



# CITY OF CLEARLAKE

City Council

## STAFF REPORT

**SUBJECT:** Adoption of the resolution approving the Fiscal Year 2022-23 Fee Schedule; Resolution No. 2022-48

**MEETING DATE:** July 21, 2022

**SUBMITTED BY:** Kelcey Young, Director of Finance

**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 2022-23 Fee Schedule by Public Hearing.

### BACKGROUND/DISCUSSION:

The City reviews and asks Council to approve updates to the fee schedule annually. Due to an increase in projects, inflation, and staff time required to an increase in regulations, the current fees are not covering costs. Additionally, the City of Clearlake's fees are substantially lower than the fees of neighboring communities such as the City of Lakeport and Lake County. For the past few years, the General Fund has been subsidizing the cost of processing many permits. With inflation, the City's costs have grown substantially. Staff is recommending an increase of fees that will still be lower than surrounding areas and still remain business friendly. This increase will not fully cover costs but will decrease the amount of supplement by General Fund.

The following items were updated:

- Animal Control fees to coincide with the new contract
- Increase in building and planning fees to cover costs
- Addition of fees that were not listed
- Small increase to bring fees closer to covering costs
- Additional deposits to ensure large events continue to benefit the community
- Technology recovery fee
- Credit card charges will be added to transactions

### 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: The increase is expected to increase revenue. Appropriations will be brought back to Council as needed.

**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 fee schedule

- ☒ **Attachments:**
- 1) Resolution No. 2022-48
  - 2) Fee schedule

**RESOLUTION NO. 2022-48**

**ADOPTION OF THE FY 2022-2023 FEE SCHEDULE**

**WHEREAS**, the City Council reviews and updates the fee schedules as needed, on an annual basis,

**WHEREAS**, the City of Clearlake wishes to be an economically stable city while still maintaining a business friendly relationship with the community.

**WHEREAS**, the fee schedule has been thoroughly reviewed by staff and is found to not fully cover costs.

**WHEREAS**, the City Council desires to approve the FY 2022-23 Fee Schedule to ensure fiscal stability for the City of Clearlake.

**Therefore**, the City of Clearlake moves to adopt the FY 2022-2023 Fee Schedule.

**PASSED AND ADOPTED** by the City Council of the City of Clearlake, County of Lake, State of California, on this 21<sup>st</sup> day of July 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor