

City of Hesperia

STAFF REPORT



DATE: May 19, 2020

TO: Mayor and Council Members
Chair and Board Members, Hesperia Housing Authority
Chair and Board Members, Hesperia Community Development Commission
Chair and Board Members, Hesperia Water District

FROM: Nils Bentsen, City Manager

BY: Mike Blay, Assistant City Manager
Tina Bulgarelli, Administrative Analyst

SUBJECT: Joint Resolution Amending the City-Wide Fee Schedule

RECOMMENDED ACTION

It is recommended that the Council and respective Boards adopt Joint Resolution No. 2020-27, Resolution No. HHA 2020-06, Resolution No. HCDC 2020-04, and Resolution No. HWD 2020-11 amending the City-wide fee schedule.

BACKGROUND

On October 4, 2016, the City Council approved amendments to the City-Wide Fee Schedule related to several Senate Bills (SB 1473, SB 1186) and DUI Emergency Cost Recovery.

On December 6, 2016, the City Council approved amendments to the City-Wide Fee Schedule. These amendments included an attachment related to the fees charged for Fire Services, commonly known to the fee schedule as Appendix "B".

On October 3, 2017, the City Council approved amendments to the City-Wide Fee Schedule. These fees included changes to Engineering fees, water meter costs, Planning and Building and Safety fees, and new hourly rates for costs reasonably borne.

On January 16, 2018, the City Council approved an amendment to the City-Wide Fee Schedule related to plan review for on-site grading for Engineering.

On April 17, 2018, the City Council approved an amendment to the City-Wide Fee Schedule related to fees charged during real estate transactions.

On August 21, 2018, the City Council approved an amendment to the City-Wide Fee Schedule authorizing fees related to oversize vehicle parking, and adopting the San Bernardino County Fire Protection District Fee Schedule in correspondence with the Fire District Annexation.

On December 18, 2018, the City Council approved an amendment to the City-Wide Fee Schedule related to fees for Sidewalk Vending permits.

On November 19, 2020, the City Council approved an amendment to the City-Wide Fee Schedule related to the cost of water supplemental fees.

On March 17, 2020, the City Council approved an amendment to the City-Wide Fee Schedule related to Stormwater Fees, Planning Fees, Engineering Fees and Supplemental Water Charges.

ISSUES/ANALYSIS

Staff reviews the City Fee Schedule on an annual basis and as needed during each Fiscal Year. The Council approved an amendment to engineering related fees in 2017, however, upon review of the data collected to date, the City is not able to fully recover the costs of plan review and inspection for civil projects. Staff reviewed data from multiple projects from the past two years and based on a sampling, and in comparison to the amount paid for engineering services for review and staff time allocated to inspection, the fees adopted do not recover the costs.

Staff reviewed the data from other cities for similar services and Hesperia is currently the lowest. Therefore, staff is recommending amendments to the fee schedule to align Hesperia with other jurisdictions and more fully recover costs related to review and inspection of projects. Staff is recommending amending the Engineering fees related to plan review and inspection from the current 2% (review) and 1% (inspection) to 3% for review and 2% for inspection. Staff believes that continuing to structure the fees based on the Engineer's estimate of the project and charging a percentage of that amount will protect smaller projects from paying an unequal share of costs, while ensuring that the City is recovering all costs.

In FY 2003-04 a fee related to the funding of the land management system and technology related to that system was adopted. This fee, known as Automation, is currently set at 8% of all permit fees collected.

The automation fee has not been amended since its adoption sixteen years ago. Since that time, the cost of the land management system, server space to house documents related to the system and licensing costs have increased. Additionally, at the time of adoption only Building and Safety was using the automated system, today Engineering, Planning, Code Enforcement, and Animal Control use the land management system in various ways. As the City moves towards more paperless options it will be paramount that the system remain up-to-date, receive modifications as necessary to automate workflows and allow for ample server storage space to house all the documents related to the various departments' usage. Staff is recommending an increase in the Automation fee from 8% to 10% to adequately fund the technology portions of the day-to-day operations of Development Services.

The Animal Services Department is responsible for the care and keeping of animals at the shelter. This includes the proper disposal of animals that are euthanized due to being sick or are deceased upon arrival at the shelter, either through owner drop-off or pickup by Animal Control Officers in the field. The cost of this service will increase substantially on June 1, 2020 from \$1,600 per month to \$4,000 per month. The City funds the majority of this cost, however, the fees for owner turn in of a deceased animal have not been increased in many years.

Additionally, the cost of shelter operations, feeding, and caring for animals who are turned in by owners has not been increased in many years. The fees collected for turning in a cat, kittens, dogs and puppies includes adoption outreach, food, general medical care and staffing for the facility. Staff is recommending an increase in the fees associated with owner turn in to partially recover the real costs related to sheltering animals turned in by owners, whether that is as a

deceased animal, along with subsequent disposal, or the care and keeping and eventually adoption of the animals.

FISCAL IMPACT

Adoption of this resolution will allow the City to continue to collect fees that will adequately recover the costs based on the services provided.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

1. Joint Resolution No. 2020-27, Resolution No. HHA 2020-06, Resolution No. HCDC 2020-04, and Resolution No. HWD 2020-11
2. Exhibit "A" – City Fee Schedule