



Legislation Details (With Text)

File #: 21-0299 **Version:** 1
Type: Agenda Item **Status:** Approved
File created: 2/16/2021 **In control:** Board of Supervisors
On agenda: 4/20/2021 **Final action:** 4/20/2021
Title: HEARING - Department of Transportation recommending the Board adopt and authorize the Chair to sign Resolution 036-2021 entitled "Department of Transportation Fee Schedule and Policies and Procedures," thereby rescinding prior Resolution 185-2019, October 22, 2019.

FUNDING Fees for service.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A-Department of Transportation Resolution (Red Line), 2. B-Department of Transportation Resolution, 3. C-Department of Transportation Update Summary, 4. D-County Counsel approval, 5. E-Public Notices, 6. Executed Resolution 036-2021

Date	Ver.	Action By	Action	Result
4/20/2021	1	Board of Supervisors	Approved	Pass

HEARING - Department of Transportation recommending the Board adopt and authorize the Chair to sign Resolution **036-2021** entitled "Department of Transportation Fee Schedule and Policies and Procedures," thereby rescinding prior Resolution 185-2019, October 22, 2019.

FUNDING Fees for service.

DISCUSSION / BACKGROUND

Periodically the Department of Transportation updates their fee schedule. On October 22, 2019, (Legistar# 19-0663, Item 31), the Board adopted Resolution 185-2019 entitled "Department of Transportation Fee Schedule and Fee Policies and Procedures," thereby rescinding prior Resolution 080-2019 and establishing the Department of Transportation Fee Schedule and Policies and Procedures.

Department of Transportation has fee update recommendations for the Board, as follows:

The Department of Transportation is recommending the Board adopt and authorize the Chair to sign Resolution 036-**2021** entitled "Department of Transportation Fee Schedule and Fee Policies and Procedures" (Resolution), thereby rescinding prior Resolution 185-2019 adopted by the Board on October 22, 2019 (Legistar# 19-0663, Item 31).

The Department of Transportation's Fee Schedule (Resolution Exhibit A) has been updated to reflect the new approved Fiscal Year 2020-21 rates, multiplied by the number of hours it took to perform the service in the Fiscal Year 2015-16 time study. Due to changes in hourly rates per job class, the Fee Schedule includes some fee increases and decreases, as well as fee additions per staff requests to offset General Fund costs where project specific tasks are being performed and where fees are not collectible by other departments to cover tasks required of the Department of Transportation. In

accordance with previously established policies and procedures, a public hearing is being conducted simultaneously with the Board's consideration of the revised fee schedules and resolutions.

Notable recommended changes include the following:

Increases and decreases to the Department of Transportation's flat fees due to the update of the Fiscal Year 2020-21 billing rates (approved by DOT's cognizant agency, which is defined as the Federal agency with the largest dollar value of direct Federal awards) multiplied by the Fiscal Year 2015-16 hourly time study. Please see exhibit A for the updates;

- The addition of a "Revision to Approved Development Plan" fee (\$1,000 deposit plus time and materials) under the Planned Development category to cover review time needed for revisions to previously-approved plans;
- The addition of "Irrevocable Offer of Dedication" fee (\$1,000 deposit plus time and materials) for those processed entirely through the Department of Transportation;
- The addition of a "Specific Plans and Revisions" fee (\$5,000 deposit plus time and materials) for staff costs only related to review and approval of these items, as consultant costs are determined and contracted separately;
- The reduction of the "Encroachment Application Appeal" fee to \$50 to match the fee as established by Section 12.08.160C of the County Code of Ordinances;
- The reduction of the "Roadside Memorial Sign" fee to \$265 to match the fee as established by Ordinance 4833; and
- A change made to the "Public Record Requests" fee to remove the verbiage "Per Evidence Code 1563" per County Counsel recommendation, and the addition of a flat fee of 15 cents per page to match the fee to prepare copies.

The Department of Transportation's Policies and Procedures (Resolution Exhibit B) had no updates.

ALTERNATIVES

The Board may choose not to adjust fees for services at this time. However, this could affect the ability of the Departments to recover the cost to provide current services.

PRIOR BOARD ACTION

June 23, 2015, (Legistar# 15-0587, Item 50) Board Workshop

March 22, 2016, (Legistar# 15-0587, Item 29) Resolution 049-2019 "Consolidated Fee Schedule and Consolidated Fee Policies and Procedures for Agency Services" 049-2016

April 5, 2016, (Legistar# 15-0587, Item 46) Resolution 063-2016 rescinds resolution 049-2019

May 3, 2016, (Legistar# 15-0587, Item 31) Resolution 079-2016 "Establishing the Consolidated Fee Schedule for the El Dorado County Community Development Agency, Adopting Fees for Agency Services as revised, and Adopting Community Development Agency Fee Policies and Procedures as revised"

April 18, 2017, (Legistar# 17-0202, Item 6) Ordinance 5051

June 27, 2017, (Legistar# 15-0587, Item 20) "Resolution Establishing a Consolidated Fee Schedule and Consolidated Fee Policies and Procedures for El Dorado County Community Development Services and Adopting Fees for Services"

May 21, 2019, (Legistar# 19-0749, Item 27) "Resolution Establishing a Consolidated Fee Schedule and Consolidated Fee Policies and Procedures for El Dorado County Community Development Services and Adopting Fees for Services"

October 22, 2019, (Legistar# 19-0663, Item 31) "Department of Transportation Fee Schedule and Fee Policies and Procedures"

OTHER DEPARTMENT AND/OR AGENCY INVOLVEMENT

County Counsel

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

The proposed rates are based on a methodology to recover costs. Staff analyzed existing fees collected in TRAKiT during FY19/20, applied the new proposed rates and estimated that additional revenue of approximately \$4,200 would have been collected if the proposed rates were applied. The additional revenue from the three new proposed fees (fees generated from the new IOD fee, Revision to Approved Development Plan fee and Specific Plans and Revisions fee) cannot be determined at this time as these fees are developer driven and staff have little history to track prior requests. The department could see zero requests for these services in a year or one request that could take a large amount of staff time. Cost impacts are hard to quantify due to the variable nature of the demand of services year over year.

CLERK OF THE BOARD FOLLOW-UP ACTIONS

- 1) The Clerk of the Board will obtain the Chair's signature on the original Resolution.
- 2) The Clerk of the Board will forward one (1) copy of the signed Resolution to Department of Transportation for implementation.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Rafael Martinez, Director
Department of Transportation

Becky Morton, Agency Chief Fiscal Officer
Chief Administrative Office, Community Development, Finance & Administration