



Visalia City Council

Visalia City Council
707 W. Acequia
Visalia, CA 93291

Staff Report

File #: 22-0074

Agenda Date: 6/6/2022

Agenda #: 2.

Agenda Item Wording:

Receive, review, and discuss proposed new fees, increases and adjustment to the City's Rates and Fees Schedule for Fiscal Year 2022-23.

Deadline for Action: 6/6/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Kari Williams 559-713-4298

Department Recommendation:

That the City Council receive, review, and discuss the proposed new fees, increases, and adjustments to the City's Rates and Fees Schedule for Fiscal Year 2022-23.

Background Discussion:

Annually all Fees, except Impact Fees and Business Tax, are recommended for annual cost of living adjustments for the next fiscal year. City ordinances limit annual Impact Fee and Business Tax adjustments to specific CPI indices and are adjusted accordingly. Annual inflationary adjustments help Departments cover costs and lessen the burden on the General Fund so that the fund will be available to cover critical operations including public safety.

There will be two meetings to review the Rates and Fees for Fiscal Year 2022-23. The first meeting, on June 6, is for presentation and discussion only - to receive, review, and discuss the proposed changes to the City's Rates and Fees Schedule. The second meeting, on June 20, is to conduct a public hearing and take action to adopt the City's Rates and Fees Schedule for Fiscal Year 2022-23. If approved, the effective date is July 1 for all rates and fees, except for Impact Fees which require a 60-day notice, thus making the effective date for these fees August 20, 2022.

Fee increases are mainly based on established indexes, such as the Consumer Price Index (CPI). The City uses the California Consumer Price Index for All Urban Consumers (CCPI-U) as the basis for most fee adjustments. Impact Fees are required by City ordinance to use a building industry CPI index known as the Engineering News Record Construction Cost Index (ENRCCI). In a like manner, City ordinance dictates that the Business Tax will be adjusted by the CPI using the US City Average for all items (USCPI-U) using the average for the last 3 years. Both Impact Fees and Business Taxes are adjusted annually as directed by ordinance. Each Index and the fee effective date are listed in Table 1: Proposed Index Period Changes.

<i>Table I</i>				
Proposed Index Period Changes				
	<u>CPI</u> <u>Time</u> <u>Period</u>	<u>Rate</u> <u>Effective</u> <u>Date</u>	<u>FY</u> <u>22-23</u> <u>Rate</u>	<u>Fee</u>
C.C.P.I. - U.				
	Jan. - Dec. 2021	Jul 1, 2022	4.23%	All Other Fees
E.N.R.C.C.I.				
	May 2021 - Apr. 2022	Aug 20, 2022	13.82%	Impact Fees
U.S.C.P.I. - U.				
	Jan. - Dec. 2021		4.70%	
	Jan. - Dec. 2020		1.23%	
	Jan. - Dec. 2019		1.81%	
	Three Year Average	Jul 1, 2022	2.58%	Business Tax Fees

This report explains in detail the following fee changes:

- New Fees
- Fee Increases Exceeding CPI
- Adjusted Fees
- Existing Fees - Previously Not Listed in the Document
- Deleted Fees

All existing rates and fees that are only increasing by CPI, ENRCCI (Impact Fees), and USCPI-U (Business Taxes) are not listed in the staff report. These rates and fees are listed in the Proposed Rates and Fees Document FY 22-23 which is attached. For comparison purposes, the document includes the current year's rates and fees.

Throughout the Rates and Fees Document there are times where some or all of the departments' Rates and Fees are not increased for specific circumstances and reasons. The following are instances of when rates and fees might not be increased.

- Ordinance and Fees set by other Governmental Agencies - Some fees may require an ordinance change in order to change them as in the case of Code Enforcement Fees. Some fees may be set by other governmental agencies and therefore may not be changed as in the case of some Police Fees and the Passport Application Fee (located in General Government and Finance Fees).
- Legal Requirements (Prop. 218 Fees) - Some fees may require the Department to go through a Prop. 218 notification process before they can be increased as in the case of Solid Waste and Sewer Fees.
- Contracted - Some fees are based on contracted services charged at contracted prices and therefore, are not being increased as in the case of Street Improvement Fees, Banking Fees (return check charge, stop payments), Convention Center Fees (contracted services, catering), and Transit Advertising Fees.
- Minor Administrative Fees - Some fees are for minor administrative tasks that are minimal and/or rarely occur and are therefore not being increased as in the case of copy fees, payroll fees, and report fees.
- Department - Some fees are not being increased due the department s choice. For instance, a department may want to remain competitive within their industry so an increase in fees may be detrimental to their business as in the case of Animal Control Service Fees (licensing, trap rental, impound fees, etc.), Convention Center Fees (equipment rental, parking lot rental, wifi services, etc.), and Airport Fees

(overnight parking, landing fees, gate card replacement, hangar waiting list deposit, and fuel flowage fees).

In addition, a department may be holding off on increasing or changing fees and the basis on which their fees are determined. The Parks and Recreation Department and the Building Safety Division were two such departments that felt they needed such review and therefore have no changes in fees this year.

For Parks and Recreation, staff is currently taking a closer look at the fee structure, analyzing the current fees, and reworking the detail and justification. Staff will bring back to Council the updated fees and Policy and Procedures within the next two months.

For a sixth consecutive year, the Building Safety division has reviewed and completed an analysis of its fees and is not recommending a fee increase for permit fees for FY 22-23 as the Building Safety Division continues to maintain a positive fund balance. The Building Safety division has recently hired a Building Official that will oversee the division. With the hire of a new Building Official, the division will now look to issue an RFP/RFQ for a consultant to conduct a comprehensive fee study. The comprehensive fee study will evaluate the current fee structure and determine if adjustments to the rates and fees are necessary. Any study will be done in coordination with the development community to determine which permit fees can be consolidated, removed, edited, etc..

NEW FEES

The following is a listing of proposed new fees beginning in the upcoming fiscal year, effective July 1, 2022. *Note: The page numbers referenced for each fee refer to the page number in the Proposed Rates & Fees Document, which is attached.*

Fire - (General Fund)

A new fee for **Fire Truck/100 Foot Aerial Ladder** (page 28) has been added. This fee is in addition to the Fire Truck/75 Foot Aerial Ladder already listed in the document and taken directly from the FEMA schedule.

		FY 21-22	FY 22-23
Fire Truck/100 Foot Aerial Ladder (FEMA Schedule)	Per Hour	N/A	\$180.49

Police - (General Fund)

New fees for **Retail Firearms Dealer's License Application** and **Application Renewal** (page 31) have been added. These two new fees essentially replace the gun dealer permit fee. The application is mandatory for anyone that chooses to operate a retail firearms business in the City of Visalia. The purpose of the Retail Firearms Dealers License Application is to facilitate the Police Department's review to ensure all applicants satisfy the requirements of the City's Zoning Code and provides the Visalia Police Department with the necessary information to identify and address any concerns with the proposed business. The application gathers necessary information from the applicant and their employees and also outlines the forms required from state and federal agencies to ensure that all regulatory entities are involved in the process. Once approved, the permit is valid one year from the date of issuance. A business then must renew annually in order to continue to conduct business. Both fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 20%.

<u>Retail Firearms Dealer's</u>		FY 21-22	FY 22-23
Licence Application	Per Permit	N/A	\$281.00
Renewal Application	Per Permit	N/A	\$152.00

FEE INCREASES EXCEEDING CPI**Business Tax - (General Fund)**

The annual increases, authorized by City ordinances, are based on the three-year average of the Consumer Price Index for *All Urban Consumers (CPI-U)* - U.S. City Average which is 2.58%. The following **Business Tax Fees** (pages 14-16) have been increased above the CPI due to rounding to the nearest dollar for cash handling purposes. The rate increases range from 2.61% to 2.82% and actual dollar increases range from \$2.00 to \$16.00.

		FY 21-22	FY 22-23
Fixed Businesses/Services	Per entity, max annual business tax	\$422.00	\$433.00
Public Dance	Per Day	\$71.00	\$73.00
Cultural Performance	Per Day	\$71.00	\$73.00
Cultural Performance	Per Month	\$606.00	\$622.00
Special Event - Including Carnivals and Circuses	Per Day	\$297.00	\$305.00
Temporary or Itinerant Businesses	Per Month	\$297.00	\$305.00
Distribution of printed matter	Per Month	\$297.00	\$305.00

Enterprise Fees - Convention Center

The following **Convention Center** fees (pages 56-60) have been increased above the CPI due to rounding to the nearest dollar for cash handling purposes. The rate increases range from 4.35% to 6.25% and actual dollar increases range from \$0.25 to \$5.00.

FACILITY RENTAL:		FY 21-22	FY 22-23
San Joaquin Ballroom A, B, C or D move in/out & turnaround reset	Per Day	\$115.00	\$120.00
Sequoia A or B or Sierra B move in/out & turnaround reset	Per Day	\$115.00	\$120.00
Mineral King / Kaweah A or B or Sierra A move in/out & turnaround	Per Day	\$85.00	\$90.00
EQUIPMENT RENTAL:			
Linen - Tablecloth	Each/Use	\$4.00	\$4.25
Stage Barricades	Each (4 ft)	\$23.00	\$24.00

Enterprise Fees - Airport

The **Heavy Appliance Electricity Surcharge** (page 47) has been increased above the CPI due to the fee not being increased the last five years. In order to bring the fee current Staff is proposing to increase the fee by \$7.00. This increase includes not only this year's CPI increase but also the missed prior five years of CPI's increases, which is a combined total of 17.77%. This fee is rounded to the nearest dollar for cash handling purposes.

		FY 21-22	FY 22-23
Heavy Appliance Electricity Surcharge	Per Month	\$35.00	\$42.00

ADJUSTED FEES

The following is a listing of proposed fees where fees have been adjusted by less than the annual CPI, have been reduced or increased to better reflect service and cost, or have increased or decreased based on the City's historical MOU changes.

Administration - General Government and Finance (General Fund)

The fee for **Passport Application - Overnight Postage Fee** (page 11) is a fee that is set by the U.S. Department of State and was increased January 10, 2022. Customers who wish to rush delivery for their passport application may select the overnight postage. This fee is set by the U.S. Department of State to

cover costs only and is based on the customer choice. This fee is not retained by the City but is a pass-through fee. Currently the City has this service suspended.

		<u>FY 21-22</u>	<u>FY 22-23</u>
Passport Application - Overnight Postage Fee	Per Request	\$17.56	\$18.32

Community Development - Planning (General Fund)

The following **Home Occupation Permit Fees** (page 19) have been decreased from \$34.00 to \$33.00 and from \$17.00 to \$16.00 due to a reduction in the indirect rate (overhead costs) calculation. These fees are based on actual cost of salary & benefits and overhead.

		<u>FY 21-22</u>	<u>FY 22-23</u>
Home Occupation Permit	Home Occupation Permit-new	\$34.00	\$33.00
	Home Occupation Permit-change of location	\$17.00	\$16.00

Public Works - Grading Plan Check Fees (General Fund)

The following **Grading Permit Fees** (page 22) have been adjusted to realign the fees to better reflect more accurately the amount of staff time needed to perform grading inspections. Fee for 1 to 100 cubic yards is being increased from \$77.00 to \$81.00 using the fee for an Engineer Construction Inspector (rounding to the dollar) as included in the Engineering Rates and Fees shown under Special Services. As determined in fiscal year 2021-22, staff has estimated it takes a minimum of 1-hour for an Engineer Construction Inspector to perform an inspection ranging from 1 to 100 cubic yards.

The incremental amount charged for a permit ranging from **101 to 1,000 cubic yards** increased to reflect the actual cost of additional staff time to perform the inspection. The incremental amount charged for each additional 100 cubic yards increased from \$19.00 to \$20.00. The \$20.00 charge for each additional 100 cubic yards is calculated based on that it takes approximately 15 minutes of inspection time for each additional 100 cubic yards.

The incremental amount charged for each additional 1,000 cubic yards for a permit ranging from **1,001 to 10,000 cubic yards** increased from \$26.00 to \$27.00. The \$27.00 was calculated based on an inspection rate of 1.25 hours per day required for a typical grading production rate of 2,000 cubic yards per day equating to an estimated 5-day inspection period for a grading permit consisting of 10,000 cubic yards.

The incremental amount charged for each additional 10,000 cubic yards for a permit ranging from **10,001 to 100,000 cubic yards and for 100,001 or more cubic yards** increased from \$203.00 to \$214.00. The \$214.00 was calculated based on an inspection rate of 1.5 hours per day required for a grading production rate of 5,000 cubic yards per day equating to an estimated 20-working days inspection period for a grading permit of 100,000 cubic yards. The incremental charge thereafter for each additional 10,000 cubic yards will be \$214.00.

<u>Grading Permit Fees:</u>		<u>FY 21-22</u>	<u>FY 22-23</u>
1 to 100 cubic yards (0.76 to 76.5 m3)	for the first 1-100 cubic yards (76.5 m3)	\$77.00	\$81.00
101 to 1,000 cubic yards (77.2 to 764.6 m3)	for the first 100 cubic yards (76.5 m3), plus \$20.00 for each additional 100 cubic yards (76.5 m3) or fraction thereof.	\$77.00	\$81.00
1,001 to 10,000 cubic yards (765.3 to 7645.5 m3)	for the first 1,000 cubic yards (764.6 m3), plus \$27.00 for each additional 1,000 cubic yards (764.6 m3) or fraction thereof.	\$248.00	\$261.00
10,001 to 100,000 cubic yards (7646.3 to 76 455 m3)	for the first 10,000 cubic yards (7645.5 m3), plus \$214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.	\$482.00	\$504.00
100,001 cubic yards (76 456 m3) or more	for the first 100,000 cubic yards (76 455 m3), plus \$214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.	\$2,309.00	\$2,430.00

Enterprise Fees - Animal Services (Animal Control Fund)

The **Rabies, DHPP/FVRCP, and Bordatella Vaccinations** (page 12) have been adjusted to better reflect the cost of service. There has been an increase in pricing from the vendor supplying the vaccinations to the City.

	FY 21-22	FY 22-23
Rabies Vaccination	\$15.00	\$16.00
DHPP/FVRCP Vaccination	\$15.00	\$16.00
Bordatella Vaccination	\$15.00	\$16.00

Enterprise Fees - Building Safety Fund

The fees for plan check and inspection of **New Commercial-Shell and Shell with Interior Improvements** (page 50) have been adjusted to create a proportionate scaling fee reflective to cost of service. Scaling for plan check over 100,001 square feet decreased from \$0.05 per square foot to \$0.03 per square foot for new commercial-shell and \$0.12 per square foot to \$0.07 per square foot for new commercial-shell with interior improvements. Scaling for inspection fees over 100,001 square feet decreased from \$0.10 per square foot to \$0.05 per square foot for new commercial-shell. The fees for fire plan check and inspection of **Fire & Hood Suppression/Alarm System/Detection System** (page 50) has been adjusted to create a proportionate scaling fee reflective to cost of service. Scaling for fire plan check, and inspection fees over 100,001 square feet decreased from \$0.02 per square foot to \$0.01 per square foot and inspection fees decreased from \$0.05 per square foot to \$0.04 per square foot.

	FY 21-22	FY 22-23
<i>New Commercial - Shell (includes corporate airport hangar) Over 100,001 sq. ft</i>		
Plan Check Fee	0.05	0.03
Inspection Fee	0.10	0.05
<i>New Commercial-Shell with Interior Improvements (includes Hotels/Motels/Asst. Living) Over 100,001 sq. ft</i>		
Plan Check Fee	0.12	0.07
<i>Fire & Hood Suppression/Alarm System/Detection System Over 100,001 sq. ft</i>		
Fire Plan Check Fee	0.02	0.01
Inspection Fee	0.05	0.04

Enterprise Fees - Solid Waste

The **Replacement of Damaged/Burnt Bins** for **1, 2, 3, 4, and 6 yard bins** have been adjusted to reflect the actual replacement cost to the City.

Replacement of Damaged/Burnt Bins		FY21-22	FY 22-23
1 yard bin	Per Bin	\$592.00	\$812.00
2 yard bin	Per Bin	\$709.00	\$768.00
3 yard bin	Per Bin	\$717.00	\$891.00
4 yard bin	Per Bin	\$792.00	\$1,063.00
6 yard bin	Per Bin	\$868.00	\$1,500.00

Planning - (General Fund)

Special Service Fee has been adjusted to include the Direct Rate (Salary & Benefits) and the Indirect Rate for the per hour calculation to be charged for Special Services. These fees are for requested work above and beyond the normal planning services provided for strategic planning and development review services as part of the standard project review and inspection.

Special Services Fee/Inspections	FY 22-23
Direct Rate (Salary & Benefits) and Indirect Rate	Per Hour

Bargaining Unit MOU Changes - The following hourly rates are associated with a specific job position and have been adjusted based on historical salary and benefit increases and budget assumptions for the next budget year.

Community Development - Engineering (General Fund)

The fees for **Sr. Civil Engineer, Land Surveyor, Civil Engineer, Associate Engineer, Assistant Engineer, Sr. Engineering Technician, Engineer Construction Inspector, and Inspector Overtime** (page 21) have been adjusted to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 32.50%. The indirect rate fluctuates from year to year and is approved by the cognizant agency (CalTrans) in 2021. The indirect rate is derived from the Cost Allocation Plan which is calculated every year and is based on actual expenses from the prior two years.

		FY 21-22	FY 22-23
Sr Civil Engineer	Per Hour	\$105.50	\$111.60
Land Surveyor	Per Hour	\$105.50	\$112.90
Civil Engineer	Per Hour	\$96.50	\$101.90
Associate Engineer	Per Hour	\$92.40	\$95.75
Assistant Engineer	Per Hour	\$83.20	\$90.90
Sr. Engineering Technician	Per Hour	\$68.55	\$72.00
Engineer Construction Inspector	Per Hour	\$77.05	\$81.25
Inspector OT (2 hr min.)	Per Hour	\$115.60	\$121.85

Fire - (General Fund)

The **Weed Abatement Administrative Fee** (page 28) and the **Declaration of Public Nuisance Fee** (page 28) were both increased from \$85.25 to \$90.65 to reflect the hourly rate of an inspector. These fees have been adjust to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%. The **Declaration of Public Nuisance Fee - Includes 3 Hours** (page 28) was increased from \$255.75 to \$271.95 to reflect 3 hours at the hourly rate of an inspector (\$90.65). This fee reflects the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%.

		FY 21-22	FY 22-23
Weed Abatement (Administrative Fee)	Per Hour	\$85.25	\$90.65
Declaration of Public Nuisance-Each Add Hr	Per Hour	\$85.25	\$90.65
Declaration of Public Nuisance-3 Hrs	Per Nuisance	\$255.75	\$271.95

Exhibits and Trade Shows Fee (page 30) and **Open Burning Fee** (page 30) are increasing from \$170.50 to \$181.30 per event, which represents two hours of a Fire Prevention Officers time. **Temporary Membrane Structures or Tents Fee** (page 30) is increasing from \$127.88 to \$135.98 per event to help recover costs associated with reviewing permits and performing inspections at events where Temporary Membrane Structures and Tents are used. A Temporary Membrane Structure or Tent inspection takes approximately half an hour to review and process and on average an hour of inspection time. Temporary Membrane Structures or Tents are over 400 square feet and larger. Inspections can include, but are not limited to, anchoring, tie downs, exits, heating, cooling gas lines, power, and generators. These fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%.

		FY 21-22	FY 22-23
Exhibits and Trade Shows	Per Event	\$170.50	\$181.30
Open Burning	Per Event	\$170.50	\$181.30
Temporary Membrane Structures and Tents	Per Event	\$127.88	\$135.98

Enterprise Fees - Building Safety Fund

Expedited Overtime Inspection Fee (page 53) is for after-hours and weekend building inspections that are currently being offered to the public at a 2-hour minimum rate. This fee reflects the direct rate (salary and benefits) and the indirect rate (overhead costs) of 5.56%. The hourly rate for a Building Safety Inspector is \$69.26 per hour; the overtime is calculated at time and a half which is \$103.90 per hour.

		FY 21-22	FY 22-23
Expedited Overtime Inspection Fee (two (2) hr minimum)*	Per Hour	\$99.40	\$103.90
*Availability dependent upon staffing resources			

Enterprise Fees - Solid Waste

Special Haul Service/Special Billing Service, fees for **Full Time Employee Labor** and **Full Time Employee Overtime Labor** (page 69) have been adjusted to reflect the direct rate (salary and benefits). The hourly fee is \$53.56, and the overtime rate is calculated at time and a half which is \$80.34. The hourly fee of \$8.22 for the **Vehicle Time** has been adjusted to reflect the cost calculation for one hour of time based on fuel costs, parts/labor, and depreciation.

Replacement Cost of Miscellaneous Items (Including Staff Time), fees for **Key Replacement** and **Lock Replacement** (Page 70) have been adjusted to \$15.39 and \$26.39. Fees reflect a base rate of \$2.00 and \$13.00 and include a quarter hour of the Full Time Employee Labor fee listed on page 69.

Special Haul Service/Special Billing Service:		FY21-22	FY 22-23
Full Time Employee Labor	Per Hour	\$48.92	\$53.56
Vehicle Time	Per Hour	\$5.66	\$8.22
Full Time Employee Overtime Labor	Per Hour	\$73.38	\$80.34
Replacement Cost of Miscellaneous Items (Including Staff Time):			
Key Replacement	Per Key	\$14.23	\$15.39
Lock Replacement	Per Lock	\$25.23	\$26.39

Police - (General Fund)

The **D.U.I. Incident Fees, Towed/Storage or Impound Release Fee, Nuisance Cases and Housing Violations Fee and the Fix it Ticket Internal Processing Fee** (page 31) have been adjusted to better reflect the actual cost. The fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 20.00%.

		FY 21-22	FY 22-23
D.U.I. Incident (Gov Code 53150-53159)	Per Hr/Per Sergeant	\$107.41	\$119.72
D.U.I. Incident (Gov Code 53150-53159)	Per Hr/Per Officer	\$90.08	\$100.93
Towed/Stored or Impound Release Fee (CVC 22850.5 & 14602.6)	Per Vehicle	\$141.00	\$158.70
Nuisance Cases and Housing Violations (COVMC 15.44.090)	Per Hr/Per Officer	\$90.08	\$100.93
Fix It Ticket Internal Processing Fee	Per Vehicle	\$16.50	\$18.80

EXISTING FEES - PREVIOUSLY NOT LISTED IN THE DOCUMENT**Enterprise Fees - Building Safety Fund**

The fee for **Fire Damage Report** (page 53) is a current fee charged but not listed in the document. The process already exists in the Building Safety Division but infrequently used and mirrors that of a Code Compliance Inspection for Residential and/or First-Time Home Buyers. Inspectors conduct an inspection to only complete the damage form and take photographs of fire damaged buildings. All other inspection types would need to be completed under a building permit. The fee is based on the same time spent of a Code Compliance Inspection fee of \$209.20.

Other Inspection Fees		FY 21-22	FY 22-23
Fire Damage Report	Each	\$209.20	\$209.20

Community Development - Engineering (General Fund)

The fees for **Traffic Signal Technician** and **Sr. Traffic Signal Technician** (page 21) are current fees being charged but are not listed in the document. Fees have been adjusted to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 42.04%. The indirect rate fluctuates from year to year and is calculated every year based on actual expenses from the prior two years.

		FY 21-22	FY 22-23
Traffic Signal Technician (Overtime Rate)	Per Hour	\$72.12	\$107.20
Sr. Traffic Signal Technician (Overtime Rate)	Per Hour	\$73.40	\$118.70

DELETED FEES**Administration - General Government and Finance (General Fund)**

The **Council Chambers Rental** fee is being deleted. This is a not a service available to the general public.

		FY 21-22	FY 22-23
Council Chambers Rental	Per Hour	\$40.50	\$0.00

Geographic Information System - (General Fund)

The special projects **per hour fee for staff time requested projects** is being deleted. This fee is redundant as the half hour fee is already listed in the document.

		FY 21-22	FY 22-23
Special Projects	Per hour for staff time requested projects	\$ 134.20	\$0.00

Planning - (General Fund)

The following fees for **Planning** are being deleted due to no longer being needed, applicable or services are available online.

		FY 21-22	FY 22-23
Documents	Per document	\$5 to \$100 ea	\$0.00
Document Retrieval	Per retrieval	\$24 to \$39	\$0.00
Fax - First Page	First Page	\$4.00	\$0.00
Fax - Add'l Pages	Additional Page	\$2.00	\$0.00
Planning Commission Agenda	Agenda - mailed (per year)	\$39.00	\$0.00
Planning Commission Action Agenda	Action Agenda - mailed (per year)	\$39.00	\$0.00

Police - (General Fund)

The **Gun Dealer Permit** fee is being deleted and replaced with Retail Firearms Dealer's License Application and Renewal Application fees, which are listed in the new fees section of the staff report.

		FY 21-22	FY 22-23
Gun Dealer Permit		\$20.94	\$0.00

Enterprise Fees - Building Safety Fund

The following fees for **Building Safety** are being deleted due to no longer being needed, applicable, or services are currently done electronically. The **Temporary Sales Office/Model Home/Sales Trailer Deposit** fee is being deleted as the refundable fee has been determined to be unnecessary. This refundable

fee/deposit was being charged as an incentive for homebuilders who had constructed sales offices in their model homes, typically in the garage of the model home, to convert the office back to a garage so that the model home could be sold as a residential home. The fee has been determined to be unnecessary because before a model home can be listed for sale, a final inspection must be done on the model home and permit issued, which would not occur if the office had not been removed and room converted back to a garage. In addition, homebuilders seem to be moving away from on-site sales offices.

		FY 21-22	FY 22-23
Retention of Plans - Document Scanning for all Triplex, Fourplex, Apartments, Condos, Sprinkler Systems and Commercial Permits	Per Page	\$1.29	\$0.00
Commercial Backflow protection Device Assembly	Each	\$313.90	\$0.00
Temporary Sales Office / Model Home / Sales Trailer Deposit- refunded after conversion	Each	\$2,000.00	\$0.00

Enterprise Fees - Convention Center

The following fees for the **Convention Center** are being deleted due to no longer providing the service.

ADMINISTRATIVE SERVICES		FY 21-22	FY 22-23
FAXES – First page	Per page	\$ 3.90	\$0.00
FAXES – Additional pages	Per page	\$ 2.10	\$0.00
FAXES – Receiving	Per page	\$ 1.50	\$0.00
FOOD SERVICES:			
Executive meeting service (\$35.00 minimum)	Per person	\$4.00	\$0.00

Fire - (General Fund)

The following fax fees for **Fire** are being deleted due to no longer providing the service.

		FY 21-22	FY 22-23
Fax - First Page	Per Page	\$3.50	\$0.00
Fax -Addtl Pages	Per Page	\$1.90	\$0.00

ANNUAL ADJUSTMENTS - AUTHORIZED BY ORDINANCE

The following is a listing of proposed fees where fee increases are required by ordinance.

Business Tax

The annual increases are based on the three-year average of the Consumer Price Index for All Urban Consumers (CPI-U) - U.S. City Average as previously approved by Council and authorized by City Ordinance. This adjustment is not subject to Proposition 26 rules as this is an automatic inflationary adjustment and not a new imposition of a tax levy, charge or exaction because a fee is imposed when the governing body approves it, not when the fee takes effect. An inflationary adjustment to a levy, charge or exaction including a fee is merely a fee category set to begin at a certain future effective date. The fee is not considered an increase when it is adjusted for inflation (see Government Code Section 53750(h) (2) (A)). **The index applicable to fiscal year 2022-23 is 2.58%. These fees will be in effect on July 1, 2022.**

Impact Fees

The ordinance approved, cost of living increase for impact fees is based upon the Engineering and News Record Construction Cost Index (ENRCCI). **The index applicable to fiscal year 2022-23 is 13.82%. These fees require a sixty day notice and will be in effect on Aug 20, 2022.**

Fiscal Impact:

Proposed increases of various City rates and fees will help Departments cover costs and lessen the impact on the General Fund.

Prior Council Action: Council reviewed and approved new fees and adjustments to the Rates and Fees on June 21, 2021 for FY21-22.

Other: The following committees and commissions have reviewed the proposed rate and fee adjustments and recommend to City Council adoption of the adjustments to the City's Rates and Fees for Fiscal Year 2022-23.

<u>Committee or Commission</u>	<u>Recommended</u>	<u>Fees</u>
• Transit Advisory Committee	April 20, 2022	Transit Fees - recommended
• Planning Commission	April 11, 2022	Planning Fees – recommended
• Citizens Advisory Committee	June 1, 2022	All Fees - recommended

Alternatives: Click or tap here to enter text.

Recommended Motion (and Alternative Motions if expected):

Review and discussion only; Council comments and direction are requested. Action will be taken following the public hearing at the June 20th Council meeting.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: FY 2022-23 Proposed Rates and Fees Document