

Attachment E

Redlined NBMC 3.36.030

Chapter 3.36

COST RECOVERY FOR USER SERVICES

3.36.030 Cost Recovery Percentages.

A. The municipal functions the City Council has determined to be user services and for which the City Council has initially determined the actual costs and the appropriate cost recovery percentage are described in the fee resolution. The cost recovery percentage appropriate for each user service shall be one hundred (100) percent with the exception of the user services listed in Exhibit "A" and those services for which the fee is limited by statute. The City Council may include in the fee resolution a schedule to phase in specific fee increases over a period not to exceed five years.

B. The City Council shall establish, pursuant to the fee resolution, the actual fee or charge for each user service described in the fee resolution. The fee or charge shall be based upon the actual cost of providing the user service, multiplied by the relevant cost recovery percentage.

C. The City Council may, without amending this chapter, modify (increase or decrease) the fee resolution to amend the amount of any fee or charge for, and the actual cost of providing, any user service upon a determination that there has been an increase or decrease in one or more of the cost factors relevant to the calculation of the actual cost of providing that service.

D. The City Council may modify the municipal functions determined to be user services in the fee resolution and the cost recovery percentage for any service only by amending this chapter.

E. Fees for service established in the fee resolution may be waived by:

1. The City Council;

2. The City Manager, up to an amount not to exceed one thousand dollars (\$1,000.00), per occurrence, for fees imposed on nonprofit organizations for nonprofit sponsored events; or

3. The City Manager or the ~~Finance-Administrative Services~~ Director/~~Treasurer~~ up to an amount not to exceed five thousand dollars (\$5,000.00), per occurrence, if the City Manager or ~~Finance-Administrative Services~~ Director/~~Treasurer~~ determines that the imposition of the fee would exceed the actual cost to the City or would result in duplicative fees for services rendered.

Exhibit A

The City’s cost of providing the following services shall be recovered through direct fees charged for services. Exhibit “A” limits cost recovery fees to the percentages or dollar amounts indicated below.

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
All Departments	
Appeals—For Any User Services Appeal Not Otherwise Specified—Appellant Successful	0%
Appeals—For Any User Services Appeal Not Otherwise Specified—Appellant Unsuccessful	50%
<u>Administrative Services Department</u>	
<u>Admin. Cite Hearings</u>	<u>0%</u>
<u>Parking Hearings</u>	<u>0%</u>
<u>Short Term Lodging Permit Suspension or Revocation Hearing—Appellant Successful</u>	<u>0%</u>
<u>Short Term Lodging Permit Suspension or Revocation Hearing—Appellant Unsuccessful</u>	<u>50%</u>
<u>Zero Bill Reprint</u>	<u>0%</u>
Community Development Department	
<u>Chapter 17.65 Appeal—Appellant Successful</u>	<u>0%</u>

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
Chapter 17.65 Appeal to City Council or Harbor Commission—Appellant Unsuccessful	50%
Building	
Appeals Board Hearing—Appellant Successful	0%
Appeals Board Hearing—Appellant Unsuccessful	50%
Harbor Construction	50%
Preliminary Plan Review	First Two Hours Free, Full Cost Thereafter
Planning	
Appeals to City Council or Planning Commission—Appellant Successful	0%
Appeals to City Council or Planning Commission—Appellant Unsuccessful	50%
Coastal Development Permit Application Appeals from Zoning Administrator to Planning Commission	0%
General Plan Maintenance Fee	12%
Reasonable Accommodation	0%
Finance Department	
Admin. Cite Hearings	0%

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
Parking Hearings	0%
Short Term Lodging Permit Suspension or Revocation Hearing—Appellant Successful	0%
Short Term Lodging Permit Suspension or Revocation Hearing—Appellant Unsuccessful	50%
Zero Bill Reprint	0%
Fire Department	
Emergency Medical Services	
Advanced Life Support (ALS)— Nontransport	\$ 400 <u>450</u>
Basic Life Support (BLS)— Nontransport	\$ 400 <u>450</u>
ALS First Responder Fee	\$ 400 <u>450</u>
BLS First Responder Fee	\$ 400 <u>450</u>
<u>Lifeguard Operations & Junior Lifeguards Program</u>	
<u>Junior Lifeguards Program Participant Fee</u>	<u>85% of the FY 26/27 Fee effective July 1, 2026. A six percent (6%) adjustment shall occur to the Junior Guard Participant Fee on July 1, 2027, and each year thereafter until the full cost of service is reached. The</u>

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
	<u>underlying cost of service used to calculate the Junior Lifeguard Participant Fee shall be adjusted annually by CPI beginning on July 1, 2027.</u>
Harbor Department	
Chapter 17.65 Appeal—Appellant Successful	0%
Chapter 17.65 Appeal to City Council or Harbor Commission—Appellant Unsuccessful	50%
Deposit/Late Cancellation Fee for Use of Human Lift—Marina Park	0%
Deposit/Late Cancellation Fee for Use of Human Lift—Balboa Marina PD	0%
Library Services Department	
Black and White Copies from Self-Service Copier or Printer	\$0.15
Color Copies from Self-Service Copiers or Printers	\$0.45
Use Fees—Materials	\$1
Inter-Library Loan	\$5
Police Department	

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
Bike Licenses	0%
Citation Sign-off	\$10
Fingerprinting—City Portion	\$2530
Secondhand/Pawn Dealer Tag Check	0%
Registrant—Narcotics	0%
Registrant—Sex	0%
Animal Shelter	
Adoption Fee—Puppies	\$225
Adoption Fee—Senior Dog—Animal Over Eight (8) Years Old	\$70
Adoption Fee—Dog—All Other	\$150
Adoption Fee—Kittens	\$110
Adoption Fee—Senior Cat—Animal Over Eight (8) Years Old	\$70
Adoption Fee—Cat—All Other	\$90
Adoption Fee—Small Animals	\$45
Boarding Fee (per day)—Animals	\$25
Boarding Fee (per day)—Small Animals	\$10
Owner Turn-In Fee— Altered Animal	\$100
Owner Turn-In Fee—Unaltered Animal	\$200

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
Impound Fee—Dogs, Cats, Small Animals <u>Other Similar Size Animals</u>	\$6270
Public Works Department	
Chapter <u>17.65</u> Appeal—Appellant Successful	0%
Chapter <u>17.65</u> Appeal to City Council or Harbor Commission—Appellant Unsuccessful	50%
RGP Dredging Permit	100%
Recreation and Senior Services Department	
Adult Sports	50%—95%
Administrative Processing Fee	\$5
Badge Replacement	\$5
After School/Camp Programs	
Camps	20%—50%
After-School/Teen Program	20%—50%
Preschool Program	20%—50%
Aquatics	20%—50%
Contract Classes	50%—95%
Class Refunds	

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
\$74 or less	\$10
\$75 or more	\$20
Youth Sports	20%—50%
Special Events—Levels 1, 2, and 3	
Resident, Level 1 and Late Fees for Level 1	0%—20%
Resident, Levels 2—3 and Late Fees for Levels 2—3	20%—50%
Nonresident, Levels 1—2 and Late Fees for Level 1	20%—50%
Nonresident, Level 3 and Late Fees for Levels 2—3	50%—95%
Appeal to City Council—Appellant Successful	0%
Appeal to City Council—Appellant Unsuccessful	50%—95%
Natural Resources Programs	0%—20%
Senior Services	
OASIS Transportation	\$1—\$3 each way
Contract Classes	20%—50%
Fitness Center	50%—95%
Utilities Department	

Service	Percentage of Cost or Amount to Be Recovered from Direct Fees
Construction Water Meter Establishment	50%
Fats, Oils, and Grease (FOG) Annual Permit	0%
City Council, Board, Commission, Committee or Any Individual Member Thereof When Acting Within the Scope of Their Official Duties	
Review from a Lower Body or Official	\$0

(Ord. 2024-12 § 1, 2024; Ord. 2023-22 § 184, 2023; Ord. 2023-7 § 1, 2023; Ord. 2022-10 §§ 3, 4, 2022; Ord. 2021-13 § 1, 2021; Ord. 2021-7 § 1, 2021; Ord. 2020-10 § 1, 2020; Ord. 2020-5 § 4, 2020; Ord. 2018-15 § 1, 2018; Ord. 2018-13 § 1, 2018; Ord. 2016-14 § 1, 2016; Ord. 2015-29 § 1, 2015; Ord. 2015-9 § 1, 2015; Ord. 2013-18 §§ 1, 2, 2013; Ord. 2013-1 § 1, 2013; Ord. 2011-28 § 1, 2011; Ord. 2011-10 § 1, 2011; Ord. 2009-32 § 1 (Exh. A), 2010; Ord. 2009-21 § 1 (Att. 1), 2009; Ord. 2008-14 § 1 (Exh. 1) (part), 2008; Ord. 2004-4 § 3, 2004; Ord. 2002-26 Exh. A, 2002; Ord. 2000-24 § 1, 2000; Ord. 98-18 § 1, 1998; Ord. 97-8 §§ 1 (part), 2, 1997)