

NEW FEES

FISCAL YEAR 2023 GENERAL FEE SCHEDULE

FY 2023 Fee #	Description	FY 2023 RECOMMENDED FEE	Notes
FIRE			
40	Paramedic Subscription Fee	\$85.00	The Department recommends implementing an annual Paramedic Subscription Fee per household or business to utilize ambulance services as needed throughout the year, with no out of pocket costs for services that are not fully covered by insurance. The Subscription Program fee is designed as an alternative to paying higher direct fees for paramedic and ambulance services for residents, and is intended to recover a portion of response costs associated with EMS for the Department. The proposed fee amount is based on recommendations from a third party fee study, and the average Medicare copay amount. Presented to Public Safety Committee on May 31, 2022. Estimated Annual Revenue: \$310,000
76	Fire Inspection Billing Fee	\$18.50	The Department will begin utilizing a third party company for fire inspection billing services. The third party vendor will issue an \$18.50 processing fee for each successfully collected invoice. The processing fee includes all costs associated with billing procedures, cashing and collection procedures, customer services, reporting, and all accounting and account reconciliation procedures provided by the third party. Estimated Annual Revenue: no estimate - revenue collected will be issued to vendor for billing services
PLANNING AND COMMUNITY DEVELOPMENT			
223	AB 717 Training Fee	1% of Building Permit Fee	In 1995, the Governor of California signed Assembly Bill 717 (Ducheny, 1995): Construction inspectors, plans examiners, and building officials: certification and training. This Bill required building department staff to have 45 hours of State-mandated technical training in a three-year period. Of the 45 hours, 8 hours must be in disability access training. The Bill allows cities to recover costs by imposing fees for compliance with the Bill. Recoverable costs include: training, certification courses, certification renewals, travel costs related to training. The new fee proposes a charge on all building permits at 1% of the building permit fee. Collections related to this fee item is recommended to be deposited in a dedicated account number specifically for the training fee, "AB 717 Training Fee." With the Bill's requirement for training over a 3 year period, balances in the account are to be carried over each fiscal year. Estimated Annual Revenue: \$25,000
224	Accessibility Review Fee	1% of Building Permit Fee AND 1% of Plan Check Fee	In 1990 President H.W. Bush signed the Americans With Disabilities Act which is an act based on Civil Rights. Building standards related to Disabilities were added to California Building Code for both residential and non-residential buildings. As building standards, cities are required to enforce compliance measures for plan check review and inspection for accessibility-related construction. The current fee schedule does not include fees to recover the time expended by staff for Accessibility compliance for plan check and inspection. This new fee proposal would apply to new and existing projects that must comply with Accessibility laws - both non-residential construction and certain multi-family construction projects. The new proposed fees would cover costs related to plan check of Accessibility compliance at 1% of the plan check fee, and inspection verification costs at 1% of the building permit fee. Estimated Annual Revenue: \$50,000
PUBLIC HEALTH			
685	Community Event Organizer Annual Site Specific	\$505.00	PPHD recommends an annual fee for Community Event Organizer Annual Site Specific, which is distinct from the single-event fee that currently exists in the General Fee Schedule. The annual fee seeks to capture the full cost of permitting and regulating an event that is ongoing. It will cover the cost of staff time for issuing the permit and inspecting the event, updating the permit application as food vendors change throughout the year, conducting a second inspection, and addressing complaints as they arise. The existing single-event Community Event Organizer fee in this category covers the cost of staff time attending pre-event meetings, reviewing the Community Event Organizer Application, processing and issuing the Community Event Organizer Health Permit, and conducting the event organizer inspection on the day of the event. Estimated Annual Revenue: \$1,000

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727	Operating without a Food Facility Health Permit	3 times the cost of the permit	<p>PPHD recommends charging permanent, mobile, or temporary food vendors found operating without a health permit the amount authorized per California Health and Safety Code Section 114387 which states, "Any person who operates a food facility shall obtain all necessary permits to conduct business, including, but not limited to, a permit issued by the enforcement agency. In addition to the penalties under Article 2 (commencing with Section 114390), violators who operate without the necessary permits shall be subject to closure of the food facility and a penalty not to exceed three times the cost of the permit."</p> <p>Currently, when Environmental Health staff encounter food vendors operating without a health permit, they are limited to charging the normal health permit fee that allows food vendors to game the system without consequence. The proposed amendment aligns with California state regulations and allows PPHD to collect revenue necessary to cover unanticipated inspection, education, and administrative costs related to unpermitted vendors.</p> <p>Estimated Annual Revenue: \$5,000</p>
754	Mumps AB IGG	\$144.00	<p>PPHD recommends a new fee in conjunction with providing a new service, Mumps IgG antibody test. By adding this new service, PPHD will be able to meet demand from our community. Individuals may have limited access to this test, which may be required for school attendance or employment, due to a lapse in health insurance or because it is difficult to get a timely appointment in a doctor's office. Other antibody tests that may be needed for school or work include VZV and measles antibody tests that are already in the fee schedule and offered by the PPHD Immunization Clinic. The mumps test is not currently offered.</p> <p>This fee includes the cost of the test (\$115) to be run by a commercial laboratory, and the PPHD LVN's time to process the test, review the test result, and provide patient education (0.5 hours, inclusive of benefits and indirect cost rate).</p> <p>Estimated Annual Revenue: \$1,440</p>
TRANSPORTATION			
	Plan Check Department of Transportation		
364	Project Valuation - \$1 to \$500	\$1.00	<p>The Department provides plan check services for approximately 350 permits per years. Costs for plan check services are not currently included in the existing fee structure for permits. The fees were developed using a previous fee study methodology and mirror the same valuation schedule used by other City departments. Revenue collected will offset a portion of expenses for the permitting system currently absorbed by the Building Services Fund.</p> <p>Estimated Annual Revenue: \$50,000</p>
	Project Valuation - \$501 to \$2,000:		
365	First \$500	\$1.00	
366	Each Additional \$100 or fraction thereof	\$1.00	
	Project Valuation - \$2,001 to \$25,000:		
367	First \$2,000	\$3.00	
368	Each Additional \$1,000 or fraction thereof	\$2.00	
	Project Valuation - \$25,001 to \$50,000:		
369	First \$25,000	\$35.00	
370	Each Additional \$1,000 or fraction thereof	\$2.00	
	Project Valuation - \$50,001 to \$100,000:		
371	First \$50,000	\$69.00	
372	Each Additional \$1,000 or fraction thereof	\$1.00	
	Project Valuation - \$100,001 and over:		
373	First \$100,000	\$137.00	
374	Each Additional \$1,000 or fraction thereof	\$1.00	
886	City Owned Parking Garage – 24 hour Reserved Monthly Parking Space	3 times monthly rate by garage	<p>The Department's recommendation is to memorialize 24 Hour Reserved Monthly Parking in any City Owned Parking Garage. The Parking Division evaluated the annual revenue produced by each space in a given garage, and then determined the monthly value for a parking space. Three times the monthly rate is recommended for this fee to ensure the Parking Garages do not lose revenue due to 24/7 reserved spaces.</p> <p>Estimated Annual Revenue: \$15,000</p>
887	Rose Parade and other Special Event Daily Parking Rates at all City Parking Garages	Not to exceed \$40	<p>Parking Garages throughout the City historically raise prices for the Rose Parade. The Department's recommendation is to memorialize this actual practice with a new fee.</p> <p>Estimated Annual Revenue: \$15,000</p>

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888	Overnight In/Out Privileges Rates for All City Garages unless otherwise specified in this fee schedule	\$16.00	The Department recommends an overnight parking rate with in/out privileges. The Parking Division has received requests from guests staying in nearby hotels or short-term rentals who are looking for a more economical rate. The recommended fee also offers visitors to Pasadena another parking option rather than parking overnight on the street. Estimated Annual Revenue: \$5,000
898	Plaza Las Fuentes Parking Garage - Valet Banquet/Event Parking	\$14.00	The City is now operating the Valet service at the Plaza Las Fuentes Garage as required by contract. The recommended fee is the same fee amount charged under the previous valet operator. Estimated Annual Revenue: \$50,000
899	Plaza Las Fuentes Parking Structure - Hotel Valet / Hotel Self-Park	\$24.00	The City is now operating valet service as required by contract. Following a review of similar hotel parking prices in the immediate vicinity of the Westin hotel property, the recommended fee is an increase of \$2 from what was previously charged. Estimated Annual Revenue: \$100,000
PUBLIC WORKS			
	Sidewalk/Alley and Street Dining Fees		
	Business Improvement Districts (BID)		
1135	On-Street (sqft) - prorate by 11/12 months for locations along	\$7.75	The City is proposing three new outdoor dining permit rental fees to address occupancy within the public right-of-way (sidewalk, alley, on-street); and reimbursement to the Department of Transportation as partial recovery on parking meter revenue and traffic barriers procurement. All fees for the permitted area are per square foot per year. The proposed base rates on occupancy are categorized by business improvement districts (BID) and the rest of the City as non-BID. The On-Street base rate is a flat fee of \$7.75 that includes an estimated recovery asset cost for traffic barriers at \$1.50 per square foot per year. The On-Street rates for locations along the Rose Parade route will be prorated by 11/12 months due to event-related removal of enclosures. The Metered Parking Recovery fee accounts for partial parking revenue loss to the City due to metered parking spaces removal within the Old Pasadena Management and South Lake BIDs. The City will apply an additional \$2.25 per square foot per year for locations where metered parking spaces are removed due to outdoor dining. Presented to Economic Development & Technology Committee on June 1, 2022. Estimated Annual Revenue for On-Street Dining Program: \$276,000.
	Non-Business Improvement District (BID)		
1137	On-Street (sqft) - prorate by 11/12 months for locations along parade route	\$4.00	
	Metered Parking Spaces		
1138	Metered Parking Recovery <i>* applicable to Old Pasadena Management and South Lake BID</i>	\$2.25	
PARKS, RECREATION AND COMMUNITY SERVICES			
1324	Passport Picture	\$10.00	The Department recommends the addition of a passport picture fee to provide full passport service at the Jackie Robinson and Villa Parke Community Center. The picture fee will include two passport pictures. Estimated Annual Revenue: \$3,000