



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Adoption of the resolution approving the Fiscal Year 2024-25 Fee Schedule; Resolution No. 2024-32

MEETING DATE: June 20, 2024

SUBMITTED BY: Kathy Wells, Finance Director

PURPOSE OF REPORT: Information only Discussion Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review and consider adopting by resolution the FY 2024-25 Fee Schedule by Public Hearing.

BACKGROUND/DISCUSSION:

The City reviews and asks Council to approve updates to the fee schedule annually. Two changes are noted in red on the Proposed City of Clearlake Fee Schedule. Both Fees are pass through fees the City collects from permit applicants. The fees are then paid by the City on behalf of the applicant.

The City Planning department acts as the lead agency filing a variety of documents with the County of Lake and filing CEQA documents with The Department of Fish and Wildlife. Both agencies charge fees associated with the filings. The City is adding the fees onto our fee schedule at the rate these agencies charge. The City provides this service to businesses and individuals to expediate filing time and maintain compliance as the lead agency.

FISCAL IMPACT:

None Amount Budgeted Item? Yes No

Budget Adjustment Needed? Yes No

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

Goal #1: Make Clearlake a Visibly Cleaner City

Goal #2: Make Clearlake a Statistically Safer City

Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities

- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution adopting the City of Clearlake Fee Schedule

- Attachments:**
- 1) Resolution No. 2024-30
 - 2) Fee schedule