

Agenda Report

May 14, 2012

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: City Manager

SUBJECT: ANNUAL AMENDMENTS TO THE GENERAL FEE SCHEDULE

RECOMMENDATION:

It is recommended that the City Council:

1. Open the public hearing on the General Fee Schedule; and
2. Continue this public hearing to each subsequent meeting of the City Council at 7:00 p.m. until May 21, 2012 or such other date as the City Council may determine, and at which time the City Council will be asked to close the public hearing and formally adopt the Fiscal Year 2013 General Fee Schedule.

BACKGROUND:

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 services, use, action or item for which the fee is charged. Moreover, a written schedule of fees, designated the *General Fee Schedule*, adopted by resolution of the City Council, shall be filed with the City Clerk and shall be available for public inspection during regular business hours.

The FY 2013 Recommended General Fee Schedule was previously published for public review and comment on April 13, 2012. Since that time, staff identified additional new fees. The fee schedule (Attachment A) presented for adoption includes the new fees. In addition, a list of the deleted fees is included (Attachment B) and a list of the new fees is included (Attachment C).

The *General Fee Schedule* is reviewed annually 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. Fees may also be held constant or increased by an amount equal to the change in the Consumer Price Index (CPI) for the Los Angeles-Orange-Riverside counties for the preceding 12-month period

ending March 1st, where applicable. For the most recent period, the CPI equaled 2.09 percent. Some fees are held constant due to various government codes related to the respective departments. The calculation of the fees was rounded down to the nearest dollar, with some exceptions where the fee amounts have to be more precise. With the exception of Public Health Vital Statistics fees and development related fees, the new fees will be effective on July 1, 2012. Pursuant to Assembly Bill 1053, the state-mandated portion of the Public Health Vital Statistics fees increased by \$5 on January 1, 2012. The state has mandated an additional \$2 increase effective January 1, 2013 (Health and Safety Code 103625.1.2). The third and final increase of \$2 included in AB 1053 will be effective January 1, 2014. Development related fees will be effective July 20, 2012. Pursuant to government code 66017 (A), changes to development fees shall be effective no sooner than 60 days following the final fee schedule adoption.

The *FY2013 Recommended General Fee Schedule (Attachment A)* is attached and is posted to the City's website for public review.

COUNCIL POLICY CONSIDERATION:

The City Council's strategic planning goal of maintaining fiscal responsibility and stability will be advanced through annual review and updating of the *General Fee Schedule* and by ensuring that, where appropriate, the City is reimbursed for the cost of providing selected services.

FISCAL IMPACT:

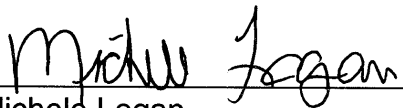
When adopted, the amendments to the *General Fee Schedule* are expected to increase revenues in FY 2013 in the General Fund by approximately \$122,000 and other funds by \$203,000. These revenue projections have been factored into the General Fund Five-Year Plan as well as the FY 2013 Recommended Operating Budget.

Respectfully submitted,



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Finance Department

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Approved by:



Fin MICHAEL J. BECK
City Manager

Attachments: 3

Attachment A – *Fiscal Year Recommended General Fee Schedule*
Attachment B – *Deleted Fees*
Attachment C – *New Fees*