



Folsom City Council Staff Report

MEETING DATE:	6/25/2024
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11219 – A Resolution Amending Resolution No. 11110 and Enacting the Annual Inflationary Adjustment for City User Fees for Selected City Services
FROM:	Finance Department

RECOMMENDATION / CITY COUNCIL ACTION

The Finance Department requests that the City Council adopt Resolution No. 11219 – A Resolution Amending Resolution No. 11110 and Enacting the Annual Inflationary Adjustment for City User Fees for Selected City Services.

BACKGROUND / ISSUE

In May 2006, the Folsom City Council adopted Resolution No. 7815 which established a new user fee schedule for selected city services and also adopted an annual inflationary adjustment. The inflationary adjustment was last applied on November 1, 2023.

POLICY / RULE

City of Folsom Municipal Code Section 3.50.020 states, “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as are defined in Section 3.50.030.”

City Council Resolution No. 7815 adopted on May 23, 2006, approved an annual inflationary adjustment to be applied each fiscal year for selected city user fees along with fee increases based on a fee study.

ANALYSIS

The annual inflationary adjustment to be applied is 2.62%. This is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year* as set forth in Resolution No. 7815. The proposed fee schedules were derived by applying the annual inflationary adjustment to the current fees if allowed. Some fees were removed, reduced or remained the same per Director or Chief request.

The proposed June 25, 2024, fee schedule is included as part of Resolution No. 11219 and will be effective July 1, 2024.

ATTACHMENTS

1. Resolution No. 11219 – A Resolution Amending Resolution No. 11110 and Enacting the Annual Inflationary Adjustment for City User Fees, for Selected City Services
2. United States Consumer Price Index – All Urban Consumers as published by the United States Bureau of Labor Statistics CPI-West Urban consumers, all items, San Francisco CMSA as of December 2023

Submitted,



Stacey Tamagni, Finance Director

ATTACHMENT 1

Resolution No. 11219 – A Resolution Amending Resolution No. 11110 and Enacting the Annual Inflationary Adjustment for City User Fees, for Selected City Services

RESOLUTION NO. 11219

**A RESOLUTION AMENDING RESOLUTION NO. 11110 AND
ENACTING THE ANNUAL INFLATIONARY ADJUSTMENT FOR
CITY USER FEES FOR SELECTED CITY SERVICES**

WHEREAS, City of Folsom Municipal Code Section 3.50.020 states “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as are defined in Section 3.50.030.”; and

WHEREAS, Resolution No. 7815 adopted by the Folsom City Council on May 23, 2006, allowed for an annual inflationary adjustment to User Fees each fiscal year; and

WHEREAS, Resolution No. 11110 adopted by City Council on October 10, 2023 set the most recent User Fee schedule; and

WHEREAS, the annual inflationary adjustment is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA annual amount as of December of the previous calendar year*

WHEREAS, As of December 31, 2023 the annual inflationary adjustment applied is 2.62%; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom Amends Resolution No. 11110 and Enacts the Annual Inflationary Adjustment for City User Fees as of July 1, 2024 for Selected City Services as set forth in the fee schedules attached hereto;

PASSED AND ADOPTED this 25th day of June, 2024, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Michael D. Kozlowski, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

**City of Folsom
Master Fee Schedule as of July 1, 2024**

#	DEPARTMENT/SERVICE	FEE	ANNUAL	FEE
		11/01/2023	INFLATION	07/01/2024
		Reso 11110	Annual CPI ¹	Proposed
<u>Finance</u>				
FN-1a	Returned Check Fee - Initial	\$ 25	\$ -	\$ 25
FN-1b	Returned Check Fee - Additional	\$ 35	\$ -	\$ 35
FN-2	Lien/Delinquency Admin Fee	\$ 125	\$ -	\$ 125
FN-2a	Admin/Disconnect Fee	\$ 75	\$ -	\$ 75
FN-2b	Reconnect Fee - during business hours	\$ 50	\$ -	\$ 50
FN-2c	Reconnect Fee - after business hours	\$ 135	\$ -	\$ 135
<u>Business License Certificate</u>				
FN-4	New License Review Fee	\$ 27	\$ 1	\$ 28
PE-165	New Home Occupation Review Permit	See PE-165		See PE-165
FN-5	License Reprint Fee	\$ 14	\$ 0	\$ 14
FN-7	Customer Business Lists - Year	\$ 20	\$ 1	\$ 21
FN-8	Customer Business Lists - 1 month	\$ 20	\$ 1	\$ 21
	Annual Historic District Surcharge Tax	\$ 60	\$ -	\$ 60
	Home Occupation Annual Certificate	\$ 40	\$ -	\$ 40
	Business License Certificate Fee Table	Class. A-C		Class. A-C
	Specialty Operations	Class. D		Class. D
<u>Cardroom Business License Fees</u>				
FN-9	Application and investigation	\$ 690	\$ 18	\$ 708
FN-10	Annual License Renewal	\$ 92	\$ 2	\$ 94
FN-12	PER Table Fee per QUARTER	\$ 273	\$ 7	\$ 280
FN-13	Alternative Method of Payment	2.75% - 3%		2.75% - 3%
<u>Water</u>				
W-3	Construction Meter Rental Rate per Month	\$ 100	\$ -	\$ 100
W-4	Security Deposit for 2.5 inch Construction Meter	\$ 900	\$ -	\$ 900
W-5	Security Deposit for 4 inch Construction Meter	\$ 2,700	\$ -	\$ 2,700
W-6	Relocation of Construction Meter	\$ 25	\$ -	\$ 25
W-7	Repeat Disinfection Testing of New Facilities	\$ 200	\$ -	\$ 200
W-8	Backflow Testing Tag	\$ 15	\$ -	\$ 15
W-9	Testing of Backflow Device	\$ 100	\$ -	\$ 100
<u>Wastewater</u>				
WW-1	Emergency Call Out (After Hours/Hourly Rate)	\$ 135	\$ -	\$ 135
WW-2	Clean up of Sanitary Sewer Overflow From Private Lateral or collection ssystem (Hourly rate)	\$ 200	\$ -	\$ 200
WW-3	Inspection of Private Collection Systems to Include Manholes, Maines and Laterals (Hourly Rate)	\$ 150	\$ -	\$ 150

#	DEPARTMENT/SERVICE	FEE 11/01/2023	ANNUAL INFLATION ADJUSTMENT	FEE 07/01/2024
		Reso 11110	Annual CPI ¹	Proposed
<u>Police</u>				
P-1	Vehicle Release	\$ 178	\$ 5	\$ 183
P-2	Livescan	\$ 26	\$ 1	\$ 27
P-3	Alarm Permit (New)	\$ 46	\$ 1	\$ 47
P-3b	Alarm Permit (Renewal - Commercial)	\$ 18	\$ 0	\$ 18
P-4	False Alarm (2nd false alarm - infor. not updated)	\$ 98	\$ 3	\$ 101
P-4b	False Alarm (3rd false alarm)	\$ 98	\$ 3	\$ 101
P-4c	False Alarm (4th false alarm)	\$ 113	\$ 1	\$ 114
P-4d	False Alarm (5th+ false alarm)	\$ 171	\$ 3	\$ 174
P-6	Repossessions	\$ 15	\$ 0	\$ 15
P-7	VIN Verification	\$ 46	\$ 0	\$ 46
P-8	Clearance Letter-Clear	\$ 41	\$ 0	\$ 41
P-9	Vehicle Sign-Off	\$ 46	\$ 0	\$ 46
P-10	Firearms Permit	\$ 480	\$ 12	\$ 492
P-15	Adult Businesses	\$ 145	\$ 4	\$ 149
P-17	HS 11590 Registration	\$ 26	\$ 1	\$ 27
P-18	Police report copy	\$ 5	-	\$ 5
<u>Fire</u>				
FR-1	California Fire Code Inspection - HSC 13146.2 and 13146.3	\$ 200	\$ 5	\$ 205
	Pre-license Inspection < 25 - HSC 13235	\$ 52	\$ 1	\$ 53
	Pre-license Inspection > 25 - HSC 13235	\$ 104	\$ 3	\$ 107
FR-2	Re-Inspection (2nd and subsequent reinspections)	\$ 247	\$ 6	\$ 253
FR-3	Fire Stand Pipe System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-4	Fire Hydrant System PC	bldg pmt val	bldg pmt val	bldg pmt val
FR-5	Fire Sprinkler System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-6	Fire Pump Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-7	Fire Alarm System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-10	Fixed Fire Protection System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-11	Gas System Plan Review (Medical, LPG, Compressed, etc)	bldg pmt val	bldg pmt val	bldg pmt val
FR-14	Public Fireworks Display PC	bldg pmt val	bldg pmt val	bldg pmt val
FR-15	Special Fire Inspection (after hours or by request)	\$ 266	\$ 7	\$ 273
FR-23	Safe & Sane Fireworks Stand Inspection	\$ 352	\$ 9	\$ 361
FR-24	Incident/Inspection Report Copy	\$ 20	\$ -	\$ 20
FR-25	Patient Care Report (PCR) and/or Medical Billing	\$ 32	\$ -	\$ 32
FR-26	Fire Hazard/Vegetation Management Administrative fee per Re Inspection	\$ 165	\$ 4	\$ 169
	Weed Abatement Cost - City's cost	\$1000 Minimum		\$1000 Minimum
FR-28	False Alarm (2nd false alarm - infor. not updated)	\$ 98	\$ 3	\$ 101
FR-28b	False Alarm (3rd false alarm)	\$ 98	\$ 3	\$ 101
FR-28c	False Alarm (4th false alarm)	\$ 117	\$ 3	\$ 120
FR-28d	False Alarm (5th+ false alarm)	\$ 173	\$ 5	\$ 178
FR-36	Fire Hydrant Flow Test	\$ 217	\$ 6	\$ 223
FR-39	Fire Photograph(s) Flash Drive	\$ 32	\$ 1	\$ 33
FR-42	Expedited Services Fee	1.5 X Reg Fee		1.5 X Reg Fee
FR-43	Fire Safety Officer Standby, Third Party review or Inspection	Actual Cost		Actual Cost

#	DEPARTMENT/SERVICE	FEE 11/01/2023 Reso 11110	ANNUAL INFLATION ADJUSTMENT Annual CPI ¹	FEE 07/01/2024 Proposed
	<u>City Clerk</u>			
CC-2a	Document Printing & Copying (First 10 pages free)	\$ 0.10	\$ 0.00	\$ 0.10
CC-3	Document Printing Pages greater than 17x14 or color copies (per side/per page)	\$ 5	\$ 0	\$ 5
CC-6	Copy DVD	\$ 5	\$ 0	\$ 5
CC-8	Folsom Municipal Code	Cost to Produce	Cost to Produce	Cost to Produce
CC-9	Updates to Folsom Municipal Code	Cost to Produce	Cost to Produce	Cost to Produce
CC-10	Planning Commission Decision Appeal - Owner occupied, single family dwelling	\$ 257	\$ 7	\$ 264
CC-11	Planning Commission Decision Appeal - All others	\$ 522	\$ 14	\$ 536
CC-12	Truancy Fee (Monies paid through City Clerk)	\$ 66	\$ -	REMOVE
CC-13	Code Enforcement Administrative Hearing	\$ 193	\$ 5	\$ 198
	<u>Library¹</u>			
LB-6	Returned check fee	City standard fee (see Finance)	N/A	City standard fee (see Finance)
LB-8a	Self service copy charges - (B & W)	\$ 0.15	\$ 0.00	\$ 0.15
LB-8b	Self service copy charges - (Color)	\$1.00/page	\$ -	\$.50/page
LB-10	Interlibrary loan/item (plus add'l lending library fees)	\$ 5	\$ -	\$ 5
LB-11	Lost or damaged books in Folsom collection	Up to cost of item plus \$5.00 processing fee	\$ -	Up to cost of item plus \$5.00 processing fee
LB-12	Lost or damaged materials from interlibrary loan	Up to cost of item, plus charges form lending library, plus \$5.00 local processing fee	\$ -	Up to cost of item, plus charges form lending library, plus \$5.00 local processing fee
LB-13	Referral fee for material and fee recovery services (for accounts with billed overdue materials and total outstanding charges of \$25 or more)	\$ 10	\$ -	\$ 10.00

¹ Annual inflationary adjustment based on the US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year.

#	DEPARTMENT/SERVICE
#	Parks & Recreation ⁴
PR-7	Zookeeping/Gate
PR-9	Zoo-Gift Shop
PR-10	Zoo-Education/Tours
PR-13	Aquatics - Rec/Lap Swim
PR-14	Aquatics - Swim Lessons
PR-15	Aquatics - Swim Team
PR-16	Aquatics - Aquacise
PR-17	Aquatics - Swim Camps
PR-18	Aquatics - School Parties
PR-19	Aquatics - Birthday Parties
PR-21	Aquatics - Swim Meets
PR-22	Aquatics - Rental/Spons.
PR-23	Aquatics - Concessions
PR-24	Cummings Park/Skate
PR-25	Comm Center - Resident Comm Center - Non-Resident Comm Center - FCUSD
PR-26	Rotary Clubhouse (see Comm Center)
PR-30	Park Rentals
PR-32	Youth Spec. Interest
PR-33	Cultural Classes
PR-37	Fee Based Spec Events
PR-38	Youth Day Camps
PR-39	Teens
PR-40	Cultural Svcs/Preschool
PR-42	Seniors
PR-43	Sponsorship
PR-45	Kemp Concessions
PR-46	Adult Sports
PR-47	Youth Sports
PR-48	Comm. Youth Leagues
PR-49	Sports Facility Rentals

² Parks and Recreation fees are set by the department. Cost recovery levels are set at the program level.

Business License Certificate Classification Fee Tables

Classification A - Business License Certificate Gross Receipts			
Annual Gross Receipts - Retail Sales, Property Rental, Residential & Non-			
Category	Lower Gross Receipts	Upper Gross Receipts	Annual Fee
1	\$ -	\$ 99,999.99	\$ 40.00
2	\$ 100,000.00	\$ 899,999.99	\$ 125.00
3	\$ 900,000.00	\$ 5,099,999.99	\$ 250.00
4	\$ 5,100,000.00	\$ 10,899,999.99	\$ 500.00
5	\$ 10,900,000.00	\$ 25,099,999.99	\$ 1,000.00
6	\$ 25,100,000.00	Max	100 + .05/\$1,000 GR

Classification B - Service Professions, Manufacturing, Wholesale Based on Employee Count			
Manufacturing, Wholesale and Service Professions			
Category	Lower Employee Count	Upper Employee Count	Annual Fee
1	0	1	\$ 40.00
2	2	4	\$ 125.00
3	5	8	\$ 175.00
4	9	12	\$ 220.00
5	13	25	\$ 250.00
6	26	55	\$ 500.00
7	56	124	\$ 1,000.00
8	125	Max	\$100 + \$10 per Employee

Classification C - Commercial, Industrial, Research & Development			
Based on Square Feet			
Category	Lower Sq Ft	Upper Sq Ft	Annual Fee
1	0	2000	\$ 40.00
2	2000	18000	\$ 125.00
3	18000	102000	\$ 250.00
4	102000	218000	\$ 500.00
5	218000	502000	\$ 1,000.00
6	502000	Max	100 + \$2.50/1,000 Sq. Ft.

Classification D - Business License Certificate Specialty Operations	
Non Profit/Exempt Business Certificate Fee	\$0.00
Building Contractors	\$25 per building permit
Itinerant Vendor (Peddler, Solicitor or	\$500.00
Daily Specialty - Fixed Location	\$25.00
Monthly Specialty - Fixed Location	\$30.00
Quarterly Specialty - Fixed Location	\$75.00
Annual Specialty - Fixed Location	\$200.00
Branch Location Certificate	\$25.00
Bingo Halls	\$25.00

ATTACHMENT 2

United States Consumer Price Index – All Urban Consumers as
published by the United States Bureau of Labor Statistics CPI-
West Urban consumers, all items, San Francisco CMSA as of
December 2023

ATTACHMENT 2



Databases, Tables & Calculators by Subject

[Special Notices](#) 12/05/2023

Change Output Options: From: To:

include graphs include annual averages [More Formatting Options](#)

Data extracted on: April 25, 2024 (4:22:17 PM)

Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUURS49BSA0, CUUSS49BSA0
 Not Seasonally Adjusted
Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted
Area: San Francisco-Oakland-Hayward, CA
Item: All items
Base Period: 1982-84=100

Download:

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.885	250.507	253.463
2015		254.910		257.623		259.117		259.817		261.019		260.289	258.971	256.723	260.421
2016		262.600		264.945		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.689		275.304		275.893		277.570		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.671		289.886	285.550	282.666	288.435
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004	293.150	296.859
2020		299.690		298.074		300.032		300.182		301.736		302.948	300.084	299.109	301.059
2021		304.307		309.419		309.497		311.167		313.265		315.805	309.721	306.724	312.718
2022		320.195		324.878		330.539		328.071		332.062		331.222	327.060	323.408	330.711
2023		337.173		338.496		340.056		340.094		341.219		339.915	339.050	337.689	340.411
2024		345.151													

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone: 1-202-691-5200 Telecommunications Relay Service: 7-1-1 www.bls.gov [Contact Us](#)

*This page is intentionally left blank
to facilitate double-sided printing
and minimize paper use.*



CITY OF
FOLSOM
DISTINCTIVE BY NATURE