



## Legislation Text

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**File #:** 18-302, **Version:** 1

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Report regarding a resolution approving the Fiscal Year 2018-19 Master Fee Schedule. (*Richard Lee, Director of Finance*)

### **RECOMMENDATION**

**It is recommended that the City Council adopt a resolution approving the Fiscal Year 2018-19 Master Fee Schedule.**

### **BACKGROUND/DISCUSSION**

The Fiscal Year (FY) 2017-18 Master Fee Schedule reflects the City's comprehensive update of user fees that took place last year via a Cost Allocation Plan (CAP) and fee study. The next comprehensive review of the City's fees will take place in the next three to five years. In the intervening years, the City can apply the change in the Consumer Price Index (CPI) for the San Francisco - Oakland - Hayward area of 2.18 percent to the fees listed in the Master Fee Schedule with the following exceptions:

- Fees that are prescribed by state law, such as the cost of copies, or the cost for a returned check;
- Library Department fees, which are set by the Peninsula Library System; and
- Parks and Recreation Department fees, which will be presented to the City Council for consideration in June 2018.

### *New Fees*

The only addition to the Master Fee Schedule for FY 2018-19 are fees and/or deposits related to Small Cell Master Licensing Agreement (MLA), use permit, administrative deposit, and associated annual rent, listed as PL51 under the Economic and Community Development - Planning Division of the FY 2018-19 Proposed Master Fee Schedule, included in Exhibit A of the accompanying resolution. The MLA deposit, Small Cell use permit deposit, and Attachment Fee are consistent with the rates of comparable local government agencies in the San Francisco Peninsula. Calculation of the Small Cell Administrative Deposit of \$950 represents six hours of staff time for review of the small cell application.

### **FISCAL IMPACT**

The impact to the City's revenues as a direct result of the CPI increase is difficult to quantify, as revenues largely dependent upon economic climate and demand.

### **CONCLUSION**

Unilateral application of CPI to the City's fees provide a reasonable benchmark for keeping the City aligned with the cost of service until the next comprehensive fee study.

