

TRACY FINANCE COMMITTEE

SPECIAL MEETING AGENDA

Tuesday, April 29, 2025, 5:00 P.M.



Tracy City Hall Chambers, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

**THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON AND
REMOTE PARTICIPATION PURSUANT TO GOVERNMENT CODE SECTION
54953(e)**

**MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY IN THE MEETING VIA
THE FOLLOWING METHOD:**

As always, the public may view the Tracy Finance Committee meetings live on the City of Tracy's website at CityofTracy.org or on Comcast Channel 26/AT&T U-verse Channel 99. To view from the City's website, open the "Government" menu at the top of the City's homepage and select "Finance Committee", then select "[View Finance Committee Meetings on YouTube](#)" under the "Boards and Commissions" section.

If you only wish to watch the meeting and do not wish to address the Finance Committee, the City requests that you stream the meeting through the City's website or watch on Channel 26.

2552 021 4537

Remote Public Comment:

During the upcoming Finance Committee meeting public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2552 021 4537** and **Event Password: Finance**
 - ***If you would like to participate in the public comment anonymously***, you may submit your comment in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.
 - ***Join by phone by dialing +1-408-418-9388, enter 25520214537#3462623# Press *3 to raise the hand icon to speak on an item.***
- *Protocols for commenting via WebEx:*
 - *If you wish to comment on the "Consent Calendar", "Items from the Audience/Public Comment" or "Regular Agenda" portions of the agenda:*
 - *Listen for the Chairperson to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*

- *Comments for the “Consent Calendar” “Items from the Agenda/Public Comment” or “Regular Agenda” portions of the agenda will be accepted until the public comment for that item is closed.*

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy Finance Committee on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

Full copies of the agenda are available on the City’s website: www.cityoftracy.org

CALL TO ORDER

ROLL CALL

1. CONSENT CALENDAR

1.A. Adoption of March 10, 2025 Regular Meeting Minutes

- 2. ITEMS FROM THE AUDIENCE - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Finance Committee members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that matter be placed on a future agenda or that staff provide additional information to the Finance Committee.*

3. REGULAR AGENDA

- 3.A. Staff recommends that the Tracy Finance Committee recommend that (1) the City Council conduct a Public Hearing for City Council to receive and consider comments on the proposed Citywide Master Fee Schedule, and upon conclusion, (2) adopt a resolution (A) approving and adopting, effective as July 1, 2026, the proposed Citywide Master Fee Schedule with the proposed inflationary increase of 2.4%; and (B) rescinding, effective July 1, 2025, Resolution 2024-077 that approved the current Citywide Master Fee Schedule.
- 3.B. Staff recommends that the Tracy Finance Committee make a recommendation that the City Council adopt a resolution (1) authorizing the appropriation of \$8,000,000 from the Tracy Infrastructure Master Plan (TIMP) Fund (F363) to the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147, and (2) authorizing a interfund loan to the Tracy Infrastructure Master Plan Traffic (TIMP) Fund (F363) from the General Fund Reserves (F101) in the amount of \$6,000,000 for the term of twenty years with interest at the current Local Agency Investment Fund (LAIF) Rate.

- 3.C. Staff recommends that the Tracy Finance Committee make a recommendation that the City Council adopt a Resolution:1) Amending the City's Operating and Capital Budget for the Fiscal Year (FY) ending June 30, 2025, to reflect actual expenses and revenues and requested augmentations to fund various departmental needs;2) Authorizing the Budget Officer to amend the city's position control roster for FY2024-25.
- 3.D. Staff recommends that the Tracy Finance Committee discuss possible options for future amendments to the City's Fiscal Sustainability Strategies.
- 3.E. Staff recommends that the Tracy Finance Committee, as a part of the Fiscal Year (FY) 2025-26 budget development process, provide direction regarding anticipated departmental requests and funding objectives for the FY 2025-26 Budget.

4. STAFF ITEMS

5. COMMITTEE ITEMS

6. ADJOURNMENT

Posting Date: April 25, 2025

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

TRACY FINANCE COMMITTEE

REGULAR MEETING MINUTES

March 10, 2025, 5:00 p.m.

City Hall, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

CALL TO ORDER – Mayor Pro Tem called the meeting to order at 5:01 p.m.

ROLL CALL – Roll call found Mayor Pro Tem Abercrombie and Council Member Evans present.

1. CONSENT CALENDAR – Motion was made by Council Member Evans and seconded by Mayor Pro Tem Abercrombie to adopt the Consent Calendar. Roll call found all in favor; passed and so ordered.

- 1.A. Approval of October 22, 2024, meeting minutes. – **Minutes were approved.**

- 1.B. Staff recommends that the Tracy Finance Committee receive an informational report on the status of the City Council's FY2024-25 Budget.

2. ITEMS FROM THE AUDIENCE – There were no items from the audience.

3. REGULAR AGENDA

- 3.A. Committee Selection of a Chairperson

ACTION: Motion was made by Mayor Pro Tem Abercrombie to nominate Council Member Evans as Chairperson and seconded by Council Member Evans. Roll call found all in favor; passed and so ordered.

- 3.B. Staff recommends that the Tracy Finance Committee receive an informational report on the FY2024-25 quarter 2 Treasurer's report.

Ray McCray, City Treasurer, provided the staff report and sought committee feedback.

Committee asked clarifying questions.

There was no public comment.

ACTION: Motion was made by Co-Chairperson Abercrombie and seconded by Chairperson Evans that the Tracy Finance Committee receive an informational report on the FY2024-25 quarter 2 Treasurer's report. Roll call found all in favor; passed and so ordered.

- 3.C. Staff recommends that the Tracy Finance Committee receive a report on the Five-year forecast for the City's General Fund and provide direction regarding the City's preliminary Fiscal Year 2025-26 Operating and Capital Budget.

Sara Castro, Finance Director, provided the staff report and sought committee feedback.

Chairperson Evans asked for clarification on how the unemployment rate for the City of Tracy was calculated. Sara Castro stated that she will gather this information and provide it to Chairperson Evans.

Maurice Francis stated that he has been in communication since last November and December with Assistant City Manager Schnaider and he thanked her, the City Manager and Sara Castro for communicating with him. He also stated that he is very interested in how budgets are being discussed and how lists of projects are finalized and brought before Council. He would like to understand the process and how the projects are developed, and which projects have been deferred from previous years and when they'll be brought forward and prioritized. He requested a summary for projects \$75,000 and higher and requested a cost estimated budget. Mr. Francis asked to receive information on what would be the benefit of the rate payers if projects are carried out.

Karin Schnaider stated that she is sharing with him the bid information but some of the details that he is requesting cannot be shared until the bids are released and once that is done, he will be given the information that he has requested.

Community member requested additional lighting on 11th street on the unincorporated side of the overpass. She stated that she thought it was county and asked if we can work together with the county to see if there is something in both budgets to get a few streetlights where the businesses are.

Sara Castro stated that budget allocations will be discussed in May.

Community member stated that she thought that when the cannabis businesses came to the City of Tracy, that the revenue from them was going to be higher.

Sara Castro stated that there are currently five cannabis businesses in Tracy. Current permits allow for up to one more cannabis business. The City is receiving about \$1,000,000 per year from cannabis revenue which is on target with what was projected.

Chairperson Evans stated that he is in favor of funding CalPERS and Retiree Medical. He stated that in regard to the streets and roads he knows that we need to make progress there. He requested that the CalPERS and the Retiree Medical be reduced by 1 to 1.5 percent and have those dollars moved to streets and parks maintenance. Staff will bring back suggestions to the next meeting. Comps were requested by Chairperson Evans.

Karin Schnaider inquired whether they would entertain other options, such as increasing the amounts. Chairperson Evans replied that he would entertain all options.

Committee asked clarifying questions.

There was no public comment.

ACTION: Motion was made by Co-Chairperson Abercrombie and seconded by Chairperson Evans that the Tracy Finance Committee receive a report on the

Five-year forecast for the City's General Fund and provide direction regarding the City's preliminary Fiscal Year 2025-26 Operating and Capital Budget. Roll call found all in favor; passed and so ordered.

- 3.D. Staff recommends that the Tracy Finance Committee receive an informational report on the allocation of interest earned on City funds and accept staff's recommendation to maintain the current allocation model.

Sara Castro, Finance Director, provided the staff report and sought committee feedback.

Committee asked clarifying questions.

Wes Huffman stated that no one would think it was a good idea to collect money and to pile it and then don't do anything with it. He also stated that the public would like to see what the affect of the Measure V revenue was. It does affect the City budget because they include the revenue interest. He suggested that whatever interest was earned that it would be allocated and would be something the public recognized. He requests the committee's support to change how it's done.

Committee continued to ask clarifying questions.

Mr. Huffman stated that the interest should help fund Measure V projects and that is what he is requesting, and he also stated that it is more transparent.

ACTION: Motion was made by Co-Chairperson Abercrombie and seconded by Chairperson Evans that the Tracy Finance Committee receive an informational report on the allocation of interest earned on City funds and accept staff's recommendation to maintain the current allocation model. Roll call found all in favor; passed and so ordered.

4. STAFF ITEMS – None

5. COMMITTEE ITEMS – None

6. ADJOURNMENT – Time: 6:19 p.m.

ACTION: Motion was made by Co-Chairperson Abercrombie and seconded by Chairperson Evans to adjourn. Motion found all in favor; passed and so ordered.

The agenda was posted at City Hall on March 6, 2025. The above are action minutes. A recording of this meeting is available on the City of Tracy's website.

Chairperson

ATTEST:

Clerk

Agenda Item 3.A.

RECOMMENDATION

Staff recommends that the Tracy Finance Committee recommend that (1) the City Council conduct a Public Hearing for City Council to receive and consider comments on the proposed Citywide Master Fee Schedule, and upon conclusion, (2) adopt a resolution (A) approving and adopting, effective as July 1, 2026, the proposed Citywide Master Fee Schedule with the proposed inflationary increase of 2.4%; and (B) rescinding, effective July 1, 2025, Resolution 2024-077 that approved the current Citywide Master Fee Schedule.

EXECUTIVE SUMMARY

As part of the consolidated Citywide Master Fee Schedule update, administrative clerical adjustments and clarifications have been made, such as updating language including Appendix, Fee Names, and Table of Contents, as well as deleting programs that are no longer offered, and adding new programs and fees.

Included in this update is the annual adjustment for inflation. Citywide fees have been adjusted by 2.4%. The rates are based on the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward Metropolitan Area from December-December of the prior year, December 2023-2024, 2.4%. Exceptions to this adjustment are those fees that are legislatively set, are set by contractors providing a service, or are traditionally not increased in deference to program affordability (primarily recreation programs, and cultural arts programs).

BACKGROUND AND LEGISLATIVE HISTORY

In May 2011, the City Council consolidated citywide fees in a master schedule, centralizing fees in a single document. This action established consistency and clarity regarding the fee update process, which included an automatic cost of living adjustment.

The proposed Schedule reflects fees charged for City services. It **does not** include the following types of fees and charges, each separately adopted in compliance with applicable law:

- Development impact fees adopted under the Mitigation Fee Act
- Mitigation fees (i.e., habitat and agricultural mitigation fees)
- Business license fees (taxes)
- Enterprise fund charges for services (water, sewer, storm water, airport, transit)
- Fees adopted under franchise agreements and applicable state laws (cable franchise under TMC Chapter 8.10; franchise contractor for collection of solid and yard waste, and recycling under TMC Chapter 5.20)
- Landscape Maintenance District (special assessments)
- Fines (imposed as penalties)
- Leases and facility and equipment rental rates for the use of City property

- Rates established by separate agreements (i.e., Tracy Unified School District and performance artists)

ANALYSIS

Proposed FY25/26 Master Fee Schedule - New Fees and Corrections

The following list details the modifications to the proposed FY25/26 Master Fee Schedule:

New Fees:

City Manager's Office – Communications

- Post Production Services- New services offered
 - Photo Editing and retouching
 - Voice-over Services
 - DAW with editor
- Flypack with 2 crew – Adding fee back to the schedule at half the rate with half the staff

Community & Economic Development – Building Division

- Partial Permit Issuance-
 - Revisions – New fee to account for processing time

Police Department

- Police Photo-
 - CD – New fee at cost
 - Thumb drive – New fee at cost

Police Department – Animal Services

- Microchip – New fee at cost, missing in prior years

Public Works – Utilities

- Utilities Turn On/Off – Added from PW fees
- Radio Read Devices (Flexnet) – New fee at cost

Public Works – Engineering

- Inspection-
 - Reinspection fee – New fee

Parks Recreation and Community Services – Recreation Division

- Special Interest-
 - 4 class categories added – Fees vary from daily, weekly, monthly
- Seniors-
 - Senior Mat Yoga – New fee set by contractor
 - Cooking Class – New fee set by benchmarks from other agencies
- Athletics-
 - Adult/Youth Home Run Derby – New fee, pilot program, benchmark rates
- Youth Sports-

- Tracy Tots Baby Gym – Min & Max rates separated
 - Maximum fee added – Benchmark rates
- Aquatics-
 - Aqua Arthritis – New fee set by contractor
 - Competitive Swim – New fee set by benchmarks
- Community Events –
 - Food Vendor/Truck Entry – New fees based on comparable cities – Permitted event

Parks, Recreation and Community Services – Community Facilities

- Airport Hangar Rentals-
 - Tie-Down fee added – Fees set by market rate study
- Transit Station-
 - Electric Vehicle Charging Rates – Session and Use fee added, fees set by charging station cost matrix
- Tracy Civic Center-
 - Fountain Plaza added – New fees set at 50% of current park rental rates
- Parking Lot Rental-
 - Vehicle Access Pass – New fee based on benchmarks from other agencies
- Lolly Hansen Senior Center-
 - Cleaning Fee added – Actual cost of janitorial contractor's invoice.
- Sports Facilities-
 - Unauthorized Permit Use –
 - New fees for 1st, 2nd & 3rd Occurrences added per Parks & Community Services Commission
 - No Show Occurrence –
 - New fees for 1st, 2nd & 3rd Occurrences added per Parks & Community Services Commission
 - Daily Fee Tournaments (Standard Fields) – Commercial Classification added
 - Daily Fee Tournaments (Premium Fields) – Commercial Classification added
 - Gate Fee – Local League Games
 - Softball Field Preparations –
 - New fee – Chalking – Fee based on benchmarks from other agencies

Administrative Corrections and Clarifications:

City Manager's Office – City Clerk

- Document Cert – Remove. Fee not being utilized.
- Duplicating Recording of Public Meetings- Service will no longer be offered. City will be utilizing digital delivery only. Current service is time consuming for staff, takes up physical storage space and utilizes an outdated computer. Digital delivery is much quicker, utilizes zero storage and does not require any additional service subscriptions while also saving staff time.
- Notary Fee- Remove fee. Notary service is an internal service and is not provided to the public.

City Manager's Office – Communications

- Video Production – Update fee language, add “Photography”
 - Single Camera - Remove “High Definition”
 - City Council Chamber Recording – Change to “7 Full High Definition” Cameras
- Post Production Services-
 - Editing Suite – Add “Video”
- General Crew Services-
 - City staff – Removed “PT” to include the FT staff
- Misc. Services-
 - Additional cameras – Remove “High Definition”

Community & Economic Development – Planning Division

- Reasonable Accommodation – Remove fee as it's causing governmental constraint

Community & Economic Development – Building Division

- Post Fire/Impact Pre-Permit Inspection – Add “Impact” to the language
- Fire Flow Test Permit – Increase fee per consultant increase

Police Department – Animal Services

- Rabies vaccination Voucher – Fee based on actual veterinarian charges

Public Works – Operations

- Utilities Turn On/Off – Remove from Public Works and add to Utilities

Public Works – Engineering

- Legal Description – Fee name description updated to add “right of way dedication/easement dedication”
- Encroachment Permits- Fee type language updated

Parks Recreation and Community Services – Recreation Division

- Special Interest-
 - Multiple classes removed – Organizing classes by category rather than individual offerings to align consistency with Grand Theatre structure.
- Youth & Teens-
 - Updated fee language – “Teens”
- SAFE (Teen After School Program)-
 - Removed - Program no longer offered
- Youth Development-
 - All Recreation on Campus (after school) offerings removed – Program no longer offered
- Senior Trips-
 - Update fee language – Remove resident/non-resident
- Youth Sports-
 - Update fee language –
 - Basketball - Remove “Youth Hoops”,

- Football - Add "Operated by City Staff"
- Aquatics-
 - Intro to Lifesaving – Removed, program no longer offered
 - Lifeguard Cert – Update class title per American Red Cross
 - Lifeguard Instructor Cert – Update class title per American Red Cross
 - Water Safety Instructor Cert- Update class title per American Red Cross
- Community Events – Update fee language, change title align with division name

Parks, Recreation and Community Services – Community Facilities

- Multiple Facility Deposits – Increases due to rental damages and aligns with surrounding cities.
- Community Center Rentals-
 - Updated fee name – "Main Hall or Entire Facility"
- Mobile Stage Rental-
 - Updated Fee language – Set Up (36' x 14')
- Tennis Court Rental-
 - Updated Fee type language – Per court
- Sports Facilities-
 - Unauthorized Permit Use –
 - Minimum and Maximum language removed
 - No Show Occurrence –
 - Minimum and Maximum language removed
 - Storage Container License – Fees corrected (lowered) due to previous error
 - Gate Fee – Tournaments – Increased to accommodate additional City staff
 - Softball Field Preparations –
 - Update to fee language – Light Watering, Minor Dragging, Full Field Prep
- Joe Wilson Pool-
 - Deposits – Fee updated to align with other facility deposits
- Parades on Downtown Streets-
 - Remove Standard and Long Parade fees and consolidate one single Parade Fee based on the current Short Parade rate, keeping fees affordable for non-profit organizations and streamlining classifications.

City Manager's Office – Grand Theatre

- Increases are not recommended at this time – Previous years CPI increases have resulted in ongoing complaints and lost revenue.
- Increases are recommended for the following:
 - Labor fees – CPI recommended on all:
 - Security personnel – Increase fee to average expense
 - Additional fees –
 - Janitorial Fees - Increase fees to actual expense.

In May 2022, the NBS User Fee Study was completed, and feedback was provided to staff. The fees examined in the Study and the fees presented on the Schedule exclude development impact fees, enterprise fund charges (i.e., water, sewer, storm water, airport, and transit), special tax assessments, and rates established by separate

agreements (e.g., Tracy Joint Unified School District and performance artists) all of which fall under different procedural requirements from the body of user/regulatory fees analyzed in the Study. Additionally, the Study excluded facility and equipment rental rates, as well as most fines and penalties imposed by the City for violations to its requirements or codes.

In May 2024, the City Council adopted the Citywide Master Fee Schedule, reflecting a cost recovery target of 71%; with amendments. When considering the City's goals pertaining to ensuring short and long-term fiscal health and providing affordable City programming that bolsters quality of life, City Staff recommends for Council's consideration the fee amounts with the 2.4% inflationary increase as presented in the Schedule.

The City of Tracy shall continue to amend the Master Fee Schedule on an annual basis and, in keeping with Council's actions, apply an automatic inflationary adjustment calculated since the fees were last set, except for: (1) Recreation fees (2) Cultural Arts and Grand Theatre fees; and (3) other fees set by applicable state or federal legislation. These inflationary adjustments have historically been applied to the fees, which were then rounded to the nearest dollar except where cents are already used.

The adoption of this Schedule is permitted under the California Constitution, Article XIIC, including the exceptions under Article XIIC, Section 1(e). The City has given notice of the proposed Schedule update as required by Government Code Section 66016 to interested parties who filed a written request for such notice with the City. Notice has also been given by publication, pursuant to Government Code Sections 66018 and 6062a.

FISCAL IMPACT

The City is currently recovering approximately 71% of the total costs associated with providing fee related services. The proposed Master Fee Schedule includes a 2.4% inflationary increase, and reduces fees charged to non-profits. With these proposed changes, the City expects to recover approximately 70% of the total costs associated with providing fee related services. The annual update of the schedule is aimed to align City fees with the cost of providing services, however, consideration is given to balance the cost of services with costs that are affordable to the community.

The fees as shown in the Schedule, if approved, will go into effect on July 1, 2025 with the exception of Community and Economic Development fees which are effective July 7, 2025.

STRATEGIC PLAN

This item is in accordance with Council Governance Strategic Plan, Goal 3: "Ensure Short and Long-Term Financial Sustainability."

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the Tracy Finance Committee recommend that (1) the City Council conduct a Public Hearing for City Council to receive and consider comments

on the proposed Citywide Master Fee Schedule, and upon conclusion, (2) adopt a resolution (A) approving and adopting, effective as July 1, 2025, the proposed Citywide Master Fee Schedule with the proposed inflationary increase of 2.4%; and (B) rescinding, effective July 1, 2025, Resolution 2024-077 that approved the current Citywide Master Fee Schedule.

Prepared by: Sara Remonda, Financial Analyst
Sara Castro, Director of Finance

Reviewed by: Karin Schnaider, Assistant City Manager
Andrew Shen, Interim City Attorney

APPROVED AS TO FORM AND LEGALITY

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. ____

(A) APPROVING AND ADOPTING, EFFECTIVE AS OF JULY 1, 2025, THE PROPOSED CITYWIDE MASTER FEE SCHEDULE, REFLECTING A COST RECOVERY TARGET OF 70%, AND

(B) RESCINDING, EFFECTIVE AS OF JULY 1, 2025, RESOLUTION 2024-077, THAT APPROVED THE CURRENT CITYWIDE MASTER FEE SCHEDULE

WHEREAS, On May 21, 2024, the City Council adopted the most recent consolidated Citywide Master Fee Schedule (Resolution 2024-077); and

WHEREAS, The Schedule reflects fees charged for City services but does not include the following types of fees and charges, each separately adopted in compliance with applicable law:

- development impact fees adopted under the Mitigation Fee Act
- mitigation fees
- business license fees (taxes)
- enterprise fund charges for services (water, sewer, storm water, airport, transit)
- fees adopted under franchise agreements and applicable state laws (cable franchise under TMC Chapter 8.10; franchise contractor for collection of solid and yard waste, and recycling under TMC Chapter 5.20)
- landscape maintenance district (special assessments)
- fines (imposed as penalties)
- leases and facility and equipment rental rates for the use of City property
- rates established by separate agreements (i.e., Tracy Unified School District and performance artists); and

WHEREAS, In consideration of the City's goals pertaining to ensuring short and long-term fiscal health and providing affordable City programming that bolsters quality of life, staff recommends the City Council consider an increase in the overall fee levels to reflect a 2.4% inflationary increase with the exception of The Grand Fees; and

WHEREAS, The proposed amount would result in a cost recovery rate of 70%, which is a 1% reduction in cost recovery over the current 71% cost recovery rate and would allow the City to offer programs and services at more affordable costs to the community; and

WHEREAS, The City has given notice of the proposed fee increases, as reflected in the Schedule, as required by Government Code Section 66016, including sending notices to interested parties who filed a written request for such notice with the City; and

WHEREAS, The City also made available to the public relevant data, on the City's website (link: ADD), ten days prior to the upcoming Council meeting, and gave notice by publication, pursuant to Government Code Sections 66018 and 6062a; and

WHEREAS, On May 6, 2025, the City Council conducted a public hearing where all interested parties were able to provide testimony; and

now therefore be it

RESOLVED: That the City Council of the City of Tracy hereby approves and adopts the Citywide Master Fee Schedule, attached to this Resolution as **Exhibit 1**, reflecting a cost recovery rate of 70%; and be it further

RESOLVED: That the new Schedule shall be effective as of July 1, 2025 with the exception of Community and Economic Development fees which take effect on July 7, 2025;

RESOLVED: That the City Council hereby rescinds, effective as of July 1, 2025 Resolution 2024-077, that approved the current Master Fee Schedule.

* * * * *

The foregoing Resolution 2025-__ was adopted by the Tracy City Council on May 6, 2025, by the following vote:

| | |
|-------------|------------------|
| AYES: | COUNCIL MEMBERS: |
| NOES: | COUNCIL MEMBERS: |
| ABSENT: | COUNCIL MEMBERS: |
| ABSTENTION: | COUNCIL MEMBERS: |

DAN ARRIOLA
Mayor of the City of Tracy, California

ATTEST: _____
NECY LOPEZ
Acting City Clerk and Clerk of the Council of the
City of Tracy, California

Exhibit 1: Master Fee Schedule



CITY OF TRACY CITYWIDE MASTER FEE SCHEDULE

Proposed: May 6, 2025

Adopted:

Resolution No.:

Fee Implementation Date: July 1, 2025

Community and Economic Development Fee Effective Date: July 7, 2025

Introduction

The City of Tracy Citywide Master Fee Schedule ("Schedule") is a compilation of most fees charged by the City for services.

It is organized by department and does not include the following types of fees:

- Development impact fees adopted under the Mitigation Fee Act
- Mitigation fees (i.e. habitat mitigation, agricultural mitigation fees)
- Enterprise fund charges (water, sewer, storm water, airport, transit)
- Fees adopted under franchise agreements (cable franchise under TMC Chapter 8.10; franchise contractor for collection of solid waste, yard waste and recycling under TMC Chapter 5.20)
- Special District assessments
- Fines (imposed as penalties)
- Leases of City property and equipment
- Rates established by separate agreements (e.g., Tracy Joint Unified School District)

The Schedule data was reviewed and analyzed by NBS Government Group in FY 2021-2022 to confirm the appropriateness of fees and identify cost recovery levels. The Schedule will be updated annually, and most fees will be adjusted to reflect inflation. The rate will be based upon the San Francisco-Oakland-Hayward Metropolitan Area Consumer Price Index (December - December) rounded to the nearest dollar except where cents are already used. For Fiscal Year 2025-2026 the inflationary rate is 2.4%. The fees which are updated by some other method are indicated as such.

Public services may be classified as community-supported public services, such as police services. These are typically provided to the community as a whole and are supported by general tax dollars from the City's general fund.

Personal choice services are optional, such as taking a class, and are requested by the customer.

Property development services (requiring a building permit or land use entitlement) is done at the request, and for the benefit, of the owner. Fees are usually charged for these types of services, though some may be subsidized with general tax dollars when they have some social, safety, or welfare benefit.

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Finance Department

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|------------------------|---------|---------------------------------|---------------------------------|------------|
| 1 | Business Licenses | | | | | |
| | Transfer, Assignment or Duplication Fee | Duplication | [1] | \$17 Per Account/ Per Year | \$18 Per Account/ Per Year | \$ 1 |
| | State Disability Access Fee | Application or Renewal | [2] [3] | \$ 4 | \$ 4 | \$ 0 |
| 2 | Transient Occupancy Tax (TOT) | Annual | [1] | \$667 Per Property/ Per Year | \$683 Per Property/ Per Year | \$ 16 |
| 3 | Credit Card Processing Charges | Actual Cost | | Actual Cost | Actual Cost | - |

Notes

- [1] City Outsources this Service; Rates are Subject to Increase by CPI at Beginning of each Calendar Year Per City agreement with Vendor
- [2] Fee Set by State
- [3] Not Subject to Inflationary Adjustment



City Manager's Office - City Clerk Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|-----------------|---------|--------------------------------------|--------------------------------------|------------|
| 1 | Annual Subscriptions (City Council, Planning Commission) | | [4] | | | |
| | Agendas (Per Month) | Per Month | | Free Availability Online | Free Availability Online | - |
| | Disc/Agenda | Per Disc/Agenda | | | | |
| | Minutes | Per Page | | | | |
| 2 | Appeals | | | | | |
| | to City Council | Per Appeal | [1] | \$ 209 | \$ 214 | \$ 5 |
| | to City Manager | Per Appeal | [2] | \$ 209 | \$ 214 | \$ 5 |
| | by Impartial Hearing Officer | Per Appeal | [3] | \$ 209 | \$ 214 | \$ 5 |
| | | | | May be Shared Equally by all Parties | May be Shared Equally by all Parties | |
| 3 | Photocopies | | | | | |
| | Paper Copy* | Per Page | [4] [8] | \$ 0.10 | \$ 0.10 | \$ 0 |
| | Oversized Copy | Per Page | | At Cost | At Cost | - |
| | Maps* | Per Page | | At Cost | At Cost | - |
| 4 | Lobbyist | | | | | |
| | Registration | Each | [5] | \$ 126 | \$ 129 | \$ 3 |
| | Annual Renewal | Each | [6] | \$ 63 | \$ 65 | \$ 2 |
| 5 | Project Requiring Municipal Code Update | Each | | \$ 4,197 | \$ 4,298 | \$ 101 |
| 6 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | Per hour | | \$ 126 | \$ 129 | \$ 3 |

Notes

- | | |
|--|--|
| [1] TMS §1.12.020(B)(2) | [5] TMC 6.32.030 |
| [2] TMS §1.12.010(D)(2) | [6] Reso. 2016-25 |
| [3] TMS §1.12.030. May be Shared Equally by Parties. | [7] GOV §8211 |
| [4] GOV §6253 | [8] Not Subject to Inflationary Adjustment |



City Manager's Office - Communications Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|--|-------|-------------------------|-------------------------------------|------------|
| 1 | Project Application Review Fee | Per Project | [1] | \$ 168 | \$ 172 | \$ 4 |
| 2 | Photography/Video Production Fee | | | | | |
| | Single Camera with Operator (up to 8 Hours) | Per Day | | \$ 618 | \$ 633 | \$ 15 |
| | Single Camera with Operator (Half Day - 4 Hours with 4 Hour Minimum) | Per Half Day (4 Hour min.) | | \$ 351 | \$ 359 | \$ 8 |
| 3 | City Council Chamber Recording with 2 Crew (Includes 7 FHD Cameras) | | | | | |
| | Full Day (up to 8 Hours) | Per Day | | \$ 1,151 | \$ 1,179 | \$ 28 |
| | Half Day (up to 4 Hours; 4 Hours Minimum) | Per Day (4 Hour min.) | | \$ 618 | \$ 633 | \$ 15 |
| 4 | Post Production Services | | | | | |
| | Video Editing Suite with Editor | Per hour (1 hour min.) | | \$ 67 | \$ 69 | \$ 2 |
| | Photo editing and retouching | Per hour (1 hour min.) | | \$ - | \$ 69 | - |
| | Voice-over services | Per hour (1 hour min.) | | \$ - | \$ 69 | - |
| | DAW with editor (for editing audio) | Per hour (1 hour min.) | | \$ - | \$ 69 | - |
| 5 | General Crew Services including, but not limited to: Producer, Teleprompter Operator, Audio Tech, Extra, Studio Crew, Grip, etc... | | | | | |
| | City Staff - During [City] Business Hours | Per Person / Per Hour (1 Hour min.) | | \$ 67 | \$ 69 | \$ 2 |
| | City Staff - After [City] Business Hours | Per Person / Per Hour (1 Hour min.) | | \$ 79 | \$ 81 | \$ 2 |
| 6 | Miscellaneous Services | | | | | |
| | Additional Cameras - Fixed | Per Use | | \$ 133 | \$ 136 | \$ 3 |
| | Additional Cameras - Manned | Per Person / Per Hour (1 Hour min.) | | \$ 67 | \$ 69 | \$ 2 |
| | Graphics | Each | [2] | Actual Cost | Actual Cost | - |
| | Audio Files | Each | [2] | Actual Cost | Actual Cost | - |
| 7 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | Full Time | Per Hour (1 Hour min.) | | \$ 168 | \$ 172 | \$ 4 |
| | Part Time | Per Hour (1 Hour min.) | | \$ 67 | \$ 69 | \$ 2 |
| 8 | Flypack with 2 Crew (includes 2 Static Cameras, Graphics, and Audio) | Per Day (8 hour min.) | | \$ - | \$ 1,085 | - |

Notes

- [1] Project Scoping Services are Provided Free of Charge; Application Applies once Project is Formally Initiated
 [2] City will Pass-through Vendor Expense to Applicant Directly



Community & Economic Development - Planning Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|-----------------|-------|--------------------------|-------------------------------|------------|
| I | PLANNING Application Review AND APPROVALS | | | | | |
| 1 | Adult Business Use Permit | Per Application | | \$ 3,874 | \$ 3,967 | \$ 93 |
| 2 | Annexation | Per Application | [7] | \$ 43,022 | \$ 44,055 | \$ 1,033 |
| 3 | Appeals | | | | | |
| | Appeal to City Council | Per Appeal | | \$ 5,507 | \$ 5,639 | \$ 132 |
| | Appeal to Planning Commission | Per Appeal | | \$ 4,862 | \$ 4,979 | \$ 117 |
| 4 | Cannabis (Fees effective 7/20/20 per Reso # 20-124) | | | | | |
| | Business Permit Application Fee | Per Application | | \$ 11,081 | \$ 11,347 | \$ 266 |
| | Background Investigation Fee | Per Owner | | \$ 308 | \$ 315 | \$ 7 |
| | Business Permit Fee | Per Year | | \$ 4,001 | \$ 4,097 | \$ 96 |
| | Business Permit Renewal Application Fee | Per Application | | \$ 13,441 | \$ 13,764 | \$ 323 |
| | Renewal Background Investigation Fee | Per Owner | | \$ 103 | \$ 105 | \$ 2 |
| | Employee Permit Fee (Initial) | Per Employee | | \$ 308 | \$ 315 | \$ 7 |
| | Employee Permit Renewal Fee | Per Employee | | \$ 103 | \$ 105 | \$ 2 |
| 5 | Conditional Use Permit | Per Application | | \$ 5,969 | \$ 6,112 | \$ 143 |
| 6 | Conditional Use Permit (Non-Profit Organizations) | Per Application | | \$ 5,969 | \$ 6,112 | \$ 143 |
| 7 | Development Review | | | | | |
| | Class A | Per Application | [1] | \$ 10,680 | \$ 10,936 | \$ 256 |
| | Class B | Per Application | [2] | \$ 8,854 | \$ 9,066 | \$ 212 |
| 8 | Ellis Specific Plan Pattern Book Certification | Per Application | [5] | \$ 4,791 | \$ 4,906 | \$ 115 |
| 9 | ENVIRONMENTAL | | | | | |
| | Environmental Assessment | Per Project | | \$ 636 | \$ 651 | \$ 15 |
| | Environmental Initial Study | Per Project | | Per Cost Recovery agrmt. | Per Cost Recovery agrmt. | - |
| | Negative Declaration | Per Project | | Per Cost Recovery agrmt. | Per Cost Recovery agrmt. | - |
| | Environment Impact Report | Per Project | [7] | \$ 32,772 | \$ 33,559 | \$ 787 |
| | Environmental Consistency Analysis | Per Project | [7] | \$ 4,156 | \$ 4,256 | \$ 100 |
| 10 | General Plan Amendment | Per Application | [7] | \$ 5,592 | \$ 5,726 | \$ 134 |
| 11 | Lot Line Adjustment | Per Application | | \$ 4,120 | \$ 4,219 | \$ 99 |
| 12 | MICRO-IMAGING FEES | | [4] | | | |
| | 11" X 17" and Smaller (B&W or Grayscale with 2" Field Index) | Each | | \$ 0.08 | \$ 0.08 | \$ 0.00 |
| | Larger than 11" X 17" (B&W or Grayscale with a Two-Field Index) | Each | | \$ 0.88 | \$ 0.90 | \$ 0.02 |
| | 11" X 17" and Smaller (Color with Two-Field Index) | Each | | \$ 0.15 | \$ 0.15 | \$ 0.00 |
| | 18" X 24" Color Document with a Two-Field Index | Each | | \$ 0.53 | \$ 0.54 | \$ 0.01 |
| | 24" X 36" Color Document with a Two-Field Index | Each | | \$ 2.00 | \$ 2.05 | \$ 0.05 |
| 13 | Noise Ordinance Variation | Per Application | | \$ 7,875 | \$ 8,064 | \$ 189 |
| 14 | Planned Unit Development | Per Application | | \$ 8,945 | \$ 9,160 | \$ 215 |



Community & Economic Development - Planning Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|--------------------|-------|----------------------------|-------------------------------------|------------|
| 15 | Planned Unit Development Amendment | Per Application | | \$ 6,399 | \$ 6,553 | \$ 154 |
| 16 | Planning Commission Determination | Per Determination | | \$ 5,417 | \$ 5,547 | \$ 130 |
| | PLANNING DIVISION Application FEES | | | | | |
| 17 | Residential Growth Allotment | Per Application | [3] | \$ 4,021 | \$ 4,118 | \$ 97 |
| 18 | Sign Permit | | [3] | | | |
| | Master Sign Program | Per Program | | \$ 1,533 | \$ 1,570 | \$ 37 |
| | Sign Permit | | | | | |
| | Single Sign | Per Permit | | \$ 484 | \$ 496 | \$ 12 |
| | Multiple Signs | Per Permit | | \$ 646 | \$ 662 | \$ 16 |
| 19 | Specific Plan | | | | | |
| | Specific Plan Amendment-Text only | Per Project | | \$ 4,904 | \$ 5,022 | \$ 118 |
| | New Specific Plan or Major Amendment-(Zoning and/or map amendment) | Per Application | [7] | \$ 19,632 | \$ 20,103 | \$ 471 |
| 20 | Temporary Use Permit | Per Application | [3] | \$ 1,288 | \$ 1,319 | \$ 31 |
| | Temporary Use Permit (Non-Profit) | Per Application | [3] | \$ 644 | \$ 659 | \$ 15 |
| 21 | TENTATIVE Map / TENTATIVE Map Amendment | | | | | |
| | Parcel Map | Per Application | | \$ 8,865 | \$ 9,078 | \$ 213 |
| | 5 - 100 Lots | Per Application | | \$ 16,011 | \$ 16,395 | \$ 384 |
| | Over 100 Lots | Per Application | | \$ 29,412 | \$ 30,118 | \$ 706 |
| 22 | Time Extension | Per Application | [3] | \$ 3,047 | \$ 3,120 | \$ 73 |
| 23 | Variance | Per Application | | \$ 2,664 | \$ 2,728 | \$ 64 |
| 24 | ZONING | | | | | |
| | Zone Change | Per Application | | \$ 3,712 | \$ 3,801 | \$ 89 |
| | Zone Text Amendment | Per Application | | \$ 4,197 | \$ 4,298 | \$ 101 |
| | Zoning Research Letter | Per Letter | [3] | \$ 404 | \$ 414 | \$ 10 |
| 25 | Copies - City Documents and Maps | | | See City Clerk | See City Clerk | - |
| 26 | 4th and Subsequent Review | Per Submittal | [6] | Set by City Policy | Set by City Policy | - |
| 27 | General Plan Maintenance and Update | | | .05% of Building Valuation | .05% of Building Valuation | - |
| II | BUILDING PLAN CHECK BY PLANNING | | | | | |
| 28 | Single Family | | | | | |
| | Miscellaneous Minor Improvements | Per Permit | | \$ 81 | \$ 83 | \$ 2 |
| | Plot Plan / Production Plan Review | Per Plot Plan | | \$ 81 | \$ 83 | \$ 2 |
| | New Model Home | Per New Model Home | | \$ 323 | \$ 331 | \$ 8 |



Community & Economic Development - Planning Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|-----------------|-------|----------------------|-------------------------------|------------|
| 29 | Multi-family/ Commercial/ Industrial | | | | | |
| | New Building / Shell Project | Per Application | | \$ 646 | \$ 662 | \$ 16 |
| | Tenant Improvement | Per Application | | \$ 323 | \$ 331 | \$ 8 |
| 30 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | Per Hour | | \$ 161 | \$ 165 | \$ 4 |
| | | | | | | |

Notes

- [1] Class A: New Single Family Residential 4 + Units, New Multifamily Residential/ Office/ Commercial/Industrial
- [2] Class B: Single Family Residential 1-3 Units (Unless Exempt Pursuant to TMC Section 10.08.3930), Changes to Existing Multifamily/ Office/ Commercial/ Industrial
- [3] Environmental Assessment Fee not Applicable
- [4] Plus 2% of Invoice Total for Pick-up and Delivery
- [5] Ellis Specific Plan, Section 6.3
- [6] Set by City Policy. Fee for Each Additional Review 15% of original Project Budget or 2 Hour Minimum, whichever is Greater.
- [7] Fee amount plus CRA for consultant cost

Note: The City may require the applicant to sign a Cost Recovery Agreement to pay actual Costs instead of the fixed processing fee when (1) the anticipated Costs of the Project's environmental Review or CEQA Documentation is likely to exceed the Project's fixed fee or (2) the Director of Community and Economic Development and the applicant mutually agree that a Cost Recovery Agreement will be appropriate for the Project in order to hire City consultants to work on the Project.



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|----------------------|-------|----------------------|-------------------------------|------------|
| I | BUILDING PERMIT FEES | | | | | |
| 1 | Building Permit/Inspection - Residential | | | | | |
| | \$ 500 | Base Fee @ \$500 | | \$ 108 | \$ 111 | \$ 3 |
| | Each Additional \$100 or Fraction thereof | Each Add 'l \$100 | | \$ 16.86 | \$ 17.26 | \$ 0.40 |
| | \$ 2,000 | Base Fee @ \$2,000 | | \$ 361 | \$ 370 | \$ 9 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 36.12 | \$ 36.99 | \$ 0.87 |
| | \$ 10,000 | Base Fee @ 10,000 | | \$ 650 | \$ 666 | \$ 16 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 22 | \$ 23 | \$ 1 |
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 975 | \$ 998 | \$ 23 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 32.40 | \$ 33.18 | \$ 0.78 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 1,785 | \$ 1,828 | \$ 43 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 11.92 | \$ 12.21 | \$ 0.29 |
| | \$ 150,000 | Base Fee @ \$150,000 | | \$ 2,977 | \$ 3,048 | \$ 71 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 3.99 | \$ 4.09 | \$ 0.10 |
| | \$ 350,000 | Base Fee @ \$350,000 | | \$ 3,776 | \$ 3,867 | \$ 91 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 3.79 | \$ 3.88 | \$ 0.09 |
| | \$ 550,000 | Base Fee @ 550,000 | | \$ 4,534 | \$ 4,643 | \$ 109 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 8.24 | \$ 8.44 | \$ 0.20 |
| 2 | Building Plan Check - Residential | | | | | |
| | \$ 500 | Base Fee @ \$500 | | \$ 72 | \$ 74 | \$ 2 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$100 | | \$ 4.82 | \$ 4.94 | \$ 0.12 |
| | \$ 2,000 | Base Fee @ \$2,000 | | \$ 144 | \$ 147 | \$ 3 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 18.06 | \$ 18.49 | \$ 0.43 |
| | \$ 10,000 | Base Fee @ \$10,000 | | \$ 289 | \$ 296 | \$ 7 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 9.63 | \$ 9.86 | \$ 0.23 |
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 433 | \$ 443 | \$ 10 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 11.56 | \$ 11.84 | \$ 0.28 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 722 | \$ 739 | \$ 17 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 4.33 | \$ 4.43 | \$ 0.10 |
| | \$ 150,000 | Base Fee @ \$150,000 | | \$ 1,156 | \$ 1,184 | \$ 28 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 5.78 | \$ 5.92 | \$ 0.14 |
| | \$ 350,000 | Base Fee @ \$350,000 | | \$ 2,312 | \$ 2,367 | \$ 55 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 4.33 | \$ 4.43 | \$ 0.10 |
| | \$ 550,000 | Base Fee @ 550,000 | | \$ 3,178 | \$ 3,254 | \$ 76 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 5.78 | \$ 5.92 | \$ 0.14 |
| 3 | Building Plan Check for Identical Building / Repeat Tract House / Plot Plans | Flat | | \$ 722 | \$ 739 | \$ 17 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|--|-----------------------|-------|----------------------|-------------------------------|------------|
| 4 | Building Permit/Inspection - Commercial/Multi-family/Industrial | | | | | |
| | \$ 10,000 | Base Fee up \$10,000 | | \$ 1,678 | \$ 1,718 | \$ 40 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 96.32 | \$ 98.63 | \$ 2.31 |
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 3,123 | \$ 3,198 | \$ 75 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 77.25 | \$ 79.10 | \$ 1.85 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 5,054 | \$ 5,175 | \$ 121 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 144.06 | \$ 147.52 | \$ 3.46 |
| | \$ 100,000 | Base Fee @ \$100,000 | | \$ 12,257 | \$ 12,551 | \$ 294 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 7.72 | \$ 7.91 | \$ 0.19 |
| | \$ 500,000 | Base Fee @ 500,000 | | \$ 15,344 | \$ 15,712 | \$ 368 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 14.52 | \$ 14.87 | \$ 0.35 |
| | \$ 1,000,000 | Base Fee @ 1,000,000 | | \$ 22,604 | \$ 23,146 | \$ 542 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 1.81 | \$ 1.85 | \$ 0.04 |
| | \$ 5,000,000 | Base Fee @ 5,000,000 | | \$ 29,864 | \$ 30,581 | \$ 717 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 2.90 | \$ 2.97 | \$ 0.07 |
| | \$ 10,000,000 | Base Fee @ 10,000,000 | | \$ 44,348 | \$ 45,412 | \$ 1,064 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 3.10 | \$ 3.17 | \$ 0.07 |
| 5 | Building Plan Check - Commercial/Multi-family/Industrial | | | | | |
| | \$ 10,000 | Base Fee up \$10,000 | | \$ 289 | \$ 296 | \$ 7 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 19.26 | \$ 19.72 | \$ 0.46 |
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 578 | \$ 592 | \$ 14 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 11.56 | \$ 11.84 | \$ 0.28 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 867 | \$ 888 | \$ 21 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 17.34 | \$ 17.76 | \$ 0.42 |
| | \$ 100,000 | Base Fee @ \$100,000 | | \$ 1,734 | \$ 1,776 | \$ 42 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 4.33 | \$ 4.43 | \$ 0.10 |
| | \$ 500,000 | Base Fee @ 500,000 | | \$ 3,467 | \$ 3,550 | \$ 83 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 3.47 | \$ 3.55 | \$ 0.08 |
| | \$ 1,000,000 | Base Fee @ 1,000,000 | | \$ 5,201 | \$ 5,326 | \$ 125 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 0.65 | \$ 0.67 | \$ 0.02 |
| | \$ 5,000,000 | Base Fee @ 5,000,000 | | \$ 7,802 | \$ 7,989 | \$ 187 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 0.69 | \$ 0.71 | \$ 0.02 |
| | \$ 10,000,000 | Base Fee @ 10,000,000 | | \$ 11,269 | \$ 11,539 | \$ 270 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 0.79 | \$ 0.81 | \$ 0.02 |
| 6 | Building Permit/Inspection - TI | | | | | |
| | \$ 10,000 | Base Fee up \$10,000 | | \$ 1,887 | \$ 1,932 | \$ 45 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 77.05 | \$ 78.90 | \$ 1.85 |

City of Tracy

Master Fee Schedule

Adopted:



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|----------------------|-------|----------------------|-------------------------------|------------|
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 3,042 | \$ 3,115 | \$ 73 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 59.23 | \$ 60.65 | \$ 1.42 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 4,523 | \$ 4,632 | \$ 109 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 58.51 | \$ 59.91 | \$ 1.40 |
| | \$ 100,000 | Base Fee @ \$100,000 | | \$ 7,449 | \$ 7,628 | \$ 179 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 18.15 | \$ 18.59 | \$ 0.44 |
| | \$ 500,000 | Base Fee @ 500,000 | | \$ 14,709 | \$ 15,062 | \$ 353 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 5.85 | \$ 5.99 | \$ 0.14 |
| | \$ 1,000,000 | Base Fee @ 1,000,000 | | \$ 17,634 | \$ 18,057 | \$ 423 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 1.09 | \$ 1.12 | \$ 0.03 |
| | \$ 5,000,000 | Base Fee @ 5,000,000 | | \$ 22,005 | \$ 22,533 | \$ 528 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 4.40 | \$ 4.51 | \$ 0.11 |
| 7 | Building Plan Check - TI | | | | | |
| | \$ 10,000 | Base Fee up \$10,000 | | \$ 289 | \$ 296 | \$ 7 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 19.26 | \$ 19.72 | \$ 0.46 |
| | \$ 25,000 | Base Fee @ 25,000 | | \$ 578 | \$ 592 | \$ 14 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 11.56 | \$ 11.84 | \$ 0.28 |
| | \$ 50,000 | Base Fee @ \$50,000 | | \$ 867 | \$ 888 | \$ 21 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 17.34 | \$ 17.76 | \$ 0.42 |
| | \$ 100,000 | Base Fee @ \$100,000 | | \$ 1,734 | \$ 1,776 | \$ 42 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 4.33 | \$ 4.43 | \$ 0.10 |
| | \$ 500,000 | Base Fee @ 500,000 | | \$ 3,467 | \$ 3,550 | \$ 83 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 3.47 | \$ 3.55 | \$ 0.08 |
| | \$ 1,000,000 | Base Fee @ 1,000,000 | | \$ 5,201 | \$ 5,326 | \$ 125 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 0.65 | \$ 0.67 | \$ 0.02 |
| | \$ 5,000,000 | Base Fee @ 5,000,000 | | \$ 7,802 | \$ 7,989 | \$ 187 |
| | Each Additional \$1000 or Fraction thereof | Each Add 'l \$1,000 | | \$ 1.56 | \$ 1.60 | \$ 0.04 |
| II | MISCELLANEOUS MINOR PERMITS | | | | | |
| 8 | Demolition | | | | | |
| | Residential | Each | | \$ 181 | \$ 185 | \$ 4 |
| | Commercial | Each | | \$ 289 | \$ 296 | \$ 7 |
| 9 | Fire Sprinkler - Residential | | | | | |
| | Plan Check | Each | | \$ 289 | \$ 296 | \$ 7 |
| | Permit/Inspection | Each | | \$ 253 | \$ 259 | \$ 6 |
| 10 | Patio Covers | | | | | |
| | Residential | Each | | \$ 433 | \$ 443 | \$ 10 |
| 11 | Residential Pools | | | | | |
| | Fiberglass/Above Ground | Each | | \$ 397 | \$ 407 | \$ 10 |
| | Gunite (Incl. Master. Plan str. Review Average Fee) | Each | | \$ 1,156 | \$ 1,184 | \$ 28 |
| | Remodel/Repair | Each | | \$ 325 | \$ 333 | \$ 8 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|-------------|-------|--------------------------------------|--------------------------------------|------------|
| 12 | Post Fire/Impact Pre-permit Inspection | | | | | |
| | Residential | Each | | \$ 325 | \$ 333 | \$ 8 |
| | Commercial | Each | | \$ 470 | \$ 481 | \$ 11 |
| 13 | Residential Remodel (Includes MEP Fees) | | | | | |
| | Kitchen/Bath < \$10,000 | Each | | \$ 795 | \$ 814 | \$ 19 |
| | Kitchen/Bath \$10,000 - \$20,000 | Each | | \$ 1,011 | \$ 1,035 | \$ 24 |
| | Kitchen/Bath \$21,000 - \$30,000 | Each | | \$ 1,084 | \$ 1,110 | \$ 26 |
| 14 | Non-Structural Re-Roof | | | | | |
| | Residential | Each | | \$ 253 | \$ 259 | \$ 6 |
| | Commercial | Each | | See Building valuation (Fee #6 & #7) | See Building valuation (Fee #6 & #7) | - |
| 15 | Illuminated & Non-illuminated Wall Signs ONLY | Each | | \$ 325 | \$ 333 | \$ 8 |
| 16 | Residential Stucco Siding | Each | | \$ 181 | \$ 185 | \$ 4 |
| 17 | Res. Non-Habitable Accessory / Storage Structures | Each | | \$ 470 | \$ 481 | \$ 11 |
| 18 | Temporary Office Trailers | Each | | \$ 433 | \$ 443 | \$ 10 |
| 19 | Residential Windows/Doors - Retrofit/Like-for-Like ONLY (Size, Operation and Location) | | | | | |
| | 5 or Less | Each | | \$ 144 | \$ 147 | \$ 3 |
| | 6-10 | Each | | \$ 181 | \$ 185 | \$ 4 |
| | 11-15 | Each | | \$ 217 | \$ 222 | \$ 5 |
| | 16+ | Each | | See Building valuation (Fee #1 & #2) | See Building valuation (Fee #1 & #2) | - |
| 20 | Fire Flow Test Permit | Flat | | \$ 440 | \$ 517 | \$ 77 |
| III | ELECTRICAL PERMIT FEES | | | | | |
| 21 | Base Permit | Per Project | | \$ 36 | \$ 37 | \$ 1 |
| | <u>PER UNIT FEE SCHEDULE:</u> | | | | | |
| 22 | Receptacles, Switches, Lighting Outlets, and Circuits | | | | | |
| | Residential | | | | | |
| | First 5 or Portion thereof | Flat | | \$ 108 | \$ 111 | \$ 3 |
| | Each Additional 5 or Portion thereof | Flat | | \$ 72 | \$ 74 | \$ 2 |
| | Added Circuits | Each | | \$ 36 | \$ 37 | \$ 1 |
| | Commercial | | | | | |
| | First 5 or Portion thereof | Flat | | \$ 217 | \$ 222 | \$ 5 |
| | Each Additional 5 or Portion thereof | Flat | | \$ 144 | \$ 147 | \$ 3 |
| | Added Circuits | Each | | \$ 144 | \$ 147 | \$ 3 |
| 23 | Installation, Alteration, or Relocation of each Electrical Service: | | | | | |
| | Residential | | | | | |
| | Up to 200 Amps | Each | | \$ 144 | \$ 147 | \$ 3 |
| | Over 200 Amps | Each | | \$ 181 | \$ 185 | \$ 4 |
| | Commercial | | | | | |
| | Up to 200 Amps | Each | | \$ 217 | \$ 222 | \$ 5 |
| | Over 200 Amps and up to 800 AMPS | Each | | \$ 253 | \$ 259 | \$ 6 |
| | Over 800 Amps | Each | | \$ 325 | \$ 333 | \$ 8 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|----------|-------|----------------------|-------------------------------|------------|
| 24 | Commercial/Residential Portable Electrical Generator - Temporary Use ONLY | | | | | |
| | 1 Generator | Flat | | \$ 181 | \$ 185 | \$ 4 |
| | 2-5 Generators | Flat | | \$ 253 | \$ 259 | \$ 6 |
| | 6+ Generators | Flat | | \$ 325 | \$ 333 | \$ 8 |
| 25 | Temporary Power Source | | | | | |
| | 1 Temporary Power Pole | Flat | | \$ 144 | \$ 147 | \$ 3 |
| | 2-5 Temporary Power Poles | Flat | | \$ 217 | \$ 222 | \$ 5 |
| | 6+ Temporary Power Poles | Flat | | \$ 361 | \$ 370 | \$ 9 |
| 26 | Solar (PV) Systems (State-mandated Fees) | | [1] | | | |
| | Solar - Residential (up to 15 kW) | Flat | [2] | \$ 450 | \$ 450 | \$ 0 |
| | Per kW above 15kW | Per kW | [2] | \$ 15 | \$ 15 | \$ 0 |
| | Solar - Commercial (up to 50 kW) | Flat | [2] | \$ 1,000 | \$ 1,000 | \$ 0 |
| | Per kW between 51kW - 250kW | Per kW | [2] | \$ 7 | \$ 7 | \$ 0 |
| | Per kW above 250kW | Per kW | [2] | \$ 5 | \$ 5 | \$ 0 |
| IV | MECHANICAL PERMIT AND PLAN CHECK FEES | | | | | |
| 27 | For the Issuance of each Permit | Each | | \$ 36 | \$ 37 | \$ 1 |
| 28 | HVAC, Evaporative Coil Systems; New, or Changeout or Relocation (not Including Duct; See Fee #32 for New Residential Ducts) | | | | | |
| | Residential | Each | | \$ 126 | \$ 129 | \$ 3 |
| | Commercial | Each | | \$ 397 | \$ 407 | \$ 10 |
| 29 | Repair to Existing Mechanical System - Residential Only | Each | | \$ 181 | \$ 185 | \$ 4 |
| 30 | For the Installation or Relocation of Each Wall Heater, Floor Furnace, Suspended, or Floor Mounted Unit Heater | | | | | |
| | Residential | Each | | \$ 181 | \$ 185 | \$ 4 |
| | Commercial | Each | | \$ 253 | \$ 259 | \$ 6 |
| 31 | For Each New (or Changeout) Residential Duct System | Each | | \$ 217 | \$ 222 | \$ 5 |
| 32 | For the Installation, Alteration, or Addition to Each Commercial Range Hood(s), Including Ducts, Blower(s), or Fans Attached thereto for Type I, or II Hoods. | Each | | \$ 722 | \$ 739 | \$ 17 |
| 33 | For the Installation of Each Domestic Type Vent Fan or Range Hood, Including Attached Duct (Residential Only) | Each | | \$ 54 | \$ 55 | \$ 1 |
| 34 | For the Installation or Relocation of each Boiler or Compressor to and Including 3 HP or Each Absorption System to and Including 100,000 B.T.U. | | | | | |
| | Residential | Each | | \$ 289 | \$ 296 | \$ 7 |
| | Commercial | Each | | \$ 361 | \$ 370 | \$ 9 |
| 35 | For the Installation or Relocation of Each Boiler or Compressor over 3 HP or Each Absorption System over 100,000 B.T.U. | | | | | |
| | Residential | Each | | \$ 361 | \$ 370 | \$ 9 |
| | Commercial | Each | | \$ 470 | \$ 481 | \$ 11 |
| 36 | New Swimming Pool Heating Systems - Heater/Boiler (See Fee #53 and Fee #54 for Plumbing Elements) | | | | | |
| | Residential | Each | | \$ 289 | \$ 296 | \$ 7 |
| | Commercial | Each | | \$ 397 | \$ 407 | \$ 10 |
| 37 | Replacement Swimming Pool Heating System - Heater/Boiler (See Fee #53 and Fee #54 for Plumbing Elements). Residential Only | Each | | \$ 217 | \$ 222 | \$ 5 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|----------|-------|--------------------------------------|--------------------------------------|------------|
| 38 | For the Installation of each Fire/Smoke/Ceiling Radiation Damper | Each | | See Building valuation (Fee #6 & #7) | See Building valuation (Fee #6 & #7) | - |
| 39 | For the Installation or Alteration of one Residential Metal Chimney Serving a Fireplace or Similar Appliances | Each | | \$ 289 | \$ 296 | \$ 7 |
| V | PLUMBING PERMIT AND PLAN CHECK FEES | | | | | |
| 40 | For the Issuance of each Permit | Each | | \$ 36 | \$ 37 | \$ 1 |
| 41 | For 10 or Less Plumbing Fixtures or Traps, Including Water, Waste, and Vent Piping | | | | | |
| | Residential | Flat | | \$ 72 | \$ 74 | \$ 2 |
| | Commercial | Flat | | \$ 433 | \$ 443 | \$ 10 |
| 42 | Each Additional Plumbing Fixture; Residential Only | Each | | \$ 36 | \$ 37 | \$ 1 |
| 43 | 10 Gas Outlets or Less, Includes Repairs, New Work and Line Replacements | | | | | |
| | Residential | Flat | | \$ 108 | \$ 111 | \$ 3 |
| | Commercial | Flat | | \$ 361 | \$ 370 | \$ 9 |
| 44 | Repairs, Replacements or Relocation of each Building Sewer or Building Drain and Backwater Valve. | | | | | |
| | Residential | Each | | \$ 108 | \$ 111 | \$ 3 |
| | Commercial | Each | | \$ 181 | \$ 185 | \$ 4 |
| 45 | For each Interceptor (Sand/Grease) and each Industrial Waste Pre-treatment Interceptor | Each | | \$ 253 | \$ 259 | \$ 6 |
| 46 | Commercial Roof Rain Water System | Each | | \$ 217 | \$ 222 | \$ 5 |
| 47 | For each Water Supply System Installation, Alteration, Replacement of Water Piping and Residential Water Treatment Equipment | | | | | |
| | Residential | Each | | \$ 144 | \$ 147 | \$ 3 |
| | Commercial | Each | | \$ 325 | \$ 333 | \$ 8 |
| 48 | Drain and Vent Piping. Includes New Systems, Repairs, Replacement Lines, Pool Drains and Separation Tanks | | | | | |
| | Residential | Each | | \$ 108 | \$ 111 | \$ 3 |
| | Commercial | Each | | \$ 217 | \$ 222 | \$ 5 |
| 49 | Repair/Replacement of Backflow Prevention Devices e.g. Vacuum Breakers | | | | | |
| | Residential | Each | | \$ 108 | \$ 111 | \$ 3 |
| | Commercial | Each | | \$ 217 | \$ 222 | \$ 5 |
| 50 | Storage Tank (or Tankless) Water Heater Repair or Replacement, Like-for-Like | | | | | |
| | Residential | Each | | \$ 54 | \$ 55 | \$ 1 |
| | Commercial | Each | | \$ 217 | \$ 222 | \$ 5 |
| 51 | New Water Heater Installation (Tankless or Storage) | | | | | |
| | Residential | Each | | \$ 289 | \$ 296 | \$ 7 |
| | Commercial | Each | | \$ 442 | \$ 453 | \$ 11 |
| 52 | New or Replacement of Rooftop Solar Thermal Water Heating Systems (NOT PV) (State Mandated Fees) | | [1] | | | |
| | Residential (up to 10 kWth) | Flat | [2] | \$ 450 | \$ 450 | \$ 0 |
| | Per kWth above 10 kWth | Per kWth | [2] | \$ 15 | \$ 15 | \$ 0 |
| | Commercial (up to 30 kWth) | Flat | [2] | \$ 1,000 | \$ 1,000 | \$ 0 |
| | Per kWth between 31 kWth - 260 kWth) | Per kWth | [2] | \$ 7 | \$ 7 | \$ 0 |
| | Per kWth above 260 kWth | Per kWth | [2] | \$ 5 | \$ 5 | \$ 0 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|-------------|-------|-------------------------|-------------------------------|------------|
| 53 | New Non-solar Thermal Pool Appliance Heating Systems - Plumbing Elements only (See Fee #37 for Mechanical Components) | | | | | |
| | Residential | Each | | \$ 144 | \$ 147 | \$ 3 |
| | Commercial | Each | | \$ 144 | \$ 147 | \$ 3 |
| 54 | Repair or Replacement of Non-solar Thermal Pool Heating Systems - Plumbing Elements only Like for Like | | | | | |
| | Residential | Each | | \$ 54 | \$ 55 | \$ 1 |
| | Commercial | Each | | \$ 144 | \$ 147 | \$ 3 |
| VI | ADDITIONAL PLAN REVIEW / INSPECTION SERVICES | | | | | |
| 55 | Accessibility Hardship Review | Each | | \$ 686 | \$ 702 | \$ 16 |
| 56 | Inspections Outside of Normal City Business Hours (Min. 2 hours) | | | | | |
| | First 2 Hours | Per Project | | \$ 397 | \$ 407 | \$ 10 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 159 | \$ 163 | \$ 4 |
| 57 | Reinstatement Fee for Expired Permit | Per Project | | 50% of Base Permit Fee | 50% of Base Permit Fee | - |
| 58 | Reinspection Fee (Min. 1/2 hour) | | | | | |
| | First 1/2 Hour | Hourly | | \$ 108 | \$ 111 | \$ 3 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |
| 59 | Plan Review for which No Fee is Specifically Indicated (Min. 1/2 Hour) | | | | | |
| | First 1/2 Hour | Per Project | | \$ 119 | \$ 122 | \$ 3 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 159 | \$ 163 | \$ 4 |
| 60 | Inspections for which No Fee is Specifically Indicated (Min. 1 Hour) | | | | | |
| | First 1 Hour | Per Project | | \$ 144 | \$ 147 | \$ 3 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |
| 61 | Strong Motion Instrumentation Program (SMIP) | State Fee | [1] | Determined by the State | Determined by the State | - |
| 62 | Reissuance of Inspection Card | Each | | \$ 36 | \$ 37 | \$ 1 |
| 63 | Special Inspection (SOQ Review & Approval - New and Each 3 yr. Renewal Period) | Hourly | | \$ 217 | \$ 222 | \$ 5 |
| 64 | Temporary Certificates of Occupancy/Certificate of Occupancy | | | | | |
| | TCO/CO Issuance (Required) | Each | | \$ 316 | \$ 324 | \$ 8 |
| | TCO/CO Issuance (Non-Required) | Each | | \$ 108 | \$ 111 | \$ 3 |
| 65 | Partial TCO | Each | | \$ 325 | \$ 333 | \$ 8 |
| 66 | Plan Review for any Submittals Subsequent to 3rd Submittal and for Revisions (Min. 1/2 hour) | | | | | |
| | First 1/2 Hour | Per Project | | \$ 72 | \$ 74 | \$ 2 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |
| 67 | Expedited Plan Check (Outside Normal City Business Hours) | Each 1/2 Hr | | \$ 79 | \$ 81 | \$ 2 |
| 68 | Record Retention (Digitizing Fee) | | | | | |
| | up to 11x17 | Per Page | | \$ 0.18 | \$ 0.18 | \$ 0 |
| | Over 11x17 | Per Page | | \$ 2 | \$ 2 | \$ 0 |
| | Pick-up & Delivery | Flat | | \$ 0.30 | \$ 0.31 | \$ 0.01 |
| 69 | Affidavit Process to Release/Provide Plans | Each | | \$ 144 | \$ 147 | \$ 3 |
| 70 | AMMR Review (Minimum 2 hours) | | | | | |
| | First 2 Hours | Per Project | | \$ 325 | \$ 333 | \$ 8 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |



Community & Economic Development - Building Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|-------------|-------|----------------------|-------------------------------|------------|
| 71 | Investigation Fee | Each | | 3 Times Permit Fee | 3 Times Permit Fee | - |
| 72 | Partial Permit Issuance, Revisions and Non-standard Deferred Submittals | | | | | |
| | Partial Permit Issuance | Each | | \$ 189 | \$ 194 | \$ 5 |
| | Non-standard Deferred Submittals | Each | | \$ 108 | \$ 111 | \$ 3 |
| | Revisions | Each | | \$ - | \$ 111 | - |
| 73 | FEMA Community Acknowledgement Form Processing (Minimum 1 Hour) | | | | | |
| | First 1 Hour | Per Project | | \$ 144 | \$ 147 | \$ 3 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |
| 74 | Special Projects (Minimum 1/4 hour) Special Events and Code Enforcement Activities | | | | | |
| | First 1/4 Hour | Per Project | | \$ 36 | \$ 37 | \$ 1 |
| | Each Additional Hour (1/4 Hour Increments) | Hourly | | \$ 144 | \$ 147 | \$ 3 |
| 75 | Building Moving | | | | | |
| | Permit Fee | Per Permit | | \$ 913 | \$ 935 | \$ 22 |
| | Other | Per Hour | | \$ 144 | \$ 147 | \$ 3 |
| 76 | For Services Requested of City Staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | During Business Hours | Per Hour | | \$ 144 | \$ 147 | \$ 3 |
| | After Business Hours | Per Hour | | \$ 159 | \$ 163 | \$ 4 |

Notes

- [1] Fee set by State.
- [2] Not Subject to Inflationary Adjustment



Police Department

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|--|--------------------|---------|-------------------------|-------------------------------|------------|
| 1 | Alarm Permit; False Alarms | | | | | |
| | Alarm User Permit | Per Permit | | \$ 24 | \$ 25 | \$ 1 |
| 2 | False alarm costs, (plus penalties): | | [5] | | | |
| | 4th Response | Each | | \$ 488 | \$ 500 | \$ 12 |
| | 5th Response | Each | | \$ 488 | \$ 500 | \$ 12 |
| | 6th Response | Each | | \$ 488 | \$ 500 | \$ 12 |
| | 7th Response | Each | | \$ 488 | \$ 500 | \$ 12 |
| 3 | Bicycles | | | | | |
| | License and Registration | Per 3 Years | | \$ 12 | \$ 12 | \$ 0 |
| | Renewal | Per 3 Years | | \$ 12 | \$ 12 | \$ 0 |
| 4 | Bingo | | | | | |
| | License | Each | | \$ 67 | \$ 69 | \$ 2 |
| | Renewal | Each | | \$ 13 | \$ 13 | \$ 0 |
| 5 | Cardrooms | | | | | |
| | License and Renewal | Each | | \$ 55 | \$ 56 | \$ 1 |
| | Dealer/Work Permit | Each | | \$ 55 | \$ 56 | \$ 1 |
| | Department of Justice Fee | Per Permit | [1] [9] | \$ 32 | \$ 32 | \$ 0 |
| | (City Fingerprint Fee) | Each | | See Fingerprint Fee #11 | See Fingerprint Fee #11 | - |
| 6 | Citation Sign-off for Agencies Outside the City | Per Citation | | \$ 43 | \$ 44 | \$ 1 |
| 7 | Clearance Letter (for Immigration or other Clearance Letter, Plus Fingerprint Fees) | Per Letter | | \$ 24 | \$ 25 | \$ 1 |
| 8 | Crime Report/Traffic Report Copy | | | | | |
| | Per Page, Bulletin Entry | Per Page | [8] [9] | \$ 0.15 | \$ 0.15 | \$ 0 |
| | Certified Copy of Reports | Per Letter | | \$ 12 | \$ 12 | \$ 0 |
| | Crime Analysis Reports | Per Report | | \$ 121 | \$ 124 | \$ 3 |
| | Traffic collision Report (for other than Victim) | Per Report | [8] [9] | \$ 0.15 | \$ 0.15 | \$ 0 |
| 9 | DUI | | [2] [9] | | | |
| | Accident Response and investigation | Actual Cost | | \$ 12,915 | \$ 13,225 | \$ 310 |
| | Arrest and Report | Actual Cost | | \$ 1,076 | \$ 1,102 | \$ 26 |
| 10 | Concealed Weapons | | | | | |
| | Permit | Per Permit | [3] | \$ 333 | \$ 341 | \$ 8 |
| | Department of Justice Live Scan Fee | Per Permit | [9] | \$ 95 | \$ 95 | \$ 0 |
| | Renewal | Per Permit Renewal | | \$ 26 | \$ 27 | \$ 1 |
| | Department of Justice Fee - Payable to DOJ | Per Permit | [1] [9] | \$ 52 | \$ 52 | \$ 0 |
| | Amended License | Per Amendment | [10] | \$ 10 | \$ 10 | \$ 0 |
| | (City Fingerprint Fee) | Each | | See Fingerprint Fee #11 | See Fingerprint Fee #11 | - |
| 11 | DOJ, FBI and Fingerprint | | | | | |
| | DOJ and FBI Fee | Per Print | [1] | Per DOJ Fee Schedule | Per DOJ Fee Schedule | - |
| | Fingerprint (City's Rolling Fee) | Per Request | [9] | \$ 29 | \$ 30 | \$ 1 |
| 12 | Firearms Sales Permit | Per Permit | [4] [9] | \$ 28 | \$ 28 | \$ 0 |
| | Department of Justice Fee | Per Permit | [1] [9] | \$ 32 | \$ 32 | \$ 0 |
| | (City Fingerprint Fee) | Each | | See Fingerprint Fee #11 | See Fingerprint Fee #11 | - |
| 13 | Palmistry License Fee | | | | | |
| | New | Per License | | \$ 121 | \$ 124 | \$ 3 |
| | Renewal | Per Renewal | | \$ 121 | \$ 124 | \$ 3 |



Police Department

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|----------------|-------|-------------------------|-------------------------------|------------|
| 14 | Police Photo (reproduction) | | | | | |
| | Plus traffic photo processing Fee to insurance company | Per Photo | | \$ 61 | \$ 62 | \$ 1 |
| | Photo CD's | Per Photo | | \$ 61 | \$ 62 | \$ 1 |
| | Tape of Radio/Video Transmission, Digital or Hard copy Photographs | Per CD | | \$ 61 | \$ 62 | \$ 1 |
| | CD - containing digital documents, reports, phone for CPRA request | Per Tape | | \$ 121 | \$ 124 | \$ 3 |
| | Thumb Drive- containing digital documents, reports, phone for CPRA request | Per CD | [8] | AT COST | AT COST | AT COST |
| | | Per Thumbdrive | [8] | AT COST | AT COST | AT COST |
| 15 | Police Special Services (for school and other semi-public special events) | Actual Costs | | Actual Personnel Costs | Actual Personnel Costs | - |
| 16 | Repossession Release | Per Vehicle | | \$ 15 | \$ 15 | \$ 0 |
| 17 | Second-hand Dealer/Pawn Broker | | | | | |
| | New or Renewal (Check payable to DOJ) | Each | [7] | | | |
| | City Processing Fee | Each | | \$ 87 | \$ 89 | \$ 2 |
| | DOJ Fee | Each | | \$ 300 | \$ 300 | \$ 0 |
| | Class B | Each | [1] | \$ 32 | \$ 32 | \$ 0 |
| 18 | Taxi Driver | | | | | |
| | Permit | Per Permit | | \$ 121 | \$ 124 | \$ 3 |
| | Renewal | Per Renewal | | \$ 55 | \$ 56 | \$ 1 |
| | Background investigation | Each | | \$ 121 | \$ 124 | \$ 3 |
| | (City Fingerprint Fee) | Each | | See Fingerprint Fee #11 | See Fingerprint Fee #11 | - |
| 19 | Tow Truck Driver/Attendant | | | | | |
| | Permit | Per Permit | | \$ 55 | \$ 56 | \$ 1 |
| | Renewal | Per Renewal | | \$ 36 | \$ 37 | \$ 1 |
| 20 | Vehicle Release | Per Vehicle | | \$ 158 | \$ 162 | \$ 4 |
| 21 | VIN Verification | Per Request | | \$ 305 | \$ 312 | \$ 7 |
| 22 | Storage of Firearms | | [6] | | | |
| | Intake/Processing Fee | Per Firearm | | \$ 182 | \$ 186 | \$ 4 |
| | Storage of Firearm (per domestic violence protective order) | Per Day | | \$ 2 | \$ 2 | \$ 0 |
| 23 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | Patrol | Per Hour | | \$ 183 | \$ 187 | \$ 4 |
| | Records | Per Hour | | \$ 121 | \$ 124 | \$ 3 |

Notes

- [1] Fee set by Department of Justice
- [2] Actual Cost of Personnel, up to Maximum of \$12,000 for Accident Response and Investigation and up to \$1,000 for Arrest and Report
- [3] 50% due at application and 50% due at issuance per PC 26190(b)(2)
- [4] Not subject to CPI Adjustment
- [5] Per TMC 3.40.150
- [6] Per TMC 3.52.30
- [7] Applicable DOJ Fee Applies
- [8] Fee Set by California Public Records Act 7922.530(a) government code and 20012 California Vehicle Code
- [9] Not Subject to Inflationary Adjustment
- [10] Fee set by PC 26190(e)



Police - Animal Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|-------------------|-------|-----------------------------|-------------------------------|------------|
| 1 | Animal Services | | [5] | | | |
| | Animal Adoption, Plus Veterinary Services | Per Animal | | \$ 6 | \$ 6 | \$ 0 |
| 2 | Animal bite | Per Call | [1] | \$ 73 | \$ 75 | \$ 2 |
| 3 | Board and Care (Daily) | | | | | |
| | For impounded dogs | Per Dog | | \$ 61 | \$ 62 | \$ 1 |
| | For impounded cats | Per Cat | | \$ 61 | \$ 62 | \$ 1 |
| 4 | Cat Carrier | Per Carrier | [4] | Actual Cost of Carrier | Actual Cost of Carrier | - |
| 5 | Cat Neuter | Per Cat | [2] | Actual Cost of Vet Services | Actual Cost of Vet Services | - |
| 6 | Cat Spay | Per Cat | [2] | Actual Cost of Vet Services | Actual Cost of Vet Services | - |
| 7 | Collar identification | Per Animal | [2] | Actual Cost of Collar | Actual Cost of Collar | - |
| 8 | Dog Neuter | Per Dog | [2] | Actual Cost of Vet Services | Actual Cost of Vet Services | - |
| 9 | Dog Spay | Per Dog | [2] | Actual Cost of Vet Services | Actual Cost of Vet Services | - |
| 10 | Impound | | | | | |
| | First | Per Animal | | \$ 32 | \$ 33 | \$ 1 |
| | Second | Per Animal | | \$ 48 | \$ 49 | \$ 1 |
| | Third and Above | Per Animal | | \$ 65 | \$ 67 | \$ 2 |
| 11 | Impound, Additional State fee for Unaltered, at Large, Animals: | | [3] | | | |
| | First | Per Animal | | | | |
| | Second | Per Animal | | As set by State | As set by State | - |
| | Third | Per Animal | | | | |
| 12 | License Fee | | | | | |
| | Unaltered dogs | Per Dog, per year | | \$ 36 | \$ 37 | \$ 1 |
| | Altered dogs | Per Dog, per year | | \$ 36 | \$ 37 | \$ 1 |
| | Replacement for lost | Per License | | \$ 36 | \$ 37 | \$ 1 |
| | Late Fee | Each | [6] | \$ 22 | \$ 23 | \$ 1 |
| 13 | Low cost Spay/Neuter voucher | Per Animal | | \$ 48 | \$ 49 | \$ 1 |
| 14 | Microchip | Per Animal | | Actual Cost of Microchip | Actual Cost of Microchip | - |
| 15 | Multiple Pet Permit Application | | | | | |
| | Application | Each | | \$ 436 | \$ 446 | \$ 10 |
| | Permit | Each | | \$ 32 | \$ 33 | \$ 1 |



Police - Animal Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|-------------|-------|----------------------------|-------------------------------|------------|
| 16 | Owner Surrender | | [1] | | | |
| | Live Animal | Per Animal | | \$ 36 | \$ 37 | \$ 1 |
| | Deceased Animal (Not at Shelter) | Per Animal | | \$ 73 | \$ 75 | \$ 2 |
| 17 | Rabies Vaccination Voucher | Per Animal | [2] | \$ 22 | Actual Cost of Vet Service | - |
| 18 | Vaccination | Per Animal | | Actual cost of vaccination | Actual cost of vaccination | - |
| 19 | Veterinary Costs | Actual Cost | | Actual Cost | Actual Cost | - |
| 20 | SNR Trap Rental | Each | [7] | \$ 65 | \$ 67 | \$ 2 |
| 21 | SNR Fee | Each | | \$ 22 | \$ 23 | \$ 1 |
| 22 | Breeder Certificate | Each | | \$ 108 | \$ 111 | \$ 3 |
| 23 | Dangerous Dog Permit | Each | | \$ 108 | \$ 111 | \$ 3 |
| 24 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | Per Hour | | \$ 146 | \$ 150 | \$ 4 |

Notes

- [1] Board and Care fees apply in addition to this fee.
- [2] Veterinary costs charged separately.
- [3] Fee set by State per F&A 30804.7
- [4] Cost of Carrier charged separately.
- [5] Additional State/other fees may apply
- [6] Fee set by Reso # 2009-178 and TMC 5.08.130(d).
- [7] Refundable as long as trap is returned to City on the agreed upon date.



Public Works Department - Operations

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|----------------|-------|----------------------|-------------------------------|------------|
| | | | | | | |
| 1 | Banner Installation and Removal | | | | | |
| | New Location | Per Bracket | | \$ 233 | \$ 239 | \$ 6 |
| | Existing Banner Site | Each | | \$ 186 | \$ 190 | \$ 4 |
| | | | | | | |
| 2 | Tree Removal Permits | Actual Cost | | Actual Cost | Actual Cost | - |
| | | | | | | |
| 3 | Tree Pruning/Maintenance Permit | Per Permit | | \$ 611 | \$ 626 | \$ 15 |
| | | | | | | |
| 4 | Tree Maintenance Inspection | Per Inspection | | \$ 458 | \$ 469 | \$ 11 |
| | | | | | | |
| 5 | Special Events (Support to Parks, Recreation & Community Services) | Per Event | [1] | \$ 857 | \$ 878 | \$ 21 |
| | | | | | | |
| 6 | Shopping Cart Retrieval | Per Retrieval | | \$ 279 | \$ 286 | \$ 7 |
| | | | | | | |
| 7 | Sidewalk Maintenance | Actual Cost | | Actual Cost | Actual Cost | - |
| | | | | | | |
| 8 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | Per Hour | | \$ 126 | \$ 129 | \$ 3 |
| | | | | | | |
| | | | | | | |

Notes

[1] Non-profit organizations receive a 50% discount.



Public Works - Utilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|--|-----------------|-------|----------------------|-------------------------------|------------|
| | NPDES MS4 PERMIT AND WATER EFFICIENCY REVIEW | | | | | |
| 1 | Tentative Subdivision Map/Vesting Tentative/Specific Plan | | | | | |
| | Plan Review | Each | | \$ 180 | \$ 184 | \$ 4 |
| 2 | Single Family | | | | | |
| | Plan Review | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| | Permit | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| 3 | Multiple Family Dwellings, Trailer Courts, Guest Dwellings, or Condominiums | | | | | |
| | Plan Review | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| | Permit | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| 4 | School Buildings or Churches | | | | | |
| | Plan Review | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| | Permit | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| 5 | Commercial Installations | | | | | |
| | Plan Review | Per Building | | \$ 62 | \$ 63 | \$ 1 |
| | Permit | Per Building | | \$ 62 | \$ 63 | \$ 1 |
| 6 | Industrial Installations | | | | | |
| | Plan Review | Per Building | | \$ 62 | \$ 63 | \$ 1 |
| | Permit | Per Building | | \$ 62 | \$ 63 | \$ 1 |
| 7 | Post-Construction Standards Maintenance Agreement | | | | | |
| | Plan Review, Submittal and Recording | Per Agreement | | \$ 276 | \$ 283 | \$ 7 |
| 8 | Project Stormwater Plan and Operations Maintenance Plan | | | | | |
| | Plan Review | Per Plan | | \$ 41 | \$ 42 | \$ 1 |
| 9 | Erosion and Sediment Control Plan (Small Projects) | | | | | |
| | Plan Review | Per Plan | | \$ 41 | \$ 42 | \$ 1 |
| 10 | WELO Landscape Document Package Review | | | | | |
| | Prescriptive Approach (Aggregate under 2,500 Sq.Ft.) | Per Package | | \$ 41 | \$ 42 | \$ 1 |
| | Performance Approach (>2,500 sq. ft.) | Per Package | | \$ 138 | \$ 141 | \$ 3 |
| 11 | Trash Enclosure | | | | | |
| | Plan Review | Per Building | | \$ 21 | \$ 22 | \$ 1 |
| | Permit | Per Building | | \$ 21 | \$ 22 | \$ 1 |
| 12 | Business License Fee | | | | | |
| | Application Review | Per Application | | \$ 35 | \$ 36 | \$ 1 |
| | Compliance Inspection | Per Application | | \$ 69 | \$ 71 | \$ 2 |
| | STORMWATER POST-CONSTRUCTION STANDARDS REVIEW | | | | | |
| 13 | CONSTRUCTION AND/OR Building Inspection AND FINAL | | | | | |
| | Inspection of Const. sites with grading Permits that disturb 2,500 - 5,000 Sq. ft. | Per Inspection | | \$ 138 | \$ 141 | \$ 3 |
| | Inspection of Const. sites with grading Permits that disturb 5,000 Sq.ft or More | Per Inspection | | \$ 180 | \$ 184 | \$ 4 |



Public Works - Utilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|-----------------|-------|-------------------------|-------------------------------|------------|
| | WATER EFFICIENT LANDSCAPE ORDINANCE (WELO) REVIEW | | | | | |
| 14 | WELO INSTALLATION INSPECTION AND FINAL | | | | | |
| | Inspection of New and Redevelopment Projects with 250 Sq. ft to 2,499 Sq. ft. of new or rehabilitated landscape | Per Inspection | | \$ 41 | \$ 42 | \$ 1 |
| | Inspection of New and Redevelopment Projects With More Than 2500 Sq. Ft. or More of New or Rehabilitated Landscape | Per Inspection | | \$ 138 | \$ 141 | \$ 3 |
| | | | | | | |
| | STORMWATER POST-CONSTRUCTION TREATMENT ANNUAL MAINTENANCE INSPECTION | | | | | |
| 15 | Residential | Per Inspection | | \$ 180 | \$ 184 | \$ 4 |
| | | | | | | |
| 16 | Commercial / Industrial | Per Inspection | | \$ 180 | \$ 184 | \$ 4 |
| | | | | | | |
| | CONSTRUCTION GENERAL Permit - SWPPP or ESCP | | | | | |
| 17 | Plan Review | Per Plan | | \$ 138 | \$ 141 | \$ 3 |
| | | | | | | |
| 18 | Compliance Inspection (2x Per month) | | | | | |
| | < 1 Acre | Per Inspection | | \$ 138 | \$ 141 | \$ 3 |
| | > 1 Acre | Per Inspection | | \$ 180 | \$ 184 | \$ 4 |
| | | | | | | |
| 19 | Notice of Termination | | | | | |
| | < 1 Acre | Per Inspection | | \$ 138 | \$ 141 | \$ 3 |
| | > 1 Acre | Per Inspection | | \$ 180 | \$ 184 | \$ 4 |
| | | | | | | |
| 20 | Dewatering Report Review | Per Sampling | | \$ 62 | \$ 63 | \$ 1 |
| | | | | | | |
| | CONSTRUCTION WATER - METERING | | | | | |
| 21 | Application Review | Per Application | | \$ 41 | \$ 42 | \$ 1 |
| | | | | | | |
| 22 | Meter Deposit | Per meter | | Actual Replacement Cost | Actual Replacement Cost | - |
| | | | | | | |
| 23 | Permit | | | | | |
| | Metered | Per Project | | \$ 69 | \$ 71 | \$ 2 |
| | Load Count | Per Project | | \$ 104 | \$ 106 | \$ 2 |
| | | | | | | |
| 24 | Meter Rental - Daily | Per Meter | | \$ 26 | \$ 27 | \$ 1 |
| | | | | | | |
| 25 | Unpermitted use of fire hydrant for construction water | | | | | |
| | 1st Violation | Per Violation | | \$ 53 | \$ 54 | \$ 1 |
| | 2nd Violation | Per Violation | | \$ 108 | \$ 111 | \$ 3 |
| | 3rd and More | Per Violation | | \$ 539 | \$ 552 | \$ 13 |
| | | | | | | |
| | PRE-TREATMENT PROGRAM | | | | | |
| 26 | Industrial Installation | | | | | |
| | Those Industries that Discharge Wastewater Greater than 25,000 Gallons Per day or Fall Under 40 CFR | | | | | |
| | Plan Review | Per Building | | \$ 63 | \$ 65 | \$ 2 |
| | | | | | | |
| 27 | Miscellaneous Installations such food service establishments and dental offices | | | | | |
| | Plan Review | Per Building | | \$ 41 | \$ 42 | \$ 1 |
| | | | | | | |



Public Works - Utilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|--------------------|-------|----------------------------|-------------------------------|------------|
| | DISCHARGE Permit | | | | | |
| 28 | Discharge Permit—Initial Permit Fee | | | | | |
| | Class I Permit (SIU) | First Year | | \$ 2,591 | \$ 2,653 | \$ 62 |
| | Class II Permit (NSIU/NSCIU/Zero-Discharge Categorical)--Three (3) Year Permit | First Year | | \$ 826 | \$ 846 | \$ 20 |
| | Class III Permit (Temporary Discharge Permit) | First Permit Cycle | | \$ 1,244 | \$ 1,274 | \$ 30 |
| | Class IV Permit (Hauled Liquid Waste)--Five (5) Year Permit | First Year | | \$ 829 | \$ 849 | \$ 20 |
| 29 | Discharge Permit—Annual Permit Fee | | | | | |
| | Class I Permit (SIU) | Annually | | \$ 1,969 | \$ 2,016 | \$ 47 |
| | Class II Permit (NSIU/NSCIU/Zero-discharge categorical) | Annually | | \$ 432 | \$ 442 | \$ 10 |
| | Class III Permit (Temporary Discharge Permit) | Annually | | \$ 690 | \$ 707 | \$ 17 |
| | Class IV Permit (Hauled Liquid Waste) | Annually | | \$ 570 | \$ 584 | \$ 14 |
| 30 | Re-Inspection/Sampling/non-compliance Inspection | Per Inspection | | \$ 311 | \$ 318 | \$ 7 |
| 31 | Laboratory Analysis Cost and Rental Equipment Charges | Per Analysis | | Actual Cost | Actual Cost | - |
| | ENVIRONMENTAL COMPLIANCE | | | | | |
| 32 | Food Service Establishment/FOG Annual Inspection/ Annual Permit Fee | | | | | |
| | Small Generator | Annually | | \$ 172 | \$ 176 | \$ 4 |
| | Medium Generator | Annually | | \$ 221 | \$ 226 | \$ 5 |
| | Large Generator | Annually | | \$ 311 | \$ 318 | \$ 7 |
| 33 | Re-Inspection/Sampling/non-compliance Inspection | Per Inspection | | \$ 207 | \$ 212 | \$ 5 |
| 34 | Dental Facility One-Time Compliance Report Fee | Per Report | | \$ 69 | \$ 71 | \$ 2 |
| | NEW WATER MAIN TESTING | | | | | |
| 35 | Sampling by City Staff - Per site (Charges Begin Following Initial Sampling and One (1) Resampling Event) | Per Sample | | \$ 139 | \$ 142 | \$ 3 |
| 36 | Laboratory Analysis Cost and Rental Equipment Charges | Per Sample | | \$ 139 | \$ 142 | \$ 3 |
| 37 | Backflow Device Testing | Per Device | | \$ 415 | \$ 425 | \$ 10 |
| | UNDERGROUND - METERS | | | | | |
| 38 | Utilities Turn On/Off | Per Trip | | See Utilities Fee Schedule | See Utilities Fee Schedule | - |
| 39 | Radio Read Devices - Flexnet | Per Device | | \$ 11 | Actual Cost + Labor | - |
| 40 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | Per Hour | | \$ 139 | \$ 142 | \$ 3 |

Notes



Public Works - Engineering Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|---|-------|----------------------|-------------------------------|------------|
| 1 | Agreement Processing | | | | | |
| | Subdivision Improvement Agreement | Per Agreement | [10] | \$ 7,594 | \$ 7,776 | \$ 182 |
| | Off-site Improvement Agreement | Per Agreement | [10] | \$ 8,058 | \$ 8,251 | \$ 193 |
| | Park Improvement and Reimbursement Agreement | Per Agreement | [10] | \$ 6,792 | \$ 6,955 | \$ 163 |
| | Right of Entry Agreement | Per Agreement | [10] | \$ 1,400 | \$ 1,434 | \$ 34 |
| 2 | SIA, OIA, PIRA, Any Amendment | Per Amendment | | \$ 6,075 | \$ 6,221 | \$ 146 |
| 3 | Grading Plan Check | | | | | |
| | 10,000 | Base Fee | | \$ 13,048 | \$ 13,361 | \$ 313 |
| | Each Additional 10,000 CY | Each Add'l | | \$ 588.31 | \$ 602.43 | \$ 14.12 |
| | 100,000 | Base Fee | | \$ 18,343 | \$ 18,783 | \$ 440 |
| | Each Additional 10,000 CY | Each Add'l | | \$ 556.94 | \$ 570.31 | \$ 13.37 |
| | 200,000 | Base Fee | | \$ 23,913 | \$ 24,487 | \$ 574 |
| | Each Additional 10,000 CY | Each Add'l | | \$ 1,195.63 | \$ 1,224.33 | \$ 28.70 |
| 4 | Grading Permit and Inspection | | | | | |
| | Residential or Commercial Lots (Up to 5) | Per Project | | \$ 6,073 | \$ 6,219 | \$ 146 |
| | Subdivisions (5 Lots or More) | Per Project | | \$ 12,028 | \$ 12,317 | \$ 289 |
| | Re-inspection Fee | Per Day | | \$ 673 | \$ 689 | \$ 16 |
| 5 | 4th & Subsequent Plan Check | Per Submittal | | \$ 1,316 | \$ 1,348 | \$ 32 |
| | SUBDIVISIONS | | [5] | | | |
| 6 | Final Parcel Map Review | Per Project | [11] | \$ 5,075 | \$ 5,197 | \$ 122 |
| 7 | Final Subdivision Map Review | | | | | |
| | 5 - 49 Lots | Per Project | [11] | \$ 7,607 | \$ 7,790 | \$ 183 |
| | 50 - 100 Lots | Per Project | | \$ 16,052 | \$ 16,437 | \$ 385 |
| | >100 Lots, Each Additional 100 Lots | Per 100 Lots | | \$ 16,375 | \$ 16,768 | \$ 393 |
| 8 | Final Map Amendment Review | Per Project | | \$ 6,642 | \$ 6,801 | \$ 159 |
| 9 | Certification of Correction | Per Project | | \$ 5,105 | \$ 5,228 | \$ 123 |
| 10 | Non-Technical Correction (i.e. misspellings) | Per Project | | \$ 232 | \$ 238 | \$ 6 |
| 11 | Certificate of Compliance | Per Application | | \$ 3,572 | \$ 3,658 | \$ 86 |
| 12 | Legal Description and Plat Review (Ex:Lot Merger/Lot Line Adjustment/Easement Modification/right of way dedication/easement dedication) | Per Submittal | | \$ 3,249 | \$ 3,327 | \$ 78 |
| | PUBLIC IMPROVEMENTS | | | | | |
| 13 | Plan Check | Per Project up to \$5M, Deposit/Actual Cost >\$5M | [11] | | | |
| | 2,000 | Base Fee | | \$ 8,785 | \$ 8,996 | \$ 211 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 296.19 | \$ 303.30 | \$ 7.11 |
| | 25,000 | Base Fee | | \$ 15,597 | \$ 15,971 | \$ 374 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 407.09 | \$ 416.86 | \$ 9.77 |
| | 50,000 | Base Fee | | \$ 25,774 | \$ 26,393 | \$ 619 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 124.44 | \$ 127.43 | \$ 2.99 |
| | 100,000 | Base Fee | | \$ 31,996 | \$ 32,764 | \$ 768 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 9.51 | \$ 9.74 | \$ 0.23 |
| | 500,000 | Base Fee | | \$ 35,801 | \$ 36,660 | \$ 859 |



Public Works - Engineering Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|---|------------|----------------------|-------------------------------|------------|
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 28.73 | \$ 29.42 | \$ 0.69 |
| | \$ 1,000,000 | Base Fee | | \$ 50,164 | \$ 51,368 | \$ 1,204 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 11.26 | \$ 11.53 | \$ 0.27 |
| | \$ 5,000,000 | Base Fee | | \$ 95,208 | \$ 97,493 | \$ 2,285 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | [11] | \$ 19.04 | \$ 19.50 | \$ 0.46 |
| 14 | Inspection | Per Project up to \$5M, Deposit/Actual Cost >\$5M | | | | |
| | \$ 2,000 | Base Fee | | \$ 1,145 | \$ 1,172 | \$ 27 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 59.36 | \$ 60.78 | \$ 1.42 |
| | \$ 25,000 | Base Fee | | \$ 2,510 | \$ 2,570 | \$ 60 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 89.59 | \$ 91.74 | \$ 2.15 |
| | \$ 50,000 | Base Fee | | \$ 4,750 | \$ 4,864 | \$ 114 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 45.40 | \$ 46.49 | \$ 1.09 |
| | \$ 100,000 | Base Fee | | \$ 7,020 | \$ 7,188 | \$ 168 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 63.01 | \$ 64.52 | \$ 1.51 |
| | \$ 500,000 | Base Fee | | \$ 32,225 | \$ 32,998 | \$ 773 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 48.53 | \$ 49.69 | \$ 1.16 |
| | \$ 1,000,000 | Base Fee | | \$ 56,490 | \$ 57,846 | \$ 1,356 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 59.38 | \$ 60.81 | \$ 1.43 |
| | \$ 5,000,000 | Base Fee | | \$ 294,023 | \$ 301,080 | \$ 7,057 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 58.80 | \$ 60.21 | \$ 1.41 |
| 15 | Reinspection Fee | Per Day | | \$ 673 | \$ 689 | \$ 16 |
| 16 | As-builts, Review after Construction | Per Lot | | \$ 3,642 | \$ 3,729 | \$ 87 |
| 17 | Water Treatment Plan Check/ NPDES Compliance | Per Project | | \$ 2,321 | \$ 2,377 | \$ 56 |
| 18 | MWEL | Per Project | | \$ 116 | \$ 119 | \$ 3 |
| 19 | MICRO IMAGING FEES | | [1,2] | | | |
| | 11" X 17" and smaller (B&W or Grayscale with 2" Field Index) | Each Page | | \$ 0.08 | \$ 0.08 | \$ 0 |
| | Larger than 11" X 17" (B&W or Grayscale with a Two-Field Index) | Each Page | | \$ 0.88 | \$ 0.88 | \$ 0 |
| | 11" X 17" and smaller (Color with Two-Field Index) | Each Page | | \$ 0.15 | \$ 0.15 | \$ 0 |
| | 18" X 24" Color document with a Two-Field Index | Each Page | | \$ 0.53 | \$ 0.53 | \$ 0 |
| | 24" X 36" Color document with a Two-Field Index | Each Page | | \$ 2.00 | \$ 2.00 | \$ 0 |
| 20 | Segregation of Assessment | Per Lot | | \$ 1,485 | \$ 1,521 | \$ 36 |
| 21 | Record of Survey | Per Lot | | \$ 4,386 | \$ 4,491 | \$ 105 |
| 22 | Street Easement Abandonment | Per Lot | | \$ 9,955 | \$ 10,194 | \$ 239 |
| 23 | ENCROACHMENT PERMITS | | [4] | | | |
| | Minor: Includes Curb, Gutter, Sidewalk, Driveway Work, Small Business Sidewalk Sales | Flat | [6,12] | \$ 873 | \$ 894 | \$ 21 |
| | Moderate: Includes New Service Laterals, Existing Lateral Repair or Replacement, Street Pothole | Flat | [6,7,8,12] | \$ 2,326 | \$ 2,382 | \$ 56 |
| | Major: Includes any Construction Requiring More than 3 Days on Site, over 265 Linear Feet of Work, Road Closures, Phasing and/or Multiple Excavation Locations, Weekend Work | | [6,7,8] | | | |



Public Works - Engineering Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|--------------------|-------|----------------------|-------------------------------|------------|
| | \$ 10,000 | Base Fee | | \$ 2,413 | \$ 2,471 | \$ 58 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 20 | \$ 20 | \$ 0 |
| | \$ 50,000 | Base Fee | | \$ 3,220 | \$ 3,297 | \$ 77 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 62 | \$ 63 | \$ 1 |
| | \$ 100,000 | Base Fee | | \$ 6,335 | \$ 6,487 | \$ 152 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 11 | \$ 11 | \$ 0 |
| | \$ 500,000 | Base Fee | | \$ 10,630 | \$ 10,885 | \$ 255 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 13 | \$ 13 | \$ 0 |
| | \$ 1,000,000 | Base Fee | | \$ 17,244 | \$ 17,658 | \$ 414 |
| | Each Additional \$1,000 or Fraction thereof | Each Add'l \$1,000 | | \$ 17 | \$ 17 | \$ 0 |
| | Swimming Pool | Per Project | [12] | \$ 1,018 | \$ 1,042 | \$ 24 |
| 24 | OVERSIZE LOAD PERMIT | | [3] | | | |
| | Single Permit | Per Permit | [9] | \$ 16 | \$ 16 | \$ 0 |
| | Annual or Blanket Permit (Fixed Route) | Annual | [9] | \$ 90 | \$ 90 | \$ 0 |
| 25 | REPRODUCTION, MAP AND DOCUMENT SALES | | [1,2] | | | |
| | Standard Plans, Standard Specs, and Design Standards | Per Doc | | \$ 18 | \$ 18 | \$ 0 |
| | Parks Manual | Per Doc | | \$ 88 | \$ 88 | \$ 0 |
| | Storm Drainage Master Plans | Per Doc | | \$ 24 | \$ 24 | \$ 0 |
| | Subdivision Maps | Per Doc | | \$ 6 | \$ 6 | \$ 0 |
| | Reproduction Fees | Per Sheet | | \$ 2 | \$ 2 | \$ 0 |
| | NEW ADDRESS MAPPING FEES | | | | | |
| 26 | Single-family/Single Building or Single Address | Per Lot | | \$ 464 | \$ 475 | \$ 11 |
| 27 | Multi-Family Projects/Subdivisions | | | | | |
| | 2-10 units | Flat | | \$ 696 | \$ 713 | \$ 17 |
| | 11-100 units | Flat | | \$ 928 | \$ 950 | \$ 22 |
| | 101+ units | Flat | | \$ 1,160 | \$ 1,188 | \$ 28 |
| 28 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | During Business Hours | Per Hour | | \$ 140 | \$ 143 | \$ 3 |
| | After Business Hours | Per Hour | | \$ 153 | \$ 157 | \$ 4 |

Notes

- [1] Plus 2% of Invoice Total for Pick-up and Delivery.
- [2] Set by City Policy.
- [3] Fee Amount Set by State.
- [4] Encroachment Permits include 2 inspections, Each Inspection in Excess of 2 are Charge the Base Fee (Plus hourly rate for Inspection and Engineering Review)
- [5] If Technical Studies are Required, City to Bill at Actual Costs
- [6] Additional 2 Hrs. Plan Check if Traffic Control Plan Review is Needed
- [7] Additional Inspections to be Billed [Hourly] Per Inspection
- [8] Bond Required
- [9] Not Subject to Inflationary Adjustment
- [10] Base fee (<10 eng hours) + hourly fee after 11+ hours
- [11] Subject to 4th & Subsequent Plan Check Fee
- [12] Base fee + hourly inspection fee



Parks, Recreation & Community Services - Recreation Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|--|-------------------|-------|----------------------|-------------------------------|------------|
| 1 | Administration | | | | | |
| | Advertising Fee for Activity Guide | Per Advertisement | [1] | | | |
| | Full Page, Back Cover | | | \$ 1,183 | \$ 1,211 | \$ 28 |
| | Full Page, Inside Back Cover | | | \$ 592 | \$ 606 | \$ 14 |
| | ½ Page, Inside | | | \$ 414 | \$ 424 | \$ 10 |
| | ¼ Page, Inside | | | \$ 237 | \$ 243 | \$ 6 |
| | Program Transaction Fee (Applied to withdrawal, refund, credit, or transfer) | Per Transaction | | \$ 5 | \$ 6 | \$ 1 |
| | Early Registration Discount | Per Advertisement | [3] | \$ (11) | \$ (11) | \$ (0) |
| | Online Registration Discount | Per Advertisement | [3] | \$ (11) | \$ (11) | \$ (0) |
| | Sibling Registration Discount | Per Advertisement | [3] | 11% | 11% | \$ 0 |
| | Range of Fee Increase for Contract Classes | Per Advertisement | | 22% | 22% | \$ 0 |
| | Volunteer Incentive Discount (volunteers for youth league programs i.e. Jr. Giants, Jr. Warriors) | Per Registration | [4] | 15% | 15% | \$ 0 |
| | 10% Non-Resident fee applied to all classes, programs, leagues, camps, etc. | Per Registration | [7] | 10% | 10% | \$ 0 |
| | Lost, Broken, or Stolen Equipment Replacement Cost | Per item | | Actual Cost | Actual Cost | - |
| 2 | Special Interest | | | | | |
| | Health & Wellness | | | | | |
| | - CPR, Zumba, BollyX, Fitness, Mental Health Workshops, Gymnastics, Tennis, Cooking, Baking, Health Matters, Baseball, Volleyball, Soccer, Golf, Cricket, Pickleball, Football, Multi-Sport, Track & Field, Jiu-Jitsu, Taekwondo, Martial Arts, Kickboxing, Classes, Camps, Presentations, Workshops | Per Person | [4,7] | \$5-\$500 | \$5-\$500 | \$ 0 |
| | Computer Science | | | | | |
| | - AI, ML, Coding, App Design, Cleantech with Electrical Circuit Kits, Minecraft Modding, Python, Roblox Game Design, Animation Coding, Scratch, HTML, CSS, JavaScript, Code Your Own Adventure, Game Design, Game Design with Scratch, Game Development with Microsoft MakeCode, Robotic Car, Classes, Camps, Presentations, Workshops | Per Person | [4,7] | \$5-\$500 | \$5-\$500 | \$ 0 |
| | Academic/STEM/STEAM | | | | | |
| | - Tutoring/Homework Help, Public Speaking, Debates, Writing & Creativity Skills, Foreign Languages, Sign Language, Robotics, 2D, 3D Pen, Robots with Sphero, Little Bits, Microbits, Legos, RaspberryPi, Aduino, 3D Print, Classes, Camps, Presentations, Workshops | Per Person | [4,7] | \$5-\$500 | \$5-\$500 | \$ 0 |
| | Enrichment/Hobbies/Interests | | | | | |
| | - Sewing, Chess, Cooking, Baking, Slimetopia, Dog Training, Skateboarding, Personal Finance, Stocks, Bonds, Classes, Camps, Presentations, Workshops | Per Person | [4,7] | \$5-\$500 | \$5-\$500 | \$ 0 |
| 3 | Teens | | | | | |
| | Teen Events | | | | | |
| | Minimum | Per Person | [7,9] | \$ 6 | \$ 7 | \$ 1 |
| | Maximum | Per Person | [7] | \$ 23 | \$ 24 | \$ 1 |
| | Teen Camps | | | | | |
| | Minimum | Per Week | [7] | \$ 82 | \$ 84 | \$ 2 |
| | Maximum | Per Week | [7] | \$ 103 | \$ 105 | \$ 2 |
| | Leaders in Training: Jr. Rec Leaders | | | | | |
| | Minimum | Per Week | [7] | \$ 103 | \$ 105 | \$ 2 |
| | Maximum | Per Week | [7] | \$ 154 | \$ 158 | \$ 4 |
| | Teen Trip (Transportation) | | [8] | | | |
| | Minimum | Per Trip | | \$ 41 | \$ 42 | \$ 1 |
| | Maximum | Per Trip | | \$ 51 | \$ 52 | \$ 1 |
| 4 | Mobile Recreation (Roll'n Rec) | Per Person | | \$ - | \$ - | \$ - |



Parks, Recreation & Community Services - Recreation Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|--------------------|--------|----------------------|-------------------------------|------------|
| 5 | Youth Development | | | | | |
| | Summer Camp (Full Day) 7am-6pm | | | | | |
| | Minimum | Per Week | [7] | \$ 166 | \$ 170 | \$ 4 |
| | Maximum | Per Week | [7] | \$ 227 | \$ 232 | \$ 5 |
| | Summer Camp Extended Care Fees (7am-9am, 3pm-6pm) | Per Week | [7] | \$ 41 | \$ 42 | \$ 1 |
| | Summer Camp 9am-3pm ONLY | Per Week | [7] | \$ 178 | \$ 182 | \$ 4 |
| | Summer Camp (Half Day) 9am-12pm or 1pm-4pm* | | | | | |
| | Minimum | Per Week | [7] | \$ 76 | \$ 78 | \$ 2 |
| | Maximum | Per Week | [7] | \$ 107 | \$ 110 | \$ 3 |
| 6 | Seniors | | | | | |
| | Senior Health and Wellness | | | | | |
| | Power Walk | Per Class | | \$ - | \$ - | - |
| | Senior Fitness | | | | | |
| | Daily Drop-In | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | 25 - Visit Pass | Per Pass | [7] | \$ 23 | \$ 24 | \$ 1 |
| | Senior Self Defense | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | Senior Tai Chi | Per 4-Week Session | [7] | \$ 22 | \$ 23 | \$ 1 |
| | Senior Mat Yoga | Per 4-Week Session | [7] | - | \$ 23 | - |
| | Senior Chair Yoga | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | Senior Yoga | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | Senior Zumba Gold | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | Senior Indoor Tennis | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | 5 Visit - Ballroom Dance Pass | Per Pass | [7] | \$ 23 | \$ 24 | \$ 1 |
| | Senior Arts & Music | | [7] | | | |
| | 12 Visit Drop-In Activities Card | Per Card | | \$ 23 | \$ 24 | \$ 1 |
| | Arts & Craft Class | Per Class | | \$ - | \$ - | - |
| | Arts & Craft Project | | [10] | | | |
| | Minimum | Per Project | | \$ 5 | \$ 6 | \$ 1 |
| | Maximum | Per Project | | \$ 12 | \$ 13 | \$ 1 |
| | Painting | Per Class | | \$ - | \$ - | - |
| | Scrapbooking | Per Class | | \$ - | \$ - | - |
| | Needle Art | Per Class | | \$ - | \$ - | - |
| | Jewelry Making | Per Class | [10] | \$ 12 | \$ 13 | \$ 1 |
| | Card Making | Per Class | [10] | \$ 2 | \$ 3 | \$ 1 |
| | Line Dancing | Per Class | [10] | \$ 2 | \$ 3 | \$ 1 |
| | Country Jams | Per Class | [10] | \$ 2 | \$ 3 | \$ 1 |
| | Senior Recreation | | | | | |
| | Tea Social | Per Class | | \$ - | \$ - | - |
| | Bingo | Per Class | | \$ - | \$ - | - |
| | Social Recreation Programs | Per Class | | \$ - | \$ - | - |
| | Table Games | Per Class | | \$ - | \$ - | - |
| | Indoor Pickleball | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | Ping Pong | | | | | |
| | Cooking Class | Per Class | [10] | - | \$ 6 | - |
| | Daily Drop-in | Per Class | [10] | \$ 1 | \$ 2 | \$ 1 |
| | 24- Visit pass | 24-Visit Pass | [7] | \$ 23 | \$ 24 | \$ 1 |
| | Senior Special Events (Includes Dances) | | | | | |
| | Minimum | Per Event | [7] | \$ 5 | \$ 6 | \$ 1 |
| | Maximum | Per Event | [7] | \$ 23 | \$ 24 | \$ 1 |
| | Booth for Special Events | | | | | |
| | Non-Profit | Per Event | | \$ 28 | \$ 29 | \$ 1 |
| | For-Profit | Per Event | | \$ 58 | \$ 59 | \$ 1 |
| | Senior Trips | | | | | |
| | Bus Trips | | | | | |
| | Resident | Per Person | [7, 8] | \$ 37 | \$ 38 | \$ 1 |
| | Senior Social Services | | | | | |
| | Lunch Program | Per Month | | \$ - | \$ - | - |
| | AARP Programs | Per Month | | \$ - | \$ - | - |
| | Other Services | Per Month | | \$ - | \$ - | - |
| | Clubs | Per Month | | \$ - | \$ - | - |



Parks, Recreation & Community Services - Recreation Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|-------------|-------|----------------------|-------------------------------|------------|
| 7 | Athletics | | | | | |
| | Adult Sports | | | | | |
| | Adult Slow Pitch Leagues | | | | | |
| | Minimum | Per Team | [5] | \$ 331 | \$ 339 | \$ 8 |
| | Maximum | Per Team | [5] | \$ 615 | \$ 630 | \$ 15 |
| | Adult/Youth Fast Pitch Leagues | | | | | |
| | Minimum | Per Team | [5] | \$ 533 | \$ 546 | \$ 13 |
| | Maximum | Per Team | [5] | \$ 709 | \$ 726 | \$ 17 |
| | Adult/Youth Softball Tournament | | | | | |
| | Minimum | Per Team | [5,6] | \$ 296 | \$ 303 | \$ 7 |
| | Maximum | Per Team | [5,6] | \$ 592 | \$ 606 | \$ 14 |
| | Adult Softball Protest Fee | Per Protest | | \$ 29 | \$ 30 | \$ 1 |
| | Adult Flag Football League | | | | | |
| | Minimum | Per Team | [5] | \$ 474 | \$ 485 | \$ 11 |
| | Maximum | Per Team | [5] | \$ 709 | \$ 726 | \$ 17 |
| | Adult Kickball League | | | | | |
| | Minimum | Per Team | [5] | \$ 325 | \$ 333 | \$ 8 |
| | Maximum | Per Team | [5] | \$ 474 | \$ 485 | \$ 11 |
| | Adult/Youth Home Run Derby Event | | | | | |
| | Minimum | Per Player | [3,4] | \$ - | \$ 25 | - |
| | Maximum | Per Player | [3,4] | \$ - | \$ 55 | - |
| 8 | Youth Sports | | | | | |
| | Resident | | | | | |
| | Youth Basketball League | | | | | |
| | Minimum | Per Player | [5,7] | \$ 88 | \$ 90 | \$ 2 |
| | Maximum | Per Player | [5,7] | \$ 95 | \$ 97 | \$ 2 |
| | Jr. Giants Youth Baseball (Free Program) | Per Player | | \$ - | \$ - | - |
| | 49er Prep Flag Football (Free Program) | Per Player | | \$ - | \$ - | - |
| | Youth Sports Camps | | | | | |
| | Minimum | Per Player | [7] | \$ 88 | \$ 90 | \$ 2 |
| | Maximum | Per Player | [7] | \$ 95 | \$ 97 | \$ 2 |
| | Flag Football League (Operated by City of Tracy Staff) | | | | | |
| | Minimum | Per Player | [5,7] | \$ 88 | \$ 90 | \$ 2 |
| | Maximum | Per Player | [5,7] | \$ 107 | \$ 110 | \$ 3 |
| | Friday Night Lights Flag Football League (Operated by Contract Instructor) | | | | | |
| | Minimum | Per Player | [5,7] | \$ 154 | \$ 158 | \$ 4 |
| | Maximum | Per Player | [5,7] | \$ 180 | \$ 184 | \$ 4 |
| | Tracy Tots Baby Gym | | | | | |
| | Minimum | Per Session | [3,7] | \$ 25 | \$ 26 | \$ 1 |
| | Maximum | Per Session | [3,7] | \$ - | \$ 60 | - |



Parks, Recreation & Community Services - Recreation Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|--------------------------------|-------|----------------------|-------------------------------|------------|
| 9 | Aquatics | | | | | |
| | World's Largest Swim Lesson Event (Free Event) | Per Person | | \$ - | \$ - | - |
| | Aquatics Special Events (Dive-in Movie, Teen Events, Pumpkin Drive) | | | | | |
| | Minimum | Per Person | | \$ 5 | \$ 6 | \$ 1 |
| | Maximum | Per Person | | \$ 26 | \$ 27 | \$ 1 |
| | General Recreation Swim | | | | | |
| | Individual Entrance Fee | | | | | |
| | Minimum | Per Person | | \$ 2 | \$ 3 | \$ 1 |
| | Maximum | Per Person | | \$ 5 | \$ 6 | \$ 1 |
| | 10 Visit Pass | | | | | |
| | Minimum | Per Pass | | \$ 27 | \$ 28 | \$ 1 |
| | Maximum | Per Pass | | \$ 48 | \$ 49 | \$ 1 |
| | Senior (50+) 10 Visit Pass | | | | | |
| | Minimum | Per Pass | | \$ 16 | \$ 17 | \$ 1 |
| | Maximum | Per Pass | | \$ 48 | \$ 49 | \$ 1 |
| | Swim Lessons | | | | | |
| | Parent Tot | | | | | |
| | Minimum | Per Person | [7] | \$ 27 | \$ 28 | \$ 1 |
| | Maximum | Per 2 Week Session | [7] | \$ 96 | \$ 98 | \$ 2 |
| | Swim Skills (Levels 1-4) | | | | | |
| | Minimum | Per Person | [7] | \$ 28 | \$ 29 | \$ 1 |
| | Maximum | Per Person, Per 2 Week Session | [7] | \$ 71 | \$ 73 | \$ 2 |
| | Advanced Swim | | | | | |
| | Minimum | Per Person | [7] | \$ 28 | \$ 29 | \$ 1 |
| | Maximum | Per Person, Per 2 Week Session | [7] | \$ 71 | \$ 73 | \$ 2 |
| | Water Aerobics | | | | | |
| | Drop-in | | | | | |
| | Minimum | Per Person | [9] | \$ 5 | \$ 6 | \$ 1 |
| | Maximum | Per Person | [9] | \$ 9 | \$ 10 | \$ 1 |
| | 10 Visit Pass | | | | | |
| | Minimum | Per Pass | [7] | \$ 38 | \$ 39 | \$ 1 |
| | Maximum | Per Pass | [7] | \$ 81 | \$ 83 | \$ 2 |
| | Senior Water Exercise - 10 Visit Pass | | | | | |
| | Minimum | Per Pass | | \$ 28 | \$ 29 | \$ 1 |
| | Maximum | Per Pass | | \$ 40 | \$ 41 | \$ 1 |
| | Aqua Arthritis | Per Class | [7] | - | \$ 5 | - |
| | Lap Swimming | | | | | |
| | Individual Entrance Fee | | | | | |
| | Minimum | Per Person | | \$ 3 | \$ 4 | \$ 1 |
| | Maximum | Per Person | | \$ 5 | \$ 6 | \$ 1 |
| | 10 Visit Pass | | | | | |
| | Minimum | Per Pass | | \$ 27 | \$ 28 | \$ 1 |
| | Maximum | Per Pass | | \$ 48 | \$ 49 | \$ 1 |
| | Other Classes/Programs | | | | | |
| | Swim Camp | | | | | |
| | Minimum | 2 Week Session | [7] | \$ 81 | \$ 83 | \$ 2 |
| | Maximum | 2 Week Session | [7] | \$ 108 | \$ 111 | \$ 3 |
| | Diving | | | | | |
| | Minimum | 2 Week Session | [7] | \$ 59 | \$ 60 | \$ 1 |
| | Maximum | 2 Week Session | [7] | \$ 65 | \$ 67 | \$ 2 |
| | Basic Water Polo | | | | | |
| | Minimum | 2 Week Session | [7] | \$ 59 | \$ 60 | \$ 1 |
| | Maximum | 2 Week Session | [7] | \$ 65 | \$ 67 | \$ 2 |
| | Competitive Swim | | | | | |
| | Minimum | 1 Week Session | [7] | - | \$ 66 | - |
| | Maximum | 1 Week Session | [7] | - | \$ 73 | - |
| | Water Polo Fundamental Clinics | | | | | |
| | Minimum | 1 Week Session | [7] | \$ 50 | \$ 51 | \$ 1 |
| | Maximum | 1 Week Session | [7] | \$ 55 | \$ 56 | \$ 1 |



Parks, Recreation & Community Services - Recreation Services Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|------------|--------|----------------------|-------------------------------|------------|
| | Lifeguard Certification | | | | | |
| | Minimum | Per Person | [7] | \$ 247 | \$ 253 | \$ 6 |
| | Maximum | Per Person | [7] | \$ 272 | \$ 279 | \$ 7 |
| | Lifeguard Recertification | | | | | |
| | Minimum | Per Person | [7] | \$ 90 | \$ 92 | \$ 2 |
| | Maximum | Per Person | [7] | \$ 99 | \$ 101 | \$ 2 |
| | Lifeguard Instructor Certification | | | | | |
| | Minimum | Per Person | [7] | \$ 200 | \$ 205 | \$ 5 |
| | Maximum | Per Person | [7] | \$ 220 | \$ 225 | \$ 5 |
| | Lifeguard Instructor Recertification | | | | | |
| | Minimum | Per Person | [7] | \$ 125 | \$ 128 | \$ 3 |
| | Maximum | Per Person | [7] | \$ 138 | \$ 141 | \$ 3 |
| | Water Safety Instructor Certification | | | | | |
| | Minimum | Per Person | [7] | - | \$ 205 | - |
| | Maximum | Per Person | [7] | - | \$ 225 | - |
| | Private Swim Lesson | | | | | |
| | Minimum | Per Day | [7, 9] | \$ 13 | \$ 14 | \$ 1 |
| | Maximum | Per Day | [7, 9] | \$ 15 | \$ 16 | \$ 1 |
| 10 | Community Events | | | | | |
| | Event Ticket | | | | | |
| | Minimum | Per Person | | \$ 20 | \$ 21 | \$ 1 |
| | Maximum | Per Person | | \$ 43 | \$ 44 | \$ 1 |
| | Event Booth Fee | | | | | |
| | Minimum | Per Booth | | \$ 27 | \$ 28 | \$ 1 |
| | Maximum | Per Booth | | \$ 161 | \$ 165 | \$ 4 |
| | Contest Entry Fee | | | | | |
| | Minimum | Per Entry | | \$ 27 | \$ 28 | \$ 1 |
| | Maximum | Per Entry | | \$ 43 | \$ 44 | \$ 1 |
| | Food Vendor/Truck Entry | | | | | |
| | Minimum | Per Event | | \$ - | \$ 50 | - |
| | Maximum | Per Event | | \$ - | \$ 100 | - |
| | Health Department | Per Event | [11] | Actual Cost | Actual Cost | - |
| 11 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | Full-Time | | | | | |
| | During Business Hours | Per Hour | | \$ 229 | \$ 234 | \$ 5 |
| | After Business Hours | Per Hour | | \$ 255 | \$ 261 | \$ 6 |
| | Part-Time | | | | | |
| | During Business Hours | Per Hour | | \$ 29 | \$ 30 | \$ 1 |
| | After Business Hours | Per Hour | | \$ 33 | \$ 34 | \$ 1 |

Notes

- [1] Applied to all advertising in City's Activity Guide publications
- [2] Applied to all rental requests & special event permit requests
- [3] To be used based on Staff's assessment of need, and based on participant levels
- [4] To be Used based on Staff's assessment of need and negotiations with Contract Instructors
- [5] League fees pending format, number of games & services
- [6] Tournaments vary based on type of tournament and awards provided
- [7] Non-Resident fees are 10% higher across the board
- [8] Based on charter bus fees, destination and length of trip
- [9] If CPI increases is less than \$1, fee will be increased by \$1
- [10] If fee is \$1 or more, non-resident fee pay an additional \$1
- [11] Actual cost of invoice from vendor/contractor/San Joaquin County



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|--|------------------------|-------|----------------------|-------------------------------|------------|
| 1 | Administration | | | | | |
| | Non-Profit | | | | | |
| | Special Event Permit Application & Review Fee (to be charged for every permitted reservation requiring "further review", per published list) | Per Application | | \$ 108 | \$ 111 | \$ 3 |
| | Verification of non-profit status | Per Verification | [5] | \$ 15 | \$ 16 | \$ 1 |
| | Private/Commercial | | | | | |
| | Special Event Permit Application & Review Fee (to be charged for every permitted reservation requiring "further review", per published list) | Per Application | | \$ 215 | \$ 220 | \$ 5 |
| | Facility Rental Application Fee - Applied to all rental permit requests (Excluding Special Events) | Per Application | | \$ 41 | \$ 42 | \$ 1 |
| | Improper Checkout - Renters violating permit conditions(e.g. staying past reservation time, unauthorized items, etc.) | | | | | |
| | Minimum | Per Occurrence | | \$ 76 | \$ 78 | \$ 2 |
| | Maximum | Per Occurrence | | \$ 205 | \$ 210 | \$ 5 |
| 2 | Community Center Rentals | | | | | |
| | Main Hall (5,300 Sq Ft) | | | | | |
| | Weekday Only | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 47 | \$ 48 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 81 | \$ 83 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 115 | \$ 118 | \$ 3 |
| | Conference Room A or B (250 Sq Ft) | | | | | |
| | Weekday Only | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | [5] | \$ 10 | \$ 11 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | [5] | \$ 16 | \$ 17 | \$ 1 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 21 | \$ 22 | \$ 1 |
| | Entire Facility (6,200 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 53 | \$ 54 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 94 | \$ 96 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 132 | \$ 135 | \$ 3 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 79 | \$ 81 | \$ 2 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 135 | \$ 138 | \$ 3 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 191 | \$ 196 | \$ 5 |



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|--|--------------------------|-------|----------------------|-------------------------------|------------|
| | Additional Fees | | | | | |
| | Extra Dumpster Disposal Fee (Required for Crab-Feeds and Other Rentals as Deemed Necessary by Staff) | | | | | |
| | Processing Fee | Per Rental, Per Dumpster | | \$ 55 | \$ 56 | \$ 1 |
| | Dumpster Fee | Actual Cost | | Actual Cost | Actual Cost | - |
| | Deposit | | [1] | | | |
| | Main Hall or Entire Facility | Per Rental | | \$ 559 | \$ 800 | \$ 241 |
| | | | | | | |
| | Conference Room A or B | Per Rental | | \$ 279 | \$ 500 | \$ 221 |
| | | | | | | |
| | Alcohol Deposit | Per Rental | | \$ 559 | \$ 600 | \$ 41 |
| | | | | | | |
| | | | | | | |
| 3 | Tracy Sports Complex Meeting Room Rental | | | | | |
| | TSC Meeting Room (700 Sq Ft) | | | | | |
| | Non-Profit | Per Hour | [5] | \$ 20 | \$ 21 | \$ 1 |
| | Private Classification | Per Hour | | \$ 35 | \$ 36 | \$ 1 |
| | Commercial | Per Hour | | \$ 48 | \$ 49 | \$ 1 |
| | Deposit | | [1] | | | |
| | Meeting Room | Per Rental | | \$ 279 | \$ 500 | \$ 221 |
| | | | | | | |
| | Alcohol Deposit | Per Rental | | \$ 559 | \$ 600 | \$ 41 |
| | | | | | | |
| | | | | | | |
| 4 | Tracy Transit Station | | | | | |
| | Room 103 or 104 (590 Sq Ft) | | [3] | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 24 | \$ 25 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 42 | \$ 43 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 59 | \$ 60 | \$ 1 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 36 | \$ 37 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 62 | \$ 63 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 86 | \$ 88 | \$ 2 |
| | Room 103 and 104 (1,180 Sq Ft) | | [3] | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 48 | \$ 49 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 84 | \$ 86 | \$ 2 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 119 | \$ 122 | \$ 3 |
| | Weekend | | | | | |



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|--|---------------------------|-------|-------------------------|-------------------------------------|------------|
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 72 | \$ 74 | \$ 2 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 126 | \$ 129 | \$ 3 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 179 | \$ 183 | \$ 4 |
| | Room 105 (913 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 37 | \$ 38 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 65 | \$ 67 | \$ 2 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 93 | \$ 95 | \$ 2 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 56 | \$ 57 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 98 | \$ 100 | \$ 2 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 139 | \$ 142 | \$ 3 |
| | Entire Facility (4,044 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 109 | \$ 112 | \$ 3 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 191 | \$ 196 | \$ 5 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 271 | \$ 278 | \$ 7 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 163 | \$ 167 | \$ 4 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 286 | \$ 293 | \$ 7 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 408 | \$ 418 | \$ 10 |
| | Deposit | | [1] | | | |
| | All Conference Rooms | Per Rental | | \$ 279 | \$ 500 | \$ 221 |
| | Entire Facility | Per Rental | | \$ 559 | \$ 800 | \$ 241 |
| | Alcohol Deposit | Per Rental | | \$ 559 | \$ 600 | \$ 41 |
| 5 | Electric Vehicle Charging Station Rates (Transit Station) | | | | | |
| | Charging Station Session Fee | Per Session | | - | \$ 1 | - |
| | Charging Station Energy Use Fee | Per kWh of energy used | | - | \$ 0.41 | - |
| 6 | Tracy Civic Center Rental | | | | | |
| | Council Chambers (3,500 Sq Ft) | | [3] | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 42 | \$ 43 | \$ 1 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|----------------------------------|---------------------------|-------|-------------------------|-------------------------------------|------------|
| | Private Classification | Per Hour (2 hour Min.) | | \$ 62 | \$ 63 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 106 | \$ 109 | \$ 3 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 62 | \$ 63 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 111 | \$ 114 | \$ 3 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 159 | \$ 163 | \$ 4 |
| | Conference Room #109 (500 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | [5] | \$ 20 | \$ 21 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 35 | \$ 36 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 51 | \$ 52 | \$ 1 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 30 | \$ 31 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 52 | \$ 53 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 74 | \$ 76 | \$ 2 |
| | Conference Room #203 (825 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 34 | \$ 35 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 58 | \$ 59 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 83 | \$ 85 | \$ 2 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 51 | \$ 52 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 87 | \$ 89 | \$ 2 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 125 | \$ 128 | \$ 3 |
| | Lobby | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 53 | \$ 54 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 93 | \$ 95 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 132 | \$ 135 | \$ 3 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 54 | \$ 55 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 96 | \$ 98 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 198 | \$ 203 | \$ 5 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|----------|---|------------------------|-------|----------------------|-------------------------------|------------|
| | Fountain Plaza - 1 to 50 People | | [5] | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | - | \$ 9 | - |
| | Private Classification | Per Hour (2 hour Min.) | | - | \$ 15 | - |
| | Commercial | Per Hour (2 hour Min.) | | - | \$ 22 | - |
| | Fountain Plaza - 51 to 100 People | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | - | \$ 13 | - |
| | Private Classification | Per Hour (2 hour Min.) | | - | \$ 22 | - |
| | Commercial | Per Hour (2 hour Min.) | | - | \$ 32 | - |
| | Fountain Plaza - 101+ People | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | - | \$ 32 | - |
| | Private Classification | Per Hour (2 hour Min.) | | - | \$ 29 | - |
| | Commercial | Per Hour (2 hour Min.) | | - | \$ 42 | - |
| | Fountain Plaza Non-Profit Max Daily Rental Rate | Per Rental | | - | \$ 66 | - |
| | Deposit | | [1] | | | |
| | All Conference Rooms | Per Rental | | \$ 279 | \$ 500 | \$ 221 |
| | Lobby or Entire Facility | Per Rental | | \$ 559 | \$ 800 | \$ 241 |
| | Alcohol Deposit | Per Rental | | \$ 559 | \$ 600 | \$ 41 |
| 7 | Park and Picnic Areas | | | | | |
| | Park/Picnic - 1 to 50 People | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | [5] | \$ 18 | \$ 19 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 30 | \$ 31 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 44 | \$ 45 | \$ 1 |
| | Park/Picnic - 51 to 100 People | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 25 | \$ 26 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 44 | \$ 45 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 64 | \$ 66 | \$ 2 |
| | Park/Picnic - 101+ People | | | | | |
| | Non-Profit | Per Hour (2 hour Min.) | | \$ 34 | \$ 35 | \$ 1 |
| | Private Classification | Per Hour (2 hour Min.) | | \$ 58 | \$ 59 | \$ 1 |
| | Commercial | Per Hour (2 hour Min.) | | \$ 83 | \$ 85 | \$ 2 |



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|---|------------------------|-------|----------------------|-------------------------------|------------|
| | Inflatable Structures Administrative Fee | Per Day, Per Structure | [2] | \$ 59 | \$ 60 | \$ 1 |
| | Non-Profit Max Daily Rental Rate | Per Rental | | \$ 132 | \$ 135 | \$ 3 |
| | Deposits | | | | | |
| | Less than 50, Traditional Activity | Per Rental | | \$ - | \$ - | \$ - |
| | 50-100; or Less than 50 Non-traditional | Per Rental | | \$ 133 | \$ 136 | \$ 3 |
| | 101-200 attendees | Per Rental | | \$ 265 | \$ 271 | \$ 6 |
| | 201-300 attendees | Per Rental | | \$ 397 | \$ 407 | \$ 10 |
| | 301 and above attendees | Per Rental | | \$ 662 | \$ 678 | \$ 16 |
| | | | | | | |
| 8 | Parking Lot Rental (Locations and Availability at City Discretion) | | | | | |
| | Vehicle Access Pass | | | - | \$ 11 | - |
| | Base Fee | 10 Hour Max. | | \$ 130 | \$ 133 | \$ 3 |
| | Plus Use Fee | | | | | |
| | Non-Profit | Per Parking Lot Space | [5] | \$ 3 | \$ 4 | \$ 1 |
| | Private Classification | Per Parking Lot Space | [5] | \$ 6 | \$ 7 | \$ 1 |
| | Commercial | Per Parking Lot Space | [5] | \$ 7 | \$ 8 | \$ 1 |
| | | | | | | |
| 9 | Mobile Stage Rental | | | | | |
| | Set Up (36' x 14') | | | | | |
| | Non-Profit | Per Rental | | \$ 413 | \$ 423 | \$ 10 |
| | Deposits | | | | | |
| | Non-Profit | Per Rental | | \$ 559 | \$ 800 | \$ 241 |
| | | | | | | |
| | | | | | | |
| 10 | Tennis Court Rental | | | | | |
| | Non-Profit Youth | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 14 | \$ 15 | \$ 1 |
| | Non-Profit Adult | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 16 | \$ 17 | \$ 1 |
| | Private | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 9 | \$ 10 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 9 | \$ 10 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 20 | \$ 21 | \$ 1 |
| | Commercial | | | | | |



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|--|---------------------------|-------|-------------------------|-------------------------------------|------------|
| | Practice/Games | Per Hour, Per Court | [5] | \$ 14 | \$ 15 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 14 | \$ 15 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 26 | \$ 27 | \$ 1 |
| | Tennis Court Rental Deposit | Per Court | | \$ 66 | \$ 68 | \$ 2 |
| | | | | | | |
| 11 | Tennis Court Rental Lights | | | | | |
| | Non-Profit Youth | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 9 | \$ 10 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 11 | \$ 12 | \$ 1 |
| | Non-Profit Adult | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 7 | \$ 8 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 14 | \$ 15 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 16 | \$ 17 | \$ 1 |
| | Private/Commercial | | | | | |
| | Practice/Games | Per Hour, Per Court | [5] | \$ 14 | \$ 15 | \$ 1 |
| | League | Per Hour, Per Court | [5] | \$ 16 | \$ 17 | \$ 1 |
| | Tournament | Per Hour, Per Court | [5] | \$ 18 | \$ 19 | \$ 1 |
| | | | | | | |
| 12 | Lolly Hansen Senior Center Rental | | | | | |
| | Main Hall (3120 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 113 | \$ 116 | \$ 3 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 174 | \$ 178 | \$ 4 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 235 | \$ 241 | \$ 6 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 154 | \$ 158 | \$ 4 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 246 | \$ 252 | \$ 6 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 338 | \$ 346 | \$ 8 |
| | Outdoor Area (1948 Sq Ft) Only Included with Main Hall or Entire Facility Rental | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 71 | \$ 73 | \$ 2 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 92 | \$ 94 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 120 | \$ 123 | \$ 3 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|-------------------------------------|---------------------------|-------|-------------------------|-------------------------------------|------------|
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 107 | \$ 110 | \$ 3 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 139 | \$ 142 | \$ 3 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 181 | \$ 185 | \$ 4 |
| | Classroom 1 (499 Sq Ft) | | | | | |
| | Weekday Only | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 51 | \$ 52 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 66 | \$ 68 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 81 | \$ 83 | \$ 2 |
| | Classroom 2 (739 Sq Ft) | | | | | |
| | Weekday Only | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 61 | \$ 62 | \$ 1 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 82 | \$ 84 | \$ 2 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 105 | \$ 108 | \$ 3 |
| | Classroom 1 & 2 Combo (1,238 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 112 | \$ 115 | \$ 3 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 148 | \$ 152 | \$ 4 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 186 | \$ 190 | \$ 4 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 143 | \$ 146 | \$ 3 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 189 | \$ 194 | \$ 5 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 241 | \$ 247 | \$ 6 |
| | Entire Facility (5819 Sq Ft) | | | | | |
| | Weekday | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 167 | \$ 171 | \$ 4 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 270 | \$ 276 | \$ 6 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 369 | \$ 378 | \$ 9 |
| | Weekend | | | | | |
| | Non-Profit | Per Hour (4 hour Min.) | | \$ 234 | \$ 240 | \$ 6 |
| | Private Classification | Per Hour (4 hour Min.) | | \$ 389 | \$ 398 | \$ 9 |
| | Commercial | Per Hour (4 hour Min.) | | \$ 541 | \$ 554 | \$ 13 |
| | Deposit | | [1] | | | |
| | Main Hall or Entire Facility | Per Rental | | \$ 559 | \$ 800 | \$ 241 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|--------------------------|-------|----------------------|-------------------------------|------------|
| | All Classrooms | Per Rental | | \$ 279 | \$ 500 | \$ 221 |
| | Alcohol Deposit | Per Rental | | \$ 559 | \$ 600 | \$ 41 |
| | Additional Fees | | | | | |
| | Extra Dumpster Disposal Fee (Required for Rentals as Deemed Necessary by Staff) | | | | | |
| | Processing Fee | Per Rental, Per Dumpster | | \$ 55 | \$ 56 | \$ 1 |
| | Dumpster Fee | Actual Cost | [6] | Actual Cost | Actual Cost | - |
| | Cleaning Fee (Applied if additional cleaning is deemed necessary by Staff) | Actual Cost | [6] | Actual Cost | Actual Cost | - |
| 13 | Sports Facilities (Ritter Family Ballpark, TSC, Plasencia Fields, Tiago, Galli, Clyde Bland, Veterans & Legacy Fields) | | | | | |
| | Unauthorized Permit Use | | | | | |
| | First Occurrence - Warning | Per Occurrence | | - | \$ - | - |
| | Second Occurrence | Per Occurrence | | - | \$ 50 | - |
| | Third Occurrence | Per Occurrence | | - | \$ 100 | - |
| | No Show Occurrence | | | | | |
| | First Occurrence - Warning | Per Occurrence | | - | \$ - | - |
| | Second Occurrence | Per Occurrence | | - | \$ 50 | - |
| | Third Occurrence | Per Occurrence | | - | \$ 100 | - |
| | Standard Field (Ritter Family Ballpark, Tiago, Clyde, Galli, Veteran Fields, Plasencia Fields) | | | | | |
| | League/Individual | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 10 | \$ 11 | \$ 1 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 15 | \$ 16 | \$ 1 |
| | Private Classification | Per Hour, Per Field | | \$ 28 | \$ 29 | \$ 1 |
| | Commercial Classification | Per Hour, Per Field | | \$ 39 | \$ 40 | \$ 1 |
| | Premium Field (TSC, Legacy Fields) | | | | | |
| | League/Individual | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 12 | \$ 13 | \$ 1 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 19 | \$ 20 | \$ 1 |
| | Private Classification | Per Hour, Per Field | | \$ 34 | \$ 35 | \$ 1 |
| | Commercial Classification | Per Hour, Per Field | | \$ 46 | \$ 47 | \$ 1 |
| | Lights Fee - League/Individual | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 10 | \$ 11 | \$ 1 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 13 | \$ 14 | \$ 1 |
| | Private Classification | Per Hour, Per Field | | \$ 17 | \$ 18 | \$ 1 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|--|-----------------------------|-------|----------------------|-------------------------------|------------|
| | Commercial Classification | Per Hour, Per Field | | \$ 24 | \$ 25 | \$ 1 |
| | Deposit for Baseball/Softball Bases | Per Rental | | \$ 288 | \$ 295 | \$ 7 |
| | Storage Container License | Per Sq. Ft. of Ground Space | | \$ 0.51 | \$ 0.52 | \$ 0.01 |
| | Daily Fee - Tournaments - Standard Fields | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 81 | \$ 83 | \$ 2 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 131 | \$ 134 | \$ 3 |
| | Private Classification | Per Hour, Per Field | | \$ 163 | \$ 167 | \$ 4 |
| | Commercial Classification | Per Hour, Per Field | | \$ 195 | \$ 200 | \$ 5 |
| | Daily Fee - Tournaments - Premium Fields | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 109 | \$ 112 | \$ 3 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 145 | \$ 148 | \$ 3 |
| | Private Classification | Per Hour, Per Field | | \$ 281 | \$ 288 | \$ 7 |
| | Commercial Classification | Per Hour, Per Field | | \$ 387 | \$ 396 | \$ 9 |
| | Lights Fee - Tournaments | | | | | |
| | Non-Profit Youth Classification | Per Hour, Per Field | | \$ 10 | \$ 11 | \$ 1 |
| | Non-Profit Adult Classification | Per Hour, Per Field | | \$ 13 | \$ 14 | \$ 1 |
| | Private Classification | Per Hour, Per Field | | \$ 18 | \$ 19 | \$ 1 |
| | Commercial Classification | Per Hour, Per Field | | \$ 25 | \$ 26 | \$ 1 |
| | Field Damage Deposit | Per Field | | \$ 121 | \$ 124 | \$ 3 |
| | Gate Fee - Tournaments | | | | | |
| | All Classifications | Per Tournament | | \$ 125 | \$ 150 | \$ 25 |
| | Gate Fee - Local League Games | | | | | |
| | Non-Profit Classifications | Per Season | | \$ - | \$ 125 | \$ - |
| | On-site Staffing Fee for Sports Fields Use | | | | | |
| | All Classifications | Per Hour, Per Complex | | \$ 33 | \$ 34 | \$ 1 |
| | Softball Field Preparations | | | | | |
| | Light Watering | Per Preparation | | \$ 13 | \$ 14 | \$ 1 |
| | Chalking | Per Preparation | | \$ 15 | \$ 16 | \$ 1 |
| | Light Watering, Minor Dragging | Per Preparation | | \$ 19 | \$ 20 | \$ 1 |
| | Full Field Preparation | Per Preparation | | \$ 50 | \$ 51 | \$ 1 |
| | Outfield Fencing Rental | Per Field | | \$ 143 | \$ 146 | \$ 3 |
| | Concession Stands | | | | | |
| | Non-Profit | Per Occurrence | | \$ 5 | \$ 6 | \$ 1 |
| | Private | Per Occurrence | | \$ 8 | \$ 9 | \$ 1 |
| | Private/Commercial Classification | Per Occurrence | | \$ 12 | \$ 13 | \$ 1 |
| | Monthly Rental Rate | Per Month | [7] | \$ 152 | \$ 156 | \$ 4 |
| | Mobile Food Truck | Per Occurrence | | \$ 5 | \$ 6 | \$ 1 |

City of Tracy

Master Fee Schedule

Adopted:



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|-----------|--|----------------------------|-------|----------------------|-------------------------------|------------|
| 14 | Joe Wilson Community Pool Rentals | | | | | |
| | Any Size Groups, When Organization Provides Own Lifeguards & Includes 1 Senior Lifeguard | | | | | |
| | All Classifications | Per Hour (Min. 2 Hours) | | \$ 86 | \$ 88 | \$ 2 |
| | Up to 50 People, Includes 1 Senior Lifeguard & 1 Lifeguard | | | | | |
| | Non-Profit Classification | Per Hour (Min. 2 Hours) | | \$ 104 | \$ 106 | \$ 2 |
| | Private Classification | Per Hour (Min. 2 Hours) | | \$ 116 | \$ 119 | \$ 3 |
| | Commercial Classification | Per Hour (Min. 2 Hours) | | \$ 128 | \$ 131 | \$ 3 |
| | Up to 75 People, Includes 1 Senior Lifeguard & 2 Lifeguards | | | | | |
| | Non-Profit Classification | Per Hour (Min. 2 Hours) | | \$ 123 | \$ 126 | \$ 3 |
| | Private Classification | Per Hour (Min. 2 Hours) | | \$ 135 | \$ 138 | \$ 3 |
| | Commercial Classification | Per Hour (Min. 2 Hours) | | \$ 146 | \$ 150 | \$ 4 |
| | Up to 100 People, Includes 1 Senior Lifeguard & 3 Lifeguards | | | | | |
| | Non-Profit Classification | Per Hour (Min. 2 Hours) | | \$ 141 | \$ 144 | \$ 3 |
| | Private Classification | Per Hour (Min. 2 Hours) | | \$ 153 | \$ 157 | \$ 4 |
| | Commercial Classification | Per Hour (Min. 2 Hours) | | \$ 166 | \$ 170 | \$ 4 |
| | Deposits | | | | | |
| | All Classifications, All Group Sizes | Per Rental | | \$ 184 | \$ 500 | \$ 316 |
| | Additional Joe Wilson Pool Rental Fees | | | | | |
| | Extra lifeguard (as deemed necessary by staff, based on event) | Per Hour, Per Lifeguard | | \$ 18 | \$ 19 | \$ 1 |
| | Recreational Swim Pavilion Rental (1089 sqft) | Per Hour | | \$ 30 | \$ 31 | \$ 1 |
| 15 | Airport Rental | | | | | |
| | New Jerusalem Rental Area | Per Day | | \$ 1,440 | \$ 1,475 | \$ 35 |
| | Tracy Municipal Airport Rental Area | Per Day | | \$ 1,440 | \$ 1,475 | \$ 35 |
| 16 | City Owned Airport Hangar Rental Rates | | | | | |
| | F-Series | Per Month | | \$ 281 | \$ 288 | \$ 7 |
| | 3-Series | Per Month | | \$ 342 | \$ 350 | \$ 8 |
| | 4-Series | Per Month | | \$ 342 | \$ 350 | \$ 8 |
| | G-Series | Per Month | | \$ 354 | \$ 362 | \$ 8 |
| | B-Series | Per Month | | \$ 471 | \$ 482 | \$ 11 |
| | Tie-Down | Per Month | | \$ 20 | \$ 50 | \$ 30 |



Parks, Recreation & Community Services - Community Facilities Division

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Proposed Fee with CPI | Difference |
|---------|---|-----------|-------|----------------------|-------------------------------|------------|
| 17 | Parades on Downtown Streets | | [4] | | | |
| | Parade Route | | | | | |
| | Non-Profit Classification | Per Event | | \$ 1,224 | \$ 1,253 | \$ 29 |
| 18 | Co-Sponsorship Events | | | | | |
| | Indoor City Facility Rental | Per Event | | \$ - | \$ - | - |
| | Outdoor City Facility Rental | Per Event | | \$ - | \$ - | - |
| | Street Closures (i.e barricades, signage, delineator, etc.) | Per Event | | \$ - | \$ - | - |
| | City Equipment & Material (i.e. mobile stage, etc) | Per Event | | \$ - | \$ - | - |
| | City Staffing | Per Event | | \$ - | \$ - | - |
| | Encroachment Permit | Per Event | | \$ - | \$ - | - |
| 19 | For Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | |
| | Full-Time | | | | | |
| | During Business Hours | Per hour | | \$ 229 | \$ 234 | \$ 5 |
| | After Business Hours | Per hour | | \$ 255 | \$ 261 | \$ 6 |
| | Part-Time | | | | | |
| | During Business Hours | Per hour | | \$ 29 | \$ 30 | \$ 1 |
| | After Business Hours | Per hour | | \$ 33 | \$ 34 | \$ 1 |

Notes

- [1] An additional deposit is required for all activities where alcohol is sold or served
- [2] All Classifications: Fee is applied to all approved inflatable requests to accompany a park rental
- [3] Includes projector and screen use
- [4] Exception: Until further notice, Parade Fees will not be charged for Public School District-sponsored parades.
- [5] If the CPI increase is \$1 or less, a \$1 increase will be applied to that fee
- [6] Actual cost of invoice from vendor or contractor
- [7] Increase the fee by 10% annually per site for the duration of each contract agreement



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|----------|--|---------------|-------|---|---|------------|--|
| 1 | Deposits | | | | | | |
| | EK Theatre | Per Use | [1] | \$ 550 | \$ 563 | \$ 13 | \$ 550 |
| | Studio Theatre | Per Use | [2] | \$ 275 | \$ 282 | \$ 7 | \$ 275 |
| | Dance Studio | Per Use | | \$ 110 | \$ 113 | \$ 3 | \$ 110 |
| | Visual Arts I & II | Per Use | | \$ 110 | \$ 113 | \$ 3 | \$ 110 |
| | Children's Studio | Per Use | | \$ 110 | \$ 113 | \$ 3 | \$ 110 |
| | Ceramic & Fused Glass Studio | Per Use | | \$ 110 | \$ 113 | \$ 3 | \$ 110 |
| | Music Studio I | Per Use | | \$ 100 | \$ 102 | \$ 2 | \$ 100 |
| | Music Studio II | Per Use | | \$ 75 | \$ 77 | \$ 2 | \$ 75 |
| | Music Studio III | Per Use | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| | Music Studio IV | Per Use | | \$ 100 | \$ 102 | \$ 2 | \$ 100 |
| | Grand Galleries | Per Use | | \$ 150 | \$ 154 | \$ 4 | \$ 150 |
| | Lobby Areas | Per Use | | \$ 250 | \$ 256 | \$ 6 | \$ 250 |
| | Loggia | Per Use | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| 2 | EK Theatre Rentals | | | | | | |
| | Non-Profit | | | Minimum 10% of ticket sales, or fees listed below, whichever is greater. | Minimum 10% of ticket sales, or fees listed below, whichever is greater. | - | Minimum 10% of ticket sales, or fees listed below, whichever is greater. |
| | Prime Time Rental: Rehearsal or Performance (Non-profit) | | | | | | |
| | First 8 Hours | First 8 Hours | [3] | \$ 647 | \$ 663 | \$ 16 | \$ 647 |
| | Each Additional Hour | Each Add'l Hr | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Non-Prime Time Rental: Rehearsal or Performance (Non-Profit) | | | | | | |
| | First 8 Hours | First 8 Hours | [3] | \$ 323 | \$ 331 | \$ 8 | \$ 323 |
| | Each Additional Hour | Each Add'l Hr | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Prime Time Co-Present or Resident Company: Performance or Rehearsal (Non-Profit) | | | | | | |
| | Per 8 Hours | Per 8 Hours | [3] | \$ 519 | \$ 531 | \$ 12 | \$ 519 |
| | Non-Prime Time Co-Present or Rental Resident Company: Rental Rehearsal or Performance (Non-Profit) | | | | | | |
| | Per 8 Hours | Per 8 Hours | [3] | \$ 260 | \$ 266 | \$ 6 | \$ 260 |
| | Commercial | | | Minimum 15% of ticket sales, or fees listed below, whichever is greater. | Minimum 15% of ticket sales, or fees listed below, whichever is greater. | - | Minimum 15% of ticket sales, or fees listed below, whichever is greater. |
| | Prime Time Rental: Performance (Commercial) | | | | | | |
| | First 8 Hours | First 8 Hours | [3] | \$ 1,941 | \$ 1,988 | \$ 47 | \$ 1,941 |
| | Each Additional Hour | Each Add'l Hr | | \$ 339 | \$ 347 | \$ 8 | \$ 339 |
| | Prime Time Rental: Rehearsal (Commercial) | | | | | | |
| | First 8 Hours | First 8 Hours | [3] | \$ 1,941 | \$ 1,988 | \$ 47 | \$ 1,941 |
| | Each Additional Hour | Each Add'l Hr | | \$ 339 | \$ 347 | \$ 8 | \$ 339 |
| | Non-Prime Time Rental: Rehearsal or Performance (Commercial) | | | | | | |
| | First 8 Hours | First 8 Hours | [3] | \$ 845 | \$ 865 | \$ 20 | \$ 845 |
| | Each Additional Hour | Each Add'l Hr | | \$ 339 | \$ 347 | \$ 8 | \$ 339 |
| 3 | Studio Theatre Rentals | | | | | | |
| | Non-Profit | | | Minimum 10% of ticket sales, or fees listed below, whichever is greater. | Minimum 10% of ticket sales, or fees listed below, whichever is greater. | - | Minimum 10% of ticket sales, or fees listed below, whichever is greater. |
| | Prime Time Rental: Rehearsal or Performance | | | | | | |
| | First 5 Hours | First 5 Hours | [3] | \$ 124 | \$ 127 | \$ 3 | \$ 124 |
| | Each Additional Hour | Each Add'l Hr | | \$ 68 | \$ 70 | \$ 2 | \$ 68 |
| | Non-Prime Time Rental: Rehearsal or Performance | | | | | | |
| | First 5 Hours | First 5 Hours | [3] | \$ 90 | \$ 92 | \$ 2 | \$ 90 |
| | Each Additional Hour | Each Add'l Hr | | \$ 68 | \$ 70 | \$ 2 | \$ 68 |
| | Prime Time Co-Present or Resident Company: Rehearsal or Performance | | | | | | |
| | Per 5 Hours | Per 5 Hours | [3] | \$ 100 | \$ 102 | \$ 2 | \$ 100 |
| | Non-Prime Time Co-Present or Resident Company: Rehearsal or Performance | | | | | | |
| | Per 5 Hours | Per 5 Hours | [3] | \$ 72 | \$ 74 | \$ 2 | \$ 72 |



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|----------|--|---------------|-------|--|--|------------|--|
| | Commercial | | | Minimum 15% of ticket sales, or fees listed below, whichever is greater. | Minimum 15% of ticket sales, or fees listed below, whichever is greater. | - | Minimum 15% of ticket sales, or fees listed below, whichever is greater. |
| | Prime Time Rental: Rehearsal or Performance | | | | | | |
| | First 5 Hours | First 5 Hours | [3] | \$ 339 | \$ 347 | \$ 8 | \$ 339 |
| | Each Additional Hour | Each Add'l Hr | | \$ 203 | \$ 208 | \$ 5 | \$ 203 |
| | Non-Prime Time Rental: Rehearsal or Performance | | | | | | |
| | First 5 Hours | First 5 Hours | [3] | \$ 372 | \$ 381 | \$ 9 | \$ 372 |
| | Each Additional Hour | Each Add'l Hr | | \$ 203 | \$ 208 | \$ 5 | \$ 203 |
| 4 | Dance Studio | | | | | | |
| | Private & Group Instruction Educational Events Rehearsal & Facility Event Use >Includes Basic Furniture Set & Studio Amenities >Includes Sound System & one (1) Wired Microphone with Stand >Non-Dance/Movement Use Requires Floor Covering | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Each Additional Hour | Each Add'l Hr | | \$ 56 | \$ 57 | \$ 1 | \$ 56 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 226 | \$ 231 | \$ 5 | \$ 226 |
| | Each Additional Hour | Each Add'l Hr | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| 5 | Studio Theatre | | | | | | |
| | Private & Group Instruction Group Recital, Educational Events Meetings and Facility Event Use Rehearsal (Non-event Use) >Does Not Include Furniture Set or A/V Amenities >Does Not Include Tech Support (See Labor Fees) >Non-Educational/Performance Use (See Theatre Rental Options) | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Each Additional Hour | Each Add'l Hr | | \$ 56 | \$ 57 | \$ 1 | \$ 56 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 226 | \$ 231 | \$ 5 | \$ 226 |
| | Each Additional Hour | Each Add'l Hr | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| 6 | Visual Arts I & II / Children's Studio | | | | | | |
| | Private & Group Instruction Group Recital, Educational Events Visual Arts Labs Meetings and Facility Event Use >Includes Basic Furniture Set & Studio Amenities >Does not include use of Printmaking Lab in VAIL | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 84 | \$ 86 | \$ 2 | \$ 84 |
| | Each Additional Hour | Each Add'l Hr | | \$ 45 | \$ 46 | \$ 1 | \$ 45 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 169 | \$ 173 | \$ 4 | \$ 169 |
| | Each Additional Hour | Each Add'l Hr | | \$ 84 | \$ 86 | \$ 2 | \$ 84 |



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|-----------|---|-----------------|-------|----------------------|-------------------------------|------------|---------------------------------|
| 7 | Ceramic & Fused Glass Studio | | | | | | |
| | <i>Private & Group Instruction</i> | | | | | | |
| | <i>>Includes Basic Furniture Set & Studio Amenities</i> | | | | | | |
| | <i>>Requires Staff Supervision (See Labor Fees)</i> | | | | | | |
| | <i>>Not available for Non-Educational/Studio Use</i> | | | | | | |
| | <i>>Does not include Firing & Materials (See Ceramic & Fused Glass Fees)</i> | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 84 | \$ 86 | \$ 2 | \$ 84 |
| | Each Additional Hour | Each Add'l Hr | | \$ 45 | \$ 46 | \$ 1 | \$ 45 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 169 | \$ 173 | \$ 4 | \$ 169 |
| | Each Additional Hour | Each Add'l Hr | | \$ 84 | \$ 86 | \$ 2 | \$ 84 |
| 8 | Private Art Making Event | | | | | | |
| | <i>Private & Group Instruction with Staff Assigned Room Rental in the Studio Theatre, Visual Arts 01 & 02, Children's Studio, Ceramics & Fused Glass Studio</i> | | | | | | |
| | <i>>Includes Basic Furniture Set & Studio Amenities</i> | | | | | | |
| | <i>>Requires Staff Supervision (See Labor Fees)</i> | | | | | | |
| | <i>>Activity Dependent Materials Fee</i> | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 41 | \$ 42 | \$ 1 | \$ 41 |
| | Each Additional Hour | Each Add'l Hr | | \$ 21 | \$ 22 | \$ 1 | \$ 21 |
| | Activity Dependent Materials | Per Participant | | \$5 - 35 | \$5 - 35 | - | \$5 - 35 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 82 | \$ 84 | \$ 2 | \$ 82 |
| | Each Additional Hour | Each Add'l Hr | | \$ 41 | \$ 42 | \$ 1 | \$ 41 |
| | Activity Dependent Materials | Per Participant | | \$5 - 35 | \$5 - 35 | - | \$5 - 35 |
| 9 | Music Studio I | | | | | | |
| | <i>Private & Group Instruction</i> | | | | | | |
| | <i>Instrument & Voice Lab</i> | | | | | | |
| | <i>Group Recital, Educational Events</i> | | | | | | |
| | <i>Rehearsal</i> | | | | | | |
| | <i>Up to 20 users</i> | | | | | | |
| | <i>>Includes Basic Furniture Set & Studio Amenities</i> | | | | | | |
| | <i>>Includes Use of Spinnet Piano, Baby Grand Piano, and/or Electric Piano</i> | | | | | | |
| | <i>>Does not include Use of Other Resident Instruments (See Miscellaneous Rentals)</i> | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Each Additional Hour | Each Add'l Hr | | \$ 36 | \$ 37 | \$ 1 | \$ 36 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Each Additional Hour | Each Add'l Hr | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| 10 | Music Studio II | | | | | | |
| | <i>Private & Group Instruction</i> | | | | | | |
| | <i>Instrument & Voice Lab</i> | | | | | | |
| | <i>Rehearsal</i> | | | | | | |
| | <i>Up to 6 users</i> | | | | | | |
| | <i>>Includes Basic Furniture Set & Studio Amenities</i> | | | | | | |
| | <i>>Does not include Use of Other Resident Instruments (See Miscellaneous Rentals)</i> | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 62 | \$ 63 | \$ 1 | \$ 62 |
| | Each Additional Hour | Each Add'l Hr | | \$ 31 | \$ 32 | \$ 1 | \$ 31 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 123 | \$ 126 | \$ 3 | \$ 123 |
| | Each Additional Hour | Each Add'l Hr | | \$ 62 | \$ 63 | \$ 1 | \$ 62 |



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|-----------|---|---------------|-------|-------------------------|-------------------------------------|------------|---------------------------------------|
| 11 | Music Studio III | | | | | | |
| | Private Instruction Instrument & Voice Lab Rehearsal Up to 3 users >Includes Basic Furniture Set & Studio Amenities >Includes Use of Spinet Piano and/or Electric Piano >Does not include Use of Other Resident Instruments (See Miscellaneous Rentals) | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 41 | \$ 42 | \$ 1 | \$ 41 |
| | Each Additional Hour | Each Add'l Hr | | \$ 21 | \$ 22 | \$ 1 | \$ 21 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 82 | \$ 84 | \$ 2 | \$ 82 |
| | Each Additional Hour | Each Add'l Hr | | \$ 41 | \$ 42 | \$ 1 | \$ 41 |
| 12 | Music Studio IV | | | | | | |
| | Private Instruction Digital Recording Lab Rehearsal Up to 3 users >Includes Basic Furniture Set & Studio Amenities >Does not include Studio Engineer >Does not include Use of Other Resident Instruments (See Miscellaneous Rentals) | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Each Additional Hour | Each Add'l Hr | | \$ 36 | \$ 37 | \$ 1 | \$ 36 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Each Additional Hour | Each Add'l Hr | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| 13 | Grand Galleries | | | | | | |
| | Events, Meetings, Presentations, Receptions >Exhibitions Program Schedule Dependent >Requires Staff Supervision (See Labor Fees) >Not Available for Exhibits/Displays/Retail Use | | | | | | |
| | Non-Profit | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Each Additional Hour | Each Add'l Hr | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Commercial | | | | | | |
| | First 2 Hours | First 2 Hours | | \$ 308 | \$ 315 | \$ 7 | \$ 308 |
| | Each Additional Hour | Each Add'l Hr | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| 14 | Lobby Areas | | | | | | |
| | >Public Spaces during Facility Hours & Programming | | | | | | |
| | Non-Profit | | | | | | |
| | Upstairs | Per 4 Hours | | \$ 282 | \$ 289 | \$ 7 | \$ 282 |
| | Downstairs | Per 4 Hours | | \$ 282 | \$ 289 | \$ 7 | \$ 282 |
| | Commercial | | | | | | |
| | Upstairs | Per 4 Hours | | \$ 564 | \$ 578 | \$ 14 | \$ 564 |
| | Downstairs | Per 4 Hours | | \$ 451 | \$ 462 | \$ 11 | \$ 451 |
| 15 | Café | | | | | | |
| | Non-Profit | | | | | | |
| | Non-Revenue Generating Use | Per 4 Hours | | \$ 25 | \$ 26 | \$ 1 | \$ 25 |
| | Revenue Generating Use (Studio Theatre & Lobby Areas) | Per 4 Hours | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| | Revenue Generating Use (EK Theatre) | Per 4 Hours | | \$ 100 | \$ 102 | \$ 2 | \$ 100 |
| | Commercial | | | | | | |
| | Non-Revenue Generating Use | Per 4 Hours | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| | Revenue Generating Use (Studio Theatre & Lobby Areas) | Per 4 Hours | | \$ 100 | \$ 102 | \$ 2 | \$ 100 |
| | Revenue Generating Use (EK Theatre) | Per 4 Hours | | \$ 200 | \$ 205 | \$ 5 | \$ 200 |



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|-----------|---|--------------------------|-------|---|---|------------|---|
| | Base rate for negotiated Concessionaire Agreement | Per Month | | \$542 plus 50% of non-alcoholic beverages and all food sales | \$542 plus 50% of non-alcoholic beverages and all food sales | - | \$542 plus 50% of non-alcoholic beverages and all food sales |
| 16 | Box Office Services | | | | | | |
| | Non-Profit | | | | | | |
| | Per Performance | Per Performance | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Per Ticket Charge to Patron | Per Ticket | [5] | \$ 4 | \$ 4 | \$ 0 | \$ 4 |
| | Commercial | | | | | | |
| | Per Performance | Per Performance | | \$ 318 | \$ 326 | \$ 8 | \$ 318 |
| | Per Ticket Charge to Patron | Per Ticket | [5] | \$ 4 | \$ 4 | \$ 0 | \$ 4 |
| 17 | Miscellaneous Rentals | | | | | | |
| | Non-Profit & Commercial | | | | | | |
| | Installation/Removal of Floor for Orchestra Pit | Per Use | | \$ 564 | \$ 578 | \$ 14 | \$ 564 |
| | Wired Microphone | | | | | | |
| | 1 Mic & Stand | Each | [5] | \$ 16 | \$ 16 | \$ 0 | \$ 16 |
| | 10 or more | Each | [5] | \$ 11 | \$ 11 | \$ 0 | \$ 11 |
| | Wireless Microphone (Handheld or Lapel) | | | | | | |
| | 1 Mic & Stand (4 Max) | Each | [5] | \$ 28 | \$ 29 | \$ 1 | \$ 28 |
| | Drum Mic Package - 8 Microphones | Per Use | | \$ 103 | \$ 105 | \$ 2 | \$ 103 |
| | Direct Box | Per Use | [5] | \$ 26 | \$ 27 | \$ 1 | \$ 26 |
| | Monitor Wedges | Each | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| | Ramtech Split Snake | Per Use | | \$ 103 | \$ 105 | \$ 2 | \$ 103 |
| | Monitor Console | Per Use | | \$ 103 | \$ 105 | \$ 2 | \$ 103 |
| | Mobile PA | Per Use | | \$ 103 | \$ 105 | \$ 2 | \$ 103 |
| | Lectern Stand with Mic | Per Use | [5] | \$ 21 | \$ 22 | \$ 1 | \$ 21 |
| | Conductor Podium | Per Use | [5] | \$ 21 | \$ 22 | \$ 1 | \$ 21 |
| | Follow Spot(s) with One In-house Tech, Two (2) Max. | Each per 4 Hrs. | | \$ 395 | \$ 404 | \$ 9 | \$ 395 |
| | Video Projector (EK Theatre) | | | | | | |
| | Per 8 Hour Rental | Per 8 Hour Rental | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Each Additional Hour | Each Add'l Hr | [5] | \$ 16 | \$ 16 | \$ 0 | \$ 16 |
| | Video Projector (Studio Theatre) | | | | | | |
| | Per 5 Hour Rental | Per 5 Hour Rental | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Each Additional Hour | Each Add'l Hr | [5] | \$ 11 | \$ 11 | \$ 0 | \$ 11 |
| | Haze Machine | Per Use | | \$ 51 | \$ 52 | \$ 1 | \$ 51 |
| | Marquee Sign Listing | Per Side/Installation | | \$ 56 | \$ 57 | \$ 1 | \$ 56 |
| | Installation & Removal of Marley Mat Dance Floor | Per Use | | \$ 226 | \$ 231 | \$ 5 | \$ 226 |
| | 6' Folding Tables | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | 48" Round Folding Tables | Each | [5] | \$ 12 | \$ 12 | \$ 0 | \$ 12 |
| | 36" Round Tables | Each | [5] | \$ 12 | \$ 12 | \$ 0 | \$ 12 |
| | Cocktail Tables | Each | [5] | \$ 12 | \$ 12 | \$ 0 | \$ 12 |
| | Cocktail Table Stools | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | Wood Classroom Chairs | | | | | | |
| | 1 Chair | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | 10 or more | Each | [5] | \$ 4 | \$ 4 | \$ 0 | \$ 4 |
| | Music Stands | | | | | | |
| | 1 Stand | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | 10 or more | Each | [5] | \$ 4 | \$ 4 | \$ 0 | \$ 4 |
| | Black Wenger Orchestra Chairs | | | | | | |
| | 1 Chair | Each | [5] | \$ 12 | \$ 12 | \$ 0 | \$ 12 |
| | 25 or more | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | Black Pipe and Drape | Per Installation | | \$ 113 | \$ 116 | \$ 3 | \$ 113 |
| | Black Resin Chairs | | | | | | |
| | 1 Chair | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | 25 or more | Each | [5] | \$ 4 | \$ 4 | \$ 0 | \$ 4 |
| | Piano Tuning | Per Use | | \$225 plus 5% | \$225 plus 5% | - | \$225 plus 5% |
| | Electric Piano (Roland RD-700NX) | Per Use | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Easels | Each | [5] | \$ 6 | \$ 6 | \$ 0 | \$ 6 |
| | Stage Riser (4' x 4') | Each | [5] | \$ 26 | \$ 27 | \$ 1 | \$ 26 |
| | Extension Cord 25' Quad Box | Each | | \$ 15 | \$ 15 | \$ 0 | \$ 15 |
| | Extension Cord with Strip | Each | | \$ 5 | \$ 5 | \$ 0 | \$ 5 |
| | Grand Piano (Yamaha) & Tuning | | | \$ 450 | \$ 461 | \$ 11 | \$ 450 |
| | TV Monitor | Per Use | | \$ 56 | \$ 57 | \$ 1 | \$ 56 |
| | BlueRay | Per Use | | \$ 20 | \$ 20 | \$ 0 | \$ 20 |
| 18 | Labor Fees | | | | | | |

City of Tracy

Master Fee Schedule

Adopted:



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|-----------|---|--------------|-------|--|--|------------|--|
| | Non-Profit/Commercial | | | | | | |
| | Technical Theatre Supervisor | Per Hour | | \$ 64 | \$ 66 | \$ 2 | \$ 66 |
| | Theatre Technicians | Per Hour | [5] | \$ 45 | \$ 46 | \$ 1 | \$ 46 |
| | Hospitality Staff | Per Hour | [5] | \$ 27 | \$ 28 | \$ 1 | \$ 28 |
| | Merchandise Seller | Per Hour | [5] | \$ 17 | \$ 17 | \$ 0 | \$ 17 |
| | Usher | Per Hour | [5] | \$ 17 | \$ 17 | \$ 0 | \$ 17 |
| | Cultural Arts Supervisor | Per Hour | | \$ 64 | \$ 66 | \$ 2 | \$ 66 |
| | Arts Education Program Coordinator | Per Hour | [5] | \$ 51 | \$ 52 | \$ 1 | \$ 52 |
| | Arts Education Instructor | Per Hour | [5] | \$ 28 | \$ 29 | \$ 1 | \$ 29 |
| | Arts Education Recreation Leader III | Per Hour | [5] | \$ 17 | \$ 17 | \$ 0 | \$ 17 |
| | Security Personnel (Min \$200 or per hour rate; whichever greater) | Per Hour | | \$ 28 | \$ 29 | \$ 1 | \$ 45 |
| | | | | | | | |
| 19 | Additional Fees | | | | | | |
| | Non-Profit/Commercial | | | | | | |
| | Janitorial Fees | | | | | | |
| | Per 8 Hours | Per 8 Hours | | \$ 257 | \$ 263 | \$ 6 | \$ 296 |
| | Per 4 Hours | Per 4 Hours | | \$ 128 | \$ 131 | \$ 3 | \$ 148 |
| | Porter | | | | | | |
| | Per 8 Hours | Per 8 Hours | | \$ 246 | \$ 252 | \$ 6 | \$ 296 |
| | Per 4 Hours | Per 4 Hours | | \$ 123 | \$ 126 | \$ 3 | \$ 148 |
| | Agreement Processing Fee | Per Contract | | \$ 39 | \$ 40 | \$ 1 | \$ 39 |
| | Global Music Rights License Fee | Per Event | | \$10 for benefit concerts or .15% of gross revenue for concerts | \$10 for benefit concerts or .15% of gross revenue for concerts | - | \$10 for benefit concerts or .15% of gross revenue for concerts |
| | | | | | | | |
| 20 | Rental Client Marketing Services | | | | | | |
| | <i>Limited availability, as space allows, must use Grand Theatre Center for the Arts contracted graphic designer.</i> | | | | | | |
| | Non-Profit | | | | | | |
| | Exterior Posterbox | Per Event | | \$ 51 | \$ 52 | \$ 1 | \$ 51 |
| | Email Promotion | Per Email | | \$ 205 | \$ 210 | \$ 5 | \$ 205 |
| | Atrium & Pre-Show Video | Per Event | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Press Release | Per Release | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Local Postcard Distribution | Per Event | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Social Media Promotion | | [4] | | | | |
| | Facebook Post to Grand Page | Per Post | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Instagram Post to Grand Page | Per Post | | \$ 77 | \$ 79 | \$ 2 | \$ 77 |
| | Static Ad Build | Per Ad | | \$ 128 | \$ 131 | \$ 3 | \$ 128 |
| | Video Ad Build | Per Ad | | \$ 257 | \$ 263 | \$ 6 | \$ 257 |
| | Commercial | | | | | | |
| | Exterior Posterbox | Per Event | | \$ 103 | \$ 105 | \$ 2 | \$ 103 |
| | Email Promotion | Per Email | | \$ 410 | \$ 420 | \$ 10 | \$ 410 |
| | Atrium & Pre-Show Video | Per Event | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Press Release | Per Release | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Local Postcard Distribution | Per Event | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Social Media Promotion | | [4] | | | | |
| | Facebook Post to Grand Page | Per Post | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Instagram Post to Grand Page | Per Post | | \$ 154 | \$ 158 | \$ 4 | \$ 154 |
| | Static Ad Build | Per Ad | | \$ 257 | \$ 263 | \$ 6 | \$ 257 |
| | Video Ad Build | Per Ad | | \$ 513 | \$ 525 | \$ 12 | \$ 513 |
| | | | | | | | |
| 21 | Arts Education Program Fees | | | | | | |
| | Non-Profit/Commercial | | | | | | |
| | Ceramics & Fused Glass | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |
| | - Assembly, Firing, Glazes, Finishing | | | | | | |
| | - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Dance | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |
| | - Ballroom, Classical, Cultural, Fitness, Modern, Movement, Tai Chi, Technical | | | | | | |
| | - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Drama | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |
| | - Acting, Audition, Costume, Writing, Technical, Performance, Props | | | | | | |
| | - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Literary Arts | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |
| | - Writing, Journaling, Letterform, Literature, Poetry, Spoken Word | | | | | | |
| | - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Music | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |



**Parks, Recreation & Community Services -
Cultural Arts (Grand Theatre) Division**

| Fee No. | Fee Name | Fee Type | Notes | FY24/25 Approved Fee | FY25/26 Adjusted Fee with CPI | Difference | FY25/26 Recommended Fee w/o CPI |
|-----------|---|-----------------|-------|----------------------|-------------------------------|------------|---------------------------------|
| | - Electronic, Horns, Keyboard, Methodologies, Percussion, Strings, Woodwind, Voice - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Visual Arts | Per Person | | \$5 - \$400 | \$5 - \$400 | - | \$5 - \$400 |
| | - Art History, Design, Digital, Drawing, Fiber, Painting, Photography, Printmaking, Sculpture, Theory - Classes, Camps, Presentations, Private Lessons, Workshops | | | | | | |
| | Senior Tuesdays | Per Person | | \$6 / \$15 | \$6 / \$15 | - | \$6 / \$15 |
| | - 3 Days in Designated Months - 2 Activities per Day & Hospitality | | | | | | |
| | Program Transaction Fees (Applied to withdrawal, refund, credit, or transfer) | Per Transaction | | \$ 5 | \$ 5 | - | \$ 5 |
| | Program Lab Fees (Applied to applicable studio-based classes for studio furniture, tools, equipment and instrument usage) | Per Person | | \$5 - \$60 | \$5 - \$60 | - | \$5 - \$60 |
| | | | | | | | |
| 22 | Exhibitions Program Fees | | | | | | |
| | Juried Exhibition Entry Fee | Per Entry | | \$5 - \$25 | \$5 - \$25 | - | \$5 - \$25 |
| | | | | | | | |
| 23 | Services Requested of City staff which have no Fee Listed in this Fee Schedule. 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. | | | | | | |
| | Full-Time | | | | | | |
| | During Business Hours | Per Hour | | \$ 163 | \$ 167 | \$ 4 | \$ 163 |
| | After Business Hours | Per Hour | | \$ 180 | \$ 184 | \$ 4 | \$ 180 |
| | Part-Time | | | | | | |
| | During Business Hours | Per Hour | | \$ 50 | \$ 51 | \$ 1 | \$ 50 |
| | After Business Hours | Per Hour | | \$ 55 | \$ 56 | \$ 1 | \$ 55 |
| | Blended | | | | | | |
| | During Business Hours | Per Hour | | \$ 127 | \$ 130 | \$ 3 | \$ 127 |
| | After Business Hours | Per Hour | | \$ 139 | \$ 142 | \$ 3 | \$ 139 |
| | | | | | | | |
| | | | | | | | |

Notes

- [1] ETK Theatre Base Rental is 8 Hrs and includes: House Sound System, House Lighting System, One (1) Wired Microphone with Stand, Two (2) Studio Theatre Base Rental is 5 Hrs. and Includes: House Sound System, House Lighting System, One (1) Wired Microphone with Stand, Two (2) Prime time is Friday through Sunday. Percentage Payment is Based on Gross Receipts. Fee is either Minimum of 10% of Ticket sales, Additional Costs apply for Social Media Ad Campaigns (Minimum Campaign Spend of \$250/Maximum Spend of \$1,500). If fee is \$1 or more, non-resident fee pay an additional \$1



Citywide Master Fee Schedule

April 29, 2025



Think Inside the Triangle™

What is the Citywide Master Fee Schedule ?

- A Consolidation of Various Department City-Wide Fees
- Consolidated:
 - For Ease in Community Accessibility
 - To Assure Regular Review and Updates of Fees

What the Fee Schedule Includes

- Administrative Services Fees
- City Clerk Fees
- Cultural Arts (Grand Theatre) Fees
- Community Facilities Fees
- Recreation Fees
- Community & Economic Development Fees
- Public Safety Fees
- Public Works Fees



What the Fee Schedule Does Not Include

- Development Impact Fees (AB1600)
- Mitigation Fees
- Rates Established by Separate Agreements
- Business License Tax
- Enterprise Fund Charges
- Leases of City Property
- Special District Assessments
- Fees Adopted Under Franchise Agreements
- Fines Imposed as Penalties



Inflationary Adjustments

- Some Fees Adjusted to Reflect an Automatic Inflationary Cost Increase
- Inflationary adjustment based upon Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward Metropolitan Area
- Adjustment for FY2025-2026 = 2.4%



New Fees

- Communications (previously CCTV)– New Post Production services offered, Flypack fee
- Community Economic Development– Partial Permit Issuance Revision fee
- Police – Police Photo - CD & Thumb drive fees
- Animal Services – Microchip fee
- Public Works – Utilities - Radio Read Devices (Flexnet), Engineering – Reinspection fee
- Recreation Division– Special Interest, Senior, Youth Sports, and Aquatics classes, Community events - Food Vendor Permits
- Community Facilities– Airport Tie-Down Fee, Transit Station – Charging Station Fee, New Rental locations, Sports Facility fees



Adjustments, Corrections or Clarifications

- Names/Titles; Appendix; Formatting
- Fee Corrections
- Fee Removals
- Fees Adjusted to Reflect Inflationary Cost Increases



Think Inside the Triangle™

Cost Recovery

Approximately 71% of the total costs associated with providing fee related services are currently recovered.

The proposed Master Fee Schedule includes a 2.4% CPI increase, with the exception of:

- Cultural Arts – Grand Theatre fees
 - Previous CPI increases have resulted in ongoing complaints and lost revenue.

If approved, the proposed Master Fee Schedule will recover 70% of the total costs associated with providing fee related services.

ACTION REQUESTED

That the Tracy Finance Committee recommend that:

- (1) the City Council conduct a Public Hearing for City Council to receive and consider comments on the proposed Citywide Master Fee Schedule, and upon conclusion
- (2) adopt a resolution (A) approving and adopting, effective as July 1, 2025, the proposed Citywide Master Fee Schedule with the proposed inflationary increase of 2.4%; and (B) rescinding, effective July 1, 2025, Resolution 2024-077 that approved the current Citywide Master Fee Schedule.



Agenda Item 3.B.

RECOMMENDATION

Staff recommends that the Tracy Finance Committee make a recommendation that the City Council adopt a resolution (1) authorizing the appropriation of \$8,000,000 from the Tracy Infrastructure Master Plan (TIMP) Fund (F363) to the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147, and (2) authorizing a interfund loan to the Tracy Infrastructure Master Plan Traffic (TIMP) Fund (F363) from the General Fund Reserves (F101) in the amount of \$6,000,000 for the term of twenty years with interest at the current Local Agency Investment Fund (LAIF) Rate.

EXECUTIVE SUMMARY

This item is to consider a loan from the General Fund Reserves (F101) to the Tracy Infrastructure Master Plan Traffic (TIMP) Fund (F363) in the amount of \$6,000,000, for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147 and to approve an appropriation of \$8,000,000 from the Tracy Infrastructure Master Plan (TIMP) Fund (F363) to the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147 for the project. The total project budget of approximately \$61 million will be funded by a combination of Measure K, gas taxes, a significant state grant, and City and regional traffic impact fees.

BACKGROUND AND LEGISLATIVE HISTORY

The Project was approved as a Capital Improvement Project (CIP) with the Fiscal Year 2015/2016 budget. The City of Tracy, as the Project Sponsor, has collaborated with Caltrans in its development. The Project is crucial for the region as it will improve access to the growing fulfillment and distribution centers in the area, enhance safety, and benefit the regional and national economy. Moreover, it will enhance freight operations along a federal Primary Freight Network (PFN) Route. In 2020, the City received a \$24.9 million grant from the California Transportation Commission (CTC) for the construction phase of the Project.

The Project consists of reconstructing the existing interchange into a Diverging Diamond Interchange (DDI), similar to the one located at State Route (SR) 120 and Union Road in Manteca. The DDI will reroute traffic to the opposite side of the road when crossing Interstate 580 (I-580), allowing for direct left turns onto I-580 on-ramps and from I-580 off-ramps, enabling free-flowing movement. Traffic signals will be installed where traffic switches sides and ramp entrances will be widened to accommodate turning movements. The over-crossing will also be expanded to include three northbound lanes, two southbound lanes, Class II bike lanes, and a multi-use path for both bicyclists and pedestrians located in the center of the overcrossing. The DDI will maintain access to the gas station west of I-580 through the construction of a new public roadway, realigning access to accommodate the interchange's new design.

ANALYSIS

The Project costs and commitments to date are \$52,725,776 for a remaining total of \$1,177,973. The project is estimated to cost \$61,903,749, with a shortfall of \$8,000,000 that requires funding to complete.

Revised Estimated Budget

| | |
|--|---------------------|
| Design and ROW | \$3,897,549 |
| Construction Bid | \$42,587,374 |
| Construction Contingency | \$4,258,738 |
| Construction Management (Dewberry Inc) | \$4,298,958 |
| Construction Management Contingency | \$429,896 |
| Design Support During Construction | \$604,485 |
| Fees and Permits | \$3,126,749 |
| Traffic Safety | \$700,000 |
| Utility Relocation | \$2,000,000 |
| Total Project Cost | \$61,903,749 |

The project is included in the Master Plan and is eligible up to \$29,646,210 in TIMP Traffic Fees. Currently the project's traffic impact fee program commitment is = \$17,032,264 in the project budget, and with the additional \$8,000,000 proposed at this time, this will bring the total to \$25,032,264 in TIMP Traffic Fees committed to the project, out of the larger total project budget of \$61,903,749.

Currently there is an available balance of \$2,000,000 in TIMP Traffic Fees and a loan will be needed for the remaining \$6,000,000 to fully fund the project. The proposed loan from the General Fund reserves would be for a term of 20 years with an annual payment of \$422,067, with repayment to commence in FY2026 as provided in Attachment A, out of available TIMP Traffic Impact fees as projects come online and pay traffic impact fees.

FISCAL IMPACT

The total estimated project cost is \$61,903,749, and CIP 73147 (Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project) currently has an approved budget of \$53,903,749 with \$1,177,973 available. An additional appropriation is needed in the amount of \$8,000,000 to complete this project as follows:

| Funding Source | Budget | Expensed/ Committed | Balance |
|-----------------------|---------------|--------------------------------|----------------|
| 242 - Measure K | \$ 2,541,000 | \$ 2,541,000 | \$ - |
| 245 - Gas Tax | \$ 1,494,125 | \$ 316,152 | \$ 1,177,973 |
| TCEP Grant | \$ 24,884,000 | \$ 24,884,000 | \$ - |
| 363 - TIMP Traffic | \$ 17,032,624 | \$ 17,032,624 | \$ - |
| 392 - RTIF | \$ 7,952,000 | \$ 7,952,000 | \$ - |
| Current Budget | \$ 53,903,749 | \$ 52,725,776 | \$ 1,177,973 |

Total Project Cost \$ 61,903,749

Current Shortfall \$ (8,000,000)

| Funding Source | | |
|---------------------------------|----------------------|---------------------|
| 363 - TIMP Traffic | \$ 8,000,000 | \$ 8,000,000 |
| Requested Appropriations | | \$ 8,000,000 |
| Total Budget | \$ 61,903,749 | \$ 9,177,973 |

The total available for appropriations from the TIMP Traffic is \$2,000,000, leaving a shortfall of \$6,000,000. The city has an adopted policy that defines Interfund Loans as a long-term loan, more than 24 months, transfers of cash from one City Fund to another City Fund, which may be approved by the City Council. The General Fund Reserves (101) has sufficient funding and is an eligible lending source to loan the \$6,000,000 needed for the project. The term of the loan will be for 20 years at the current Local Agency Investment Fund Rate. The total annual principal and interest payment will be \$422,067 with repayment to commence in FY2026, out of available TIMP Traffic Impact fees as projects come online and pay traffic impact fees.

STRATEGIC PLAN

This agenda item supports the City of Tracy's Quality of Life Strategic Priority, which is to provide an outstanding quality of life by enhancing the City's amenities, business mix and services and cultivating connections to promote positive change and progress in our community.

ACTION REQUESTED OF THE FINANCE COMMITTEE

Staff recommends that the Tracy Finance committee make a recommendation that the City Council adopt a resolution (1) authorizing the appropriation of \$8,000,000 from the Tracy Infrastructure Master Plan (TIMP) fund (F363) to the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147, and (2) authorizing a interfund loan to the Tracy Infrastructure Master Plan Traffic (TIMP) Fund (F363) from the General Fund Reserves (F101) in the amount of \$6,000,000 for the term of twenty years with interest at the current Local Agency Investment Fund (LAIF) Rate.

Agenda Item 3.B.
April 29, 2025
Page 4

Prepared by: Felicia Galindo, Budget Officer

Reviewed by: Sara Castro, Director of Finance
Karin Schnaider, Assistant City Manager
Andrew Shen, Interim City Attorney

ATTACHMENTS

Attachment A - City of Tracy Infrastructure Impact Fee Re-Payment Schedule

City of Tracy
Tracy Infrastructure Impact Fee
Repayment Schedule

Attachment A

Laif Rate 3.93% Annual Yield 2023/2024
Years 20
Payments Per
Year 1
Amount 6,000,000

| Payment Number | | Loan | Payment | Principal | Interest | Balance |
|-------------------|------|----------------|-----------------------|-----------------------|-----------------------|----------------|
| 1 | 2026 | \$6,000,000.00 | \$422,066.82 | \$203,021.38 | \$235,620.00 | \$5,796,978.62 |
| 2 | 2027 | \$5,796,978.62 | \$422,066.82 | \$210,994.03 | \$227,647.35 | \$5,585,984.58 |
| 3 | 2028 | \$5,585,984.58 | \$422,066.82 | \$219,279.77 | \$219,361.61 | \$5,366,704.81 |
| 4 | 2029 | \$5,366,704.81 | \$422,066.82 | \$227,890.89 | \$210,750.50 | \$5,138,813.93 |
| 5 | 2030 | \$5,138,813.93 | \$422,066.82 | \$236,840.16 | \$201,801.22 | \$4,901,973.76 |
| 6 | 2031 | \$4,901,973.76 | \$422,066.82 | \$246,140.87 | \$192,500.51 | \$4,655,832.89 |
| 7 | 2032 | \$4,655,832.89 | \$422,066.82 | \$255,806.83 | \$182,834.56 | \$4,400,026.06 |
| 8 | 2033 | \$4,400,026.06 | \$422,066.82 | \$265,852.36 | \$172,789.02 | \$4,134,173.70 |
| 9 | 2034 | \$4,134,173.70 | \$422,066.82 | \$276,292.38 | \$162,349.00 | \$3,857,881.32 |
| 10 | 2035 | \$3,857,881.32 | \$422,066.82 | \$287,142.38 | \$151,499.00 | \$3,570,738.93 |
| 11 | 2036 | \$3,570,738.93 | \$422,066.82 | \$298,418.47 | \$140,222.92 | \$3,272,320.47 |
| 12 | 2037 | \$3,272,320.47 | \$422,066.82 | \$310,137.36 | \$128,504.02 | \$2,962,183.11 |
| 13 | 2038 | \$2,962,183.11 | \$422,066.82 | \$322,316.45 | \$116,324.93 | \$2,639,866.66 |
| 14 | 2039 | \$2,639,866.66 | \$422,066.82 | \$334,973.82 | \$103,667.56 | \$2,304,892.83 |
| 15 | 2040 | \$2,304,892.83 | \$422,066.82 | \$348,128.24 | \$90,513.14 | \$1,956,764.59 |
| 16 | 2041 | \$1,956,764.59 | \$422,066.82 | \$361,799.24 | \$76,842.15 | \$1,594,965.35 |
| 17 | 2042 | \$1,594,965.35 | \$422,066.82 | \$376,007.09 | \$62,634.29 | \$1,218,958.26 |
| 18 | 2043 | \$1,218,958.26 | \$422,066.82 | \$390,772.89 | \$47,868.49 | \$828,185.37 |
| 19 | 2044 | \$828,185.37 | \$422,066.82 | \$406,118.54 | \$32,522.84 | \$422,066.82 |
| 20 | 2045 | \$422,066.82 | \$422,066.82 | \$422,066.82 | \$16,574.56 | \$0.00 |
| | | | <u>\$8,441,336.40</u> | <u>\$6,000,000.00</u> | <u>\$2,772,827.68</u> | |

APPROVED AS TO FORM AND LEGALITY

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

AUTHORIZING (1) AN APPROPRIATION OF \$8,000,000 FROM THE TRACY INFRASTRUCTURE MASTER PLAN (TIMP) FUND (F363) TO THE INTERSTATE 580/PATTERSON PASS ROAD/INTERNATIONAL PARKWAY DIVERGING DIAMOND INTERCHANGE IMPROVEMENTS PROJECT CIP 73147 AND (2) AUTHORIZING AN INTERFUND LOAN TO THE TRACY INFRASTRUCTURE MASTER PLAN TRAFFIC (TIMP) FUND (F363) FROM THE GENERAL FUND RESERVES (F101) IN THE AMOUNT OF \$6,000,000 FOR THE TERM OF TWENTY YEARS WITH INTEREST AT THE CURRENT LOCAL AGENCY INVESTMENT FUND (LAIF) RATE.

WHEREAS, The City of Tracy has an adopted policy that defines Interfund Loans as a long-term loan, more than 24 months, transfers of cash from one City Fund to another City Fund, which may be approved by the City Council, and

WHEREAS, The General Fund is an eligible lending fund source to all funds, and

WHEREAS, The Tracy Infrastructure Master Plan (TIMP) Traffic Fund does not have sufficient funding available for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147), and

WHEREAS, The project will need \$8,000,000 to fully fund and complete the project and there is \$2,000,000 available from the TIMP Traffic Fund (F363), and

WHEREAS, The General Fund Reserves (F101) has sufficient funding and is an eligible lending source to loan the \$6,000,000 needed for the project, and

WHEREAS, The term of the loan shall be for twenty years at the current Local Agency Investment Fund (LAIF) Rate as evidenced by the attached interfund loan re-payment schedule as Exhibit A; now, therefore be it

RESOLVED: That the City Council of the City of Tracy hereby authorizes an appropriation of \$8,000,000 from the Tracy Infrastructure Master Plan (TIMP) fund (F363) to the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project CIP 73147 and authorizes an interfund loan to the Tracy Infrastructure Master Plan Traffic (TIMP) Fund (363) from the General Fund Reserves (101) in the amount of \$6,000,000 for the term of twenty years with interest at the current Local Agency Investment Fund (LAIF) Rate.

Resolution _____

* * * * *

The foregoing Resolution 2025-_____ was adopted by the City Council on _____, by the following vote:

| | |
|-------------|------------------|
| AYES: | COUNCIL MEMBERS: |
| NOES: | COUNCIL MEMBERS: |
| ABSENT: | COUNCIL MEMBERS: |
| ABSTENTION: | COUNCIL MEMBERS: |

DAN ARRIOLA
Mayor of the City of Tracy, California

ATTEST: _____
NECY LOPEZ
Acting City Clerk and Clerk of the Council of the
City of Tracy, California

Exhibit 1 - City of Tracy Infrastructure Impact Fee Interfund-Loan Re-Payment Schedule

City of Tracy
Tracy Infrastructure Impact Fee
Repayment Schedule

Exhibit 1

Laif Rate 3.93% Annual Yield 2023/2024
Years 20
Payments Per
Year 1
Amount 6,000,000

| Payment Number | | Loan | Payment | Principal | Interest | Balance |
|-------------------|------|----------------|-----------------------|-----------------------|-----------------------|----------------|
| 1 | 2026 | \$6,000,000.00 | \$422,066.82 | \$203,021.38 | \$235,620.00 | \$5,796,978.62 |
| 2 | 2027 | \$5,796,978.62 | \$422,066.82 | \$210,994.03 | \$227,647.35 | \$5,585,984.58 |
| 3 | 2028 | \$5,585,984.58 | \$422,066.82 | \$219,279.77 | \$219,361.61 | \$5,366,704.81 |
| 4 | 2029 | \$5,366,704.81 | \$422,066.82 | \$227,890.89 | \$210,750.50 | \$5,138,813.93 |
| 5 | 2030 | \$5,138,813.93 | \$422,066.82 | \$236,840.16 | \$201,801.22 | \$4,901,973.76 |
| 6 | 2031 | \$4,901,973.76 | \$422,066.82 | \$246,140.87 | \$192,500.51 | \$4,655,832.89 |
| 7 | 2032 | \$4,655,832.89 | \$422,066.82 | \$255,806.83 | \$182,834.56 | \$4,400,026.06 |
| 8 | 2033 | \$4,400,026.06 | \$422,066.82 | \$265,852.36 | \$172,789.02 | \$4,134,173.70 |
| 9 | 2034 | \$4,134,173.70 | \$422,066.82 | \$276,292.38 | \$162,349.00 | \$3,857,881.32 |
| 10 | 2035 | \$3,857,881.32 | \$422,066.82 | \$287,142.38 | \$151,499.00 | \$3,570,738.93 |
| 11 | 2036 | \$3,570,738.93 | \$422,066.82 | \$298,418.47 | \$140,222.92 | \$3,272,320.47 |
| 12 | 2037 | \$3,272,320.47 | \$422,066.82 | \$310,137.36 | \$128,504.02 | \$2,962,183.11 |
| 13 | 2038 | \$2,962,183.11 | \$422,066.82 | \$322,316.45 | \$116,324.93 | \$2,639,866.66 |
| 14 | 2039 | \$2,639,866.66 | \$422,066.82 | \$334,973.82 | \$103,667.56 | \$2,304,892.83 |
| 15 | 2040 | \$2,304,892.83 | \$422,066.82 | \$348,128.24 | \$90,513.14 | \$1,956,764.59 |
| 16 | 2041 | \$1,956,764.59 | \$422,066.82 | \$361,799.24 | \$76,842.15 | \$1,594,965.35 |
| 17 | 2042 | \$1,594,965.35 | \$422,066.82 | \$376,007.09 | \$62,634.29 | \$1,218,958.26 |
| 18 | 2043 | \$1,218,958.26 | \$422,066.82 | \$390,772.89 | \$47,868.49 | \$828,185.37 |
| 19 | 2044 | \$828,185.37 | \$422,066.82 | \$406,118.54 | \$32,522.84 | \$422,066.82 |
| 20 | 2045 | \$422,066.82 | \$422,066.82 | \$422,066.82 | \$16,574.56 | \$0.00 |
| | | | <u>\$8,441,336.40</u> | <u>\$6,000,000.00</u> | <u>\$2,772,827.68</u> | |

Agenda Item 3.C.

RECOMMENDATION

Staff recommends that the Tracy Finance Committee make a recommendation that the City Council adopt a Resolution:

- 1) Amending the City's Operating and Capital Budget for the Fiscal Year (FY) ending June 30, 2025, to reflect actual expenses and revenues and requested augmentations to fund various departmental needs;
- 2) Authorizing the Budget Officer to amend the city's position control roster for FY2024-25.

EXECUTIVE SUMMARY

On June 25, 2024, Council adopted the Fiscal Year (FY) 2024-25 Operating and Capital Budget. This report provides an update of the City's current financial performance, for Third Quarter (Q3), through March 31, 2025. This financial summary identifies Q3 General Fund revenue and expenditure actuals and encumbrances, and minor amendments to the FY 2024-25 budget.

BACKGROUND

Quarterly, staff prepares a report to the City Council on the year-to-date revenues and expenditures as compared to the amended budget. This report provides an update and summary of the City's current financial performance, for FY 2024-25 Third Quarter (Q3) through March 31, 2025, and requests that Council amend revenue and expenditures for the FY 2024-25 budget.

ANALYSIS

As of March 31, 2025, the General Fund expenditures are approximately 63% of the approved operating budget. General Fund revenues collected in Q3 (as of March 31, 2025), reflect approximately 64% of estimated revenues. City revenues tend to lag a quarter behind, and many revenues will appear low or zero as a result. For example, General Fund revenues in Property Tax, as well as VLF/Property Tax, are distributed in December and April and will appear in the second and fourth quarter reports. The City's Sales Tax are one-quarter in arrears and will appear after the second quarter, and first quarter collections represent advances from the State based on prior year collections, not necessarily actual collection by the State.

The chart below reviews year-to-date revenues and expenditures as compared to the amended budget as of March 31, 2025 (Third Quarter-Q3). For comparison, FY 2023-24 Q3 actuals are also provided.

FY 2024-25 General Fund Budget to Actuals

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|----------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | <u>Budget</u> |
| Property Tax | \$ 18,129 | \$ 34,104 | \$ 19,266 | \$ 34,604 | 56% |
| Sales Tax | 50,435 | 66,172 | 48,868 | 80,672 | 61% |
| Sales Tax Measure V | 7,128 | 12,026 | 6,975 | 12,026 | 58% |
| Other Taxes | 9,867 | 2,500 | 5,441 | 6,207 | 88% |
| Other Revenues | 14,127 | 23,407 | 21,079 | 26,002 | 81% |
| Total Revenues | \$ 99,686 | \$ 138,209 | \$ 101,629 | \$ 159,511 | 64% |

| <u>EXPENDITURES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of</u> |
|----------------------------|-------------------------|------------------------|-------------------------|------------------------|----------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | <u>Budget</u> |
| Personnel | \$ 42,448 | \$ 61,538 | \$ 48,950 | \$ 61,867 | 79% |
| Contracted Services | 23,758 | 32,224 | 26,609 | 34,991 | 76% |
| Supplies & Equipment | 1,909 | 3,489 | 1,663 | 3,396 | 49% |
| Utilities | 1,886 | 2,269 | 2,058 | 2,302 | 0% |
| Internal Service Charges | 9,632 | 14,917 | 11,144 | 14,871 | 75% |
| Other Payments | 483 | 690 | 333 | 691 | 48% |
| Capital | 1,218 | - | 297 | 991 | 30% |
| Net Transfers In/(Out) | 6,692 | 22,436 | 4,820 | 32,269 | 15% |
| Total Expenditures | \$ 88,026 | \$ 137,563 | \$ 95,874 | \$ 151,378 | 63% |

Other Taxes

The Other Taxes revenue category includes Cannabis, Business License and Transient Occupancy Taxes (TOT). The chart below reviews year-to-date revenues as compared to the amended budget as of March 31, 2025 (Third Quarter-Q3). For comparison, FY 2023-24 Q3 actuals are also provided.

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|----------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | <u>Budget</u> |
| Business License Tax | \$ 8,654 | \$ - | \$ 3,794 | \$ 3,070 | 124% |
| Cannabis Tax | 213 | 500 | 790 | 1,137 | 69% |
| Transient Lodging Tax | 999 | 2,000 | 857 | 2,000 | 43% |
| | \$ 9,866 | \$ 2,500 | \$ 5,441 | \$ 6,207 | 88% |

Other Revenues

The Other Revenues category includes:

- Charges for Services - Recreation & Arts Program Fees, Right of Way Maintenance Fees (Water/Wastewater) and Central Administration Services
- Contributions
- Fines and Forfeitures – Citations, Fines & Penalties
- Licenses and Permits - PD & Animal Services and Franchise Fees
- Other Revenues
- Revenues from Other Agencies – State/County Grants (PD)

- Special Assessments
- Use of Money – Interest Earnings (Quarterly Allocation across funds)

The chart below reviews year-to-date revenues as compared to the amended budget as of March 31, 2025 (Third Quarter-Q3). For comparison, FY 2023-24 Q3 actuals are also provided.

| <u>REVENUES</u> (in thousands) | <u>FY 23/24</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Adopted</u> | <u>FY 24/25</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Amended</u> | <u>% of</u> <u>Budget</u> |
|--|---|---|---|---|--|
| Charges for Services | \$ 3,984 | \$ 13,882 | \$ 10,550 | \$ 13,882 | 76% |
| Contributions | 218 | 75 | 395 | 75 | 527% |
| Fines and Forfeitures | 137 | 170 | 127 | 170 | 75% |
| Licenses and Permits | 2,436 | 4,704 | 2,488 | 4,704 | 53% |
| Other Revenues | 610 | 295 | 159 | 295 | 54% |
| Revenues From Other Agencies | 2,550 | 2,280 | 2,017 | 2,874 | 70% |
| Use of Money | 4,190 | 2,000 | 5,343 | 4,000 | 134% |
| | \$ 14,125 | \$ 23,406 | \$ 21,079 | \$ 26,000 | 81% |

FY 2024-25 Enterprise Fund Budget to Actuals

The following tables provide a mid-year look at the Water, Wastewater and Storm Drain Enterprise Operating Fund Budgets.

Water Enterprise Operating Fund

| <u>REVENUES</u> (in thousands) | <u>FY 23/24</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Adopted</u> | <u>FY 24/25</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Amended</u> | <u>% of</u> <u>Budget</u> |
|--|---|---|---|---|--|
| Charges for Services | \$ 15,017 | \$ 22,694 | \$ 16,536 | \$ 21,734 | 76% |
| Other Revenues | 5,305 | 150 | 1,660 | 150 | 1107% |
| Total Revenues | \$ 20,322 | \$ 22,844 | \$ 18,196 | \$ 21,884 | 83% |

| <u>EXPENSES</u> | | | | | |
|--------------------------|------------------|------------------|------------------|------------------|------------|
| Personnel | 3,984 | 6,951 | 4,792 | 6,951 | 69% |
| Contracted Services | 5,361 | 8,857 | 4,180 | 7,594 | 55% |
| Supplies & Equipment | 1,448 | 3,040 | 1,106 | 2,596 | 43% |
| Internal Service Charges | 968 | 1,633 | 1,236 | 1,702 | 73% |
| Indirect Costs | 881 | 1,480 | 1,110 | 1,480 | 75% |
| Utilities | 1,466 | 1,978 | 1,954 | 1,982 | 99% |
| Capital | 20 | 60 | 235 | 440 | 53% |
| Debt | 629 | 1,258 | 629 | 1,258 | 50% |
| Other Payments | 1,165 | 1,593 | 1,200 | 1,598 | 75% |
| Total Expenses | \$ 15,922 | \$ 26,850 | \$ 16,442 | \$ 25,601 | 64% |

Wastewater Enterprise Operating Fund

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of Budget</u> |
|--------------------------|-------------------------|------------------------|-------------------------|------------------------|---------------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | |
| Charges for Services | \$ 14,303 | \$ 22,380 | \$ 18,021 | \$ 22,380 | 81% |
| Other Revenues | 1,375 | 826 | 1,250 | 826 | 151% |
| Total Revenues | \$ 15,678 | \$ 23,206 | \$ 19,271 | \$ 23,206 | 83% |
| <u>EXPENSES</u> | | | | | |
| Personnel | \$ 4,552 | \$ 7,202 | \$ 5,123 | \$ 7,202 | 71% |
| Contracted Services | 1,020 | 2,958 | 1,302 | 2,842 | 46% |
| Supplies & Equipment | 2,049 | 3,689 | 1,864 | 4,022 | 46% |
| Internal Service Charges | 760 | 796 | 676 | 949 | 71% |
| Indirect Costs | 702 | 1,048 | 786 | 1,048 | 75% |
| Utilities | 1,706 | 3,043 | 1,854 | 3,045 | 61% |
| Capital | - | 1,131 | 75 | 1,299 | 6% |
| Other Payments | 2,503 | 3,285 | 2,522 | 3,285 | 77% |
| Total Expenses | \$ 13,292 | \$ 23,152 | \$ 14,202 | \$ 23,692 | 60% |

Storm Drain Enterprise Operating Fund

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of Budget</u> |
|--------------------------|-------------------------|------------------------|-------------------------|------------------------|---------------------------|
| (in thousands) | <u>Actual Q2</u> | <u>Adopted</u> | <u>Actual Q2</u> | <u>Amended</u> | |
| Charges for Services | \$ 558 | \$ 840 | \$ 597 | \$ 840 | 71% |
| Other Revenues | 33 | 14 | 40 | 14 | 286% |
| Total Revenues | \$ 591 | \$ 854 | \$ 637 | \$ 854 | 75% |
| <u>EXPENSES</u> | | | | | |
| Personnel | \$ 134 | \$ 279 | \$ 209 | \$ 279 | 75% |
| Contracted Services | 104 | 198 | 97 | 190 | 51% |
| Supplies & Equipment | 1 | 21 | 1 | 21 | 5% |
| Internal Service Charges | 34 | 34 | 27 | 35 | 77% |
| Indirect Costs | 23 | 31 | 23 | 31 | 74% |
| Utilities | 32 | 39 | 22 | 39 | 56% |
| Other Payments | 17 | - | 16 | 16 | 0% |
| Total Expenses | \$ 345 | \$ 602 | \$ 395 | \$ 611 | 65% |

FY 2024-25 Third Quarter (Q3) Operating Budget Augmentations

The following table is a summary of all recommended Q3 budget augmentations for FY 2024-25. They are listed by department, with General fund and non-general fund totals separated, and categorized as one time or on-going expenses. A detailed list has been provided as attachment (A) to the staff report.

| Department | Description | General Fund | Other Fund | On Going | One Time |
|----------------------------------|---|----------------|----------------|----------|----------------|
| Community & Economic Development | Contract Services | | 3,800 | | 3,800 |
| IT | Contract Services | | 17,200 | | 17,200 |
| Public Works | Contract Services, Supplies and Capital | 480,000 | 225,000 | | 705,000 |
| Total: | | 480,000 | 246,000 | - | 726,000 |

Department Augmentations

- Community & Economic Development
 - The Community & Economic department is requesting a one-time increase to contract services for Planning Commission for the increase towards travel and to support the commissioners.

| Division | Description | Funding Source | On Going | One Time |
|----------------------------------|-------------------|----------------|----------|--------------|
| Community & Economic Development | Contract Services | Planning Fees | | 3,800 |
| Total: | | | - | 3,800 |

- Innovation & Technology Department
 - Innovation & Technology is requesting a one-time increase for existing software's, for added security and user licenses to support the Mayor's Youth Summer Intern program.

| Division | Description | Funding Source | On Going | One Time |
|----------|-------------------|------------------|----------|----------|
| IT | Contract Services | Central Services | | 17,200 |

| | | |
|---------------|---|---------------|
| Total: | - | 17,200 |
|---------------|---|---------------|

- Public Works Department
 - Public Works is requesting a one-time increase for contract services towards increased tree removals and building maintenance, increased supplies for central garage for vehicle maintenance and pool maintenance, and capital for the replacement of a vehicle utilized for pest management.

| Division | Description | Funding Source | On Going | One Time |
|--------------|--------------------------------------|------------------------|----------|----------|
| Public Works | Contract Services, Supplies, Capital | General Fund | | 480,000 |
| Public Works | Contract Services & Supplies | Internal Service Funds | | 225,000 |

| | | |
|---------------|---|----------------|
| Total: | - | 705,000 |
|---------------|---|----------------|

Non-Budgetary-Personnel Amendments:

Staff is making the following recommendations to amend FY2024-25 Position Control Roster, which are the approved positions that are included in the adopted operating budget; however, the requests do not require a budget augmentation:

- (1) Assistant Engineer – The Public Works Department, Land Development division is requesting to add (1) Assistant Engineer to maintain and improve the current level of service as development activity continues to grow. This item does not require a budget augmentation as it will be absorbed in their current operating budget.

FY 2024-25 First Quarter (Q3) Capital Improvement Project (CIP) Augmentations

Staff is making the following recommendation to add these projects, as they were deferred from the adopted FY2024-25 Budget, and appropriate the following funds:

| Deferred CIP Funding | | |
|--|-----------|--------------------|
| CIP | Budget | Fund |
| Security cameras for City Hall and a PA system for the Support Services Building | 500,000 | 101 - General Fund |
| Council Dias Extension | 350,000 | 101 - General Fund |
| 76088 - Trash Capture Devices for Stormwater Conveyance | 8,500,000 | 101 - General Fund |

Security cameras for City Hall and a PA system for the Support Services Building- The implementation of security cameras at City Hall and a PA system at the Support Services Building is a strategic investment in the safety, security, and operational efficiency of the facility. These technologies collectively contribute to creating a secure environment for employees, visitors, and public officials, reinforcing City Hall's role as a reliable and well-protected civic institution.

Council Dais Extension - Extension of current dais to provide a permanent placement for the City Clerk and IT Support personnel at the dais. Remove the two stations positioned below the dais, replace the carpet impacted by the removal of the two stations, replace the facade of the dais, add electronic name plates and electronic voting buttons.

76088 - Trash Capture Devices for Stormwater Conveyance- The State Regional Water Quality Control Board implemented regulations in 2019 that require NPEDS MS4 storm water permit agencies to begin the implementation of trash capture systems in all storm water conveyance systems. The period to complete the construction of these systems is 10 years, so they must be in place in 2029. The requirement is intended to prevent the flow of any trash particles larger than 5mm into waters of the US. Preliminary Studies are in progress. Funding for construction needs to be accumulated by FY2025/26 for design and construction to meet the regulation deadline.

Staff is making the following recommendation to add these projects and appropriate the following funds:

| New CIP Augmentations | | |
|-------------------------------|---------|--------------------|
| CIP | Budget | Fund |
| SSJCFA Fire Radio Replacement | 468,750 | 101 - General Fund |

SSJCFA Fire Radio Replacement- Replace SSJCFA's aging, limited coverage, single-site analog radio system with a modern simulcast system that provides overlapping coverage from multiple sites. The new system will improve voice clarity, eliminate dead zones, enhance interoperability with partner agencies, and offer scalability for future growth—ensuring reliable communication during emergencies to protect both firefighter and public safety.

Staff is making the following recommendation to increase the budget and appropriate additional funds for the following CIPs to complete the projects:

| CIP Augmentations | | |
|--|---------|------------|
| CIP | Budget | Fund |
| 71112 - Temporary Emergency Housing Facility | 162,000 | 268 - CDBG |

FISCAL IMPACT

Quarterly, staff prepares a report to the City Council on the year-to-date revenues and expenditures as compared to the amended budget as of March 31, 2025 (Third Quarter Q3). Staff is recommending amendments to the City Operating and Capital Budget for FY 2024-25. The FY 2024-25 proposed budget appropriations of \$10.3m General Fund and \$408k from other funds for expenditures.

SUMMARY OF NEW BUDGET AUGMENTATIONS
FOR (Q3) FY 2024-25

| Department | Description | General Fund | Other Fund | On Going | One Time |
|----------------------------------|---|----------------|----------------|----------|----------------|
| Community & Economic Development | Contract Services | | 3,800 | | 3,800 |
| IT | Contract Services | | 17,200 | | 17,200 |
| Public Works | Contract Services, Supplies and Capital | 480,000 | 225,000 | | 705,000 |
| Total: | | 480,000 | 246,000 | - | 726,000 |

| CIP Augmentations | | |
|--|------------------|--------------------|
| CIP | Budget | Fund |
| Security cameras for City Hall and a PA system for the Support Services Building | 500,000 | 101 - General Fund |
| Council Dias Extension | 350,000 | 101 - General Fund |
| SSJCFA Fire Radio Replacement | 468,750 | 101 - General Fund |
| 71112 - Temporary Emergency Housing Facility | 162,000 | 268 - CDBG |
| 76088 - Trash Capture Devices for Stormwater Conveyance | 8,500,000 | 101 - General Fund |
| Total | 9,980,750 | |

STRATEGIC PLAN

This agenda item supports the City's Governance Strategic Priority, with Goal 2: Ensure short and long-term fiscal health.

ACTION REQUESTED OF THE FINANCE COMMITTEE

Staff recommends that the Tracy Finance committee make a recommendation that the City Council 1) adopt a resolution amending the City's Operating and Capital Budget for the Fiscal Year (FY) ending June 30, 2025, to reflect actual expenses and revenues and requested augmentations to fund various departmental needs, 2) authorize the Budget Officer to amend the City's position control roster for FY 2024-25.

Prepared by: Felicia Galindo, Budget Officer

Reviewed by: Sara Castro, Director of Finance
Karin Schnaider, Assistant City Manager
Andrew Shen, Interim City Attorney

ATTACHMENTS

Attachment A: FY2024-25 Quarter 3 Budget Augmentations

| Funding Request | | | | | | | |
|-------------------------|---|-------------------|----------------------|------------|----------|----------|--------------|
| Department | Augmentation Title | Type | Fund | Total Cost | On-Going | One Time | FY26 Impacts |
| Innovation & Technology | SSO for faster software (PW Garage) | Contract Services | Central Services | 5,200 | | 5,200 | - |
| Innovation & Technology | M365 Licenses for Mayors Youth Intern Program | Contract Services | Central Services | 12,000 | | 12,000 | - |
| Public Works | Increases to Tree Removals | Contract Services | General Fund | 300,000 | | 300,000 | |
| Public Works | Increase to repairs city facilities | Contract Services | Building Maintenance | 100,000 | | 100,000 | |
| Public Works | Pool Chemicals | Supplies | General Fund | 40,000 | | 40,000 | |
| Public Works | Increase vehicle parts | Supplies | Central Garage | 100,000 | | 100,000 | |
| Public Works | Increase vehicle services | Contract Services | Central Garage | 25,000 | | 25,000 | |
| Public Works | Vehicle Replacement Purchase | Capital | General Fund | 140,000 | | 140,000 | |
| Public Works | (1) Assistant Engineer | Personnel | Engineering Fees | 18,400 | 16,900 | 1,500 | 202,674 |
| Public Works | Reduction to Professional Services | Contract Services | Engineering Fees | (18,400) | (16,900) | (1,500) | (202,674) |
| CED | Increase to Planning Commission | Contract Services | Planning Fees | 3,800 | | 3,800 | |

APPROVED AS TO FORM AND LEGALITY

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

-
- 1) AMENDING THE CITY'S OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR (FY) ENDING JUNE 30, 2025 TO REFLECT ACTUAL EXPENSES AND REVENUES AND REQUESTED AUGMENTATIONS TO FUND VARIOUS DEPARTMENTAL NEEDS, 2) AUTHORIZING THE BUDGET OFFICER TO AMEND THE CITY'S POSITION CONTROL ROSTER FOR FY 2024-25.**

WHEREAS, the City Council, on June 25, 2024, adopted the Fiscal Year (FY) 2024-25 Operating and Capital Budget (FY 2024-25 Budget) for the City of Tracy (City); and

WHEREAS, based upon a review of revenues and expenditures for the second quarter of the fiscal year, staff has prepared and proposed additional amendments to the FY 2024-25 Budget, which are reflected in the Amended FY 2024-25 Budget (Exhibit 1); and

WHEREAS, the Community and Economic Development Department will be getting one-time funding to increase contract services for Planning Commission to support the commissioners, and

WHEREAS, the Innovation & Technology Department will be getting one-time funding increase for existing software's, for added security and user licenses to support the Mayor's Youth Summer Intern program, and

WHEREAS, the Public Works Department will be getting a one-time funding for contract services towards increased tree removals and building maintenance, supplies for increased supplies for central garage for vehicle maintenance and pool maintenance, and capital for the replacement of a vehicle, and

WHEREAS, the Budget Officer will be adding (1) Assistant Engineer to the Public Works Departments position control roster, and

WHEREAS, the City Council has considered information related to these matters, as presented at a public meeting of the City Council, including any supporting documents and reports by City staff, and any information provided during that public meeting, and

WHEREAS, the City Council has reviewed the level of budgeting control needed by the City Manager to ensure efficiency in managing the operations of the City, including the authorization of budget transfers between funds; now, therefore, be it

RESOLVED: That the City Council of the City of Tracy hereby adopts the Amended Operating and Capital Budget for Fiscal Year 2024-25 as evidenced by the FY2024-25 Revised General Fund Budget reflected in Exhibit 1 and including the above requested augmentations, and be it;

Resolution _____

FURTHER RESOVED: That the City Council of the City of Tracy authorizes the Budget Officer to amend the City's position control roster for Fiscal Year 2024-25, and be it;

* * * * *

The foregoing Resolution 2025-_____ was adopted by the City Council on May 6, 2025, by the following vote:

| | |
|-------------|------------------|
| AYES: | COUNCIL MEMBERS: |
| NOES: | COUNCIL MEMBERS: |
| ABSENT: | COUNCIL MEMBERS: |
| ABSTENTION: | COUNCIL MEMBERS: |

DAN ARRIOLA
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Attachment: Exhibit 1

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> |
| Property Tax | \$ 18,129 | \$ 34,104 | \$ 19,266 | \$ 34,604 |
| Sales Tax | 50,435 | 66,172 | 48,868 | 80,672 |
| Sales Tax Measure V | 7,128 | 12,026 | 6,975 | 12,026 |
| Other Taxes | 9,867 | 2,500 | 5,441 | 6,207 |
| Other Revenues | 14,127 | 23,407 | 21,079 | 26,002 |
| Total Revenues | \$ 99,686 | \$ 138,209 | \$ 101,629 | \$ 159,511 |

| <u>EXPENDITURES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> |
|----------------------------|-------------------------|------------------------|-------------------------|------------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> |
| Personnel | \$ 42,448 | \$ 61,538 | \$ 48,950 | \$ 61,867 |
| Contracted Services | 23,758 | 32,224 | 26,609 | 34,991 |
| Supplies & Equipment | 1,909 | 3,489 | 1,663 | 3,396 |
| Utilities | 1,886 | 2,269 | 2,058 | 2,302 |
| Internal Service Charges | 9,632 | 14,917 | 11,144 | 14,871 |
| Other Payments | 483 | 690 | 333 | 691 |
| Capital | 1,218 | - | 297 | 991 |
| Net Transfers In/(Out) | 6,692 | 22,436 | 4,820 | 32,269 |
| Total Expenditures | \$ 88,026 | \$ 137,563 | \$ 95,874 | \$ 151,378 |

| Department | Description | General Fund | Other Fund | On Going | One Time |
|----------------------------------|---|---------------------|-------------------|-----------------|-----------------|
| Community & Economic Development | Contract Services | | 3,800 | | 3,800 |
| IT | Contract Services | | 17,200 | | 17,200 |
| Public Works | Contract Services, Supplies and Capital | 480,000 | 225,000 | | 705,000 |
| Total: | | 480,000 | 246,000 | - | 726,000 |

| CIP Augmentations | | |
|--|-----------|--------------------|
| CIP | Budget | Fund |
| Security cameras for City Hall and a PA system for the Support Services Building | 500,000 | 101 - General Fund |
| Council Dias Extension | 350,000 | 101 - General Fund |
| SSJCFA Fire Radio Replacement | 468,750 | 101 - General Fund |
| 71112 - Temporary Emergency Housing Facility | 162,000 | 268 - CDBG |
| 76088 - Trash Capture Devices for Stormwater Conveyance | 8,500,000 | 101 - General Fund |



Finance Committee

FY 2024-25 Q3 Budget Update

April 29, 2025

FY2024-25 Q3 Revenues

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|----------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | <u>Budget</u> |
| Property Tax | \$ 18,129 | \$ 34,104 | \$ 19,266 | \$ 34,604 | 56% |
| Sales Tax | 50,435 | 66,172 | 48,868 | 80,672 | 61% |
| Sales Tax Measure V | 7,128 | 12,026 | 6,975 | 12,026 | 58% |
| Other Taxes | 9,867 | 2,500 | 5,441 | 6,207 | 88% |
| Other Revenues | 14,127 | 23,407 | 21,079 | 26,002 | 81% |
| Total Revenues | \$ 99,686 | \$ 138,209 | \$ 101,629 | \$ 159,511 | 64% |



FY2024-25 Q3 Revenues

| <u>REVENUES</u> (in thousands) | <u>FY 23/24</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Adopted</u> | <u>FY 24/25</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Amended</u> | <u>% of</u> <u>Budget</u> |
|--|---|---|---|---|--|
| Business License Tax | \$ 8,654 | \$ - | \$ 3,794 | \$ 3,070 | 124% |
| Cannabis Tax | 213 | 500 | 790 | 1,137 | 69% |
| Transient Lodging Tax | 999 | 2,000 | 857 | 2,000 | 43% |
| | \$ 9,866 | \$ 2,500 | \$ 5,441 | \$ 6,207 | 88% |

FY2024-25 Q3 Revenues

| <u>REVENUES</u> (in thousands) | <u>FY 23/24</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Adopted</u> | <u>FY 24/25</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Amended</u> | <u>% of</u> <u>Budget</u> |
|--|---|---|---|---|--|
| Charges for Services | \$ 3,984 | \$ 13,882 | \$ 10,550 | \$ 13,882 | 76% |
| Contributions | 218 | 75 | 395 | 75 | 527% |
| Fines and Forfeitures | 137 | 170 | 127 | 170 | 75% |
| Licenses and Permits | 2,436 | 4,704 | 2,488 | 4,704 | 53% |
| Other Revenues | 610 | 295 | 159 | 295 | 54% |
| Revenues From Other Agencies | 2,550 | 2,280 | 2,017 | 2,874 | 70% |
| Use of Money | 4,190 | 2,000 | 5,343 | 4,000 | 134% |
| | \$ 14,125 | \$ 23,406 | \$ 21,079 | \$ 26,000 | 81% |



FY2024-25 Q3 Expenses

| <u>EXPENDITURES</u> (in thousands) | <u>FY 23/24</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Adopted</u> | <u>FY 24/25</u> <u>Actual Q3</u> | <u>FY 24/25</u> <u>Amended</u> | <u>% of</u> <u>Budget</u> |
|--|---|---|---|---|--|
| Personnel | \$ 42,448 | \$ 61,538 | \$ 48,950 | \$ 61,867 | 79% |
| Contracted Services | 23,758 | 32,224 | 26,609 | 34,991 | 76% |
| Supplies & Equipment | 1,909 | 3,489 | 1,663 | 3,396 | 49% |
| Utilities | 1,886 | 2,269 | 2,058 | 2,302 | 89% |
| Internal Service Charges | 9,632 | 14,917 | 11,144 | 14,871 | 75% |
| Other Payments | 483 | 690 | 333 | 691 | 48% |
| Capital | 1,218 | - | 297 | 991 | 30% |
| Net Transfers In/(Out) | 6,692 | 22,436 | 4,820 | 32,269 | 15% |
| Total Expenditures | \$ 88,026 | \$ 137,563 | \$ 95,874 | \$ 151,378 | 63% |



FY2024-25 Q3 Water Operating

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of Budget</u> |
|--------------------------|-------------------------|------------------------|-------------------------|------------------------|---------------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | |
| Charges for Services | \$ 15,017 | \$ 22,694 | \$ 16,536 | \$ 21,734 | 76% |
| Other Revenues | 5,305 | 150 | 1,660 | 150 | 1107% |
| Total Revenues | \$ 20,322 | \$ 22,844 | \$ 18,196 | \$ 21,884 | 83% |
| <u>EXPENSES</u> | | | | | |
| Personnel | 3,984 | 6,951 | 4,792 | 6,951 | 69% |
| Contracted Services | 5,361 | 8,857 | 4,180 | 7,594 | 55% |
| Supplies & Equipment | 1,448 | 3,040 | 1,106 | 2,596 | 43% |
| Internal Service Charges | 968 | 1,633 | 1,236 | 1,702 | 73% |
| Indirect Costs | 881 | 1,480 | 1,110 | 1,480 | 75% |
| Utilities | 1,466 | 1,978 | 1,954 | 1,982 | 99% |
| Capital | 20 | 60 | 235 | 440 | 53% |
| Debt | 629 | 1,258 | 629 | 1,258 | 50% |
| Other Payments | 1,165 | 1,593 | 1,200 | 1,598 | 75% |
| Total Expenses | \$ 15,922 | \$ 26,850 | \$ 16,442 | \$ 25,601 | 64% |

FY2024-25 Q3 Wastewater Operating

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of Budget</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|-------------------------------|
| (in thousands) | <u>Actual Q3</u> | <u>Adopted</u> | <u>Actual Q3</u> | <u>Amended</u> | |
| Charges for Services | \$ 14,303 | \$ 22,380 | \$ 18,021 | \$ 22,380 | 81% |
| Other Revenues | 1,375 | 826 | 1,250 | 826 | 151% |
| Total Revenues | \$ 15,678 | \$ 23,206 | \$ 19,271 | \$ 23,206 | 83% |

| <u>EXPENSES</u> | | | | | |
|--------------------------|------------------|------------------|------------------|------------------|------------|
| Personnel | \$ 4,552 | \$ 7,202 | \$ 5,123 | \$ 7,202 | 71% |
| Contracted Services | 1,020 | 2,958 | 1,302 | 2,842 | 46% |
| Supplies & Equipment | 2,049 | 3,689 | 1,864 | 4,022 | 46% |
| Internal Service Charges | 760 | 796 | 676 | 949 | 71% |
| Indirect Costs | 702 | 1,048 | 786 | 1,048 | 75% |
| Utilities | 1,706 | 3,043 | 1,854 | 3,045 | 61% |
| Capital | - | 1,131 | 75 | 1,299 | 6% |
| Other Payments | 2,503 | 3,285 | 2,522 | 3,285 | 77% |
| Total Expenses | \$ 13,292 | \$ 23,152 | \$ 14,202 | \$ 23,692 | 60% |

FY2024-25 Q3 Storm Drain

| <u>REVENUES</u> | <u>FY 23/24</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>FY 24/25</u> | <u>% of Budget</u> |
|------------------------|-------------------------|------------------------|-------------------------|------------------------|---------------------------|
| (in thousands) | <u>Actual Q2</u> | <u>Adopted</u> | <u>Actual Q2</u> | <u>Amended</u> | |
| Charges for Services | \$ 558 | \$ 840 | \$ 597 | \$ 840 | 71% |
| Other Revenues | 33 | 14 | 40 | 14 | 286% |
| Total Revenues | \$ 591 | \$ 854 | \$ 637 | \$ 854 | 75% |

| <u>EXPENSES</u> | | | | | |
|--------------------------|---------------|---------------|---------------|---------------|------------|
| Personnel | \$ 134 | \$ 279 | \$ 209 | \$ 279 | 75% |
| Contracted Services | 104 | 198 | 97 | 190 | 51% |
| Supplies & Equipment | 1 | 21 | 1 | 21 | 5% |
| Internal Service Charges | 34 | 34 | 27 | 35 | 77% |
| Indirect Costs | 23 | 31 | 23 | 31 | 74% |
| Utilities | 32 | 39 | 22 | 39 | 56% |
| Other Payments | 17 | - | 16 | 16 | 0% |
| Total Expenses | \$ 345 | \$ 602 | \$ 395 | \$ 611 | 65% |

FY2024-25 Q3 Augmentations

| Department | Description | General Fund | Other Fund | On Going | One Time |
|----------------------------------|---|----------------|----------------|----------|----------------|
| Community & Economic Development | Contract Services | | 3,800 | | 3,800 |
| IT | Contract Services | | 17,200 | | 17,200 |
| Public Works | Contract Services, Supplies and Capital | 480,000 | 225,000 | | 705,000 |
| Total: | | 480,000 | 246,000 | - | 726,000 |

FY2024-25 Q3 Augmentations

Community & Economic Development

| Division | Description | Funding Source | On Going | One Time |
|----------------------------------|-------------------|----------------|----------|----------|
| Community & Economic Development | Contract Services | Planning Fees | | 3,800 |
| Total: | | | - | 3,800 |

FY2024-25 Q3 Augmentations Innovation & Technology

| Division | Description | Funding Source | On Going | One Time |
|----------|-------------------|------------------|----------|----------|
| IT | Contract Services | Central Services | | 17,200 |

| | | |
|---------------|----------|---------------|
| Total: | - | 17,200 |
|---------------|----------|---------------|

FY2024-25 Q3 Augmentations

Public Works

| Division | Description | Funding Source | On Going | One Time |
|--------------|--------------------------------------|----------------|----------|----------|
| Public Works | Contract Services, Supplies, Capital | General Fund | | 480,000 |
| Public Works | Contract Services & Supplies | | | 225,000 |

| | | |
|---------------|----------|----------------|
| Total: | - | 705,000 |
|---------------|----------|----------------|

FY2024-25 Q3 Augmentations CIP

| Deferred CIP Funding | | |
|---|-----------|--------------------|
| CIP | Budget | Fund |
| Security cameras for City Hall and a PA | 500,000 | 101 - General Fund |
| Council Dias Extension | 350,000 | 101 - General Fund |
| 76088 - Trash Capture Devices for Stormwater Conveyance | 8,500,000 | 101 - General Fund |

| New CIP Augmentations | | |
|------------------------|---------|--------------------|
| CIP | Budget | Fund |
| Fire Radio Replacement | 468,750 | 101 - General Fund |

| CIP Augmentations | | |
|-------------------------------------|-----------|--------------------|
| CIP | Budget | Fund |
| 71112 - Temporary Emergency Housing | 162,000 | 268 - CDBG |
| 76088 - Trash Capture Devices for | 8,500,000 | 101 - General Fund |

FY2024-25 Q3 Other Items

- Non-Budgetary-Personnel Amendments
 - The Public Works Department, Land Development division is requesting to add (1) Assistant Engineer to maintain and improve the current level of service as development activity continues to grow.



Discussion



Agenda Item 3.D.

RECOMMENDATION

Staff recommends that the Tracy Finance Committee discuss possible options for future amendments to the City's Fiscal Sustainability Strategies.

EXECUTIVE SUMMARY

The City utilizes a set of fiscal sustainability strategies aimed to reduce future liabilities and fund deferred maintenance. At the March 10, 2025 Finance Committee meeting, the Committee requested staff return with possible options for future amendments to the fiscal sustainability strategies for discussion and recommendation to Council for adoption with the FY 2025-26 budget.

BACKGROUND AND LEGISLATIVE HISTORY

On May 19, 2020, the City Council adopted Resolution 2020-067, which formed a Council Fiscal Sustainability Ad-Hoc Committee to guide the development of a long-term strategic plan to ensure the City could meet the growing service needs of the community. Initially, the Committee's scope was to provide policy guidance as it related to the development of a multi-year fiscal sustainability plan to address the structural deficit and impacts associated with COVID-19.

On March 9, 2021, the Ad-Hoc Committee made a recommendation to the City Council to adopt a set of guiding budget principles and sustainability strategies to ease the impact of the structural deficit. Adopted by Resolution 2021-23, the initial Fiscal Sustainability Strategies provided recommendations for revenue enhancements, expenditure controls, service delivery alternatives, and service level reductions.

Shortly after the adoption of the FY2021-22 operating and capital budget, the City received notification from the California Department of Tax and Franchise Administration (CDTFA) of a change in tax reporting related to e-commerce sales that positively impacted the City's sales tax revenues. The reporting change shifted the tax allocation from a statewide allocation through the County sales tax pool where the tax was distributed pro-rate throughout the State to a direct sales tax allocation based upon the businesses' point-of-sale or fulfillment of the sale. The change resulted in the elimination of the structural deficit and creation of a surplus.

These changes prompted the Ad-Hoc Committee to discuss changes to the fiscal sustainability strategies. Recognizing the instability of the new sales tax allocation, goals of the committee were to create strategies to minimize the financial impacts should a loss of revenue occur.

On December 7, 2021, the Ad-Hoc Committee presented the framework of the updated strategies and during the March 22, 2022 preliminary budget discussion, Council approved the strategies as we know them now, reflecting Council's desire to expand City services while strengthening the City's fiscal resiliency. The strategies have been considered annually, based as a percentage of general fund revenues, less Measure V sales tax and transfers in. The one-time nature of the strategies not only allow the City to pay down future liabilities, but also allows

the City to easily pivot when a drop in sales tax revenues occurs. Committing funding with today's dollars for deferred capital will allow for deferred maintenance of streets and parks even after a drop in sales tax occurs. The chart below outlines the amount funded by the fiscal sustainability strategies by fiscal year, to date.

| City Council's Fiscal Sustainability Strategies | | | | | |
|--|------------------|---------------|----------------|-----------------|----------------|
| | % of GF | Actual | Actual | Budgeted | Total |
| | Revenues* | FY23 | FY24 | FY25 | To-Date |
| CalPERS Liability | 2% | \$2M | \$2.5M | \$0 | \$4.5M |
| Retiree Medical Program | 2% | \$2M | \$2.5M | \$0 | \$4.5M |
| Deferred Mtc - Streets | 3% | \$3M | \$3.8M | \$4.2M | \$11M |
| Deferred Mtc - Parks | 2% | \$2M | \$2.5M | \$2.5M | \$7.0M |
| City Services-Programs | 3% | \$3M | \$3.7M | \$2.4M | \$9.1M |
| Total | 12% | \$12M | \$14.9M | \$9.1M | \$36.1M |

*Revenues defined as total General Fund revenues less Measure V Sales Tax and Transfers In

CalPERS Liability

The California Public Employees' Retirement System (CalPERS) is the pension system responsible for providing retirement benefits for City employees. CalPERS pension liabilities represent a long-term financial commitment, and the funding status of these liabilities is subject to factors such as investment returns, actuarial assumptions, and the timing of contributions. Traditionally, the City has made annual contributions based on the actuarially determined employer contribution rate set by CalPERS. The City's current required annual contribution is \$11.3M and the City is 72% funded. The total unfunded PERS liability is \$135.2M. To date, the City has invested \$4.5M to reducing its CalPERS liability through payments to a PERS 115 trust. By continuing to contribute to the PERS 115 trust, the City is able to reduce the overall liability.

Retiree Medical Program

The City offers retiree health benefits as part of its compensation package. As of recent years, the City's unfunded liability for retiree health benefits has grown to become a significant financial burden. With a lack of a formal funding mechanism for these post-retirement benefits has led to concern about future fiscal impacts of the program. Through the fiscal sustainability strategies, \$4.5M has been funded to establish a formal retiree health savings account model, converting sick leave balances to individual savings accounts to address the unfunded liability and bring long-term sustainability to the retiree health benefit program. To date, the Confidential Employees unit and Department Heads have converted to the retiree health savings account model at a cost of \$673,509. The five represented bargaining groups have not yet reached an agreement.

Deferred Maintenance - Streets

At the time of the last Pavement Management Program update in October 2022, the City's pavement condition index was 64. The City's administrative policy is to achieve a minimum PCI of 69. In an effort to improve road conditions and reduce the backlog of deferred maintenance, funding from the fiscal sustainability strategies has been allocated to annual capital improvement projects for road rehabilitation. To date, the City has funded an additional \$11M through the fiscal sustainability strategies and \$3.7M in work has been completed, due to the

time it takes to engineer and complete coordination with Cal Trans and Union Pacific Railroad (when applicable). The unused funds remain in a Capital project for future use. In addition to the fiscal sustainability funding, the City also receives capital road maintenance and repair funds through state gas tax and SB1 programs. Funding allocated to the pavement management program typically takes two and a half years from the time of allocation to completion of the project. Because of this, funds allocated to FY2025-26 may allow for continued funding of road repairs even into the period that City revenues are expected to decline.

The chart below outlines the approved capital projects with the amount of funds from fiscal sustainability strategies by fiscal year.

| Project Number | Project Name | Budget | LTD Expenses | Balance |
|----------------|-----------------------------|---------------------|--------------------|--------------------|
| 73178 | FY21 Street Patch & Overlay | \$715,000 | \$715,000 | \$0 |
| 73192 | Reconstruction Bessie Ave | \$3,500,000 | \$2,959,464 | \$422,941 |
| 73196 | Pavement Mgmt. Plan FY24 | \$2,985,000 | \$1,345 | \$2,983,655 |
| 73199 | Pavement Mgmt. Plan FY25 | \$3,800,000 | \$0 | \$3,800,000 |
| TOTAL | | \$11,000,000 | \$3,675,809 | \$7,206,596 |

Deferred Maintenance – Parks

Parks are essential components of our community's quality of life. Due to the previous structural deficit, maintenance and repair projects in parks have been delayed, leading to a backlog of deferred maintenance needs. To date, Council's fiscal sustainability strategies have contributed \$7M to deferred parks maintenance. These funds have been allocated to the renovation of El Pescadero park in tandem with the construction of the Multi-Generational Recreational Center (MGRC).

City Services and Programs

The City has invested \$9.1M in City programs and services over the last three fiscal years. These funds have resulted in the addition of 71 positions citywide to address the needs of Tracy's growing community.

Currently, the fiscal sustainability strategies are forecasted through fiscal year 2027-28. The City is tracking possible changes in legislature related to the allocation of sales tax as it relates to e-commerce, which are projected to occur in fiscal year 2028-29 and will result in a reduction of sales tax revenues to the City. Staff continues to monitor the possible changes and timelines and will provide updates to the Finance Committee and Council as updates are available.

During the March 10, 2025 Finance Committee meeting, a request was made for staff to evaluate possible modifications to the fiscal sustainability strategies to allow for maximization of one-time dollars over the next three years to continue funding deferred maintenance and retirement liabilities.

ANALYSIS

Over the last three fiscal years, the City has used the fiscal sustainability strategies to fund \$36M in deferred maintenance, City programs and services and prepayment of retiree liabilities.

Depicted in the chart below is the forecast of the fiscal sustainability strategies for the FY2025-26 budget, at the current rates.

Forecast of FY2025-26 Fiscal Sustainability Strategies at Current Rates

| | Estimated | |
|------------------------------------|------------------|----------------|
| | % of | FY25/26 |
| | Revenues | |
| General Fund Revenues* | | \$148,231 |
| CalPERS Pre-funding | 2% | \$2.9M |
| Retiree Medical Pre-funding | 2% | \$2.9M |
| Road Improvements - Deferred Mtc. | 3% | \$4.4M |
| Parks - Deferred Mtc. | 2% | \$2.9M |
| City Services and Program Increase | 3% | \$4.4M |
| Total | 12% | \$17.5M |

*Revenues defined as total General Fund revenues less Measure-V Sales Tax and Transfers In

Staff has reviewed the existing strategies with the long-term needs and liabilities of the City and has prepared considerations for discussion with the Committee for possible modification to the fiscal sustainability strategies.

Below are key considerations to be discussed by the Committee:

- Should the categories remain the same?
- Should the amounts per category be a percentage or a flat amount?
- How much deferred maintenance can be completed in one year by staff?

Categories

The existing categories included in the strategies address critical deferred maintenance, expanding City services and paying down liabilities. As the City continues to grow, it will be faced with expanding public safety services and maintaining its existing facilities. Below, staff has provided recommendation of two additional categories for the Committee's consideration that would aid in reaching the City's goals to remain fiscally sustainable.

- **Public Safety Facilities** – As the City grows, the need to build additional public safety facilities, such as a police substation and fire stations increases. By allocating funds while cash is available, the City can begin to create a funding plan for these vital amenities.
- **Deferred Building Maintenance** – The City currently funds building maintenance on a pay-as-you-go basis. By establishing a capital reserve for building maintenance, the City can set aside funds for larger repairs such as a roof or HVAC replacement without expending a large amount of funds in one fiscal year.

In reviewing the existing categories, staff seeks direction from the committee on the retiree medical and City program and services categories.

Retiree Medical - To date, \$4.5M has been allocated and \$673,509 has been used for conversion of two employee groups to a retiree health savings account. The five represented bargaining groups have not yet reached an agreement on changes to their retiree medical program, with \$3.8M available. If this category remains part of the fiscal sustainability strategies at 2% of General fund revenues, the FY2025-26 allocation would be \$2.9M. The Committee should consider if they would like to continue allocating additional funding to the retiree medical program in the upcoming fiscal year.

City Programs and Services - Over the last three fiscal years, \$9.1M has been allocated to City programs and services, adding funding for services and over 71 new positions. The funding in the fiscal sustainability strategies is currently 3% of General fund revenues. While the General fund can maintain the annual increase at this time, many of the programs and services are ongoing expenses that are not easily reduced in the annual budget. The Committee should consider if this category should remain funded at 3% of General fund revenues, or if the increase should be limited to one-time expenditures.

Amounts

The existing strategies were built as a percentage of General Fund revenues (less Measure V sales tax and transfers in) as a way to remain flexible and ensure that as revenues grow or contract, that the strategies can remain in place. The current strategies total 12% of General fund revenues (less Measure V sales tax and transfers in). As the Committee considers changes to the strategies, staff recommends the Committee evaluate if they would like to continue funding these strategies as a percentage, and if so, should the percentage remain at 12%? If the Committee desires to move away from funding the strategies as a percentage of General fund revenues, a flat amount may be used.

Annual Deferred Maintenance -Staff Capacity

In consideration of the amount of street and park deferred maintenance to be funded annually through the strategies, staff reviewed the prior funding allocated and amount spent to date. Staff also consulted with department leadership to determine the amount of work that could successfully be completed in one fiscal year.

- **Parks** – the current allocation to deferred parks maintenance is 2% of General fund revenues. The fiscal year 2025-26 allocation at that rate would be \$2.9M. Staff capacity would allow for additional funding in this area, The next projects that will utilize the FY2025-26 fiscal sustainability strategies dollars would be:
 - BMX Pump Track, CIP 78190
 - Hoyt Park Per Capita Improvements, CIP 78184
 - A.R. Glover Park Improvements, CIP 78189
 - Edgar Thoming Park & McDonald Park Sport Court Rehab, CIP 78191
- **Streets** – the current allocation to deferred streets maintenance is 3% of General fund revenues. The Fiscal year 2025-26 allocation at that rate would be \$4.4M, the largest allocation to date since the fiscal sustainability strategies have been in place. Council has made significant investments into the pavement management plan, \$11M to date,

but due to staffing constraints only \$3.6M has been spent, however, Engineering expects to be fully staffed in the near future. The funds allocated in FY2023-24 are currently being engineered and are expected to be expended in FY2025-26. Allocating more than 3% of General fund revenues will supplement the pavement management plan, however, there is an estimated two-year window before those funds will likely be expended.

Following this discussion, staff will use the Committee's feedback to return with specific options for modification of the fiscal sustainability strategies at the Committee's May 2025 special meeting.

FISCAL IMPACT

The current allocation of fiscal sustainability strategies is forecasted to total \$17.5M in the proposed FY 2025-26 budget. Changes to the strategies that increase the overall amount will be balanced with requests for augmentations to operating and capital budgets.

STRATEGIC PLAN

This agenda item supports the City's Governance Strategic Priority, with Goal 2: Ensure short and long-term fiscal health.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the Tracy Finance Committee discuss possible options for future amendments to the City's Fiscal Sustainability Strategies.

Submitted by: Sara Castro, Director of Finance

Reviewed by: Karin Schnaider, Assistant City Manager
Andrew Shen, Interim City Attorney

Approved by: Midori Lichtwardt, City Manager

ATTACHMENTS

Attachment A – Fiscal Sustainability Strategies Powerpoint



FISCAL SUSTAINABILITY STRATEGIES

APRIL 29, 2025

Agenda

- ❖ History of Fiscal Sustainability Strategies
- ❖ Current Framework
- ❖ Considerations for discussion

History

- May 19, 2020, Council approved formation of a Council Fiscal Sustainability Ad-hoc committee to address long term fiscal planning.
- March 9, 2021, Council adopted guiding budget principles and sustainability strategies to address structural deficit.
- June 2021, change in sales tax reporting related to e-commerce.
- December 7, 2021, Ad-hoc committee presented framework of updated fiscal sustainability strategies.
- March 22, 2022, Council approves strategies
- July 1, 2022, strategies implemented with FY 2022-23 budget





Current Framework





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City Council's Fiscal Sustainability Strategies

| | % of GF Revenues* | Actual FY23 | Actual FY24 | Budgeted FY25 | Total To-Date |
|-------------------------|----------------------|----------------|----------------|------------------|------------------|
| CalPERS Liability | 2% | \$2M | \$2.5M | \$0 | \$4.5M |
| Retiree Medical Program | 2% | \$2M | \$2.5M | \$0 | \$4.5M |
| Deferred Mtc - Streets | 3% | \$3M | \$3.8M | \$4.2M | \$11M |
| Deferred Mtc - Parks | 2% | \$2M | \$2.5M | \$2.5M | \$7.0M |
| City Services-Programs | 3% | \$3M | \$3.7M | \$2.4M | \$9.1M |
| Total | 12% | \$12M | \$14.9M | \$9.1M | \$36.1M |

*Revenues defined as total General Fund revenues less Measure V Sales Tax and Transfers In

CalPERS Liability

CalPERS pension system

- Annual required Employer Contribution is \$11.3 million
- \$135.2 million total liability
- 72% funded

Fiscal sustainability Funds

- \$4.5 million contributed to date
- Paid to a PERS 115 Trust
- Earn Interest
- Goal of reducing overall liability



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Retiree Medical Program

- Retiree health benefits included in employee compensation package.
- Creates unfunded liability due to lack of formal funding mechanism.

Fiscal Sustainability Funds

- \$4.5 million funded
- Retiree health savings account created
- \$673,509 used to date
 - Department Heads
 - Confidential Unit
- 5 remaining labor groups have not yet reached an agreement



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Deferred Maintenance - Streets

Funds used to improve road conditions and reduce the backlog of deferred maintenance.

Current pavement condition index: 64

On average projects take 2.5 years from time of funding appropriation to completion

- Requires coordination with other agencies
 - Caltrans & UPRR

Fiscal Sustainability Funds

| Project Number | Project Name | Budget* | LTD Expenses | Balance |
|----------------|-----------------------------|---------------------|--------------------|--------------------|
| 73178 | FY21 Street Patch & Overlay | \$715,000 | \$715,000 | \$0 |
| 73192 | Reconstruction Bessie Ave | \$3,500,000 | \$2,959,464 | \$422,941 |
| 73196 | Pavement Mgmt. Plan FY24 | \$2,985,000 | \$1,345 | \$2,983,655 |
| 73199 | Pavement Mgmt. Plan FY25 | \$3,800,000 | \$0 | \$3,800,000 |
| TOTAL | | \$11,000,000 | \$3,675,809 | \$7,206,596 |

*General fund fiscal sustainability budget. Street repair funding also comes from Gas Tax and SB1



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Deferred Maintenance – Parks

\$7M invested to-date

Used towards renovation of El Pescadero park in tandem with construction of MGRC.



City Programs & Services

\$9 million invested to-date

- 71 positions added Citywide to address the needs of Tracy's growing community



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FY 2025-26 Forecast

| | Estimated | |
|------------------------------------|-----------|-----------|
| | % of | FY25/26 |
| | Revenues | |
| General Fund Revenues* | | \$148,231 |
| CalPERS Pre-funding | 2% | \$2.9M |
| Retiree Medical Pre-funding | 2% | \$2.9M |
| Road Improvements - Deferred Mtc. | 3% | \$4.4M |
| Parks - Deferred Mtc. | 2% | \$2.9M |
| City Services and Program Increase | 3% | \$4.4M |
| Total | 12% | \$17.5M |

*Revenues defined as total General Fund revenues less Measure-V Sales Tax and Transfers In



Considerations for change



Key Considerations

- Should the categories remain the same?
- Should the amounts be a percentage or a flat amount?
- How much deferred maintenance can be completed in one year?

Categories

Consider the addition of two new categories:

- Public Safety Facilities

- Police Substation
- Fire Stations

- Deferred Building Maintenance

- Establish dedicated reserves for larger needs
 - Roof replacement
 - HVAC replacement

Categories - Continued

Should retiree medical continue to be a category?

- \$3.8 million in existing funds remaining
- 5 labor groups have not yet reached an agreement.
- Current allocation is 2% of General fund revenues, or \$2.9 million in FY2025-26



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Categories - Continued

Should the amount allocated for City Programs and Services remain the same?

- Currently funded at 3% of General fund revenues, or \$4.4M forecasted for FY2025-26
- Many of the expenses are ongoing, including personnel
- Continuing to add 3% per year may cause a strain when a drop in sales tax occurs.

Amounts

Existing strategies total 12% of General Fund revenues (less Measure V & transfers in)

- Continue using a percentage of revenue?
 - If so, same percentage or change?
- Move to a flat amount?

Annual Staff Capacity – Deferred Maintenance

Parks – current allocation of 2% of General fund revenue

- FY2025-26 would total \$2.9M
 - Next projects to use fiscal sustainability dollars:
 - BMX Pump Track, CIP 78190
 - Hoyt Park Per Capita Improvements, CIP 78184
 - A.R. Glover Park Improvements, CIP 78189
 - Edgar Thoming Park & McDonald Park Sport Court rehab, CIP 78191

Streets – current allocation of 3% of General fund revenue

- FY2025-26 would total \$4.4M
- FY24 funds currently being engineered, arterial work to begin summer 2025
- 2.5-year window before new funds expended



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Discussion

April 29, 2025

AGENDA ITEM 3.E.

RECOMMENDATION

Staff recommends that the Tracy Finance Committee, as a part of the Fiscal Year (FY) 2025-26 budget development process, provide direction regarding anticipated departmental requests and funding objectives for the FY 2025-26 Budget.

EXECUTIVE SUMMARY

As part of the Fiscal Year (FY) 2025-26 budget development process, staff is facilitating this discussion by presenting an introduction to the City's budget process. In addition to providing the report, staff seeks direction on the anticipated departmental augmentation requests and funding objectives for the FY 2025-26 Budget.

BACKGROUND

Annually, staff prepares a report on the development of the proposed budget. This is presented to review the proposed operating requests for funding for the next fiscal year. This provides an opportunity to receive feedback from the Finance Committee that will be incorporated into the FY 2025-26 Budget.

Since the Finance Committee has become a standing committee of the City Council, the report and discussion are first occurring at the Finance Committee. The feedback received at the Finance Committee will be incorporated into the proposed FY2025-26 Operating and Capital Budget that will be presented to Finance Committee on May 27th along the preliminary Capital Projects 5-year Plan.

ANALYSIS

Budget Process

Base Budget and Augmentations

A base budget is developed for all operating programs and includes staff, contracted services, and commodities accounts. The base is determined by utilizing the historical spending but adjusted for an inflation factor plus the current budget amounts. The budget may also be adjusted for specific one-time items that are not considered to be ongoing.

For purposes of budget preparation and formulation, departmental budget submittals for a program consist of two parts: a base request and augmentation requests to enhance the budget. All augmentation requests shall be accompanied by a narrative explanation of the sources and uses of funds. All requests for additional personnel shall include a narrative explaining the need for an increase in potential staff and duties for the new employee. Management reviews all augmentation requests to determine priority.

Budget Timeline

The Tracy Municipal Code requires that the City Council adopt a budget by no later than the close of the Fiscal Year (June 30). This annual budget serves as the foundation for the City's financial planning and control. The budget is prepared by fund, by department, and by program. The Finance Department maintains budgetary controls to ensure compliance with legal provisions embodied in the appropriated budget approved by the City Council. The level of budgetary control (the level at which expenditures cannot legally exceed the appropriated amount) is the department level and within a single fund. The City Manager may authorize transfers between administrative control accounts within a department or within a capital project. Supplemental appropriations during the year must be approved by the City Council. Any transfer of appropriations between departments in the operating budget or between capital projects in the capital budget also requires City Council approval.

January - Annually the budget process is kicked off at the beginning of the calendar year in, this starts with meeting with each department to go over the process, expectations, and timelines. Once staff has received all requests these are compiled by funding source and department.

February – Department Head discussions occur to present their requests and prioritize citywide what will be recommended to the City Manager for funding in next year's budget.

April – Finance Committee Workshop to present the proposed operational augmentations.

May – The proposed FY2024-25 Operating and Capital Budget will be presented to the Finance Committee for recommendation to City Council to adopt.

June – At the first meeting in June, June 3rd, a CIP workshop with City Council will be held. Recommendations from this meeting will be incorporated into the Proposed FY2025-26 Operating and Capital Budget. At the second meeting on June 17th, the proposed FY2025-26 Operating and Capital Budget will be presented to City Council to adopt as recommended by the Finance Committee.

FY2024-25 Budget Augmentation Requests

The table below summarizes the FY2025-26 operational budget augmentation requests. The detailed listing of FY 2025-26 requests is included in attachment A.

The following staffing requests are included in the summary table but provides more detail as it relates to the justifications and goals for these funding requests.

| Department | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--|----------------------|---------------------|---------------------|----------------------|-----------------------|
| City Manager's Office | \$ 70,500 | \$ 16,200 | \$ 7,995 | \$ 46,305 | \$ - |
| Community & Economic Development | \$ 152,500 | \$ 5,000 | \$ 97,500 | \$ 50,000 | \$ - |
| Human Resources | \$ 205,565 | \$ 63,725 | \$ - | \$ 141,840 | \$ - |
| Innovation & Technology | \$ 795,000 | \$ 90,850 | \$ 92,000 | \$ 304,150 | \$ 308,000 |
| Parks, Recreation & Community Services | \$ 768,880 | \$ 7,200 | \$ - | \$ 756,680 | \$ 5,000 |
| Police Department | \$ 512,994 | \$ - | \$ - | \$ 437,994 | \$ 75,000 |
| Public Works | \$ 3,042,853 | \$ 2,353,535 | \$ 239,500 | \$ 375,518 | \$ 74,300 |
| | <u>\$ 5,548,292</u> | <u>\$ 2,536,510</u> | <u>\$ 436,995</u> | <u>\$ 2,112,487</u> | <u>\$ 462,300</u> |

Human Resources

HR Analyst

Funding Source: General Fund (70%) and Other Funds (30%)

Justification: This request is for an additional position in the Risk Management Division which currently has one dedicated analyst and part of an HR Technician. The Human Resources Department's Risk Management Division workload has increased significantly in the areas of liability claims and litigation, property claims and contract and insurance review over the last few years. To maintain a high level of service related to these critical functions in addition to the other risk related assignments including workers' compensation, reasonable accommodations, subrogation's and ensuring risk management compliance with evolving regulations.

Parks, Recreation & Community Services

Operations Supervisor Parks Maintenance

Funding Source: General Fund

Justification: Currently there are two supervisors for Parks Maintenance, one supervisor manages 15 sports field staff, while another oversees 19 staff, a landscape contractor, and a growing area from NEI to Tracy Hills—exceeding manageable capacity. A temporary Out-of-Class assignment has been ineffective. Adding a third Operations Supervisor will improve contractor oversight, staff supervision, training, inspections, data tracking, response times, project management, and overall park maintenance efficiency.

(1) Administrative Assistant, (2) Recreations Coordinators, (1) Maintenance Worker, (1) Senior Building Maintenance Worker, Part Time Hours Rec Staff

Funding Source: General Fund – Measure V

Justification: These positions are essential to support increased service levels at the new 50,000 sq. ft. MGRC, enabling seven-day programming. They will enhance events,

rentals, and new leagues (e.g., basketball, volleyball, pickleball) during evenings and weekends. Positions will be filled in Winter/Spring 2026 to support planning and launch. Additional part-time staff will be requested in FY 26/27 for daily operations.

Police

Public Safety Dispatcher

Funding Source: General Fund

Justification: Tracy's population and police staffing have grown, but dispatcher staffing has remained unchanged at 17 positions, covering a 24/7 call center with only 2 dispatchers on duty at a time. This results in frequent overtime and 16-hour shifts, especially during events, holidays, or absences. Rising call volumes and increased demands from 106 officers and support personnel now require raising on-duty minimums to 3 dispatchers. A recent APCO International study recommends 18 positions for a center of Tracy's size—currently, only 17 are allocated.

Public Works

Operations Supervisor Streets

Funding Sources: General Fund

Justification: Adding a supervisor for the roadway and sidewalks divisions will improve oversight, staff development, and work quality. Closer supervision ensures faster issue resolution, better maintenance, enhanced safety, and long-term cost savings through more efficient operations and preventative care.

Senior Laboratory Technician

Funding Source: Water (25%) & Wastewater (50%)

Justification: Adding a senior lab technician will enhance lab operations, improve testing accuracy and efficiency, and support water and wastewater sampling. Their expertise will drive better methodologies, ensure regulatory compliance, and strengthen environmental monitoring and service delivery.

(2) Senior Utility Mechanic

Funding Sources: Water (50%) & Wastewater (50%)

Justification: The Senior Utility Mechanic will provide field guidance, support employee development, and enhance succession planning. As workload and equipment demands grow, this role ensures faster, more efficient complex repairs, reducing service interruptions and generating cost savings for the community.

STRATEGIC PLAN

This agenda item supports Governance Strategic Goal 3: Ensure Short and Long-term Financial Sustainability.

ACTION REQUESTED OF THE FINANCE COMMITTEE

Staff recommends that the Tracy Finance Committee, as a part of the Fiscal Year (FY) 2025-26 budget development process provide direction regarding anticipated departmental augmentation requests and funding objectives for the FY 2025-25 Operating and Capital Budget.

Prepared by: Felicia Galindo, Budget Officer

Reviewed by: Sara Castro, Director of Finance
Karin Schnaider, Assistant City Manager
Andrew Shen, Interim City Attorney

ATTACHMENTS

Attachment A – FY2025-26 Budget Augmentations

Attachment B - FY2025-26 Budget Augmentations Presentation

FY2025-26 Budget Augmentation Requests

| Dept | Augmentation Title | TYPE | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|---|---|-------------------|----------------------|---------------------|---------------------|----------------------|-----------------------|
| City Manager's Office | Increase PT Hours | Personnel | 35,000 | 13,650 | | 21,350 | |
| City Manager's Office | Copy Machine | Supplies | 20,500 | | 7,995 | 12,505 | |
| City Manager's Office | Increase Tracy Arts Commission Budget | Contract Services | 15,000 | 2,550 | | 12,450 | |
| Community & Economic Development | Economic Development - Office services - Increased marketing collateral | Contract Services | 25,000 | | | 25,000 | |
| Community & Economic Development | Increase to Economic Development Travel & Training | Contract Services | 25,000 | | | 25,000 | |
| Community & Economic Development | Increase to Planning Commission Travel | Contract Services | 5,000 | 5,000 | | | |
| Community & Economic Development | Purchase of Building Inspector Trailer | Capital | 97,500 | | 97,500 | | |
| Human Resources | (1) HR Analyst | Personnel | 205,565 | 63,725 | | 141,840 | |
| Innovation & Technology | Increase in Software purchases | Contract Services | 795,000 | 90,850 | 92,000 | 304,150 | 308,000 |
| Parks, Recreation & Community Services | increase in Recreation PT Hours | Personnel | 36,000 | 7,200 | | 28,800 | |
| Parks, Recreation & Community Services | (1) Operations Supervisor | Personnel | 204,808 | | | 202,008 | 2,800 |
| Parks, Recreation & Community Services | (1) Ford Explorer - Operations Supervisor | Capital | 57,700 | | | 55,500 | 2,200 |
| Parks, Recreation & Community Services - MGRC Measure V | (1) Administrative Assistant, (2) Recreations Coordinators, (1) Maintenance Worker, (1) Senior Building Maintenance Worker, Part Time Hours Rec Staff | Personnel | 470,372 | | | 470,372 | |
| Police Department | Animal Services - Increase to for increase medical & supplies | Supplies | 25,000 | | | 25,000 | |
| Police Department | Animal Services - Spay/Neuter Program | Contract Services | 16,200 | | | 16,200 | |
| Police Department | Axon Fleet 3 | Contract Services | 74,000 | | | 74,000 | |
| Police Department | Increase towards Training | Contract Services | 100,000 | | | 100,000 | |
| Police Department | Increase towards Fleet Collision repairs | Contract Services | 50,000 | | | 50,000 | |
| Police Department | Digital Evidence-Network Area Storage | Contract Services | 75,000 | | | | 75,000 |
| Police Department | (1) Public Safety Dispatcher | Personnel | 172,794 | | | 172,794 | |
| Public Works | increase in Airport Fuel purchase and sales | Contract Services | 268,000 | 268,000 | | | |

FY2025-26 Budget Augmentation Requests

| Dept | Augmentation Title | TYPE | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--------------|--|-------------------|----------------------|---------------------|---------------------|----------------------|-----------------------|
| Public Works | increase in Airport Fuel purchase and sales | Revenue | (268,000) | (268,000) | | | |
| Public Works | Increase for Transit Operating Contract | Contract Services | 1,689,620 | 1,689,620 | | | |
| Public Works | Engineering - Increase supplies & Training | Contract Services | 40,500 | 40,500 | | | |
| Public Works | Building Maintenance increase towards facilities maintenance | Contract Services | 95,000 | 24,700 | | 70,300 | |
| Public Works | increase in supplies for Electrical Maintenance | Supplies | 95,000 | | | 95,000 | |
| Public Works | (1) Operations Supervisor - Streets | Personnel | 208,318 | | | 202,018 | 6,300 |
| Public Works | (1) Ford Ranger - Ops Supervisor Streets | Capital | 76,200 | | | 8,200 | 68,000 |
| Public Works | (1) Senior Laboratory Technician | Personnel | 175,161 | 173,661 | 1,500 | | |
| Public Works | (1) Ford Ranger - Senior Laboratory Technician | Capital | 52,000 | 10,000 | 42,000 | | |
| Public Works | (2) Senior Utility Mechanic | Personnel | 401,054 | 395,054 | 6,000 | | |
| Public Works | (2) F350 Truck - Senior Utility Mechanic | Capital | 210,000 | 20,000 | 190,000 | | |
| | | | 5,548,292 | 2,536,510 | 436,995 | 2,112,487 | 462,300 |



Finance Committee

FY2025/26 Operating & Capital Budget Discussion

April 29, 2025



Presentation Outline

- Annual Budget Process Overview
- By Department requests for FY2025/26

April 25, 2025

Budget Process Overview



Proposed FY2025/26 Requests

| Department | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--|----------------------|---------------------|---------------------|----------------------|-----------------------|
| City Manager's Office | \$ 70,500 | \$ 16,200 | \$ 7,995 | \$ 46,305 | \$ - |
| Community & Economic Development | \$ 152,500 | \$ 5,000 | \$ 97,500 | \$ 50,000 | \$ - |
| Human Resources | \$ 205,565 | \$ 63,725 | \$ - | \$ 141,840 | \$ - |
| Innovation & Technology | \$ 795,000 | \$ 90,850 | \$ 92,000 | \$ 304,150 | \$ 308,000 |
| Parks, Recreation & Community Services | \$ 768,880 | \$ 7,200 | \$ - | \$ 756,680 | \$ 5,000 |
| Police Department | \$ 512,994 | \$ - | \$ - | \$ 437,994 | \$ 75,000 |
| Public Works | \$ 3,042,853 | \$ 2,353,535 | \$ 239,500 | \$ 375,518 | \$ 74,300 |
| | <u>\$ 5,548,292</u> | <u>\$ 2,536,510</u> | <u>\$ 436,995</u> | <u>\$ 2,112,487</u> | <u>\$ 462,300</u> |

City Manager's Office

| Augmentation Title | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|---------------------------------------|----------------------|---------------------|---------------------|----------------------|-----------------------|
| Increase PT Hours | 35,000 | 13,650 | | 21,350 | |
| Copy Machine | 20,500 | | 7,995 | 12,505 | |
| Increase Tracy Arts Commission Budget | 15,000 | 2,550 | | 12,450 | |
| | 70,500 | 16,200 | 7,995 | 46,305 | - |



Community and Economic Development

| Augmentation Title | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--|----------------------|---------------------|---------------------|----------------------|-----------------------|
| Economic Development - Office services Increased marketing collateral | 25,000 | | | 25,000 | |
| Increase to Economic Development Travel & Training | 25,000 | | | 25,000 | |
| Increase to Planning Commission Travel | 5,000 | 5,000 | | | |
| Purchase of Building Inspector Trailer | 97,500 | | 97,500 | | |
| | 152,500 | 5,000 | 97,500 | 50,000 | - |





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Innovation & Technology

| Augmentation Title | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--------------------------------|----------------------|---------------------|---------------------|----------------------|-----------------------|
| Increase in Software purchases | 795,000 | 90,850 | 92,000 | 304,150 | 308,000 |

| | | | | |
|---------|--------|--------|---------|---------|
| 795,000 | 90,850 | 92,000 | 304,150 | 308,000 |
|---------|--------|--------|---------|---------|



Parks, Recreation & Community Services

| Augmentation Title | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|---|----------------------|---------------------|---------------------|----------------------|-----------------------|
| increase in Recreation PT Hours | 36,000 | 7,200 | | 28,800 | |
| (1) Operations Supervisor | 204,808 | | | 202,008 | 2,800 |
| (1) Ford Explorer - Operations Supervisor | 57,700 | | | 55,500 | 2,200 |
| (1) Administrative Assistant, (2) Recreations Coordinators, (1) Maintenance Worker, (1) Senior Building Maintenance Worker, Part Time Hours Rec Staff | 470,372 | | | 470,372 | |
| | | | | | |
| | | 768,880 | 7,200 | - | 756,680 |
| | | | | | 5,000 |



Police Department

| Augmentation Title | Total Request Amount | General Fund Ongoing | General Fund One-Time |
|---|----------------------|----------------------|-----------------------|
| Animal Services - Increase to for increase medical & supplies | 25,000 | 25,000 | |
| Animal Services - Spay/Neuter Program | 16,200 | 16,200 | |
| Axon Fleet 3 | 74,000 | 74,000 | |
| Increase towards Training | 100,000 | 100,000 | |
| Increase towards Fleet Collision repairs | 50,000 | 50,000 | |
| Digital Evidence-Network Area Storage | 75,000 | | 75,000 |
| (1) Public Safety Dispatcher | 172,794 | 172,794 | |
| | | | |
| | 512,994 | 437,994 | 75,000 |

Public Works

| Augmentation Title | Total Request Amount | Other Fund On-Going | Other Fund One-Time | General Fund Ongoing | General Fund One-Time |
|--|----------------------|---------------------|---------------------|----------------------|-----------------------|
| increase in Airport Fuel purchase and sales | 268,000 | 268,000 | | | |
| increase in Airport Fuel purchase and sales | (268,000) | (268,000) | | | |
| Increase for Transit Operating Contract | 1,689,620 | 1,689,620 | | | |
| Engineering - Increase supplies & Training | 40,500 | 40,500 | | | |
| Building Maintenance increase towards facilities maintenance | 95,000 | 24,700 | | 70,300 | |
| increase in supplies for Electrical Maintenance | 95,000 | | | 95,000 | |
| (1) Operations Supervisor - Streets | 208,318 | | | 202,018 | 6,300 |
| (1) Ford Ranger - Ops Supervisor Streets | 76,200 | | | 8,200 | 68,000 |
| (1) Senior Laboratory Technician | 175,161 | 173,661 | 1,500 | | |
| (1) Ford Ranger - Senior Laboratory Technician | 52,000 | 10,000 | 42,000 | | |
| (2) Senior Utility Mechanic | 401,054 | 395,054 | 6,000 | | |
| (2) F350 Truck - Senior Utility Mechanic | 210,000 | 20,000 | 190,000 | | |
| | | | | | |
| | 3,042,853 | 2,353,535 | 239,500 | 375,518 | 74,300 |



Discussion



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