



## CITY HALL

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**DATE:** October 1, 2024

**TO:** City Council

**FROM:** Michelle Gonzalez, Finance Director

**RE: ADOPTION OF RESOLUTION NO. 24-79 REVISE MASTER FEE SCHEDULE FOR FISCAL YEAR 2024-25**

**RECOMMENDATION:**

Adopt Resolution No. 24-79, establishing new Fee Schedule for the Fiscal Year 2024-25.

**BACKGROUND:**

The City's Fee Schedule is updated annually based on the Cost of Living Adjustment (COLA). Time was taken this year to update the presentation and simplify the fee schedule by combining similar fees. The project began with finance and building and planning working together to utilize data from surrounding cities and counties fee schedules to ensure our fees were within reason. Staff consulted department heads to update and revise the fee schedule along with the City Planner, City Building Inspector, and City Code Enforcement.

**DISCUSSION:**

The proposed revisions to the Master Fee Schedule for fiscal year 2024-25 reflect necessary adjustments to ensure that fees keep pace with inflation and industry-specific cost increases. Where applicable, fees have been increased by 3.20%, in alignment with the Consumer Price Index (CPI) for the San Francisco region. This adjustment helps maintain the City's ability to recover costs for services provided. Additionally, building-related fees have been updated based on the California Construction Cost Index, using the average increase over the past three years to account for the rising costs of construction materials and labor. These revisions are intended to ensure that the City continues to provide essential services while maintaining financial sustainability.

**FINANCIAL IMPACT:**

The amounts charged cover actual costs for staff time. Therefore, no financial impacts are anticipated.

**ATTACHMENTS:**

1. Resolution No. 24-79
2. Exhibit A Revised Fee Schedule Fiscal Year 2024-25



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