



Atascadero City Council

Staff Report – Administrative Services Department

Amendments and Additions to Fee Schedule

RECOMMENDATION:

Council adopt Draft Resolution A adding new fees and amending selected existing fees.

DISCUSSION:

The purpose of City government is first and foremost to service the needs of the people. That is done in many different ways in Atascadero, and one of these ways is by providing recreational, athletic, and educational opportunities to the community. These services are funded in part by General Fund subsidy, and in part by Service Fees paid by the user. Staff is preparing for a full Planning and Service Fee Update in which evaluations will be done to effectively calculate the cost of providing each service. Additionally, staff will provide a comparison with similar fees in other cities. Until that is presented to Council, however, staff recommends some interim updates to Service Fees.

Like other service agencies, the City needs to be competitive in price and variety of recreational offerings. On review of the Fee Schedule, staff determined that opportunities to provide new services existed, but without a mechanism to recover some of the costs of these new services, they couldn't be offered. With the additions and changes on the attached Fee Schedule, the City can offer a wider range of activities and can have the opportunity to add appropriate service-related fees in the future (with proper staff authority and within Council constraints).

Additionally, staff found that there were a few minor services that weren't addressed in current fee schedule. These services, such as Minor Tree Protection Plan Reviews and Fire Express Permits, would benefit the community. Fees to provide these services are included in the attached *Additions and Amendments to Fees for Planning and City Services*

Other general service items have also been included in the schedule following Council's direction to maintain consistent fee recovery.

Finally, critical to legendary customer service is the ability to, with the appropriate authority, waive a fee. Staff proposes that Council approve a fee waiver on the Service Fee Schedule that would give staff, with the approval of the Director of Administrative Services, the ability to waive certain fees that were incurred due to staff error.

The Service Fees will go into effect sixty days (60) after the resolution is adopted.

FISCAL IMPACT:

There will be an estimated annual increase in operating revenue of \$40,000 from the changes to these service fees.

ALTERNATIVES:

- Council may change any of the proposed fees.
- Council may keep the current fees. This option is not recommended as the amount of tax dollars necessary to provide these services would increase, reducing the amount of money available for key Council priorities.

ATTACHMENTS:

Draft Resolution A