



Fee Study Presentation to Board

August 15, 2023

Presentation Agenda

1. Project Goals

2. Project Approach

3. Summary of Results

4. Questions

Project Goals

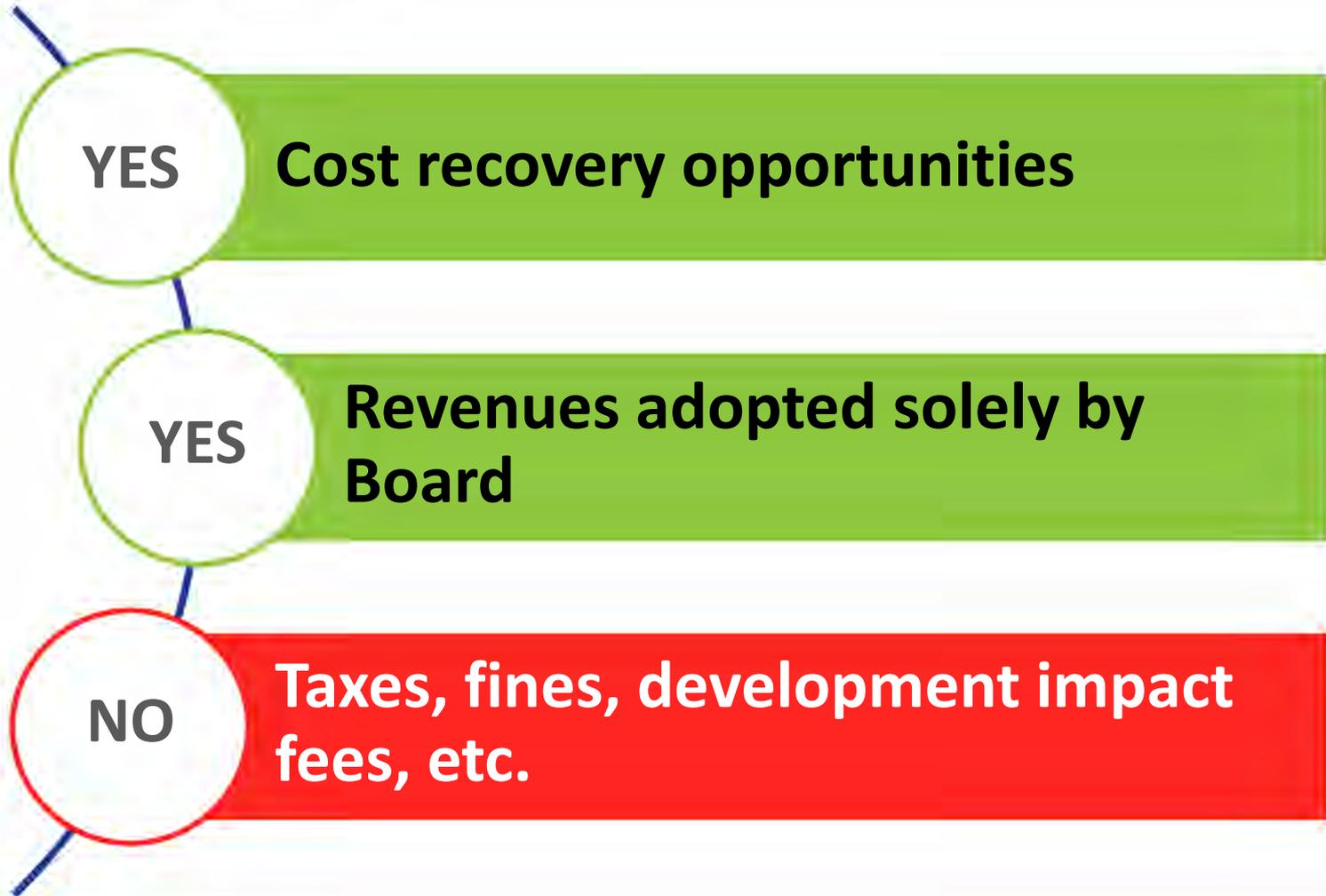
1

Understand
Full Cost of
Providing
Services

2

Set
Municipal
Fees
Accordingly

Project Scope



Authority for Fees

- **Proposition 26**

Article XIII C §1(e)(3) Fees for Inspections and Regulatory Permits are exempt...however are still limited to the local government's reasonable costs.

- **CA Government Code §66014(a)**

“Those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged”



Fees Studied

Current
Planning

Stormwater,
Vacation
Home Rentals

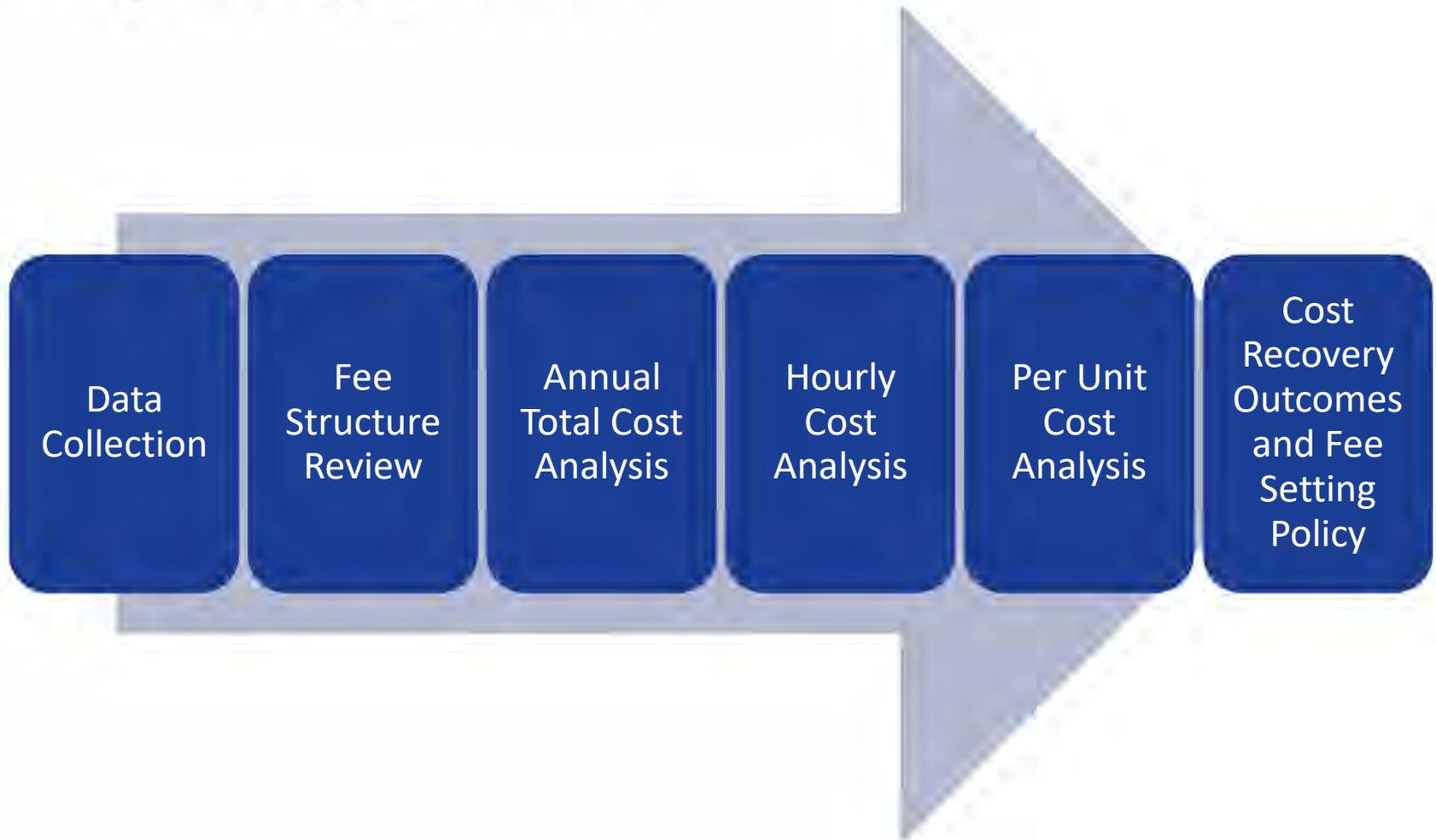
Building

Code
Enforcement

Airports

Cemeteries

Project Approach



Data Collected

1

Adopted budget and staffing

2

One Fiscal Year workload

3

Time estimates (annual and per fee item)

4

Current fees

Annual Total Cost Analysis

Direct

- Salaries and benefits
- Services and supplies

Indirect

- Program, Division, Departmental and County-wide

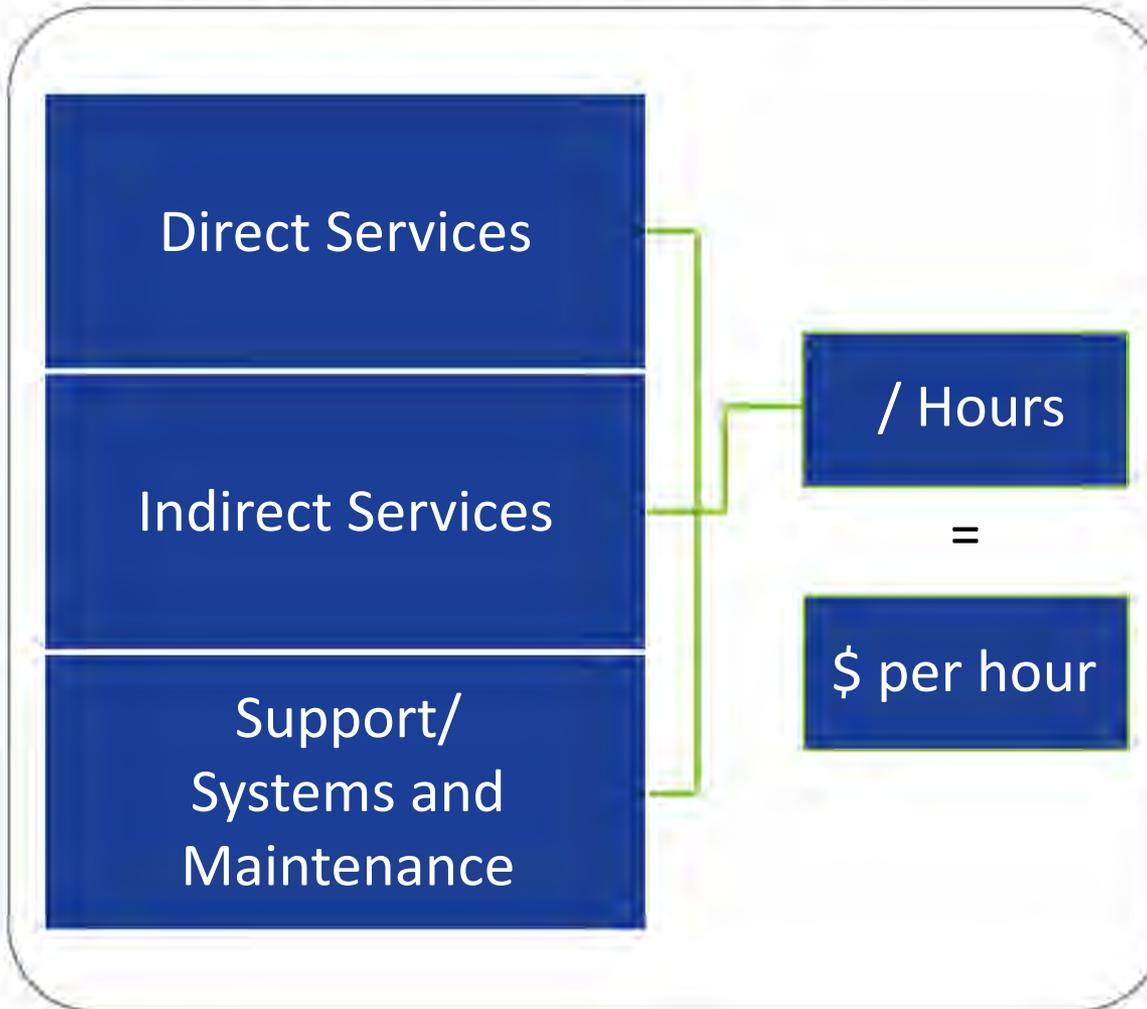
Support

- Review required from internal departments for approval

Systems and Maintenance

- General Plan update/maintenance
- Technology needs

Hourly Cost Analysis

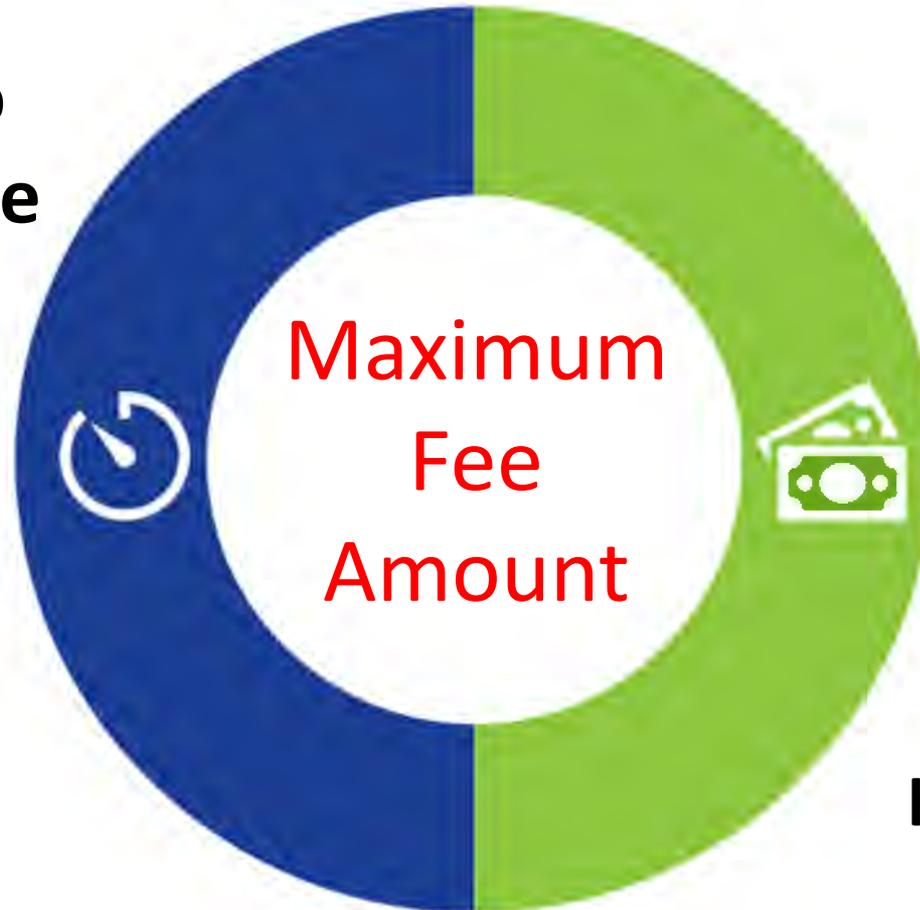


Fully-Burdened Hourly Rate Outcomes

- ✓ Planning: \$219
- ✓ Stormwater, VHR: \$190
- ✓ Long Range Plng: \$188
- ✓ Building: \$144
- ✓ Code Enforcement: \$107
- ✓ Airports: \$171
- ✓ Cemeteries: \$189

Per Unit Cost Analysis

Time to Complete



**Fully-
Burdened
Hourly Rate
(FBHR)**

Understanding Results of Fee Analysis

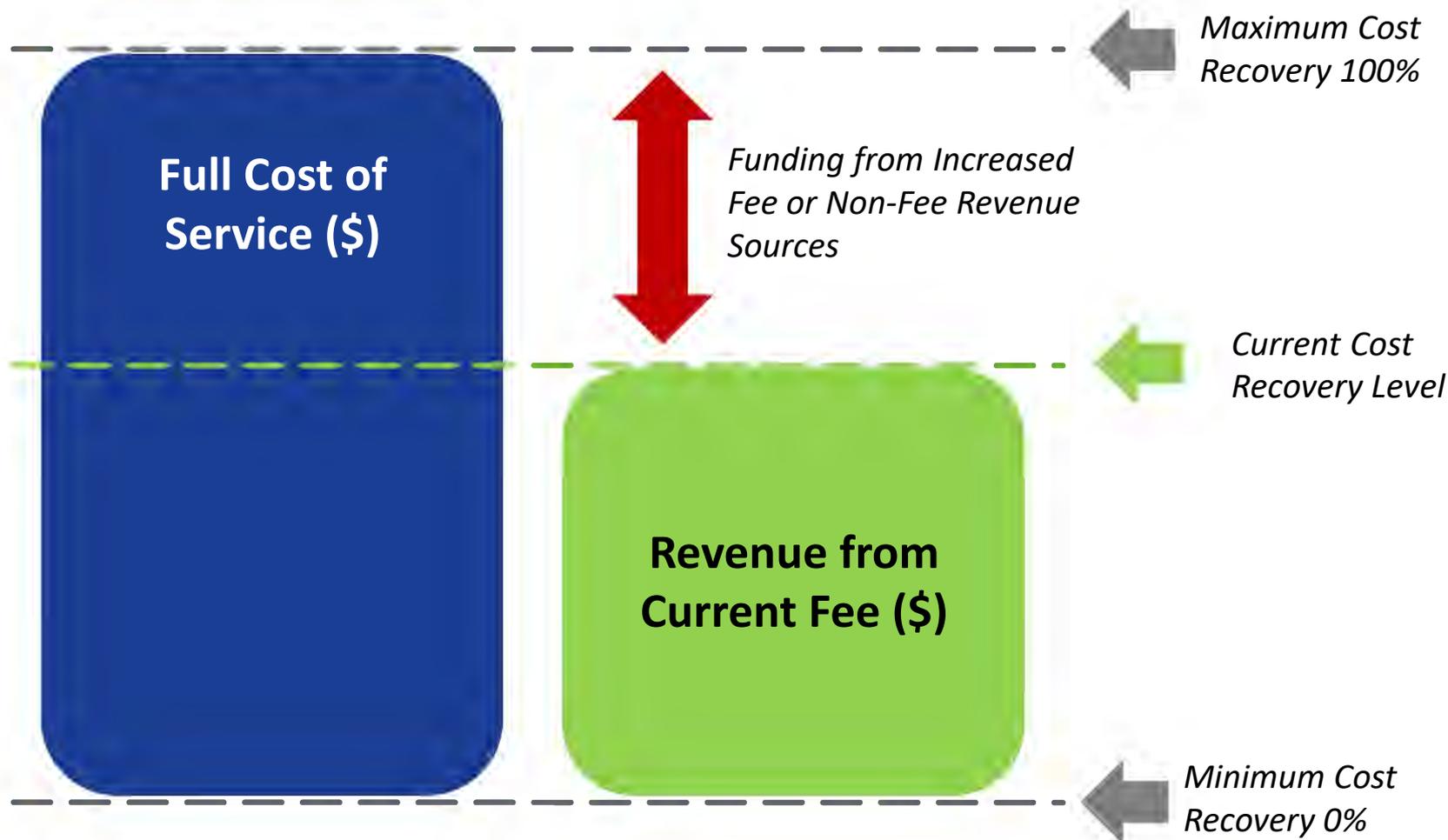
- Appendix A to the Final Report displays the results of the analysis:
 - **Cost of Service per Activity** = fee amount at 100% cost recovery
 - **Existing Cost Recovery %** = compares the full cost calculation to current fee/deposit
 - **Recommended Cost Recovery %** = Staff's initial recommendation to Board for cost recovery at the individual fee level
- Appendix B to the Final Report displays the Comparison of Charges for Fee Related Activities and Services to neighboring agencies.

Annual Cost Recovery Evaluation

Fee Category	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Cost Recovery Surplus / Deficit	Existing Cost Recovery Percentage	Annual Estimated Revenues at Recommended Cost Recovery Fee	Recommended Cost Recovery Percentage
Planning Services	\$ 1,267,906	\$ 2,461,837	\$ (1,193,931)	52%	\$ 2,403,627	98%
Stormwater, Vacation Home Rentals	256,736	719,860	(463,123)	36%	719,860	100%
Building Services	6,778,621	6,527,971	250,650	104%	6,527,971	100%
Technology Fee	205,772	507,052	(301,280)	41%	437,641	86%
General Plan Implementation Fee	150,000	1,513,492	(1,363,492)	10%	378,373	25%
GIS Support Fee	-	220,540	(220,540)	0%	-	0%
Code Enforcement	154,735	348,179	(193,444)	44%	286,660	82%
Airports	266,936	1,067,445	(800,508)	25%	278,444	26%
Cemeteries (Administrative Fees)	4,800	49,214	(44,414)	10%	9,550	19%
Total	\$ 9,085,506	\$ 13,415,589	\$ (4,330,083)	68%	\$ 11,042,127	82%

- The County is currently recovering approximately 68% of the total annual costs of providing services.
- Should the Board adopt all fees at staff recommended cost recovery levels, approximately \$2 million in additional costs could be recovered.

Cost Recovery/Fee Setting



Comparative Survey

- Comparison agencies: Counties of Napa, Nevada, Placer, Sacramento and Yolo.
- Reasonable attempt to compare readily available information.
- Caveats:
 - Differing cost recovery policies or procedures
 - Varied terminology for provision of similar services
 - Basis of fees and frequency of review differs among jurisdictions

Next Steps



Questions or Comments?

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