



Consider a Resolution Adopting the Master Fee Schedule

Fiscal Year 18/19



Background

- California State Law, Government Code 66014(a)
 - States that user fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged
 - Publish notice of public hearing

- Chapter 6.02 of the Pacific Grove Municipal Code
 - Requires a review of fees annually

- Council Policy 400-4: Fees, Charges & Cost Recovery
 - Provides guidance on cost recovery
 - Additional Council direction



User Fee Study

- Conducted a User Fee Study
 - City under-recovery costs: \$488,000
 - General Fund: \$443,000
 - Cemetery Fund: \$45,000

**Report on the Cost of
Services (User Fee) Study**

CITY OF PACIFIC GROVE, CALIFORNIA

matrix #
consulting group

April 2018



Implementation of Fee Study

- **Challenges**
 - Limited time for analysis
 - Study brought forward in May
- **Considerations**
 - Evaluate policy cost recovery levels
 - Survey market rates, where applicable
 - Receive recreation study information
 - Evaluate recommendation for fee alignment
 - Monterey Building and Fire Inspection fees
 - Recommend implementation of any fees
 - Potential phase-in or 100% implementation
 - Evaluate fees to encourage community good
 - Retain at current levels, with annual increases



Master Fee Schedule

- Draft Schedule
 - Includes current fee, study amount, and proposed fee
 - Not all items subject to fee study
 - Property based or market base fees, and violations
 - Reduces any fees that are above the study limits
 - Suggests increases in areas of under-recovery
 - Offsets reductions
 - Provides assistance in staying within Fiscal Year 18/19 amounts
 - Increases other fees by CPI that are not driven by other entities
 - Adds new fees or consolidates some similar titled fees



Key Changes

- Community Development
 - Reduction in Annual STR License Fee
 - Increases in the Environmental Review Category
 - Increases in Counter Review and Determination
 - Five-year phase-in
- Hyperbaric Chamber
 - Combined Administrative Fee into standard fees
- Police Department
 - Film Permitting Information
 - New Overnight permits
 - Pending adjustment for drones
- Public Works
 - Memorial Bench and Tree, labor and materials separate
 - Tree Appeal reduction



Questions

