TO: HONORABLE CITY COUNCIL

ATTENTION: FINANCE COMMITTEE

FROM: CITY MANAGER DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: MAY 22, 2007 CMR: 223:07

SUBJECT: PROPOSED AMENDMENTS TO 2007-08 MUNICIPAL FEE SCHEDULE

RECOMMENDATION
Staff recommends that the City Council approve the proposed changes to the Municipal Fee Schedule for fiscal year 2007-08.

DISCUSSION
This staff report transmits the proposed Municipal Fee Schedule for fiscal year 2007-08. Changes are shaded and text that has been deleted has a line through it. The reasons for the fee increases vary and are based on such factors as employee salary and benefit cost increases, adjustment by citywide cost indices, and additional expenses for cost-recovery operations. An explanation of all increases is detailed in Attachment A. The major changes to the 2007-08 Municipal Fee Schedule include:

1. The Administrative Services Department is increasing some existing fees to provide for fuller cost recovery.

2. The Community Services Department is proposing three new fees which are the Jr. Museum and Zoo Group Admission fee, a Jumbo Bucket fee, a Student Annual Play Card fee as well as increasing some existing fees to recover the costs of providing services.

3. The Fire Department is proposing a new fee for Alternate Means and Method Application and increasing several other fees to make them cost recovery.

4. The Human Resources Department has eliminated one training class fee and increased some other training class fees to provide for fuller cost recovery.

5. The Library Department is proposing a new fee for extended hold requests and one for headphones.
6. The Planning and Community Environment Department is proposing three new fees for temporary utility requests, photovoltaic – residential installations, and 800 High Street parking garage permits. In addition, it is increasing development-related permit fees and other fees. In accordance with state law, the development-related fees go into effect sixty days after Council adoption, which is August 11, 2007.

7. The Police Department is proposing to add a 48 hour cancellation fee and a no show fee for appointments which are both non-refundable. It is requesting a new fee for an engraved plaque for deceased animals, eliminating some fees, and increasing other fees to provide for fuller cost recovery.

8. The Public Works Department is proposing a new improvement plan review fee, a three axle vehicle fee, and increasing some other fees to make them cost recovery.

**RESOURCE IMPACT**
Approval of the proposed changes to the Municipal Fee Schedule is projected to result in a net General Fund revenue increase of approximately $196,000 when compared to the 2006-07 Adjusted Budget. All fees in the 2007-08 Municipal Fee Schedule are intended to recover costs associated with City departments providing these services. While some budgeted revenue increases result from fee increases, other increases are the result of higher volume, not increased fees. These revenue impacts are summarized in the resource level change tables contained within each departmental section of the 2007-08 Proposed Budget.

**POLICY IMPLICATIONS**
These recommendations are consistent with existing City policies.

**ENVIRONMENTAL ASSESSMENT**
Adjustment to the Municipal Fee Schedule does not constitute a project for the purposes of the California Environmental Quality Act.

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ATTACHMENTS
Attachment A: Summary of Proposed Changes to the 2007-08 Municipal Fee Schedule
Attachment B: Proposed 2007-08 Municipal Fee Schedule