

Agenda Report

TO: CITY COUNCIL

DATE: June 1, 2009

THROUGH: FINANCE COMMITTEE

FROM: CITY MANAGER

SUBJECT: FY 2010 AMENDMENTS TO THE GENERAL FEE SCHEDULE

RECOMMENDATION:

It is recommended that the City Council approve the fiscal year 2010 Amendments to the General Fee Schedule, including the following fees: ambulance, environmental health, Housing compliance monitoring, historical preservation and miscellaneous refuse fees. These amended fees shall take effect on July 1, 2009.

BACKGROUND:

On April 27, 2009 the annual amendments to the General Fee Schedule were presented to the City Council for fiscal year 2010. The Schedule was adopted with the exception of the following fees: ambulance, South Lake Parking, and certain historic preservation fees. City Council requested these fees be presented with additional information. Additionally, staff recommends amending environmental health fees and the Housing compliance monitoring fee as presented below.

Pursuant to Pasadena Municipal Code section 1.08.070, the amount of any fee established by resolution of the City Council shall not exceed the cost incurred by the City in providing the service, use, action or item for which the fee is charged.

Annually, the General Fee Schedule is reviewed to determine if there should be increases or decreases based on the cost of providing services; if new fees for new services are warranted or if certain fees should be eliminated. In addition, the fee schedule includes fees that are based on market rates or surveys for such items as parking rates or medical supplies.

The items below include a description of each fee; the current fee as adopted by the City Council on April 28 2008 for fiscal year 2009; and the fee amount recommended by

staff for fiscal year 2010. The following paragraphs provide the additional information requested by the City Council.

Ambulance Fees – The Los Angeles County Emergency Medical Services Agency (EMSA) establishes the general public ambulance rates for all licensed ambulance operators within the County. Although municipalities are exempt from abiding by these rates, all 88 cities in LA County use these rates as a starting point for establishing their own fee schedule. Not all line item charges established by the EMSA are applicable to the City of Pasadena, and are not reflected in our fee schedule. The attached amended fee schedule incorporates the EMSA recommendations, the Maximus Fee Study of 2005, and the existing fees as previously identified in the General Fee Schedule FY2009.

Fees listed on the FY2009 General Fee Schedule, which are not applicable to Pasadena, have been removed. These fees include:

	<u>FY 2010 Recommended</u>	<u>FY2010 Revised</u>
Advanced Life Support (ALS) resident	\$ 1,146.50	0
Advanced Life Support (ALS) non-resident (NR)	Delete	Delete
Advanced Life Support (ALS) resident (BLS Transport)	Delete	Delete
Advanced Life Support (ALS) non-resident (BLS Transport)	Delete	Delete
Basic Life Support non-resident transport	Delete	Delete
Extra Attendant	Delete	Delete

Fees recognized by the EMSA, which are not applicable to Pasadena, have been removed. These fees include:

	<u>FY 2010 Recommended</u>	<u>FY2010 Revised</u>
Oxygen/Cannula/Mask	\$ 23.00	Delete
Service Request after 7:00 pm and before 7:00 am of the next day	74.00	Delete
Backboards, Splints, KED	43.00	Delete
Traction Splint	77.25	Delete
Ice Packs	23.00	Delete
Bandages, Dressings	23.00	Delete
Cervical Collar	38.75	Delete
Obstetrical Kit	42.00	Delete
Burn Kit	42.00	Delete
Pulse Oximeter	74.50	Delete

New fees added to the FY2010 General Fee Schedule include:

Code 3 Transport- (Broken out of the Advanced Life Support Base Rate for clarification) – proposed fee \$109.75

Additional fees added to the FY2010 General Fee Schedule not previously identified include four new field treatment modalities recently approved into the paramedic scope

of practice. These new fees support the EMS budget enhancement for emergency medical supplies recommended to City Council and incorporate existing cost recommendations and are listed below:

Continuous Positive Airway Pressure (CPAP) - proposed fee \$100.00
Transcutaneous Pacing – proposed fee \$51.00
Intraosseous Infusion – proposed fee \$51.00
Capnography – proposed fee \$55.00

Historical Preservation Fees – On November 12, 2008 the Planning Commission heard and recommended proposed amendments to the Zoning Code – Historic Preservation Ordinance and requested that staff investigate the adoption of an application fee for Historic Property Contracts. On January 26, 2009 the Historic Preservation Code Amendments were adopted by City Council along with the Planning Commission recommendation to bring information regarding an application fee to City Council with the annual General Fee Schedule analysis. Based upon discussions with the Planning Commission, staff presented three options for recovering the cost of performing the Mills Act application review, contract development and execution, and ongoing monitoring. After extensive discussion regarding the best manner to implement the cost recovery of this process without unduly hampering potential applicants, staff is recommending that City Council adopt the Historic Properties Contract Execution Fee (Mills Act) of \$2,000, to be paid at the time the Mills Act contract is prepared and ready for execution. Thus, only the beneficiaries of the property tax waiver designation would be required to pay for the work performed. It should be noted that, consistent with waivers provided elsewhere, 50% of the amount of this fee would be waived for qualifying single-family residences. Finally, beneficiaries receive on average a \$10,000 tax credit annually.

Environmental Health Fees – Staff recommends that Environmental Health fees be increased as detailed in Attachment A. The full cost of providing Environmental Health services was analyzed to ensure cost recovery of all expenses, utilizing the MAXIMUS cost study (FY 2004-2005) model. Appropriate indirect costs and updated staffing allocations were included to accurately capture all allowable costs. In addition, staff conducted a comparative analysis of Environmental Health fees between Pasadena Public Health Department (PPHD), Los Angeles County and the City of Long Beach. This analysis indicated that on average, PPHD is charging 42.5% less than the other two Southern California public health departments. Plan Check fees compared with the other jurisdictions have the largest difference in costs. In every case, staff is recommending the fees be increased to be the lower of either Los Angeles County's current fee or the City's updated full cost recovery.

Staff met with the Pasadena Chamber of Commerce and the Pasadena Restaurant Association to discuss the need for fee increases and secure community input. Restaurant owners stated an understanding and acceptance of the need for these fee increases and acknowledged the high level of sanitation quality and customer service provided by PPHD Environmental Health Inspectors. A number of restaurant representatives, however, expressed concern that any increases to their fees during this economic downturn would be difficult to absorb. A few others reported that they

would be willing to accept the fee increases if this was needed to maintain the current level of support and customer service provided by the Public Health Department. As an alternative, it was suggested that a phased approach to fee implementation be considered, with 50% of the increase adopted for fiscal year 2010 and the remainder of the increase plus any CPI adopted with the fiscal year 2011 fee amendments. However, this alternative for a phased in approach is not recommended given the financial conditions of the Health Department which is being impacted by significant reductions in funding from the State.

Housing Compliance Monitoring Fees – Compliance monitoring includes verifying that: covenanted rental units are leased to income-eligible tenant households at affordable cost; covenanted ownership units remain owner-occupied (and not rented); homeowners make payments on City down payment assistance loans when required; project owners make payments on City rental housing development loans when due; and correct insurance is in place to protect the City.

The new Housing Compliance Monitoring Fee would be charged to owners of rental housing projects in the City which contain covenanted affordable units under the City's Density Bonus and Inclusionary Housing requirements (Municipal Code Chapters 17.42 and 17.43). The covenant agreements which bind such affordable units provide for the assessment of a City administration fee:

“Administration Fee. Owner agrees to pay such fees and deposits as the City Council may adopt by resolution pursuant to Section 17.42.110 of Chapter 17.42 to offset the administrative cost of performing the duties and responsibilities described in this Agreement.”

Compliance monitoring fees are not uncommon. For example, the County of Los Angeles currently charges \$141 per unit per year to recover the cost of monitoring affordable density bonus units. The proposed fee (\$147.50 per unit per year) will be collected as a dedicated revenue source for the Housing Department. An estimated 550 affordable rental dwelling units will be subject to the proposed fee in FY 2010. Assuming a first-year collection success rate of 75%, the projected annual revenue from this fee for FY 2010 would be \$64,556. This revenue would be applied only towards the administrative costs of compliance monitoring of affordable density bonus and inclusionary units.

Miscellaneous Refuse Fees – These miscellaneous refuse fees were inadvertently left off the previous General Fee Schedule. Staff recommends that they be included to recover revenue for these important refuse goods and services provided to Pasadena's refuse customers.

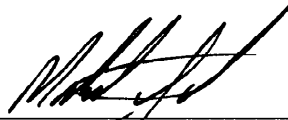
FEE TITLE	FY 2009 Current Fee	FY 2010 Recommended Fee	DESCRIPTION
Additional Bin Pickup-Commercial	50.00	50.00	Additional bin
Additional Bin City Account-Commercial	50.00	50.00	Additional bin City account
Additional Temporary Bin City Account-Commercial	89.00	89.00	Additional temporary bin City account
Change Out-Commercial	35.00	35.00	Fee to change container commercial
Damaged Bin-Commercial	75.00	75.00	Fee for damaged container commercial
Temporary Bin City Accounts-Commercial	89.00	89.00	Temporary bin one pick up City account
Temporary Bin Service	89.00	89.00	Temporary bin one pick up
Bulky Item Pickup Charge	35.00	35.00	Bulky item pickup, after 2 free pickups have been exhausted- 1/4 ton
Bulky Item Pickup Charge	75.00	75.00	Bulky item pickup, after 2 free pickups have been exhausted- 1/2 parkway
Bulky Item Pickup Charge	100.00	100.00	Bulky item pickup, after 2 free pickups have been exhausted- full parkway
Change Out Residential	35.00	35.00	Fee to change residential container, except during month of Nov. when the fee is waived per the Municipal Code
Yard Waste Contamination	10.00	10.00	Fee if yard waste is contaminated
Damaged Container Residential	75.00	75.00	Fee for damaged container residential
Mixed Waste Overfill 1	5.00	5.00	Fee for container being overfilled-1st notice
Mixed Waste Overfill 2	10.00	10.00	Fee for container being overfilled-2nd notice
Compost Bin	Actual cost	Actual cost	Actual cost to purchase compost bin
Compost Bin Delivery	18.50	18.50	Cost of compost bin delivery

South Lake Parking Fees – On May 5, 2009, at a Special Meeting of the South Lake Parking Place Commission discussions were held regarding parking rates for the South Lake Parking Lots. The Commission would like to further review and discuss the matter. The Commission also authorized staff to conduct a parking study. Upon completion of the study, a recommendation on parking rates will be submitted. Until that time the fee will be removed from the Recommended FY 2010 General Fee Schedule.

FISCAL IMPACT:

Adoption of the staff recommendation is expected to increase revenues in fiscal year 2010 in the Health Fund by approximately \$341,085, the Housing Fund by \$64,556 and in the Refuse Fund by \$50,000.

Respectfully submitted,



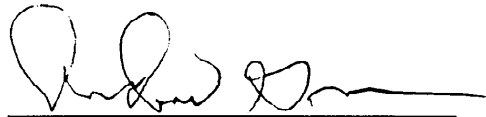
Michael J. Beck,
City Manager

Prepared by:



Paula Hanson
Budget Administrator

Approved by:



Andrew Green
Director of Finance

PUBLIC HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEES – ATTACHMENT A					
Fee #	Description	Adopted FY09	LA County	Updated Analysis	Proposed for Adoption
	Environmental Health Plan Check & Inspection Fees				
	Food Market Retail				
701	Less Than 6,000 Square Feet	\$ 300.50	\$ 638.00	\$ 652.63	\$ 638.00
702	6,000 or More Square Feet	\$ 300.50	\$ 799.00	\$ 650.87	\$ 650.87
	Food Processor				
703	1 - 1,999 Square Feet	\$ 300.00	\$ 502.00	\$ 649.59	\$ 502.00
704	2,000 - 5,999 Square Feet	\$ 300.00	\$ 799.00	\$ 649.59	\$ 649.59
705	Greater Than 6,000 Square Feet	\$ 446.00	\$ 1,173.00	\$ 965.88	\$ 965.88
706	Food Warehouse (Commissaries included)	\$ 155.50	\$ 365.00	\$ 337.10	\$ 337.10
707	Food Salvager	\$ 155.50	\$ 365.00	\$ 337.10	\$ 337.10
708	Food Vehicle	\$ 155.50	\$ 340.00	\$ 337.10	\$ 337.10
	Restaurant				
709	0 - 60 Seats	\$ 300.50	\$ 757.00	\$ 651.36	\$ 651.36
710	61 Seats or Larger	\$ 373.00	\$ 1,136.00	\$ 808.25	\$ 808.25
711	Simple Remodel (Less than 200 Square Feet)	\$ 193.00	\$ 274.00	\$ 417.92	\$ 274.00
712	Swimming Pool	\$ 419.00	\$ 809.00	\$ 908.11	\$ 809.00
713	Spa	\$ 419.00	\$ 809.00	\$ 909.06	\$ 809.00
714	Sewage Disposal System (New)	\$ 215.50	\$ 786.00	\$ 466.84	\$ 466.84
715	Sewage Disposal - Existing	\$ 215.50	\$ 721.00	\$ 466.84	\$ 466.84
716	Well Drilling, Destruction, Etc.	\$ 111.00	\$ 327.00	\$ 241.47	\$ 241.47
717	Supplemental Inspections - Third or more inspections described above	\$ 22.05		\$ 49.25	\$ 49.25
	Food Sanitation Inspections and Permits				
	Restaurants				
718	0-10 Seats	\$ 492.50	\$ 553.00	\$ 1,066.21	\$ 553.00
719	11-30 Seats	\$ 562.00	\$ 707.00	\$ 1,216.85	\$ 707.00
720	31-60 Seats	\$ 703.90	\$ 817.00	\$ 1,524.03	\$ 817.00
721	61-100 Seats	\$ 703.90	\$ 915.00	\$ 1,524.07	\$ 915.00
722	101-150 Seats	\$ 703.90	\$ 1,160.00	\$ 1,524.05	\$ 1,160.00
723	151-200 Seats	\$ 669.00	\$ 1,180.00	\$ 1,448.63	\$ 1,180.00
724	201-400 Seats	\$ 741.50	\$ 1,294.00	\$ 1,605.24	\$ 1,294.00
725	More Than 400 Seats	\$ 741.00	\$ 1,468.00	\$ 1,604.96	\$ 1,468.00
	Food Market, Wholesale				
726	1-1,999 Square Feet	\$ 316.00	\$ 553.00	\$ 684.96	\$ 553.00
727	2,000 - 5,999 Square Feet	\$ 335.90	\$ 553.00	\$ 727.24	\$ 553.00
728	More Than 5,999 Square Feet	\$ 391.00	\$ 553.00	\$ 846.55	\$ 553.00
729	Food Warehouse	\$ 226.50	\$ 487.00	\$ 490.52	\$ 487.00
730	Milk Warehouse	\$ 149.00		\$ 222.84	\$ 222.84
731	Fruit and Vegetable Market	\$ 191.40	\$ 553.00	\$ 339.00	\$ 339.00

Public Health General Fee Schedule Adjustments

PUBLIC HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEES – ATTACHMENT A					
Fee #	Description	Adopted FY09	LA County	Updated Analysis	Proposed for Adoption
	Food Market, Retail				
732	11-50 Square Feet	\$ 191.90	\$ 223.00	\$ 415.63	\$ 223.00
733	51-1,999 Square Feet	\$ 333.80	\$ 553.00	\$ 722.81	\$ 553.00
734	2,000-5,999 Square Feet	\$ 346.90	\$ 710.00	\$ 751.30	\$ 710.00
735	6,000 or More Square Feet	\$ 347.10	\$ 1,044.00	\$ 751.72	\$ 751.72
	Food Processing, Retail & Wholesale				
736	1-1,999 Square Feet	\$ 316.40	\$ 944.00	\$ 685.15	\$ 685.15
737	2,000-5,999 Square Feet	\$ 317.00	\$ 1,632.00	\$ 686.34	\$ 686.34
738	More Than 5,999 Square Feet	\$ 318.30	\$ 2,456.00	\$ 686.34	\$ 686.34
	Food Service Cart				
739	Food Vehicles - Retail - Without Plumbing	\$ 149.80	\$ 297.00	\$ 324.36	\$ 297.00
740	Food Vehicles - Retail - With Plumbing	\$ 149.60	\$ 297.00	\$ 323.85	\$ 297.00
741	Food Demonstrator	\$ 77.70	\$ 158.00	\$ 168.56	\$ 158.00
742	Picnic Food Service Operator	\$ 42.70	\$ 618.00	\$ 92.80	\$ 92.80
743	Milk Delivery Vehicles	\$ 42.70	\$ 68.00	\$ 92.80	\$ 68.00
744	Independent Wholesale Vehicles	\$ 149.60	\$ 297.00	\$ 323.91	\$ 297.00
745	Food Vehicles - Dairy, Delivery	\$ 114.75	\$ 98.00	\$ 248.58	\$ 248.58
746	Food Vehicles - Retail	\$ 202.00	\$ 340.00	\$ 302.11	\$ 302.11
747	Food Salvager	\$ 42.70	\$ 464.00	\$ 92.80	\$ 92.80
748	Industrial Catering Vehicles	\$ 184.20	\$ 297.00	\$ 399.23	\$ 297.00
479	Mobile Restaurant Vehicles	\$ 184.30	\$ 695.00	\$ 323.85	\$ 323.85
450	Seasonal - Special Event Mobile Food Vehicle	\$ 182.70		\$ 395.82	\$ 395.82
751	Special Event Food Stand	\$ 160.00	\$ 419.00	\$ 332.25	\$ 332.25
752	Annual Special Event Permit Fee - Site Specific	\$ 187.95	\$ 419.00	\$ 407.18	\$ 407.18
	SUPPLEMENTAL INSPECTIONS - Third & Subsequent Inspections				
753	Retail Food Facility	\$ 130.10		\$ 278.40	\$ 278.40
754	All other (applies to all inspection categories except Retail Food)	\$ 130.10		\$ 278.40	\$ 278.40
	Inspections & Permits				
760	Boarding School	\$ 324.70	\$ 485.00	\$ 614.94	\$ 485.00
	HOTELS - MOTELS				
761	6-10 Rooms	\$ 115.30	\$ 351.00	\$ 249.99	\$ 249.99
762	11-50 Rooms	\$ 113.40	\$ 547.00	\$ 245.58	\$ 245.58
763	51+ Rooms	\$ 115.30	\$ 1,474.00	\$ 249.99	\$ 249.99
	HOTELS - MOTELS W/POOL				
764	6-10 Rooms	\$ 148.50	\$ 650.00	\$ 321.96	\$ 321.96
765	11-50 Rooms	\$ 148.50	\$ 846.00	\$ 321.96	\$ 321.96
766	50+ Rooms	\$ 149.60	\$ 1,775.00	\$ 323.95	\$ 323.95
767	Children's Camp	\$ 338.20	\$ 392.00	\$ 640.51	\$ 392.00
	DAY CARE CENTER				
768	7 - 15 Licensed Capacity	\$ 149.50	\$ 273.00	\$ 323.66	\$ 273.00

Public Health General Fee Schedule Adjustments

PUBLIC HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEES – ATTACHMENT A					
Fee #	Description	Adopted FY09	LA County	Updated Analysis	Proposed for Adoption
769	More than 15 Licensed Capacity	\$ 149.50	\$ 369.00	\$ 323.85	\$ 323.85
	HOMES FOR THE AGED				
770	7 - 15 Licensed Capacity	\$ 153.50	\$ 231.00	\$ 332.56	\$ 231.00
771	16+ Licensed Capacity	\$ 153.50	\$ 358.00	\$ 332.41	\$ 332.41
	LAUNDRIES / LAUNDROMATS				
772	1-3,339 Sq. Ft.	\$ 149.60	\$ 167.00	\$ 323.85	\$ 167.00
773	3,340 + Sq. Ft.	\$ 158.50	\$ 365.00	\$ 321.96	\$ 321.96
774	Garment Manufacturing	\$ 149.00	\$ 390.00	\$ 322.91	\$ 322.91
775	Backflow Prevention Device Test	\$ 116.10	\$ 240.00	\$ 251.75	\$ 240.00
776	Waste Collection Vehicle	\$ 184.30		\$ 399.24	\$ 399.24
777	Health Spa with Pool	\$ 202.20	\$ 279.00	\$ 438.03	\$ 279.00
778	Health Spa without Pool	\$ 221.25		\$ 479.15	\$ 479.15
779	Tattoo / Cosmetology Establishment	\$ 221.80	\$ 269.00	\$ 480.56	\$ 269.00
780	Annual Medical Waste Certification	\$ 43.70		\$ 82.77	\$ 82.77
781	Sewage Cleaning Vehicle	\$ 148.50	\$ 225.00	\$ 321.96	\$ 225.00
782	Animal Keeper	\$ 9.50	\$ 317.00	\$ 20.83	\$ 20.83
783	Swim Pool / Spa, Public	\$ 195.80	\$ 297.00	\$ 424.29	\$ 297.00
784	Supplemental Inspections - Third or more inspections	\$ 22.60	\$ 130.00	\$ 49.25	\$ 49.25