



**CITY OF PACIFICA
COUNCIL AGENDA SUMMARY REPORT**

7/10/2017

SUBJECT:

Public Hearing to Consider Recommended 2017-2018 Fees and Charges

RECOMMENDED ACTION:

Move to adopt a resolution approving the proposed schedule of fees and charges for 2017-2018.

STAFF CONTACT:

Lorenzo Hines Jr, Assistant City Manager

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BACKGROUND/DISCUSSION:

The City of Pacifica annually updates user fees and charges. The following increases are proposed and the specific changes can be found in the Proposed 2017-2018 column of Attachment A:

- We are recommending an increase in the hourly rate for Planning services to \$202/hr. This represents a 3.5% increase which corresponds to the change in the Consumer Price Index (CPI). We are also recommending an increase in the hourly rate for Engineering services to \$202/hr. to be consistent with those of the Planning department. The initial rate was developed with the assistance of the 2013 Cost Allocation Plan and Fee Study.
- Various other construction related fees have been increased by the Construction Cost Index of 3.5% (revised from our initial increase of 0.4%) and various consumer oriented fees have been increased by the change in the CPI of 3.5%, if deemed appropriate by the department administering the fees
- In addition, some recreation fees have been modified to reflect additional services and modification of programming.

The City Council first reviewed the proposed changes on April 24, 2017 with the introduction of the 2017-18 Proposed Budget. The Fees & Charges Schedule 2017-18 included in this report as Attachment A and presented tonight is the final recommended version.

FISCAL IMPACT:

Staff estimates that the 2017-2018 proposed fees and charges schedule will increase revenues approximately \$150,000 over the course of the fiscal year..

ORIGINATED BY:

City Manager's Office

ATTACHMENT LIST:

2017-2018 Fee Schedule (Attachment A) (PDF)



RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA TO APPROVE AND INCREASE USER FEES AND CHARGES AS DESCRIBED IN ADMINISTRATIVE POLICY 2

WHEREAS, Administrative Policy 2 sets forth procedures for the review and approval of City fees and charges; and

WHEREAS, it is City policy to establish fees and charges for City services which fully reimburse the City for the associated services; and

WHEREAS, all fees and charges shall be reviewed and updated annually in conjunction with the review of the City’s budget to insure that they are adequate and to relate them to their associated program cost;

WHEREAS, the Assistant City Manager has requested City departments to review their fees and charges and propose any modifications, utilizing the Willdan study to insure that they comply with the City’s policy for full reimbursement of associated City service costs; and

WHEREAS, based on evidence in the record, the amounts recommended for fees and charges, including increases, do not exceed the cost of providing the services.

NOW THEREFORE THE PACIFICA CITY COUNCIL RESOLVES AS FOLLOWS:

The changes to fees and charges set forth in Attachment A are hereby approved and become effective on July 11, 2017. The changes noted in Attachment A that is attached to this resolution hereby become part of Administrative Policy 2.

* * * *

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pacifica, California, held on the 10th of July, 2017, by the following vote:

- AYES, Councilmembers:
- NOES, Councilmembers:
- ABSTAIN, Councilmembers:
- ABSENT, Councilmembers:

Mike O’Neill, Mayor

ATTEST:

Kathy O’Connell, City Clerk

APPROVED AS TO FORM:

Michelle Kenyon, City Attorney