Attachment 2

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**
Based on 118 retailers	*Per Retailer License Cost*	*$ 382*

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
Based on 118 retailers	*Per Retailer License Cost*	*$ 828*