

RESOLUTION NO. 2018-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA CONCERNING THE PUBLIC HEARING CONDUCTED THIS DATE TO TAKE TESTIMONY FROM MEMBERS OF THE PUBLIC REGARDING FEES AND SERVICE CHARGES AND THE RECOMMENDATIONS MADE IN THE COST OF SERVICE STUDY PREPARED BY REVENUE & COST SPECIALISTS, LLC, AND PROVIDING STAFF WITH FURTHER DIRECTION

WHEREAS, on May 1, 2018, the City Council opened a public hearing and took testimony from members of the public regarding fees and service charges and the recommendations made in the Cost of Services Study prepared by Revenue & Cost Specialists, LLC; and

WHEREAS, notice of the public hearing and a general explanation of the changes proposed was given in accordance with Government Code Section 6062a and there are no written requests for mailed notice of the meeting or the public hearing on file with the City; and

WHEREAS, on this date the City Council received oral and written presentations concerning the fees and charges proposed to be increased or added, together with a summary of the present fee and charge schedule and those proposed; and

WHEREAS, the cost of services benefiting individuals and not the entire community should be borne by the individuals receiving the service. Therefore, determining the cost of services ensures that fees recover only costs reasonably borne, as established by Section 8(c) of Proposition 4, now Article XIII B of the California Constitution; and

WHEREAS, to the extent fee revenue does not cover the full cost of providing the service, the difference is subsidized by the City's general fund tax dollars. The community benefits from subsidies for certain fees, and it is not found by the City Council that it is in the best interest of the community to charge full cost of recovery in all cases; and

WHEREAS, the purpose of the public hearing was to ensure that the City of Marina accurately accounts for the full cost of providing various programs and services in the City; and

WHEREAS, attached is a Summary of Cost of Services (**EXHIBIT A**) which provides the proposed cost of personal choice services, the tax subsidy, if any, proposed for city services and cost recovery recommendations. This is the basis for the proposed City schedule of new, increased or confirmed fees and service charges; and

WHEREAS, appropriate data has been available to the public since April 3, 2018, indicating the cost or estimated cost required to support the fees and charges for which changes are proposed.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Marina hereby confirms the recitals set forth above and provides staff with further direction as appropriate concerning final adoption of new, increased, or confirmed fees and service charges to recover costs reasonably borne as determined by the City Council.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 1st day of May 2018, by the following vote:

AYES: COUNCIL MEMBERS: Amadeo, Morton, O'Connell, Brown, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

EXHIBIT A

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-002	CONDITIONAL USE PERMIT	Administrative - \$1,005 per application Standard - \$1,690 per application	\$5,350 per application	100%
S-003	CONDITIONAL USE PERMIT AMENDMENT	\$505 per application	\$4,135 per application	100%
S-004	SITE & ARCH DESIGN REV-MINOR ADMIN	\$320 per application	\$340 per application	100%
S-004A	SITE & ARCH DESIGN REV-MAJOR ADMIN	\$320 per application Amendment - \$975 per application	\$1,010 per application	100%
S-005	SITE & ARCH DESIGN REV-DISCR	\$3,275 per application Amendment - \$975 per application	\$7,775 per application	100%
S-007	LOCAL COASTAL DEVELOPMENT PERMIT	\$2,045 per application	\$885 per application This fee is to be charged in addition to usual fees for projects in the Coastal Zone	100%
S-009	LOCAL COASTAL PROGRAM AMENDMENT	\$1,620 per application	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-010	COASTAL DEVELOP. PERMIT EXEMPTION	\$240 per application	\$255 per application	100%
S-011	GENERAL PLAN AMENDMENT	\$2,555 per application	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-013	SPECIFIC PLAN REVIEW	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-014	SPECIFIC PLAN AMENDMENT	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-015	ZONING TEXT/MAP AMENDMENT	\$1,700 per application	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-016	VARIANCE APPLICATION	\$2,045 per application	\$4,745 per application	100%
S-017	DEVELOPMENT AGREEMENT	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs, including City Attorney and consultants.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs, including City Attorney and consultants.	100%
S-018	ANNEXATION REVIEW	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-019	ENVIRONMENTAL NEGATIVE DECLARATION	\$2,125 per application or a deposit and fee agreement, as determined by staff	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-020	ENVIRONMENTAL IMPACT REPORT REVIEW	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-021	TENTATIVE PARCEL MAP	\$1,615 per map	\$3,845 per map	100%
S-022	TENTATIVE TRACT MAP	5-20 lots - \$3,560 per map 20+ lots - Deposit and fee agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	5-20 lots - \$7,925 per map 20+ lots - Deposit and fee agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	100%
S-023	TENTATIVE MAP AMENDMENT	\$1,460 per application	Administrative - \$3,015 per application Council - \$5,005 per application	100%
S-024	FINAL PARCEL MAP	\$1,780 per map	\$3,135 per map	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-025	FINAL TRACT MAP	5-20 lots - \$2,685 per map 20+ Lots - Deposit and fee agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	Administrative - \$3,380 per map Council - \$5,000 deposit and fee agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	100%
S-026	FINAL MAP AMENDMENT	\$1,115 per application	\$1,365 per application	100%
S-031	LOT LINE ADJUSTMENT	\$880 per application	\$2,870 per application	100%
S-031A	LOT MERGER	\$880 per application	\$2,870 per application	100%
S-034	REVERSION TO ACREAGE	\$1,420 per application plus \$825 per sheet	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-035	CERTIFICATE OF COMPLIANCE	\$1,355 per certificate	\$1,250 per application or a deposit as determined by staff	100%
S-036	ADMIN.CONSIST. DETERM. REQ. TO FORA	\$595 per application	\$1,010 per application	100%
S-037	LEGISL. CONSIST. DETERM. REQ TO FORA	\$1,190 per application	\$2,020 per application	100%
S-038	MINING PERMIT/RECLAMATION PLAN	New - \$2,045 per application Modification - \$1,245 per application 5 Year Review - \$805 per application Annual Review - \$415 per application	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-039	SIGN PROGRAM REVIEW	\$1,105 per application	\$2,945 per application	100%
S-040	SIGN PROGRAM AMENDMENT	\$485 per application	\$1,620 per application	100%
S-041	SIGN REVIEW - DRB	\$415 per application	\$1,535 per application	100%
S-042	SIGN REVIEW - ADMINISTRATIVE	With Sign Program - \$85 per application Without Sign Program - \$170 per application	With Sign Program - \$110 per application Without Sign Program - \$285 per application	100%
S-043	TEMPORARY SIGN/BANNER REVIEW	None	\$30 per application	100%
S-044	TEMPORARY USE PERMIT	\$585 per application	\$485 per application	100%
S-044A	MAJOR T.U.P. - SPECIAL EVENTS	None	City Sponsored Events - No Charge Others - \$2,470 per application	100%
S-044B	MINOR TELECOMMUNICATIONS PERMIT	None	\$285 per application	100%
S-045	HOME OCCUPATION PERMIT	\$100 per application	\$65 per application	100%
S-046	TREE REMOVAL - ADMINISTRATIVE	\$260 per application	\$505 per application	100%
S-046A	TREE REMOVAL - MAJOR	\$685 per application plus \$60 for every additional 10 trees after the first 10 trees	\$1,335 per application plus \$110 for every additional 10 trees after the first 10 trees	100%
S-047	STREET NAME/RE-NAME PROCESSING	\$205 per application	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-048	BUILDING ADDRESS/RE-ADDRESS PROC.	\$205 per building	\$300 per building	100%
S-049	TIME EXTENSION REVIEW	\$635 per application	\$690 per application	100%
S-050	APPEAL TO PLANNING COMMISSION	\$460 per appeal	\$2,075 per appeal	100%
S-051	APPEAL TO CITY COUNCIL	\$460 per appeal	\$2,780 per appeal	100%
S-051A	ZONING LETTER VERIFICATION	None	\$110 per letter	100%
S-051B	PROPERTY HISTORY LETTER	\$215 per letter If over over 3 hours - Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	\$445 per letter plus actual cost for any time spent over 2 hours.	100%
S-051D	PLANNING EXTRA MEETING	None	\$345 per meeting	100%
S-051E	PLANNING SPECIAL MEETING	None	\$690 per meeting	100%
S-051F	EXTRA PLAN REVIEW	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-051G	MISCELLANEOUS PLANNING REVIEW	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-051H	GENERAL PLAN MAINTENANCE	15% surcharge of all Building Division Permit Fees	15% surcharge of all Building Division Permit Fees	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-051I	DEVELOPMENT TECH SURCHARGE	None	4% of all Building Permit and Plan Check fees	100%
S-051J	DEVELOPMENT SCANNING	None	\$1.25 per sheet/copy	100%
S-051K	GIS PRINTOUT	\$10 per request plus \$2 per sheet or actual costs	\$10 per request plus \$2 per sheet or actual costs	100%
S-051L	LANDSCAPE MAINT BOND PROCESSING	None	\$220 per bond plus cost of one hour for City Attorney	100%
S-051M	MITIGATION MONITORING	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-051N	SHORT TERM RENTAL PERMIT	None	New - \$950 Renewal - \$125	100%
S-052	PRE-APPLICATION REVIEW	\$215 per application If over 3 hours of time spent - Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	\$480 per meeting or deposit as determined by staff 100% of the fee for the first meeting will be credited towards future fees for the same project within six months of first meeting.	100%
S-053	BUILDING INSPECTION/PLAN CHECK	125% of Table 3-A of the Uniform Administrative Code Plan Archive Fee - \$3 per sheet See Fee Detail in Appendix D	To recover 100% of the costs these fees need to increase by 13%. See Fee Detail in Appendix D	100%
S-056	MOBILE HOME INSPECTION	\$172 per permit	\$505 per permit	100%
S-057	TEMPORARY OCCUPANCY REVIEW	\$30 per application May require a completion bond equal to the value of the remaining work.	\$45 per application May require a completion bond equal to the value of the remaining work.	100%
S-058	RESIDENTIAL PROPERTY INSPECTION	\$50 per inspection	\$185 per permit plus \$90 per each inspection after the second inspection	100%
S-058A	USE OF ALTERNATE MATERIALS REVIEW	None	\$515 per application	100%
S-058B	CASP REVIEW	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-058C	APPEAL TO BOARD OF APPEALS	None	\$1,365 per appeal	100%
S-059	CODE ENFORCEMENT	\$100 per violation per day - First Violation \$200 per violation per day - Second Violation within one year of the First Violation \$500 per violation per day - Each additional violation within one year of the First Violation	\$100 per violation per day - First Violation \$200 per violation per day - Second Violation within one year of the First Violation \$500 per violation per day - Each additional violation within one year of the First Violation	100%
S-061	CURB AND/OR GUTTER INSPECTION	\$165 per permit + \$33 per 50 linear feet after the first 50 linear feet	\$355 per permit + \$100 per 50 linear feet after the first 50 linear feet	100%
S-062	SIDEWALK INSPECTION	\$100 per permit + \$10 per 250 square feet after the first 250 square feet	\$355 per permit + \$100 per 250 square feet after the first 250 square feet	100%
S-063	DRIVEWAY APPROACH INSPECTION	\$165 per permit	Residential - \$355 per permit Commercial - \$455 per permit	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-068	ROADWAY CONSTRUCTION INSPECTION	Excavation - \$165 per permit + \$65 per 25 sq ft after the first 25 sq ft Fill/Compaction/Street: Existing Street - \$230 per permit New Street - \$33 per permit plus \$390 per 100 linear feet or fraction thereof Trench: Width less than 12" - \$425 for 1st 1,000 LF + \$0.20 per LF over 1,000 LF Width 12" or greater - \$555 for 1st 1,000 LF + \$0.26 per LF over 1,000 LF Pole Install/Removal - \$165 per permit	\$585 per permit + \$520 per 50 square feet after the first 50 square feet	100%
S-068B	ENCROACHMENT INSPECTION - POTHOLE	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	\$570 per permit plus \$35 per location after 5 locations	100%
S-069	PERMANENT ENCROACHMENT PERMIT	\$100 per permit	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-070	EMERG BARR./WARNING DEVICE PLACEMNT	Charge the actual cost of all personnel and equipment used.	Charge the actual cost of all personnel and equipment used.	100%
S-070A	TRAFFIC CONTROL PLAN/INSP - RESID.	None	\$380 per permit	100%
S-070B	TRAFFIC CONTROL PLAN/INSP-ART/COLL	None	\$405 per permit plus \$195 per each additional day after the first day	100%
S-070C	TRAFFIC CONTROL PLAN/INSP-INTERSCT	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-070D	TRAFFIC CONTROL PLAN/INSP-MULT LOC	None	\$340 per permit plus: Residential Street - \$65 per day Arterial/Collector Street - \$130 per day	100%
S-070E	TRAFFIC CONTROL PLAN/INSP-ROAD CLOS	None	\$660 per permit plus \$130 per day	100%
S-070F	TEMPORARY ENCROACHMENT PERMIT	\$75 per permit	\$155 per permit	100%
S-070G	STAGING R-O-W PERMIT	None	\$780 per permit	100%
S-070I	OVERWIDE/LONG/HEAVY LOAD PERMIT	These fees are set by the State: \$16 - Daily Permit \$90 - Annual Permit	These fees are set by the State: \$16 - Daily Permit \$90 - Annual Permit	10%
S-070J	HAUL ROUTE PERMIT	None	\$395 per permit	100%
S-070K	ENGINEERING DESIGN EXCEPTION	\$465 per application	This service is no longer provided.	100%
S-070M	PW - ADDITIONAL INSPECTION	None	Charge the fully allocated hourly rates for all personnel used plus any outside costs.	100%
S-070N	PW - ADDITIONAL PLAN REVIEW	None	Charge the fully allocated hourly rates for all personnel used plus any outside costs.	100%
S-070O	ENGINEERING STUDY REVIEW	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-070P	IMPROVEMENT AGREEMENT	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-070Q	STREET/RIGHT-OF-WAY ABANDON. REV.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-070S	IMPROVEMENT/GRADING PLAN REVIEW	Improvement Plans: \$0-\$500,000 Valuation - 1.5% of the engineer's estimated valuation \$500,001-\$1 million - 1% of the engineer's estimated valuation over \$500,000 \$1 million+ - 0.75% of the engineer's estimated valuation over \$1 million Grading plans - \$825 per sheet	Improvement/Grading Plans - Deposit based on the valuation amounts below with charges at the fully allocated hourly rates for all personnel involved plus any outside costs: \$0-\$500,000 Valuation - 1.5% of the engineer's estimated valuation \$500,001-\$1 million - 1% of the engineer's estimated valuation over \$500,000 \$1 million+ - 0.75% of the engineer's estimated valuation over \$1 million	100%
S-070T	IMPROVEMENT/GRADING INSPECTIONS	Deposit of 10% of Engineer's Estimated Valuation with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	Deposit of 10% of Engineer's Estimated Valuation with charges at the Fully Allocated Hourly Rates for all personnel involved and any outside costs.	100%
S-070U	STORMWATER POLLUTION PREV. PLAN REV	\$825 per application	\$770 per application	100%
S-070V	STORMWATER MITIGATION PLAN REVIEW	None	\$770 per plan	100%
S-070W	APPEAL TO PW COMMISSION	None	\$1,990 per appeal	100%
S-070X	PUBLIC EASEMENT CREATION	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-070Y	PRIVATE EASEMENT CREATION	None	\$2,425 per application	100%
S-070Z	RIGHT OF WAY DEDICATION	None	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-071	BLUEPRINT/MAP REPRODUCTION	\$10 per request plus \$2 per sheet or actual costs as determined by staff	\$10 per request plus \$2 per sheet or actual costs as determined by staff	100%
S-071A	BOND REDUCTION	None	\$2,580 per application	100%
S-071B	LIGHTING PHOTOMETRIC REVIEW	None	\$1,600 per application	100%
S-073	TAXI PERMIT	Owner - \$270 per permit plus DOJ Fees Driver - \$35 per permit plus DOJ Fees Driver Annual Renewal - \$25 per permit plus DOJ Fees	This service is provided by the Highway Patrol and is no longer provided by the City.	100%
S-074	ADULT BUSINESS PERMIT	Business - \$470 per permit plus DOJ Fees Entertainer - \$240 per permit plus DOJ Fees	This service is now provided as part of the Background Check service (S-080C).	100%
S-075	MASSAGE PARLOR PERMIT	Business - \$470 per permit plus DOJ Fees Technician - \$240 per permit plus DOJ Fees	Per AB-1147 and AB 2194, massage permits for businesses and employees are now permitted and licensed through the California Massage Therapy Council.	100%
S-076	CARD ROOM TECHNICIAN PERMIT	Business - \$270 per permit plus DOJ Fees Employee: New - \$90 per permit per year plus DOJ fees Renewal - \$90 per permit plus DOJ Fees	New - \$100 per permit per year plus DOJ fees Renewal - \$100 per permit (no DOJ Fees)	100%
S-077	BINGO PERMIT	\$270 per permit per year plus DOJ Fees	Remote Caller - \$80 per permit Other - \$50 per permit (This fee is limited by the State)	60%
S-078	SPECIAL BUSINESS PERMIT	\$270 per permit plus DOJ Fees Dance Permit - \$40 per permit	This service is now provided as part of the Background Check service (S-080C).	100%
S-079	PUBLIC DISTURBANCE RESPONSE	First Response - No Charge Each additional response - \$100	First Response - No Charge Each additional response - \$150	100%
S-080	POLICE FALSE ALARM RESPONSE	First alarm within a calendar year - No Charge Second alarm within calendar year - \$100 3rd, 4th, and 5th alarm within a calendar year - \$120 each subsequent alarm within a calendar year - \$140	First alarm within a calendar year - No Charge Second alarm within calendar year - \$150 3rd, 4th, and 5th alarm within a calendar year - \$200 each subsequent alarm within a calendar year - \$250	100%
S-080A	NEW POLICE ALARM REGISTRATION	\$20 per permit	\$25 per permit	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-080B	ALARM REGISTRATION RENEWAL	None	\$20 per renewal	100%
S-080C	POLICE BACKGROUND CHECK	Adult Business - \$470 per permit plus DOJ Fees Adult Entertainer - \$240 per permit plus DOJ Fees Special Business - \$270 per permit plus DOJ Fees	\$70 per application plus any DOJ fees	100%
S-081	DUI EMERGENCY ACCIDENT RESPONSE	Per Government Code Section 53155, charge the actual costs incurred up to \$12,000 per response for all responding personnel	Per Government Code Section 53155, charge the actual costs incurred up to \$12,000 per response for all responding personnel	100%
S-082	DUI ARREST	\$405 per arrest plus current fee for County Booking Fee Section 29550.3(b) of the State Government Code allows for recovery of these costs if the arrested person is convicted of a related offense. The City should only charge those individuals that are legally allowed to be charged.	\$745 per arrest plus current fee for County Booking Fee Section 29550.3(b) of the State Government Code allows for recovery of these costs if the arrested person is convicted of a related offense. The City should only charge those individuals that are legally allowed to be charged.	100%
S-083	MISDEMEANOR BOOKING PROCESSING	\$180 per booking	\$145 per booking	100%
S-084	IMPOUNDED VEHICLE RELEASE	\$85 per vehicle	\$175 per vehicle	100%
S-085	NON-IMPOUND VEHICLE RELEASE	\$65 per vehicle	\$105 per vehicle	100%
S-086	VEHICLE EQUIP CORRECTION INSPECT.	\$10 per inspection No Charge for citations issued by the Marina Police Department.	\$20 per inspection to be charged for all inspections	100%
S-087	VIN VERIFICATION	\$13 per request	\$40 per request	100%
S-088	CONCEALED WEAPONS PERMIT	These fees are set by the State Penal Code Sections 12050-12054: New Permit - \$100 Renewal Permit - \$25 Amended Permit - \$10 Psychological testing costs are added to the above fees up to \$150	These fees are set by the State Penal Code Sections 12050-12054: New Permit - \$100 Renewal Permit - \$25 Amended Permit - \$10 Psychological testing costs are added to the above fees up to \$150	100%
S-089	PARADE & ASSEMBLIES PERMIT	\$125 per permit Garbage/Recycling Cans - \$2 per set Park Usage - \$25 per hour Street Parking Per Block: \$50/0-50 vehicles \$100/51-100 vehicles \$150/101+ vehicles plus the actual cost for all staff the day of the event.	Minor - \$265 per permit Major - Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs. Garbage/Recycling Cans - \$2 per set Park Usage - \$25 per hour Street Parking Per Block: \$50/0-50 vehicles \$100/51-100 vehicles \$150/101+ vehicles plus the actual cost for all staff the day of the event.	100%
S-089A	BLOCK PARTY PERMIT	None	\$200 per application	25%
S-089B	AMPLIFIED SOUND PERMIT	None	\$60 per application	100%
S-090	PARKING PERMIT	New/Renewal/Lost/Replacement - \$10 per permit	This service is no longer provided.	100%
S-091	RV OVERNIGHT PARKING PERMIT	None	\$13 per permit	100%
S-092	RECORDS CHECK/CLEARANCE LETTER	\$10 per letter	\$25 per letter	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-093	FINGERPRINTING	\$45 per request plus DOJ Fees Non-Profit Agencies - \$25 per request	\$25 per request plus DOJ Fees	100%
S-095	POLICE DIGITAL COPY	\$10 per disk/tape or \$5 per paper copy	\$10 per device	100%
S-096	POLICE REPORT COPY	\$0.20 per page	\$0.20 per page	100%
S-097	POLICE DATA RESEARCH	Charge the Fully Allocated Hourly Rates for all personnel involved	This service is no longer provided.	100%
S-098	POLICE SPECIAL SERVICES	Charge the Fully Allocated Hourly Rates for all personnel involved	Charge the Fully Allocated Hourly Rates for all personnel involved	100%
S-098A	TOW TRUCK BUSINESS REVIEW	None	\$265 per application	100%
S-098B	POLICE DANCE PERMIT	Dance Permit - \$40 per permit	\$75 per application	100%
S-098C	POLICE ENTERTAINMENT PERMIT	None	\$75 per application	100%
S-098E	FIREARM STORAGE	None	\$185 per case	100%
S-098F	VALET PARKING PERMIT	None	\$300 per application	100%
S-101	ANIMAL RELEASE/REDEMPTION	\$25 per animal for first offense and \$50 per animal thereafter	\$25 per animal for first offense and \$50 per animal thereafter	100%
S-103	EXOTIC ANIMAL PERMIT	\$75 per application	This service is no longer provided by the City.	100%
S-104	KENNEL PERMIT	None	\$570 per application	100%
S-105	FIRE ALARM PLAN CHECK	Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	Single Family/Tenant Improvement - \$240 Multi-Family/Commercial/Industrial: 1-25 Devices - \$240 Each Additional 25 Devices - \$95	100%
S-105A	FIRE ALARM INSPECTION	First Floor - \$90 Each Additional Floor - \$45	Single Family/Tenant Improvement - \$240 Multi-Family/Commercial/Industrial: 1-25 Devices - \$240 Each Additional 25 Devices - \$195	100%
S-106	FIRE SPRINKLER PLAN CHECK	Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	Single Family/Tenant Improvement - \$240 Multi-Family/Commercial/Industrial: 1-100 Heads - \$240 Each Additional 100 Heads - \$95	100%
S-106A	FIRE SPRINKLER INSPECTION	\$135 - First 50 heads \$45 - Each Additional 50 heads	Single Family/Tenant Improvement - \$430 (2 inspections) Modular Building - \$240 (1 inspection) Multi-Family/Commercial/Industrial: 1-100 Heads - \$240 Each Additional 50 Heads - \$195 Over 300 Heads - Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	100%
S-107	FIRE SUPPRESSION SYSTEM - FIXED	Plan Check - \$90 Inspection - \$45	Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	100%
S-107A	FIRE SUPPRESSION SYSTEM - HOOD	Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	Plan Check - \$240 Inspection - \$240	100%
S-108	FIRE BUILDING PLAN REVIEW	\$90 per plan	\$240 per plan or deposit with actual costs as determined by staff	100%
S-109	FIRE BUSINESS INSPECTION - ANNUAL	None	\$150 per permit	100%
S-109A	FIRE BUSINESS INSPECTION - NEW	None	\$240 per permit	100%
S-110	LUMBER YARD INSPECT/PERMIT	\$180 per permit	This service is no longer needed.	100%
S-111	AUTO WRECKING YARD INSP/PRMT	\$180 per permit	This service is no longer needed.	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-112	HAZARDOUS MATERIALS ANNUAL INSPECT	Underground/Aboveground tanks: Operating Permit - \$125 plus \$40 for every tank over 5 Change/Install - \$125 plus \$40 for every tank over 1 Remove/Abandon - \$100 plus \$30 for every tank over 1 All Other Hazardous Materials Permits - \$90 per permit	Underground/Aboveground tanks: Operating Permit - \$240 plus \$95 for every tank over 5 Change/Install - \$240 plus \$95 for every tank over 1 Remove/Abandon - \$200 plus \$70 for every tank over 1 All Other Hazardous Materials Permits - \$240 per permit	100%
S-113	STATE MANDATED INSPECTION	Care Facility: (These fees are set by the State) 1-25 persons - \$50 26+ persons - \$100 Other Occupancies - \$280 plus \$140 for each floor after the first floor Charge fully allocated hourly rate for any 2nd re-inspections For any inspections not identified charge the Fully Allocated Hourly Rates for any time involved.	Care Facility: (These fees are set by the State) 1-25 persons - \$50 26+ persons - \$100 Other Occupancies - \$240 plus \$120 for each floor after the first floor Charge fully allocated hourly rate for any 2nd re-inspections For any inspections not identified charge the Fully Allocated Hourly Rates for any time involved.	100%
S-114	ONE-TIME FIRE INSPECTION/PERMIT	\$90 per permit	\$240 per permit Over 1 Hour - Charge the Fully Allocated Hourly Rates for all personnel involved plus any outside costs	100%
S-115	PUBLIC FIREWORKS DISPLAY INSP/PRMT	\$180 per inspection plus the Fully Allocated Hourly Rate for all personnel involved if fire watch stand-by personnel are needed	Deposit and Fee Agreement with charges at the Fully Allocated Hourly Rates for all personnel involved plus any outside costs.	100%
S-116	ENGINE CO./PREV BUSINESS 2ND REINSP	\$200 per inspection for the second reinspection and every inspection thereafter	\$270 per inspection for the second reinspection and every inspection thereafter	100%
S-117	FIRE FALSE ALARM RESPONSE	First and Second Alarm within a calendar year - No Charge Third alarm within a calendar year - \$125 4th and 5th alarm within a calendar year - \$175 each subsequent alarm within a calendar year - \$225	First and Second Alarm within a 30 day period - No Charge Third alarm within a 30 day period - \$125 4th and 5th alarm within a 30 day period - \$175 each subsequent alarm within a 30 day period - \$225	100%
S-118	FIRE FLOW TEST	\$80 per test	\$150 per test	100%
S-119	WEED ABATEMENT	Charge the Fully Allocated Hourly Rates for all personnel involved and any outside costs if lot is not cleared.	Non-Compliance after 3rd Inspection - \$300 Non-Compliance after 4th Inspection - \$300 Lot Cleared - \$470 plus the actual cost of clearing	100%
S-120	ADULT SPORTS	Softball: Resident - \$500 per team Non-Resident - \$600 per team	Softball: Resident - \$500 per team Non-Resident - \$600 per team	40%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-121	YOUTH SERVICES & SPORTS	Yearly Membership - \$35 6 Months Membership - \$20 Summer/Breaks - \$15 per week Non-Resident: Yearly - \$50 6 Month - \$35 Summer/Breaks - \$25 per week Daily: Resident - \$3 Non-Resident - \$5 7 Week Smart Start Programs: Members - \$10 Non-Members - \$35 Camps: Members - \$20 Non-Members - \$40 Non-Resident: 7 week Smart Start Programs - \$40 Camps - \$55	Yearly Membership - \$35 6 Months Membership - \$20 Summer/Breaks - \$15 per week Non-Resident: Yearly - \$50 6 Month - \$35 Summer/Breaks - \$25 per week Daily: Resident - \$3 Non-Resident - \$5 7 Week Smart Start Programs: Members - \$10 Non-Members - \$35 Camps: Members - \$20 Non-Members - \$40 Non-Resident: 7 week Smart Start Programs - \$40 Camps - \$55	16%
S-121A	TEEN CENTER	Membership: Yearly: Resident - \$35 Non-Resident - \$50 6 Months: Resident - \$20 Non-Resident - \$35 Summer Only: Resident - \$15 Non-Resident - \$25 Daily: Resident - \$3 Non-Resident - \$5 50% of all children in the same family after the first child	Membership: Yearly: Resident - \$35 Non-Resident - \$50 6 Months: Resident - \$20 Non-Resident - \$35 Summer Only: Resident - \$15 Non-Resident - \$25 Daily: Resident - \$3 Non-Resident - \$5 50% of all children in the same family after the first child	5%
S-121B	SENIOR CENTER	Membership: Resident - \$20 Non-Resident - \$35 Special Events: Resident - \$3 Non-Resident - \$5	Membership: Resident - \$20 Non-Resident - \$35 Special Events: Resident - \$3 Non-Resident - \$5	5%
S-121C	NATIONAL PARK SERVICE	Fees from use of the properties	Fees from use of the properties	85%
S-122	FACILITY/BALLFIELD RENTAL	Various fees See Appendix E of this Report for detail	See Appendix E of this Report for detail	100%
S-123	SPECIAL PARKING PLACEMENT/REMOVAL	Collect a deposit and charge the Fully Allocated Hourly Rates of any personnel involved plus any material or outside costs	Collect a deposit and charge the Fully Allocated Hourly Rates of any personnel involved plus any material or outside costs	100%
S-124	BANNER INSTALLATION	First Banner - \$150 Each Additional Banner - \$35	This service is no longer provided.	100%
S-126	DAMAGE TO CITY PROPERTY	Charge the Fully Allocated Hourly Rates of any personnel involved plus any material or outside costs	Charge the Fully Allocated Hourly Rates of any personnel involved plus any material or outside costs	100%

REF #	SERVICE TITLE	CURRENT FEES	PROPOSED FEES	SUGG. RECOV.
S-127	AIRPORT SERVICES	Tie-Downs - \$19/month or \$5/day Single Engine Hangar - \$165/month Twin Engine Hangar - \$235/month Fuel - Charge what the market will bear Airport Use Permits: Sky Dive - To be negotiated Other Use Permits - Varies, avgs \$425 per use + extra expenses One Day Use - \$100 Damage to Airport property or extra lease costs charged actual cost Conference Rooms - Charge what market will bear for non-Aviation uses Utility Billing Processing Fee - \$13 per month	Tie-Downs - \$25/month or \$10/day Hangar: (based on wing span) <38' - \$175/mo 38'-45' - \$250/mo 46'-50' - \$500/mo 50+' - to be negotiated at market rates Fuel - Charge what the market will bear Airport Use Permits: Sky Dive - To be negotiated Other Use Permits - Varies, avgs \$425 per use + extra expenses One Day Use - \$100 Damage to Airport property or extra lease costs charged actual cost Conference Rooms - Charge what market will bear for non-Aviation uses	100%
S-128	NEW BUSINESS LICENSE PROCESSING	Contractor/Out-of-Town Business - \$55	Located Outside of City Limits - \$55 per application	100%
S-129	BUSINESS LICENSE RENEWAL PROC.	Other Business - \$130 per application	Located Within City Limits - \$110 per application	100%
S-130	BUS. LIC. OWNER NAME/ADDRESS CHANGE	\$39 per renewal	\$40 per renewal	100%
S-131	NSF CHECK PROCESSING	\$25 per application	\$55 per application	100%
S-132	FILM PERMIT	\$25 per first NSF check \$35 per each additional NSF check Processing Fee: Still Photography - \$45 per permit Motion Picture - \$130 per permit Plus actual costs of any staff involved the day of the shoot.	Business List Printout - \$70 Processing Fee: \$255 per permit Plus daily rental fee of facility Plus actual cost for day of event Plus any business license fees	100%
S-133	COPY - ELECTRONIC FILE	\$18 per tape plus \$2 per tape if not provided by requestor	\$5 per device	100%
S-134	COPY - PRINTED DOCUMENTS	\$0.20 per page	\$0.20 per page	100%
S-135	LIFE CERTIFICATION	FPPC copies - \$0.10 per page	FPPC copies - \$0.10 per page	100%
S-136	DOCUMENT CERTIFICATION	Maps - \$2 per page	Maps - \$2 per page	100%
S-137	NOTARY PUBLIC SERVICES	\$20 per certification	\$10 per certification	100%
S-138	INITIATIVE PROCESSING	\$14 per document	\$5 per document	100%
S-139	CANDIDATE PROCESSING	\$15 per signature	\$15 per signature	40%
S-140	CHICKEN REGISTRATION	\$10 per signature	This fee is set by the State	23%
S-141		\$200 per initiative	This fee is set by the State:	
S-141A		\$25 per candidate	\$25 per candidate	
		FPPC Late Filing Fee - \$10 per day for each day a statement is late up to a maximum of \$100	FPPC Late Filing Fee - \$10 per day for each day a statement is late up to a maximum of \$100	30%
		\$25 per application	\$10 per application	100%

Additional Information**Cost of Services Study****April 19, 2018****S-002 Conditional Use Permit \$5348**

Process requires review of application, consistency review of planning documents, review by other departments, preparation and presentation to Planning Commission. To be looked at with Zoning Ordinance review

Monterey County \$8,654 + \$2,005 (conditions of compliance

City of Monterey \$4,000 deposit + \$1,000 pre-app. fee

S-003 Conditional Use Permit Amendment \$4,134

Process similar to Conditional Use Permit (see above). To be looked at with Zoning Ordinance review.

Monterey County \$ 6,567

City of Monterey \$ 4,000 deposit

S-005 Site and Architectural Review – Discr \$7,774

Process requires review of application, consistency review of planning documents, review by other departments, preparation and presentation to Design Review Board and Planning Commission. To be looked at with Zoning Ordinance Review, including design standards.

Monterey County Over counter \$183 – e.g., shed

Administrative \$908 – House in Sea Haven

Public Hearing \$1,438 – Planning Commission

City of Monterey \$ 4,404 – DRB has final approval

S-016 Variance Application \$4,744

Process requires review of application, review against planning documents and presentation to City Council. To be looked at with Zoning Ordinance review. Some communities subsidize.

Monterey County \$5,375 + \$1,100 (cond. app. Fee)

City of Monterey \$ 964 – Admin.

\$ 1,810 – Planning Commission

S-031 Lot Line Adjustment \$2,867

Process requires substantial engineering time to verify vacation of public utility easements, verify closure, review against engineering documents.

Monterey County \$4,564 + 1,244 (cond. app. Fee)

City of Monterey \$3,197

S-032 Lot Merger \$2,867

Process requires substantial engineering time to verify vacation of public utility easements, verify closure, review against engineering documents.

Monterey County \$4,564 + 1,244 (cond. app. Fee)

City of Monterey \$3,197

S-039 Sign Program Review (four or more businesses) \$2,946

Process requires review of application, consistency review of planning documents, preparation and presentation to Design Review Board. To be looked at with Zoning Ordinance review as review can be more expensive than sign.

Monterey County \$3,098

City of Monterey \$ 346 - Administrative

\$1,270 - DRB

S-040 Sign Program Amendment (four or more businesses) \$1,618

Process requires review of application, consistency review of planning documents, preparation and presentation to Design Review Board. To be looked at with Zoning Ordinance review as review can be more expensive than sign.

Monterey County \$ 3,098 – Planning Commission

City of Monterey \$ 346- Administrative

\$ 1,270 - DRB

S-041 Sign Review \$1,535

Consider ordinance amendments to make process more Administrative.

Monterey County \$ 1,823 Administrative

\$ 3,098 Planning Commission

City of Monterey \$ 346- Administrative

\$ 1,270 - DRB

S-044A Major Temporary Use Permit \$2,470

Process requires review of application, consistency review of planning documents, preparation and presentation to Planning Commission. To be looked at with Zoning Ordinance review.

Monterey County \$

City of Monterey \$

S-044B* Major Temporary Use Permit (City Sponsored) \$0

Process requires review of application, consistency review of planning documents, preparation and presentation to Planning Commission. To be looked at with Zoning Ordinance review.

S-044C Minor Telecommunication Permit \$284

Process requires review of application, consistency review of planning documents. Approval by Staff

Monterey County \$ 964 – CUP by Zoning Administrator

City of Monterey \$

S-046 Tree Removal – Administrative \$505

Process requires review of application, consistency review of planning documents. Approval by Staff. Need to update tree ordinance

Monterey County \$ 291 – up to three trees

City of Monterey \$ 117 – if part of project

\$ 291 – if not part of project

S-046A Tree Removal – Major \$1,445

Process requires review of application, consistency review of planning documents. Review by Tree Committee and decision by Planning Commission

Monterey County \$ 2,588

City of Monterey \$

S-050 Appeal to Planning Commission \$2,075

Process requires review of application, consistency review of planning documents. Decision by Planning Commission. Some cities chose to subsidize this

Monterey County \$ 2,679

Seaside \$ 723

City of Monterey \$ 723 or \$174(?)

S-051 Appeal to City Council (what is done in Monterey and Seaside?)

Process requires review of application, consistency review of planning documents. Review by Tree Committee and decision by Planning Commission

Monterey County \$ 2,588

Seaside \$ 723

City of Monterey \$ 723

S-122 Facility and Field Rentals (Appendix E)

All fees in appendix E will be reviewed for expanded use classifications as well for

A more efficient and update pricing schedule.

April 26, 2018

Item No: **9d**
City Council Meeting
of May 1, 2018

Honorable Members
of the Marina City Council

CITY COUNCIL TO OPEN A PUBLIC HEARING AND TAKE ANY TESTIMONY FROM THE PUBLIC REGARDING THE COST OF SERVICE STUDY PREPARED BY REVENUE & COST SPECIALISTS, LLC, FOR NEW, INCREASED, OR CONFIRMED SERVICE CHARGES AND FEES AND CONSIDER ADOPTING RESOLUTION 2018-, CONCERNING THE PUBLIC HEARING AND THE FEE AND SERVICE CHARGE RECOMMENDATIONS MADE IN THE COST OF SERVICE STUDY, AND PROVIDE STAFF WITH FURTHER DIRECTION IN THE MATTER

REQUEST:

It is recommended that the City Council:

1. Open a public hearing and take any testimony from members of the public regarding the Cost of Service Study for new, increased, or confirmed service charges and fees; and
2. Consider adopting Resolution 2018-, concerning the public hearing and the fee and service charge recommendations made in the Cost of Service Study and providing staff with further direction as appropriate.

BACKGROUND:

On June 19, 2007, the City Council adopted Resolution 2007-153 establishing a schedule of fees and charges for City services. Ten years later an in-depth study was warranted as significant process and organizational changes have occurred in the interim along with an increase in the demand for City services. The City Council received presentations at its regular meeting on April 3, 2018, and at a special meeting on April 10, 2018, on the fee study process, methodology, and an overview of current and recommended fees charged and the tax subsidies that the City currently provides. The Cost of Services Study, prepared by Revenue & Cost Specialists, LLC, was provided to the City Council on April 3, 2018, and has been continuously available on the City's website within the April 3, 2018 agenda packet. Notice of the public hearing was given in accordance with Government Code Section 6062a and there are no written requests on file for mailed notice of the meetings and public hearing.

ANALYSIS:

The purpose of the public hearing is to ensure that the City has considered and accurately accounts for the full cost of providing various programs and services. Attached is the Summary of Cost of Services, (**EXHIBIT A**) which provides the proposed cost of personal choice services, the tax subsidy, if any, proposed for city services and cost recovery recommendations. This is the basis for the proposed City schedule of new, increased, and confirmed fees and service charges.

The cost of services benefiting individuals and not the entire community should be borne by the individuals receiving the service. Determining the cost of such services ensures that fees recover only costs reasonably borne, as established by Section 8(c) of Proposition 4, now Article XIII B of the California Constitution. To the extent the fee revenue does not cover the full cost of providing the service, the difference is subsidized by tax dollars from the City's general fund. The community benefits from subsidies for certain fees the City Council determines which of these subsidies are in the best interest of the community.

On April 10th the Council requested additional information on certain City services and the fees and service charges proposed therefor. Such additional information is provided as “**EXHIBIT B**” to this staff report. Staff’s present intention is to recommend that at the Council meeting of May 15, 2018, the Council approve the proposed fees set forth in **EXHIBIT A**.

On May 1st the Council is requested to: (1) open a public hearing and take any testimony from the public; and (2) adopt Resolution 2018-__ concerning the public hearing and the fee and service charge recommendations made in the Cost of Service Study and provide staff with further direction as appropriate.

On May 15th the Council will be requested to adopt a resolution setting new or increased fees and services charges and confirming others, thereby updating the City schedule of fees and service charges. Per Government Code §66017, fees and service charges imposed upon development projects (e.g., the issuance of a permit for construction or reconstruction but not a permit to operate) shall be effective no sooner than 60 days following Council’s final action on adoption or increase of the fee or service charge. Accordingly, staff recommends making the updated City schedule of fees and service charges effective as of July 15, 2018, 60 days after Council’s adoption of the resolution on May 15, 2018.

FISCAL IMPACT:

The possible annual revenue is dependent on City Council’s direction and the amount of subsidy it wishes to provide. If Council were to adopt unchanged the recommendations made in the Cost of Services Study, the City’s annual revenue may increase by \$702,440.

PUBLIC NOTICE:

Published legal notice in accordance with Government Code Section 6062a on April 20, 2018, and April 26, 2018, in the Monterey County Herald Newspaper.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Lauren Lai, CPA
Finance Director
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina