Council discussed the history and future direction of the program and provided policy direction regarding transparency, evaluation criteria, accountability measures, and funding priorities, including direction to

narrow the program scope toward youth-serving activities.

On June 4, 2026, the City Council adopted a formal Community Social Services Grant Program Policy. The adopted policy established a framework for administration of future grant funding cycles and focused eligible funding on programs and services primarily benefiting Seaside children, adolescents, and transitional-age youth age 24 and younger. At that meeting, staff also committed to return with a Request for Proposals for Council review and approval prior to issuing the next grant cycle.

Following Council's June 4 action, staff prepared the FY 2026-2027 Request for Proposals consistent with the adopted policy and Council direction. The RFP establishes the application requirements, eligible program areas, evaluation process, scoring matrix, reporting expectations, and tentative schedule for the upcoming funding cycle. In addition, the City Council requested that the program be renamed the Youth Opportunity Grant Program. The revised name more clearly communicates the Council's youth-focused policy direction while maintaining continuity with the previously established Community Social Services Grant Program. The revised policy attached to the resolution makes conforming name changes and retains the substantive framework adopted by the City Council.

The proposed RFP and revised policy continue to emphasize:

- Programs and services primarily benefiting Seaside youth age 24 and younger.
- Transparent application requirements and published evaluation criteria.
- A 100-point scoring matrix focused on youth-related community needs, program design and feasibility, anticipated outcomes and impact, equity and reach, organizational readiness and partnerships, and cost-effectiveness and match.
- A minimum 10 percent cash or in-kind match from applicants.
- City Council authority over final grant funding decisions.
- Quarterly progress and expenditure reporting, final outcome reporting, and participation in Blue Ribbon Task Force meetings during the grant cycle.

Approval of the resolution will rename the program, approve the revised policy, and authorize issuance of the FY 2026-2027 RFP. All grant awards will return to the City Council for future consideration and approval. Approval of the RFP does not obligate the City to award funding to any applicant or in any specific amount.

FISCAL IMPACT

There is no direct fiscal impact associated with renaming the program, approving the revised policy, or approving issuance of the FY 2026-2027 RFP. Funding for future Youth Opportunity Grant Program awards will be determined by City Council through

the annual budget process or subsequent Council action. All grant awards remain subject to future City Council approval.

STRATEGIC PRIORITY

Diverse and Inclusive Community, Effective Accessible Governance, Community Safety & Quality of Life

ATTACHMENTS

1. Youth Opportunity Program & RFP- Resolution
 2. Youth Opportunity Grant Program Policy
 3. FY 2026-2027 Youth Opportunity Grant Program - RFP
-

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

RESOLUTION NO. 26-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
RENAMING THE COMMUNITY SOCIAL SERVICES GRANT PROGRAM AS THE
YOUTH OPPORTUNITY GRANT PROGRAM, APPROVING THE REVISED POLICY,
AND APPROVING THE FY 2026-2027 REQUEST FOR PROPOSALS**

WHEREAS, the City of Seaside established the Community Social Services Grant Program to support nonprofit, community-based, faith-based, and fiscally sponsored organizations that provide programs and services benefiting Seaside residents; and

WHEREAS, on June 4, 2026, the City Council adopted the Community Social Services Grant Program Policy to establish a clear, transparent, and consistent framework for future grant funding cycles focused on programs and services primarily benefiting Seaside children, adolescents, and transitional-age youth age 24 and younger; and

WHEREAS, the City Council directed staff to return with a Request for Proposals for Council review and approval prior to issuance of the next grant funding cycle; and

WHEREAS, the City Council desires to rename the Community Social Services Grant Program as the Youth Opportunity Grant Program to better reflect the youth-focused purpose and eligible program areas approved by the City Council; and

WHEREAS, the revised Youth Opportunity Grant Program Policy and FY 2026-2027 Youth Opportunity Grant Program Request for Proposals establish the program framework, application requirements, eligible program areas, evaluation criteria, scoring matrix, reporting expectations, and tentative schedule for the funding cycle; and

WHEREAS, all Youth Opportunity Grant Program awards will remain subject to future City Council approval, and approval of the Request for Proposals does not obligate the City to award funds to any applicant or in any specific amount; and

WHEREAS, the City Council has reviewed and considered the revised Youth Opportunity Grant Program Policy and the FY 2026-2027 Youth Opportunity Grant Program Request for Proposals and finds that approval is in the best interest of the City and its residents.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby:

1. The foregoing recitals are true and correct and are incorporated herein by this reference.
2. The City Council hereby renames the Community Social Services Grant Program as the Youth Opportunity Grant Program.

3. The City Council hereby approves and adopts the revised Youth Opportunity Grant Program Policy attached hereto as Exhibit A, which supersedes the Community Social Services Grant Program Policy adopted on June 4, 2026.
4. The City Council hereby approves the FY 2026-2027 Youth Opportunity Grant Program Request for Proposals, including the evaluation criteria and scoring matrix, attached hereto as Exhibit B.
5. The City Manager, or designee, is authorized to finalize the RFP schedule, issue the RFP, respond to questions, issue addenda, and make non-substantive edits necessary to administer the RFP and grant process.
6. All grant awards remain subject to future City Council approval, and this Resolution does not obligate the City to award funding to any applicant or in any specific amount.
7. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of July, 2026 by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique Davis, City Clerk

APPROVED AS TO FORM

Sheri L. Damon, City Attorney



YOUTH OPPORTUNITY GRANT POLICY

440 Harcourt Avenue, Seaside CA 93955
831-899-6700 | FAX: 831-718-8603

YOUTH OPPORTUNITY GRANT PROGRAM POLICY

Purpose: The Youth Opportunity Grant Program provides financial assistance to nonprofit, community-based, and faith-based organizations that deliver programs and services benefiting Seaside children, adolescents, and transitional-age youth, defined for the purposes of this policy as individuals age 24 and younger. The purpose of the program is to enhance quality of life, address identified community needs, and advance City priorities through targeted investments in youth-serving programs related to , education, health, prevention, intervention, recreation, basic needs, and positive youth development.

This policy establishes the overarching framework for the Youth Opportunity Grant Program. Specific program details, application requirements, evaluation criteria, and timelines shall be established annually through a City-issued Request for Proposals (RFP). This policy is intended to provide consistent governance while allowing flexibility to respond to evolving community needs and City Council priorities.

Eligible Applicants: Grants may be awarded to:

- Public or private nonprofit organizations recognized under Section 501(c)(3) of the Internal Revenue Code;
- Community-based or faith-based organizations serving Seaside residents; and
- Grassroots organizations applying in partnership with an established nonprofit fiscal sponsor

Organizations must demonstrate that a meaningful portion of program participants or beneficiaries are Seaside youth age 24 and younger. Programs serving broader populations must identify the direct benefit to Seaside youth participants. Faith-based organizations may receive funding provided that grant funds are not used for religious instruction, worship, or proselytizing activities, and that participation in funded programs is open to all residents regardless of religious affiliation.

Eligible Program Areas: Funding shall prioritize programs and services that primarily benefit children, adolescents, and transitional-age youth, defined for purposes of this policy as individuals age 24 and younger. Eligible programs may include, but are not limited to:

- Education, tutoring, mentoring, career readiness, and workforce development for youth
- Youth development, recreation, arts, culture, and positive enrichment activities
- Mental health, behavioral health, and social-emotional support services for youth
- Violence prevention, intervention, diversion, and public safety-related youth support services
- Civic engagement, leadership development, neighborhood connection, and community-building programs focused on youth participation and belonging



YOUTH OPPORTUNITY GRANT POLICY

440 Harcourt Avenue, Seaside CA 93955
831-899-6700 | FAX: 831-718-8603

Programs serving broader populations may be considered only when the applicant demonstrates a clear, direct, and measurable benefit to Seaside youth age 24 and younger. Programs must demonstrate a clear municipal or community benefit, alignment with City priorities, and measurable youth-focused outcomes.

Allowable Expenditures: Eligible expenditures may include:

- Program-related personnel costs directly supporting service delivery
- Supplies, materials, and equipment necessary to implement the approved program
- Facility or space rental directly tied to program activities
- Contracted professional or support services
- Outreach, engagement, or participant support costs related to program outcomes

The following expenses are not eligible:

- General operating deficits unrelated to the proposed program
- Religious or political activities
- Fundraising events or activities
- Personal gifts, prizes, or entertainment unrelated to program objectives
- Costs incurred prior to City Council approval

Funding Requirements:

- Grant awards are one-time grants unless otherwise authorized by City Council.
- A minimum **10% cash or in-kind match** is required from all applicants.
- Grant funds are intended to supplement, not supplant, existing funding sources.
- Applicants must demonstrate the capacity to implement the proposed program within the grant period.

Application and Submission Process: The City shall issue a Request for Proposals (RFP) for the Youth Opportunity Grant Program on an annual or as-needed basis, subject to funding availability.

All complete grant applications will be evaluated and scored by City staff and/or an ad hoc committee using the evaluation criteria and scoring matrix adopted for that funding cycle. Applications determined to be incomplete will not be forwarded for further evaluation or City Council consideration.

Applicants will be notified of the date on which Youth Opportunity Grant Program allocation recommendations will be presented to the City Council.

Completed applications, including all required attachments, shall be submitted in accordance with the applicable RFP and directed to:



YOUTH OPPORTUNITY GRANT POLICY

440 Harcourt Avenue, Seaside CA 93955
831-899-6700 | FAX: 831-718-8603

Dan Meewis
Assistant City Manager
440 Harcourt Avenue
Seaside, CA 93955

Evaluation Process: Applications shall be evaluated using criteria established in the annual RFP, which may include but are not limited to demonstrated youth-related community need, program quality and feasibility, anticipated impact and measurable youth outcomes, organizational readiness, and cost effectiveness. Evaluation criteria and weighting may be modified annually based on local needs or strategic priorities established by City Council.

The evaluation framework shall be designed to ensure that emerging or grassroots organizations are not disadvantaged due to limited organizational history, provided that proposed youth outcomes, implementation plans, and accountability measures are clearly articulated.

City Council Role: All Youth Opportunity Grant awards are subject to City Council approval. City Council may:

- Establish annual program priorities and funding parameters
- Consider staff evaluations and funding scenarios as a baseline for deliberation
- Modify recommended allocations at its discretion, consistent with adopted priorities

Funding Limits: Funding limits, maximum award amounts, number of awards, and any set-asides for new or pilot programs shall be established by City Council as part of the annual budget or program framework.

Reporting and Accountability: Funded organizations are required to:

- Execute a grant agreement with the City
- Submit quarterly progress and expenditure reports as specified in the agreement
- Submit a final report documenting outcomes, services provided, and use of funds
- Participate in Blue Ribbon Task Force meetings and provide a minimum of two (2) program reports during the grant cycle.

Organizations that fail to comply with reporting requirements may be deemed ineligible for future funding.

Payment Process: If a grant is approved by City Council, payment will be made to the authorized organization or fiscal sponsor in accordance with the grant agreement and City financial policies. Payments may be issued on a reimbursement basis or through scheduled disbursements. No payments shall be made directly to individuals.

Policy Administration: This policy may be amended by City Council as needed. Administrative procedures necessary to implement this policy may be established by the City Manager, provided they are consistent with City Council direction.

City of Seaside



REQUEST FOR PROPOSALS

YOUTH OPPORTUNITY GRANT PROGRAM (FY 2026 – FY 2027)

ISSUING OFFICE: City of Seaside
 City Manager's Office
 440 Harcourt Avenue
 Seaside, CA 93458

REQUEST FOR PROPOSALS (RFP)
COMMUNITY SOCIAL SERVICES GRANT PROGRAM
FY 2026–2027

SECTION 1 – INTRODUCTION, PURPOSE, AND CONDITIONS

1.1 Program Purpose

The City of Seaside invites qualified nonprofit, community-based, faith-based, and fiscally sponsored organizations to submit proposals for the Fiscal Year 2026-2027 Youth Opportunity Grant Program. The program provides financial assistance to organizations delivering programs and services that benefit Seaside children, adolescents, and transitional-age youth age 24 and younger and advance City Council priorities. Funding is intended to enhance quality of life, address identified community needs, and support youth-serving programs related to education, health, prevention, intervention, recreation, basic needs, and positive youth development.

This Request for Proposals is issued pursuant to the City of Seaside Youth Opportunity Grant Program Policy. The policy establishes the overarching framework for the program, while this RFP sets forth the application requirements, evaluation criteria, and selection process for the FY 2026-2027 funding cycle.

1.2 Funding Philosophy

The City seeks to support both established organizations with demonstrated service delivery capacity and emerging or grassroots organizations proposing innovative or responsive youth-serving programs. The evaluation framework is intentionally designed to prioritize youth-related community need, program impact, feasibility, measurable outcomes, and cost effectiveness, while ensuring that newer organizations are not disadvantaged due to limited organizational history.

1.3 Reservation of Rights

The City of Seaside reserves the right to reject any or all proposals, to waive irregularities or informalities, to modify or cancel this RFP, and to award funding in the manner deemed to be in the best interest of the City. Issuance of this RFP does not obligate the City to award funds or enter into any agreement.

1.4 Public Records Disclosure

All proposals submitted in response to this RFP shall become the property of the City of Seaside and are subject to disclosure pursuant to the California Public Records Act. Applicants may identify proprietary or confidential information; however, such designation does not guarantee that the information will be exempt from disclosure if required by law.

SECTION 2 – AVAILABLE FUNDING AND PROGRAM PARAMETERS

2.1 Funding Availability

The City of Seaside has allocated \$400,000.00 in one-time funding for the FY 2026-2027 Youth Opportunity Grant Program, subject to City Council approval.

2.2 Funding Requirements

Youth Opportunity Grant Program awards are one-time awards unless otherwise authorized by City Council. A minimum ten percent (10%) cash or in-kind match is required from all applicants. Grant funds must supplement, and not supplant, existing funding sources and may only be used for allowable program-related expenditures. Applicants must demonstrate the capacity to implement the proposed program within the grant period.

SECTION 3 – ELIGIBILITY

3.1 Eligible Applicants

Eligible applicants include public or private nonprofit organizations recognized under Section 501(c)(3) of the Internal Revenue Code; community-based or faith-based organizations serving Seaside residents; and grassroots organizations applying in partnership with an established nonprofit fiscal sponsor. Applicants must demonstrate that a meaningful portion of program participants or beneficiaries are Seaside youth age 24 and younger. Programs serving broader populations must identify the direct benefit to Seaside youth participants. Faith-based organizations may apply provided that grant funds are not used for religious instruction, worship, or proselytizing and that participation in funded programs is open to all residents regardless of religious affiliation.

3.2 Eligible Program Areas

Funding shall prioritize programs and services that primarily benefit children, adolescents, and transitional-age youth age 24 and younger. Eligible programs may include education, tutoring, mentoring, career readiness, and workforce development for youth; youth development, recreation, arts, culture, and positive enrichment activities; mental health, behavioral health, and social-emotional support services for youth; violence prevention, intervention, diversion, and public safety-related youth support services; civic engagement, leadership development, neighborhood connection, and community-building programs focused on youth participation and belonging; and basic needs, housing stability, or family support services when the applicant demonstrates a clear, direct, and measurable benefit to Seaside youth. Programs serving broader populations may be considered only when the applicant demonstrates a clear, direct, and measurable benefit to Seaside youth age 24 and younger. Programs must demonstrate a clear municipal or community benefit, alignment with City priorities, and measurable youth-focused outcomes.

3.3 Allowable and Ineligible Expenditures

Eligible expenditures may include program-related personnel costs directly supporting service delivery; supplies, materials, and equipment necessary to implement the approved program; facility or space rental directly tied to program activities; contracted professional or support services; and outreach, engagement, or participant support costs related to program outcomes. The following expenses are not eligible: general operating deficits unrelated to the proposed program; religious or political activities; fundraising events or activities; personal gifts, prizes, or entertainment unrelated to program objectives; and costs incurred prior to City Council approval.

SECTION 4 – PROPOSAL SUBMITTAL REQUIREMENTS

4.1 Proposal Content Requirements

Applicants must submit a complete proposal that clearly addresses the required components outlined below. Proposals must be concise, well-organized, and responsive to this RFP. Incomplete proposals will not be considered.

Each proposal shall include an organizational cover sheet; a narrative describing the youth-related community need addressed and target population; a detailed program description including activities, timeline, and feasibility; a discussion of anticipated youth-focused outcomes and measurable impacts; a description of organizational readiness, partnerships, or fiscal sponsorship arrangements; and a detailed program budget demonstrating the required match.

All required attachments, including proof of nonprofit status or fiscal sponsor documentation and a current W-9 form, must be included.

4.2 Proposal Format and Length Requirements

To ensure consistency, fairness, and an efficient evaluation process, proposals shall comply with the following format and length requirements. Proposals that exceed these limits may not be reviewed in their entirety.

The narrative portion of the proposal shall not exceed **ten (10) pages**, excluding the cover sheet, budget, and required attachments. Applicants are encouraged to be clear and concise in their responses.

Narrative pages shall be formatted using a minimum 11-point font, standard margins, and single or double spacing. Pages must be numbered.

The recommended page allocation by section is as follows:

Statement of Youth-Related Community Need – up to 2 pages

Program Description and Feasibility – up to 3 pages

Anticipated Youth Outcomes and Impact – up to 2 pages

Organizational Readiness and Partnerships – up to 2 pages
Equity and Reach – up to 1 page

Budgets, proof of nonprofit status, fiscal sponsor documentation, and other required attachments are not included in the page limit.

4.3 Narrative Guidance

The following guidance is provided to assist applicants in preparing responsive proposals. Applicants are encouraged to address each topic clearly and concisely, using available data, experience, or reasonable assumptions as appropriate. Emerging or pilot programs are not required to demonstrate prior performance data if anticipated youth outcomes and implementation plans are clearly articulated.

Statement of Youth-Related Community Need

Describe the community need or issue the proposed program seeks to address, with particular emphasis on how the need affects Seaside youth age 24 and younger. Applicants may reference qualitative or quantitative data, lived experience, or observed service gaps.

Program Description and Feasibility

Explain the proposed activities, services, or interventions, including how the program will be implemented during the grant period. Describe timelines, staffing, partnerships, and any key assumptions necessary for successful delivery.

Anticipated Youth Outcomes and Impact

Identify the youth-focused outcomes the program is expected to achieve and how success will be measured. Outcomes may be quantitative or qualitative and should be appropriate to the scale and nature of the proposed program.

Equity and Reach

Describe how the program will reach underserved or priority youth populations and ensure equitable access to services. Applicants should identify any barriers to participation and strategies to address them.

Organizational Readiness and Partnerships

Describe the organization's readiness to implement the proposed program, including staffing, governance, partnerships, or fiscal sponsorship arrangements. New or emerging organizations may demonstrate readiness through collaborations or clearly defined roles and responsibilities.

SECTION 5 – SUBMISSION INSTRUCTIONS

Proposals must be received by 5 p.m. local time, August 7, 2026. Late submissions will not be accepted.

Proposals may be submitted electronically or in hard copy format, as specified in the RFP announcement or any issued addenda. Completed proposals shall be directed to:

Dan Meewis
Assistant City Manager
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955
dmeewis@ci.seaside.ca.us

Applicants will be notified of the date on which Youth Opportunity Grant Program allocation recommendations are scheduled for City Council consideration.

Proposals may be submitted electronically or in hard copy format, as specified in the RFP announcement or any issued addenda.

SECTION 6 – EVALUATION AND SELECTION PROCESS

6.1 Evaluation Process

All complete proposals will be evaluated and scored by City staff and/or an ad hoc committee, if designated, using the evaluation criteria and scoring matrix adopted for the FY 2026-2027 funding cycle. Evaluation criteria and weighting may be modified annually based on local needs or strategic priorities established by City Council.

Applications shall be evaluated using criteria that may include, but are not limited to, demonstrated youth-related community need, program quality and feasibility, anticipated impact and measurable youth outcomes, equity and reach, organizational readiness and partnerships, and cost effectiveness.

The evaluation framework is designed to ensure that emerging or grassroots organizations are not disadvantaged due to limited organizational history, provided that proposed youth outcomes and implementation plans are clearly articulated.

6.2 Scoring Criteria

Proposals will be scored using a 100-point evaluation framework that emphasizes youth-related community need, impact, equity, feasibility, and cost effectiveness, while limiting the weight assigned to organizational longevity or prior funding history. Detailed scoring criteria and point allocations are included as Attachment A to this RFP.

6.3 City Council Approval

Following staff evaluation, funding scenarios and recommendations will be presented to City Council. All grant awards are subject to City Council approval, and City Council retains final authority over funding allocations.

SECTION 7 – TENTATIVE SCHEDULE

The anticipated schedule for the FY 2026–2027 Youth Opportunity Grant Program is as follows:

Milestone	Date
RFP Issuance	July 6, 2026
Application Deadline	August 7, 2026
Staff Evaluation Period	Through September 4, 2026
City Council Consideration	September 17, 2026
Grant Agreement Execution	No later than October 1, 2026

The City reserves the right to modify this schedule as necessary.

SECTION 8 – GRANT AGREEMENT AND REPORTING

Successful applicants will be required to enter into a grant agreement with the City of Seaside. Funded organizations must submit quarterly progress and expenditure reports as specified in the agreement; submit a final report documenting outcomes, services provided, and use of funds; and participate in Blue Ribbon Task Force meetings and provide a minimum of two program reports during the grant cycle. Organizations that fail to comply with reporting requirements may be deemed ineligible for future funding.

SECTION 9 – QUESTIONS AND CLARIFICATIONS

Questions regarding this RFP must be submitted in writing by [DATE]. Responses to questions and any clarifications or addenda will be issued in writing and made available to all prospective applicants.

EXHIBIT A – SCORING MATRIX (TO BE INCLUDED WITH FINAL RFP)

Attachment A includes the FY 2026-2027 scoring criteria, point allocations, and scoring guidance. The City may adjust criteria and weighting annually based on local needs or strategic priorities established by City Council.

**REQUEST FOR PROPOSALS (RFP)
YOUTH OPPORTUNITY GRANT PROGRAM
FY 2026–2027**

“ATTACHMENT A”

This Attachment A establishes the evaluation criteria and scoring framework used by City staff and/or an ad hoc committee, if designated, to review eligible Youth Opportunity Grant Program applications. The scoring matrix is intended to support a consistent, transparent, and equitable evaluation process and to inform City Council deliberations. Final funding decisions remain solely within the authority of the City Council.

Evaluation criteria and weighting may be modified annually to reflect evolving community needs or strategic priorities established by City Council.

Summary Scoring Table (100 Points Total)

<i>Evaluation Criterion</i>	<i>Maximum Points</i>
Community Need & Target Population	30
Program Design & Feasibility	20
Anticipated Youth Outcomes & Impact	20
Equity & Reach	15
Organizational Readiness & Partnerships	10
Cost Effectiveness & Match	5
TOTAL POSSIBLE SCORE	100

Scoring Criteria and Guidance

1. Community Need & Target Population (30 Points)

Evaluates the extent to which the proposal demonstrates a clear and compelling youth-related community need affecting Seaside youth age 24 and younger. High scores are awarded to proposals that clearly identify a documented or well-articulated need, define the target population, and demonstrate relevance to Seaside youth. Applicants may use qualitative data, quantitative data, lived experience, or observed service gaps.

2. Program Design & Feasibility (20 Points)

Evaluates the quality, clarity, and feasibility of the proposed program or service. High scores are awarded to proposals that clearly describe program activities, present a realistic implementation timeline, identify staffing and partnerships, and demonstrate the ability to implement the program during the grant period.

3. Anticipated Outcomes & Impact (20 Points)

Evaluates the expected youth-focused outcomes and community impact of the proposed program. High scores are awarded to proposals that identify clear, realistic outcomes and explain how success will be measured. Applicants proposing new or pilot programs are

not required to demonstrate historical outcome data if anticipated outcomes are clearly articulated.

4. Equity & Reach (15 Points)

Evaluates how effectively the proposed program serves underserved or priority youth populations and promotes equitable access. High scores are awarded to proposals that identify barriers to participation and describe strategies to ensure inclusion and access.

5. Organizational Readiness & Partnerships (10 Points)

Evaluates the applicant's readiness to implement the proposed program. High scores are awarded based on staffing, governance, partnerships, or fiscal sponsorship arrangements. Organizational longevity, size, or prior City funding are not required for a high score.

6. Cost Effectiveness & Match (5 Points)

Evaluates the reasonableness of the proposed budget relative to expected outcomes. High scores are awarded to proposals that meet or exceed the required 10 percent match and demonstrate efficient use of grant funds.

Important Evaluation Notes

Lack of organizational history or prior City funding will not disadvantage applicants. Scores are intended to inform, but not replace, City Council judgment. City Council retains final authority over all funding decisions.



CITY OF SEASIDE STAFF REPORT

Item No.: 10.C.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Kee Hyon Higgins, Recreation Superintendent

DATE: July 2, 2026

**SUBJECT: APPROVE THE SEASIDE LIBRARY MURAL AND UTILITY BOX
PROGRAM SELECTION**

RECOMMENDATION

Approve art selections.

BACKGROUND

In May 2026, the City released a Request for Proposals (RFP) seeking mural design and implementation proposals for a mural to be installed on the staircase leading to the Seaside Public Library at 550 Harcourt Avenue. The mural is intended to celebrate the culture of Seaside and its connection to the library through themes such as literacy, lifelong learning, imagination, cultural diversity, community connection, youth and families, local history, and access to information.

The RFP was open from May 19, 2026 through June 14, 2026, with a project budget not to exceed \$15,000. Submitted proposals were required to include a concept drawing, narrative, artist qualifications, examples of previous work, and a project budget. Proposals were evaluated based on artistic merit, appropriateness for the site, artist qualifications, and originality. Staff received 12 submissions, which included local and international artists. On Tuesday, June 16, 2026, the Art & History Commission selected BEIS (Pedro Gonzalo Garcia) as the recommended artist for the Seaside Library Mural.

BEIS is an internationally recognized muralist and graphic designer from Melbourne, Australia whose work focuses on creating meaningful public art that connects people with their surroundings through visual storytelling. With experience completing large-scale murals, public art installations, and community-based projects across Europe and

Australia, his portfolio demonstrates a strong ability to transform public spaces into engaging cultural landmarks. His proposal includes a detailed project schedule, completion timeline of approximately four working days, and a project budget of \$11,500, which is within the City's approved project budget.

In March 2026, the City released a Request for Proposals (RFP) seeking original artwork for the 2026 Utility Box Program. This annual program invites artists to create designs that celebrate Seaside's unique identity, history, culture, natural environment, and diverse community. Selected artwork will be reproduced as vinyl wraps and installed on utility boxes throughout the City, transforming everyday infrastructure into vibrant public art that enhances neighborhood character, supports local artists, and creates engaging visual experiences for residents and visitors.

The RFP was open from March 27, 2026, through May 7, 2026. Artists were invited to submit original artwork designed to reflect Seaside's culture, history, natural environment, and community identity for installation on utility boxes throughout the City. Submissions were evaluated based on artistic merit, creativity, originality, appropriateness for the program, and overall visual impact. Staff received 21 submissions from local and regional artists. On Tuesday, June 16, 2026, the Art & History Commission reviewed all eligible entries and selected five recommended designs for consideration and final approval by the City Council.

The selected artists are:

1. Breanna Wilhelmi
2. Liza Jane
3. Sandra Gray
4. Jeannie Reese
5. Sean Severud

FISCAL IMPACT

These two projects are being funded through the annual Neighborhood Improvement Commission's allocation of transient occupancy tax, which was approved by the City Council during the Fiscal Year 2025/2026 budget development project. The Mural has an allocation of \$15,000, and the Utility Boxes have an allocation of \$8,500.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. 2026 Utility Box Program Selections
-

2. 2026 Seaside Library Mural Selection

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'GMP', is positioned above a horizontal line.

Greg McDanel, City Manager

Utility Box Selection #1

Liza Jane



Utility Box Selection #2

Breanna Wilhelmi/Sage Nova Ortiz



Utility Box Selection #3

Sean Severud



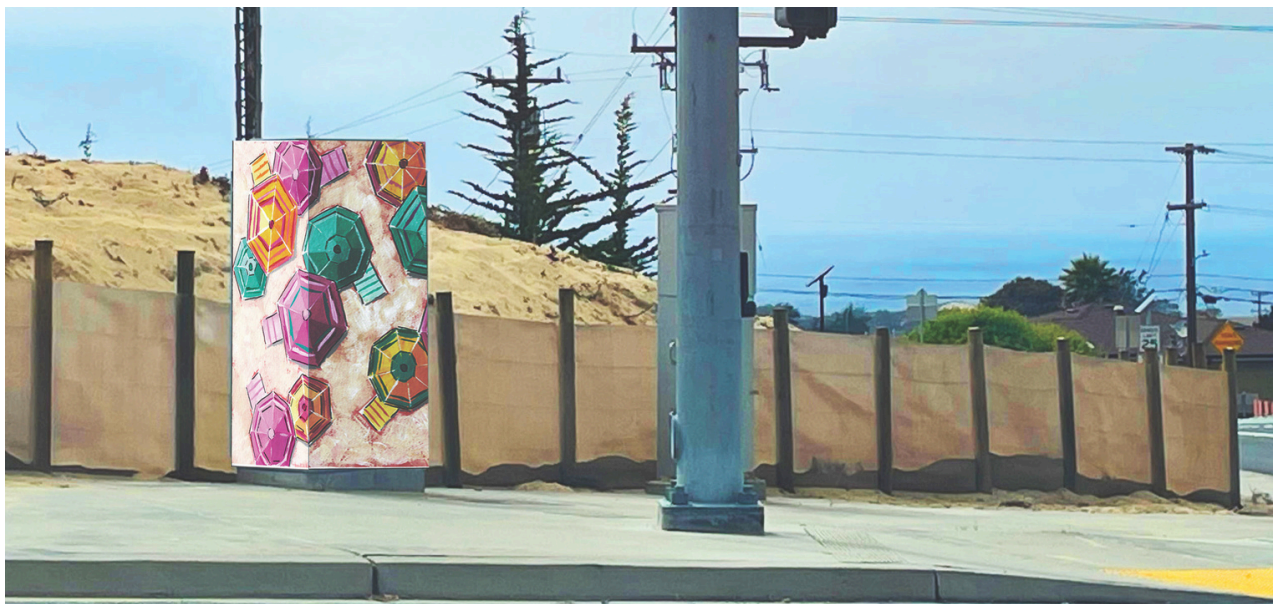
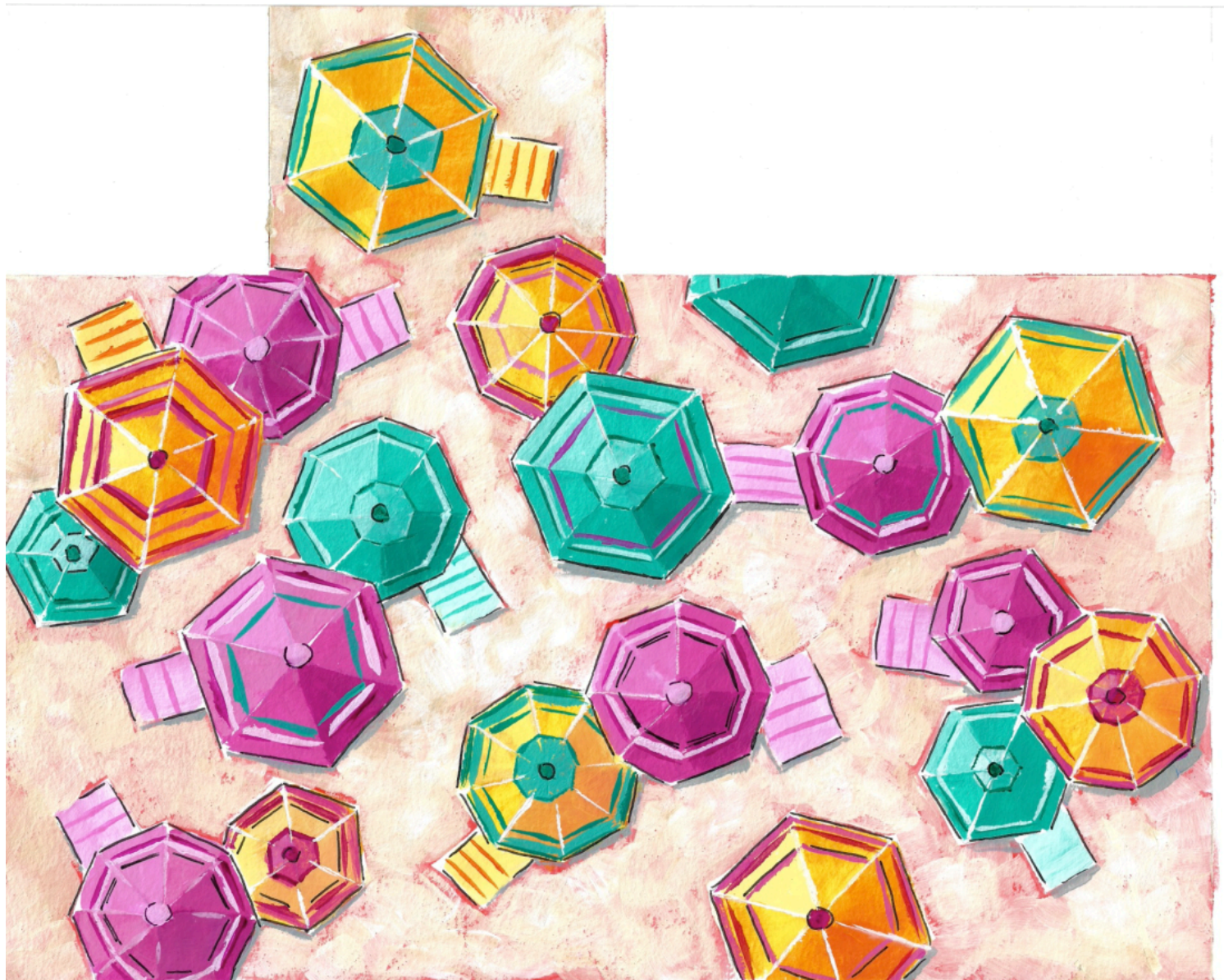
Utility Box Selection #4

Sandra Gray

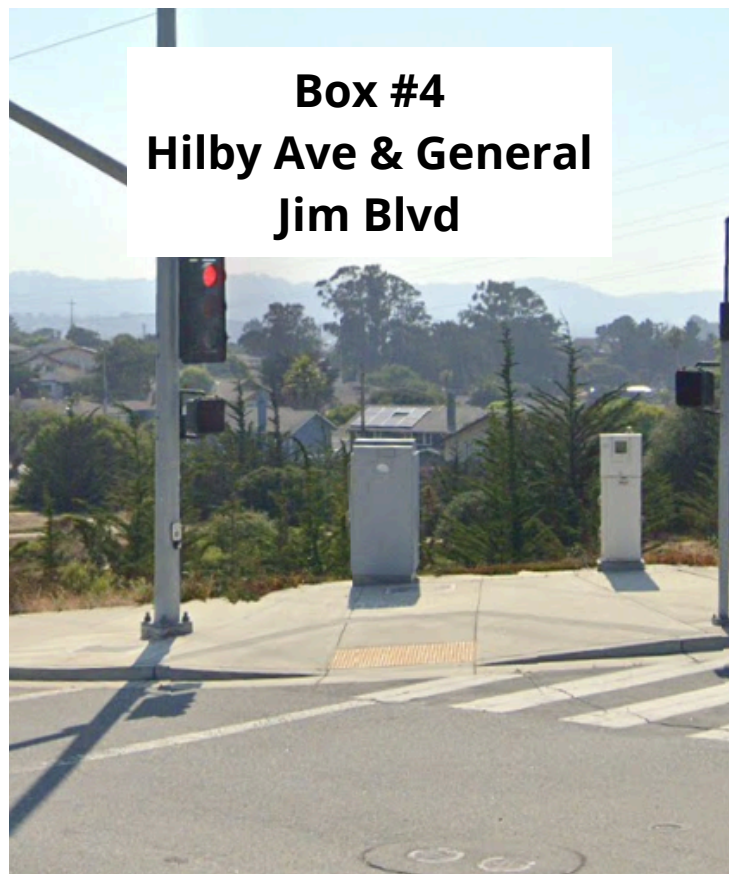
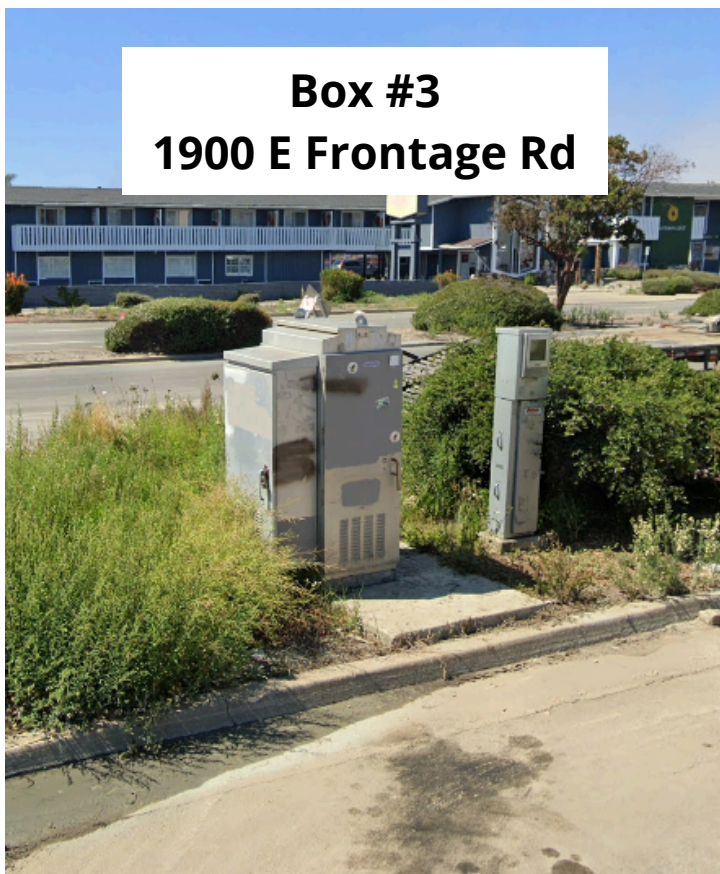


Utility Box Selection #5

Jeannie Reese



FY 25-26 Utility Box Locations



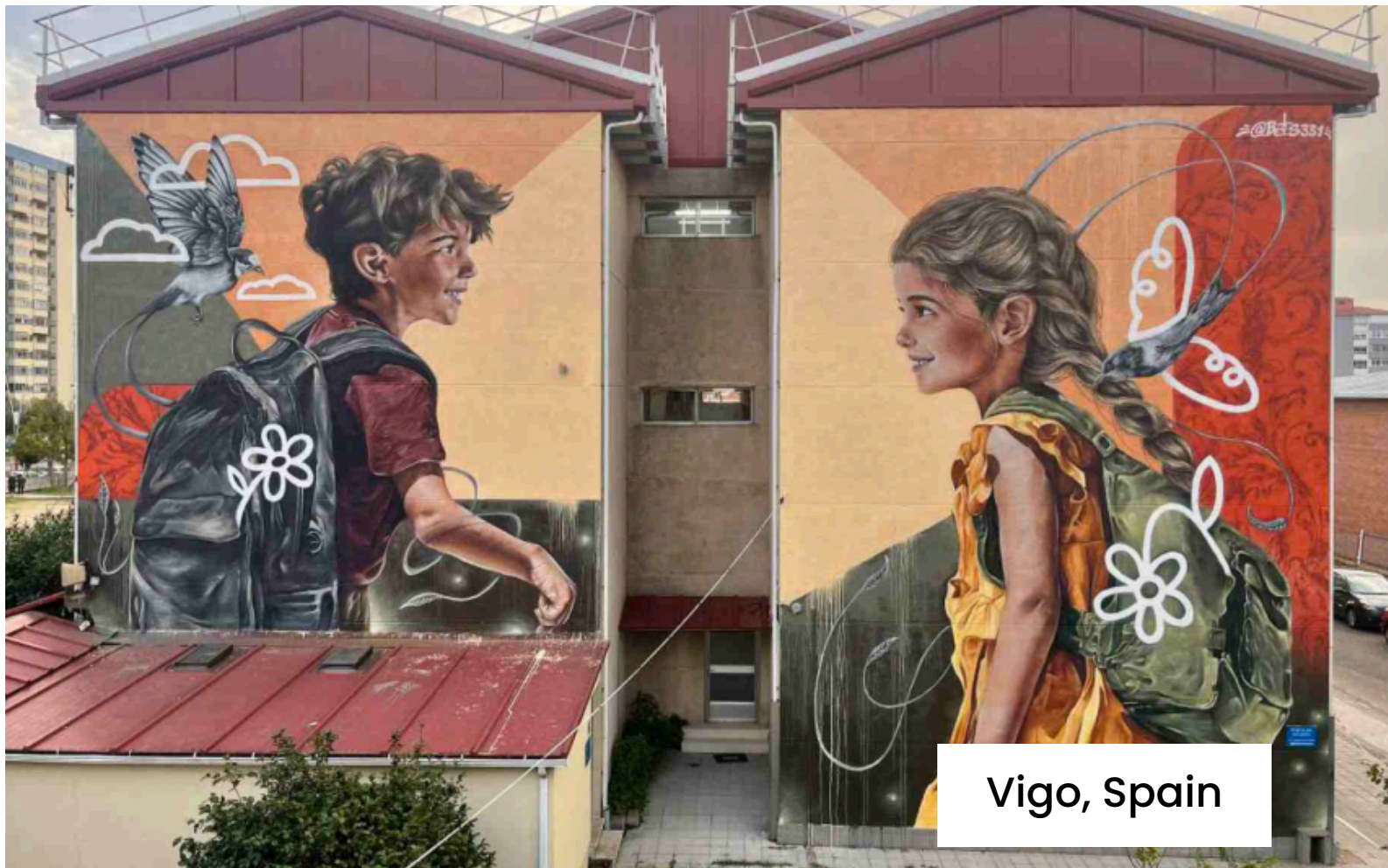
Box #5
San Pablo Ave &
General Jim Blvd



Seaside Library Mural Selection
BEIS (Pedro Gonzalo Garcia)



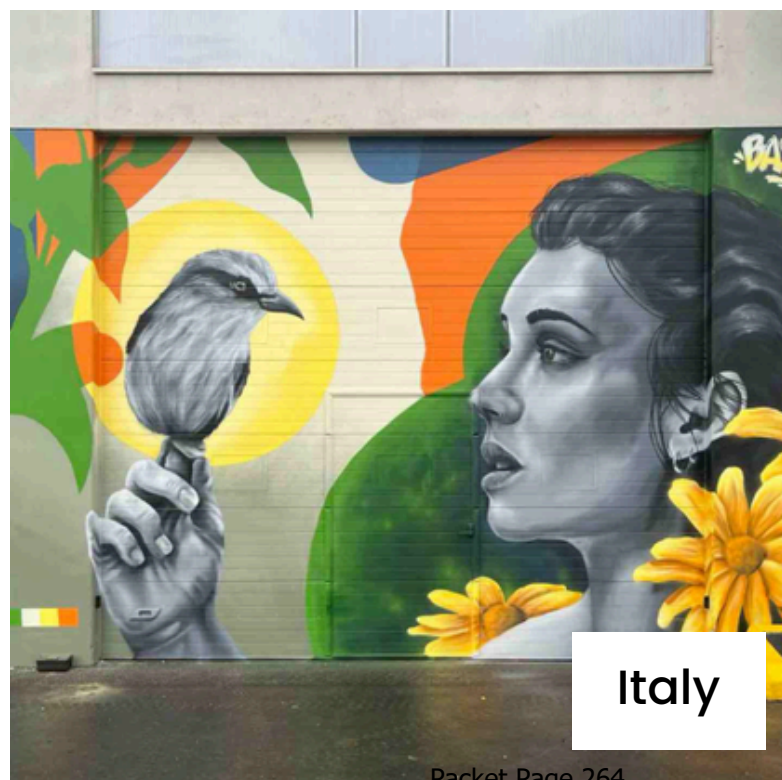
Seaside Library Mural Selection
BEIS (Pedro Gonzalo Garcia)
Past Works



Vigo, Spain



Nigrán, Spain



Italy



CITY OF SEASIDE STAFF REPORT

Item No.: 10.D.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager

DATE: July 2, 2026

**SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO
SIGN AN AMENDMENT WITH PLACER.AI FOR AN ADDITIONAL
YEAR FOR THE SOFTWARE SUBSCRIPTION IN THE AMOUNT OF
\$29,430.00**

RECOMMENDATION

Approve to extend the licensing agreement.

BACKGROUND

Placer.ai is a location analytics platform that provides valuable data on foot traffic, visitor trends, and demographic insights. The software uses anonymized location data to help cities, economic development teams, and businesses better understand visitation patterns to specific locations, commercial centers, and districts. Staff has identified Placer.ai as a critical tool to support the City's economic development and planning efforts, particularly as Seaside continues to attract new businesses and investment. The data provided by Placer.ai can assist with:

- Business recruitment and retention strategies
- Performance tracking for commercial corridors and key development areas
- Tourism and event analysis
- Grant application support and reporting
- Understanding customer demographics and behaviors

Placer.ai offers the most robust and comprehensive set of tools for municipal applications. The annual subscription includes access to:

- Real-time and historical foot traffic data

- Trade area analysis
- Visitor origin insights
- Retail and competitor bench marking
- Custom reporting tools

The subscription cost is \$29,430 for a one-year term. Funding is available in the Economic Development budget, and the investment is expected to yield measurable value in the form of data-driven decision-making and improved economic outcomes.

FISCAL IMPACT

The total cost of the software subscription is \$29,430 for one year. Funding is available and appropriated in the FY 2026–2027 Economic Development budget.

STRATEGIC PRIORITY

Vibrant Local Economy

ATTACHMENTS

1. Amendment - City of Seaside, California - 06.23.2026
2. Placer.ai resolution 2026

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager



PLACER LABS, INC.

AMENDMENT TO ORDER FORM

This Amendment to Order Form (this “**Amendment**”), dated and effective as of the last signature below (the “**Amendment Date**”), modifies the Order Form executed by City of Seaside, California (“**Customer**”) and Placer Labs, Inc. (“**Placer**”) on or about August 11, 2025 (together with any other prior amendments thereto, the “**Order Form**”). Unless otherwise defined, capitalized terms herein have the same meaning as in the Order Form. Placer and Customer agree to amend the Order Form as follows:

1. The Parties agree to an Additional Term commencing on August 11, 2026 (“**Commencement Date**”) and ending on August 10, 2027.
2. Starting on the Commencement Date, the following summary of the Services and Fees is added to the beginning of the Order Form and replaces any existing summary:

Services and Fees.

Services Description	Total Fees	Services Description Detail
Platform Access	\$29,430.00	Section 2
Void Analysis	\$0.00	Section 2
Events	\$0.00	Section 2
Esri Basemaps	\$0.00	Section 2

Subscription Fees Total	\$29,430.00
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All Fees in this Order Form are shown in US Dollar (USD)

3. Starting on the Commencement Date, the services listed in Exhibit A are added as Services in the applicable Services section of the Order Form.
4. Customer’s invoicing schedule for this Additional Term shall be as follows and replaces the current invoicing schedule, if any (for purposes of this Amendment, Effective Date means Commencement Date):



PLACER LABS, INC.

Placer will invoice Customer as follows for the Additional Term starting on the Effective Date:	Annually (Placer will invoice Customer for the entire Annual Fee promptly after the Effective Date and then annually thereafter)
Customer shall pay all invoices within the following number of days of the invoice date:	30

5. As of the Amendment Date, the annual Fees for any subsequent Additional Term shall be subject to an increase up to the greater of eight percent (8%) or CPI, unless Placer provides notice of different pricing at least thirty (30) days prior to the applicable Additional Term. Any such increase in Annual Fees will only be effective upon commencement of the Additional Term.
1. **Additional Terms For the Esri Basemaps Enabled Platform.** Customer hereby acknowledges and agrees that access to and use of the Esri Basemaps features in the Placer Platform is subject to the supplemental Terms and Conditions included below (the “**Supplemental T&Cs**”). Customer acknowledges and agrees that the Supplemental T&Cs shall specifically modify, amend and supersede any contrary terms or conditions in this Order Form or the Agreement.

Supplemental T&Cs

1. Customer hereby disclaims, to the extent permitted by applicable law, Environmental Systems Research Institute, Inc.’s (“Esri”) and its licensors’ liability for any damages or loss of any kind, whether direct, special, indirect, incidental, or consequential, arising from the use of the Placer Platform or its components or output therefrom including, but not limited to, liability for use of the Placer Platform or its components or output therefrom in high-risk activities or liability related to any data supplied by Esri.
2. Customer hereby agrees that, at the time of termination of use of the Placer Platform, it shall delete or destroy all elements of data derived from the Placer Platform or its components; provided however, that Customer shall not be required to immediately purge from its hard-copy, electronic or email files any such data which are contained in such files for so long as such data is (i) solely retained for ordinary corporate systems backup, legal or regulatory purposes, (ii) not used for any commercial purposes or monetized in any manner and (iii) ultimately deleted in accordance with its data retention policy.
3. Customer hereby agrees that it shall comply fully with all relevant export control and trade sanctions laws and regulations of the United States, including, but not limited to, the Export Administration Regulations (EAR), including prohibited end users and end uses as referenced in Part 744 of the EAR and all of its relevant supplements including Supplement No. 4 to Part 744 of the EAR (<https://www.bis.doc.gov/index.php/documents/regulations-docs/2343-part-744-control-policy-end-user-and-end-use-based-2/file> and <https://www.bis.doc.gov/index.php/documents/regulations-docs/2347-744-supp-4-6/file>); International Traffic in Arms Regulations (ITAR); and the United States Department of



PLACER LABS, INC.

Treasury, Office of Foreign Assets Control (OFAC) regulations, and it shall ensure that the Placer Platform, Placer Data and/or any component or output therefrom is not exported, reexported, transferred, diverted, used, or accessed, directly or indirectly, in violation of any United States export control and trade sanctions laws and regulations. When applicable, Customer shall provide Placer with information about its export and distribution activities as may be required for Placer and Esri to meet their respective obligations under those laws and regulations.

4. Customer hereby agrees that it shall not remove or obscure any patent, copyright, trademark, proprietary rights notices, or legends contained in or affixed to the Placer Platform, any component thereof, any data supplied by Esri, output, metadata file, or online or hard-copy attribution page of any data supplied by Esri with respect to the Placer Platform and/or any component thereof.

5. Customer hereby acknowledges and agrees that Esri and its licensors do not warrant that any data supplied by Esri or its licensors or in the Placer Platform and/or any component thereof will meet its needs or expectations; that the use of the Placer Platform, any component thereof, any data supplied by Esri or its licensors will be uninterrupted; or that all nonconformities can or will be corrected. Esri and its licensors are not inviting reliance on any data supplied by Esri or its licensors in the Placer Platform and/or any component thereof, and Customer should always verify actual data supplied by Esri or its licensors in the Placer Platform and/or any component thereof. Any warranty offered by Placer for the Placer Platform, any component or output therefrom and/or any data supplied by Esri or its licensors shall only apply between Placer and Customer. Esri and its licensors do not offer any warranties or indemnities to Customer for the Placer Platform, any component thereof and/or any data supplied by Esri.

6. Customer hereby agrees that it shall not store, or cache, for the purposes of redistributing, or sublicensing content or otherwise using the Placer Platform and/or any component or output therefrom in violation of Esri's or a third-party's rights, including intellectual property rights, privacy rights, nondiscrimination laws, export laws, or any other applicable laws or regulations.

2. Except as modified by the terms of this Amendment, the Order Form shall remain in full force and effect. In the event of any conflict or inconsistency between any provision of this Amendment and any provision of the Order Form, the provisions of this Amendment shall govern and control.

City of Seaside, California
By:

Placer Labs, Inc.
By:



PLACER LABS, INC.

Name:
Title:
Date:

Name:
Title:
Date:

CON-056842

Placer Confidential Information

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PLACER LABS, INC.

Exhibit A

Esri Basemaps

Esri Basemaps is enabled on the Placer Platform . The Esri Basemaps product is subject to the Additional Terms for the Esri Basemaps Enabled Platform outlined herein.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AN AMENDMENT WITH PLACER.ai FOR AN ADDITIONAL YEAR SUBSCRIPTION IN THE AMOUNT OF \$29,430.00

WHEREAS, the City of Seaside is committed to supporting data-driven decision-making in its economic development, planning, and business recruitment strategies; and

WHEREAS, Placer.ai provides a location analytics platform that offers real-time and historical foot traffic data, trade area analysis, demographic trends, and other insights that are highly valuable to the City's efforts; and

WHEREAS, the City has identified Placer.ai as the most appropriate and comprehensive provider to meet the City's current and anticipated data needs; and

WHEREAS, the total cost of the one-year extension agreement with Placer.ai is \$29,430.00 and funds have been appropriated in the Fiscal Year 2025–2026 budget for this purpose; and

WHEREAS, it is in the City's interest to authorize the City Manager to execute the agreement and any related documents necessary to enter into this subscription.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside authorize the City Manager to execute an Amendment with Placer.ai for an additional year in the amount of \$29,430.00.

BE IT FURTHER RESOLVED, by the City Council of the City of Seaside as follows:

1. The City Council hereby authorizes the City Manager to sign the amendment with Placer.ai for a software subscription in the amount of \$29,430.00.
2. The City Manager is further authorized to take all actions and execute all documents necessary to implement the intent of this Resolution.

PASSED AND ADOPTED at a special City Council meeting of the City of Seaside duly held on the 2nd day of July 2026, by the following vote: