



## **STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of July 14, 2020

**TO:** Members of the City Council

**SUBMITTED BY:** David Biggs, City Manager  
Edwin Gato, Director of Finance

**SUBJECT:** Continued Public Hearing on Approving Additions, Deletions and Adjustments to the Master Fee Schedule with said Additions, Deletions and Adjustments become effective July 15, 2020

### **RECOMMENDED ACTION:**

Open the Continued Public Hearing, Receive a Staff Report, Take Public Testimony, Close the Public Hearing, and Adopt the following resolution (Attachment 1):

A Resolution of the City Council of the City of Hercules Approving Additions, Deletions, and Adjustments to the Master Fee Schedule with said Additions, Deletions, and Adjustments to Become Effective July 15, 2020.

### **COMMISSION/SUBCOMMITTEE ACTION AND RECOMMENDATION:**

The Finance Commission did a full review of the FY 2020-21 Proposed City's Master Fee Schedule update at their special meeting on June 18, 2020, and completed their review with no comments to forward to the City Council.

### **FISCAL IMPACT OF RECOMMENDATION:**

The eligible fees in the Master Fee Schedule have been increased by the Consumer Price Index (CPI) of 3% and the staff review of all fees and charges to determine if they are up to date, current, at the appropriate level, competitive/fair/affordable, and provide a reasonable return to the City for the cost of providing services for which they are being charged. The projected increase in revenues from the new fees outlined in the Master Fee Schedule is included in the Proposed FY 20-21 Budget. The estimated increase in revenue is between \$50,000 to \$70,000 and depending upon the level of activity during the fiscal year.

### **DISCUSSION:**

The public hearing was noticed in the local newspaper on May 29, 2020 for a public hearing on June 23, 2020, and the hearing was continued open to July 14, 2020. The purpose of the public hearing is to provide a formal opportunity for community input. The proposed FY 20-21 Master Fee Schedule

is available on-line on the City's website ([www.ci.hercules.ca.us](http://www.ci.hercules.ca.us)) and through the following link: <https://www.ci.hercules.ca.us/home/showdocument?id=12978>

The FY 20-21 Master Fee Schedule reflects new and proposed changes to existing fees in many City departments, including a 3% inflationary adjustment based on the CPI applicable to identified programs, with exceptions as follows:

- If the fee's legal basis provides limitations.

The February 2019 to February 2020 Bay Area Consumer Price Increase was 2.9%. For those fees for which a CPI based adjustment is recommended, that was rounded to 3% in Attachment 2. Such fees and charges have been determined to recover costs, but do not exceed, the City's costs for providing such services.

Given the delay, the effective date for the fee increases will be July 15, 2020, if approved on July 14<sup>th</sup>.

**ATTACHMENTS:**

1. Supplemental Memorandum
2. Resolution
3. FY 20-21 City of Hercules Master Fee Schedule