

OPTION 2 – Two annual compliance visits plus one compliance visit during the initial 6 months.

EXHIBIT A

City of Santa Rosa Tobacco Retail License Fee Calculation

City of Santa Rosa: Tobacco Retail License Fee, 6 months Jan-June 2025 1 visit		
Budget		
DHS Personnel (S&B)	FTE/description	Amount (\$)
Community Health Worker	0.1	\$ 11,378.55
Sr. Health Information Specialist	0.12	\$ 22,582.44
Sr. Office Asst.	0.01	\$ 1,269.93
Operations	(mileage/fleet rental, office supplies, postage, software, field equipment, rent, computer ISD)	\$ 2,378.21
Indirect	20% of budget	\$ 7,521.83
	Total Budget	\$ 45,130.96
<i>Based on 118 retailers</i>	<i>Per Retailer License Cost</i>	<i>\$ 382</i>

City of Santa Rosa: Tobacco Retail License Fee, 1 year July-June 2025/26, 2 visits		
Budget		
DHS Personnel (S&B)	FTE/description	Amount (\$)
Community Health Worker	0.22	\$ 25,032.81
Sr. Health Information Specialist	0.25	\$ 47,046.75
Sr. Office Asst.	0.03	\$ 3,809.79
Operations		\$ 5,563.50
Indirect		\$ 16,290.57
	Total Budget	\$ 97,743.42
<i>Based on 118 retailers</i>	<i>Per Retailer License Cost</i>	<i>\$ 828</i>