



**AGENDA**  
**SPECIAL MEETING OF THE**  
**CITY OF KING CITY COUNCIL**  
**AND**  
**Sitting as SUCCESSOR AGENCY OF**  
**THE RDA FOR THE CITY OF KING**

***TUESDAY, SEPTEMBER 8, 2015***

**Closed Session 5:00 PM**  
**City Council Meeting 6:00 PM**  
**212 S. Vanderhurst Ave.**  
**King City, California, 93930**

***\*Spanish interpretation services will be available at meeting***

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting, please contact the City Clerk's Office (831-386-5925) at least 48 hours prior to the Meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting.*

*\* Please submit all correspondence for City Council PRIOR to the meeting with a copy to the City Clerk.*

- **CALL TO ORDER**
- **FLAG SALUTE**
- **ROLL CALL:** Council Members Darlene Acosta, Belinda Hendrickson, Mike LeBarre, Mayor Pro Temp. Karen Jernigan, and Mayor Robert Cullen
  - CLOSED SESSION ANNOUNCEMENTS
- **AGENDA REVIEW**
- **CEREMONIAL CALENDAR**
  - National Alcohol and Drug Addiction Recovery and Prevention Month Proclamation
  - Monterey County Binational Health Week 2015
- +
- **PRESENTATIONS**
- **PUBLIC COMMUNICATIONS**

Any member of the public may address the Council for a period not to exceed *three minutes* total on any item of interest within the jurisdiction of this Council that is not on the agenda. The Council will listen to all communications; however, in compliance with the Brown Act, the Council cannot act on items not on the agenda.
- **COUNCIL COMMUNICATIONS**

This item gives individual Council Members the opportunity to seek consensus for scheduling a specific item on a future agenda, authorizing staff time to provide background information and prepare a staff report for a future agenda, or to comment on Council business, City operations, projects or other items of community interest.

- Mayor Pro Tem Jemigan & Council Member Hendrickson Update on City Council Goals

- **CITY STAFF REPORTS AND COMMENTS**

- 1. **SUCCESSOR AGENCY CONSENT ITEMS**

- 2. **CONSENT AGENDA**

- A. City Council Meeting Minutes- August 28, 2015

- Recommendation: Approve and File

- B. Police Department Towing Report- August 2015

- Recommendation: Approve and File

- 3. **PUBLIC HEARING**

- 4. **REGULAR BUSINESS**

- A. Discussion and possible action regarding PG&E Gas Line-City Sign-Broadway and San Antonio

- Recommendation: Council to provide direction to staff

- B. Discussion and possible action City Fee Schedule Updates

- Recommendation: Approve recommended amendments

- C. Discussion and possible action regarding 2015 Holiday Schedule

- Recommendation: Council to approve proposed City Holiday Amendments

- D. Discussion and possible action regarding Credit Cards processing for City Services and Programs

- Recommendation: Council approve and file

- CITY COUNCIL CLOSED SESSION**

- 1. Existing Litigation:

- Gov. Code Section: 54956.9(d)

- Garcia vs. City of King et al.

- 2. Conference with Labor Negotiators

- Agency representatives: Ed Zappia, Michael Powers

- Employee Organizations: KCPOA, KCPSA, KCCEA, SEIU

- 3. Conference with Legal Counsel- Anticipated Litigation

- Gov. Code Section 54956.9(b): (1) cases

- 4. Public Employee Evaluation Gov. Code Section 54597(b)(1)

- Position City Attorney

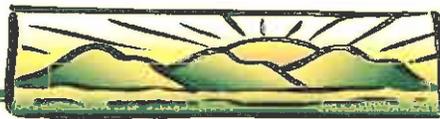
- **ADJOURNMENT**

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Upcoming Meetings

*Please note: City Hall will be closed September 7, 2015 in observance of Labor Day.*

September 14	5:00 pm	Airport Advisory Committee
September 15	6:00 p.m.	Planning Commission
September 21	5:00 pm	Recreation Committee
September 22	6:00 pm	Successor Agency
October 6	6:00 pm	Planning Commission
October 12	5:00 pm	Airport Advisory Committee
October 20	6:00 pm	Planning Commission
October 21	5:00	Recreation Committee



**KING CITY**  
CALIFORNIA

*Proclamation*

*Honoring*

*October 2 through October 11 2015*

*as **Binational Health Week***

WHEREAS, the Secretariats of Health and Foreign Affairs of Mexico, and the Foreign Affairs Ministries of Guatemala, Bolivia, Honduras, Colombia, Ecuador and Peru, as well as the Institute for Mexicans Abroad, the Mexican Social Security Institute, the National Secretariat for Migrants, the Centers for Disease Control and Prevention, the Departments of Public Health, The California Endowment, California HealthCare Foundation, the Council of Mexican Federations in North America, and the Health Initiative of the Americas, a program of the University of California, Berkeley, School of Public Health have recognized to improve access to health care and public health information to the Latino community at the US-Mexico border and throughout the State of California; and

WHEREAS, improving health in migrant populations requires multiple approaches in service, design, delivery and funding priorities, and most fundamentally requires strong bi-national commitment; and

WHEREAS, California shares a population with Mexico, Canada, El Salvador, Guatemala, Honduras and Columbia and a need to share common strategies to address this population's health needs; Binational Health Week reflects coordinated efforts between these countries to generate a dynamic dialogue to improve the quality of life for immigrant families by expanding their access to healthcare; and

WHEREAS, Monterey County Binational Health Week is a multiagency collaborative effort between Mexican Secretary of Health and Foreign Affairs, and the active participation of state county and local organizations such as; Employment Development Department, Monterey County Health Department, Clinica de Salud del Valle de Salinas, California Rural Legal Assistance, Mexican American Opportunity Foundation, Community Action Partnership of San Luis Obispo, Center for Community Advocacy and Entravision.

WHEREAS, Binational Health Week provides an opportunity to highlight critical multidisciplinary health issues that affect the Latino community within Monterey County, and throughout the United States.

NOW, THEREFORE, I Mayor *Robert Cullen*, on behalf of King City Council proclaim the week of October 2 to October 11, 2015 as "*The Fifteenth Annual Binational Health Week*" throughout King City.

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*Robert Cullen*  
Mayor

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*Karen Jernigan*  
Mayor Pro Tem

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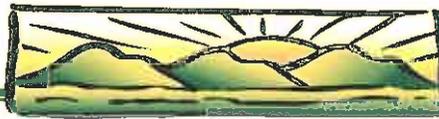
*Mike LeBarre*  
Council member

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*Darlene Acosta*  
Council member

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*Belinda Hendrickson*  
Council member



**KING CITY**  
C A L I F O R N I A

## *Proclamation*

*Honoring*

### **National Alcohol and Drug Addiction Recovery and Prevention Month Proclamation**

**WHEREAS**, treatment and recovery improve the community's welfare and provide a renewed outlook on life for those who struggle with substance use disorders and their family and friends; and

**WHEREAS**, 32.4 million people aged 12 or older in the United States needed treatment for a substance use disorder in 2012, and 5.4 million adults also suffered from a concurrent mental illness; and

**WHEREAS**, studies have indicated that 8.9 percent of people who made an effort to get treatment, but did not receive it, were concerned that receiving treatment might cause neighbors or community members to have negative opinions of them. However, most say they would not have a negative opinion of a relative or friend in recovery from an addiction; and

**WHEREAS**, resources exist online and in our community to increase people's awareness about how substance use disorders affect children, families, and our society; and

**WHEREAS**, such education is essential to overcoming misconceptions and achieving long-term recovery; and

**WHEREAS**, to help achieve this goal, the U.S. Department of Health and Human Services, the Substance Abuse and Mental Health Services Administration, the White House Office of National Drug Control Policy, and **Sun Street Centers** invite all residents of **King City** to participate in the 26<sup>th</sup> anniversary of **National Alcohol and Drug Addiction Recovery Month**; and

**NOW, THEREFORE, I, Mayor Robert Cullen**, by virtue of the authority vested in me by the laws of **King City, CA**, do hereby proclaim the month of September 2015 as

### *National Alcohol and Drug Addiction Recovery Month*

in **King City, CA** and call upon the people of **King City, CA** to observe this month with appropriate programs, activities, and ceremonies supporting this year's theme, "**Join the Voices for Recovery: Speak Up; Reach Out.**"

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Robert Cullen  
Mayor

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Karen Jernigan  
Mayor Pro Tem

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Mike LeBarre  
Council member

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Darlene Acosta  
Council member

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Belinda Hendrickson  
Council member

**Minutes  
City Council Meeting  
August 25, 2015**

**CALL TO ORDER:** Meeting was called to order at 6:06 pm by Mayor Cullen.

**FLAG SALUTE:** The flag salute was led by Mayor Cullen.

**ROLL CALL:**

City Council: Council Members Belinda Hendrickson, Michael LeBarre, Darlene Acosta, Mayor Pro Tem Karen Jernigan, and Mayor Robert Cullen  
City Staff: City Manager, Michael Powers, Chief of Police, Ron Forgue  
Absent: City Attorney Martin Koczanowicz

**AGENDA REVIEW**

No reported changes

**CLOSED SESSION ANNOUNCEMENTS:** Mayor Cullen announced no reportable action taken during closed session.

**PRESENTATIONS:** Mayor Cullen presented proclamation for Roger and Cheryl Hill in appreciation for over 20 years of coaching King City High School Swim Team and Monterey Bay Swim Club. Council applaud and thanked them for their volunteering their time and leadership skills.

**PUBLIC COMMUNICATIONS:**

Debbie Narvaez, SEIU Local 521 Regional Director, expressed frustration with City Chief negotiator to reach MOU agreement.

Christopher Craig, Police Officer Association President provided clarification on process of negotiating a Memorandum of Understanding agreement with City.

Horacio Ramirez- Asked for clarification on how to appeal city decision to reject claim he submitted against City.

Charles Mitchell, Mitchell Technologies, Owner, explained local business and asked for clarification on further bid consideration.

Miriam Rodriguez- Explained experience with animal control officer.

**COUNCIL COMMUNICATIONS:**

Council member LeBarre thanked Police Department Staff. Council member Acosta thanked Police Department for all efforts. Mayor Pro Tem Jernigan explained efforts to promote city tourism. Council member Hendrickson, attended Girls Inc. breakfast event, will be attending TAMC meeting. Mayor Cullen thanked Council member Hendrickson for her ongoing efforts with Komfort Court. Announced upcoming Chamber Events. Explained City received notice from California Legislature Audit Committee notifying the city, they had received request for State Auditor to conduct an audit of King City Police Department. He added, both Chief Forgue and himself attending hearing, and clarified request for audit was initiated by Assemblyman Luis Alejo and questions motives for audit. He further explained audit was placed under consent agenda item, which did not permit discussion. Mayor Cullen expressed he has mixed emotions on audit but adds he personally welcomes audit to ultimately analyze findings for further ways and strategies to continue to improve the police department.

**CITY STAFF REPORTS AND COMMENTS**

City Manager Powers reported City Pools continue to be open in evening and weekends, Staff continues to work on Code Enforcement Cases, first quarter of sales tax collections ended in July, expects to receive analysis breakdown report by end of September. Met with Queen Motel property Owner on possibilities to submit proposal to rebuild facility. Chief Forgue, explained department continues to

make changes and improvements, and expresses he welcomes audit, but disagrees with city providing or using any funds towards audit. He welcomes any input on recommendations for department.

### **SUCCESSOR AGENCY CONSENT ITEMS**

- A. Monthly Treasurer's Report-July 2015
- B. Monthly Check Register- July 2015

City Manager explained minor comments were received on above items.

Action: Motion to approve above items made by Mayor Pro Tem Jernigan Seconded by Council member LeBarre.

### **1. CONSENT AGENDA**

- A. City Council Meeting Minutes August 11, 2015
- B. Monthly Treasurer's Report
- C. Monthly Check Register
- D. Award of IT contract to Alvarez Technologies

Mayor Cullen pulled item D.

Action: Motion to approve Items A, B, C, made by council member LeBarre, seconded by council member Hendrickson.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

City Manager provided background on item D, and explained city received IT Technology proposals for City IT services, which staff have evaluated proposals and clarified it is staff recommendation to award work to Alvarez Technology. Public Comment by Charles Mitchell: Provided clarification on submitted rates on in his proposal for IT services. Mayor Cullen thanked Charles Technologies for services. Further discussion on City's Bid process. Pro tem Jernigan expressed she would be interested in reviewing proposals. City Manager answered council questions on process to awarding bids. Council member Acosta commended Alvarez Technologies for services provided at other facilities.

Action: Motion to approve items D, made by council member LeBarre, seconded by council member Acosta.

Council member Hendrickson expressed she prefers to pull item for further review.

AYES: Council Members: Acosta, LeBarre, and Mayor Cullen,

NOES: Council Members: Mayor Pro Tem Jernigan

ABSENT: Council Members:

ABSTAIN: Council Members: Council member Hendrickson

### **2. PUBLIC HEARING**

- A. Consideration of Contract with Opterra for Solar Energy Infrastructure- City Manager provided staff report on item and explained item is in consideration of Opterra Contract for solar energy infrastructures. He then briefly described project and explained project will ultimately result in about \$30,000 in monthly savings and added solar panels will be installed at several areas such as City Park, and city sewer plant. He added item has been presented to council previously in which staff was directed to bring legal counsel to assist with review of potential contract, and

staff was directed to bring legal counsel to assist with review of potential contract, and noted that currently agreement between city, and Opterra is presented for possible approval. He clarified project will be financed by city and project will be paid for out of savings of the energy offset. Council member LeBarre expressed he is happy project will result in money savings for the city. Council member Acosta expressed she appreciates staff efforts in project and believes this will be a good investment. Council member Hendrickson asked for further clarification on project finance and payment process. City Manager clarified no payments by city are immediate required and answered councils questions.

Action: Motion to approve contract with Optera for Solar Energy made by Council member LeBarre, seconded by Council member Acosta.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

### **3. REGULAR BUSINESS**

- A. Discussion and presentation on district elections. Mayor Cullen provided background information on item and explained item is only on for discussion and it's an opportunity for public and council to receive more information. Mayor Cullen explained city received letter from LULAC, dated March 26, 2015 requesting city consider district elections, and further added council has proceeded to receive more information on different elements of district elections. He proceeded to introduced Douglas Johnson, President National Demographics Corporation who then conducted presentation on California Voting Rights Act and provided city's elections and voting demographics. Mr. Johnson then answered council's questions. Mayor Cullen welcomed public comment. Public comment as followed:  
About 20 speakers spoke and shared their views, opinions and concerns on establishing district elections. Mayor Cullen clarified item is only for discussion and no formal action will be taken. Mr. Johnson proceed to answer council's questions. Staff to continue to research item to be added to future agenda.
- B. Discussion on California Water Service proposed water rate increase- City Manager introduced item and explained proposed consolidated rate program proposed by Cal Water. He explained staff recommended council direct staff to prepare letter in support of consolidated rates and work with Cal Water to submit to Public Utilities Commission. Council LeBarre shared concerns with consolidation and Cal Water distribution policies. Council directed staff to follow up with Cal Water for information on Cal Water structure and water distribution system. City Manager explained city has consider managing water system in the past. Mayor clarified item and added discussion should be focus on the possible approval of letter. City Manager added council's direction at prior meeting was to submit draft letter for council's consideration, and provided a brief analysis of timeline of process for city to consider managing city water distribution. Mayor Pro Tem expressed she is in favor to receive further information. Cal Water Local District Manager Mark Bloom answered council's questions and explained process of application to consolidation and timeline of approval. Staff to provide council with further information and bring item for council's consideration.
- C. Discussion on Strategic Planning-City Manager provided background information on item and explained item is presented as council previously directed staff to seek proposals for strategic planning facilitator to assist city develop vision and related matters. He noted, staff has received proposal as included in staff report and explained it is up to council's decision to have

one day strategic planning or a similar setting. Discussion on council availability and possible methods to conduct session followed.

Action: strategic planning to be conducted upon new city manager arrival.

**ADJOURNMENT:** There being no further business to come before the City Council, Mayor Cullen adjourned the meeting at 8:53 pm.

**Approved Signatures:**

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**Mayor, Robert Cullen**  
**City of King**

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**City Clerk, Michael Powers**  
**City of King**



## Item 2(B)

### REPORT TO THE CITY COUNCIL

**DATE:** SEPTEMBER 8, 2015  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** RON FORGUE, CHIEF OF POLICE  
**VIA:** MICHAEL J. POWERS, CITY MANAGER  
**RE:** TOW REPORT – JULY 2015

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#### RECOMMENDATION

Receive and file.

#### EXECUTIVE SUMMARY

Updated the monthly tow report for the King City Police Department per the direction of council.

#### FISCAL IMPACT:

There is no fiscal impact as a result of this action.

#### EXHIBIT (1) Tow Report, July 2015

Prepared by:



RON FORGUE, CHIEF OF POLICE

Approved by:

MICHAEL J. POWERS, CITY MANAGER





**KING CITY**  
CALIFORNIA

## Proposed City of King Council Goals, August 2015 - Draft #12

### Goals subcommittee:

Councilmembers Karen Jernigan 385-6112 and Belinda Hendrickson 214-0155

**Mission Statement:** To be determined after Strategic Planning  
(Defines what our city does, who it serves and how it serves its customers)

**Vision Statement:** To be determined after Strategic Planning  
(What should our City look like in the future?)

### **Core Values:**

1. City staff and council will be **responsive to questions** from the public.
2. The City council is committed to **quarterly strategic planning sessions**.
3. **Spend money wisely** striving to set up a reserve and pay down our debt.
4. The City Council will promote an attitude of **appreciation** to staff, community leaders and volunteers.
5. We believe in a **simplified permit process**.
6. We strive to **involve more people** in government. Involvement from people in the Hispanic community is important to us.
7. We will use a high degree of **civility and respect** during discussions with an attitude that we can learn from each other even when we disagree.

### Three year Goals 2015-2016-2017

1. **Promote Safety** by helping revitalize the Police Department to restore trust from the community and install a high level of professionalism using the re commendations of Police Chief Ron Forgue and his Blueprint for Change.
2. **Attract new business** and retain existing business by having business-friendly policies and an attractive, beautiful community concentrating on First Street as a route to Pinnacles National Park.
3. **Create better communication** with the public via an excellent sound system at city hall, a quality website, more e-mail / Facebook messages, and better media coverage of events that have a minimum of one month of publicity in English and in Spanish.
4. **Improve housing opportunities** by facilitating the replacement of rundown buildings and replacing them with better conditions, especially at Komfort Court, Queen Motel and Collegeville Farm Labor Housing.
5. **Hire a new city manager**
6. **Stabilize liability protection** for the city.
7. **Emphasize and promote recreation** as a way to achieve a healthy community and as a way to fight crime and violence.
8. **Clear the San Lorenzo Creek** channel and the Salinas River by working to get an emergency permit so that we can avoid damage to the city from flooding.
9. **Plan for video surveillance** at major intersections and encourage it for local businesses and residents as a means of decreasing violence.

Goals to be revised once our new City Manager is hired at the end of December 2015.



## Item 4(A)

### REPORT TO THE CITY COUNCIL

**DATE:** SEPTEMBER 8, 2015  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** MICHAEL POWERS, CITY MANAGER  
**RE:** PG&E GAS LINE-CITY SIGN-BROADWAY AND SAN ANTONIO

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#### RECOMMENDATION

It is recommended that the Council provide direction to staff.

#### DISCUSSION

As the Council is aware, PG&E recently informed us of their high pressure main that runs the through the City and the safety mandate by the PUC. One of the issues is the main runs under a portion of the City welcome sign at the corner of Broadway and San Antonio, specifically the panel where the faith based organizations are listed. There is also a retaining wall that crosses the main in the same vicinity. As PG&E presented, they want all such obstructions removed so that they can protect and access their main.

Staff has met with PG&E subsequent to the meeting. In short, we discussed two options moving the panel or redesign/reconstruction of the sign. If the sign is either removed or moved, PG&E will pay the cost as well as do landscape improvements (exact extent to be determined). In the event the City redesigned/rebuilt the sign, PG&E would provide a comparable amount of the first option for the project.

In terms of aesthetics, moving the panel to the other side would partially obscure the Days Inn Hotel and part of their signage. In any event, the signs are very small and difficult to read (they do not contain standardized information). The intersection provides a great opportunity to convey information, however, it has to be sized for the location. The existing landscaping could be altered to be lower growing and draught tolerant which would reduce operating costs in the long term. Should the Council wish to move the sign, staff should be directed to work with the adjacent property owner to come up with a placement that is mutually acceptable.

Should the City wish to replace the signage, many options exist in terms of style, features and information conveyance. For frame of reference, the entrance signing in Soledad was approximately \$75,000 per sign. As noted above, care in regard to the sizing of signs and information is important. Should the City wish to consider changing the sign, staff would recommend guidance on potential scope and suggest some sort of committee to seek input.

## **ALTERNATIVES**

Obviously many alternatives exist. As discussed in the staff report four are:

1. Move Sign Panel
2. Eliminate Sign Panel
3. Replace Signage (now)
4. Replace Signage (future)
5. In any event, consider requiring a minimum size sign for informational/wayfinding signs. Staff should be directed to address the size of signage for information and wayfinding signs with appropriate groups.

## **FISCAL IMPACT**

Unknown

## **EXHIBITS**

Prepared and Approved by:

\_\_\_\_\_  
MICHAEL POWERS, CITY MANAGER



## Item 4(B)

### REPORT TO THE CITY COUNCIL

**DATE:** SEPTEMBER 8, 2015  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** ANDREA WASSON, RECREATION COORDINATOR  
**RE:** FEE SCHEDULE UPDATE

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#### RECOMMENDATION

Receive and File

#### EXECUTIVE SUMMARY

The City of King has evaluated current fee schedules for programs and services and determined adjustments and increases need to be made.

#### BACKGROUND

The City of King has not updated its Fee Schedule for programs and services for over five years.

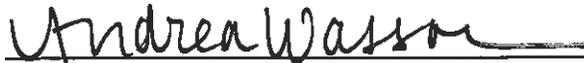
#### DISCUSSION

Department heads have evaluated current fees for city services across the board. It has been determined that some fees need to be added, modified or eliminated. These increases and additions are very minimal and will help departments operate more efficiently. These updates are comparable to neighboring cities for fees for programs and city services.

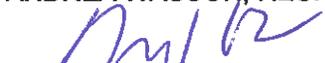
#### FISCAL IMPACT

Increased revenue in all departments.

Prepared by:

  
ANDREA WASSON, RECREATION COORDINATOR

Approved by:

  
MICHAEL POWERS, CITY MANAGER

#### EXHIBITS:

1. Proposed Fee Schedule Changes

**EXHIBIT A  
King City  
DRAFT - Fees & Charges - 2014-2015**

**City Hall**

Description	Adopted
<b>Franchise Fees</b>	
P.G. & E. Electric Franchise	2%
CATV Franchise Fees	5%
K.C. Disposal Franchise Fees	12.5%
Cal Water Franchise Fees	2%
<b>City Hall Front Counter Fees</b>	
Bicycle Licenses	\$10.00
Garage Sale Permits	\$15.00
Returned Check Charge	40
Rebilling Fee	\$5
Miscellaneous Fee	
Copies - Black & White	\$0.25 per page
Copies - Color	\$1.50 per page
San Antonio Park Vendor Fee	Annually \$450.00
Fireworks Sales Application Fee	Annually \$35.00
Fireworks Stand Inspection Fee (during normal hours)	As required \$147.00
Fireworks Stand Inspection Fee (outside normal hours)	As required \$294.00
Fireworks Sales Stand Deposit	Annually \$1,000.00

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Public Works Permit Fees**

Description	Adopted
Encroachment Permits - General	\$362
Encroachment Permits - Utilities	actual costs
Administration Services	actual costs
Curb/Sidewalk/Driveway Review	actual time & materials & services \$ 300.00

**EXHIBIT A  
King City  
DRAFT - Fees & Charges - 2014-2015**

**City Clerk Fees**

Description	Adopted
	\$500 per month
Annual Subscription	
City Council Agendas	\$31
City Council Minutes	\$31
Planning Commission Agendas	\$31
Planning Commission Minutes	\$31

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Police Department Fees**

Description	Adopted
Police Special Svcs	actual costs
False Alarm Fee	
Third false alarm in 12 months	\$200.00
Fourth false alarm in 12 months	\$300.00
Fifth false alarm in 12 months	\$400.00
Additional false alarms in 12 months	\$500.00
Finger Printing	\$20.00 \$5 increase
Tow Provider Application	\$75.00 new
Vehicle Releases	\$150.00
Imigration Letters	\$20.00
Citation Sign Offs	\$15.00
Vehicle repossession	\$15.00
Room rental	
First hour	\$25.00
Each additional hour	\$15.00
Special Events Permits	\$26.00
DUI response charges	\$256.00
Police Reports	
First three pages	\$15.00
Each additional page	\$2.50
Maxmum charge per report	\$30.00

**Animal Control Fees**

<b>Licensing Fees (Spayed/Neutered)</b>	
1 month to 1 year	\$10
13 month to 2 years	\$15 Increase to \$20
25 month to 3 years	\$20 Increase to \$30
Seniors: Over 60 years old pay \$9 for licensing up to 3 years **a copy of ID showing DOB and proof that animal is spayed/neutered is required for discount	
<b>Licensing Fees (NOT Spayed/Neutered)</b>	
1 month to 1 year	\$40
13 month to 2 year	\$50
25 month to 3 year	\$60
<b>Impound Fees (Spayed/Neutered)</b>	
<b>Impound Fees</b>	Delete to Fee Schedule
First Time	\$25 Increase to \$30
Second Time	\$40
Third Time	\$55 Decrease to \$50
<b>Impound Fees (Not Spayed/Not Neutered)</b>	
First Time	\$35 Delete to Fee Schedule
Second Time	\$50 Delete to Fee Schedule
Third Time	\$60 Delete to Fee Schedule
<b>Reclaiming of Impound</b>	
	\$10 Delete to Fee Schedule
<b>Care and Feeding of Animals (excludes medical care)</b>	
Dog (per day)	\$10 Delete to Fee Schedule
Cat (per day)	\$10 Delete to Fee Schedule
<b>Late fee for renewal license</b>	\$20
<b>Euthanasia &amp; Disposing of animal</b>	
25 lbs. or less	\$63
26- 50 lbs.	\$71
51- 75 lbs.	\$79
76 - 100 lbs.	\$86
101 lbs or more	\$94
<b>Adoption Charges (Does not include spay/neuter surgery)</b>	
Dog	\$10
Cat	\$10
<b>Medical Care</b>	Actual Costs
<b>Surrender Fee</b>	\$50.00 New to Fee Schedule

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Planning Department**

Description	Fee	Minimum Fee	Remarks
Directors hourly rate	\$127		Increased 10%
All other Employee Staff time hourly rate	\$110		Increased 10%
Contract Community Development Director***	\$129		New to fee schedule
Contract City Engineer***	\$170		New to fee schedule
Contract City Attorney***	\$165		New to fee schedule
<b>Annexation</b>	actual time & materials & services	\$ 3,000.00	No change
<b>Appeals:</b>			
City Council	actual time & materials & services	\$ 250.00	No change
Planning Commission	actual time & materials & services	\$ 250.00	No change
<b>Architectural Review (New)</b>	actual time & materials & services	\$ 600.00	Increased by \$200
Architectural Review Amendment	actual time & materials & services	\$ 400.00	New to fee schedule
<b>Certificate of Compliance</b>	actual time & materials & services	\$ 300.00	No change
<b>Conditional Use Permit (New)</b>	actual time & materials & services	\$ 850.00	Increased by \$200
Conditional Use Permit Amendment	actual time & materials & services	\$ 650.00	New to fee schedule
Special Event Use Permit	actual time & materials & services	\$ 300.00	New to fee schedule
Temporary Use Permit	actual time & materials & services	\$ 300.00	No change
Mural Permit	actual time & materials & services	\$ 300.00	New to fee schedule
<b>Condominium Conversion</b>	actual time & materials & services	\$ 650.00	New to fee schedule
<b>Development Agreement (New)</b>	actual time & materials & services	\$ 5,000.00	Increased by \$2,000
Development Agreement Amendment	actual time & materials & services	\$ 3,000.00	New to fee schedule
<b>Environmental Review</b>			
Categorical Exemption	actual time & materials & services	\$ 100.00	No change
Environmental Impact Report Administration	actual time & materials & services	\$ 500.00	No change
<b>Environmental Impact Report</b>			
Residential - per Lot	actual time & materials & services	\$ 2,000.00	No change
Other - per Lot	actual time & materials & services	\$ 250.00	No change
<b>Environmental Impact Report Review</b>			
Negative Declaration Fee	actual time & materials & services	\$ 600.00	No change
Mitigated Negative Declaration	actual time & materials & services	\$ 800.00	No change
Negative Declaration - Fish & Game	actual time & materials & services	\$ 100.00	No change
Filing Fee with County Clerk	actual cost per County fee schedule		New to fee schedule
<b>General Plan Amendment</b>	actual time & materials & services	\$ 1,200.00	Reduced by \$12 (rounded down)
<b>General Plan Consistency Review</b>	actual time & materials & services	\$ 300.00	No change
<b>Home Occupation Permit</b>		\$ 150.00	Increase by \$50.00
<b>Interpretation from City Council or Planning Commission</b>	actual time & materials & services	\$ 300.00	No change
<b>Landscaping Plan Review</b>	actual time & materials & services	\$ 300.00	Increase by \$200
<b>Lot Line Adjustment</b>	actual time & materials & services	\$ 500.00	No change
<b>Miscellaneous Items*</b>			
Fence/Wall Review	actual time & materials & services	\$ 100.00	No change
Radius Map and Mailing (Noticing)		\$ 250.00	No change
Records Research Fee	actual time & materials	\$ 100.00	No change
<b>Plot Plan Review</b>			
Major Plot Plan Review **	actual time & materials & services	\$ 600.00	No change
Minor Plot Plan Review ***	actual time & materials & services	\$ 300.00	New to fee schedule
<b>Pre Application Review</b>	actual time & materials & services	\$ 300.00	No change
<b>Specific Plan and Planned Development (New)</b>	actual time & materials & services	\$ 3,200.00	Reduced by \$12 (rounded down)
Specific Plan Amendment	actual time & materials & services	\$ 1,000.00	New to fee schedule
Planned Development	actual time & materials & services	\$ 1,000.00	New to fee schedule
<b>Sign Permit</b>			
Individual Permanent Sign	actual time & materials & services	\$ 300.00	No change
Master Sign Program	actual time & materials & services	\$ 482.00	No change
Temporary Sign Permit	actual time & materials & services	\$ 100.00	No change
Penalty for No Sign Permit	actual time & materials & services	\$ 300.00	No change
<b>Sphere of Influence Amendment</b>	actual time & materials & services	\$ 3,200.00	Reduced by \$12 (rounded down)
<b>Tract Map</b>			
Vesting Tentative Tract and Parcel Maps	actual time & materials & services	\$ 1,100.00	Increased by \$300 and rounded to nearest hundredths
Plus \$30.00 per lot		\$ 30.00	No change
Non-vesting Tentative Tract and Parcel Maps	actual time & materials & services	\$ 1,100.00	Increased by \$300 and rounded to nearest hundredths
Plus \$50.00 per lot		\$ 50.00	No change
Time Extensions	actual time & materials & services	\$ 300.00	Reduced by \$12 (rounded down)
<b>Variance</b>	actual time & materials & services	\$ 500.00	Reduced by \$12 (rounded down)
<b>Zoning Change Text &amp; Map (New)</b>	actual time & materials & services	\$ 1,200.00	Reduced by \$12 (rounded down)
Pre-zoning Request	actual time & materials & services	\$ 600.00	New to fee schedule

\*Includes Radius Map and Mailing (noticing), records research, and other items not specifically listed

\*\*Fence and wall review within Specific Plan and Planned Development projects.

\*\*\*Contract Staff Hourly Rate per approved contracts and rates are subject to change

**Note:** Hourly rate for department directors and other staff increased by 10%

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Building Department**

Description	Basis	Adopted	Remarks
Directors hourly rate		\$127	Increased 10%
All other staff time hourly rate		\$110	Increased 10%
Minimum Permit Fee	Per Permit	\$ 100.00	
Certificate of Occupancy		\$ 180.00	New to Fee Schedule
Building Permit Fees		2001 Cal Buildg Code *110%	
Plan Check Fees		2002 Cal Buildg Code *110%	
Permit Issuance Fee	Per Permit	\$ 100.00	
Building Permit Training Surcharge	Per Permit	\$ 15.00	
Re-Roof Fee			
Buildup, Shingle or Wood Shake	Per Roof	\$ 165.00	
Concrete Tile, Clay Tile or Metal	Per Roof	\$ 275.00	
Fence or Wall over 6 Feet High	linear foot	\$ 5.00	
Property Inquiry Fee	Per Inquiry	\$ 65.00	
Annual Fire Inspection	Per Inspection	\$ 250.00	
Demolition Permit	actual time & materials	\$150.00	
Building Moving Fee	actual time & materials	\$350.00	
Street Address Change		\$ 50.00	

**EXHIBIT A  
King City  
DRAFT - Fees & Charges - 2014-2015**

**Parks & Recreation Department**

Description	Basis	Adopted	Remarks
<b>Racquetball</b>			
Access (up to four)	Annual	350.00	
	Quarterly	120.00	
	Daily	2.50	
	Monthly	25.00	New to fee schedule
<b>Aquatic Center</b>			
<b>Open Rec Swim/Family Swim</b>			
6 yrs & up	Daily	2.50	Increase to \$3.00
5 yrs & under	Daily	2.00	
Pass	10-Visit Pass	19.00	
<b>Lap Swim (16 yrs &amp; up)</b>			
	Daily	2.50	
Lap Swim Pass	10-Visit Pass	20.00	
<b>Summer Swim Pass</b>			
Individual	season	65.00	
Family *(immediate family only) *Up to a family of 4. Each additional member over four is \$20.	season	190.00	
<b>Swim Lessons</b>			
	session	30.00	Increase to \$40.00
Private	45 minutes	25.00	
Semi-Private	45 minutes	15.00	
Group		38.00	
<b>School Vacation Programs</b>			
6-13 yr olds - Spring			
	week	45.00	
	daily	9.00	
6-13 yr olds - Winter			
	session	63.00	
	daily	9.00	

**EXHIBIT A  
King City  
DRAFT - Fees & Charges - 2014-2015**

**Parks & Recreation Department (Continued)**

Description	Basis	Adopted	Remarks
<b>Summer Day Camp</b> 6-13 yrs	per/day	10.00	
<b>*Youth Sports</b>			
Soccer	season	35.00	Increase to \$50.00
Pony Baseball	season	10.00	
Girls Softball 4 - 6	season	60.00	New to Fee Schedule
Girls Softball 7-10	season	35.00	Increase to \$60.00
Girls Softball 11-14	season	50.00	Increase to \$80.00
Girls & Boys Basketball	season	35.00	Increase to \$50.00
CoEd Flag Football	season	25.00	Regular
<b>After School Sports Club</b>			
	year	10.00	Regular
	Drop -In	1.00	New to Fee Schedule
Late Fee - Youth Sports Registration	15 % of Registration Fees		New to Fee Schedule
<b>*Adult Sports</b>			
Mens Basketball - team fee	season	420.00	
CoEd Volleyball - team fee	season	200.00	Regular
Individual fee	season	18.00	Regular
CoEd Softball - team fee	season	295.00	Regular
Individual fee	season	18.00	Regular
Adult Recreation League	Monthly	20.00	New to Fee Schedule
	Drop In	5.00	New to Fee Schedule
<b>FACILITY/AMENITY RENTALS</b>			
<b>Recreation Center</b>			
	Hour	15.50	Non-Profit
	Hour	51.00	Private
Security Deposit	Per Event	200.00	
Set Up Fee	Per Day	100.00	New to Fee Schedule
<b>Concess Concession Stands - Centennial/Arena/SAP</b>	Day	51.00	Non-Profit
	Day	102.00	Private
<b>Equipment</b>			
Chairs	Day/per chair	0.45	Non-Profit
	Day/per chair	0.50	Private
Tables	Day/per table	3.00	Non-Profit
	Day/per table	3.50	Private

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Parks & Recreation Department (Continued)**

Description	Basis	Adopted	Remarks
<b>AV Equipment - Eliminate</b>			
Picnic Kits	Day	15.50	Non-Profit
	Day	20.50	Private
Dunk Tank	Day	61.25	Non-Profit
	Day	76.50	Private
Equipment Deposit	Day	100.00	Non-Profit
	Day	100.00	Private
<b>Aquatic Complex</b>			
Wade Pool	Hour	40.00	Non-Profit
	Hour	52.00	Private
Dive Pool	Hour	70.00	Non-Profit
	Hour	90.00	Private
Lap Pool	Hour	70.00	Non-Profit
	Hour	90.00	Private
Slide Pool	Hour	100.00	Non-Profit
	Hour	120.00	Private
Lap & Dive Pools	Hour	125.00	Non-Profit
	Hour	155.00	Private
Additional supervision	Hour	Actual Costs	
<b>FIELD RESERVATIONS</b>			
Ballfields w/o lights - Games/Tmys	Hour	20.00	Non-Profit
	Hour	25.00	Private
Ballfields w/lights - Games/Tmys	Hour	28.00	Non-Profit
	Hour	30.00	Private
Ballfields w/o lights - Practice	Hour	3.50	Non-Profit
	Hour	6.00	Private
Ballfields w/lights - Practice	Hour	12.00	Non-Profit
	Hour	20.00	Private
Soccer/Multi-sports Fields w/o lights	Hour	20.00	Non-Profit
	Hour	25.00	Private
Soccer/Multi-sports Fields w/lights	Hour	25.00	Non-Profit
	Hour	30.00	Private
<b>SHELTER/PICNIC RESERVATIONS</b>			
Picnic Shelters (include permanent BBQ pit)	Day	40.00	Non-Profit
	Day	60.00	Private
Electricity	Event	7.00	Non-Profit
	Event	12.00	Private
Park Open Spaces	Day	12.00	Non-Profit
	Day	125.00	Private
Volleyball Court	Day	6.00	Non-Profit
	Day	30.00	Private
<b>MISC. FEES</b>			
Personnel	Actual Cost		Hour

There is no rental fees for the City sponsored events.

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Airport Fees**

Description	Basis	Adopted	Remarks
T-Hangar	Monthly	\$ 121.00	
Tie Down	Monthly	\$ 39.00	
Office Space	Monthly	\$ 50.00	
Commercial Operators	Monthly	\$ 50.00	
Each Additional Aircraft	Monthly	\$ 39.00	
Crop Dusting	Monthly	\$ 61.00	
Crop Dusting	Daily	\$ 11.00	
Crop Dusting Storage Area	Monthly	\$ 50.00	
Airplane/Helicopter Transit Fee	Daily	\$ 7.00	
Vehicle Transit Fee	Monthly	\$ 20.00	
Commercial/ Industrial Land Rental	Monthly	\$0.40 /sq ft.	
Agricultural Land rental	Monthly	\$0.10 /sq ft.	

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Impact Fees for Project Vested as of  
August 21, 2010**

all increased by ENR construction price index of 3.4%

	Adopted	Remarks
<b>Law Enforcement Facilities</b>		
Single Family Dwelling	881.22	
Multiple Family Dwelling	249.16	
Mobile Home Dwelling	251.45	
Commercial Lodging Unit	2,130.47	
Commercial Sq. Foot	0.40	
Industrial Sq. Foot	0.01	
<b>Fire Protection Facilities</b>		
Single Family Dwelling	865.22	
Multiple Family Dwelling	692.64	
Mobile Home Dwelling	692.64	
Commercial Lodging Unit	376.03	
Commercial Sq. Foot	0.57	
Industrial Sq. Foot	0.16	
<b>Bridges Signals &amp; Thoroughfares</b>		
Single Family Dwelling	2,181.91	
Multiple Family Dwelling	1,385.26	
Mobile Home Dwelling	1,098.38	
Commercial Lodging Unit	1,160.10	
Commercial Sq. Foot	5.30	
Industrial Sq. Foot	0.87	
<b>Storm Drainage Facilities</b>		
Single Family Dwelling	521.29	
Multiple Family Dwelling	246.92	
Mobile Home Dwelling	269.22	
Commercial Lodging Unit	181.77	
Commercial Sq. Foot	0.30	
Industrial Sq. Foot	0.25	
<b>General Governmental Facilities</b>		
Single Family Dwelling	757.79	
Multiple Family Dwelling	757.79	
Mobile Home Dwelling	757.79	
Commercial Lodging Unit	757.79	
Commercial Sq. Foot	0.32	
Industrial Sq. Foot	0.32	
<b>Library Expansion Facilities</b>		
Single Family Dwelling	500.61	
Multiple Family Dwelling	533.76	
Multiple Family Dwelling	484.90	
Mobile Home Dwelling	-	
Commercial Lodging Unit	-	
Commercial Sq. Foot	-	
Industrial Sq. Foot	-	
<b>Public Meeting Facilities</b>		
Single Family Dwelling	705.21	
Multiple Family Dwelling	754.35	
Mobile Home Dwelling	697.21	
Commercial Lodging Unit	-	
Commercial Lodging Sq. Foot	-	
Industrial Sq. Foot	-	
<b>Aquatic Center facilities</b>		
Single Family Dwelling	697.21	
Multiple Family Dwelling	746.35	
Mobile Home Dwelling	690.35	
Commercial Lodging Unit	-	
Commercial Lodging Sq. Foot	-	
Industrial Sq. Foot	-	
<b>Park and Open Space Acquisition</b>		
Single Family Dwelling	3,675.75	
Multiple Family Dwelling	3,932.91	
Mobile Home Dwelling	3,639.17	
Commercial Lodging Unit	-	
Commercial Lodging Sq. Foot	-	
Industrial Sq. Foot	-	

**EXHIBIT A**  
**King City**  
**DRAFT - Fees & Charges - 2014-2015**

**Impact Fees for Project Vested as of August 21, 2010 (continued)**

	<u>Adopted</u>	<u>Remarks</u>
<b>Total Impact Fees</b>		
Single Family Dwelling	11,152.92	
Multiple Family Dwelling	9,615.32	
Mobile Home Dwelling	8,903.88	
Commercial Lodging Unit	4,762.77	
Commercial Lodging Sq. Foot	7.13	
Industrial Sq. Foot	1.66	

**Impact Fees for Project Vested after August 21, 2010**

	<u>Adopted</u>
<b>Law Enforcement Facilities</b>	
Detached Dwellings	\$1,634
Attached Dwellings	\$260
Mobile Homes (inParks)	\$164
Commercial Lodging	\$373
Commercial/Office Uses (per sq.ft.)	\$0.718
Industrial Uses (per sq.ft.)	\$0.005
Storage Units (per sq.ft.)	\$0.396
<b>Fire Protection Facilities</b>	
Detached Dwellings	\$1,337
Attached Dwellings	\$1,029
Mobile Homes (inParks)	\$678
Commercial Lodging	\$416
Commercial/Office Uses (per sq.ft.)	\$0.308
Industrial Uses (per sq.ft.)	\$0.018
Storage Units (per sq.ft.)	\$0.019
<b>Bridges Signals &amp; Thoroughfares</b>	
Detached Dwellings	\$7,382
Attached Dwellings	\$4,928
Mobile Homes (inParks)	\$3,862
Commercial Lodging	\$3,883
Commercial/Office Uses (per sq.ft.)	\$6.934
Industrial Uses (per sq.ft.)	\$4.822
Storage Units (per sq.ft.)	\$2.112
<b>Storm Drainage Facilities</b>	
Detached Dwellings	\$2,643
Attached Dwellings	\$950
Mobile Homes (inParks)	\$1,052
Commercial Lodging	\$481
Commercial/Office Uses (per sq.ft.)	\$0.904
Industrial Uses (per sq.ft.)	\$0.730
Storage Units (per sq.ft.)	\$0.491
<b>General Governmental Facilities</b>	
Detached Dwellings	\$1,165
Attached Dwellings	\$1,165
Mobile Homes (inParks)	\$1,165
Commercial Lodging	\$323
Commercial/Office Uses (per sq.ft.)	\$0.407
Industrial Uses (per sq.ft.)	\$0.407
Storage Units (per sq.ft.)	\$0.407
<b>Wastewater Collection System</b>	
Detached Dwellings	\$2,374
Attached Dwellings	\$1,406
Mobile Homes (inParks)	\$1,406
Commercial Lodging	\$533
Commercial/Office Uses (per sq.ft.)	\$0.644
Industrial Uses (per sq.ft.)	\$0.966
Storage Units (per sq.ft.)	\$0.349
<b>Wastewater Treatment Plant</b>	
Detached Dwellings	\$4,360
Attached Dwellings	\$2,583
Mobile Homes (inParks)	\$2,583
Commercial Lodging	\$978
Commercial/Office Uses (per sq.ft.)	\$1.183
Industrial Uses (per sq.ft.)	\$1.774
Storage Units (per sq.ft.)	\$0.642

**EXHIBIT A  
King City  
DRAFT - Fees & Charges - 2014-2015**

**Impact Fees for Project Vested after August 21, 2010 (continued)**

<b>Public Meeting Facilities</b>	
Detached Dwellings	\$1,893
Attached Dwellings	\$2,054
Mobile Homes (inParks)	\$1,961
Commercial Lodging	\$0.000
Commercial/Office Uses (per sq.ft.)	\$0.000
Industrial Uses (per sq.ft.)	\$0.000
Storage Units (per sq.ft.)	\$0.000
<b>Aquatic Center facilities</b>	
Detached Dwellings	\$686
Attached Dwellings	\$742
Mobile Homes (inParks)	\$710
Commercial Lodging	\$0.000
Commercial/Office Uses (per sq.ft.)	\$0.000
Industrial Uses (per sq.ft.)	\$0.000
Storage Units (per sq.ft.)	\$0.000
<b>Park and Open Space Acquisition</b>	
Detached Dwellings	\$6,647
Attached Dwellings	\$7,205
Mobile Homes (inParks)	\$6,884
Commercial Lodging	\$0.000
Commercial/Office Uses (per sq.ft.)	\$0.000
Industrial Uses (per sq.ft.)	\$0.000
Storage Units (per sq.ft.)	\$0.000

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**Adopted**

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<b>Total Impact Fees</b>	
Detached Dwellings	\$30,120
Attached Dwellings	\$22,322
Mobile Homes (inParks)	\$20,467
Commercial Lodging	\$6,986
Commercial/Office Uses (per sq.ft.)	\$11.10
Industrial Uses (per sq.ft.)	\$8.72
Storage Units (per sq.ft.)	\$4.42



## Item 4(C)

### REPORT TO THE CITY COUNCIL

**DATE:** SEPTEMBER 9, 2015  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** MICHAEL POWERS, CITY MANAGER  
**RE:** CITY HOLIDAY CALENDAR AMENDMENTS FOR 2015

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#### RECOMMENDATION

Approve proposed City Holiday Amendments for calendar year 2015.

#### EXECUTIVE SUMMARY

Staff is requesting the following adjustments to the holiday schedule, in order to maximize productivity and reduction in leave and operating costs. It is recommended that the day after Thanksgiving and Christmas Day be celebrated on December 28<sup>th</sup> and 29<sup>th</sup> since both holidays falls on a Friday (City Hall Closed). These adjustments will be used in conjunction with the Christmas Holiday break. City Hall will be closed for the Christmas holiday from 5:00 pm on Wednesday, December 23, 2015 through Sunday, January 3, 2016 and will reopen on Monday, January 4, 2016.

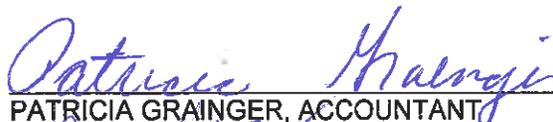
It is understood that employees working four (10) hour days will need to use one personal days during this holiday break (i.e. Vacation, Comp, Admin, or SEIUL). Employees working five (8) hour days will need to use three personal days during this holiday break (vacation, Comp, Admin, or SEIUL).

#### FISCAL IMPACT

There is no negative impact (net increase) to the General Fund as a result of this action. Approval of this item by the City council would reduce heating, computer operations, leave hours and other electrical costs. It would also serve as an employee benefit, allowing City Hall staff an extended holiday season with family.

#### EXHIBIT (1) Holiday Calendars

Prepared by:

  
PATRICIA GRAINGER, ACCOUNTANT

Approved by:

  
MICHAEL POWERS, CITY MANAGER

# November 2015

November 2015							December 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	6	7	8	9	10	11	12
8	9	10	11	12	13	14	13	14	15	16	17	18	19
15	16	17	18	19	20	21	20	21	22	23	24	25	26
22	23	24	25	26	27	28	27	28	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 1	2	3 Election Day (United States)	4	5 PAYROLL	6	7
			11 Veteran's Day (United States) 8:00am City Holiday	12	13	14
				19 PAYROLL	20	21
				26 Thanksgiving Day/City Holiday (United States)	27 City Holiday/Celebrated on 12/28/15 Day After Thanksgiving Day (United States)	28
22	23	24	25			28
29	30	Dec 1	2	3	4	5

# December 2015

December 2015							January 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 29	30	Dec 1	2	3 PAYROLL	4	5
6	7	8	9	10	11	12 Last P/R week to use Floating Holiday Hours or Lose it
13	14	15	16	17 PAYROLL	18	19
20	21	22	23 City Hall/Last Day Open /P/R 12/31,15 Time Sheets Due	24 City Holiday/Christmas Eve (United States)	25 City Holiday/Christmas Day Celebrated on 12/29/15 (United States)	26
27	28 City Holiday/Day After Thanksgiving	29 City Holiday/Christmas Day	30 City Holiday/Personal Leave/Admin Leave/Vac/Comp Leave/SEUL	31 City Holiday/New Year's Day (United States)	Jan 1, 16	2

# January 2016

January 2016							February 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30	29	29					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 27	28	29	30	31	Jan 1, 16 City Holiday/ New Year Day Celebrated on 12/31/15 due to City Hall Closed (United	2
	4 City Hall Reopen	5	6	7	8	9
				14 PAYROLL	15	16
10	11	12	13	14	15	16
17	18 Martin Luther King Day (United States)	19	20	21	22	23
24	25	26	27	28	29	30
31	Feb 1	2	3	4	5	6



## Item 4(D)

### REPORT TO THE CITY COUNCIL

**DATE:** SEPTEMBER 8, 2015  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** ANDREA WASSON, RECREATION COORDINATOR  
**RE:** CREDIT CARD ACCEPTANCE FOR CITY SERVICES AND PROGRAMS

---

#### **RECOMMENDATION**

Approve and file.

#### **EXECUTIVE SUMMARY**

The City of King requested a proposal from Wells Fargo Bank to begin accepting credit cards as forms of payment for various city services, including youth sports registration, rental fees, building permits, etc.

#### **BACKGROUND**

The City of King currently accepts only checks and cash from residents and businesses for payment of fees. As our society becomes more and more dependent on credit and debit cards only, it is a convenience for residents to be able to use a card to pay for services when needed.

#### **DISCUSSION**

The City of King receives numerous requests from residents and businesses requesting the City accept credit cards as form of payment for many city transactions, including but not limited to, business licenses, permits, airport fees, youth and adult sports programs, and city facility rental fees.

It's more convenient for businesses and residents to utilize services and allow for online payment of fees. Businesses and residents would be able to make payments during off-hours. It will cut back on paperwork and employees' time to manually process payments. It will streamline the registration process for programs and allow busy residents the opportunity to register for programs and pay fees without having to take time from work or to get to City Hall during business hours.

Accepting credit cards also eliminates the risk of bad checks and staff time devoted to track down the check writer, as the city incurs at least 20 bad checks per year, ranging from just a few dollars to over \$1000.00. Accepting credit cards has also shown to boost enrollment and payments, providing more revenue to the City.

Wells Fargo Merchant Services will provide set up and training for all employees. Terminals would be installed at City Hall, the Recreation Office and Police Department. The gateway link for online payment would also be added on the city's website.

**FISCAL IMPACT**

Setup fee	\$99.00 per location x 3 locations =	\$297.00
Monthly fee	\$31.00 per location x 3 locations x 12 months =	\$1,116.00
Annual fee	\$95.00 per location x 3 locations =	\$285.00
<b>Cost per Year</b>		<b>\$1,401.00</b>

Transaction fee 1.56% +.20 cents per transaction.  
For example, a \$100 item =\$1.76 cost to process

**EXHIBIT(S)**

1. Processing proposal from Wells Fargo Bank

Prepared by: Andrea Wasson  
ANDREA WASSON, RECREATION COORDINATOR

Approved by: Michael Powers  
MICHAEL POWERS, CITY MANAGER

*Wells Fargo Merchant Services*

# Processing Proposal For: CITY OF KING

August 20, 2015

Presented by JUAN ALCARAZ

WFMS Business Sales Consultant

Phone: (831)455-5656

Email: [juan.c.alcaraz@wellsfargo.com](mailto:juan.c.alcaraz@wellsfargo.com)

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**Wells Fargo Merchant Services, L.L.C. ( " WFMS " ) - Pricing Terms for CITY OF KING**

Proposal Date : 08/19/2015  
Sales Consultant: JUAN ALCARAZ

Credit Card Volume	\$150,000	Communications Method	FRAME/INTERNET
Average Transaction Size	\$65	Internet Gateway	Authorizenet
Number of Locations	1	Pricing Option	Interchange + Fees
Anticipated Interchange (11) Levels	Public Sector	032 020/038/307/937	
MCC Code	9399	MCC Code Description	GOVERNMENT SERVICES, NOT ELSEWHERE
American Express Industry Type	Other		

**Credit Card Processing Fees (1)**

Interchange Plus the following fees :

\$0.2070 On Each Authorization/EDC attempt (as defined below) (3)

**PIN Debit Processing Fees**

NOT APPLICABLE

**Applicable Fee Schedules(10):**

Payment Networks Qualification Matrix <https://www.wellsfargo.com/biz/interchangeplus>

Payment Networks Pass-Through Fees <https://wellsfargo.com/biz/merchantpassthroughfees>

Wells Fargo Fixed Acquirer Network Fee for Visa® Accepting Merchants <https://wellsfargo.com/visanetworkfee>

Fee schedules are updated periodically. To obtain the current applicable fee schedules, please refer to the URLs above for more information. Additional schedules apply if your Pricing Option is Fixed (Non-Qual Fees). If you do not have internet access, please contact your Merchant Card Representative and request that a copy of the applicable fee schedules be mailed or faxed to you.

As noted in your Merchant Agreement, Payment Networks change their rates/fees from time to time. They are likely to revise rates/fees on 10/17/2015. To learn more about impacts to fee schedules resulting from Payment Network changes, please visit the URLs above or request an updated schedule.

**Other Processing Fees**

Set-Up Fee	\$99.00 one time fee per location
Monthly Minimum Processing Fee(9)	\$0.00 per month
Chargeback Fee (2)	\$25.00 per chargeback
Monthly Service Fee (per location)	\$31.00 per month
Clover™ Services Fee (per Device ID) (14)	N/A
Voice Authorization Fee	\$0.75 per attempt
Annual Fee	\$95.00 per location
Authorization/EDC Fee - Visa (Credit and Non-PIN Debit) (3)	\$0.2070 per attempt
Authorization/EDC Fee - MasterCard® (Credit and Non-PIN Debit)(3)	\$0.2070 per attempt
Authorization/EDC Fee - Discover® (Credit and Non-PIN Debit)(3)	\$0.2070 per attempt
Authorization/EDC Fee – American Express (Credit and Prepaid) (3)	\$0.2070 per attempt
Interchange Clearing Fee (12) Applies to Visa, MasterCard, Discover Network Card (Credit and Non-PIN Debit) and American Express (Credit and Prepaid)	0.99% on gross sales volume

Annual Compliance Support Fee (5)		\$0.00 per location
PCI Compliance Service Program Fee (8)		\$0.00 per month, per location
Non-validation PCI Compliance Fee (8)		\$25.00 per month, per location
Equipment Installation Fee		\$45.00 One time fee
Electronic Address Verification Service Fee		\$0.050 per attempt
Voice (Manual) Address Verification Fee		\$2.000 per attempt
Card Imprinter Option	# of imprinters	N/A
Rush Shipping		\$ 0.00
Foreign Handling Fee (on Visa/MasterCard foreign card transactions)		0.20% on foreign card sales
Non Bank Card Authorization (6)		\$0.220 per attempt
Applies only to American Express EDC and Discover EDC		
Non Bank Card Capture Fee		\$0.030 per attempt
Applies only to American Express EDC and Discover EDC		
Statement Billing Fee (Paper Statement) (7)		\$10.00 per month
Terminal Reprogramming Fee (Terminal)	# of Terminals: 0	\$0.00 One time fee
Terminal Reprogramming Fee (Integrated Terminal)	# of Terminals: 0	\$0.00 One time fee
Security Swap Fee for PIN Debit	# of PIN Pads: 0	\$0.00 One time fee

### Processing Solutions

Type	Quantity	Financing Method	Total w/o TAX
Authorizenet	1	PURCHASE	\$0.00

(1) Clients may elect to participate in the Discover Network Card program or the Discover EDC program, but not both. Under the "Discover Network Card program," Clients receive all Discover-related authorization, processing and settlement services from WFMS. Under the "Discover EDC program," Clients enter into a direct agreement with Discover, and WFMS provides only authorization and capture services related to Discover Network Cards. Clients may also elect to participate in the American Express program or the American Express EDC program, but not both. Under the "American Express program," Clients receive all American Express-related authorization, processing and settlement services from WFMS. Under the "American Express EDC program," Clients enter into a direct agreement with American Express, and WFMS provides only authorization and capture services related to American Express Cards. In all cases, any services provided by WFMS for Discover and American Express transactions are subject to the terms of Client's Agreement with WFMS.

(2) Client acknowledges and understands that an authorization only indicates the availability of the Cardholder's credit at the time the authorization is requested. It does not warrant that the person presenting the card is the rightful Cardholder, nor is it an unconditional promise or guarantee that you will not be subject to a chargeback or debit.

(3) Authorization/EDC Fee applies to all Visa, MasterCard, Discover Network Card and American Express approvals (pre-authorizations, authorizations and authorization reversals), denials, batch inquiries, batch entry transactions and includes any transaction fees and capture fees. This fee does not apply to Discover EDC and American Express EDC.

(5) The Annual Compliance Fee will be assessed and deducted from Client's Settlement Account at each anniversary date after the effective date.

(6) Non Bank Card Authorization Fee applies to all approvals (pre-authorizations, authorizations and authorization reversals), denials, batch inquiries and batch entry transactions.

(7) The monthly Statement Billing Fee can be waived if Client elects to access the monthly statement online instead of receiving a paper copy by mail. After Business Track access has been activated, please contact Customer Service at 1-800-451-5817 to request that paper statements no longer be mailed. If Business Track access is terminated by Client or as a result of inactivity, paper statements will be reinstated with the applicable monthly Statement Billing Fee. Enroll anytime at [businesstrack.com](http://businesstrack.com).

(8) The monthly PCI Compliance Service Program Fee and Non-validation PCI Compliance Fee are part of the mandatory PCI Compliance Service Program. These fees apply to Level 4 Clients who utilize a gateway or value added reseller (VAR). The program includes access to TrustKeeper, a Trustwave PCI Compliance solution to help Client comply with the Payment Card Industry Data Security Standards (PCI DSS) requirements. Clients are required to register and complete a PCI DSS certification process by visiting <https://pci.trustwave.com/wellsfargo>. If Client does not comply or fails the PCI DSS certification process, Client will be charged a monthly Non-validation PCI Compliance Fee until the account becomes compliant.

(9) If the total discount fee for Visa, MasterCard, Discover Network Card and American Express transactions in a given month is less than the Monthly Minimum Processing Fee, then in addition to the total discount fee Client will be charged an amount equal to the Monthly Minimum Processing Fee minus the total discount fee.

(10) Dues, assessments and any applicable pass-through fees are disclosed in the schedules referenced under the "Applicable Fee Schedules" section and the related footnote.

(11) American Express charges Program Pricing fees and not Interchange, and these fees are subject to change.

(12) The Interchange Clearing Fee (ICF) will be charged on transactions that may be considered higher risk and/or are processed at a higher expense level. These types of transactions can be identified on Client's Payment Networks Qualification Matrix by looking at the "ICF applies" column. If the interchange program level has been identified by a "YES" in this column, then the ICF will apply to that type of transaction.

(14) If Client purchases or leases the Clover Mobile and/or the Clover Mini device(s) and does not have a Clover Station on the same merchant account number, then the Clover Services Fee does not apply and will not be charged. If Client purchases or leases the Clover Mobile and/or the Clover Mini device(s) with the Clover Station(s) or already has the Clover Station(s) on the same merchant account number, then the Clover Services Fee will apply only to the Clover Station(s).

If Client does not follow proper authorization procedures, a \$50 chargeback handling fee will be assessed on MasterCard transactions.

American Express may charge Client an excessive disputes fee in the amount of \$5 for each Disputed Charge if Client is in American Express' Immediate Chargeback Program or \$15 for each Disputed Charge if Client is not in the Immediate Chargeback Program.

Client is responsible for any charges assessed by outside third parties that are not disclosed on the proposal. To the extent that this pricing proposal includes pricing for third party products and services, WFMS disclaims legal liability and responsibility for said products and services. Client's agreement with the third party provider shall govern Client's relationship with the third party provider. In the event that WFMS is billed for the third party's services, Client will reimburse WFMS for such services.

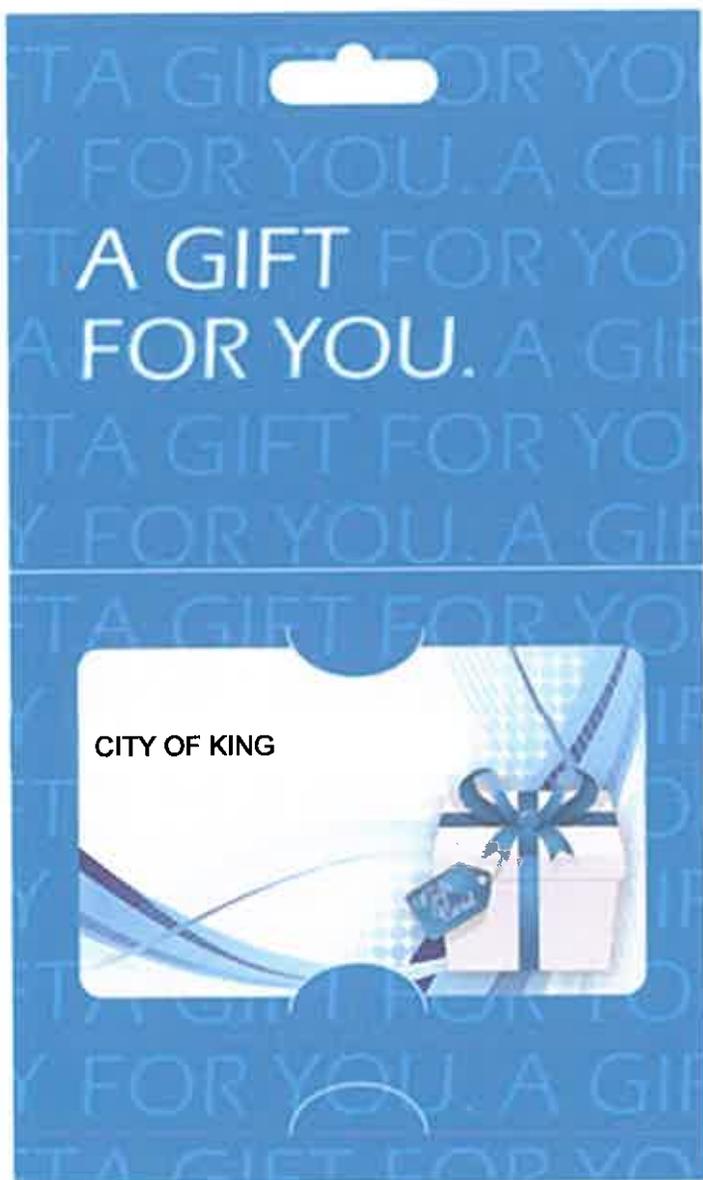
Client acknowledges and understands that WFMS shall have no responsibility or liability for any third party hardware or software procured and used by Client. To the extent Client has any issues, concerns or liability related to such hardware or software, Client must deal directly with the third party provider from whom Client procured the hardware or software. In no event will WFMS be responsible for any indirect, incidental or consequential damages that Client may incur as a result of using any third party hardware or software.

WFMS proposal and associated pricing is based on the information provided. Any difference to our stated understanding may affect the proposed pricing. Without a signed agreement, this proposal expires 60 days from the proposal date stated above.

See Section 41.3 of the Program Guide for early termination fees.

**Rounding.** In the event the amount being billed to Client for any line item on this pricing proposal includes a total ending in less than a full cent, WFMS will either round such amount up or down to the nearest cent.

Gift Cards can help your business grow.  
Ask me how!



Together we'll go far





King City Recreation Department  
Presents

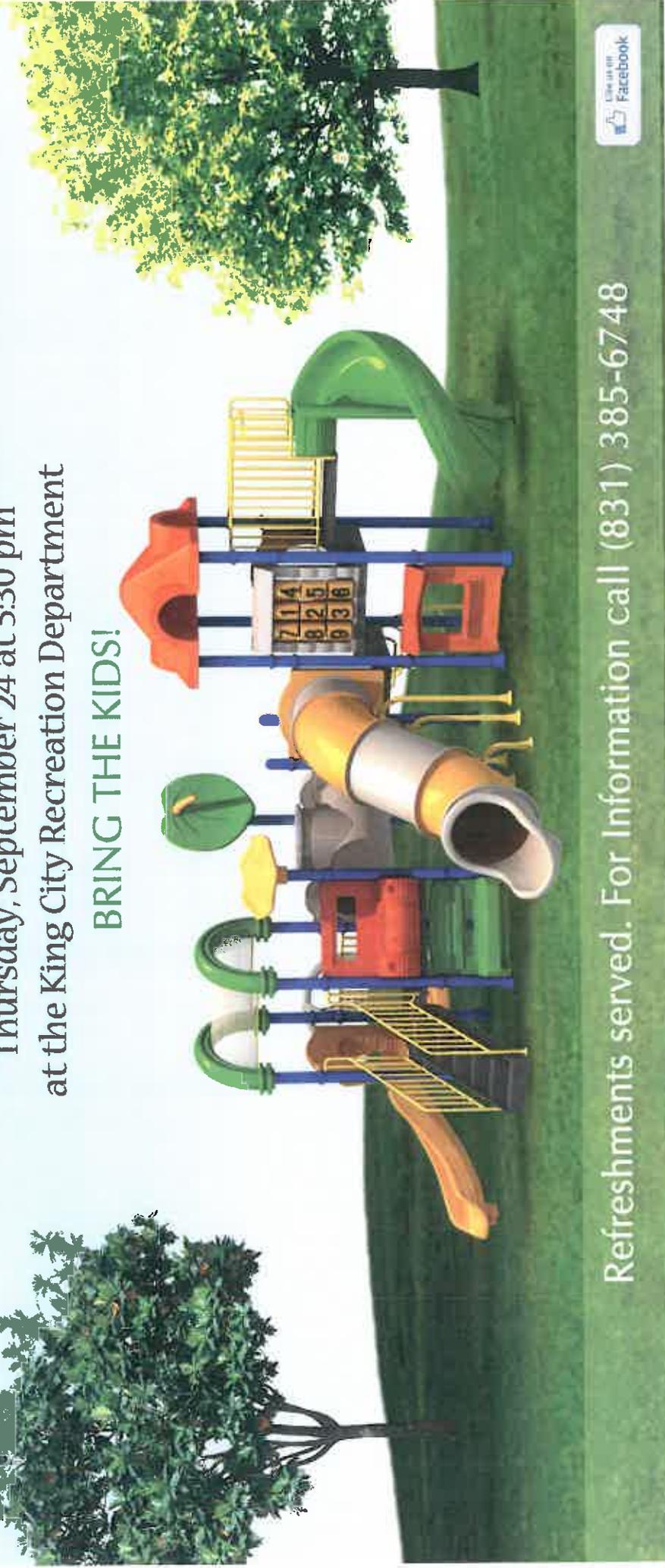
# “FUN”ds for FORDEN

Please Join us for A Community Input Meeting to “Brainstorm”  
how to equip the “New Playground” in Forden Park.

We’ll have Catalogs and Flyers with Playground Sets, Swings,  
Picnic Tables, Fitness Equipment, etc on display.

Thursday, September 24 at 5:30 pm  
at the King City Recreation Department

BRING THE KIDS!



Refreshments served. For Information call (831) 385-6748

