



Agenda Report

May 10, 2021

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Finance Department

SUBJECT: REINSTATEMENT OF LATE FEES AND PENALTIES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required; and
2. Rescind the suspension of late fees and penalties on City provided services that was approved on March 17, 2020 and not previously approved by other action.

BACKGROUND:

On March 17, 2020, the City Council approved the suspension of all late fees and penalties on City provided services including but not limited to municipal services and administrative citations, the suspension of all utility shut-offs for non-payment, and modified various parking policies. Since that time, the City Council has taken separate action to reinstate various parking policies and approve a timeline to resume utility late fees and shut-offs for non-payment. The proposed action will end the suspension of late fees and penalties for any other City fees or charges not previously approved. This includes fees for emergency medical services, license or permit renewals, rents, and other accounts receivables.

COUNCIL POLICY CONSIDERATION:

This proposed action supports the City Council's strategic planning goal of maintaining fiscal responsibility and stability the collection of amounts due to the City.

ENVIRONMENTAL ANALYSIS:

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), the common sense exemption. The common sense exemption can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action is the modification of fees, and will not result in any new development or physical changes.

FISCAL IMPACT:

The approval of the proposed reinstatement of late fees and penalties would maintain a balanced operating budget for Fiscal Year 2022 without the need to draw upon reserves.

Respectfully submitted,


MATTHEW E. HAWKESWORTH
Director of Finance

Approved by:


STEVE MERMELL
City Manager