

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: 6/20/11
Reviewed by: BP

SUBJECT: Resolution #2011-30 to adopt a revised Master Fee Schedule

FROM: Charlie Adams, Finance & Administrative Services Director

STAFF RECOMMENDATION

Approve Resolution #2011-30 – A resolution of the Albany City Council establishing and amending the City of Albany Master Fee Schedule for various permits, services and fines effective July 1, 2011.

BACKGROUND

On June 17, 2002, the City Council approved Resolution #02-39, amending the City of Albany Master Fee Schedule, and authorizing an annual cost of living adjustment to the fees each year thereafter.

The Council has established an objective that fees cover the cost of services provided. Analysis of cost of services such as recreational activities, planning review, building construction inspection, and fire prevention activities are ongoing activities and fees are set annually based upon the projected costs.

DISCUSSION

The Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose area has increased 1.4% over the prior year, triggering a general adjustment of service fees that reflect salaries of City employees providing the services and out-of-pocket costs incurred by the City. Staff analyzed the staff time required and other costs to provide services and recommended adjustments accordingly.

A draft of the proposed Master Fee Schedule was posted to the City's website on June 16, 2011.

SUSTAINABILITY

An objective of the Master Fee Schedule is to recover costs of providing services so as to keep the City services fiscally sustainable.

FINANCIAL IMPACT

Because revenues produced by the many fees contained in the Master Fee Schedule are influenced more by volume of activity than by the fee rates, the dollar amount generated

by the adjustment of fees cannot be accurately projected. However, the fee adjustments are designed to cover increased costs of services, and to avoid the necessity of subsidizing these services with other General Fund revenues.

Attachments:

1. Resolution No. #2011-30
2. Master Fee Schedule