

**RESOLUTION NO. 4164-2019**  
**RESOLUTION OF THE FORT BRAGG CITY COUNCIL**

and

**RESOLUTION NO. ID 412-2019**  
**RESOLUTION OF THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT BOARD**

**ADOPTING A FEE SCHEDULE FOR MISCELLANEOUS CITY SERVICES**

**WHEREAS**, the Fort Bragg City Council and the Fort Bragg Municipal Improvement District No. 1 District Board find it appropriate to charge fees for certain miscellaneous services provided by the City; and

**WHEREAS**, the City maintains a comprehensive "Consolidated Fee Schedule" to provide members of the public and City staff with a convenient method for determining fees and charges that apply to certain City and Municipal Improvement District services; and

**WHEREAS**, included in the Consolidated Fee Schedule is a list of fees for miscellaneous services; and

**WHEREAS**, the City and District conducted an analysis of their miscellaneous services and the costs reasonably incurred in providing those services in the of 2018, the beneficiaries of those services, and the revenues produced by those paying fees and charges for miscellaneous services; and

**WHEREAS**, if the estimated reasonable cost to provide the service was more than inflation, the City and District applied an inflationary factor equal to the change in the San Francisco-Oakland-Hayward CPI-U index for the difference from June 2017 to June 2018 to determine a reasonable estimate of the cost incurred to provide those services with the exception of water, sewer and drainage capacity fees; and

**WHEREAS**, the City and District applied an inflationary factor equal to the change in the Engineering News Record-20 City Construction Cost Index for the difference from January 2017 to January 2018 to determine a reasonable estimate of the cost incurred to provide water, sewer and drainage capacity services, except where the estimated reasonable cost was less; and

**WHEREAS**, the City and District have a policy of recovering the full costs reasonably incurred in providing miscellaneous services of a voluntary and limited nature, such that those receiving the miscellaneous services pay the associated costs and general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such miscellaneous services; and

**WHEREAS**, pursuant to Government Code Section 66018, the specific fees to be charged for such miscellaneous services must be adopted by the City Council and the Municipal Improvement District Board after providing notice and holding a public hearing; and

**WHEREAS**, the City Council and Municipal Improvement District Board opened a public hearing on January 28, 2019, following proper notice, to obtain comments on the proposed fee schedule changes, continued the public hearing to April 22, 2019 and on April 22, 2019,

continued the public hearing until May 13, 2019 and on that date obtained comments on the proposed fee schedule changes; and

**WHEREAS**, based on all the evidence presented at the time of the public hearing on this matter, the City Council and the District Board of the Municipal Improvement District No. 1 find as follows:

1. All notices and publications have been given in accordance with Government Code section 6062a; and
2. The fees collected for providing miscellaneous services are not a source of additional general fund revenues nor are they a "special tax" as described in California Government Code section 50076; and
3. Modifications to the current fees, as identified in Exhibit "A," have been reviewed and are found to not exceed the estimated reasonable cost of providing the services for which the fees are levied.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg and the Board of Directors of the Fort Bragg Municipal Improvement District No. 1 do hereby adopt the fee modifications as shown on Exhibit "A," attached, showing the fees to be charged for the services described therein; and

**BE IT FURTHER RESOLVED** that the City Clerk/District Clerk is authorized and directed to update the Consolidated Fee Schedule to reflect the fees described in Exhibit "A;" and

**BE IT FURTHER RESOLVED** that these fees shall become effective August 1, 2019.

The above and foregoing Resolution was introduced by Council/Board Member Peters, seconded by Councilm/Board Member Morsell- Haye, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 13<sup>th</sup> day of May, 2019, by the following vote:

<b>AYES:</b>	Council/Board Members Albin-Smith, Morsell-Haye, Norvell, Peters and Mayor/Chair Lee.
<b>NOES:</b>	None.
<b>ABSENT:</b>	None.
<b>ABSTAIN</b>	None.
<b>RECUSE:</b>	None.



WILLIAM V. LEE  
Mayor

**ATTEST:**



June Lemos, CMC  
City Clerk

**EXHIBIT A**  
**City of Fort Bragg**  
**Schedule of Proposed Fee Changes**

CATEGORY		Proposed 2020 Fee
<b>FINANCE FEES</b>		
<b>Reports, Billing, etc.</b>		
1	Audit Reports - complete set	\$36
2	Audit Reports - subsets	\$16
3	Replace Lost Accounts Payable or Payroll Check	\$42
4	Return Check (Charge for return of bad check from bank or financial institution + staff time)	\$42
5	Budget Document copy	\$68
6	Utility Bill - Final Notice Penalty	\$62
7	Utility Profile Fee (one free in 12-month period) + Printing	\$57
<b>Licenses</b>		
<b>Business License Fees:</b>		
8	Initial License	\$87
9	Expedited B/License - 2 days or less	\$149
10	Initial License for Home Occupation	\$58
11	Change of Name	\$13
12	Change of Ownership	\$78
13	Change of Business Location	\$92
14	License Renewal (annually)	\$79
15	License Renewal for Home Occupancy (annually)	\$61
16	Non-Profit Business License	\$45
<b>Tobacco Sellers License Fees:</b>		
17	Annual License	\$185
18	Change of Business Location	\$42
19	Change of Name	\$15
20	Change of Ownership	\$42
<b>MISCELLANEOUS FEES</b>		
<b>Appeal Fees</b>		
21	Appeal of Administrative Decision	\$445
<b>Copy Fees Charged to the Public</b>		
22	Letter of Public Convenience or Necessity	\$210
23	Letter of Public Convenience or Necessity - Public Hearing	\$680
<b>PUBLIC SAFETY FEES</b>		
<b>Miscellaneous Recordings and Copies</b>		
85	Record Clearance Checks	\$57
<b>PARKS &amp; FACILITIES USAGE FEES</b>		
<b>TOWN HALL</b>		
86	Basic Use Fee (each 12 hours)	\$125
87	Custodian Charge (per hour; normal hours)	\$62
88	Custodian Charge (per hour; after hours)	\$186
89	AV Equipment Use + Setup Fee (hourly) Min. 2 hours. \$43/hourly charge thereafter	\$135
90	AV Tech Charge (per event, Overtime Rate)	\$178
<b>PUBLIC WORKS FEES</b>		
<b>Permit (Inspection) Fee</b>		
91	Annual Encroachment Permit	\$100
92	Inspection Fees - Repairs & Replacements	\$68

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**Schedule of Proposed Fee Changes**

CATEGORY		Proposed 2020 Fee
<b>Wastewater Enterprise Fees</b>		
<b>Backflow Prevention Device Fees:</b>		
93	Initial Application: Inspection fee for backflow devices	\$50
94	Annual test fee if performed by City personnel (should the device fail the test, customer is responsible for repairs & would receive one follow-up retest at no charge)	\$105
95	Annual fee for private business who wishes to be listed as a Backflow Prevention Device Tester (upon filing the proper documentation with the City Clerk)	\$225
96	Temporary backflow device for special events	\$100
97	<b>Grease Trap/Interceptors:</b>	
98	Initial Application Fee	\$145
99	<b>Annual Inspection Fee</b> (this fee may be waived upon demonstration by the permittee that fats, oils, and grease collected in grease interceptors, or alternate approved systems, have been recycled for conversion to bio-diesel or other products as approved by the District)	\$80
<b>Sanitary Sewer Fees:</b>		
100	Permit and inspection of connections to the sanitary sewer system per residential or nonresidential unit	\$150
<b>Water Enterprise Fees</b>		
101	Water Charges for Voluntary Water Sales(per Hundred Cubic Feet (HCF))	\$15.54
102	Water Hydrant Meter Rental (per month)	\$26
103	Water Line Testing and Forms	Cost Incurred
104	Water Meter Split Evaluation	\$68
105	Water Turn On/Off at Customer Request	\$31
106	Water Turn On: After Hours -after 2:30pm on regular business days and anytime on weekends and holidays	\$208
107	Greywater Reuse Application Fee	\$47
<b>PUBLIC WORKS FEES</b>		
<b>WATER CAPACITY</b>		
108	<b>WATER CAPACITY CHARGE</b>	\$4,631
<b>WATER SERVICE CONNECTION FEES</b>		
<b>Meter Install Only</b>		
109	5/8" x 3/4"	\$738
110	1"	\$1,123
111	1" Single Service Split into 2 - 5/8" x 3/4"	\$1,123
112	1-1/2"	\$1,911
113	2" Split	\$1,961
114	2" Disc Meter Low Demand	\$2,391
115	2" Compound High Demand	\$771
116	4"	Time & Materials
117	6"	Time & Materials
<b>Meter Split</b>		
118	2 5/8" x 3/4" meters on existing service	\$1,188
119	Meter split with street crimp in cement sidewalk	\$1,548

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CATEGORY		Fee	
Water Service			
		2020 Proposed Fee	
Water Service Type		Fee includes 30 feet of pipeline	Over 30 feet, \$/ft.
120	3/4" Single Service	\$1,926	\$20.87
121	1" Single Service	\$2,236	\$21.87
122	1" Single Service Split into 2 5/8" x 3/4"	\$3,041	\$24.77
123	1 1/2" Single Service	\$3,383	\$27.22
124	2" Single Service Split into 5 5/8" x 3/4"	\$4,543	\$27.82
125	2" Service Disc Meter - Low Demand	\$3,883	\$27.82
126	2" Service Compound - High Demand	\$3,883	\$27.82
127	4" Service - Deposit only exclude cost of water meter which will be charged at cost of time, materials & equipment	\$3,387	\$40.53
128	6" Service - Deposit only exclude cost of water meter which will be charged at cost of time, materials & equipment	\$3,799	\$43.99

FORT BRAGG CITY COUNCIL RESOLUTION NO.3989-2017 DATED MARCH 27,2017

1. The City will not required separate water and/or sewer connections for any Accessory Dwelling Unit(ADU)
2. If a property owner chooses to establish a separate water connection and/or a separate sewer connection for an ADU, a connection fee must be paid accordance with the City's adopted fee schedule.
3. The City will not require payment of water or sewer capacity fees for any ADU

**PUBLIC WORKS FEES**

SEWER SERVICE CAPACITY FEES			
129	SEWER CAPACITY CHARGE	\$3,524	\$3,640

SEWER SERVICE CONNECTION FEES			
Sewer Service Type		2020 Proposed Fee	
Sewer Connection Only (no water)		Fee includes 30 feet of pipeline	Over 30 feet, \$/ft.
130	4" Lateral, 4' Deep	\$1,417	\$28.35
131	4" Lateral, 6' Deep	\$1,874	\$37.48
132	4" Lateral, 8' Deep	\$2,410	\$48.19
133	4" Lateral, 10' Deep	\$2,593	\$51.86
134	6" Lateral, 4' Deep	\$1,607	\$32.15
135	6" Lateral, 6' Deep	\$2,067	\$41.34
136	6" Lateral, 8' Deep	\$2,607	\$52.13
137	6" Lateral, 10' Deep	\$2,794	\$55.88

Total Wastewater Service Connection Fees			
Sewer Service Type		2020 Proposed Fee	
Sewer Connection Combined with 3/4" Single Service (larger water services are at an additional cost)		Fee includes 30 feet of pipeline	Over 30 feet, \$/ft.
138	4" Lateral, 4' Deep	\$2,368	\$47.36
139	4" Lateral, 6' Deep	\$2,931	\$58.61
140	4" Lateral, 8' Deep	\$3,395	\$67.89
141	4" Lateral, 10' Deep	\$3,756	\$75.11
142	6" Lateral, 4' Deep	\$2,558	\$51.16
143	6" Lateral, 6' Deep	\$3,124	\$62.47
144	6" Lateral, 8' Deep	\$3,557	\$71.14
145	6" Lateral, 10' Deep	\$3,957	\$79.13

FORT BRAGG CITY COUNCIL RESOLUTION NO.3989-2017 DATED MARCH 27,2017

1. The City will not required separate water and/or sewer connections for any Accessory Dwelling Unit(ADU)
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CATEGORY			Fee
DRAINAGE FEES			
	CATEGORY		2020 FEE PER Sq. ft.
LAND USE CLASSIFICATION			
146	RVH, RM, RM		\$0.15013
147	RL		\$0.37054
148	RS, RR		\$0.37054
149	CN, CO, CBD, CG, CH		\$0.14623
150	IH, IL, HD, IT		\$0.14623
151	PR		\$0.14361
152	PF		\$0.05068
153	OS		\$0.21541