



CITY COUNCIL AGENDA

A Regular Meeting of the La Mesa City Council

Tuesday, April 26, 2016

6:00 p.m.

**City Council Chambers
La Mesa City Hall
8130 Allison Avenue
La Mesa, California**

**Mark Arapostathis, Mayor
Bill Baber, Vice Mayor
Ruth Sterling, Councilmember
Kristine Alessio, Councilmember
Guy McWhirter, Councilmember**

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, 8130 Allison Avenue, during normal business hours.

The City of La Mesa encourages the participation of disabled individuals in the services, activities and programs provided by the City. Individuals with disabilities, who require reasonable accommodation in order to participate in the City Council meetings, should contact the City's Americans with Disabilities Act (ADA) Coordinator, Rida Freeman, Human Resources Manager, 48 hours prior to the meeting at 619.667.1175, fax 619.667.1163, or rfreeman@ci.la-mesa.ca.us.

Hearing assisted devices are available for the hearing impaired. A City staff member is available to provide these devices upon entry to City Council meetings, commission meetings or public hearings held in the City Council Chambers. A photo i.d. or signature will be required to secure a device for the meeting.

ROLL CALL

INVOCATION - COUNCILMEMBER STERLING

PLEDGE OF ALLEGIANCE

REPORT FROM CLOSED SESSION - CITY ATTORNEY

CITY MANAGER COMMENTS

COMMUNITY BULLETIN REPORTS

ADDITIONS AND/OR DELETIONS TO THE AGENDA

PUBLIC COMMENTS - (TOTAL TIME - 15 MINUTES)

NOTE: In accordance with state law, an item not scheduled on the agenda may be

brought forward by the general public for comment; however, the City Council will not be able to discuss or take any action on the item at this meeting. If appropriate, the item will be referred to Staff or placed on a future agenda.

CONSENT CALENDAR

The Consent Calendar includes items previously considered by the Council. Unless discussion is requested by members of the Council or audience, all Consent Calendar items may be approved by one motion.

1. APPROVAL OF MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS AT THIS MEETING

2. RESOLUTION OF THE CITY OF LA MESA AUTHORIZING THE ACCEPTANCE OF THE FY15 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) – URBAN AREA SECURITY INITIATIVE (UASI) TRAINING GRANT OF \$9,379 FOR TRAINING ATTENDANCE AND PARTICIPATION

Staff Reference: Chief Sitta

Documents:

[ITEM 2.PDF](#)

COUNCIL COMMITTEE REPORTS (3 MINUTE LIMIT)

AB 1234 REPORTS (GC 53232.3(D))

COUNCIL INITIATED

3. FOLLOW-UP DISCUSSION AND POSSIBLE APPOINTMENT OF SUBCOMMITTEES TO ADVISE AND ASSIST THE COUNCIL REGARDING THE IMPLEMENTATION OF CERTAIN GOALS AND POLICIES – COUNCILMEMBER MCWHIRTER

Documents:

[ITEM 3.PDF](#)

4. UPDATE/POSSIBLE COUNCIL VOTE ON PROPOSED SANDAG 1/2 CENT SALES TAX INCREASE BALLOT MEASURE – COUNCILMEMBER ALESSIO

Documents:

[ITEM 4.PDF](#)

7:00 P.M.

HEARINGS

5. CONSIDERATION AND APPROVAL OF THE FISCAL YEAR 2016-2017 ANNUAL ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Staff recommends the Council adopt the Resolution Adopting the Fiscal

Year 2016-2017 Annual Action Plan for the Community Development Block Grant (CDBG) Program and Authorizing Submittal to the United States Department of Housing and Urban Development (HUD).

Staff Reference: Ms. Dick

Documents:

[ITEM 5.PDF](#)

6. A. CONSIDERATION OF ADOPTING THE FEE SCHEDULE FOR FY 2016-2017; AND

Documents:

[ITEM 6A.PDF](#)

6. B. ANNUAL ADJUSTMENT TO THE REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM (RTCIP) DEVELOPMENT IMPACT FEE FOR FISCAL YEAR 2016-2017

Staff recommends the Council: A) adopt the resolution adopting a fee schedule to be charged by various City departments for Fiscal Year 2016-2017; and B) adopt the resolution adopting the San Diego Association of Governments (SANDAG) Annual Adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) Development Impact Fee to Comply With the Requirements of SANDAG Commission Ordinance 04-01 and Transnet Extension Ordinance and Expenditure Plan

Staff Reference: Ms. Garrett

Documents:

[ITEM 6B.PDF](#)

7. CONSIDERATION OF RESOLUTION SUPPORTING THE FINDINGS FOR PARK IN-LIEU AND IMPACT FEES AS REQUIRED BY CALIFORNIA GOVERNMENT CODE SECTION 66001 AND APPROPRIATING FUNDS TO PARK PROJECTS

Staff recommends the Council adopt the resolution to support the findings as required by California Government Code 66001 and appropriate Park In-Lieu and Impact Fees toward the completion of the Collier Park Master Plan and for future park projects as outlined in the Parks Master Plan.

Staff Reference: Ms. Garrett

Documents:

[ITEM 7.PDF](#)

CITY ATTORNEY REMARKS

ADJOURNMENT



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: April 26, 2016

SUBJECT: Resolution Authorizing Acceptance and Appropriation of FY15 State Homeland Security Grant Program (SHSGP) – Urban Area Security Initiative (UASI) Training Attendance and Participation

ISSUING DEPARTMENT: Fire

SUMMARY:

Issue:

1. Should the City Council accept the FY 15 SHSGP—UASI Training Attendance and Participation grant of \$9,379?

Recommendation:

That the City Council adopt a resolution to accept the FY 15 State Homeland Security UASI Training Attendance and Participation Grant and appropriate the amount of the award.

Fiscal Impact:

Funds will be appropriated to the FY 2015-2016 and/or FY 2016-2017 budgets to grant fund 213. There are no matching funds required for this grant.

City's Strategic Goals:

Safe community

Maintain a financially sound and affordable city government

BACKGROUND:

The FY 15 SHSGP plays an important role in the implementation of Presidential Policy Directive – 8 (PPD-8) by supporting the development and sustainment of core capabilities to fulfill the National Preparedness Goal (NPG). The UASI Training Attendance and Participation part of this program supports the implementation of State Homeland Security Strategies to address training and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY OF LA MESA AUTHORIZING THE ACCEPTANCE OF THE FY15 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) – URBAN AREA SECURITY INITIATIVE (UASI) TRAINING GRANT OF \$9,379 FOR TRAINING ATTENDANCE AND PARTICIPATION

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, that the City Council authorizes the acceptance of the SHSGP--UASI grant offered by the Department of Homeland Security. Provided however, that if the actual revenue received from the source specified should be more or less than the amount set forth herein, that the appropriations shall be adjusted to equal the amount actually received.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of La Mesa, California, held the 26th day of April 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, CMC, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2016-, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MARY J. KENNEDY, CMC, City Clerk

(SEAL OF CITY)

**AGREEMENT BETWEEN THE CITY OF
SAN DIEGO OFFICE OF HOMELAND SECURITY AND THE
CITY OF LA MESA
FOR THE DISTRIBUTION OF FY 2015 UASI GRANT FUNDS**

THIS AGREEMENT is made this day of _____, 20__ in the City and County of San Diego, State of California, by and between the City of La Mesa ("SUBRECIPIENT") and the CITY OF SAN DIEGO, a municipal corporation ("San Diego" or "City"), in its capacity as fiscal agent for the Approval Authority, as defined below, acting by and through the San Diego Office of Homeland Security ("OHS").

RECITALS

WHEREAS, The United States Department of Homeland Security ("DHS") designated San Diego as an eligible high risk urban area through an analysis of relative risk of terrorism, the San Diego Urban Area ("SDUA") was established for the purpose of application for and allocation and distribution of federal Urban Areas Security Initiative ("UASI") program grant funds; and

WHEREAS, The Urban Area Working Group ("UAWG"), a collaborative subcommittee established by the San Diego County Unified Disaster Council, was established as the Approval Authority for the SDUA, to provide overall governance of the homeland security grant program across the SDUA, to coordinate development and implementation of all UASI program initiatives, and to ensure compliance with all UASI program requirements; and

WHEREAS, The City of San Diego Office of Homeland Security ("SD OHS"), as the "core city" for the SDUA, will serve as the chair and the UASI Grant Administrator, and SD OHS Executive Director is responsible for implementing and managing the policy and program decisions of the Approval Authority, directing the work of the UASI Management Team personnel, and performing other duties as determined and directed by the Approval Authority, and

WHEREAS, San Diego has been designated as the grantee for UASI funds granted by the DHS through the California Office of Emergency Services ("Cal OES") to the SDUA, with responsibility to establish procedures and execute subgrant agreements for the distribution of UASI program grant funds to jurisdictions selected by the Approval Authority to receive grant funding; and

WHEREAS, San Diego has been designated to serve as the fiscal agent for the Approval Authority, and to establish procedures and provide all financial services for distribution of UASI program grant funds within the SDUA; and

WHEREAS, Pursuant to grant allocation decisions by the Approval Authority, the UASI Management Team has asked San Diego to distribute a portion of the regional UASI grant funds to SUBRECIPIENT on the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained in this Agreement and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

ARTICLE 1
DEFINITIONS

1.1 **Specific Terms.** Unless the context requires otherwise, the following capitalized terms (whether singular or plural) shall have the meanings set forth below:

(a) “**ADA**” shall mean the Americans with Disabilities Act (including all rules and regulations there under) and all other applicable federal, state and local disability rights legislation, as the same may be amended, modified or supplemented from time to time.

(b) “**Authorized Expenditures**” shall mean expenditures for those purposes identified and budgeted in the SUBRECIPIENT Award Letter (Appendix A) and/or approved modification.

(c) “**Event of Default**” shall have the meaning set forth in Section 7.1.

(d) “**Fiscal Quarter**” shall mean each period of three calendar months commencing on July 1, October 1, January 1, and April 1, respectively.

(e) “**Grant Funds**” shall mean any and all funds allocated or disbursed to SUBRECIPIENT (DUNS#: 004952032) under this Agreement. This Agreement shall specifically cover funds allocated or disbursed from Cal OES Grant No. 2015-00078, Cal OES ID No. 073-66000, CFDA No. 97.067, per Cal OES award notice dated September 25, 2015.

(f) “**Grant Plan**” shall mean the plans, performances, events, exhibitions, acquisitions or other activities or matter, and the budget and requirements, described in the approved Financial Management Forms Workbook (FMFW). If SUBRECIPIENT requests any modification to the Grant Plan, SUBRECIPIENT shall submit a written request to the SD OHS Executive Director with the following information: Scope of change requested, reason for change, proposed plan for change, summary of approved and requested modifications to the Grant Plan, and any necessary approvals in support of change (e.g., EHP).

(g) “**Indemnified Parties**” shall mean: (i) San Diego, including all commissions, departments including OHS, agencies, and other subdivisions of San Diego; (ii) San Diego’s elected officials, directors, officers, employees, agents, successors, and assigns; and (iii) all persons or entities acting on behalf of the foregoing.

(h) “**Losses**” shall mean any and all liabilities, obligations, losses, damages, penalties, claims, actions, suits, judgments, fees, expenses and costs of whatsoever kind and nature (including legal fees and expenses and costs of investigation, of prosecuting or defending any Loss described above) whether or not such Loss be founded or unfounded, of whatsoever kind and nature.

(i) “**Reimbursement Request**” shall have the meaning set forth in Section 3.10(a).

(j) “**UASI Management Team**” shall mean The City of San Diego Office of Homeland Security Executive Director, Program Manager, Supervising Homeland Security Coordinator, as well as project, grant, and administrative staff. The Executive Director appoints members to the Management Team to implement the policies of the UAWG.

1.2 **Additional Terms.** The terms “as directed,” “as required” or “as permitted” and similar terms shall refer to the direction, requirement, or permission of City. The terms “sufficient,” “necessary” or “proper” and similar terms shall mean sufficient, necessary or proper in the sole judgment of City. The

terms “approval,” “acceptable” or “satisfactory” or similar terms shall mean approved by, or acceptable or satisfactory to, City. The terms “include,” “included” or “including” and similar terms shall be deemed to be followed by the words “without limitation.” The use of the term “subcontractor,” “subgrantee,” “successor” or “assign” herein refers only to a subcontractor, subgrantee, successor or assign expressly permitted under Article 8.

1.3 **References to this Agreement.** References to this Agreement include: (a) any and all appendices, exhibits, schedules, and attachments hereto; (b) any and all statutes, ordinances, regulations or other documents expressly incorporated by reference herein; and (c) any and all amendments, modifications or supplements hereto made in accordance with Section 10.2. References to articles, sections, subsections or appendices refer to articles, sections or subsections of or appendices to this Agreement, unless otherwise expressly stated. Terms such as “hereunder,” “herein” or “hereto” refer to this Agreement as a whole.

1.4 **Reference to laws.** Any reference in this Agreement to a federal or state statute, regulation, executive order, requirement, policy, guide, guideline, information bulletin, or instruction shall mean that statute, regulation, executive order, requirement, policy, guide, guideline, information bulletin, or instruction as is currently in effect and as may be amended, modified or supplemented from time to time.

ARTICLE 2 ALLOCATION AND CERTIFICATION OF GRANT FUNDS; LIMITATIONS ON SAN DIEGO’S OBLIGATIONS

2.1 **Risk of Non-Allocation of Grant Funds.** This Agreement is subject to all federal and state grant requirements and guidelines, including DHS and Cal OES requirements, guidelines, information bulletins, and instructions, the decision-making of the Cal OES and the Approval Authority, the terms and conditions of the grant award; the approved application, and to the extent applicable the budget and fiscal provisions of the San Diego City Charter. The Approval Authority shall have no obligation to allocate or direct disbursement of funds for this Agreement in lieu of allocations for new or other agreements. SUBRECIPIENT acknowledges and agrees that grant decisions are subject to the discretion of the Cal OES and Approval Authority. Further, SUBRECIPIENT acknowledges and agrees that the City shall have no obligation to disburse grant funds to SUBRECIPIENT until City and SUBRECIPIENT have fully and finally executed this Agreement. SUBRECIPIENT acknowledges and agrees that if it takes any action, informal or formal, to appropriate, encumber or expend Grant Funds before final allocation decisions by Cal OES and the Approval Authority, and before this Agreement is fully and finally executed, it assumes all risk of possible non-allocation or non-reimbursement of funds, and such acknowledgement and agreement is part of the consideration of this Agreement.

2.2 **Certification of Controller; Guaranteed Maximum Costs.** No funds shall be available under this Agreement without prior written authorization certified by the San Diego Chief Financial Officer as set forth in Section 39 of the City of San Diego City Charter:

“No contract, agreement, or other obligation for the expenditure of public funds shall be entered into by any officer of the City and no such contract shall be valid unless the Chief Financial Officer shall certify in writing that there has been made an appropriation to cover the expenditure and that there remains a sufficient balance to meet the demand thereof.”

ARTICLE 3 PERFORMANCE OF THE AGREEMENT

3.1 **Duration of Term.** The term of this Agreement shall commence on **NOVEMBER 1, 2015** and shall end at 11:59 p.m. San Diego time on **JANUARY 31, 2018.**

3.2 **Maximum Amount of Funds.** In no event shall the amount of Grant Funds disbursed hereunder exceed the amount awarded under the SUBRECIPIENT Award letter (Appendix A), Training and Exercise Participation Award Letter and/or approved modification. The City will not automatically transfer Grant Funds to SUBRECIPIENT upon execution of this Agreement. SUBRECIPIENT must submit a Reimbursement Request under Section 3.10 of this Agreement, approved by the UASI Management Team and City, before the City will disburse Grant Funds to SUBRECIPIENT.

3.3 **Use of Funds.**

(a) General Requirements. SUBRECIPIENT shall use the Grant Funds received under this Agreement for the purposes and in the amounts set forth in the Grant Plan. SUBRECIPIENT shall not use or expend Grant Funds for any other purpose, including but not limited to, for matching funds for other federal grants/cooperative agreements, lobbying or intervention in federal regulatory or adjudicatory proceedings, or to sue the federal government or any other government entity. SUBRECIPIENT shall not permit any federal employee to receive Grant Funds.

(b) Modification of Grant Plan. Under Sections 1.1(f) and 10.2 of this Agreement, SUBRECIPIENT may submit a written request to modify the Grant Plan. SUBRECIPIENT shall not appropriate, encumber or expend any additional or reallocated Grant Funds pursuant to such a request for modification until the SD OHS Executive Director or designee has provided written approval for the request. In addition, if the modification request requires approval from the Approval Authority and/or Cal OES, as determined by the SD OHS Executive Director, SUBRECIPIENT shall not appropriate, encumber or expend any additional or reallocated Grant Funds pursuant to the modification request without approval from the Approval Authority and/or Cal OES.

(c) No Supplanting. SUBRECIPIENT shall use Grant Funds to supplement existing funds, and not replace (supplant) funds that have been appropriated for the same purpose.

(d) Obligations. SUBRECIPIENT must expend Grant Funds in a timely manner consistent with the grant milestones, guidance and assurances; and make satisfactory progress toward the goals, objectives, milestones and deliverables in this Agreement.

3.4 **Grant Assurances; Other Requirements; Cooperation with Monitoring.**

(a) SUBRECIPIENT shall comply with all Grant Assurances included in Appendix B, attached hereto and incorporated by reference as though fully set forth herein. SUBRECIPIENT shall require all subgrantees, contractors and other entities receiving Grant Funds through or from SUBRECIPIENT to execute a copy of the Grant Assurances, and shall ensure that they comply with those Grant Assurances.

(b) In addition to complying with all Grant Assurances, SUBRECIPIENT shall comply with all applicable statutes, regulations, executive orders, requirements, policies, guides, guidelines, information bulletins, Cal OES grant management memos, and instructions; the terms and conditions of the grant award; the approved application, and any conditions imposed by Cal OES or the Approval Authority. SUBRECIPIENT shall require and ensure that all subgrantees, contractors and other entities receiving Grant Funds through or from SUBRECIPIENT comply with all applicable statutes, regulations, executive orders, requirements, policies, guides, guidelines, information bulletins, Cal OES grant management memos, and instructions; the terms and conditions of the grant award; the approved application, and any conditions imposed by Cal OES or the Approval Authority.

(c) SUBRECIPIENT shall promptly comply with all standards, specifications and formats of San Diego and the UASI Management Team, as they may from time to time exist, related to evaluation, planning and monitoring of the Grant Plan and compliance with this Agreement. SUBRECIPIENT shall cooperate in good faith with San Diego and the UASI Management Team in any evaluation, inspection, planning or monitoring activities conducted or authorized by DHS, Cal OES, San Diego or the UASI Management Team. For ensuring compliance with non-supplanting requirements, upon request by City or the UASI Management Team, SUBRECIPIENT shall supply documentation certifying that a reduction of non-federal resources occurred for reasons other than the receipt or expected receipt of Grant Funds.

3.5 **Administrative, Programmatic and Financial Management Requirements.** SUBRECIPIENT shall establish and maintain administrative, programmatic and financial management systems and records in accordance with federal and State of California requirements. This provision requires, at a minimum, that SUBRECIPIENT comply with the following non-exclusive list of regulations commonly applicable to DHS grants, as applicable to this Agreement and the Grant Plan:

- (a) Administrative Requirements:
 - 1. 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (formerly 44 CFR Part 13, OMB Circulars A-21, A-87, A-89, A-102, A-110, A-122, and A-133).
- (b) Cost Principles:
 - 1. 2 CFR Part 200, Subpart E - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (formerly 44 CFR Part 13, OMB Circulars A-21, A-87, A-89, A-102, A-110, A-122, and A-133);
 - 2. Federal Acquisition Regulations (FAR), Part 31.2 *Contract Principles and Procedures, Contracts with Commercial Organizations.*
- (c) Audit Requirements:
 - 1. 2 CFR Part 200 Subpart F - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (formerly 44 CFR Part 13, OMB Circulars A-21, A-87, A-89, A-102, A-110, A-122, and A-133).

3.6 **Technology Requirements.**

(a) National Information Exchange Model ("NIEM"). SUBRECIPIENT shall use the latest NIEM specifications and guidelines regarding the use of Extensible Markup Language ("XML") for all awards of Grant Funds.

(b) Geospatial Guidance. SUBRECIPIENT is encouraged to use Geospatial technologies, which can capture, store, analyze, transmit and/or display location-based information (i.e., information linked to a latitude and longitude), and to align any geospatial activities with the guidance available on the Federal Emergency Management Agency ("FEMA") website.

(c) Criminal Intelligence Systems Operating Policies. Any information technology system funded or supported by Grant Funds shall comply with 28 CFR Part 23, *Criminal Intelligence Systems Operating Policies*, if applicable.

(d) SUBRECIPIENT is encouraged to use the DHS guidance in *Best Practices for Government Use of CCTV: Implementing the Fair Information Practice Principles*, if Grant Funds are used to purchase or install closed circuit television (CCTV) systems or to support operational CCTV systems.

3.7 **Procurement Requirements.**

(a) General Requirements. SUBRECIPIENT shall follow its own procurement requirements as long as those requirements comply with all applicable federal and State of California statutes, regulations, requirements, policies, guides, guidelines and instructions.

(b) Specific Purchases. If SUBRECIPIENT is using Grant Funds to purchase interoperable communication equipment, SUBRECIPIENT shall consult DHS's SAFECOM's coordinated grant guidance, which outlines standards and equipment information to enhance interoperable communication. If SUBRECIPIENT is using Grant Funds to acquire critical emergency supplies, prior to expending any Grant Funds, SUBRECIPIENT shall submit to the UASI Management Team for approval by Cal OES a viable inventory management plan, an effective distribution strategy, sustainment costs for such an effort, and logistics expertise to avoid situations where funds are wasted because supplies are rendered ineffective due to lack of planning.

(c) Bond requirement. SUBRECIPIENT shall obtain a performance bond for any equipment items over \$250,000 or any vehicle, aircraft or watercraft financed with Grant Funds.

3.8 **Subgrantee and Contractor Requirements.**

(a) SUBRECIPIENT shall ensure and independently verify that any subgrantee, contractor or other entity receiving Grant Funds through or from SUBRECIPIENT is not debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs, under Executive Orders 12549 and 12689, as implemented at 2 CFR Part 3000. SUBRECIPIENT shall obtain documentation of eligibility before disbursing Grant Funds to any subgrantee, contractor or other entity. SUBRECIPIENT shall maintain documentary proof of this verification in its files. SUBRECIPIENT shall establish procedures for the effective use of the "Excluded Parties List System," to assure that it does not provide Grant Funds to excluded parties. SUBRECIPIENT shall also establish procedures to provide for effective use and/or dissemination of the list to assure that its grantees and subgrantees, including contractors, at any tier do not make awards in violation of the non-procurement debarment and suspension common rule.

(b) SUBRECIPIENT shall ensure that any subgrantee, contractor or other entity receiving Grant Funds through or from SUBRECIPIENT complies with the requirements of 44 CFR Part 18, *New Restrictions on Lobbying*; and

(c) SUBRECIPIENT shall ensure that any subgrantee, contractor or other entity receiving Grant Funds through or from SUBRECIPIENT complies with the requirements of 2 CFR Part 3001, *Requirements for Drug-Free Workplace (Financial Assistance)*.

3.9 **Monitoring Grant Performance.**

(a) City and the UASI Management Team are both authorized to perform periodic monitoring reviews of SUBRECIPIENT's performance under this Agreement, to ensure that the Grant Plan goals, objectives, performance requirements, timelines, milestone completion, budgets and other criteria are being met. Programmatic monitoring may include the Regional Federal Preparedness Coordinators, or other federal or state personnel, when appropriate. Monitoring may involve a combination of desk-based reviews and on-site monitoring visits, inspection of records, and verifications of grant activities. These reviews will involve a review and analysis of the financial, programmatic, performance and administrative issues relative to each program and will identify areas where technical assistance and other support may be needed. The reviews may include, but are not limited to:

1. Evaluating eligibility of expenditures;
2. Comparing actual grant activities to those approved by the Approval Authority and specified in the Grant Plan;
3. Ensuring that any advances have been deposited in an interest bearing account and disbursed in accordance with applicable guidelines; and
4. Confirming compliance with: Grant Assurances; information provided on performance reports and payment requests; and needs and threat assessments and strategies.

(b) SUBRECIPIENT is responsible for monitoring and auditing the grant activities of any subgrantee, contractor or other entity receiving Grant Funds through or from SUBRECIPIENT. This requirement includes but is not limited to mandatory on-site verification visits.

(c) If after any monitoring review, the DHS or Cal OES makes findings that require a Corrective Action Plan by SUBRECIPIENT, the City shall place a hold on all Reimbursement Requests from SUBRECIPIENT until the findings are resolved.

3.10 **Disbursement Procedures.** San Diego shall disburse Grant Funds to SUBRECIPIENT as follows:

(a) SUBRECIPIENT shall submit to the UASI Management Team, in the manner specified for notices pursuant to Article 9, a document ("Reimbursement Request") substantially in the form attached as Appendix C, attached hereto and incorporated by reference as though fully set forth herein. The UASI Management Team shall serve as the primary contact for SUBRECIPIENT regarding any Reimbursement Request.

(b) The UASI Management Team will review all Reimbursement Requests for compliance with this Agreement and all applicable guidelines and requirements. The UASI Management Team will return to SUBRECIPIENT any Reimbursement Request that is submitted and not approved by the UASI Management Team, with a brief statement of the reason for the rejection of the Reimbursement Request.

(d) If a rejection relates only to a portion of the expenditures itemized in any Reimbursement Request, City shall have no obligation to disburse any Grant Funds for any other expenditures itemized in such Reimbursement Request unless and until SUBRECIPIENT submits a Reimbursement Request that is in all respects acceptable to the UASI Management Team.

(e) If SUBRECIPIENT is not in compliance with any provision of this Agreement, City may withhold disbursement of Grant Funds until SUBRECIPIENT has taken corrective action and currently complies with all terms and conditions of the Agreement.

3.11 **Disallowance.** SUBRECIPIENT agrees that if it claims or receives reimbursement from City for an expenditure that is later disallowed by the State of California or the federal government, SUBRECIPIENT shall promptly refund the disallowed amount to City upon City's written request. At its option, City may offset all or any portion of the disallowed amount against any other payment due to SUBRECIPIENT hereunder or under any other Agreement with SUBRECIPIENT. Any such offset with respect to a portion of the disallowed amount shall not release SUBRECIPIENT from SUBRECIPIENT's obligation hereunder to refund the remainder of the disallowed amount.

3.12 **Sustainability.** Grant Funded programs that contain continuing personnel and operating expenses, over and above planning and implementation costs, must be sustained once the Grant Funding ends. If Equipment is purchased with grant funds the equipment must be sustained through the useful life of equipment. By executing this Agreement, SUBRECIPIENT acknowledges its responsibility and agrees

to sustain continuing programs beyond the Grant Funding period. SUBRECIPIENT acknowledges and agrees that this sustainability requirement is a material term of the Agreement.

3.13 **EHP Requirements.**

(a) Grant Funded projects must comply with the federal Environmental and Historic Preservation ("EHP") program. SUBRECIPIENT shall not initiate any project with the potential to impact environmental or historic properties or resources until Cal OES and FEMA have completed EHP reviews and approved the project. Examples of projects that may impact EHP resources include: communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. SUBRECIPIENT shall notify the UASI Management Team of any project that may require an EHP review. SUBRECIPIENT agrees to provide detailed project information to FEMA, Cal OES and/or the UASI Management Team, to cooperate fully in the review, and to prepare any documents requested for the review. SUBRECIPIENT shall comply with all conditions placed on the project as the result of the EHP review, and implement any treatment or mitigation measures deemed necessary to address potential adverse impacts. With prior approval of the UASI Management Team, SUBRECIPIENT may use Grant Funds toward the costs of preparing documents and/or implementing treatment or mitigation measures. Any change to the approved project scope of work will require re-evaluation for compliance with EHP requirements. If ground disturbing activities occur during project implementation, SUBRECIPIENT shall notify the UASI Management Team and ensure monitoring of ground disturbance. If any potential archeological resources are discovered, SUBRECIPIENT shall immediately cease construction in that area and notify the UASI Management Team, which will notify the appropriate State Historic Preservation Office. If SUBRECIPIENT is using Grant Funds for a communication tower project, SUBRECIPIENT shall complete its Federal Communication Commission ("FCC") EHP process before preparing its Cal OES/FEMA EHP materials, and shall include the FCC EHP materials in the Cal OES/FEMA submission.

(b) Any construction or other project that SUBRECIPIENT initiates without the necessary EHP review and approval will not be eligible for reimbursement. Failure of SUBRECIPIENT to meet federal, State, and local EHP requirements, obtain applicable permits, or comply with any conditions that may be placed on the project as the result of FEMA's and/or Cal OES's EHP review will result in the denial of Reimbursement Requests.

3.14 **National Energy Conservation Policy and Energy Policy Acts.** SUBRECIPIENT shall comply with the following requirements:

(a) Grant Funds may not be used in contravention of the Federal buildings performance and reporting requirements of Executive Order 13123, part 3 of Title V of the National Energy Conservation Policy Act (42 USC §8251 et seq.), or Subtitle A of Title I of the Energy Policy Act of 2005; and

(b) Grant Funds may not be used in contravention of Section 303 of the Energy Policy Act of 1992 (42 USC §13212).

3.15 **Royalty-Free License.** SUBRECIPIENT understands and agrees that FEMA reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, for federal government purposes: (a) the copyright in any work developed using Grant Funds; and (b) any rights of copyright that SUBRECIPIENT purchases or acquires using Grant Funds. SUBRECIPIENT shall consult with the UASI Management Team and FEMA regarding the allocation of any patent rights that arise from, or are purchased with, Grant Funds.

3.16 **Publication Statements.** SUBRECIPIENT shall ensure that all publications created or developed under this Agreement prominently contain the following statement: “This document was prepared under a grant from the Federal Emergency Management Agencies Grant Programs Directorate (FEMA/GPD) within the US Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA/GPD or the US Department of Homeland Security.”

3.17 **Performance Period.** SUBRECIPIENT shall ensure that hard copies of all reimbursement requests and supporting documentation will be submitted to the UASI Management Team postmarked no later than January 13, 2017. Extension requests may be granted based on extenuating circumstances beyond the control of the subrecipient and must be made via the Performance Period Extension Request Form (Appendix D). Requests must contain specific and compelling justifications as to why an extension is required and must be submitted 30 days prior to the current deadline.

ARTICLE 4 REPORTING REQUIREMENTS; AUDITS

4.1 **Regular Reports.** SUBRECIPIENT shall provide, in a prompt and timely manner, financial, operational and other reports, as requested by the UASI Management Team, in form and substance satisfactory to the UASI Management Team. Such reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages, to the maximum extent possible.

4.2 **Notification of Defaults or Changes in Circumstances.** SUBRECIPIENT shall notify the UASI Management Team and City immediately of (a) any Event of Default or event that, with the passage of time, would constitute an Event of Default; (b) any change of circumstances that would cause any of the representations or warranties contained in Article 5 to be false or misleading at any time during the term of this Agreement; and (c) any change of circumstances or events that would cause SUBRECIPIENT to be out of compliance with the Grant Assurances in Appendix B.

4.3 **Books and Records.** SUBRECIPIENT shall establish and maintain accurate files and records of all aspects of the Grant Plan and the matters funded in whole or in part with Grant Funds. Without limiting the scope of the foregoing, SUBRECIPIENT shall establish and maintain accurate financial books and accounting records relating to Authorized Expenditures and to Grant Funds received and expended under this Agreement, together with all invoices, documents, payrolls, time records and other data related to the matters covered by this Agreement, whether funded in whole or in part with Grant Funds. SUBRECIPIENT shall maintain all of the files, records, books, invoices, documents, payrolls and other data required to be maintained under this Section in a readily accessible location and condition for a period of not less than three (3) years after expiration of this Agreement or until any final audit by Cal OES has been fully completed, whichever is later.

4.4 **Inspection and Audit.** SUBRECIPIENT shall make available to the UASI Management Team, and to UASI Management Team and City employees and authorized representatives, during regular business hours, all of the files, records, books, invoices, documents, payrolls and other data required to be established and maintained by SUBRECIPIENT under Section 4.3, and allow access and the right to examine those items. SUBRECIPIENT shall permit the UASI Management Team and City, and UASI Management Team and City employees and authorized representatives, to inspect, audit, examine and make excerpts and transcripts from any of the foregoing. The rights of the UASI Management Team and City pursuant to this Section shall remain in effect so long as SUBRECIPIENT has the obligation to maintain such files, records, books, invoices, documents, payrolls and other data under this Article 4. The DHS, the Comptroller General of the United States or designee, and Cal OES shall have the same inspection and audit rights as the City and UASI Management Team. SUBRECIPIENT shall cooperate with any federal or state audit.

4.5 **Audit Report.** If the amount specified in Section 3.2 of this agreement is \$750,000 or more, SUBRECIPIENT shall submit an organization-wide financial and compliance audit report. The audit must be performed in accordance with GAO's *Government Auditing Standards*, and 2 CFR Part 200 Subpart F - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. SUBRECIPIENT shall submit its audit report to the UASI Management Team no later than six months after the end of SUBRECIPIENT's fiscal year.

ARTICLE 5 REPRESENTATIONS AND WARRANTIES

SUBRECIPIENT represents and warrants each of the following as of the date of this Agreement and at all times throughout the term of this Agreement:

5.1 **No Misstatements.** No document furnished or to be furnished by SUBRECIPIENT to the UASI Management Team in connection with this Agreement, any Reimbursement Request or any other document relating to any of the foregoing, contains or will contain any untrue statement of material fact or omits or will omit a material fact necessary to make the statements contained therein not misleading, under the circumstances under which any such statement shall have been made.

5.2 **Eligibility to Receive Federal Funds.** By executing this Agreement, SUBRECIPIENT certifies that it is eligible to receive federal funds, and specifically certifies as follows:

(a) SUBRECIPIENT is not suspended, debarred or otherwise excluded from participation in federal assistance programs, as required by Executive Order 12549 and 12689, "Debarment and Suspension" and implemented at 2 CFR Part 3000.

(b) SUBRECIPIENT complies with 31 U.S.C. §1352, *Limitation on use of appropriated funds to influence federal contracting and financial transactions*, as implemented at 44 CFR Part 18 and 6 CFR Part 9.

(c) SUBRECIPIENT complies with the Drug-Free Workplace Act of 1988, as amended, 41 U.S.C. §701 et seq., as implemented in 2 CFR Part 3001, and will continue to provide a drug-free workplace as required under that Act and implementing regulations.

(d) SUBRECIPIENT is not delinquent in the repayment of any federal debt. See OMB Circular A-129.

SUBRECIPIENT acknowledges that these certifications of eligibility to receive federal funds are material terms of the Agreement.

5.3 **NIMS Compliance.** To be eligible to receive Grant Funds, SUBRECIPIENT must meet National Incident Management System ("NIMS") compliance requirements, and report full NIMS compliance via the National Incident Management System Capability Assessment Support Tool ("NIMSCAST"). By executing this Agreement, SUBRECIPIENT certifies that it is in full NIMS compliance, and that it has reported that compliance via the NIMSCAST. SUBRECIPIENT shall provide documentation of its NIMS compliance to the UASI Management Team. SUBRECIPIENT acknowledges that this certification is a material term of the Agreement.

ARTICLE 6
INDEMNIFICATION AND GENERAL LIABILITY

6.1 **Indemnification.** SUBRECIPIENT shall indemnify, protect, defend and hold harmless each of the Indemnified Parties from and against any and all Losses arising from, in connection with or caused by SUBRECIPIENT's performance of this Agreement, including, but not limited to, the following: (a) a material breach of this Agreement by SUBRECIPIENT; (b) a material breach of any representation or warranty of SUBRECIPIENT contained in this Agreement; (c) any personal injury or death caused, directly or indirectly, by any act or omission of SUBRECIPIENT or its employees, subgrantees or agents; (d) any loss of or damage to property caused, directly or indirectly, by any act or omission of SUBRECIPIENT or its employees, subgrantees or agents; (e) the use, misuse or failure of any equipment or facility used by SUBRECIPIENT, or by any of its employees, subgrantees or agents, regardless of whether such equipment or facility is furnished, rented or loaned to SUBRECIPIENT by an Indemnified Party; (f) any tax, fee, assessment or other charge for which SUBRECIPIENT is responsible under Section 10.4; or (g) any infringement of patent rights, copyright, trade secret or any other proprietary right or trademark of any person or entity in consequence of the use by any Indemnified Party of any goods or services furnished by SUBRECIPIENT or its employees, subgrantees or agents to such Indemnified Party in connection with this Agreement. The foregoing indemnity shall include, without limitation, reasonable fees of attorneys, consultants and experts and related costs and San Diego's costs of investigating any claims against San Diego.

6.2 **Duty to Defend; Notice of Loss.** SUBRECIPIENT acknowledges and agrees that its obligation to defend the Indemnified Parties under Section 6.1: (a) is an immediate obligation, independent of its other obligations hereunder; (b) applies to any Loss which actually or potentially falls within the scope of Section 6.1, regardless of whether the allegations asserted in connection with such Loss are or may be groundless, false or fraudulent; and (c) arises at the time the Loss is tendered to SUBRECIPIENT by the Indemnified Party and continues at all times thereafter. The Indemnified Party shall give SUBRECIPIENT prompt notice of any Loss under Section 6.1 and SUBRECIPIENT shall have the right to defend, settle and compromise any such Loss; provided, however, that the Indemnified Party shall have the right to retain its own counsel at the expense of SUBRECIPIENT if representation of such Indemnified Party by the counsel retained by SUBRECIPIENT would be inappropriate due to conflicts of interest between such Indemnified Party and SUBRECIPIENT. An Indemnified Party's failure to notify SUBRECIPIENT promptly of any Loss shall not relieve SUBRECIPIENT of any liability to such Indemnified Party pursuant to Section 6.1, unless such failure materially impairs SUBRECIPIENT's ability to defend such Loss. SUBRECIPIENT shall seek the Indemnified Party's prior written consent to settle or compromise any Loss if SUBRECIPIENT contends that such Indemnified Party shares in liability with respect thereto.

6.3 **Incidental and Consequential Damages.** Losses covered under this Article 6 shall include any and all incidental and consequential damages resulting in whole or in part from SUBRECIPIENT's acts or omissions. Nothing in this Agreement shall constitute a waiver or limitation of any rights that any Indemnified Party may have under applicable law with respect to such damages.

6.4 **LIMITATION ON LIABILITY OF SAN DIEGO.** CITY'S OBLIGATIONS UNDER THIS AGREEMENT SHALL BE LIMITED TO THE AGGREGATE AMOUNT OF GRANT FUNDS ACTUALLY DISBURSED HEREUNDER. NOTWITHSTANDING ANY OTHER PROVISION CONTAINED IN THIS AGREEMENT OR ANY OTHER DOCUMENT OR COMMUNICATION RELATING TO THIS AGREEMENT, IN NO EVENT SHALL CITY BE LIABLE, REGARDLESS OF WHETHER ANY CLAIM IS BASED ON CONTRACT OR TORT, FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES, INCLUDING LOST PROFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, THE GRANT FUNDS, THE GRANT PLAN OR ANY ACTIVITIES PERFORMED IN CONNECTION WITH THIS AGREEMENT.

ARTICLE 7
EVENTS OF DEFAULT AND REMEDIES; TERMINATION FOR CONVENIENCE

7.1 **Events of Default.** The occurrence of any one or more of the following events shall constitute an "Event of Default" under this Agreement:

(a) **False Statement.** Any statement, representation, certification or warranty contained in this Agreement, in any Reimbursement Request, or in any other document submitted to the UASI Management Team or to City under this Agreement is found by the UASI Management Team or by City to be false or misleading.

(b) **Failure to Perform Other Covenants.** SUBRECIPIENT fails to perform or breaches any provision or covenant of this Agreement to be performed or observed by SUBRECIPIENT as and when performance or observance is due and such failure or breach continues for a period of ten (10) days after the date on which such performance or observance is due.

(c) **Failure to Comply with Applicable Laws.** SUBRECIPIENT fails to perform or breaches any of the terms or provisions of Article 12.

(d) **Voluntary Insolvency.** SUBRECIPIENT(i) is generally not paying its debts as they become due, (ii) files, or consents by answer or otherwise to the filing against it of, a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction, (iii) makes an assignment for the benefit of its creditors, (iv) consents to the appointment of a custodian, receiver, trustee or other officer with similar powers of SUBRECIPIENT or of any substantial part of SUBRECIPIENT's property or (v) takes action for the purpose of any of the foregoing.

(e) **Involuntary Insolvency.** Without consent by SUBRECIPIENT, a court or government authority enters an order, and such order is not vacated within ten (10) days, (i) appointing a custodian, receiver, trustee or other officer with similar powers with respect to SUBRECIPIENT or with respect to any substantial part of SUBRECIPIENT's property, (ii) constituting an order for relief or approving a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction or (iii) ordering the dissolution, winding-up or liquidation of SUBRECIPIENT.

7.2 **Remedies upon Event of Default.** Upon and during the continuance of an Event of Default, City may do any of the following, individually or in combination with any other remedy:

(a) **Termination.** City may terminate this Agreement by giving a written termination notice to SUBRECIPIENT and, on the date specified in such notice, this Agreement shall terminate and all rights of SUBRECIPIENT hereunder shall be extinguished. In the event of such termination, City will pay SUBRECIPIENT for Authorized Expenditures in any Reimbursement Request that was submitted and approved by the UASI Management Team and by City prior to the date of termination specified in such notice.

(b) **Withholding of Grant Funds.** City may withhold all or any portion of Grant Funds not yet disbursed hereunder, regardless of whether SUBRECIPIENT has previously submitted a Reimbursement Request or whether the UASI Management Team and/or City has approved the disbursement of the Grant Funds requested in any Reimbursement Request. Any Grant Funds withheld pursuant to this Section and subsequently disbursed to SUBRECIPIENT after cure of applicable Events of Default shall be disbursed without interest.

(c) **Return of Grant Funds.** City may demand the immediate return of any previously disbursed Grant Funds that have been claimed or expended by SUBRECIPIENT in breach of the terms of this Agreement, together with interest thereon from the date of disbursement at the maximum rate permitted under applicable law.

7.3 **Termination for Convenience.**

(a) City shall have the option, in its sole discretion, to terminate this Agreement, at any time during the term hereof, for convenience and without cause. City shall exercise this option by giving SUBRECIPIENT written notice of termination. The notice shall specify the date on which termination shall become effective.

(b) Upon receipt of the notice, SUBRECIPIENT shall commence and perform, with diligence, all actions necessary on the part of SUBRECIPIENT to effect the termination of this Agreement on the date specified by City and to minimize the liability of SUBRECIPIENT and City to third parties as a result of termination. All such actions shall be subject to the prior approval of the UASI Management Team.

(c) Within 30 days after the specified termination date, SUBRECIPIENT shall submit to the UASI Management Team an invoice for all Authorized Expenses incurred through the termination date. For Authorized Expenses incurred after receipt of the notice of termination, City will only reimburse SUBRECIPIENT if the Authorized Expenses received prior approval from the UASI Management Team as specified in subparagraph (b).

(d) In no event shall City be liable for costs incurred by SUBRECIPIENT or any of its contractors or subgrantees after the termination date specified by City.

(e) City's payment obligation under this Section shall survive termination of this Agreement.

7.4 **Remedies Nonexclusive.** Each of the remedies provided for in this Agreement may be exercised individually or in combination with any other remedy available hereunder or under applicable laws, rules and regulations. The remedies contained herein are in addition to all other remedies available to City at law or in equity by statute or otherwise and the exercise of any such remedy shall not preclude or in any way be deemed to waive any other remedy.

ARTICLE 8 ASSIGNMENTS

8.1 **No Assignment by SUBRECIPIENT.** SUBRECIPIENT shall not, either directly or indirectly, assign, transfer, hypothecate, subcontract or delegate all or any portion of this Agreement or any rights, duties or obligations of SUBRECIPIENT hereunder without the prior written consent of the UASI Management Team; provided, however, that any contractor or subgrantee specifically referenced in Appendix A shall not require the consent of Management Team. This Agreement shall not, nor shall any interest herein, be assignable as to the interest of SUBRECIPIENT involuntarily or by operation of law without the prior written consent of City. A change of ownership or control of SUBRECIPIENT or a sale or transfer of substantially all of the assets of SUBRECIPIENT shall be deemed an assignment for purposes of this Agreement.

8.2 **Agreement Made in Violation of this Article.** Any agreement made in violation of Section 8.1 shall confer no rights on any person or entity and shall automatically be null and void.

8.3 **SUBRECIPIENT Retains Responsibility.** SUBRECIPIENT shall in all events remain liable for the performance by any subgrantee contractor, or assignee of all of the covenants, terms and conditions in this Agreement.

**ARTICLE 9
NOTICES AND OTHER COMMUNICATIONS**

9.1 **Requirements.** Unless otherwise specifically provided herein, all notices, consents, directions, approvals, instructions, requests and other communications hereunder shall be in writing, shall be addressed to the person and address set forth below and shall be (a) deposited in the U.S. mail, first class, certified with return receipt requested and with appropriate postage, (b) hand delivered or (c) sent via facsimile (if a facsimile number is provided below):

If to City of San Diego Office of Homeland Security UASI Management Team:

San Diego Office of Homeland Security
1010 Second Ave, Suite 1500
San Diego, CA 92101
Attn: Katherine Jackson, Program Manager
Facsimile No.: (619) 533-6786

If to SUBRECIPIENT:

| | |
|-------------------------|--------------------------|
| OFFICE | La Mesa Fire Department |
| ADDRESS | 8054 Allison Avenue |
| CITY, STATE, ZIP | La Mesa, CA 91942 |
| ATTN | Fire Chief/Grant Manager |
| FACSIMILE | (619) 667-1461 |

9.2 **Effective Date.** All communications sent in accordance with Section 9.1 shall become effective on the date of receipt. Such date of receipt shall be determined by: (a) if mailed, the return receipt, completed by the U.S. postal service; (b) if sent via hand delivery, a receipt executed by a duly authorized agent of the party to whom the notice was sent; or (c) if sent via facsimile, the date of telephonic confirmation of receipt by a duly authorized agent of the party to whom the notice was sent or, if such confirmation is not reasonably practicable, the date indicated in the facsimile machine transmission report of the party giving such notice.

9.3 **Change of Address.** From time to time any party hereto may designate a new address or recipient for notice for purposes of this Article 9 by written notice to the other party and the UASI Management Team.

**ARTICLE 10
MISCELLANEOUS**

10.1 **No Waiver.** No waiver by San Diego of any default or breach of this Agreement shall be implied from any failure by the UASI Management Team or San Diego to take action on account of such default if such default persists or is repeated. No express waiver by San Diego shall affect any default other than the default specified in the waiver and shall be operative only for the time and to the extent therein stated. Waivers by San Diego of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition. The consent or approval by the

UASI Management Team of any action requiring further consent or approval shall not be deemed to waive or render unnecessary the consent or approval to or of any subsequent similar act.

10.2 **Modification.** This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement; provided, however, that the General Manager or designee may establish alternate procedures for modification of the Grant Plan.

10.3 **Governing Law; Venue.** The formation, interpretation and performance of this Agreement shall be governed by the laws of the State of California, without regard to its conflict of laws principles. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in San Diego.

10.4 **SUBRECIPIENT to Pay All Taxes.** SUBRECIPIENT shall pay to the appropriate governmental authority, as and when due, any and all taxes, fees, assessments or other governmental charges, including possessory interest taxes and California sales and use taxes, levied upon or in connection with this Agreement, the Grant Plan, the Grant Funds or any of the activities contemplated by this Agreement.

10.5 **Headings.** All article and section headings and captions contained in this Agreement are for reference only and shall not be considered in construing this Agreement.

10.6 **Entire Agreement.** This Agreement sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. The following Appendices are attached to and a part of this Agreement:

- Appendix A, SUBRECIPIENT Award Letter
- Appendix B, Grant Assurances
- Appendix C, Form of Reimbursement Request
- Appendix D, Performance Period Extension Request

10.7 **Certified Resolution of Signatory Authority.** Upon request of San Diego, SUBRECIPIENT shall deliver to San Diego a copy of the corporate resolution(s) authorizing the execution, delivery and performance of this Agreement, certified as true, accurate and complete by the appropriate authorized representative of SUBRECIPIENT.

10.8 **Severability.** Should the application of any provision of this Agreement to any particular facts or circumstances be found by a court of competent jurisdiction to be invalid or unenforceable, then (a) the validity of other provisions of this Agreement shall not be affected or impaired thereby, and (b) such provision shall be enforced to the maximum extent possible so as to effect the intent of the parties and shall be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.

10.9 **Successors; No Third-Party Beneficiaries.** Subject to the terms of Article 8, the terms of this Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their successors and assigns. Nothing in this Agreement, whether express or implied, shall be construed to give any person or entity (other than the parties hereto and their respective successors and assigns and, in the case of Article 6, the Indemnified Parties) any legal or equitable right, remedy or claim under or in respect of this Agreement or any covenants, conditions or provisions contained herein.

10.10 **Survival of Terms.** The obligations of SUBRECIPIENT and the terms of the following provisions of this Agreement shall survive and continue following expiration or termination of this Agreement: Sections 4.3 and 4.4, Article 6, this Article 10, and the Grant Assurances of Appendix B.

10.11 **Further Assurances.** From and after the date of this Agreement, SUBRECIPIENT agrees to do such things, perform such acts, and make, execute, acknowledge and deliver such documents as may be reasonably necessary or proper and usual to complete the transactions contemplated by this Agreement and to carry out the purpose of this Agreement in accordance with this Agreement.

10.12 **Disclosure of Subawards and Executive Compensation.** Pursuant to the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282) as amended by Section 6202(a) of the Government Funding Transparency Act of 2008 (P.L. 110-252), full disclosure to the public of entities or organizations receiving federal funds is now required. As defined by the Office of Management and Budget (OMB), all new Federal awards of \$25,000 or more as of October 1, 2010, are subject to FFATA reporting requirements. The Transparency Act definition of "Federal awards" includes not only prime awards for grantees, cooperators, and contractors, but also awards to sub-recipients. If applicable, SUBRECIPIENT must provide the following information on SUBRECIPIENT letterhead within 30 days of receipt of this Agreement.

1. Subawards greater than \$25,000:
 - a) Name of entity receiving award;
 - b) Amount of award;
 - c) Funding agency;
 - d) The Catalog of Federal Domestic Assistance program number;
 - e) Award title (descriptive of the purpose of the funding action);
 - f) Location of the entity and primary location of performance including city, state, and Congressional district;
 - g) Dun & Bradstreet (D&B) DUNS Number of the entity, and its parent if applicable; and,
 - h) Total compensation and names of top five executives (same thresholds as for prime recipients).
2. The Total compensation and names of the top five executives if:
 - a) 80% or more of annual gross revenues are from Federal awards (contracts, sub-contracts and Federal financial assistance), and \$25,000,000 or more in annual gross revenues from Federal awards; and,
 - b) Compensation information is not already available through reporting to the Securities and Exchange Commission.

10.13 **Cooperation with UASI Programs and Activities.**

(a) Subject to reasonable terms and conditions, SUBRECIPIENT agrees to participate in UASI-sponsored exercises, and to make available equipment acquired with Grant Funds for use as part of such exercises.

(b) To the extent permitted by law, SUBRECIPIENT agrees to share with the Approval Authority informational work products (such as plans, reports, data, etc.) created or acquired using Grant Funds.

ARTICLE 11 INSURANCE

11.1 **Types and Amounts of Coverage.** Without limiting SUBRECIPIENT's liability pursuant to Article 6 of this Agreement, SUBRECIPIENT shall maintain in force, during the full term of the Agreement, insurance in the following amounts and coverages:

(a) Workers' Compensation, in statutory amounts, with Employers' Liability Limits not less than \$1,000,000 each accident, injury, or illness; and

(b) Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations; and

(c) Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.

11.2 **Additional Requirements for General and Automobile Coverage.** Commercial General Liability and Commercial Automobile Liability Insurance policies must be endorsed to provide:

(a) Name as Additional Insured the City and County of San Diego, its Officers, Agents, and Employees.

(b) That such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.

11.3 **Additional Requirements Regarding Workers' Compensation.** Regarding Workers' Compensation, SUBRECIPIENT hereby agrees to waive subrogation which any insurer of SUBRECIPIENT may acquire from SUBRECIPIENT by virtue of the payment of any loss. SUBRECIPIENT agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the SUBRECIPIENT, its employees, agents and subcontractors.

11.4 **Additional Requirements for All Policies.** All policies shall provide thirty days' advance written notice to the City of reduction or nonrenewal of coverages or cancellation of coverages for any reason. Notices shall be sent to the City address in Article 9, Notices and Other Communications.

11.5 **Required Post-Expiration Coverage.** Should any of the required insurance be provided under a claims-made form, SUBRECIPIENT shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the expiration of this Agreement, to the effect that, should occurrences during the Agreement term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.

11.6 **General Annual Aggregate Limit/Inclusion of Claims Investigation or Legal Defense Costs.** Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence or claims limits specified above.

11.7 **Lapse in Insurance.** Should any required insurance lapse during the term of this Agreement, requests for reimbursement originating after such lapse may not be processed, in the City's sole discretion, until the City receives satisfactory evidence of reinstated coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated, the City may, at its sole option, terminate this Agreement effective on the date of such lapse of insurance.

11.8 **Evidence of Insurance.** Before commencing any operations or expending any Grant Funds under this Agreement, SUBRECIPIENT shall furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VIII or higher, that are authorized to do business in the State of California, and that are satisfactory to City, in form evidencing all coverages set forth above. Failure to maintain insurance shall constitute a material breach of this Agreement.

11.9 **Effect of Approval.** Approval of the insurance by City shall not relieve or decrease the liability of SUBRECIPIENT hereunder.

11.10 **Insurance for Subcontractors and Evidence of this Insurance.** If a subcontractor or subgrantee will be used to complete any portion of this Agreement, SUBRECIPIENT shall ensure that the subcontractor or subgrantee shall provide all necessary insurance and shall name the City and County of San Diego, its officers, agents and employees and the SUBRECIPIENT as additional insureds.

11.11 **Authority to Self-Insure.** Nothing in this Agreement shall preclude SUBRECIPIENT from self-insuring all or part of the insurance requirement in this Article. However, SUBRECIPIENT shall provide proof of self-insurance, in a form acceptable to San Diego, in the amounts of each line of self-insurance.

ARTICLE 12 COMPLIANCE

12.1 **Nondiscrimination.** In the performance of this Agreement, SUBRECIPIENT agrees not to discriminate against any employee, San Diego employee working with SUBRECIPIENT or any subgrantee of SUBRECIPIENT, applicant for employment with SUBRECIPIENT or subgrantee of SUBRECIPIENT, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.

12.2 **Conflict of Interest.** Through its execution of this Agreement, SUBRECIPIENT acknowledges that it is familiar with the provisions of Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which constitutes a violation of said provisions and agrees that it will immediately notify City if it becomes aware of any such fact during the term of this Agreement. SUBRECIPIENT agrees that it will promptly notify City in writing of all violations of State or Federal criminal law involving fraud, bribery, or gratuities affecting or involving the use of Grant Funds.

12.3 **Compliance with ADA.** SUBRECIPIENT acknowledges that, pursuant to the ADA, programs, services and other activities provided by a public entity to the public, whether directly or through a grantee or contractor, must be accessible to the disabled public. SUBRECIPIENT shall not discriminate against any person protected under the ADA in connection with all or any portion of the Grant Plan and shall comply at all times with the provisions of the ADA.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first specified herein.

CITY OF SAN DIEGO:

SUBRECIPIENT:

By:

By:

KATHERINE JACKSON
PROGRAM MANAGER
OFFICE OF HOMELAND SECURITY

SUBRECIPIENT

Federal Tax ID #: 95-6000731

Approved as to Form:

Jan I. Goldsmith
City Attorney

By: _____
Deputy City Attorney

Appendix A — SUBRECIPIENT Award Letter



THE CITY OF SAN DIEGO

February 26, 2016

Rick Sitta
Fire Chief
City of La Mesa
8054 Allison Avenue
La Mesa, CA 91942

SUBJECT: NOTIFICATION OF SUBRECIPIENT AWARD APPROVAL - TRAINING
FY 2015 Homeland Security Grant Program
Grant# 2015-00078 Cal OES ID# 073-66000
Sub-recipient Performance Period: September 1, 2015, to December 31, 2017

Sub-recipient:

The San Diego Office of Homeland Security (SD OHS) approved your FY15 Urban Area Security Initiative (UASI) training attendance and participation award. This award is solely for overtime and backfill costs associated with the attendance of San Diego UASI sponsored training events as well as travel and tuition costs for UASI approved conferences.

| <u>Activities:</u> | <u>Amount</u> | <u>Completion Date</u> |
|--------------------|---------------|------------------------|
| Project E | \$9,379 | December 31, 2016 |

Once your completed MOU and Grant Assurances are signed and received in our office, you may request reimbursement of eligible grant expenditures.

During the application process, the Regional Technology Partnership (RTP) vetted and the Urban Area Working Group (UAWG) approved your project (s). Training participation costs will only be reimbursed up to the allocated amount. All reimbursement requests should be submitted no later than ninety (90) days after course, training or event completion. All activities funded with this award must be completed within the sub-recipient performance period.

Following acceptance of this award, you must sign and return the SD OHS Memorandum of Understanding (MOU) as well as the Cal OES grant assurances. Your agency must coordinate with SD OHS to prepare and submit quarterly projections via email for the duration of the grant period or until you complete all activities and the grant is formally closed. Any training participation funds not expended as reported in the quarterly progress reports will be reallocated. Failure to submit required reports could result in grant reduction, suspension, or termination.

This grant is subject to all provisions of 2 CFR Part 200. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to SD OHS within 30 days upon receipt of an invoice from SD OHS.

Office of Homeland Security
1010 Second Avenue, Suite 1503 • San Diego, California 92101
Tel (619) 533-6760 Fax (619) 533-6786

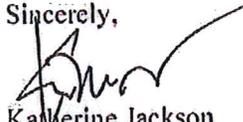
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City of La Mesa
February 26, 2016
Page 2

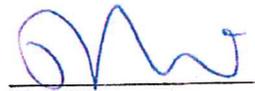
Your dated signature is required on this letter. Please sign and return the original to your UASI Program Representative at 1010 2nd Ave Ste. 1500, San Diego, CA 92101 within 20 days of receipt and keep a copy for your files.

For further assistance, please feel free to contact your SD OHS UASI Program Representative at (619) 533-6760.

Sincerely,



Katherine Jackson
Program Manager
City of San Diego Office of Homeland Security



Rick Sitta
Fire Chief, City of La Mesa

3/29/16

Date

Appendix B-- Grant Assurances

Name of Jurisdiction: City of La Mesa
Name of Authorized Agent: Dave Witt Address: 8054 Allison Avenue
City: La Mesa State: California Zip Code: 91942
Telephone Number: (619) 667-1195
Fax Number: (619) 462-7528 E-Mail Address: dwitt@ci.la-mesa.ca.us

As the duly authorized representative of APPLICANT, I hereby certify that APPLICANT has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application, within prescribed timelines.

I further acknowledge that APPLICANT is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) California Supplement to the NOFO; and
- (d) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements and audit requirements for federal grant programs are housed in Title 2, Part 200 of the Code of Federal Regulations (CFR) and in updates issued by the Office of Management and Budget (OMB) on <http://www.whitehouse.gov/omb/>.

Significant state and federal grant award requirements (some of which appear in the documents listed above) are called out below. APPLICANT hereby agrees to comply with the following:

1. Proof of Authority

APPLICANT will obtain written authorization from the city council, governing board or authorized body in support of this project. This written authorization must specify that APPLICANT and the city council, governing board or authorized body agree:

- (a) To provide all matching funds required for said project and that any cash match will be appropriated as required.
- (b) That any liability arising out of the performance of this agreement shall be the responsibility of APPLICANT and the city council, governing board or authorized body.
- (c) That grant funds shall not be used to supplant expenditures controlled by the city council, governing board or authorized body.
- (d) That the official executing this agreement is, in fact, authorized to do so.

This Proof of Authority must be maintained on file and readily available upon demand.

2. Period of Performance

APPLICANT will initiate work after approval of the award and complete all work within the period of performance specified in the grant.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the U.S. Code (U.S.C.), for persons entering into a contract, grant, loan or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, APPLICANT certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

APPLICANT will also comply with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and §§7324- 7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Finally, APPLICANT agrees that Federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the Federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders (EO) 12549 and 12689, and 2 CFR §200.212 and codified in 2 CFR Part 180, Debarment and Suspension, APPLICANT will provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal government. APPLICANT certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal

department or agency;

- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default.

Where APPLICANT is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

5. Non-Discrimination and Equal Employment Opportunity

APPLICANT will comply with all Federal statutes relating to non-discrimination. These include, but are not limited to, the following:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. §2000d et. seq.) which prohibits discrimination on the basis of race, color or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
- (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps;
- (d) Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to ADA (42 U.S.C. 12101, et seq.);
- (e) Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age;
- (f) Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended (P.L. 96-181), relating to nondiscrimination on the basis of Treatment or recovery from drug abuse;
- (g) Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
- (h) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
- (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing;
- (j) EO 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race,

- color, religion, sex, or national origin;
- (k) EO 11375, which bans discrimination on the basis of sex in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (l) California Public Contract Code §10295.3, which addresses discrimination based on domestic partnerships;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) which may apply to the application.

In addition to the items listed in (a) through (n), APPLICANT will comply with California's Fair Employment and Housing Act (FEHA). FEHA prohibits harassment and discrimination in employment because of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave (California Government Code sections 12940, 12945, 12945.2) and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions.

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. §701 et seq.), APPLICANT certifies that it will or will continue to provide a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

APPLICANT will comply with State and Federal environmental standards which may be prescribed pursuant to the following, as applicable:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§21000- 21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§15000- 15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. §1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters.
- (d) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Orders (EO) on the Environmental Justice Act (EO 12898) and Environmental Quality (EO 11514);
- (e) Notification of Environmental Protection Agency (EPA) violating facilities pursuant to EO 11738;
- (f) Protection of wetlands pursuant to EO 11990;
- (g) Evaluation of flood hazards in floodplains in accordance with EO 11988;
- (h) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §1451 et seq.);

- (i) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §7401 et seq.);
- (j) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523);
- (k) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205);
- (l) Wild and Scenic Rivers Act of 1968 (16 U.S.C. §1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

Finally, APPLICANT shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease and desist order pursuant to §13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) finally determined to be in violation of federal law relating to air or water pollution.

8. Audits

For subrecipients expending \$750,000 or more in Federal grant funds annually, APPLICANT will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and Title 2 of the Code of Federal Regulations, Part 200, Subpart F Audit Requirements.

9. Access to Records

In accordance with 2 CFR §200.336, APPLICANT will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. APPLICANT will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

APPLICANT will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment

APPLICANT will comply with 31 U.S.C §3729 which sets forth that no subgrantee, recipient or subrecipient shall submit a false claim for payment, reimbursement or advance.

12. Reporting - Accountability

APPLICANT agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (2 CFR Chapter 1, Part 170), specifically (a) the reporting of subawards obligating \$25,000 or more in federal funds and (b) executive compensation data for first-tier subawards. This includes the provisions of FFATA, which includes requirements on executive compensation, and also requirements implementing the Act for the non-Federal entity at 2 CFR part 25 Financial

Assistance Use of Universal Identifier and Central Contractor Registration and 2 CFR part 170 Reporting Subaward and Executive Compensation Information.

APPLICANT also must comply with statutory requirements for whistleblower protections at 10 U.S.C. §2409, 41 U.S.C. §4712, and 10 U.S.C. §2324, 41 U.S.C. §4304 and §4310 and 31 U.S.C. §6101 et seq.

13. Human Trafficking

APPLICANT will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. §7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

14. Labor Standards

APPLICANT will comply with the following federal labor standards:

- (a) Comply with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. §3145 and 18 U.S.C. §874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction contracts or subcontracts.
- (b) Comply with the Federal Fair Labor Standards Act (29 U.S.C. §201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

15. Worker's Compensation

APPLICANT must comply with provisions which require every employer to be insured against liability for Worker's Compensation before commencing performance of the work of this Agreement, as per California Labor Code §3700.

16. Property-Related

If applicable to the type of project funded by this Federal award, APPLICANT will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchase.
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the

Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §469a-1 et seq.).

- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, APPLICANT will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications.
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

18. Freedom of Information Act

APPLICANT acknowledges that all information submitted in the course of applying for funding under this program or provided in the course of an entity's grant management activities which is under Federal control is subject to the Freedom of Information Act (FOIA), 5 U.S.C. §552. APPLICANT should also consult its own State and local laws and regulations regarding the release of information, which should be considered when reporting sensitive matters in the grant application, needs assessment and strategic planning process.

19. California Public Records Act

APPLICANT acknowledges that all information submitted in the course of applying for funding under this program or provided in the course of an entity's grant management activities may be subject to the California Public Records Act (California Government Code §§6250-6276.48), which requires inspection and/or disclosure of governmental records to the public upon request, unless exempted by law.

HOMELAND SECURITY GRANT PROGRAM - PROGRAM SPECIFIC ASSURANCES / CERTIFICATIONS

20. Personally Identifiable Information

Subrecipients collecting Personally Identifiable Information (PII) must have a publically-available policy that describes what PII they collect, how they plan to use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

21. Disposition of Equipment

When original or replacement equipment acquired under this award is no longer needed for the original project or program or for other activities currently or previously supported by the Department of Homeland Security/Federal Emergency Management Agency, subrecipients must request instructions from Cal OES on proper disposition of equipment.

22. Reporting Accusations and Findings of Discrimination

If, during the past three years, the subrecipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the subrecipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to Cal OES for reporting to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.

If any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion or familial status against the subrecipient, or the subrecipient settles a case or matter alleging such discrimination, subrecipients must forward a copy of the complaint and findings to Cal OES for forwarding to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

23. Acknowledgement of Federal Funding from DHS and Use of DHS Seal, Logo and Flags

All subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

All subrecipients must obtain DHS's approval prior to using DHS seal(s), Logos, crests or reproductions of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

24. Copyright

All subrecipients must affix the applicable copyright notices of 17 U.S.C. §§401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

25. Energy Policy and Conservation Act

All subrecipients must comply with the requirements of 42 U.S.C. §6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

26. Hotel and Motel Fire Safety Act of 1990

All subrecipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with Section 6 of the fire

prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. §2225a.

27. Terrorist Financing E.O. 13224

All subrecipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of subrecipients to ensure compliance with the E.O. and laws.

28. USA Patriot Act of 2001

All subrecipients must comply with the requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA Patriot Act), which amends 18 U.S.C. §§175-175c.

IMPORTANT

The purpose of the assurance is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. APPLICANT recognizes and agrees that state financial assistance will be extended based on the representations made in this assurance. This assurance is binding on APPLICANT, its successors, transferees, assignees, etc. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by APPLICANT and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the subrecipient may be ineligible for award of any future grants if the Cal OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers, including contracts under grants and cooperative agreements and subcontracts.

The undersigned represents that he/she is authorized by APPLICANT to enter into this agreement for and on behalf of APPLICANT.

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: David E. Witt

Title: City Manager Date: _____

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

**Governor's Office of Homeland Security
FY15 Urban Area Security Grant**

Grant: FY15 UASI Grant #2015-00078
FIPS #073-66000 CFDA #97.067

Supporting Information for Cash Request

Cash Request #: _____: Requesting reimbursement in the amount of \$_____ DUNS # _____

Under Penalty of Perjury I certify that:

- The total amount of funds requested pursuant to this Reimbursement Request will be used to reimburse SUBRECIPIENT for Authorized Expenditures, which expenditures are set forth on the attached Cover Sheet, to which are attached true and correct copies of all required documentation of such expenditures.
 - After giving effect to the disbursement requested pursuant to this Reimbursement Request, the Funds disbursed as of the date of this disbursement will not exceed the maximum amount set forth in Appendix A of this agreement for specific projects and programs.
 - The representations, warranties and certifications made in the Agreement are true and correct in all material respects as if made on the date hereof, and SUBRECIPIENT is in compliance with all Grant Assurances in Appendix B of the Agreement. Furthermore, by signing this report, SUBRECIPIENT certifies to the best of their knowledge and belief that the report is true, complete and accurate and expenditures, disbursements, and cash receipts are for the purpose and objectives set forth in the terms and conditions of the federal award. SUBRECIPIENT is aware that any false, fictitious or fraudulent information or the omission of any material fact, may subject SUBRECIPIENT to criminal civil or administrative penalties for fraud, false statements, false claims or otherwise.
 - No Event of Default has occurred and is continuing.
 - The undersigned is an officer of SUBRECIPIENT authorized to execute this Reimbursement Request on behalf of SUBRECIPIENT.
- **This claim is for costs incurred within the grant performance period**

Printed Name: _____

Phone Number: _____

Title: _____

Email Address: _____

Mailing Address: _____

Fax Number: _____

Remittance Address (Address check will be mailed to)

8054 Allison Avenue
La Mesa, CA 91942

Signature _____

Date: _____

Mail Reimbursement Requests to:

City of San Diego Office of Homeland Security
Grants Management Section
1010 Second Ave, Ste 1500
San Diego, CA 92101

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

Cover Sheet
Office of Homeland Security
FY 15 Urban Area Security Initiative Grant Program
Award # 2015-00078
CaIEMA ID #073-66000 CFDA #97.067

Reimbursement Request # _____

Mail Reimbursement Request to:

DATE: _____

City of San Diego
Office of Homeland Security
ATTN: Grants Management Section
1010 Second Ave, Ste 1500
San Diego, CA 92101

AGENCY: _____

DUNS Number: _____

Expenditure Period: _____

**Maximum Amount of
Funds Specified in
Subrecipient
Award Letter:** _____

| Type of Expenditure | Reimbursements Requested this Request | Total Reimbursements Requested to Date (incl. this request) |
|---------------------|---------------------------------------|---|
| Equipment | | |
| Training | | |
| Planning | | |
| Organization | | |
| Exercise | | |
| Total | \$ - | \$ - |

For questions regarding this reimbursement request contact

Name

Phone

Email

8054 Allison Avenue, La Mesa, CA 91942
Remittance Address (Address check will be mailed to)

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

City of San Diego
Reimbursement Processing Checklist
Equipment Reimbursements



FY _____ Grant _____

Jurisdiction _____ Reimbursement Amount _____

- Reimbursement Request Form signed by Authorized Agent or Other Designated Authorized Signer
- Workbook
 - Verified that items are in approved workbook (if it is not listed in the workbook it is not reimbursable)
 - Entered invoice information on appropriate line(s) and highlighted
- Required Pre-Approvals Attached (EHP, Aviation, Sole Source, etc.)
- Procurement Documentation
 - Agency procurement policy (**Federal v. local requirements, the most stringent applies**)
 - Quotes
 - Number of quotes received _____
 - RFP
 - Advertisement, Medium Used
 - RFP Cover Page
 - Cover Sheets showing the submitting bidders in response to RFP
 - Award Letter
 - Sole Source (Copy of Agency Approval _____ and CalEMA Approval _____)
 - 1122 Program
 - Copy of signed order form submitted to 1122 program
 - Performance Bond if equipment is a vehicle, aircraft or watercraft or any equipment \$250,000 or more
- Invoices
 - Invoices certified as originals
 - Vendor Debarment List Checked/Print out
- Proof of Payment
- DUNS Number _____
- Confirm each page within reimbursement request has grant identification stamp

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

City of San Diego
Reimbursement Processing Checklist
Equipment Reimbursements



FY _____ Grant _____
Jurisdiction _____ Reimbursement Amount _____

- Reimbursement Request Form signed by Authorized Agent or Other Designated Authorized Signer
- Workbook
 - Verified that items are in approved workbook (if it is not listed in the workbook it is not reimbursable)
 - Entered invoice information on appropriate line(s) and highlighted
- Required Pre-Approvals Attached (EHP, Aviation, Sole Source, etc.)
- Procurement Documentation
 - Agency procurement policy (**Federal v. local requirements, the most stringent applies**)
 - Quotes
 - Number of quotes received _____
 - RFP
 - Advertisement Medium Used
 - RFP Cover Page
 - Cover Sheets showing the submitting bidders in response to RFP
 - Award Letter
 - Sole Source (Copy of Agency Approval _____ and CalEMA Approval _____)
 - 1122 Program
 - Copy of signed order form submitted to 1122 program
 - Performance Bond if equipment is a vehicle, aircraft or watercraft or any equipment \$250,000 or more
- Invoices
 - Invoices certified as originals
 - Vendor Debarment List Checked/Print out
- Proof of Payment
- DUNS Number _____
- Confirm each page within reimbursement request has grant identification stamp

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

City of San Diego
Reimbursement Processing Checklist
Training Reimbursements



FY _____ Grant _____
Jurisdiction _____ Reimbursement Amount _____

- Reimbursement Request Form signed by Authorized Agent or Other Designated Authorized Signer
- Training Detail Worksheet
- Invoices
 - Vendor Debarment List Checked/Print out
- Procurement Documentation
 - Agency procurement policy (Federal v. local requirements, the most stringent applies)
 - Quotes
 - Number of quotes received _____
 - RFP
 - Advertisement, Medium Used
 - RFP Cover Page
 - Cover Sheets showing the submitting bidders in response to RFP
 - Award Letter
 - Sole Source (Copy of Agency Approval _____ and CalEMA Approval _____)
- Proof of Course Total Cost (if requesting reimbursement)
- Course Roster or Proof of Attendance (certificate)
- Proof of Travel Costs (if requesting reimbursement) **You must use the most restrictive rates between your agency and Federal Per Diem**
- Contractor/Consultant Summary (Email Electronic Version to OHS)
- Personnel Summary of overtime costs
- Payroll documentation
 - Full Time Card for Each Employee
 - Proof of Hourly Rate
 - Financial System Report Showing Expenses
 - Proof of Payment
 - Agency employee working as contractor must show time off proof
- Confirm each page within the reimbursement request has a stamp Emailed Electronic Version of Employee Summary to OHS
- DUNS Number _____

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

City of San Diego
Reimbursement Processing Checklist
Exercise Reimbursements



FY _____ Grant _____
Jurisdiction _____ Reimbursement Amount _____

- Reimbursement Request Form signed by Authorized Agent or Other Designated Authorized Signer
- Exercise Detail Worksheet
 - Verified that total in each column matches documentation total provided
- Invoices
- Procurement Documentation
 - Agency procurement policy (**Federal v. local requirements, the most stringent applies**)
 - Quotes
 - Number of quotes received _____
 - RFP
 - Advertisement, Medium Used
 - RFP Cover Page
 - Cover Sheets showing the submitting bidders in response to RFP
 - Award Letter
 - Sole Source (Copy of Agency Approval _____ and CalEMA Approval _____)
- Proof of Non-Personnel Exercise Total (if requesting reimbursement)
- Exercise Roster or Proof of Attendance
- Proof of Travel Costs (if requesting reimbursement) **You must use the most restrictive rates between your agency and Federal Per Diem**
- Contractor/Consultant Summary (Email Electronic Version to OHS)
- Personnel Summary of overtime costs
- Payroll documentation
 - Full Time Card for Each Employee
 - Proof of Hourly Rate
 - Financial System Report Showing Expense
 - Proof of Payment
- Confirm each page within the reimbursement request has a stamp and is filled out
- DUNS Number _____

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

City of San Diego
Reimbursement Processing Checklist



Planning

Organization

FY _____

Grant _____

Jurisdiction _____

Reimbursement Amount _____

Reimbursement Request Form signed by Authorized Agent or Other Designated Authorized Signer

Description of Tangible Product (Deliverable) (for Planning only)

Workbook

Verified that items are in approved workbook (if it is not listed in the workbook it is not reimbursable)

Entered actual total amount spent in actual column of workbook and highlighted

Task List

Invoices

Invoices certified as originals

Vendor Debarment List Checked/Print out

Procurement Documentation

Agency procurement policy (Federal v. local requirements, the most stringent applies)

Quotes

Number of quotes received _____

RFP

Advertisement, Medium Used

RFP Cover Page

Cover Sheets showing the submitting bidders in response to RFP

Award Letter

Sole Source (Copy of Agency Approval _____ and CalEMA Approval _____)

Proof of Travel Costs (if requesting reimbursement) **You must use the most restrictive rates between your agency and Federal Per Diem**

Contractor/Consultant Summary (Email Electronic Version to OHS)

Personnel Summary of overtime costs

Payroll documentation

Full Time Card for Each Employee or contractor

Proof of Hourly Rate

Financial System Report Showing Expense

Proof of Payment

Confirm each page within the reimbursement request has a stamp and is filled out

DUNS Number _____

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

| | | | | | | | | | | | | | | |
|-----------|--|--|--|--|--|--|--|--|--|--|--|--|---------|--------|
| PERSONNEL | | | | | | | | | | | | | CFDA #: | 97.067 |
|-----------|--|--|--|--|--|--|--|--|--|--|--|--|---------|--------|

City of San Diego
2015-00078
073-66000

| | | | |
|---------------------|--|--------------|--|
| LEDGER TYPE: | | Cash Request | |
| Today's Date | | | |
| Expenditure Period: | | (Date) From: | |
| | | (Date) To: | |
| Cash Request: | | | |

SUBMIT TO OHS ELECTRONICALLY AS WELL AS IN YOUR REIMBURSEMENT PACKET

| Project Letter | Employee Name (Last name first) | Backfilling For | Project/Deliverable | Funding Source | Discipline | Solution Area | Solution Area Sub-Category | Dates of Payroll Period | Hourly Rate | Overtime Rate | Total salary & Benefits charged for this Reporting Period | Total Project Hours | Cash Request # | Total Cost Charged to Grant |
|----------------|---------------------------------|-----------------|---------------------|----------------|------------|---------------|----------------------------|-------------------------|-------------|---------------|---|---------------------|----------------|-----------------------------|
| | | | | UASI | | | | | | | - | - | - | - |
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| | | | | UASI | | | | | | | - | - | - | - |
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| | | | | UASI | | | | | | | - | - | - | - |
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APPENDIX D – PERFORMANCE PERIOD EXTENSION REQUEST

City of San Diego Office of Homeland Security

PERFORMANCE PERIOD EXTENSION REQUEST

Subrecipient Name: _____

UASI FY: _____

Project:

Project Title:

Total Amount Allocated:

Amount Expended:

Original Milestone Deadline:

Adjusted Milestone with additional funds:

Requested Milestone Extension Deadline:

1. Describe the details of the project:
2. What is the current status of the project?
3. Please provide a timeline as to how you will meet the new requested date:
4. How have you analyzed your errors in the initial timeline? What are the reasons why the project is late?
5. How have you improved your planning and project management process to avoid future delays if this request is granted? What plans and documentation do you have in place to guarantee the requested deadline will be met?
6. List and describe all equipment with costs and AEL #s:

| Equipment & Description | Cost | AEL number |
|-------------------------|------|------------|
| PROJECT A: | | |
| | | |
| TOTAL | | |
| PROJECT B: | | |
| | | |
| TOTAL | | |

APPENDIX D – PERFORMANCE PERIOD EXTENSION REQUEST

| | | |
|------------------------------|--|--|
| | | |
| PROJECT D: | | |
| | | |
| TOTAL | | |
| | | |
| PROJECT E: | | |
| | | |
| TOTAL | | |
| | | |
| PROJECT G: | | |
| | | |
| TOTAL | | |
| All Investments TOTAL | | |



**Office of Homeland Security
Signature Authorization Form
FY 2015 Homeland Security Grant Programs**

Jurisdiction: City of La Mesa

Date Signed: _____

The below named personnel are authorized to request for reimbursement for the following Homeland Security Grant Programs: Urban Area Security Initiative (UASI).

| NAME (TYPED/PRINTED) | SIGNATURE | TELEPHONE NUMBER | E-MAIL ADDRESS |
|-------------------------|-----------|---------------------|------------------------------|
| David E. Witt | | (619) 667-1195 | dwitt@ci.la-mesa.ca.us |
| Rick Sitta | | (619) 441-1608 | rsitta@heartlandfire.net |
| Greg McAlpine | | (619) 667-1474 | gmc Alpine@heartlandfire.net |
| Daryn Drum | | (619) 825-3849 | ddrum@heartlandfire.net |
| | | | |
| | | | |

This form supersedes all others for above indicated jurisdiction. Requests for reimbursement signed by staff **not** identified in this form will **not** be processed.

David E. Witt
Authorized Agent Printed Name and Signature

(619) 667-1195
Phone No.

Mail form to City of San Diego, Office of Homeland Security, 1010 2nd Avenue, Suite 1500, San Diego, CA 92101



DATE: April 26, 2016

TO: Mayor and Members of the City Council

FROM: Yvonne Garrett, Assistant City Manager/Director of Community Services

VIA: David E. Witt, City Manager 

SUBJECT: Follow-up discussion and possible appointment of subcommittees to advise and assist the Council regarding the implementation of certain goals and policies

At your April 12, 2016 meeting, the Council expressed interest in the formation of subcommittees to advise and assist the Council regarding the implementation of certain goals and policies. The Mayor, with the approval of the Council, makes all appointments to subcommittees (Government Code Section 40605). If the Council fails to approve a Mayoral appointment, then the process repeats (i.e., Mayor attempts another appointment) until the Council approves the Mayor's appointment.

There are two types of subcommittees available to the Council, *ad hoc* and standing. *Ad hoc* subcommittees are not subject to the Brown Act. Standing subcommittees are subject to the Brown Act. This means that standing subcommittees, under the Brown Act, must be noticed and conducted similar to Council meetings (e.g., 72 hour noticed posted agenda and opportunity for public participation).

Ad hoc and standing subcommittees are characterized as follows:

Ad hoc:

- comprised solely of less than a quorum
- specifically defined task
- limited duration

(e.g., negotiate a potential contract and bring a recommendation to Council)

Standing:

- comprised solely of less than a quorum
- continuing subject matter (jurisdiction) or maintains a meeting schedule fixed by Council (minute action, resolution or ordinance)

(e.g., assess proposed legislation on a continuing basis and bring back information and recommendations for Council support or opposition on a quarterly basis)

Regarding standing subcommittees, you should note that other Councilmembers may attend; however, they may attend "only as observers" (Government Code Section 54952.2(c)(6)). The phrase "only as observers" means that they may be physically present, but may not participate in the proceedings nor sit at the dais (81 Ops Cal Atty Gen 156 (1998)).

Finally, you should note that a subcommittee may begin as *ad hoc*, but based on a continuing need for the services of that particular subcommittee, it may need to be reclassified by the Council as a standing subcommittee.

As part of the Council workshop on March 24th and during the Council discussion on April 12th, additional subcommittees were discussed. The type of subcommittee (*ad hoc* or standing) can be determined once the mission and tasks are defined for each subcommittee. The following is a list of suggested subcommittees:

Downtown Specific Plan

Downtown Events

Civic Center

Future of MacArthur Park



DATE: April 26, 2016

TO: Mayor and Members of the City Council

FROM: Councilmember Alessio

SUBJECT: Update/possible Council Vote on Proposed SANDAG 1/2 Cent Sales Tax Increase Ballot Measure



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: April 26, 2016

SUBJECT: Consideration and Approval of the Fiscal Year 2016-2017 Annual Action Plan for Community Development Block Grant (CDBG) funding

ISSUING DEPARTMENT: Community Development

SUMMARY:

Issue:

Should the City Council approve funding allocations for FY 2016-2017 and authorize submission of the Annual Action Plan to United States Department of Housing and Urban Development (HUD)?

Recommendation:

Adopt a resolution approving the FY 2016-2017 Action Plan and authorizing submittal to HUD (**Attachment B**).

Fiscal Impact:

There is no impact to the City's General Fund. Federal CDBG funds from HUD allow the City of La Mesa to provide programs and projects that benefit low and moderate-income people and eliminate slum and blight.

The anticipated CDBG funding amount for FY 2016-2017 is \$360,485, which is 3% less than last year's allocation. The City also has approximately \$70,000 in prior year funds available as a result of program income generated from a housing rehabilitation loan program.

City's Strategic Goals:

- Revitalized neighborhoods and corridors
- Enhanced recreation and quality of life opportunities
- Effective and efficient traffic circulation and transportation

BACKGROUND:

As a CDBG entitlement community (a city over 50,000 population), the City receives a grant allocation each year from HUD. These funds can be used to carry out a wide range of community development activities directed toward neighborhood revitalization, economic development, and community facilities and services, with priority given to activities benefiting low and moderate income persons. Specific neighborhoods within the City are designated as CDBG "eligible areas" due to a concentration of lower income people, as measured by the 2010 census. Capital improvements located in these neighborhoods are eligible for funding.

The City is responsible for identifying its own community needs and developing programs and priorities to address those needs through the Consolidated Planning process. Every five years, the City is required to prepare a planning document (Consolidated Plan) that establishes CDBG funding priorities. Each year the City develops an allocation plan (Action Plan) in accordance with the Consolidated Plan. The FY 2016-2017 funding cycle will be Year 2 of the 2015-2019 Consolidated Plan.

Each activity funded with CDBG is expected by HUD to meet one of three statutory program goals for serving lower income populations:

- Decent housing
- A suitable living environment
- Expanded economic opportunity

The City's Consolidated Plan identifies six priority needs for housing and community development. Of these, three are of a higher priority to be funded annually during the five-year cycle. Lower priority needs may be funded based on the availability of funds.

High Priority Needs

- Improve facilities and infrastructure
- Fair housing
- Planning and administration

Low Priority Needs

- Public and community services
- Homeless services
- Conserve the housing stock

Program regulations permit the expenditure of a maximum of 15% of the annual grant for public services that benefit lower income people. The elderly, disabled people, battered women and abused children are presumed under the CDBG program as low income benefit. In 2012, in response to declining funding and at the recommendation of HUD, the City Council directed staff to reduce the number of public service programs funded with CDBG. The Fair Housing program was shifted from the program administration budget to the public service budget. This shift has allowed the City to direct more resources to capital improvement projects.

In prior funding cycles, a Housing Rehabilitation Loan program was funded with CDBG. Although the Housing Rehabilitation Loan Program is currently suspended (as

recommended by HUD), annual program income of approximately \$15,000 from repayment of previous loans is anticipated. A portion of program income has been committed to loan portfolio administration each year. No other program income is generated as a result of CDBG allocations made by the City of La Mesa.

For Fiscal Year 2016-2017, the City will continue to participate in the HOME Program through membership in the San Diego County HOME Consortium. The HOME Program supports the Down Payment and Closing Cost Assistance (DCCA) program for first time home buyers.

Citizen participation is a key component of the consolidated planning process. In accordance with the City's adopted Citizen Participation Plan, two public hearings are held annually. Notice of the first public hearing was mailed to interested parties on March 2, 2016 and published in the East County Californian on March 3, 2016. Notice of the April 26, 2016 public hearing to adopt the Action Plan was published on April 7, 2016. In addition, the City Council conducted two Town Hall meetings in February 2016 to obtain community input as part of the City's Strategic Planning process.

DISCUSSION:

In addition to the \$360,485 annual allocation, approximately \$70,000 of prior year funding is available as a result of program income collected in the prior two years. The Action Plan for program year 2016-2017 (**Attachment A**) has been developed as follows in accordance with the Consolidated Plan and in consideration of input received at the initial City Council hearing held on March 22, 2016.

Allocation Summary FY 2016/17

| | |
|--|-----------|
| FY 2016/2017 CDBG funding | \$360,485 |
| Prior year unallocated funding | \$70,000 |
| Anticipated Housing Rehabilitation Loan Program Income | \$15,000 |

Summary Annual Plan for Community Development FY 2015/16

| Funded Activity | FY 16/17 Allocation | Budgeted items |
|--|---------------------|---|
| Capital Improvement Program | | |
| Comanche Storm Drain Improvements | \$247,785 | |
| Vista La Mesa Park Improvements | \$91,200 | - \$66,000 On-site park design/construction documents - \$25,200 Restroom rehabilitation |
| Total Capital Improvements | \$338,985 | |
| Public Service Program CSA, San Diego County | \$27,500 | - Fair housing services |
| CDBG Program Administration | \$64,000 | |
| GRAND TOTAL | \$430,485 | |

Capital Improvement Program

Comanche Storm Drain Improvements

\$247,785

Aging storm drain infrastructure on Comanche Drive north of Mohawk Street is in need of rehabilitation. CDBG funding will be allocated toward rehabilitating and replacing aging storm drain infrastructure, with work to include relocating a storm drain crossing, installing new curb and gutter, and rehabilitating corrugated metal storm drain infrastructure with new lining.

Vista La Mesa Park Improvements (Design/Construction Documents)

\$66,000

The Vista La Mesa neighborhood developed in the 1940s and 1950s and was annexed into the City of La Mesa in the mid-1970s. This neighborhood is a mix of single family housing, apartments and neighborhood commercial uses and includes a park and elementary school. The facilities at Vista La Mesa Park, including the play structure, picnic tables, hardscape and landscaping are in need of rehabilitation. Most of the area has limited storm drain infrastructure and experiences localized flooding during winter storms.

A 2010 storm drain plan for Vista La Mesa Park and the adjacent neighborhood identified \$2.8 million in improvements needed to eliminate flooding within the park and neighborhood. Over the past three years, approximately \$400,000 in CDBG funds have been expended on sidewalk and drainage improvements to King Street adjacent to the park entrance. An additional \$157,000 in CDBG funds were allocated in 2015-2016 to complete King Street improvements (Phase 2) and to make exterior repairs to the park's restroom. A 2016-2017 CDBG allocation for Vista La Mesa Park will be used to fund construction design drawings for on-site drainage and park facility improvements.

Vista La Mesa Park (Restroom Rehabilitation)

\$25,200

CDBG funds totaling \$27,020 were allocated in 2015-2016 for exterior repairs to Vista La Mesa Park's restroom/snack bar building. For the 2016-2017 grant cycle, additional funding in the amount of \$25,200 will be allocated for interior improvements to the building and to complete the roof repair. This work is being completed as part of the ongoing multi-year improvements to Vista La Mesa Park described above.

Public Services – Fair Housing

The Center for Social Advocacy of San Diego County (CSA) provides the City's fair housing services. The contract with CSA helps the City meet this CDBG program implementation requirement without the need to hire specialized staff expertise. The City's contribution to CSA, combined with that of several other local jurisdictions including the cities of El Cajon, Santee, National City, and Chula Vista, supports this

organization and furthers fair housing goals within La Mesa and the region. Consistent with previous years, the City will allocate \$27,500 for fair housing services in 2016-2017.

Program Administration

Program regulations allow the expenditure of up to 20 percent of the annual allocation to support program administration and planning activities. For the past four years, the City has committed approximately 20 percent of the annual grant to fund half of a staff position. In FY 2016-2017, \$64,000 will be allocated to administration.

Housing Rehabilitation Loan Program Administration

Program income is available to cover the staff cost of managing the housing rehabilitation loan program. Although there are no new loans currently being granted, there are administrative costs associated with monitoring the loan portfolio and processing loan pay-off paperwork. The budget for housing rehabilitation loan program administration is \$8,000.

CONCLUSION:

Staff recommends that the City Council adopt a resolution (**Attachment B**) adopting the FY 2016-2017 Annual Action Plan and authorizing submittal to HUD.

Reviewed by:



David E. Witt
City Manager

Respectfully submitted by:

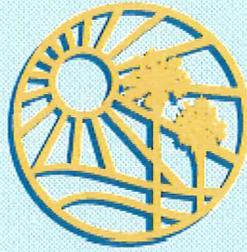


Carol B. Dick
Community Development Director



Allyson Kinnard
CDBG Program Administrator

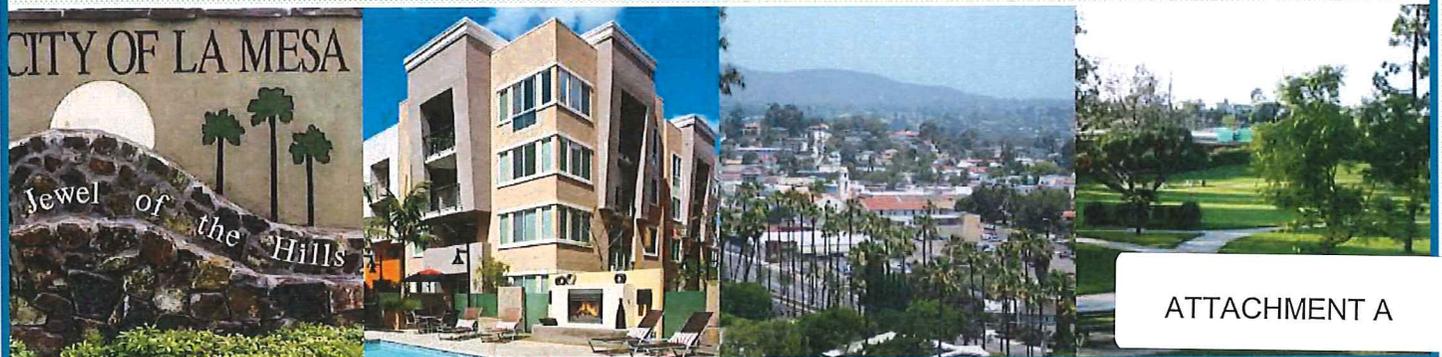
Attachment A – 2016-2017 Action Plan for HUD-funded Activities
B – Draft City Council Resolution



**CITY OF
LA MESA**
JEWEL of the HILLS

**ANNUAL ACTION PLAN
FOR
COMMUNITY DEVELOPMENT
CDBG & HOME FUNDS**

**PROGRAM YEAR
2016-2017**



ATTACHMENT A

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Program Year 2 Action Plan Executive Summary:

The 2016-2017 One-Year Action Plan implements the second year of the 2015-2019 Consolidated Plan and addresses the HUD consolidated planning requirements for the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Act (HOME) programs. This Plan includes the funding allocations that the City will make to housing and community development programs and activities.

2. Summarize the objectives and outcomes identified in the Plan

The Action Plan incorporates outcome measures identified in the Consolidated Plan. Activities are selected in accordance with the Federal Register Notice dated March 7, 2006, which require the following Performance Measure Objectives/Outcomes to be associated with each activity funded:

General Objective Categories- Activities will meet one of the following:

- Decent Housing (DH)
- A Suitable Living Environment (SL)
- Economic Opportunity (EO) General

Outcome Categories- Activities will meet one of the following:

- Availability/Accessibility (1)
- Affordability (2)
- Sustainability (3)

The City of La Mesa has a range of housing and community development needs. CDBG funds alone are not adequate to address the various needs identified during the public outreach process and summarized in the Needs Assessment. Recognizing the national objectives of these funding programs and specific program regulations, the City intends to use these funds to coordinate programs and projects to create a decent and suitable living environment to benefit low- and moderate-income households and those with special needs. Needs which have been determined to be a High Priority level will receive funding during this five-year planning period. Needs with a Low Priority may be funded based on the availability of funds. The priorities for the FY 2015-2019 Consolidated Plan established in consultation with residents and community groups will be prioritized in the following order:

High Priority

- Improve and Provide Public and Community Facilities, and Make Necessary Infrastructure Improvements to Serve Low and Moderate Income Persons
- Provide Fair Housing Services to Foster Equal Housing Opportunity
- Planning and Administration

Low Priority

- Assist in the Provision of Needed Public and Community Services for Low and Moderate Income Persons and Those with Special Needs
- Provide Support Services for the Homeless and Those at Risk of Becoming Homeless
- Conserve the Existing Single-family and Multi-family Housing Stock

The priorities identified above specifically address the uses of CDBG and HOME funds in La Mesa.

3. Evaluation of past performance

The City's affordable housing objective is to provide homeownership opportunities using HOME funds available through the County HOME Consortium. Prior to July 1, 2014, the City of La Mesa received an annual allocation of HOME funds for affordable housing activities as a participant in the County's HOME Consortium. Under revised, more restrictive HUD regulations governing the use of HOME funds, the County now retains an entire HOME allocation awarded to the Consortium and delivers funds directly to beneficiaries on a first-come first-served basis from any of the Consortium member jurisdictions.

In the past, the San Diego Housing Commission administered a first time home buyer program for La Mesa residents. From that program, 20 first time homebuyer loans to La Mesa households remain outstanding. Homebuyer assistance is now available to La Mesa residents through San Diego County Housing and Community Development. In prior years, the City also issued loans to lower-income homeowners through its Housing Rehabilitation Program, of which 12 loans are outstanding. Due to limited funding, the City no longer provides rehabilitation assistance as part of the CDBG program.

The continuing decline in CDBG resources is also impacting the City's ability to fund both capital improvements and public services. The La Mesa City Council has established a policy guideline that suspends the public service program if the City's annual CDBG funding allocation is below \$450,000. During the previous Consolidated Plan period (2010-15), the City did provide funding to agencies including the Center for Social Advocacy (CSA), Meals on Wheels, and the Center for Community Solutions. The City has continued to fund CSA's fair housing activities as a public service.

CDBG funds have primarily supported multi-year improvement projects in low- and moderate-income neighborhoods. Collier Park and Vista La Mesa Park are currently undergoing major park infrastructure rehabilitation, and pedestrian and bicycle access across Interstate 8 at Spring Street has been the focus of a CDBG-funded design effort initiated in 2009. These complex, phased undertakings have involved environmental review and mitigation, multiple funding sources, and collaboration with other public agencies. Planning efforts continued through FY 2015-16 and the City is committed to completing a construction phase at all three sites in FY 2016-17. Vista La Mesa Park is in need of funding for design

and construction of on-site park improvements following completion of downstream drainage improvements. Collier Park Phase I and Spring Street Crossing Phase I are fully funded for construction.

The City also has a history of effectively utilizing CDBG funding for storm drain facilities in eligible neighborhoods. In 2012, new storm drains were installed on Williamsburg Lane. Drainage improvements have been an important component of on-going activities at Vista La Mesa and Collier Park described above. For 2016-17, the City has identified Comanche Drive street and storm drain Improvements as a shovel-ready project in need of construction funding. In evaluating past performance, the City recognizes the importance of selecting activities that can be completed in a timely manner.

4. Summary of Citizen Participation Process and consultation process

Public participation is a key component of the Consolidated Planning process, and the City follows its adopted Citizen Participation Plan in the development each year's Action Plan. On March 22, 2016, the City Council held a public hearing to consider how the anticipated FY 2016-17 CDBG allocation of \$360,485 and \$70,000 of prior year available funds should be expended. The City Council took into consideration the current suspension of the public service program, the need to complete long-term projects, and the need to fund a single-year activity that can reasonably be completed within the program year. Notice of this hearing was published in the East County Californian, a newspaper of general circulation, on March 3, 2016 and mailed to a list of 16 local agencies and organizations. A copy of the public hearing notice and list of agencies contacted is published in the appendix.

On April 26, 2016, the City Council considered the draft Fiscal Year 2016-17 Annual Action Plan for the CDBG program. Notice of this second hearing was published in the La Mesa Forum, a newspaper of general circulation, on April 7, 2016. A copy of the public hearing notice is included in the appendix.

The City of La Mesa is committed to public engagement in the activities and decisions of local government. To achieve that goal, the City conducted "Town Hall" meetings on February 16, 2016 at Parkway Middle School and February 18, 2016 at Maryland Avenue Elementary School. These annually scheduled outreach efforts are well attended by the public and broadcast on the public access channel. The City Council's annual Strategic Planning Workshop held on March 24, 2016 provided members of the public with an additional opportunity to provide input to the City's budgeting decisions. Input from these public meetings is used to establish budget priorities.

A marquee sign at the Civic Center provides expanded public communications venues. The marquee sign incorporates an electronic display board to inform the public of community events, emergencies, and meetings of the boards, commissions and the City Council. Construction of the marquee sign was funded by the Public, Educational, and Governmental (PEG) grant program.

5. Summary of public comments

The Center for Social Advocacy San Diego (CSA), La Mesa's fair housing service provider, attended the City Council's CDBG needs assessment public hearing on March 22, 2016 in support of fair housing. The CSA representative provided examples of why fair housing continues to be a relevant issue and urged

the City to continue to prioritize fair housing through the CDBG program. Affirmatively furthering fair housing is a goal of the City of La Mesa and is identified as a priority need in the Consolidated Plan.

In response to the public notice mailed to local agencies and organizations, two public service organizations contacted the City to discuss community needs.

6. Summary of comments or views not accepted and the reasons for not accepting them

During the public review period for the 2016-17 Action Plan, two service organizations inquired about CDBG funding opportunities for public and community services. However, as described above, diminishing CDBG allocations and the complexity of subrecipient oversight has impacted the City's ability to fund public services. Funding for the public service program was eliminated in 2013 to allow the city to devote maximum resources to capital improvement projects, particularly those in low-moderate income neighborhoods. Should the City's annual CDBG funding allocation return to a level that exceeds \$450,000, the City would reconsider the public service program's suspension.

7. Summary

The City of La Mesa has undertaken diligent and good faith efforts in outreaching to all segments of the community that may benefit from the CDBG program and has identified projects and activities that are consistent with the priority needs identified in the Consolidated Plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|--------------------|---------|----------------------------------|
| CDBG Administrator | LA MESA | Community Development Department |

Table 1 – Responsible Agencies

Narrative

The City's CDBG program is administered by the City of La Mesa Community Development Department.

Consolidated Plan Public Contact Information

For matters concerning the City of La Mesa's CDBG program, please contact: Allyson Kinnard, Associate Planner, City of La Mesa Community Development Department, 8130 Allison Avenue, La Mesa, CA 91942, (619) 667-1196.

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

In developing the Consolidated Plan, the City compiled an outreach list consisting of 174 agencies and organizations, including:

- Nonprofit service providers that cater to the needs of low- and moderate-income households and persons with special needs, including persons with disabilities;
- Affordable housing providers;
- Housing advocates;
- Housing professionals;
- Public agencies (such as school districts, health services, public works);
- Economic development and employment organizations; and
- Community and neighborhood groups.

These agencies were mailed notices of the community workshop and made aware of the availability of the Housing and Community Needs Survey. Specific agencies were also contacted to obtain data in preparation of this Consolidated Plan. For example, the State Developmental Services Department and State Social Services Department were contacted to obtain data and housing resources for persons with disabilities. The Housing Authority of the County of San Diego was also contacted to obtain information on public housing and Housing Choice Vouchers available to City residents.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The outreach list included homeless service agencies in the Regional Continuum of Care Consortium (RCCC), the HUD designated Continuum of Care (CoC) for the San Diego region. The Continuum of Care Strategy was consulted to provide information on homelessness and resources available.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of La Mesa does not receive ESG funds.

The Regional Continuum of Care Consortium (RCCC) coordinates efforts to address homeless in the San Diego region and is the HUD designated Continuum of Care (CoC) for the region. The RCCC manages the application for, receipt and distribution of federal and other grant funds, including the Homeless Super NOFA (Notice of Funding Availability). La Mesa does not receive any dedicated homeless assistance funding as a result of the Super NOFA or the RCCC activities. A small amount of the City's 2012 CDBG funding was committed to a faith-based rotational shelter program that serves homeless or near homeless populations. However, in 2013, the City discontinued funding public services with CDBG funds with the exception of fair housing services.

The Regional Task Force on the Homeless (RTFH) was selected by the RCCC to manage the region's homeless management information system (HMIS). This system coordinates the region's AHAR efforts and is working to combine data from multiple consortium area systems into one data warehouse. The HMIS produces quarterly and annual reports that assist in monitoring key indicators to assess needs and progress on strategic goals pertaining to homelessness. In 2010, a Data Advisory Committee was created to provide community-based oversight, system evaluation, and comprehensive HMIS planning.

2. Agencies, groups, organizations and others who participated in the process and consultations

See Table 2, next page.

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|---|
| 1 | Agency/Group/Organization | CSA San Diego County |
| | Agency/Group/Organization Type | Service-Fair Housing |
| | What section of the Plan was addressed by Consultation? | 2016-17 Action Plan |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | CSA San Diego County was invited to participate in public hearings associated with the development and adoption of the 2016-17 Action Plan. |
| 2 | Agency/Group/Organization | INTERFAITH SHELTER NETWORK OF SAN DIEGO |
| | Agency/Group/Organization Type | Services-homeless |
| | What section of the Plan was addressed by Consultation? | 2016-17 Action Plan |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Interfaith Shelter Network was provided notice of 2016-17 Annual Plan public hearing and subsequently contacted City staff to discuss homeless services and needs in La Mesa. |
| 3 | Agency/Group/Organization | 211 San Diego |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment Service-Fair Housing Services - Victims |
| | What section of the Plan was addressed by Consultation? | 2016-17 Action Plan |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | 211 San Diego was provided notice of 2016-17 Annual Plan public hearing and subsequently contacted City staff about providing data for needs assessments. |
| 4 | Agency/Group/Organization | REGIONAL TASK FORCE ON THE HOMELESS |
| | Agency/Group/Organization Type | Services-homeless |
| | What section of the Plan was addressed by Consultation? | 2016-17 Annual Plan |

| | |
|---|---|
| <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>Regional Task Force on the Homeless was provided notice of the 2016-17 Annual Plan public hearing.</p> |
|---|---|

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|-----------------------------------|----------------------------|---|
| Continuum of Care | Continuum of Care Alliance | The City's homeless needs are addressed by the CoC Strategy. |
| Ten-Year Plan to End Homelessness | Continuum of Care Alliance | The City's homeless needs are addressed by the Ten-Year Plan to End Homelessness. |

Table 3 - Other local / regional / federal planning efforts

Narrative

A complete list of organizations that were invited to participate in the development of the 2016-17 Action Plan is provided in the attachments.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Citizen participation is one of the most important components of the Consolidated Plan process. The City of La Mesa follows an adopted Citizen Participation Plan to ensure meaningful community involvement at each step. To obtain public input early in the Action Plan's development, the La Mesa City Council conducted a public hearing on March 22, 2016. Notice of this hearing was published in the La Mesa Forum, a newspaper of general circulation, on March 3, 2016 and mailed to a list of 16 local agencies and organizations. At this hearing, the City reaffirmed CDBG program goals and priorities established in the Consolidated Plan and considered options for allocating anticipated funding resources. A copy of the public hearing notice and list of organizations contacted is published in the appendix.

The City of La Mesa also conducted "Town Hall" meetings on February 16, 2016 at Parkway Middle School and February 18, 2016 at Maryland Avenue Elementary School. These annually scheduled outreach efforts are well attended by the public and broadcast on the public access channel. The City Council's annual Strategic Planning Workshop held on March 24, 2016 allowed members of the public to provide input on the City's budgeting decisions. Input from these public meetings is used to establish budget priorities.

Public input received at the first CDBG hearing and Citywide strategic planning events was incorporated into the draft 2016-2017 Action Plan. A second public hearing was held on April 26, 2016 to adopt the Action Plan. Notice of this hearing was published in the La Mesa Forum on April 7, 2016.

The City Council took into consideration the current suspension of the public service program because the annual grant has fallen below \$450,000 as well as the need to complete unfinished prior year CDBG-funded projects.

The Consolidated Plan, amendments, Annual Action Plans and performance reports will be available for five years at La Mesa City Hall.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|---|--|--|---|---------------------|
| 1 | Public Hearing | Renters and landlords | The Center for Social Advocacy (CSA) participated in the March 22, 2016 public hearing to promote fair housing. CSA is the City's fair housing service provider. | CSA provided examples of why fair housing continues to be a relevant issue and urged the City to continue to prioritize fair housing through the CDBG program. | | |
| 2 | News-paper Ad | Non-targeted/ broad community | | | | |
| 3 | Direct Mailing | Public Service Organizations and Agencies | Two service providers inquired about CDBG funding opportunities | | The City has suspended the public service program due to limited funding. | |

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

No other recurring Federal funds are available to support the City's CDBG program activities. However, in prior funding cycles, a Housing Rehabilitation Loan program was funded by CDBG. Although the Housing Rehabilitation Loan Program is currently suspended (as recommended by HUD), annual program income from repayment of previous loans and prior year income is anticipated. A portion of program income has been committed to loan portfolio administration each year. No other program income is generated as a result of CDBG allocations made by the City of La Mesa. The City's General Fund supports staff costs related to implementation of the capital improvement projects. Other sources of funding which support the City's housing and community development programs include grant funds from other public agencies (SANDAG and CALTRANS), private sector investments, non-profit organizations, and the City's Capital Improvement Program.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 2 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|--|-------------------------------------|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 360,485 | 15,000 | 70,000 | 445,485 | 1,105,559 | Based on consistent funding levels. |

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City has been successful in obtaining grants and/or identifying other funds to commit to Consolidated Plan priorities for capital improvement projects. In Program Year 2014, the San Diego Association of Governments (SANDAG) awarded \$992,000 in Smart Growth Incentive Program funding for signal upgrades, pedestrian crosswalks, and sidewalks to extend the Spring Street Crossing project. The SANDAG funding supplements a Highway Safety Improvement Program (HSIP) grant in the amount of \$907,200 that was secured in 2013. The City was also successful in obtaining \$810,000 from the Caltrans Active Transportation Program (ATP) for pedestrian and bicycle improvements near Vista La Mesa Park. In 2015, CDBG funding of \$130,000 was used to meet the ATP grant match requirement. La Mesa Park & Recreation funds were used to resurface the tennis court in Collier Park and restripe for dual use as a pickleball court. In addition, the City continues to utilize funding from State Safe Routes to School for new sidewalks serving elementary school-related pedestrian traffic originating from the lower income neighborhoods.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Portions of right-of-way and easements necessary for storm drain and sidewalk improvements at Vista La Mesa Park were acquired during FY 2013 and FY 2015. The right-of-way will make it possible for the City to complete much needed infrastructure improvements at the park.

Discussion

See discussions above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---------------------------------------|------------|----------|---|-----------------|---------------------------------------|-----------|--|
| 1 | Improve Facilities and Infrastructure | 2015 | 2019 | Non-Housing Community Development | | Improve Facilities and Infrastructure | \$338,985 | Public facility or Infrastructure activities other than Low/Moderate Income Housing Benefit: 28,530 Persons Assisted |
| 2 | Fair Housing | 2015 | 2019 | Affordable Housing Non-Homeless Special Needs | | Fair Housing | \$27,500 | Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted |
| 3 | Planning and Administration | 2015 | 2019 | Administration | | Planning and Administration | \$64,000 | |
| 4 | Conserve the Housing Stock | 2015 | 2019 | Affordable Housing | | Conserve the Housing Stock | \$8,000 | |

Table 6 - Goals Summary

Goal Descriptions

| | | |
|---|------------------|---------------------------------------|
| 1 | Goal Name | Improve Facilities and Infrastructure |
| | Goal Description | |
| 2 | Goal Name | Fair Housing |
| | Goal Description | |
| 3 | Goal Name | Planning and Administration |
| | Goal Description | |
| 4 | Goal Name | Conserve the Housing Stock |
| | Goal Description | |

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

This plan outlines the action steps that La Mesa will use to address housing and community development needs in the City. The plan includes a listing of activities that the City will undertake during FY 2016-2017 (July 1, 2016 through June 30, 2017) that utilize CDBG funds. For FY 2016-17, the City has a CDBG allocation of \$430,485 available including prior year funding.

| # | Project Name |
|---|--|
| 1 | Vista La Mesa Park Design |
| 2 | Vista La Mesa Park Restroom Rehabilitation |
| 3 | Comanche Storm Drain Improvements |
| 4 | Fair Housing (CSA San Diego County) |
| 5 | Program Administration |
| 6 | Housing Rehabilitation Loan Program Administration |

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary obstacle to meeting underserved needs is the lack of financial and staff resources. Each year, the City of La Mesa City Council selects high priority projects for funding. Other projects, which are high priority and are important to the City's community development goals, are not funded. In spite of the small level of financial resources, the City of La Mesa strives to successfully complete at least one high priority community development project each year.

AP-38 Project Summary

Project Summary Information

| | | |
|---|--|--|
| 1 | Project Name | Vista La Mesa Park Design |
| | Target Area | |
| | Goals Supported | Improve Facilities and Infrastructure |
| | Needs Addressed | Improve Facilities and Infrastructure |
| | Funding | CDBG: \$66,000 |
| | Description | The Vista La Mesa neighborhood developed in the 1940s and 1950s and was annexed into the City of La Mesa in the mid-1970s. This neighborhood is a mix of single family housing, apartments and neighborhood commercial uses and includes a park and an elementary school. The facilities at Vista La Mesa Park, including the play structure, picnic tables, hardscape and landscaping are in need of rehabilitation. Most of the area has limited storm drain infrastructure and experiences localized flooding during winter storms. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 28,530 persons are expected to benefit from this proposed project. |
| | Location Description | Census Tract 145.00, Block Group 02 |
| | Planned Activities | A 2010 storm drain plan for Vista La Mesa Park and the adjacent neighborhood identified \$2.8 million in improvements needed to eliminate flooding within the park and neighborhood. Over the past three years, approximately \$400,000 in CDBG funds have been expended on sidewalk and drainage improvements to King Street adjacent to the park entrance. An additional \$157,000 in CDBG funds were allocated in 2015-16 to complete King Street improvements (Phase 2) and to make exterior repairs to the park's restroom. A 2016-17 CDBG allocation for Vista La Mesa Park would fund construction documents for on-site drainage and park facility improvements. |
| 2 | Project Name | Vista La Mesa Park Restroom Rehabilitation |
| | Target Area | |
| | Goals Supported | Improve Facilities and Infrastructure |
| | Needs Addressed | Improve Facilities and Infrastructure |
| | Funding | CDBG: \$25,200 |

| | | |
|----------|--|---|
| | Description | The Vista La Mesa neighborhood developed in the 1940s and 1950s and was annexed into the City of La Mesa in the mid-1970s. This neighborhood is a mix of single family housing, apartments and neighborhood commercial uses and includes a park and an elementary school. The facilities at Vista La Mesa Park, including the restroom/snack bar are in need of rehabilitation. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 28,530 persons are expected to benefit from this proposed project. |
| | Location Description | Census Tract 145.00, Block Group 02 |
| | Planned Activities | CDBG funds totaling \$27,020 were allocated in 2015-16 for exterior repairs to the park's restroom/snack bar building. Additional funding in the amount of \$25,200 will be allocated for interior improvements to the building and to complete the roof repair. |
| 3 | Project Name | Comanche Storm Drain Improvements |
| | Target Area | |
| | Goals Supported | Improve Facilities and Infrastructure |
| | Needs Addressed | Improve Facilities and Infrastructure |
| | Funding | CDBG: \$247,785 |
| | Description | Aging storm drain infrastructure on Comanche Drive north of Mohawk Street is in need of rehabilitation. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 2,390 persons are expected to benefit from this proposed project. |
| | Location Description | Census Tract 148.06, Block Groups 01 and 02 |
| | Planned Activities | FY 2016-17 CDBG funds will be allocated toward rehabilitating and replacing aging storm drain infrastructure, with work to include relocating a storm drain crossing, installing new curb and gutter, and rehabilitating corrugated metal storm drain infrastructure with new lining. |
| 4 | Project Name | Fair Housing (CSA San Diego County) |
| | Target Area | |
| | Goals Supported | Fair Housing |
| | Needs Addressed | Fair Housing |

| | | |
|---------------------------|---|---|
| | Funding | CDBG: \$27,500 |
| | Description | The Center for Social Advocacy (CSA) of San Diego County provides the City's fair housing services. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 150 persons are expected to benefit from this proposed activity. |
| | Location Description | Citywide |
| | Planned Activities | Each year the City Manager must certify to HUD that the City is "affirmatively furthering fair housing." The contract with CSA San Diego County helps the City meet this requirement of CDBG program implementation, without the need to hire specialized staff expertise. The City's contribution to CSA San Diego County, combined with that of several other local jurisdictions including the cities of El Cajon, Santee, National City, and Chula Vista, supports this organization and furthers fair housing goals within La Mesa and the region. |
| 5 | Project Name | Program Administration |
| | Target Area | |
| | Goals Supported | Planning and Administration |
| | Needs Addressed | Planning and Administration |
| | Funding | CDBG: \$64,000 |
| | Description | CDBG administration is the responsibility of the Housing and Development Division of the Community Development Department. Program regulations allow the expenditure of up to 20 percent of the annual allocation to support program administration and planning activities. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | Citywide |
| Planned Activities | For the past two years, the City has committed 20 percent of the annual grant to fund half of a staff position. | |
| 6 | Project Name | Housing Rehabilitation Loan Program Administration |
| | Target Area | |
| | Goals Supported | Conserve the Housing Stock |

| | |
|--|--|
| Needs Addressed | Conserve the Housing Stock |
| Funding | CDBG: \$8,000 |
| Description | Program income is available to cover the staff cost of managing the housing rehabilitation loan program. |
| Target Date | 6/30/2017 |
| Estimate the number and type of families that will benefit from the proposed activities | |
| Location Description | Citywide |
| Planned Activities | Although there are no new loans currently being granted, there are administrative costs associated with monitoring the loan portfolio and processing loan pay-off paperwork. |

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City is committed to a policy that uses CDBG funds to construct public improvements that benefit lower income neighborhoods or special needs populations. While there is some overlap between lower income neighborhoods and neighborhoods with minority concentrations, the City does not use minority concentration as a basis for distribution of assistance.

Geographic Distribution

| Target Area | Percentage of Funds |
|--------------------|----------------------------|
| N/A | |

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Priorities for allocation are a result of various community outreach efforts and consultation meetings developed under the Citizen Participation process and approved by the La Mesa City Council. Generally the needs have been determined to be infrastructure improvements to aging infrastructure systems, park improvements, and affordable housing.

Discussion

See discussions above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Priority Needs established in the FY 2015 - FY 2019 Consolidated Plan, which form the basis for establishing objectives and outcomes in the FY 2016-2017 One-Year Action Plan, are as follows:

High Priority

- Improve and Provide Public and Community Facilities, and Make Necessary Infrastructure Improvements to Serve Low and Moderate Income Persons
- Provide Fair Housing Services to Foster Equal Housing Opportunity
- Planning and Administration

Low Priority

- Assist in the Provision of Needed Public and Community Services for Low and Moderate Income Persons and Those with Special Needs
- Provide Support Services for the Homeless and Those at Risk of Becoming Homeless
- Conserve the Existing Single-family and Multi-family Housing Stock

Actions planned to address obstacles to meeting underserved needs

The City proactively pursues grant funding from a variety of private and public sources. Over the past five years the City has been awarded several grants for street improvements that help address safe routes to school in CDBG eligible areas. In FY 2013, Caltrans awarded the City a Highway Safety Improvement Plan (HSIP) grant for the construction of sidewalks along the Spring Street undercrossing.

Actions planned to foster and maintain affordable housing

The Community Development Department is responsible for the City's housing programs. Staff is assigned to monitor the status of two "at-risk" apartment projects, to implement a first time homebuyer program, to manage the housing rehabilitation loan portfolio, and to work with the private sector to develop proposals for new affordable housing construction.

Actions planned to reduce lead-based paint hazards

The City of La Mesa Building Department provides information to the public regarding the implementation of lead-based paint regulations promulgated by the Environmental Protection Agency. A handout notifies building department customers of the requirement to hire a lead certified contractor. A slide with contact information for the EPA lead safe housing program and the need to hire qualified contractor is on the City's government access television station and is posted on the City's website.

Actions planned to reduce the number of poverty-level families

As a small city, La Mesa's actions have little direct impact on reducing the number of families living below the poverty level. The impacts of the policies of the County, the State and the Federal governments have a much greater impact. However, the existing housing stock in La Mesa remains relatively affordable and the City continues to support the production of new affordable housing. The City has also adopted an Economic Development Strategy to define policies and programs to retain and expand local business opportunity. This long-term project is aimed at providing a full spectrum of jobs in the community. These activities could have a positive impact on very low-income families.

Actions planned to develop institutional structure

The Community Development Department is responsible for implementation of the City's housing program. The Current Planning division handles the processing of new development proposals. CDBG administration and the housing program are the responsibilities of the Housing and Redevelopment division. The Building division is responsible for housing codes compliance activities.

The established institutional structure is working effectively. City staff will continue to maintain the established institutional structure and evaluate future improvements through multiple avenues, including the City's process improvement team.

Actions planned to enhance coordination between public and private housing and social service agencies

The Community Development Department will continue efforts to foster cooperation between City departments, neighboring cities, the County of San Diego, the San Diego Association of Governments (SANDAG), the Board of the Metropolitan Transit System (MTS), other public agencies, organizations and the citizens and business community of La Mesa. With regard to the transit system, the City will work closely with MTS staff to maintain and improve the high level of transit services currently enjoyed by residents of La Mesa, including trolley and fixed route bus services.

The City works with a number of community stakeholder groups to further coordinate efforts and ensure community needs are addressed. Some of these groups are sponsored by the City including, the Planning Commission, the Design Review Board, the Historic Preservation Commission, the Traffic Commission, the Commission on Aging, the Environmental Sustainability Commission, the Parking Commission and the Youth Advisory Commission. Other groups are private non-profit organizations promoting their area of interest, such as the La Mesa Village Merchants Association, La Mesa Beautiful and the La Mesa Historical Society.

Discussion

See discussions above.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

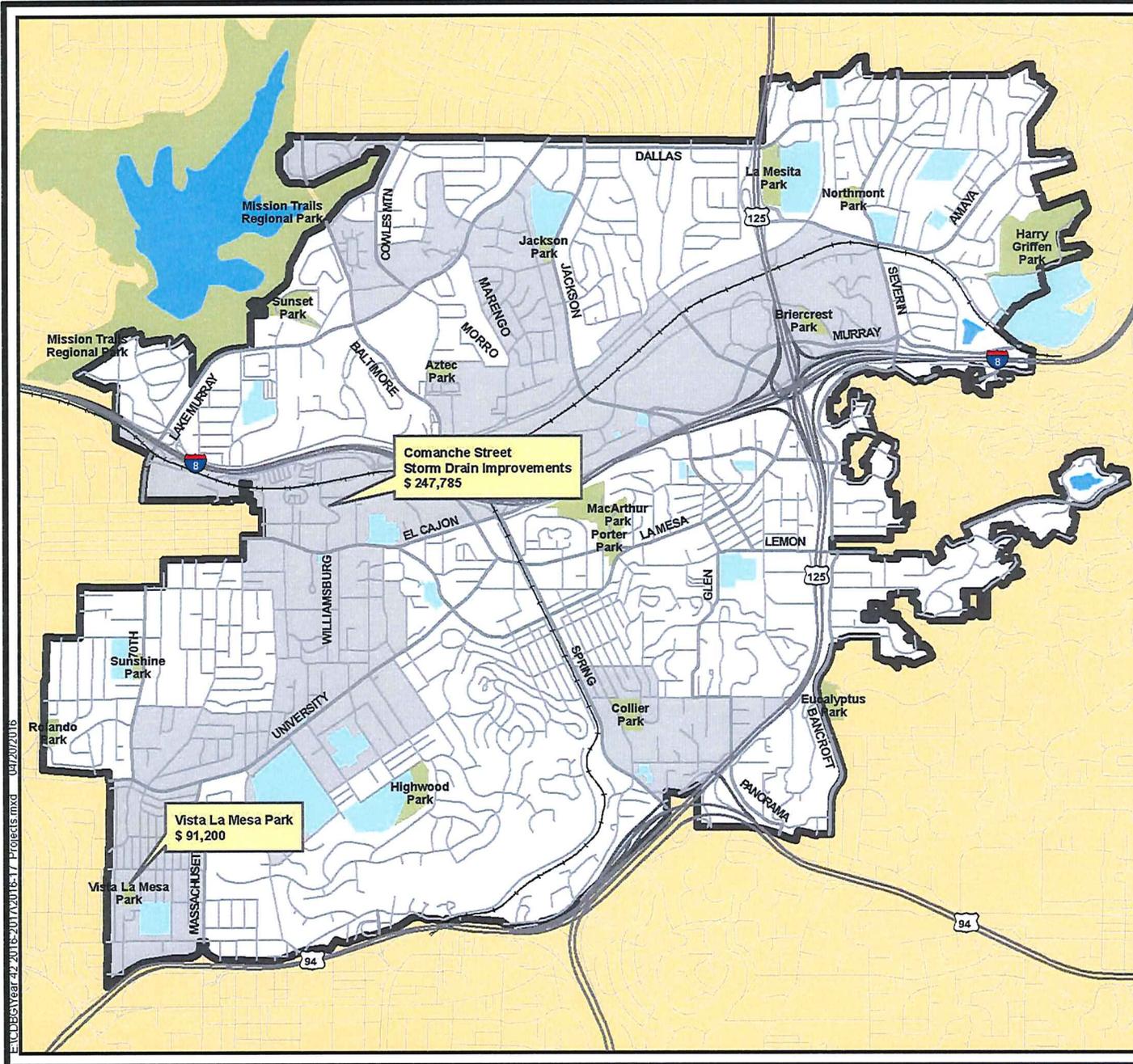
| | |
|---|---------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | \$2,844 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan | \$0 |
| 3. The amount of surplus funds from urban renewal settlements | \$0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. | \$0 |
| 5. The amount of income from float-funded activities | \$0 |
| Total Program Income | \$0 |

Other CDBG Requirements

| | |
|---|-----|
| 1. The amount of urgent need activities | \$0 |
|---|-----|

Discussion

See discussions above.



CDBG Program

Annual Action Plan
FY 2016-2017

Capital Improvement Projects

LEGEND

- Schools
- Parks
- Lakes
- CDBG Eligible Areas



Feet



DATA SOURCES:
SanGIS, HUD,
City of La Mesa

RESOLUTION NO. 2016-

RESOLUTION ADOPTING THE FISCAL YEAR 2016-2017 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND AUTHORIZING SUBMITTAL TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, the City of La Mesa is an entitlement city in accordance with the regulations of the Community Development Block Grant (CDBG) Program Guidelines established by the United States Department of Housing and Urban Development (HUD);

WHEREAS, the City of La Mesa has prepared a five year Consolidated Plan for Community Development which establishes funding priorities for the CDBG and HOME programs for the period July 2015 to June of 2020;

WHEREAS, the City is eligible for HOME program funding through membership in the San Diego HOME Consortium, which administers the Down Payment and Closing Cost Assistance Program for first-time home-buyers;

WHEREAS, a total of \$360,485 of new funding and \$70,000 of prior year funding will be available to allocate to eligible projects and programs in Program Year 2016-2017 as outlined in the Action Plan document;

WHEREAS, the City of La Mesa has developed an allocation program based on public participation and policy direction from the City Council;

WHEREAS, the City Council held public hearings on March 22, 2016 and April 26, 2016, with published notification, to ensure adequate opportunity for public participation in the development of the Action Plan for FY 2016-2017; and,

WHEREAS, a review period to allow the public an opportunity to comment on the activities included in the Annual Plan for FY 2016-2017 began on April 7, 2014 and ended on April 26, 2016.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Mesa, California, as follows;

1. That the foregoing fact and determinations are true and hereby made a part hereof.
2. Hereby adopts the Action Plan for FY 2016-2017.
3. Hereby authorizes submittal of the Action Plan for FY 2016-2017 with the required certifications and application to HUD.
4. Hereby authorizes the execution of FY 2016-2017 contract between the City of La Mesa and CSA of San Diego County for fair housing services in the City of La Mesa.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of La Mesa, California, held the 26th day of April, 2016 by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, the City Clerk of the City of La Mesa, California do hereby certify the foregoing to be a true and exact copy of Resolution No. 2016- _____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MARY J. KENNEDY, CMC, City Clerk



STAFF REPORT

REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: April 26, 2016

SUBJECT: Adoption of the Fee Schedule for Fiscal Year 2016-2017

ISSUING DEPARTMENT: City Manager

SUMMARY:

Issues:

Should the City Council adopt a resolution for a fee schedule to be charged by various City departments for Fiscal Year 2016-2017?

Recommendation:

That the City Council adopt a resolution for a fee schedule to be charged by various City departments for Fiscal Year 2016-2017.

Fiscal Impact:

MGT's Summary of Findings estimates that the City will potentially generate \$114,615 in additional revenue with the adoption of the recommended Fee Schedule for FY 2016-2017. It is possible that actual revenue from user fees will vary depending on the level of activity. This revenue would be used to offset some of the costs associated with providing fee-based services that benefit specific individuals rather than the community at large.

City's Strategic Goals:

Maintain a financially sound and affordable city government.

BACKGROUND:

The City began contracting with Public Resource Management Group (PRM), now MGT of America, Inc. (MGT), in Fiscal Year 2003-2004 to conduct a Cost Allocation and User Fee Study. The scope of MGT's study included both a User Fee Study and a Cost Allocation Plan. This was done so that the City would have the ability to recover not only the direct cost of services, but also the cost of support services (i.e., overhead costs) such as payroll, purchasing, custodial, utility costs, etc. In this way the City can accurately account for the true cost of providing various services to the public.

User fees are based on the assumption that those individuals who receive the direct benefit of a service are expected to pay either a share or the full cost of providing that service.

In 2004 the City Council adopted: 1) a Cost Recovery Policy; 2) Exceptions to the Cost Recovery Policy; 3) an Annual Update Process; and 4) the FY 2004-2005 List of Fees based on the findings in the 2004 User Fee Study. The user fees have since been updated by MGT every two years since then. The Annual Update Process calls for fees to be updated annually as part of the City budget process. In the odd-numbered years, fees are updated by the percent change in each relevant department or division budget (total budget or personnel budget only depending on how fee related costs are budgeted). A formal update of the City's User Fee Study and Cost Allocation Plan is conducted in the even-numbered years, like this one, with fees being adjusted based on the study results.

In November 2015, the City contracted the services of MGT and began the User Fee Study. The process includes preparation of a full cost allocation plan and detailed cost analyses for each service provided by individual departments. A Summary of Findings from the User Fee Study is provided in Attachment B. The fee analysis was used by City staff to update the City's List of Fees for FY 2016-2017 (Section 5 of Attachment C). The fee update process was based on the adopted 2016-2017 Budget.

It should be noted that only General Fund and specific Wastewater program services that are provided to individual users and are directly funded by user fees were the subject of MGT's review. Business License Fees are not part of the study as changes require voter approval. In addition, Parking Meter and Permit Rates, Park Facilities Fees, and RTCIP Development Impact Fees are not included in the analysis conducted by MGT. Parking Meter and Permit Rates were last adjusted in 2006. Sewer Connection Fees have been analyzed separately and are discussed later in this staff report. The RTCIP Development Impact Fees adopted by SANDAG are now included in a separate staff report for Council's consideration.

DISCUSSION:

The Fee Schedule contains six sections:

1. Resolution adopting the Fee Schedule
2. Cost Recovery Policy
3. Exceptions to the Cost Recovery Policy
4. Annual Update Process
5. List of Fees
6. Building Valuation Schedule

Staff is not recommending any changes to the Cost Recovery Policy or the Annual Update Process based on this year's study. Exceptions to the Cost Recovery Policy included in Section 3 of Attachment C, have been updated to reflect relevant changes in the proposed Fee Schedule.

The List of Fees provided in Section 5 of Attachment C includes the proposed fees for FY 2016-2017 based on the analysis conducted by MGT. Fees have been adjusted both up and down based on changes to personnel, time allocations, resource costs and any changes in department functions and procedures since the last fee study. Some departments saw fee increases due to circumstances related specifically to their departments.

The following section of the report summarizes new fees, deleted fees or significant changes to the List of Fees included in Attachment C other than those changes made as a result of the study or to correct clerical errors. Since fee adjustments are based on the results of the User Fee Study, individual fee increases and decreases are not specifically identified in this section. However, the List of Fees provides a side-by-side comparison of the fees approved for FY 2015-2016 and the proposed fees for FY 2016-2017.

Community Development – Planning

An exception to the Accessory Dwelling Unit (ADU) Annual Renewal Fee was added at \$15 rather than the prior \$88 to encourage the annual filing of the ADU affidavit that certifies the property owner is abiding by restrictions set forth in the zoning ordinance. The fee can be found on page 5-8 and the exception has been added to the Exceptions to the Cost Recovery Policy on page 3-1.

Public Works – Engineering

The Modified Annual National Pollutant Discharge Elimination System (NPDES) Inspection Fee was added on page 5-11 to replace the Annual Water Quality Inspection Fee and the Combination NPDES and FOG Inspection Fee. The City modified its inspection format last year based on changes in NPDES inspection requirements. The

modified format requires less staff time per inspection and allows staff to inspect 100 percent of the businesses each year instead of every four years. The Combination NPDES Inspection and the Annual Water Quality Inspection fees were established based on a less frequent and more labor intensive inspection cycle that is now obsolete. The Modified Annual NPDES Inspection Fee replaces these two fees.

Community Services

Cost recovery objectives for Community Services programs and activities vary based on fee categories and market rate comparisons. The Department's goal is to establish fees that keep its programs and services competitive in the local market while recovering as much of the cost as possible. It remains a priority to provide critical programs at an affordable rate for youth and senior customers while charging a more equitable fee for programs where individuals receive the direct benefit of a service. Results of the User Fee Study indicate that at proposed fee levels, the Department will recover 42 percent of its costs through user fee revenues in FY 2016-2017; however, based on volume of participation the revenue may increase or decrease.

The current hourly rate to rent the Harry Griffen Park Amphitheatre is \$180.00. To assist with the cost to rent the Amphitheatre, a new fee for non-profits with an hourly rate of \$100.00 was added on page 5-14 and the exception is now included in the Exceptions to the Cost Recovery Policy on page 3.2. The two-hour minimum for rental of the facility will still apply.

Police Department

The Video Copying Service Fee was added on page 5-17 to recover the City's administrative costs to retrieve and copy video footage from the Police Station building cameras. Requests for video footage are often made by attorney's representing clients in child custody litigation when the exchange of custody between legal guardians occurs at the Police Station. This is a new service that Police Department administrative staff has been performing since moving into the Police Station facility.

The Abandoned Vehicle Removal Fee and Towing Administrative Fee have been removed from page 5-17. Abandoned vehicles are now handled as part of the Abandoned Vehicle Abatement Program (AVA), thus making the Abandoned Vehicle Removal Fee obsolete. The Towing Administrative Fee was originally implemented to recover towing referral fees as allowed in the Vehicle Code; however, since 2013 the Police Department has gone out to bid for towing contracts making this fee obsolete as well.

The Correctible Citation Signoff Fee on page 5-17 was waived for traffic citations originally issued by La Mesa Police. The waiver has been added to the Exceptions to the Cost Recovery Policy on page 3-2. The fee will still be charged for citations that are

issued from other law enforcement agencies. This type of waiver is common with law enforcement agencies in the region.

Staff conducted a survey of animal control fees for all of the cities in the region including the County of San Diego. The Animal Control Fee Survey is included in Attachment D for reference. To bring the City's animal shelter fees in line with the region, the Relinquish Dog and Cat Fee, Shelter Impound Fee, and Daily Shelter Boarding Fee on page 5-18 have been set to match the City of El Cajon shelter fees that are charged to the public. Exceptions for these fees have been added to the Exceptions to the Cost Recovery Policy on pages 3-2 and 3-3 as well. The Impound Stray Cat Fee was removed to encourage residents to impound stray and feral cats. Other cities in the county do not charge this fee.

Fire Department

A new Specific Use Permit Fee for commercial haunted houses was added on page 5-22.

General Government – City Clerk's Office

A Document Acknowledgement Fee was added on page 5-24 to recover costs for administrative duties involving the routing, collecting of signatures, and mailing of various legal and related documents that are recorded by the San Diego County Recorder's Office.

Other Fees

Park Facilities Fees were not included in the study conducted by MGT; however, these fees are adopted as part of the Fee Schedule updates. Park Facilities Fees are incorporated in the List of Fees under Community Development – Building.

The City contracted with MuniFinancial in March 2005 to conduct a Park Facilities Fee Study and establish the City's Park Facilities Fees. The Quimby Act requires new subdivisions to dedicate parkland or pay a fee in-lieu of dedication as a condition of approval of a tentative or parcel map. Under the Quimby Act, fee revenues can be used to rehabilitate or improve parkland as a substitute for land acquisition. The Park Improvement Fee is authorized by the Mitigation Fee Act and is imposed on all new residential units at the time a building permit is issued to fund park improvements. Park Fees may be adjusted based on changes in the community park standard, or on information reflecting changes in the cost for land acquisition and/or park improvements. A review of Park Facilities Fees was conducted in FY 2014-2015 and no adjustments were made.

Sewer Connection Fees

Sewer connection fees are one-time fees paid at the time of connection to the City's sewer system and represent the reasonable cost of providing system capacity to new development connecting to existing facilities. Analysis of the sewer connection fee was not included in the study conducted by MGT; however, this fee is updated along with the Fee Schedule to keep up with current sewer replacement costs.

Collection of sewer connection fees is authorized in Municipal Code Section 17.04.03. Connection fees are assessed on all new development and significant redevelopment where existing buildings are being replaced or where no sewer connection fee had been previously paid. The fee is calculated using the replacement value of the sewer collection system divided by the total number of sewer connections or equivalent dwelling units (EDUs). The replacement value is updated each year based on the annual change in the construction cost index.

The proposed fee was computed using the current replacement value of the sewer collection system (\$160,110,000) divided by the number of connections (29,710). The resulting sewer connection fee is \$5,390 per equivalent dwelling unit or \$269.50 per plumbing fixture whichever is greater. The proposed fee increase is due to the increase in the sewer replacement value caused by the annual change in the construction cost index. Connection fee revenue is used to fund sewer capital improvements.

CONCLUSION:

Staff recommends that the City Council adopt a resolution for a fee schedule to be charged by various City departments for Fiscal Year 2016-2017. Upon City Council approval, the revised Fee Schedule will become effective July 1, 2016.

Reviewed by:



David E. Witt
City Manager

Respectfully submitted by:



Yvonne Garrett
Assistant City Manager/Director of
Community Services



Lyn Dedmon
Senior Management Analyst

- Attachments:
- A. Resolution Adopting a Fee Schedule for Fiscal Year 2016-2017
 - B. MGT User Fee Study Summary of Findings
 - C. FY 2016-2017 Fee Schedule
 - Section 1 – Resolution
 - Section 2 – Cost Recovery Policy
 - Section 3 – Exceptions to the Cost Recovery Policy
 - Section 4 – Annual Update Process
 - Section 5 – List of Fees
 - Section 6 – Building Valuation Schedule
 - D. Animal Control Fee Survey

RESOLUTION NO. 2016-RESOLUTION ADOPTING A FEE SCHEDULE TO BE CHARGED BY VARIOUS
CITY DEPARTMENTS FOR FISCAL YEAR 2016-2017

WHEREAS, in 2003-2004 the City of La Mesa hired Public Resource Management Group (PRM), now part of MGT of America, Inc., to develop a Fee Study and Cost Allocation Plan (the Study);

WHEREAS, the City Council gave final approval of the Cost Recovery Policy, Exceptions to the Cost Recovery Policy, Annual Fee Update Process, Listing of Fees, and Building Valuation Schedule at its meeting on May 25, 2004;

WHEREAS, the Listing of Fees represents reimbursement for costs reasonably borne by the City in providing direct services to particular individuals or groups rather than to the general populace of the City of La Mesa;

WHEREAS, in order for the City to continue to provide said services, it is necessary for the City to recover the costs of providing such services;

WHEREAS, in order to continue to meet cost recovery objectives, the adopted Annual Fee Update Process calls for fees to be adjusted annually as part of the City budget process;

WHEREAS, the adopted Annual Fee Update Process calls for a formal update of the City's User Fee Study and Cost Allocation Plan in even numbered years and adjustments to fees based on the Study results;

WHEREAS, MGT of America, Inc. was hired to update the Fee Study and Cost Allocation Plan for Fiscal Year 2016-2017;

WHEREAS, Government Code Section 66017(a) specifies that the effective date of all development project fees shall be no sooner than 60 days following the final action on the adoption of fees; and

WHEREAS, the effective date of all fee changes shall be July 1, 2016.

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that 1) fees as described in the accompanying staff report are justified in that any adjustments do not exceed the estimated reasonable costs of providing the services and that the requisite findings and determinations required pursuant to Government Code Section 66000 et seq. for specified fees have been made in supporting documentation (i.e., this Resolution, and accompanying staff report) and 2) the adjustments recommended thereby are hereby adopted by this resolution.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 26th day of April 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2016-, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MARY J. KENNEDY, CMC, City Clerk

(SEAL OF CITY)



City of La Mesa

**User Fee Study
Summary of Findings**

April 2016



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Sacramento, CA 95815
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Section I
Executive Summary

EXECUTIVE SUMMARY

Introduction

MGT of America (MGT) is pleased to present the City of La Mesa with this summary of findings for the recently completed cost of services study.

This study is an update of a study that MGT performed for the City in 2014. La Mesa has a long history of reviewing its fees and charges and first underwent a detailed cost of services study in the early 1990's. Until 2004, the City made some minor adjustments to the original calculations, but largely maintained the fee structure that was developed as a result of that study. At that time, La Mesa became interested in accurately reporting the true cost of providing various fee-related services, and exploring the possibilities of modifying current fees in order to better reflect cost. In 2004, the City contracted with Public Resource Management Group (PRM) to perform a detailed user fee cost analysis and the city took that opportunity to also develop a comprehensive cost recovery policy. In 2006 the city again contracted with PRM to update the 2004 study. In 2008 the city contracted with MGT (*In August, 2007 PRM merged with MGT of America, Inc.*) to update the 2006 study, and again in 2010, 2012 and 2014. Finally, in January of this year, La Mesa contracted again with MGT to update the cost analysis to reflect the City's current budget, staffing, and user fee activity.

Study Scope and Objectives

This study included a review of fee-for-service activities within the following areas:

- ❖ Community Development – Planning and Building Inspection
- ❖ Public Works - Engineering and Wastewater Engineering
- ❖ Community Services
- ❖ Police
- ❖ Fire
- ❖ City Clerk
- ❖ Finance

Additionally, MGT included an analysis of copy fees and other public records requests. These fees may be used by all departments, as needed.

The study was performed under the general direction of the City Manager's Office with the participation of Finance and other city departments. The primary goals of the study were to:

- ❖ Define what it costs the City to provide various fee-related services.
- ❖ Determine whether there are any opportunities to implement new fees.
- ❖ Identify service areas where the City might adjust fees based on the full cost of services and other economic or policy considerations.
- ❖ Develop revenue projections based on recommended increases (or decreases) to fees.

The information summarized in this report addresses each of these issues and provides the City with the tools necessary to make informed decisions about any proposed fee adjustments and the resulting impact on city revenues.

Study Findings

While the purpose of this study is to identify the cost of fee-related activities, one of the outcomes of the analysis is to provide a complete picture of the full cost of all services offered. It is necessary to identify *all* costs, whether fee-related or not, so that there is a fair and equitable distribution of all indirect or overhead costs (discussed in a later section of this report) across all activities, thereby ensuring a definitive relationship between the cost of the service and the fee that is charged. No service should be burdened with costs that cannot be directly or indirectly linked to that service. Therefore, the first task in this study is to separate the fee-for-service activities from the non-fee activities. Some non-fee related activities are appropriately funded by general fund monies (or other special revenue sources), such as public safety or public improvement projects. The costs of these other services are identified and set aside from the user fee services.

The study's primary objective is to provide the City's decision-makers with basic data needed for setting fees. This report details the full cost of services, and presents fees and potential revenues and presents proposed fees and projected revenues based on established city policy for user fee cost recovery levels. The exhibit on the following page displays the costs and revenues of each department/division into the following categories:

Column A, Total Costs – Displays the total costs of each department. This includes fee and non-fee related service costs. Non-fee related service costs are set aside from the analysis.

Column B, User Fee Costs – Of the \$38.378 million in total costs analyzed, \$4.416 million of that total is related to user fee services. It is this \$4.416 million that is the focus of this study and represents the total potential for user fee-related revenues for the City.

Column C, Current Revenues – Based on current individual fee levels, the City generates fee-related revenues of \$2.829 million and is experiencing a 64% overall cost recovery level. Within each department, current cost recovery levels range from 42% for Community Services up to 97% for Engineering and Fire.

Column D, Current Subsidy – Current fee levels recover 64% of full cost, leaving 36% or \$1.587 million to be funded by other funding sources. This \$1.587 million represents an opportunity for the City to increase fees and revenues, with a corresponding decrease in the subsidization of services. While it is not likely (nor would MGT recommend) that the City completely recover all costs for fees, it is possible for the City to implement moderate increases to current fees and implement new fees for some services.

Column E, Recommended Recovery – Adjusting fees to the adopted cost recovery policy levels would increase the specified fee revenue to \$2,943,662. This would bring the overall cost recovery level up to 67%.

Column F, Increased Revenue – \$114,615 in potential new revenue could be generated. This would represent an increase of 4.05% over the revenue currently being collected for these activities by the City on an annualized basis.

**City of La Mesa
User Fee Cost & Revenue Analysis
FY 2015/2016**

| User Fee Department | CURRENT | | | | RECOMMENDED | |
|------------------------------|----------------------|------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| | (A) Total Costs | (B) Costs, User Fee Services | (C) Current Revenue | (D) Current Subsidy | (E) Cost Recovery Policy | (F) Increased Revenue |
| Community Development | | | | | | |
| Planning | \$ 921,804 | \$ 447,452 | \$ 392,671 88% | \$ 54,781 12% | \$ 396,116 89% | \$ 3,445 |
| Building Inspection | \$ 1,032,340 | \$ 654,531 | \$ 612,786 94% | \$ 41,746 6% | \$ 654,531 100% | \$ 41,746 |
| Public Works | | | | | | |
| Engineering | \$ 710,432 | \$ 287,804 | \$ 279,462 97% | \$ 8,342 3% | \$ 282,786 98% | \$ 3,324 |
| WW Engineering* | \$ 1,565,251 | \$ 59,146 | \$ 40,638 69% | \$ 18,508 31% | \$ 58,749 99% | \$ 18,111 |
| Community Services | \$ 3,044,836 | \$ 2,133,845 | \$ 906,800 42% | \$ 1,227,045 58% | \$ 930,443.00 44% | \$ 23,643 |
| Police | \$ 18,754,670 | \$ 452,350 | \$ 284,292 63% | \$ 168,057 37% | \$ 300,475 66% | \$ 16,183 |
| Fire | \$ 10,646,221 | \$ 260,748 | \$ 253,860 97% | \$ 6,888 3% | \$ 259,889 100% | \$ 6,029 |
| City Clerk | \$ 440,621 | \$ 19,378 | \$ 9,875 51% | \$ 9,504 49% | \$ 9,852 51% | \$ (23) |
| Finance | \$ 1,261,909 | \$ 101,192 | \$ 48,664 48% | \$ 52,528 52% | \$ 50,821 50% | \$ 2,157 |
| Totals: | \$ 38,378,083 | \$ 4,416,447 | \$ 2,829,047 64% | \$ 1,587,400 36% | \$ 2,943,662 67% | \$ 114,615 |

* - Please note that Wastewater Engineering is not part of the General Fund. Costs, revenues and subsidies for this activity should be credited to the Wastewater Fund.

Public Records Requests

As with all municipalities, the City of La Mesa is occasionally presented with requests for copies of public records. The California Public Records Act (PRA), Govt. Code §§ 6250-6276.48, outlines the following:

1. A definition of what information comprises a public record,
2. What public agencies fall under the requirements,
3. How public records must be made available,
4. How agencies may establish fees for public records, and
5. How public records may be obtained.

The PRA outlines a number of prohibitions against recovering costs for certain services, e.g. charging an “inspection” or “processing” fee is prohibited if the public record is provided for viewing only; and charges for research, review or deletion are also unallowed. Additionally, the PRA allows public agencies to charge fees that are “limited to ‘statutory fees’ set by the Legislature (not by local ordinance) or the ‘the direct cost of duplication’, usually 10 to 25 cents per page.” Most public agencies that MGT works with charges fees calculated based on the direct cost of duplication.

The last page of Section II of this report focuses on the fourth item above, calculating the costs of providing copies of public records. MGT has calculated the cost of providing various public records to include only salary and benefits related to staff time spent on making a copy, and related materials costs. No indirect costs were included in the calculations. Fees for copies of public records should be consistent across all departments. These services are provided infrequently, and therefore measurable revenue projections are unavailable.

City Policy

The city currently has a user fee cost recovery policy that it adopts by resolution annually. This resolution establishes cost recovery levels (listed as percentage of total costs) by department. Exceptions to the policy are also noted. This report presents recommendations that are in accordance with city policy – except that for this fiscal year, this report recommends no changes to development-related fees.

Methodology

A cost of service study is comprised of two basic elements:

- ❖ Hourly rates of staff providing the service.
- ❖ Time spent to provide the service.

The product of the hourly rate calculation times the time spent yields the cost of providing the service.

Hourly Rates

The hourly rate methodology used in this study builds indirect costs into city staff hourly salary and benefit rates to arrive at fully burdened hourly rates. Fully burdened hourly rates are a mechanism used to calculate the total cost of providing services. Total cost is generally recognized as the sum of the direct cost together with a proportionate share of allowable indirect costs. The proper identification of all costs (including labor, operating expense, department administration and citywide support) as “direct” or “indirect” is crucial to the determination of the total cost of providing services.

Direct costs are typically defined as those that can be identified specifically to a particular function or activity, including labor, and possibly materials or supplies. Indirect costs are those that support more than one program area and are not easily identifiable to specific activities. Examples of indirect costs are: departmental administrative and support staff, training and education time, public counter and telephone time, some service and supply costs, and citywide overhead costs from outside of the department as identified in the City’s cost allocation plan.

MGT’s hourly rate calculation methodology includes the following:

1. **Personnel Services Analysis** – each staff classification within the department or division is analyzed in the study. The first burden factor is comprised of compensated absences such as vacation/holidays/sick leave days taken in a year’s time. Staff classifications are then categorized as either direct (operational) or indirect (administrative or supervisory) labor. In some cases a classification will have both direct and indirect duties. The total indirect portion of staff cost is incorporated into hourly overhead rates.
2. **Indirect Cost Rate** – a ratio of indirect cost to direct labor (salaries plus benefits) is established. There are three elements of indirect cost incorporated, including:
 - ❖ Indirect Labor – includes compensated absences, administrative and supervisory staff costs.
 - ❖ Other Operating Expenses – most services and supplies are included as a second layer of indirect cost. There are some service and supply expenses classified as “allowable direct”; these expenditures are not part of the indirect cost rate but will be included as directly supporting specific program areas.

- ❖ External Indirect Allocations – this represents citywide overhead (from the City's cost allocation plan).

Cost Allocation Plan. Many of the costs that support all city programs and services are budgeted in centralized activities such as 1) Finance, which provides payroll, budgeting, accounting and financial reporting, 2) Building Maintenance, which provides building maintenance and custodial services, and 3) Information Systems, which provides computer and telephone support. The costs of these activities and other centralized services are considered indirect overhead that support fee-for-service activities, as well as other programs and functions within the City.

3. Fully Burdened Hourly Rates – incorporates all the elements that comprise the hourly rates used in this cost analysis.

- ❖ Each direct or operational staff classification is listed, together with the average annual salary.
- ❖ The hourly salary rate is calculated by the taking annual salary and dividing by 2,080 available productive hours in a year.
- ❖ The benefit rate reflects the average benefit rate multiplied against the salary rate.
- ❖ The overhead rate is derived by multiplying the internal and external indirect cost rates against the salary plus benefit rates.

The total combines the salary, benefits and overhead rates. This is the fully burdened rate for each staff classification.

MGT prepared indirect overhead rates and corresponding hourly rate calculations using FY 2015/2016 budgeted expenditures. The hourly rate schedules may be seen in **Section III** of this report.

Time Spent

Once fully burdened hourly rates were developed for city staff, the next step in the process was to identify staff time spent directly on each of the user fee activities. Each staff person involved in the user fee services identified time spent to complete each task associated with all user fee services. Annual volume statistics were also gathered in order to develop total annual workload information. This information is provided in detailed user fee workbooks which will be provided to the City upon completion of the study.

Fee Calculations and Revenue Projections

Given this information, MGT was able to calculate the cost of providing each service, both on a per-unit and total annual basis (per-unit cost multiplied by annual volume equals total annual cost). As mentioned above, costs were calculated by multiplying per-unit time estimates by the hourly labor rates; additional operating expenses directly associated with certain services were also added in. Finally, if other departments or divisions provided support into certain user fee activities, this time was accounted for and added into the analysis as a crossover support activity. Full costs are then compared to current fees/revenues collected, and subsidies (or over-recoveries) are identified. User fee summaries by department may be seen in **Section II** of this report.

Legal, Economic & Policy Considerations

The following economic and policy issues also help in the determination of appropriate fee adjustments and cost recovery policies for city and county governments.

- ❖ **Legal restrictions** – In California user fees are limited to the "estimated reasonable cost of providing a service" by Government Code section 66014(a) and other supplementary legislation. Proposition 26 was approved by California voter in November of 2010 and clarified which charges are considered user fees and which are considered taxes. The significance of this distinction is that user fees may be raised by Council action up to the limit of actual cost, whereas taxes may not be increased without a majority vote of the public. None of the fee adjustments recommended by MGT are considered taxes per Proposition 26 guidelines. It should be noted that fees charged for the use of government property are exempt from Proposition 26. These include fees for parks and facility rentals as well as green fees, cart and other equipment rental fees. All of these fees may be set at a price the market will bear.
- ❖ **Economic barriers** - It may be a desired policy to establish fees at a level that permits lower income groups to use services that they might not otherwise be able to afford.
- ❖ **Community benefit** - If a user fee service benefits the community as a whole to some extent, it is appropriate to subsidize a portion of the fee. Many public health fees have very moderate cost recovery levels. Some programs are provided free of charge or for a minimal fee regardless of cost. Culture and recreation programs also tend to have the low recovery levels.
- ❖ **Private benefit** - If a user fee primarily benefits the fee payer, the fee is typically set at, or close to 100% full cost recovery. Development related fees generally fall into this category, however exceptions are sometimes made for services such as appeal fees or fees charged exclusively to residential applicants.
- ❖ **Service driver** - In conjunction with the third point above, the issue of who is the service recipient versus the service driver should also be considered. For example, code enforcement activities benefit the community as a whole, but the service is driven by the individual or business owner that violates city code.
- ❖ **Managing demand** - Elasticity of demand is a factor in pricing certain city services; increasing the price of some services results in a reduction of demand for those services, and vice versa.
- ❖ **Competition** - Certain services, such as park usage or facility rentals, may be provided by neighboring communities or the private sector, and therefore demand for these services can be highly dependent on what else may be available at lower prices. Furthermore, if the City's fees are too low, demand enjoyed by private-sector competitors could be adversely affected.
- ❖ **Incentives** - Fees can be set low to encourage participation in a service, such as obtaining a water heater permit.
- ❖ **Disincentives** - Penalties can be instituted to discourage undesirable behavior. Examples include fines for construction without a building permit and fines for excessive false alarms within a one year period.

Section II
User Fee Summaries by Department

Community Development - Planning

User Fee Study Summary Sheet

City of La Mesa
 Planning (1401)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | |
|-----|---|-----------------|---------------|--------------|--------------|--------------------|-------------|----------------|----------------|---|--------------------|-----------------|-------------------|---------------------|
| | | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue2 | Increased Revenue | Recommended Subsidy |
| 1 | Zone Change | Fixed Fee | 1 | \$ 11,436.00 | \$ 11,668.44 | 98% | \$ 11,668 | \$ 11,436 | \$ 232 | 100% | \$ 11,668.00 | \$ 11,668 | \$ 232 | \$ 0 |
| 2 | Zoning Ordinance Amend | Fixed Fee | 1 | \$ 13,259.00 | \$ 13,528.07 | 98% | \$ 13,528 | \$ 13,259 | \$ 269 | 100% | \$ 13,528.00 | \$ 13,528 | \$ 269 | \$ 0 |
| 3 | Variance - Res 1-3 du or NRes <2,500 sf | Fixed Fee | 2 | \$ 1,741.00 | \$ 3,554.87 | 49% | \$ 7,110 | \$ 3,482 | \$ 3,628 | 50% | \$ 1,777.00 | \$ 3,554 | \$ 72 | \$ 3,556 |
| 4 | Variance - Res 4+units or NRes >2,500 sf | Fixed Fee | 1 | \$ 3,424.00 | \$ 3,495.09 | 98% | \$ 3,495 | \$ 3,424 | \$ 71 | 100% | \$ 3,495.00 | \$ 3,495 | \$ 71 | \$ 0 |
| 5 | Special Permit - Res 1-3 du or NRes <2,500 sf | Fixed Fee | 2 | \$ 1,705.00 | \$ 3,480.56 | 49% | \$ 6,961 | \$ 3,410 | \$ 3,551 | 50% | \$ 1,740.00 | \$ 3,480 | \$ 70 | \$ 3,481 |
| 6 | Special Permit - Res 4+ units, NRes >2,500 sf | Fixed Fee | 2 | \$ 3,352.00 | \$ 3,420.78 | 98% | \$ 6,842 | \$ 6,704 | \$ 138 | 100% | \$ 3,420.00 | \$ 6,840 | \$ 136 | \$ 2 |
| 7 | Conditional Use Permit - 1-3 du, <2,500 sf | Fixed Fee | 3 | \$ 1,741.00 | \$ 3,555.19 | 49% | \$ 10,666 | \$ 5,223 | \$ 5,443 | 50% | \$ 1,777.00 | \$ 5,331 | \$ 108 | \$ 5,335 |
| 8 | Conditional Use Permit - 4+ units, >2,500 sf | Fixed Fee | 2 | \$ 3,448.00 | \$ 3,518.17 | 98% | \$ 7,036 | \$ 6,896 | \$ 140 | 100% | \$ 3,518.00 | \$ 7,036 | \$ 140 | \$ 0 |
| 9 | Site Plan Review 1-3 DU or 0-2,500 sf | Fixed Fee | 4 | \$ 1,167.00 | \$ 2,382.57 | 49% | \$ 9,530 | \$ 4,668 | \$ 4,862 | 50% | \$ 1,191.00 | \$ 4,764 | \$ 96 | \$ 4,766 |
| 10 | Site Plan Review 4-10 DU or 2,500-25k sf | Fixed Fee | 2 | \$ 3,109.00 | \$ 3,171.93 | 98% | \$ 6,344 | \$ 6,218 | \$ 126 | 100% | \$ 3,171.00 | \$ 6,342 | \$ 124 | \$ 2 |
| 11 | Site Plan Review 10+ DU or 25k+ sf | Fixed Fee | 4 | \$ 4,067.00 | \$ 4,149.85 | 98% | \$ 16,599 | \$ 16,268 | \$ 331 | 100% | \$ 4,149.00 | \$ 16,596 | \$ 328 | \$ 3 |
| 12 | Gen Plan Amend/Specific Plan | Fixed Fee | 1 | \$ 12,642.00 | \$ 12,898.93 | 98% | \$ 12,899 | \$ 12,642 | \$ 257 | 100% | \$ 12,898.00 | \$ 12,898 | \$ 256 | \$ 1 |
| 13 | Subd: Parcel Map Waiver / Bound Adj | Fixed Fee | 2 | \$ 1,883.00 | \$ 1,921.59 | 98% | \$ 3,843 | \$ 3,766 | \$ 77 | 100% | \$ 1,921.00 | \$ 3,842 | \$ 76 | \$ 1 |
| 14 | Subd: Tent Parcel Map | Fixed Fee | 3 | \$ 4,868.00 | \$ 4,967.39 | 98% | \$ 14,902 | \$ 14,604 | \$ 298 | 100% | \$ 4,967.00 | \$ 14,901 | \$ 297 | \$ 1 |
| 15 | Subd: Tent Tract Map | Fixed Fee | 2 | \$ 6,288.00 | \$ 6,416.24 | 98% | \$ 12,832 | \$ 12,576 | \$ 256 | 100% | \$ 6,416.00 | \$ 12,832 | \$ 256 | \$ 0 |
| 16 | Planned Residential Development | Fixed Fee | 1 | \$ 4,476.00 | \$ 4,567.60 | 98% | \$ 4,568 | \$ 4,476 | \$ 92 | 100% | \$ 4,567.00 | \$ 4,567 | \$ 91 | \$ 1 |
| 17 | Design Review - Res 1-3 du, NRes <2,500 sf | Fixed Fee | 4 | \$ 1,571.00 | \$ 3,205.65 | 49% | \$ 12,823 | \$ 6,284 | \$ 6,539 | 50% | \$ 1,602.00 | \$ 6,408 | \$ 124 | \$ 6,415 |
| 18 | Design Review - Res 4+ units, NRes >2,500 sf | Fixed Fee | 6 | \$ 2,700.00 | \$ 2,755.84 | 98% | \$ 16,535 | \$ 16,200 | \$ 335 | 100% | \$ 2,755.00 | \$ 16,530 | \$ 330 | \$ 5 |
| 19 | Extension Request | Fixed Fee | 1 | \$ 433.00 | \$ 442.01 | 98% | \$ 442 | \$ 433 | \$ 9 | 100% | \$ 442.00 | \$ 442 | \$ 9 | \$ 0 |
| 20 | Certificate of Compliance | Fixed Fee | 1 | \$ 1,216.00 | \$ 1,240.63 | 98% | \$ 1,241 | \$ 1,216 | \$ 25 | 100% | \$ 1,240.00 | \$ 1,240 | \$ 24 | \$ 1 |
| 21 | Envtl Impact Report | Fixed Fee | 1 | \$ 6,909.00 | \$ 7,048.70 | 98% | \$ 7,049 | \$ 6,909 | \$ 140 | 100% | \$ 7,048.00 | \$ 7,048 | \$ 139 | \$ 1 |
| 22 | Envtl Assessmt/Initial Study 1-3 du, <2,500 sf | Fixed Fee | 1 | \$ 870.00 | \$ 1,777.36 | 49% | \$ 1,777 | \$ 870 | \$ 907 | 50% | \$ 888.00 | \$ 888 | \$ 18 | \$ 889 |
| 23 | Envtl Assessmt/Initial Study 4+ units, >2,500sf | Fixed Fee | 3 | \$ 1,911.00 | \$ 1,950.97 | 98% | \$ 5,853 | \$ 5,733 | \$ 120 | 100% | \$ 1,950.00 | \$ 5,850 | \$ 117 | \$ 3 |
| 24 | Public Hearing Notice | Fixed Fee | 21 | \$ 558.00 | \$ 569.87 | 98% | \$ 11,967 | \$ 11,718 | \$ 249 | 100% | \$ 569.00 | \$ 11,949 | \$ 231 | \$ 18 |
| 25 | Certificate of Non-Conforming Use | Fixed Fee | 1 | \$ 2,495.00 | \$ 2,545.81 | 98% | \$ 2,546 | \$ 2,495 | \$ 51 | 100% | \$ 2,545.00 | \$ 2,545 | \$ 50 | \$ 1 |
| 26 | Ext Envntal Init Study 1-3 du, <2,500 sf | Fixed Fee | 1 | \$ 531.00 | \$ 1,083.25 | 49% | \$ 1,083 | \$ 531 | \$ 552 | 50% | \$ 541.00 | \$ 541 | \$ 10 | \$ 542 |
| 27 | Ext Envntal Init Study - 4+ units, >2,500 sf | Fixed Fee | 1 | \$ 1,450.00 | \$ 1,480.27 | 98% | \$ 1,480 | \$ 1,450 | \$ 30 | 100% | \$ 1,480.00 | \$ 1,480 | \$ 30 | \$ 0 |
| 28 | Environmental Exemption | Fixed Fee | 25 | \$ 85.00 | \$ 173.98 | 49% | \$ 4,349 | \$ 2,125 | \$ 2,224 | 50% | \$ 86.00 | \$ 2,150 | \$ 25 | \$ 2,199 |
| 29 | Parking In-Lieu (per space) | Mitigation Fee | - | \$ 25,000.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- in-lieu mitigation fee, adopted by City Council Resolution 2015-020 -- | | | | |
| 30 | F&W: Negative Declaration | F&W CEQA | - | \$ 2,210.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- set by the Dept of Fish & Game (Code Section 711.4) -- | | | | |
| 31 | F&W: Mitigated Negative Declaration | F&W CEQA | - | \$ 2,210.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- set by the Dept of Fish & Game (Code Section 711.4) -- | | | | |
| 32 | F&W: Environmental Impact Report | F&W CEQA | - | \$ 3,069.75 | \$ - | 0% | \$ - | \$ - | \$ - | -- set by the Dept of Fish & Game (Code Section 711.4) -- | | | | |
| 33 | F&W: Envntal Document pursuant to a CRP | F&W CEQA | - | \$ 1,043.75 | \$ - | 0% | \$ - | \$ - | \$ - | -- set by the Dept of Fish & Game (Code Section 711.4) -- | | | | |
| 34 | County Clerk Processing Fee | Pass-Thru | - | \$ 50.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- pass-thru fee collected and forwarded to County Clerk's Office -- | | | | |
| 35 | Appeals | Fixed Fee | 4 | \$ 100.00 | \$ 4,003.15 | 2% | \$ 16,013 | \$ 400 | \$ 15,613 | 2% | \$ 100.00 | \$ 400 | \$ - | \$ 15,613 |

User Fee Study Summary Sheet

City of La Mesa
 Planning (1401)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|-----|--|-----------------|---------------|-------------|--------------|--------------------|-------------|----------------|----------------|-----------------|--------------------|-----------------------------|-------------------|--|--|
| | | | | Per Unit | | Annual | | Per Unit | | Annual | | | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy | |
| 36 | Annexation - 100% Consent | Fixed Fee | 1 | \$ 2,497.00 | \$ 2,548.33 | 98% | \$ 2,548 | \$ 2,497 | \$ 51 | 100% | \$ 2,548.00 | \$ 2,548 | \$ 51 | \$ 0 | |
| 37 | Annexation - Other | Fixed Fee | 1 | \$ 9,991.00 | \$ 10,193.31 | 98% | \$ 10,193 | \$ 9,991 | \$ 202 | 100% | \$ 10,193.00 | \$ 10,193 | \$ 202 | \$ 0 | |
| 38 | Holiday Merch Sales & Inflatable Balloons | Fixed Fee | 1 | \$ 167.00 | \$ 170.45 | 98% | \$ 170 | \$ 167 | \$ 3 | 100% | \$ 170.00 | \$ 170 | \$ 3 | \$ 0 | |
| 39 | Sign Permits | Fixed Fee | 43 | \$ 154.00 | \$ 157.68 | 98% | \$ 6,780 | \$ 6,622 | \$ 158 | 100% | \$ 157.00 | \$ 6,751 | \$ 129 | \$ 29 | |
| 40 | Temporary Banner Permit | Fixed Fee | 5 | \$ 40.00 | \$ 41.41 | 97% | \$ 207 | \$ 200 | \$ 7 | 100% | \$ 41.00 | \$ 205 | \$ 5 | \$ 2 | |
| 41 | Bldg Plan Check - Planning | Cal'd Fee | 724 | \$ 214.56 | \$ 220.09 | 97% | \$ 159,344 | \$ 155,342 | \$ 4,002 | 100% | \$ 220.00 | \$ 159,280 | \$ 3,938 | \$ 64 | |
| 42 | Plan Checks - Grading | Cal'd Fee | 17 | \$ 727.88 | \$ 633.67 | 115% | \$ 10,772 | \$ 12,374 | \$ (1,602) | 100% | \$ 633.00 | \$ 10,761 | \$ (1,613) | \$ 11 | |
| 43 | Liquor License ABC Application | Fixed Fee | 1 | \$ 1,272.00 | \$ 1,317.43 | 97% | \$ 1,317 | \$ 1,272 | \$ 45 | 100% | \$ 1,317.00 | \$ 1,317 | \$ 45 | \$ 0 | |
| 44 | Misc Business License Review | Fixed Fee | 1 | \$ 88.00 | \$ 91.07 | 97% | \$ 91 | \$ - | \$ 91 | 100% | \$ 91.00 | \$ - | \$ - | \$ 91 | |
| 45 | Setback Exception | Fixed Fee | 1 | \$ 308.00 | \$ 630.47 | 49% | \$ 630 | \$ 308 | \$ 322 | 50% | \$ 315.00 | \$ 315 | \$ 7 | \$ 315 | |
| 46 | Zoning Letter | Fixed Fee | 23 | \$ 162.00 | \$ 166.00 | 98% | \$ 3,818 | \$ 3,726 | \$ 92 | 100% | \$ 165.00 | \$ 3,795 | \$ 69 | \$ 23 | |
| 47 | Accessory Dwelling Unit Fee | Fixed Fee | 1 | \$ 249.00 | \$ 254.64 | 98% | \$ 255 | \$ 249 | \$ 6 | 100% | \$ 254.00 | \$ 254 | \$ 5 | \$ 1 | |
| 48 | ADU Annual Renewal | Fixed Fee | 47 | \$ 88.00 | \$ 16.58 | 531% | \$ 779 | \$ 4,136 | \$ (3,357) | 100% | \$ 16.00 | \$ 752 | \$ (3,384) | \$ 27 | |
| 49 | HPC Site Plan Review | Fixed Fee | 5 | \$ 131.00 | \$ 538.99 | 24% | \$ 2,695 | \$ 655 | \$ 2,040 | 25% | \$ 134.00 | \$ 670 | \$ 15 | \$ 2,025 | |
| 50 | HP Landmark without Mills Act Contract | Fixed Fee | 1 | \$ 520.00 | \$ 2,124.65 | 24% | \$ 2,125 | \$ 520 | \$ 1,605 | 25% | \$ 531.00 | \$ 531 | \$ 11 | \$ 1,594 | |
| 51 | HP Landmark with Mills Act contract | Fixed Fee | 1 | \$ 2,060.00 | \$ 2,101.89 | 98% | \$ 2,102 | \$ 2,060 | \$ 42 | 100% | \$ 2,101.00 | \$ 2,101 | \$ 41 | \$ 1 | |
| 52 | Sign Program | Fixed Fee | 1 | \$ 2,151.00 | \$ 2,194.39 | 98% | \$ 2,194 | \$ 2,151 | \$ 43 | 100% | \$ 2,194.00 | \$ 2,194 | \$ 43 | \$ 0 | |
| 53 | Landscape Plan Review for Large Projects | Fixed Fee | 1 | \$ 712.00 | \$ 756.97 | 94% | \$ 757 | \$ - | \$ 757 | 100% | \$ 756.00 | \$ - | \$ - | \$ 757 | |
| 54 | Residential Wireless Review | Deposit | 1 | \$ 889.00 | \$ 3,555.19 | 25% | \$ 3,555 | \$ - | \$ 3,555 | 100% | \$ 3,555.00 | \$ - | \$ - | \$ 3,555 | |
| 55 | Mobile Home Park Relocation Plan Review | Fixed Fee | 1 | \$ 3,849.00 | \$ 3,927.46 | 98% | \$ 3,927 | \$ 3,849 | \$ 78 | 100% | \$ 3,927.00 | \$ 3,927 | \$ 78 | \$ 0 | |
| 56 | Abandoned Shopping Cart Plan Annual Exemption | Fixed Fee | - | \$ 95.00 | \$ - | 0% | \$ - | \$ - | \$ - | | \$ 95.00 | \$ - | \$ - | \$ - | |
| 57 | Annual Review for Abandoned Shopping Cart Plan | Fixed Fee | - | \$ 650.00 | \$ - | 0% | \$ - | \$ - | \$ - | | \$ 650.00 | \$ - | \$ - | \$ - | |
| 58 | Adult Business Application Fee | Fixed Fee | 1 | \$ 1,136.00 | \$ 1,207.94 | 94% | \$ 1,208 | \$ 1,136 | \$ 72 | 100% | \$ 1,207.00 | \$ 1,207 | \$ 71 | \$ 1 | |
| 59 | City-Initiated Environmental Review | Non-Fee | 2 | \$ - | \$ 4,064.23 | 0% | \$ 8,128 | \$ - | \$ 8,128 | | | | | -- no fees charged for this service -- | |
| 60 | City-Initiated Code Amendment | Non-Fee | 2 | \$ - | \$ 17,593.68 | 0% | \$ 35,187 | \$ - | \$ 35,187 | | | | | -- no fees charged for this service -- | |
| 61 | Annual Review - Guava Garden | Non-Fee | 1 | \$ - | \$ 512.25 | 0% | \$ 512 | \$ - | \$ 512 | | | | | -- no fees charged for this service -- | |
| 62 | Quarterly AVA Report to PD | Non-Fee | 4 | \$ - | \$ 198.86 | 0% | \$ 795 | \$ - | \$ 795 | | | | | -- no fees charged for this service -- | |
| 63 | Code Enforcement | Non-Fee | 1 | \$ - | \$ 156,706 | 0% | \$ 156,706 | \$ - | \$ 156,706 | | | | | -- no code enf fees; 10% of code enf re-allocated as overhead thru above fees -- | |
| 64 | Spec Event Permit 250-499 | X-Suppt | 4 | \$ - | \$ 298.23 | 0% | \$ 1,193 | \$ - | \$ 1,193 | | | | | -- recovery comes from special event fees charged by City Clerk -- | |
| 65 | Spec Event Permit 500-999 | X-Suppt | 2 | \$ - | \$ 298.23 | 0% | \$ 596 | \$ - | \$ 596 | | | | | -- recovery comes from special event fees charged by City Clerk -- | |
| 66 | Spec Event Permit 1000+ | X-Suppt | 4 | \$ - | \$ 298.23 | 0% | \$ 1,044 | \$ - | \$ 1,044 | | | | | -- recovery comes from special event fees charged by City Clerk -- | |
| 67 | Final Map Reviews | X-Suppt | 2 | \$ - | \$ 1,439.71 | 0% | \$ 2,879 | \$ - | \$ 2,879 | | | | | -- recovery comes from final map fees charged by Engineering -- | |

User Fee Study Summary Sheet

City of La Mesa
Planning (1401)
2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|-----|---------------------------------|-----------------|---------------|-------------|-----------|--------------------|-------------|----------------|----------------|-----------------|--------------------|-----------------------------|-------------------|---------------------|-----------|
| | | | | Current Fee | Per Unit | | Annual | | | Per Unit | | Annual | | | |
| | | | | | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy | |
| | Total Cost of Unidentified Time | | | | | | \$267,310 | \$0 | \$267,310 | | | | | | \$267,310 |
| | Total User Fees | | | | | | \$447,452 | \$392,671 | \$54,781 | | | \$396,116 | \$3,445 | | \$51,336 |
| | % of Full Cost | | | | | | | 88% | 12% | | | 89% | 1% | | 11% |
| | Total Other Services | | | | | | \$474,352 | \$0 | \$474,352 | | | \$0 | \$0 | | \$267,310 |
| | % of Full Cost | | | | | | | 0% | | | | | | | |
| | Department Totals | | | | | | \$921,804 | \$392,671 | \$529,133 | | | \$396,116 | \$3,445 | | \$318,646 |
| | % of Full Cost | | | | | | | 43% | 57% | | | 43% | 1% | | 35% |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

- 41 Bldg Plan Check - Planning Bldg Plan Check - Planning fees are currently recovering 97.49% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.0254 needs to be applied. This means the fee would change from 36% of the Building Plan Check Fee to 37% of the Building Plan Check Fee.
- 42 Plan Checks - Grading Plan Checks - Grading fees are currently recovering 114.87% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 0.8696 needs to be applied. This means the fee would change from 23% of the Building Plan Check Fee to 20% of the Building Plan Check Fee.
- 56 Abandoned Shopping Cart Plan Annual Exemption Abandoned shopping cart fees are set by City Council Resolution 2005-036; these fees are not subject to cost-of-service study.
- 57 Annual Review for Abandoned Shopping Cart Plan Abandoned shopping cart fees are set by City Council Resolution 2005-036; these fees are not subject to cost-of-service study.

Community Development - Building

User Fee Study Summary Sheet

City of La Mesa
 Building Inspection (2301)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|---------------------------------|---------------------------------|-----------------|---------------|-------------|------------|--------------------|-------------|----------------|----------------|-----------------|--------------------|----------------|---------------------|-------------------|--|
| | | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | Recommended Subsidy | | |
| | | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | | Increased Revenue | |
| 1 | Building Permits & Inspection | Total Progr | 1 | \$ 243,183 | \$ 251,595 | 97% | \$ 251,595 | \$ 243,183 | \$ 8,412 | 100% | \$ 251,595 | \$ 251,595 | \$ 8,412 | \$ - | |
| 2 | Plan Review | Total Progr | 1 | \$ 178,598 | \$ 176,570 | 101% | \$ 176,570 | \$ 178,598 | \$ (2,028) | 100% | \$ 176,570 | \$ 176,570 | \$ (2,028) | \$ - | |
| 3 | State Energy Compliance | Total Progr | 1 | \$ 30,277 | \$ 37,666 | 80% | \$ 37,666 | \$ 30,277 | \$ 7,389 | 100% | \$ 37,666 | \$ 37,666 | \$ 7,389 | \$ - | |
| 4 | State Accessibility Compliance | Total Progr | 1 | \$ 44,765 | \$ 53,508 | 84% | \$ 53,508 | \$ 44,765 | \$ 8,743 | 100% | \$ 53,508 | \$ 53,508 | \$ 8,743 | \$ - | |
| 5 | Mechanical Permits & Inspection | Total Progr | 1 | \$ 40,855 | \$ 46,173 | 88% | \$ 46,173 | \$ 40,855 | \$ 5,317 | 100% | \$ 46,173 | \$ 46,173 | \$ 5,317 | \$ - | |
| 6 | Plumbing Permits & Inspection | Total Progr | 1 | \$ 30,087 | \$ 38,520 | 78% | \$ 38,520 | \$ 30,087 | \$ 8,433 | 100% | \$ 38,520 | \$ 38,520 | \$ 8,433 | \$ - | |
| 7 | Electrical Permits & Inspection | Total Progr | 1 | \$ 41,839 | \$ 46,173 | 91% | \$ 46,173 | \$ 41,839 | \$ 4,333 | 100% | \$ 46,173 | \$ 46,173 | \$ 4,333 | \$ - | |
| 8 | Grading Permits & Inspection | Total Progr | 1 | \$ 3,179 | \$ 4,326 | 73% | \$ 4,326 | \$ 3,179 | \$ 1,147 | 100% | \$ 4,326 | \$ 4,326 | \$ 1,147 | \$ - | |
| 9 | Code Enf (Mobilehomes) | Non-Fee | 1 | \$ 5,805 | \$ 16,023 | 36% | \$ 16,023 | \$ 5,805 | \$ 10,218 | 36% | \$ 5,805 | \$ 5,805 | \$ - | \$ 10,218 | |
| 10 | Code Enforcement | Non-Fee | 1 | \$ - | \$ 97,767 | 0% | \$ 97,767 | \$ - | \$ 97,767 | 0% | \$ - | \$ - | \$ - | \$ 97,767 | |
| 11 | Public Information | Non-Fee | 1 | \$ - | \$ 206,496 | 0% | \$ 206,496 | \$ - | \$ 206,496 | 0% | \$ - | \$ - | \$ - | \$ 206,496 | |
| 12 | City Projects | Non-Fee | 1 | \$ - | \$ 8,389 | 0% | \$ 8,389 | \$ - | \$ 8,389 | 0% | \$ - | \$ - | \$ - | \$ 8,389 | |
| 13 | Fire Prevention Fees | X-Suppt | 1 | \$ - | \$ 49,133 | 0% | \$ 49,133 | \$ - | \$ 49,133 | 0% | \$ - | \$ - | \$ - | \$ 49,133 | |
| Total Cost of Unidentified Time | | | | | | | \$0 | \$0 | \$0 | | | | | \$0 | |
| Total User Fees | | | | | | | \$654,531 | \$612,786 | \$41,746 | | \$654,531 | \$41,746 | \$0 | | |
| % of Full Cost | | | | | | | | 94% | 6% | | 100% | 7% | 0% | | |
| Total Other Services | | | | | | | \$377,808 | \$5,805 | \$372,004 | | \$5,805 | \$0 | \$372,004 | | |
| % of Full Cost | | | | | | | | 2% | | | | | | | |
| Department Totals | | | | | | | \$1,032,340 | \$618,590 | \$413,749 | | \$660,336 | \$41,746 | \$372,004 | | |
| % of Full Cost | | | | | | | | 60% | 40% | | 64% | 7% | 36% | | |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

- Building Permits & Inspection: Building Permits & Inspection fees are currently recovering 96.66% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.0346 needs to be applied.
- Plan Review: Plan Review fees are currently recovering 101.15% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 0.9886 needs to be applied.
- State Energy Compliance: State Energy Compliance fees are currently recovering 80.38% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.244 needs to be applied.
- State Accessibility Compliance: State Accessibility Compliance fees are currently recovering 83.66% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.1953 needs to be applied.
- Mechanical Permits & Inspection: Mechanical Permits & Inspection fees are currently recovering 88.48% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.1302 needs to be applied.
- Plumbing Permits & Inspection: Plumbing Permits & Inspection fees are currently recovering 78.11% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.2803 needs to be applied.
- Electrical Permits & Inspection: Electrical Permits & Inspection fees are currently recovering 90.62% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.1036 needs to be applied.
- Grading Permits & Inspection: Grading Permits & Inspection fees are currently recovering 73.49% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 1.3606 needs to be applied.

Public Works - Engineering

User Fee Study Summary Sheet

City of La Mesa
 Engineering (3201)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | |
|-----|--|-----------------|---------------|--------------|--------------|--------------------|-------------|----------------|----------------|-----------------|--------------------|-----------------|-------------------|---------------------|
| | | | | Per Unit | | Annual | | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue2 | Increased Revenue | Recommended Subsidy |
| 1 | Encroachment Permit | Fixed Fee | 13 | \$ 380.00 | \$ 392.69 | 97% | \$ 5,105 | \$ 4,940 | \$ 165 | 100% | \$ 392.00 | \$ 5,096 | \$ 156 | \$ 9 |
| 2 | Grading Plan Check | Calc'd Fee | 15 | \$ 1,933.33 | \$ 1,962.30 | 99% | \$ 29,434 | \$ 29,000 | \$ 434 | 100% | \$ 1,962.00 | \$ 29,430 | \$ 430 | \$ 4 |
| 3 | Public Improvement Plan Check | Calc'd Fee | 15 | \$ 2,658.00 | \$ 2,697.38 | 99% | \$ 40,461 | \$ 39,870 | \$ 591 | 100% | \$ 2,697.00 | \$ 40,455 | \$ 585 | \$ 6 |
| 4 | Grading Inspection | Calc'd Fee | 12 | \$ 2,766.67 | \$ 2,776.62 | 100% | \$ 33,319 | \$ 33,200 | \$ 119 | 100% | \$ 2,776.00 | \$ 33,312 | \$ 112 | \$ 7 |
| 5 | Public Improvement Inspection | Calc'd Fee | 12 | \$ 1,416.67 | \$ 1,442.64 | 98% | \$ 17,312 | \$ 17,000 | \$ 312 | 100% | \$ 1,442.00 | \$ 17,304 | \$ 304 | \$ 8 |
| 6 | Inspection Management & Overhead | Calc'd Fee | 1 | \$ 14,000.00 | \$ 13,384.03 | 105% | \$ 13,384 | \$ 14,000 | \$ (616) | 100% | \$ 13,384.00 | \$ 13,384 | \$ (616) | \$ 0 |
| 7 | Vacation/Street Easement | Fixed Fee | 1 | \$ 2,253.00 | \$ 2,458.39 | 92% | \$ 2,458 | \$ 2,253 | \$ 205 | 100% | \$ 2,458.00 | \$ 2,458 | \$ 205 | \$ 0 |
| 8 | Parcel Map (Final) | Base + per lot | 1 | \$ 3,084.00 | \$ 3,268.53 | 94% | \$ 3,269 | \$ 3,084 | \$ 185 | 100% | \$ 3,268.00 | \$ 3,268 | \$ 184 | \$ 1 |
| 9 | Parcel Map Waiver | Fixed Fee | 2 | \$ 562.00 | \$ 558.70 | 101% | \$ 1,117 | \$ 1,124 | \$ (7) | 100% | \$ 558.00 | \$ 1,116 | \$ (8) | \$ 1 |
| 10 | Subdivision Map (Final) | Base + per lot | 1 | \$ 4,125.00 | \$ 4,422.90 | 93% | \$ 4,423 | \$ 4,125 | \$ 298 | 100% | \$ 4,422.00 | \$ 4,422 | \$ 297 | \$ 1 |
| 11 | Block Party/Street Closure | Fixed Fee | 9 | \$ 50.00 | \$ 110.87 | 45% | \$ 998 | \$ 450 | \$ 548 | 45% | \$ 50.00 | \$ 450 | \$ - | \$ 548 |
| 12 | Trans Permit & Field Inspection | Statute | 52 | \$ 16.00 | \$ 73.90 | 22% | \$ 3,843 | \$ 832 | \$ 3,011 | 22% | \$ 16.00 | \$ 832 | \$ - | \$ 3,011 |
| 13 | Soil/Geotech Report Review | Fixed Fee | 8 | \$ 159.00 | \$ 159.49 | 100% | \$ 1,276 | \$ 1,272 | \$ 4 | 100% | \$ 159.00 | \$ 1,272 | \$ - | \$ 4 |
| 14 | Tentative Parcel Map | Fixed Fee | 2 | \$ 1,065.00 | \$ 1,060.43 | 100% | \$ 2,121 | \$ 2,130 | \$ (9) | 100% | \$ 1,060.00 | \$ 2,120 | \$ (10) | \$ 1 |
| 15 | Site Plan Review (DAB) | Fixed Fee | 4 | \$ 462.00 | \$ 458.36 | 101% | \$ 1,833 | \$ 1,848 | \$ (15) | 100% | \$ 458.00 | \$ 1,832 | \$ (16) | \$ 1 |
| 16 | Tentative Subdivision Map | Fixed Fee | 1 | \$ 1,136.00 | \$ 1,131.20 | 100% | \$ 1,131 | \$ 1,136 | \$ (5) | 100% | \$ 1,131.00 | \$ 1,131 | \$ (5) | \$ 0 |
| 17 | Certificate of Correction | Fixed Fee | 1 | \$ 399.00 | \$ 397.96 | 100% | \$ 398 | \$ 399 | \$ (1) | 100% | \$ 397.00 | \$ 397 | \$ (2) | \$ 1 |
| 18 | Field Verification (Monumentation) | Base + per lot | 1 | \$ 327.00 | \$ 331.54 | 99% | \$ 332 | \$ 327 | \$ 5 | 100% | \$ 331.00 | \$ 331 | \$ 4 | \$ 1 |
| 19 | Maps/Plans (blue prints) | Fixed Fee | 50 | \$ 9.00 | \$ 10.56 | 85% | \$ 528 | \$ 450 | \$ 78 | 100% | \$ 10.00 | \$ 500 | \$ 50 | \$ 28 |
| 20 | Design Criteria Copy | Fixed Fee | 1 | \$ 30.00 | \$ 31.67 | 95% | \$ 32 | \$ 30 | \$ 2 | 100% | \$ 31.00 | \$ 31 | \$ 1 | \$ 1 |
| 21 | Address Change | Fixed Fee | 1 | \$ 176.00 | \$ 179.47 | 98% | \$ 179 | \$ 176 | \$ 3 | 100% | \$ 179.00 | \$ 179 | \$ 3 | \$ 0 |
| 22 | Monitoring Wells (Encroachment Permit) | Fixed Fee | 1 | \$ 415.00 | \$ 422.33 | 98% | \$ 422 | \$ 415 | \$ 7 | 100% | \$ 422.00 | \$ 422 | \$ 7 | \$ 0 |
| 23 | Monitoring Wells (Inspection) | Fixed Fee | 1 | \$ 204.00 | \$ 208.14 | 98% | \$ 208 | \$ 204 | \$ 4 | 100% | \$ 208.00 | \$ 208 | \$ 4 | \$ 0 |
| 24 | Bldg Site Plan Review <\$10k | Fixed Fee | 55 | \$ 72.00 | \$ 73.90 | 97% | \$ 4,064 | \$ 3,960 | \$ 104 | 100% | \$ 73.00 | \$ 4,015 | \$ 55 | \$ 49 |
| 25 | Bldg Site Plan Review >\$10k | Fixed Fee | 118 | \$ 155.00 | \$ 158.35 | 98% | \$ 18,686 | \$ 18,290 | \$ 396 | 100% | \$ 158.00 | \$ 18,644 | \$ 354 | \$ 42 |
| 26 | Document Preparation (liens & deeds) | Fixed Fee | 22 | \$ 137.00 | \$ 139.37 | 98% | \$ 3,066 | \$ 3,014 | \$ 52 | 100% | \$ 139.00 | \$ 3,058 | \$ 44 | \$ 8 |
| 27 | Minor Encroachment Permit | Fixed Fee | 194 | \$ 145.00 | \$ 147.80 | 98% | \$ 28,673 | \$ 28,130 | \$ 543 | 100% | \$ 147.00 | \$ 28,518 | \$ 388 | \$ 155 |
| 28 | Minor Encroachment Inspection | Fixed Fee | 194 | \$ 236.00 | \$ 239.81 | 98% | \$ 46,522 | \$ 45,784 | \$ 738 | 100% | \$ 239.00 | \$ 46,366 | \$ 582 | \$ 156 |
| 29 | Traffic Control Plan Review | Fixed Fee | 156 | \$ 104.00 | \$ 105.57 | 99% | \$ 16,469 | \$ 16,224 | \$ 245 | 100% | \$ 105.00 | \$ 16,380 | \$ 156 | \$ 89 |
| 30 | Annexation | Fixed Fee | 1 | \$ 871.00 | \$ 868.21 | 100% | \$ 868 | \$ 871 | \$ (3) | 100% | \$ 868.00 | \$ 868 | \$ (3) | \$ 0 |
| 31 | Sewer Service Agreement w/o Annexation | Fixed Fee | 1 | \$ 871.00 | \$ 868.21 | 100% | \$ 868 | \$ 871 | \$ (3) | 100% | \$ 868.00 | \$ 868 | \$ (3) | \$ 0 |
| 32 | Traffic Commission Appeals | Fixed Fee | 1 | \$ 100.00 | \$ 247.96 | 40% | \$ 248 | \$ 100 | \$ 148 | 40% | \$ 100.00 | \$ 100 | \$ - | \$ 148 |
| 33 | Water Quality Plan Review | Fixed Fee | 1 | \$ 86.00 | \$ 86.84 | 99% | \$ 87 | \$ 86 | \$ 1 | 100% | \$ 86.00 | \$ 86 | \$ - | \$ 1 |
| 34 | Traffic Impact Review | Fixed Fee | 3 | \$ 183.00 | \$ 186.19 | 98% | \$ 559 | \$ 549 | \$ 10 | 100% | \$ 186.00 | \$ 558 | \$ 9 | \$ 1 |
| 35 | Street Light Connection Proc Fee | Base + per svc | 1 | \$ 83.00 | \$ 84.46 | 98% | \$ 84 | \$ 83 | \$ 1 | 100% | \$ 84.00 | \$ 84 | \$ 1 | \$ 0 |
| 36 | Traffic Control Plan Renewal Fee | Fixed Fee | 20 | \$ 30.00 | \$ 31.67 | 95% | \$ 633 | \$ 600 | \$ 33 | 100% | \$ 31.00 | \$ 620 | \$ 20 | \$ 13 |
| 37 | Encroachment Permit Renewal Fee | Fixed Fee | 20 | \$ 30.00 | \$ 31.67 | 95% | \$ 633 | \$ 600 | \$ 33 | 100% | \$ 31.00 | \$ 620 | \$ 20 | \$ 13 |
| 38 | Temp Encroachment Permit | Fixed Fee | 16 | \$ 125.00 | \$ 126.68 | 99% | \$ 2,027 | \$ 2,000 | \$ 27 | 100% | \$ 126.00 | \$ 2,016 | \$ 16 | \$ 11 |
| 39 | Oversize Digital Document Production | Fixed Fee | 1 | \$ 35.00 | \$ 35.89 | 98% | \$ 36 | \$ 35 | \$ 1 | 100% | \$ 35.00 | \$ 35 | \$ - | \$ 1 |

User Fee Study Summary Sheet

City of La Mesa
 Engineering (3201)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|---------------------------------|---------------------------|-----------------|---------------|-------------|-----------|--------------------|-------------|----------------|----------------|--|---|-----------------------------|-------------------|---------------------|--|
| | | | | Per Unit | | Annual | | | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy | |
| 40 | Traffic Impact Fee | Impact Fee | - | \$ 2,310.00 | \$ - | 0% | \$ - | \$ - | \$ - | \$ - | -- not a fee-for-service; fee is set by SANDAG -- | | | | |
| 42 | Spec Event Permit 250-499 | X-Suppt | 4 | \$ - | \$ 31.67 | 0% | \$ 127 | \$ - | \$ 127 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| 43 | Spec Event Permit 500-999 | X-Suppt | 2 | \$ - | \$ 63.34 | 0% | \$ 127 | \$ - | \$ 127 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| 44 | Spec Event Permit 1000+ | X-Suppt | 4 | \$ - | \$ 126.68 | 0% | \$ 443 | \$ - | \$ 443 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| Total Cost of Unidentified Time | | | | | | | \$422,628 | \$0 | \$422,628 | | | | | | |
| Total User Fees | | | | | | | \$287,804 | \$279,462 | \$8,342 | \$282,786 | \$3,324 | \$4,322 | | | |
| % of Full Cost | | | | | | | | 97% | 3% | 98% | 1% | 2% | | | |
| Total Other Services | | | | | | | \$422,628 | \$0 | \$422,628 | \$0 | \$0 | \$422,628 | | | |
| % of Full Cost | | | | | | | | 0% | | | | | | | |
| Department Totals | | | | | | | \$710,432 | \$279,462 | \$430,970 | \$282,786 | \$3,324 | \$426,950 | | | |
| % of Full Cost | | | | | | | | 39% | 61% | 40% | 1% | 60% | | | |

Footnotes

- Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.
- Encroachment Permit: In addition to the permit fee above, a deposit of 100% of construction cost or \$600 is also collected, for the duration of the encroachment.
 - Grading Plan Check: Current fee is \$1,150 for 1st 2 sheets, plus \$500 each add'l sheet; current fee shown above is the average fee collected per project.
 - Public Improvement Plan Check: Current fee is 4% of engineer's estimate, \$438 minimum; current fee shown above is the average fee collected per project.
 - Grading Inspection: Current fee is 10% of engineer's estimate, \$1,058 minimum; current fee shown above is the average fee collected per project.
 - Public Improvement Inspection: Current fee is 5.5% of engineer's estimate, \$759 minimum; current fee shown above is the average fee collected per project.
 - Parcel Map (Final): Current fee is \$2,812 base fee, plus \$272 per lot; current fee shown above represents typical project with one lot.
 - Subdivision Map (Final): Current fee is \$3,830 base fee, plus \$295 per lot; current fee shown above represents typical project with one lot.
 - Field Verification (Monumentation): Current fee is \$287 base fee, plus \$20 per lot; current fee shown above represents typical project with two lots.
 - Monitoring Wells (Encroachment Permit): In addition to the permit fee above, a bond/deposit of \$1,000 per well is also collected, for the duration of the encroachment.

Public Works - Wastewater Engineering

User Fee Study Summary Sheet

City of La Mesa
 Wastewater Engineering (4141)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|---------------------------------|--|-----------------|---------------|-------------|-----------|--------------------|-------------|----------------|----------------|--|--------------------|-----------------|-------------------|---------------------|--|
| | | | | Per Unit | | Annual | | Per Unit | | Annual | | | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue2 | Increased Revenue | Recommended Subsidy | |
| 1 | FOG Discharge Permit (5-yr) | Fixed Fee | 55 | \$ 253.00 | \$ 253.07 | 100% | \$ 13,919 | \$ 13,915 | \$ 4 | 100% | \$ 253.00 | \$ 13,915 | \$ - | \$ 4 | |
| 2 | Combo NPDES & FOG Inspection | Fixed Fee | - | \$ 251.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- remove this fee from the master fee schedule -- | | | | | |
| 3 | Annual FOG Inspection | Fixed Fee | 160 | \$ 155.00 | \$ 155.53 | 100% | \$ 24,884 | \$ 24,800 | \$ 84 | 100% | \$ 155.00 | \$ 24,800 | \$ - | \$ 84 | |
| 4 | FOG Re-Inspection | Fixed Fee | 1 | \$ 147.00 | \$ 147.07 | 100% | \$ 147 | \$ 147 | \$ 0 | 100% | \$ 147.00 | \$ 147 | \$ - | \$ 0 | |
| 5 | Notice of Violation | Fixed Fee | 1 | \$ 272.00 | \$ 294.73 | 92% | \$ 295 | \$ 272 | \$ 23 | 100% | \$ 294.00 | \$ 294 | \$ 22 | \$ 1 | |
| 6 | Grease Disposal Mitigation | Fixed Fee | 3 | \$ 335.00 | \$ 351.14 | 95% | \$ 1,053 | \$ 1,005 | \$ 48 | 100% | \$ 351.00 | \$ 1,053 | \$ 48 | \$ 0 | |
| 7 | NPDES Water Quality Inspection | Fixed Fee | 1 | \$ 129.00 | \$ 140.34 | 92% | \$ 140 | \$ 129 | \$ 11 | 100% | \$ 140.00 | \$ 140 | \$ 11 | \$ 0 | |
| 8 | Modified Annual NPDES Inspection | New Fee | 360 | \$ - | \$ 50.76 | 0% | \$ 18,275 | \$ - | \$ 18,275 | 100% | \$ 50.00 | \$ 18,000 | \$ 18,000 | \$ 275 | |
| 9 | Annual Water Quality Inspection | Fixed Fee | - | \$ 249.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- remove this fee from the master fee schedule -- | | | | | |
| 10 | Sewer Connection Fee | Assessment | - | \$ 5,290.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- fee calculation made as part of wastewater fee calc's (not in fee study scope) -- | | | | | |
| 11 | Industrial Waste Permit | Fixed Fee | 2 | \$ 109.00 | \$ 118.49 | 92% | \$ 237 | \$ 218 | \$ 19 | 100% | \$ 118.00 | \$ 236 | \$ 18 | \$ 1 | |
| 12 | Industrial Waste Compliance Monitoring | Fixed Fee | 1 | \$ 152.00 | \$ 164.25 | 93% | \$ 164 | \$ 152 | \$ 12 | 100% | \$ 164.00 | \$ 164 | \$ 12 | \$ 0 | |
| 13 | Initiation of Sewer Liens | X-Suppt | 1 | \$ - | \$ 31.15 | 0% | \$ 31 | \$ - | \$ 31 | -- recovery comes from initiation of sewer lien fees charged by City Clerk -- | | | | | |
| Total Cost of Unidentified Time | | | | | | | \$1,506,106 | \$0 | \$1,506,106 | | | | | | |
| Total User Fees | | | | | | | \$59,146 | \$40,638 | \$18,508 | \$58,749 | \$18,111 | \$366 | | | |
| % of Full Cost | | | | | | | | 69% | 31% | 99% | 45% | 1% | | | |
| Total Other Services | | | | | | | \$1,506,106 | \$0 | \$1,506,106 | \$0 | \$0 | \$1,506,106 | | | |
| % of Full Cost | | | | | | | | 0% | | | | | | | |
| Department Totals | | | | | | | \$1,565,251 | \$40,638 | \$1,524,613 | \$58,749 | \$18,111 | \$1,506,471 | | | |
| % of Full Cost | | | | | | | | 3% | 97% | 4% | 45% | 96% | | | |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

- 2 Combo NPDES & FOG Inspection Department staff recommend this fee be removed from the Master Fee Schedule; this type of inspection will now be covered under the Modified Annual NPDES Inspection (#8)
- 9 Annual Water Quality Inspection Department staff recommend this fee be removed from the Master Fee Schedule; this type of inspection will now be covered under the Modified Annual NPDES Inspection (#8)

Community Services

User Fee Study Summary Sheet

City of La Mesa
 Community Services
 2015-2016

| Ord | Service Name | Fee Description | Current | | | | | | Recommendations | | | | |
|-----|------------------------------|-----------------|-------------|------------|--------------------|-------------|----------------|----------------|--|--------------------|----------------|-------------------|---------------------|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | Recommended Subsidy |
| 1 | Flag Day Parade | Non-Fee | \$ 15,000 | \$ 19,630 | 76.41% | \$ 19,630 | \$ 15,000 | \$ 4,630 | -- this is a non-fee program -- | | | | |
| 2 | AD - Adult Center Activities | Total Progr | \$ 31,503 | \$ 261,498 | 12.05% | \$ 261,498 | \$ 31,503 | \$ 229,995 | 16% | \$ 41,583 | \$ 41,583 | \$ 10,080 | \$ 219,915 |
| 3 | AD - Adult Center Rentals | Total Progr | \$ 23,297 | \$ 33,374 | 69.81% | \$ 33,374 | \$ 23,297 | \$ 10,077 | 70% | \$ 23,297 | \$ 23,297 | - | \$ 10,077 |
| 4 | AQ - Aquatics Adult Programs | Total Progr | \$ 7,542 | \$ 61,615 | 12.24% | \$ 61,615 | \$ 7,542 | \$ 54,073 | 12% | \$ 7,542 | \$ 7,542 | - | \$ 54,073 |
| 5 | AQ - Aquatics Youth Programs | Total Progr | \$ 16,542 | \$ 74,583 | 22.18% | \$ 74,583 | \$ 16,542 | \$ 58,041 | 22% | \$ 16,542 | \$ 16,542 | - | \$ 58,041 |
| 6 | AQ - Learn to Swim | Total Progr | \$ 113,646 | \$ 148,277 | 76.64% | \$ 148,277 | \$ 113,646 | \$ 34,631 | 77% | \$ 113,646 | \$ 113,646 | - | \$ 34,631 |
| 7 | AQ - Pool Rental | Total Progr | \$ 17,970 | \$ 77,125 | 23.30% | \$ 77,125 | \$ 17,970 | \$ 59,155 | 23% | \$ 17,970 | \$ 17,970 | - | \$ 59,155 |
| 8 | AQ - Public/Lap Swim | Total Progr | \$ 24,300 | \$ 209,455 | 11.60% | \$ 209,455 | \$ 24,300 | \$ 185,155 | 12% | \$ 24,300 | \$ 24,300 | - | \$ 185,155 |
| 9 | CL - Contract Activities | Total Progr | \$ 216,270 | \$ 364,749 | 59.29% | \$ 364,749 | \$ 216,270 | \$ 148,479 | 59% | \$ 216,270 | \$ 216,270 | - | \$ 148,479 |
| 10 | CL - Non-Contract Camps | Total Progr | \$ 69,730 | \$ 196,535 | 35.48% | \$ 196,535 | \$ 69,730 | \$ 126,805 | 37% | \$ 71,895 | \$ 71,895 | \$ 2,165 | \$ 124,640 |
| 11 | CL - Pre-school Classes | Total Progr | \$ 20,000 | \$ 115,524 | 17.31% | \$ 115,524 | \$ 20,000 | \$ 95,524 | 20% | \$ 22,680 | \$ 22,680 | \$ 2,680 | \$ 92,844 |
| 12 | RE - Community Center | Total Progr | \$ 161,044 | \$ 230,262 | 69.94% | \$ 230,262 | \$ 161,044 | \$ 69,218 | 70% | \$ 161,044 | \$ 161,044 | - | \$ 69,218 |
| 13 | RE - Parks | Total Progr | \$ 20,956 | \$ 87,863 | 23.85% | \$ 87,863 | \$ 20,956 | \$ 66,907 | 33% | \$ 28,846 | \$ 28,846 | \$ 7,890 | \$ 59,017 |
| 14 | RE - Other Buildings | Total Progr | \$ 78,000 | \$ 143,775 | 54.25% | \$ 143,775 | \$ 78,000 | \$ 65,775 | 55% | \$ 78,828 | \$ 78,828 | \$ 828 | \$ 64,947 |
| 15 | SP - Adult Softball Program | Total Progr | \$ 22,000 | \$ 26,730 | 82.30% | \$ 26,730 | \$ 22,000 | \$ 4,730 | 82% | \$ 22,000 | \$ 22,000 | - | \$ 4,730 |
| 16 | SP - Adult Sports Leagues | Total Progr | \$ 23,000 | \$ 26,372 | 87.21% | \$ 26,372 | \$ 23,000 | \$ 3,372 | 87% | \$ 23,000 | \$ 23,000 | - | \$ 3,372 |
| 17 | SP - Youth Sports Leagues | Total Progr | \$ 29,530 | \$ 33,179 | 89.00% | \$ 33,179 | \$ 29,530 | \$ 3,649 | 89% | \$ 29,530 | \$ 29,530 | - | \$ 3,649 |
| 18 | SP - Field Lights | Total Progr | \$ 31,470 | \$ 42,928 | 73.31% | \$ 42,928 | \$ 31,470 | \$ 11,458 | 73% | \$ 31,470 | \$ 31,470 | - | \$ 11,458 |
| 19 | Safe Routes Grants | Non-Fee | \$ 148,500 | \$ 125,291 | 118.52% | \$ 125,291 | \$ 148,500 | \$ (23,209) | -- this is not a fee-for-service program; revenue source is grant funding -- | | | | |
| 20 | Rides for Neighbors Grant | Non-Fee | \$ 289,200 | \$ 413,992 | 69.86% | \$ 413,992 | \$ 289,200 | \$ 124,792 | -- this is not a fee-for-service program; revenue source is grant funding -- | | | | |
| 21 | Foundation Support | Non-Fee | \$ 30,600 | \$ 98,052 | 31.21% | \$ 98,052 | \$ 30,600 | \$ 67,452 | -- this is not a fee-for-service program; revenue source is grant funding -- | | | | |
| 22 | Special Projects | Non-Fee | \$ - | \$ 221,093 | 0.00% | \$ 221,093 | \$ - | \$ 221,093 | -- this is a non-fee program -- | | | | |
| 23 | Volunteer Program | Overhead | \$ - | \$ 32,931 | 0.00% | \$ 32,931 | \$ - | \$ 32,931 | -- this is a non-fee program; some costs re-allocated to other depts -- | | | | |

User Fee Study Summary Sheet

City of La Mesa
Community Services
2015-2016

| Ord | Service Name | Fee Description | Current | | | | | Recommendations | | | | | | |
|-----|---------------------------------|-----------------|-------------|-----------|--------------------|-------------|----------------|-----------------|----------------|--------------------|----------------|-----------------------------|-------------------|---------------------|
| | | | Current Fee | Per Unit | | Annual Cost | Annual | | Recovery Level | Per Unit | | Annual Revenue ² | Increased Revenue | Recommended Subsidy |
| | | | | Full Cost | Current Recovery % | | Annual Revenue | Annual Subsidy | | Fee @ Policy Level | Annual Revenue | | | |
| | Total Cost of Unidentified Time | | | | | \$0 | \$0 | \$0 | | | | | | \$0 |
| | Total User Fees | | | | | \$2,133,845 | \$906,800 | \$1,227,045 | | | \$930,443 | \$23,643 | \$1,203,402 | |
| | % of Full Cost | | | | | | 42% | 58% | | | 44% | 3% | 56% | |
| | Total Other Services | | | | | \$910,990 | \$483,300 | \$427,690 | | | \$0 | \$0 | \$0 | |
| | % of Full Cost | | | | | | 53% | | | | | | | |
| | Department Totals | | | | | \$3,044,836 | \$1,390,100 | \$1,654,736 | | | \$930,443 | \$23,643 | \$1,203,402 | |
| | % of Full Cost | | | | | | 46% | 54% | | | 31% | 2% | 40% | |

Footnotes Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

Police

User Fee Study Summary Sheet

City of La Mesa
 Police (2101-2108)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|-----|------------------------------------|-----------------|---------------|-------------|-----------|--------------------|-------------|----------------|----------------|--|--------------------|----------------|-------------------|---------------------|--|
| | | | | Per Unit | | Annual | | | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | Recommended Subsidy | |
| 1 | Fingerprinting (Livescan) | Flat Fee | 3,000 | \$ 20.00 | \$ 41.93 | 48% | \$ 125,796 | \$ 60,000 | \$ 65,796 | 48% | \$ 20.00 | \$ 60,000 | \$ - | \$ 65,796 | |
| 2 | Fingerprints (Ink) | Flat Fee | 400 | \$ 13.00 | \$ 15.27 | 85% | \$ 6,106 | \$ 5,200 | \$ 906 | 100% | \$ 15.00 | \$ 6,000 | \$ 800 | \$ 106 | |
| 3 | Photos - non-digital | Flat Fee | 120 | \$ 65.00 | \$ 67.62 | 96% | \$ 8,115 | \$ 7,800 | \$ 315 | 100% | \$ 67.00 | \$ 8,040 | \$ 240 | \$ 75 | |
| 4 | Photos - digital | Flat Fee | 500 | \$ 39.00 | \$ 41.08 | 95% | \$ 20,542 | \$ 19,500 | \$ 1,042 | 100% | \$ 41.00 | \$ 20,500 | \$ 1,000 | \$ 42 | |
| 5 | Report Copies | Flat Fee | 3,000 | \$ 0.10 | \$ 22.37 | 0% | \$ 67,119 | \$ 300 | \$ 66,819 | 0% | \$ 0.10 | \$ 300 | \$ - | \$ 66,819 | |
| 6 | Traffic Reports | Flat Fee | 520 | \$ 0.10 | \$ 11.19 | 1% | \$ 5,817 | \$ 52 | \$ 5,765 | 1% | \$ 0.10 | \$ 52 | \$ - | \$ 5,765 | |
| 7 | False Alarms | Flat Fee | 350 | \$ 148.00 | \$ 153.82 | 96% | \$ 53,837 | \$ 51,800 | \$ 2,037 | 100% | \$ 153.00 | \$ 53,550 | \$ 1,750 | \$ 287 | |
| 8 | Crime Prevention Report | Flat Fee | 10 | \$ 32.00 | \$ 33.49 | 96% | \$ 335 | \$ 320 | \$ 15 | 100% | \$ 33.00 | \$ 330 | \$ 10 | \$ 5 | |
| 9 | Clearance Letter | Flat Fee | 50 | \$ 23.00 | \$ 24.31 | 95% | \$ 1,215 | \$ 1,150 | \$ 65 | 100% | \$ 24.00 | \$ 1,200 | \$ 50 | \$ 15 | |
| 10 | Abandoned Vehicle Removal | Flat Fee | - | \$ 101.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- remove this fee from the master fee schedule -- | | | | | |
| 11 | Audio Tape Copying Service | Flat Fee | 10 | \$ 52.00 | \$ 55.26 | 94% | \$ 553 | \$ 520 | \$ 33 | 100% | \$ 55.00 | \$ 550 | \$ 30 | \$ 3 | |
| 12 | Video Copying Service | New Fee | 50 | \$ - | \$ 142.33 | 0% | \$ 7,116 | \$ - | \$ 7,116 | 100% | \$ 142.00 | \$ 7,100 | \$ 7,100 | \$ 16 | |
| 13 | Civil Discovery/Subpoenas | Flat Fee | 30 | \$ 24.00 | \$ 112.19 | 21% | \$ 3,366 | \$ 720 | \$ 2,646 | 21% | \$ 24.00 | \$ 720 | \$ - | \$ 2,646 | |
| 14 | Haz Spill Cleanup Security | Hourly Rate | 1 | \$ 109.48 | \$ 109.48 | 100% | \$ 109 | \$ 109 | \$ - | 100% | \$ 109.00 | \$ 109 | \$ (0) | \$ 0 | |
| 15 | Release of Impound Vehicle | Flat Fee | 520 | \$ 161.00 | \$ 167.67 | 96% | \$ 87,189 | \$ 83,720 | \$ 3,469 | 100% | \$ 167.00 | \$ 86,840 | \$ 3,120 | \$ 349 | |
| 16 | Weapon Impound Fee | Flat Fee | 15 | \$ 41.00 | \$ 43.52 | 94% | \$ 653 | \$ 615 | \$ 38 | 100% | \$ 43.00 | \$ 645 | \$ 30 | \$ 8 | |
| 17 | Records Research | Flat Fee | 10 | \$ 107.00 | \$ 112.19 | 95% | \$ 1,122 | \$ 1,070 | \$ 52 | 100% | \$ 112.00 | \$ 1,120 | \$ 50 | \$ 2 | |
| 18 | Child Safety Seat Installation | Flat Fee | 10 | \$ 52.00 | \$ 54.74 | 95% | \$ 547 | \$ 520 | \$ 27 | 100% | \$ 54.00 | \$ 540 | \$ 20 | \$ 7 | |
| 19 | Correctible Cite Signoff | Flat Fee | 100 | \$ 23.00 | \$ 23.84 | 96% | \$ 2,384 | \$ 2,300 | \$ 84 | 100% | \$ 23.00 | \$ 2,300 | \$ - | \$ 84 | |
| 20 | Commercial Sound Amplification | Flat Fee | 50 | \$ 26.00 | \$ 59.34 | 44% | \$ 2,967 | \$ 1,300 | \$ 1,667 | 100% | \$ 59.00 | \$ 2,950 | \$ 1,650 | \$ 17 | |
| 21 | Civil Court Appearance (sworn) | Flat Fee | - | \$ 275.00 | \$ - | 0% | \$ - | \$ - | \$ - | | \$ 275.00 | \$ - | \$ - | \$ - | |
| 22 | Civil Court Appearance (non-sworn) | Flat Fee | - | \$ 150.00 | \$ - | 0% | \$ - | \$ - | \$ - | | \$ 150.00 | \$ - | \$ - | \$ - | |
| 23 | Handicap Cite Quick Dismissal | Flat Fee | 120 | \$ 6.00 | \$ 6.71 | 89% | \$ 805 | \$ 720 | \$ 85 | 100% | \$ 6.00 | \$ 720 | \$ - | \$ 85 | |
| 24 | Alcohol Permit | Flat Fee | 1 | \$ 166.00 | \$ 174.50 | 95% | \$ 174 | \$ 166 | \$ 8 | 100% | \$ 174.00 | \$ 174 | \$ 8 | \$ 0 | |
| 25 | Towing Admin Fee | Flat Fee | - | \$ 227.00 | \$ - | 0% | \$ - | \$ - | \$ - | -- remove this fee from the master fee schedule -- | | | | | |
| 26 | In-House Transcription Svc | Flat Fee | 10 | \$ 48.00 | \$ 50.23 | 96% | \$ 502 | \$ 480 | \$ 22 | 100% | \$ 50.00 | \$ 500 | \$ 20 | \$ 2 | |
| 27 | Dead Animal Disposal | Flat Fee | 40 | \$ 32.00 | \$ 34.11 | 94% | \$ 1,365 | \$ 1,280 | \$ 85 | 100% | \$ 34.00 | \$ 1,360 | \$ 80 | \$ 5 | |
| 28 | Relinquished Animal | Flat Fee | 25 | \$ 96.00 | \$ 102.34 | 94% | \$ 2,558 | \$ 2,400 | \$ 158 | 100% | \$ 102.00 | \$ 2,550 | \$ 150 | \$ 8 | |
| 29 | Impound Stray Cat | Flat Fee | - | \$ 79.00 | \$ 102.34 | 77% | \$ - | \$ - | \$ - | 100% | \$ 102.00 | \$ - | \$ - | \$ - | |
| 30 | Shelter Impound | Fine | 200 | \$ 175.00 | \$ 220.05 | 80% | \$ 44,010 | \$ 35,000 | \$ 9,010 | 80% | \$ 175.00 | \$ 35,000 | \$ - | \$ 9,010 | |
| 31 | Shelter Boarding - Daily | Per Day | 200 | \$ 26.00 | \$ 26.00 | 100% | \$ 5,200 | \$ 5,200 | \$ - | 100% | \$ 26.00 | \$ 5,200 | \$ - | \$ - | |
| 32 | Transfer Fee | Flat Fee | 200 | \$ 5.00 | \$ 5.00 | 100% | \$ 1,000 | \$ 1,000 | \$ - | 100% | \$ 5.00 | \$ 1,000 | \$ - | \$ - | |
| 33 | Animal Trap Rental | Flat Fee | 25 | \$ 42.00 | \$ 45.48 | 92% | \$ 1,137 | \$ 1,050 | \$ 87 | 100% | \$ 45.00 | \$ 1,125 | \$ 75 | \$ 12 | |
| 34 | Vicious Dog Hearing | No Fee | 1 | \$ - | \$ 708.84 | 0% | \$ 709 | \$ - | \$ 709 | 0% | \$ - | \$ - | \$ - | \$ 709 | |
| 35 | Alarm Permits | No Fee | 50 | \$ - | \$ 27.56 | 0% | \$ 1,378 | \$ - | \$ 1,378 | 0% | \$ - | \$ - | \$ - | \$ 1,378 | |
| 36 | Loud Party Response | No Fee | 15 | \$ - | \$ 65.24 | 0% | \$ 979 | \$ - | \$ 979 | 0% | \$ - | \$ - | \$ - | \$ 979 | |

User Fee Study Summary Sheet

City of La Mesa
 Police (2101-2108)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | |
|---------------------------------|----------------------------------|-----------------|---------------|-------------|-------------|--------------------|--------------|----------------|----------------|-----------------|--------------------|----------------|-------------------|---------------------|
| | | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | Recommended Subsidy |
| 37 | OPM Background Check | No Fee | 500 | \$ - | \$ 17.06 | 0% | \$ 8,530 | \$ - | \$ 8,530 | 0% | \$ - | \$ - | \$ - | \$ 8,530 |
| 38 | Alcohol Sales Bus Lic Inv | Bus Lic Inv | 1 | \$ - | \$ 109.48 | 0% | \$ 109 | \$ - | \$ 109 | | | | | |
| 39 | Adult Ent Bus Lic Inv | Bus Lic Inv | 1 | \$ - | \$ 602.17 | 0% | \$ 602 | \$ - | \$ 602 | | | | | |
| 40 | Dance Hall Bus Lic Inv | Bus Lic Inv | 1 | \$ 320.00 | \$ 602.17 | 53% | \$ 602 | \$ 320 | \$ 282 | | | | | |
| 41 | Massage Establ Bus Lic Inv | Bus Lic Inv | 1 | \$ 320.00 | \$ 602.17 | 53% | \$ 602 | \$ 320 | \$ 282 | | | | | |
| 42 | Massage Tech Bus Lic Inv | Bus Lic Inv | 30 | \$ 320.00 | \$ 547.42 | 58% | \$ 16,423 | \$ 9,600 | \$ 6,823 | | | | | |
| 43 | Massage Tech Bus Lic Ren | Bus Lic Inv | 30 | \$ 200.00 | \$ 383.20 | 52% | \$ 11,496 | \$ 6,000 | \$ 5,496 | | | | | |
| 44 | Solicitor Bus Lic Inv | Bus Lic Inv | 1 | \$ 110.00 | \$ 437.94 | 25% | \$ 438 | \$ 110 | \$ 328 | | | | | |
| 45 | Spec Event Permit 250-499 | X-Suppt | 4 | \$ - | \$ 32.28 | 0% | \$ 129 | \$ - | \$ 129 | | | | | |
| 46 | Spec Event Permit 500-999 | X-Suppt | 2 | \$ - | \$ 32.28 | 0% | \$ 65 | \$ - | \$ 65 | | | | | |
| 47 | Spec Event Permit 1000+ | X-Suppt | 4 | \$ - | \$ 2,034.53 | 0% | \$ 7,121 | \$ - | \$ 7,121 | | | | | |
| 48 | Animal Control to Licensing Fees | X-Suppt | 1,306 | \$ - | \$ 70.53 | 0% | \$ 92,106 | \$ - | \$ 92,106 | | | | | |
| Total Cost of Unidentified Time | | | | | | | \$18,161,740 | \$0 | \$18,161,740 | | | | | \$18,161,740 |
| Total User Fees | | | | | | | \$452,350 | \$284,292 | \$168,057 | | \$300,475 | \$16,183 | | \$151,875 |
| % of Full Cost | | | | | | | | 63% | 37% | | 66% | 6% | | 34% |
| Total Other Services | | | | | | | \$18,302,320 | \$16,350 | \$18,285,970 | | \$0 | \$0 | | \$18,172,627 |
| % of Full Cost | | | | | | | | 0% | | | | | | |
| Department Totals | | | | | | | \$18,754,670 | \$300,642 | \$18,454,027 | | \$300,475 | \$16,183 | | \$18,324,502 |
| % of Full Cost | | | | | | | | 2% | 98% | | 2% | 5% | | 98% |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

- 14 Haz Spill Cleanup Security This fee is charged using full cost hourly rates. The current fee above reflects the calculated full cost rate for a Police Officer position.
- 18 Child Safety Seat Installation This service is provided free of charge to City of La Mesa residents. Non-residents are charged at 100% of cost.
- 21 Civil Court Appearance (sworn) This fee is mandated by Govt Code Section 68097.2B to be \$275, regardless of cost.
- 22 Civil Court Appearance (non-sworn) This fee is mandated by Govt Code Section 68097.2B to be \$150, regardless of cost.
- 25 Towing Admin Fee This fee should be removed from the Master Fee Schedule; this fee has been replaced by an annual fee charged to tow companies to be placed on a list of companies used within city limits.

Fire

User Fee Study Summary Sheet

City of La Mesa
 Fire (2201-2206)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|-----|---------------------------------------|-----------------|---------------|-------------|-------------|--------------------|-------------|----------------|----------------|-----------------|--------------------|-----------------|-------------------|---------------------|-----|
| | | | | Per Unit | | Annual | | Per Unit | | Annual | | | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue2 | Increased Revenue | Recommended Subsidy | |
| 1 | Bus Lic Fire Prot Insp | New Fee | - | \$ - | \$ 71.13 | 0% | \$ - | \$ - | \$ - | 100% | \$ 71.00 | \$ - | \$ - | \$ - | - |
| 2 | Convalescent Homes & Hospitals | Fixed Fee | 6 | \$ 127.00 | \$ 138.81 | 91% | \$ 833 | \$ 762 | \$ 71 | 100% | \$ 138.00 | \$ 828 | \$ 66 | \$ 5 | 5 |
| 3 | Reinspections - 2nd & subsequent | Fixed Fee | 200 | \$ 100.00 | \$ 106.30 | 94% | \$ 21,260 | \$ 20,000 | \$ 1,260 | 100% | \$ 106.00 | \$ 21,200 | \$ 1,200 | \$ 60 | 60 |
| 4 | Licensed Care Facilities - 25 or less | Fixed Fee | 30 | \$ 50.00 | \$ 54.90 | 91% | \$ 1,647 | \$ 1,500 | \$ 147 | 91% | \$ 50.00 | \$ 1,500 | \$ - | \$ 147 | 147 |
| 5 | Licensed Care Facilities - 26 or more | Fixed Fee | 5 | \$ 100.00 | \$ 109.09 | 92% | \$ 545 | \$ 500 | \$ 45 | 92% | \$ 100.00 | \$ 500 | \$ - | \$ 45 | 45 |
| 6 | Apt/Hotel/Motel Insp: 2-14 units | Fixed Fee | 20 | \$ 157.00 | \$ 168.22 | 93% | \$ 3,364 | \$ 3,140 | \$ 224 | 100% | \$ 168.00 | \$ 3,360 | \$ 220 | \$ 4 | 4 |
| 7 | Apt/Hotel/Motel Insp: 15-50 units | Fixed Fee | 10 | \$ 247.00 | \$ 265.75 | 93% | \$ 2,657 | \$ 2,470 | \$ 187 | 100% | \$ 265.00 | \$ 2,650 | \$ 180 | \$ 7 | 7 |
| 8 | Apt/Hotel/Motel Insp: 51-100 units | Fixed Fee | 20 | \$ 354.00 | \$ 385.72 | 92% | \$ 7,714 | \$ 7,080 | \$ 634 | 100% | \$ 385.00 | \$ 7,700 | \$ 620 | \$ 14 | 14 |
| 9 | Apt/Hotel/Motel Insp: 101-150 units | Fixed Fee | - | \$ 426.00 | \$ 469.32 | 91% | \$ - | \$ - | \$ - | 100% | \$ 469.00 | \$ - | \$ - | \$ - | - |
| 10 | Apt/Hotel/Motel Insp: 151-200 units | Fixed Fee | - | \$ 498.00 | \$ 545.94 | 91% | \$ - | \$ - | \$ - | 100% | \$ 545.00 | \$ - | \$ - | \$ - | - |
| 11 | Apt/Hotel/Motel Insp: 201-250 units | Fixed Fee | - | \$ 570.00 | \$ 622.57 | 92% | \$ - | \$ - | \$ - | 100% | \$ 622.00 | \$ - | \$ - | \$ - | - |
| 12 | Apt/Hotel/Motel Insp: 251-300 units | Fixed Fee | - | \$ 642.00 | \$ 706.17 | 91% | \$ - | \$ - | \$ - | 100% | \$ 706.00 | \$ - | \$ - | \$ - | - |
| 13 | Apt/Hotel/Motel Insp: above 300 units | Fixed Fee | 1 | \$ 713.00 | \$ 775.83 | 92% | \$ 776 | \$ 713 | \$ 63 | 100% | \$ 775.00 | \$ 775 | \$ 62 | \$ 1 | 1 |
| 14 | Large Campus Facility | Fixed Fee | 1 | \$ 2,354.00 | \$ 2,570.74 | 92% | \$ 2,571 | \$ 2,354 | \$ 217 | 100% | \$ 2,570.00 | \$ 2,570 | \$ 216 | \$ 1 | 1 |
| 15 | Mid-Rise Bldg Insp (2-4) | Fixed Fee | 1 | \$ 160.00 | \$ 172.56 | 93% | \$ 173 | \$ 160 | \$ 13 | 100% | \$ 172.00 | \$ 172 | \$ 12 | \$ 1 | 1 |
| 16 | Hi-Rise Bldg Insp (5+) | Fixed Fee | 1 | \$ 304.00 | \$ 329.99 | 92% | \$ 330 | \$ 304 | \$ 26 | 100% | \$ 329.00 | \$ 329 | \$ 25 | \$ 1 | 1 |
| 17 | Large Commercial Bldg Insp | Fixed Fee | 15 | \$ 233.00 | \$ 253.37 | 92% | \$ 3,800 | \$ 3,495 | \$ 305 | 100% | \$ 253.00 | \$ 3,795 | \$ 300 | \$ 5 | 5 |
| 18 | Aerosol Products | Fixed Fee | 1 | \$ 119.00 | \$ 132.62 | 90% | \$ 133 | \$ 119 | \$ 14 | 100% | \$ 132.00 | \$ 132 | \$ 13 | \$ 1 | 1 |
| 19 | Amusement Buildings | Fixed Fee | 1 | \$ 150.00 | \$ 166.98 | 90% | \$ 167 | \$ 150 | \$ 17 | 100% | \$ 166.00 | \$ 166 | \$ 16 | \$ 1 | 1 |
| 20 | Carnivals and Fairs | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 | 0 |
| 21 | Cellulose Nitrate Film | Fixed Fee | 1 | \$ 219.00 | \$ 241.75 | 91% | \$ 242 | \$ 219 | \$ 23 | 100% | \$ 241.00 | \$ 241 | \$ 22 | \$ 1 | 1 |
| 22 | Combustible Dust Producing Opers | Fixed Fee | 2 | \$ 169.00 | \$ 186.02 | 91% | \$ 372 | \$ 338 | \$ 34 | 100% | \$ 186.00 | \$ 372 | \$ 34 | \$ 0 | 0 |
| 23 | Combustible Fibers | Fixed Fee | 1 | \$ 86.00 | \$ 95.15 | 90% | \$ 95 | \$ 86 | \$ 9 | 100% | \$ 95.00 | \$ 95 | \$ 9 | \$ 0 | 0 |
| 24 | Compressed Gases | Fixed Fee | 15 | \$ 119.00 | \$ 131.84 | 90% | \$ 1,978 | \$ 1,785 | \$ 193 | 100% | \$ 131.00 | \$ 1,965 | \$ 180 | \$ 13 | 13 |
| 25 | Cryogenic Fluids | Fixed Fee | 1 | \$ 219.00 | \$ 238.65 | 92% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 238.00 | \$ 238 | \$ 19 | \$ 1 | 1 |
| 26 | Cutting and Welding | Fixed Fee | 10 | \$ 119.00 | \$ 130.14 | 91% | \$ 1,301 | \$ 1,190 | \$ 111 | 100% | \$ 130.00 | \$ 1,300 | \$ 110 | \$ 1 | 1 |
| 27 | Dry Cleaning Plants | Fixed Fee | 2 | \$ 219.00 | \$ 244.54 | 90% | \$ 489 | \$ 438 | \$ 51 | 100% | \$ 244.00 | \$ 488 | \$ 50 | \$ 1 | 1 |
| 28 | Exhibits and Trade Shows | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 | 0 |
| 29 | Explosives | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 | 0 |
| 30 | Flammable & Combustible Liquids | Fixed Fee | 10 | \$ 219.00 | \$ 239.43 | 91% | \$ 2,394 | \$ 2,190 | \$ 204 | 100% | \$ 239.00 | \$ 2,390 | \$ 200 | \$ 4 | 4 |
| 31 | Floor Finishing | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 | 0 |
| 32 | Hazardous Materials | Fixed Fee | 20 | \$ 219.00 | \$ 240.20 | 91% | \$ 4,804 | \$ 4,380 | \$ 424 | 100% | \$ 240.00 | \$ 4,800 | \$ 420 | \$ 4 | 4 |
| 33 | Hazardous Production Materials | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 | 0 |
| 34 | High-Piled Storage | Fixed Fee | 1 | \$ 219.00 | \$ 246.39 | 89% | \$ 246 | \$ 219 | \$ 27 | 100% | \$ 246.00 | \$ 246 | \$ 27 | \$ 0 | 0 |
| 35 | Hot Work Operations | Fixed Fee | 1 | \$ 219.00 | \$ 246.39 | 89% | \$ 246 | \$ 219 | \$ 27 | 100% | \$ 246.00 | \$ 246 | \$ 27 | \$ 0 | 0 |

User Fee Study Summary Sheet

City of La Mesa
 Fire (2201-2206)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | Recommendations | | | | | | |
|-----|---|-----------------|---------------|-------------|-----------|--------------------|-------------|-----------------|----------------|----------------|--------------------|----------------|-------------------|---------------------|
| | | | | Current Fee | Full Cost | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | | | | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | Recommended Subsidy |
| 36 | Industrial Ovens | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 37 | Lumber Yards & Woodworking Plants | Fixed Fee | 1 | \$ 219.00 | \$ 238.65 | 92% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 238.00 | \$ 238 | \$ 19 | \$ 1 |
| 38 | Liquid/Gas Fueled Veh/Eq in Assembly Bldg | Fixed Fee | 1 | \$ 119.00 | \$ 131.07 | 91% | \$ 131 | \$ 119 | \$ 12 | 100% | \$ 131.00 | \$ 131 | \$ 12 | \$ 0 |
| 39 | Liquified Petroleum Gas | Fixed Fee | 5 | \$ 119.00 | \$ 125.65 | 95% | \$ 628 | \$ 595 | \$ 33 | 100% | \$ 125.00 | \$ 625 | \$ 30 | \$ 3 |
| 40 | Magnesium Working | Fixed Fee | 1 | \$ 119.00 | \$ 130.14 | 91% | \$ 130 | \$ 119 | \$ 11 | 100% | \$ 130.00 | \$ 130 | \$ 11 | \$ 0 |
| 41 | Misc Combustible Storage | Fixed Fee | 10 | \$ 219.00 | \$ 239.43 | 91% | \$ 2,394 | \$ 2,190 | \$ 204 | 100% | \$ 239.00 | \$ 2,390 | \$ 200 | \$ 4 |
| 42 | Open Burning | Fixed Fee | 1 | \$ 119.00 | \$ 123.33 | 96% | \$ 123 | \$ 119 | \$ 4 | 100% | \$ 123.00 | \$ 123 | \$ 4 | \$ 0 |
| 43 | Open Flames and Torches | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 44 | Open Flames and Candles | Fixed Fee | 2 | \$ 119.00 | \$ 131.84 | 90% | \$ 264 | \$ 238 | \$ 26 | 100% | \$ 131.00 | \$ 262 | \$ 24 | \$ 2 |
| 45 | Organic Coatings | Fixed Fee | 1 | \$ 219.00 | \$ 238.65 | 92% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 238.00 | \$ 238 | \$ 19 | \$ 1 |
| 46 | Places of Assembly | Fixed Fee | 200 | \$ 107.00 | \$ 118.68 | 90% | \$ 23,737 | \$ 21,400 | \$ 2,337 | 100% | \$ 118.00 | \$ 23,600 | \$ 2,200 | \$ 137 |
| 47 | Private Fire Hydrants | Fixed Fee | 1 | \$ 219.00 | \$ 232.46 | 94% | \$ 232 | \$ 219 | \$ 13 | 100% | \$ 232.00 | \$ 232 | \$ 13 | \$ 0 |
| 48 | Pryroxilin Plastics | Fixed Fee | 1 | \$ 119.00 | \$ 131.07 | 91% | \$ 131 | \$ 119 | \$ 12 | 100% | \$ 131.00 | \$ 131 | \$ 12 | \$ 0 |
| 49 | Refrigeration Equipment | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 50 | Repair Garages & Motor Fuel Dispensing | Fixed Fee | 20 | \$ 219.00 | \$ 239.43 | 91% | \$ 4,789 | \$ 4,380 | \$ 409 | 100% | \$ 239.00 | \$ 4,780 | \$ 400 | \$ 9 |
| 51 | Rooftop Heliports | Fixed Fee | 1 | \$ 130.00 | \$ 139.58 | 93% | \$ 140 | \$ 130 | \$ 10 | 100% | \$ 139.00 | \$ 139 | \$ 9 | \$ 1 |
| 52 | Spraying or Dipping | Fixed Fee | 1 | \$ 219.00 | \$ 246.39 | 89% | \$ 246 | \$ 219 | \$ 27 | 100% | \$ 246.00 | \$ 246 | \$ 27 | \$ 0 |
| 53 | Storage of Scrap Tires & Tire Byproducts | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 54 | Temporary membrane structures and tents | Fixed Fee | 20 | \$ 219.00 | \$ 231.69 | 95% | \$ 4,634 | \$ 4,380 | \$ 254 | 100% | \$ 231.00 | \$ 4,620 | \$ 240 | \$ 14 |
| 55 | Tire Rebuilding Plants | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 56 | Waste Handling | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 57 | Wood Products | Fixed Fee | 1 | \$ 219.00 | \$ 239.43 | 91% | \$ 239 | \$ 219 | \$ 20 | 100% | \$ 239.00 | \$ 239 | \$ 20 | \$ 0 |
| 58 | Blasting | Fixed Fee | 1 | \$ 92.00 | \$ 94.69 | 97% | \$ 95 | \$ 92 | \$ 3 | 100% | \$ 94.00 | \$ 94 | \$ 2 | \$ 1 |
| 59 | Pyrotechnic Special Effects Material | Fixed Fee | 2 | \$ 258.00 | \$ 282.00 | 91% | \$ 564 | \$ 516 | \$ 48 | 100% | \$ 282.00 | \$ 564 | \$ 48 | \$ 0 |
| 60 | Flammable/Combustible Tank Install (per tank) | Fixed Fee | 5 | \$ 458.00 | \$ 504.14 | 91% | \$ 2,521 | \$ 2,290 | \$ 231 | 100% | \$ 504.00 | \$ 2,520 | \$ 230 | \$ 1 |
| 61 | Flammable/Combustible Tank Re-Pipe | Fixed Fee | 5 | \$ 408.00 | \$ 439.13 | 93% | \$ 2,196 | \$ 2,040 | \$ 156 | 100% | \$ 439.00 | \$ 2,195 | \$ 155 | \$ 1 |
| 62 | Haunted Houses | New Fee | 2 | \$ - | \$ 162.54 | 0% | \$ 325 | \$ - | \$ 325 | 100% | \$ 162.00 | \$ 324 | \$ 324 | \$ 1 |
| 63 | Auto Spr Sys: 1-4 heads | Fixed Fee | 20 | \$ 123.00 | \$ 133.97 | 92% | \$ 2,679 | \$ 2,460 | \$ 219 | 100% | \$ 133.00 | \$ 2,660 | \$ 200 | \$ 19 |
| 64 | Auto Spr Sys: 5-20 heads | Fixed Fee | 20 | \$ 216.00 | \$ 233.44 | 93% | \$ 4,669 | \$ 4,320 | \$ 349 | 100% | \$ 233.00 | \$ 4,660 | \$ 340 | \$ 9 |
| 65 | Auto Spr Sys: 21-50 heads | Fixed Fee | 10 | \$ 292.00 | \$ 315.60 | 93% | \$ 3,156 | \$ 2,920 | \$ 236 | 100% | \$ 315.00 | \$ 3,150 | \$ 230 | \$ 6 |
| 66 | Auto Spr Sys: 51-100 heads | Fixed Fee | 10 | \$ 478.00 | \$ 523.18 | 91% | \$ 5,232 | \$ 4,780 | \$ 452 | 100% | \$ 523.00 | \$ 5,230 | \$ 450 | \$ 2 |
| 67 | Auto Spr Sys: 101-500 heads | Fixed Fee | 2 | \$ 570.00 | \$ 618.31 | 92% | \$ 1,237 | \$ 1,140 | \$ 97 | 100% | \$ 618.00 | \$ 1,236 | \$ 96 | \$ 1 |
| 68 | Auto Spr Sys: ea add 500 heads | Fixed Fee | 1 | \$ 570.00 | \$ 618.31 | 92% | \$ 618 | \$ 570 | \$ 48 | 100% | \$ 618.00 | \$ 618 | \$ 48 | \$ 0 |
| 69 | Underground Hydrostatic Test | Fixed Fee | 15 | \$ 251.00 | \$ 276.77 | 91% | \$ 4,151 | \$ 3,765 | \$ 386 | 100% | \$ 276.00 | \$ 4,140 | \$ 375 | \$ 11 |
| 70 | Overhead Hydrostatic Test | Fixed Fee | 15 | \$ 185.00 | \$ 198.93 | 93% | \$ 2,984 | \$ 2,775 | \$ 209 | 100% | \$ 198.00 | \$ 2,970 | \$ 195 | \$ 14 |
| 71 | Acceptance/Final Inspection | Fixed Fee | 30 | \$ 71.00 | \$ 77.84 | 91% | \$ 2,335 | \$ 2,130 | \$ 205 | 100% | \$ 77.00 | \$ 2,310 | \$ 180 | \$ 25 |
| 72 | Standpipes | Fixed Fee | 5 | \$ 143.00 | \$ 155.60 | 92% | \$ 778 | \$ 715 | \$ 63 | 100% | \$ 155.00 | \$ 775 | \$ 60 | \$ 3 |
| 73 | Fire Alarm Sys: 1-5 | Fixed Fee | 10 | \$ 61.00 | \$ 64.78 | 94% | \$ 648 | \$ 610 | \$ 38 | 100% | \$ 64.00 | \$ 640 | \$ 30 | \$ 8 |

User Fee Study Summary Sheet

City of La Mesa
 Fire (2201-2206)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|---------------------------------|--|-----------------|---------------|-------------|-----------|--------------------|--------------|----------------|----------------|--|--------------------|-----------------------------|-------------------|---------------------|--|
| | | | | Per Unit | | Annual | | Per Unit | | Annual | | | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy | |
| 74 | Fire Alarm Sys: 6-25 | Fixed Fee | 10 | \$ 154.00 | \$ 168.57 | 91% | \$ 1,686 | \$ 1,540 | \$ 146 | 100% | \$ 168.00 | \$ 1,680 | \$ 140 | \$ 6 | |
| 75 | Fire Alarm Sys: ea add 50 | Fixed Fee | 3 | \$ 154.00 | \$ 168.57 | 91% | \$ 506 | \$ 462 | \$ 44 | 100% | \$ 168.00 | \$ 504 | \$ 42 | \$ 2 | |
| 76 | Dry Chem Carbon Diox Other Ext Sys - 1-500 sf | Fixed Fee | 1 | \$ 419.00 | \$ 453.98 | 92% | \$ 454 | \$ 419 | \$ 35 | 100% | \$ 453.00 | \$ 453 | \$ 34 | \$ 1 | |
| 77 | Dry Chem Carbon Diox Other Ext Sys - ea add 500 sf | Fixed Fee | 1 | \$ 569.00 | \$ 618.31 | 92% | \$ 618 | \$ 569 | \$ 49 | 100% | \$ 618.00 | \$ 618 | \$ 49 | \$ 0 | |
| 78 | Auto Hood Sys: Single Sys | Fixed Fee | 10 | \$ 85.00 | \$ 90.73 | 94% | \$ 907 | \$ 850 | \$ 57 | 100% | \$ 90.00 | \$ 900 | \$ 50 | \$ 7 | |
| 79 | Auto Hood Sys: Multi Sys-1st | Fixed Fee | 5 | \$ 107.00 | \$ 116.68 | 92% | \$ 583 | \$ 535 | \$ 48 | 100% | \$ 116.00 | \$ 580 | \$ 45 | \$ 3 | |
| 80 | Auto Hood Sys: Multi Sys-ea add | Fixed Fee | 2 | \$ 61.00 | \$ 64.78 | 94% | \$ 130 | \$ 122 | \$ 8 | 100% | \$ 64.00 | \$ 128 | \$ 6 | \$ 2 | |
| 81 | False Alarm Resp (3 in 6 mos/2 in 30 days) | Penalty | 70 | \$ 290.00 | \$ 309.06 | 94% | \$ 21,634 | \$ 20,300 | \$ 1,334 | 100% | \$ 309.00 | \$ 21,630 | \$ 1,330 | \$ 4 | |
| 82 | Commercial Medical Alarms | Penalty | 1 | \$ 242.00 | \$ 234.86 | 103% | \$ 235 | \$ 242 | \$ (7) | 100% | \$ 234.00 | \$ 234 | \$ (8) | \$ 1 | |
| 83 | Fire Incident Report | Per Page | 60 | \$ 0.10 | \$ 58.92 | 0% | \$ 3,535 | \$ 6 | \$ 3,529 | 100% | \$ 58.00 | \$ 3,480 | \$ 3,474 | \$ 55 | |
| 84 | Investigative Photographs | Fixed Fee | 2 | \$ 113.00 | \$ 26.06 | 434% | \$ 52 | \$ 226 | \$ (174) | 100% | \$ 26.00 | \$ 52 | \$ (174) | \$ 0 | |
| 85 | Plan Check - Fire | Calc'd Fee | 800 | \$ 126.37 | \$ 115.18 | 110% | \$ 92,141 | \$ 101,095 | \$ (8,954) | 100% | \$ 115.00 | \$ 92,000 | \$ (9,095) | \$ 141 | |
| 86 | Consultation/Staff Time | Hourly | 50 | \$ 157.90 | \$ 157.90 | 100% | \$ 7,895 | \$ 7,895 | \$ - | 100% | \$ 157.00 | \$ 7,850 | \$ (45) | \$ 45 | |
| 87 | Filming Permits | X-Suppt | 3 | \$ - | \$ 244.07 | 0% | \$ 732 | \$ - | \$ 732 | -- this cost is added to Community Services Special Programs -- | | | | | |
| 88 | Spec Event Permit 250-499 | X-Suppt | 4 | \$ - | \$ 86.17 | 0% | \$ 345 | \$ - | \$ 345 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| 89 | Spec Event Permit 500-999 | X-Suppt | 2 | \$ - | \$ 160.48 | 0% | \$ 321 | \$ - | \$ 321 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| 90 | Spec Event Permit 1000+ | X-Suppt | 4 | \$ - | \$ 160.48 | 0% | \$ 562 | \$ - | \$ 562 | -- recovery comes from special event fees charged by City Clerk -- | | | | | |
| Total Cost of Unidentified Time | | | | | | | \$10,380,390 | \$0 | \$10,380,390 | | | | | | |
| Total User Fees | | | | | | | \$260,748 | \$253,860 | \$6,888 | \$259,889 | \$6,029 | \$859 | | | |
| % of Full Cost | | | | | | | | 97% | 3% | 100% | 2% | 0% | | | |
| Total Other Services | | | | | | | \$10,385,473 | \$2,847 | \$10,382,626 | \$3,117 | \$270 | \$10,380,396 | | | |
| % of Full Cost | | | | | | | | 0% | | | | | | | |
| Department Totals | | | | | | | \$10,646,221 | \$256,707 | \$10,389,514 | \$263,006 | \$6,299 | \$10,381,255 | | | |
| % of Full Cost | | | | | | | | 2% | 98% | 2% | 2% | 98% | | | |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

85 Plan Check - Fire

Plan Check - Fire fees are currently recovering 109.72% of cost. In order to achieve the 100% of cost as stated in the City's master fee schedule, a factor of 0.9114 needs to be applied. This means the fee would change from 30% of the Building Plan Check Fee to 33% of the Building Plan Check Fee.

City Clerk

User Fee Study Summary Sheet

City of La Mesa
 City Clerk (1302)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | Recommendations | | | | | |
|---------------------------------|--------------------------------------|-----------------|---------------|-------------|-------------|--------------------|-------------|----------------|-----------------|---|--------------------|----------------|-------------------|---------------------|
| | | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | Recommended Subsidy |
| 1 | Resident Alien Certificate | Fixed Fee | 1 | \$ 16.00 | \$ 17.71 | 90% | \$ 9 | \$ 8 | \$ 1 | 100% | \$ 17.00 | \$ 9 | \$ 1 | \$ 0 |
| 2 | Records Certification | Fixed Fee | 1 | \$ 16.00 | \$ 17.71 | 90% | \$ 18 | \$ 16 | \$ 2 | 100% | \$ 17.00 | \$ 17 | \$ 1 | \$ 1 |
| 3 | Initiation of Sewer Liens | Fixed Fee | 1 | \$ 48.00 | \$ 48.86 | 98% | \$ 49 | \$ - | \$ 49 | 100% | \$ 48.00 | \$ - | \$ - | \$ 49 |
| 4 | Release of Weed Abate Liens | Fixed Fee | 3 | \$ 101.00 | \$ 106.26 | 95% | \$ 266 | \$ 253 | \$ 13 | 100% | \$ 106.00 | \$ 265 | \$ 13 | \$ 1 |
| 5 | Document Acknowledgement Fee | Fixed Fee | 6 | \$ 16.00 | \$ 17.71 | 90% | \$ 106 | \$ 96 | \$ 10 | 100% | \$ 17.00 | \$ 102 | \$ 6 | \$ 4 |
| 6 | Spec Event Permit - Parade | Fixed Fee | 1 | \$ 344.00 | \$ 646.87 | 53% | \$ 647 | \$ 344 | \$ 303 | 50% | \$ 323.00 | \$ 323 | \$ (21) | \$ 324 |
| 7 | Spec Event Permit 250-499 | Fixed Fee | 4 | \$ 395.00 | \$ 753.13 | 52% | \$ 3,013 | \$ 1,580 | \$ 1,433 | 50% | \$ 376.00 | \$ 1,504 | \$ (76) | \$ 1,509 |
| 8 | Spec Event Permit 500-999 | Fixed Fee | 2 | \$ 472.00 | \$ 951.36 | 50% | \$ 1,903 | \$ 944 | \$ 959 | 50% | \$ 475.00 | \$ 950 | \$ 6 | \$ 953 |
| 9 | Spec Event Permit 1000+ | Fixed Fee | 4 | \$ 1,566.00 | \$ 3,162.34 | 50% | \$ 11,068 | \$ 5,481 | \$ 5,587 | 50% | \$ 1,581.00 | \$ 5,534 | \$ 53 | \$ 5,535 |
| 10 | Amend to Spec Event 250-499 | Fixed Fee | 1 | \$ 193.00 | \$ 367.71 | 52% | \$ 368 | \$ 193 | \$ 175 | 50% | \$ 183.00 | \$ 183 | \$ (10) | \$ 185 |
| 11 | Amend to Spec Event 500-999 | Fixed Fee | 1 | \$ 219.00 | \$ 440.26 | 50% | \$ 440 | \$ 219 | \$ 221 | 50% | \$ 220.00 | \$ 220 | \$ 1 | \$ 220 |
| 12 | Amend to Spec Event 1000+ | Fixed Fee | 1 | \$ 741.00 | \$ 1,492.62 | 50% | \$ 1,493 | \$ 741 | \$ 752 | 50% | \$ 746.00 | \$ 746 | \$ 5 | \$ 747 |
| 13 | Appeals - Engineering (Traffic Comm) | X-Suppt | 1 | \$ - | \$ 123.97 | 0% | \$ 124 | \$ - | \$ 124 | -- recovery comes from appeals fees charged by other departments -- | | | | |
| 14 | Appeals - All Others | X-Suppt | 1 | \$ - | \$ 17.71 | 0% | \$ 18 | \$ - | \$ 18 | -- recovery comes from appeals fees charged by other departments -- | | | | |
| 15 | Appeals - Planning (Planning Comm) | X-Suppt | 4 | \$ - | \$ 123.97 | 0% | \$ 496 | \$ - | \$ 496 | -- recovery comes from appeals fees charged by other departments -- | | | | |
| Total Cost of Unidentified Time | | | | | | | \$420,605 | \$0 | \$420,605 | | | | | |
| Total User Fees | | | | | | | \$19,378 | \$9,875 | \$9,504 | \$9,852 | -\$23 | \$9,526 | | |
| % of Full Cost | | | | | | | | 51% | 49% | 51% | 0% | 49% | | |
| Total Other Services | | | | | | | \$421,243 | \$0 | \$421,243 | \$0 | \$0 | \$420,605 | | |
| % of Full Cost | | | | | | | | 0% | | | | | | |
| Department Totals | | | | | | | \$440,621 | \$9,875 | \$430,747 | \$9,852 | -\$23 | \$430,131 | | |
| % of Full Cost | | | | | | | | 2% | 98% | 2% | 0% | 98% | | |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

13) - 15) Appeals - This cost is added to all Appeal fees originating from other departments (Engineering, Finance, Planning)

Finance

User Fee Study Summary Sheet

City of La Mesa
 Finance (1305)
 2015/2016

| Ord | Service Name | Fee Description | Annual Volume | Current | | | | | | Recommendations | | | | | |
|---------------------------------|------------------------------|-----------------|---------------|-------------|-----------|--------------------|-------------|----------------|----------------|-----------------|--------------------|-----------------|-------------------|---------------------|--|
| | | | | Per Unit | | Annual | | | | Per Unit | | Annual | | | |
| | | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue2 | Increased Revenue | Recommended Subsidy | |
| 1 | Dog Licenses- New & Renewal | Avg Fee | 1,306 | \$ 36.91 | \$ 76.90 | 48% | \$ 100,433 | \$ 48,204 | \$ 52,229 | 50% | \$ 38.45 | \$ 50,217 | \$ 2,013 | \$ 50,217 | |
| 2 | Returned Checks | Fixed Fee | - | \$ 25.00 | - | 0% | - | - | - | | \$ 25.00 | - | - | - | |
| 3 | Returned Check - Small Claim | Fixed Fee | - | \$ 100.00 | - | 0% | - | - | - | | \$ 100.00 | - | - | - | |
| 4 | Invoice Billing Late Fee | Fixed Fee | 24 | \$ 15.00 | \$ 21.06 | 71% | \$ 505 | \$ 360 | \$ 145 | 100% | \$ 21.00 | \$ 504 | \$ 144 | \$ 1 | |
| 5 | Appeals | Fixed Fee | 1 | \$ 100.00 | \$ 253.62 | 39% | \$ 254 | \$ 100 | \$ 154 | 39% | \$ 100.00 | \$ 100 | - | \$ 154 | |
| Total Cost of Unidentified Time | | | | | | | \$1,160,716 | \$0 | \$1,160,716 | | | | | | |
| Total User Fees | | | | | | | \$101,192 | \$48,664 | \$52,528 | | \$50,821 | \$2,157 | \$50,372 | | |
| % of Full Cost | | | | | | | | 48% | 52% | | 50% | 4% | 50% | | |
| Total Other Services | | | | | | | \$1,160,716 | \$0 | \$1,160,716 | | \$0 | \$0 | \$1,160,716 | | |
| % of Full Cost | | | | | | | | 0% | | | | | | | |
| Department Totals | | | | | | | \$1,261,909 | \$48,664 | \$1,213,245 | | \$50,821 | \$2,157 | \$1,211,088 | | |
| % of Full Cost | | | | | | | | 4% | 96% | | 4% | 4% | 96% | | |

Footnotes

Please see "Exceptions to Cost Recovery Policy" in the City's Master Fee Schedule for discussion on fees recommended at other than 100% of cost.

- 1 Dog Licenses- New & Renewal Dog license fees are currently recovering 48% of cost. In order to achieve the 50% cost recovery level as stated in the City's master fee schedule, a factor of 1.031195 needs to be applied to all fees. The table below shows the current fees and recommended fees after the factor has been applied (and rounded to the nearest whole dollar).

| Dog License fees | Current Fee | Proposed Fee |
|-------------------|-------------|--------------|
| 1 Year Altered | \$19.00 | \$19.00 |
| 2 Years Altered | \$32.00 | \$33.00 |
| 3 Years Altered | \$42.00 | \$43.00 |
| 1 Year Unaltered | \$42.00 | \$43.00 |
| 2 Years Unaltered | \$67.00 | \$69.00 |
| 3 Years Unaltered | \$80.00 | \$83.00 |
| Late Fee | \$19.00 | \$19.00 |
| Replacement Tags | \$9.00 | \$9.00 |

- 2 Returned Checks The fee for returned checks is set at \$25 by state law.
 3 Returned Check - Small Claim The fee for returned checks through the small claims process is set at by state law at 3x the face value of the check, \$100 minimum and \$1,500 maximum.

Public Records Requests

Copies and Other Public Records Fees

Copies of Public Records (B/W, Color & Scanned)

- 1 Labor costs - Deputy City Clerk @ \$41.35/hour (includes only salary and benefits, no overhead)
- 2 Equipment maintenance costs @ \$0.005 per page (B/W) and \$.08 per page (Color)
- 3 Paper costs @ \$0.007 per page

B/W Copies:

| | | |
|---------------------------|---------------|-------------------|
| 25 seconds of staff time: | \$0.29 | Deputy City Clerk |
| equipment maintenance: | \$0.01 | |
| paper cost: | <u>\$0.01</u> | |
| cost per page | \$0.30 | |

Color Copies:

| | | |
|---------------------------|---------------|-------------------|
| 25 seconds of staff time: | \$0.29 | Deputy City Clerk |
| equipment maintenance: | \$0.08 | |
| paper cost: | <u>\$0.01</u> | |
| cost per page | \$0.37 | |

Scanned Copies

| | | |
|---------------------------|---------------|-------------------|
| 30 seconds of staff time: | \$0.34 | Deputy City Clerk |
| equipment maintenance: | <u>\$0.01</u> | |
| cost per page | \$0.35 | |

Copies and Other Public Records Fees

Audio CD Copies & DVD Copies - for Meetings

- 1 Labor costs - Deputy City Clerk @ \$41.35/hour (includes only salary and benefits, no overhead)
- 3 Actual costs should also be included, to recover cost of disc and case:

Audio CD

| | | |
|---------------------------|---------------|-------------------|
| 10 minutes of staff time: | \$6.89 | Deputy City Clerk |
| CD cost | \$0.32 | |
| cost per CD | <u>\$7.21</u> | |

DVD

| | | |
|-----------------------|----------------|-------------------|
| 15 min of staff time: | \$10.34 | Deputy City Clerk |
| DVD costs | \$0.59 | |
| cost per DVD | <u>\$10.93</u> | |

Data Requests on CD's (this does not include report generation time)

- 1 Labor costs - Deputy City Clerk @ \$41.35/hour (includes only salary and benefits, no overhead)
- 2 Actual costs should also be included, to recover cost of disc and case:

Data CD - Scanning from hard copy or copying electronically

| | | |
|---------------------------|----------------|-------------------|
| 15 minutes of staff time: | \$10.34 | Deputy City Clerk |
| CD cost | \$0.32 | |
| cost per CD | <u>\$10.66</u> | |

Copies and Other Public Records Fees

Oversized Copies

- 1 Labor costs - Engr Tech II @ \$44.62/hour (includes only salary and benefits, no overhead)
- 2 Actual costs should also be included, to recover cost of paper.

| Paper | Area (sf) | # of Sheets |
|-------------|-----------|-------------|
| 18 in. roll | 2,186.91 | 1,104 |
| 36 in roll | 32,778.53 | 5,423 |

Paper Costs

| | |
|---------------------|--------------|
| 18 in x 500 ft roll | \$22.00/roll |
| 36 in x 500 ft roll | \$30.00/roll |

Costs per sheet

| | |
|-------------|---------|
| 18 in paper | \$0.020 |
| 36 in paper | \$0.006 |

18 in. Copy

| | | |
|---------------------------|----------------|---------------------|
| 10 minutes of staff time: | \$7.44 | Engineering Tech II |
| paper cost: | <u>\$0.020</u> | |
| cost per page | \$7.46 | |

36 in. Copy

| | | |
|---------------------------|----------------|---------------------|
| 10 minutes of staff time: | \$7.44 | Engineering Tech II |
| paper cost: | <u>\$0.006</u> | |
| cost per page | \$7.44 | |

Section III
Fully Burdened Hourly Rates

Community Development - Planning

Full Cost Hourly Rates

Agency:
Department:
Fiscal Year:

City of La Mesa
Planning (1401)
2015/2016

| Hourly | | | | | | |
|--------|------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Admin Coordinator | \$ 53,265 | \$ 38.20 | \$ 26.97 | \$ 30.77 | \$ 95.95 |
| 2 | Associate Planner | \$ 73,143 | \$ 52.46 | \$ 37.04 | \$ 42.26 | \$ 131.76 |
| 3 | Code Compl Officer II | \$ 60,844 | \$ 43.64 | \$ 30.81 | \$ 35.15 | \$ 109.61 |
| 4 | Director of Comm Devel | \$ 137,161 | \$ 98.38 | \$ 69.46 | \$ 79.25 | \$ 247.08 |
| 5 | Planning Technician | \$ 53,933 | \$ 38.68 | \$ 27.31 | \$ 31.16 | \$ 97.16 |
| 6 | Senior Planner | \$ 104,296 | \$ 74.80 | \$ 52.82 | \$ 60.26 | \$ 187.88 |

Notes:

Internal admin/indirect rate of 70.6% is applied to hourly personnel rate.
External admin/indirect rate of 80.6% is applied to hourly personnel rate.

Community Development - Building

Full Cost Hourly Rates

Agency:
 Department:
 Fiscal Year:

City of La Mesa
 Building Inspection (2301)
 2015/2016

| Hourly | | | | | | |
|--------|----------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Bldg Inspector I | \$ 60,427 | \$ 46.35 | \$ 25.35 | \$ 13.32 | \$ 85.03 |
| 2 | Bldg Inspector II | \$ 66,482 | \$ 51.00 | \$ 27.89 | \$ 14.66 | \$ 93.55 |
| 3 | Building Official | \$ 110,852 | \$ 85.03 | \$ 46.51 | \$ 24.44 | \$ 155.98 |
| 4 | Permit Technician | \$ 43,890 | \$ 33.67 | \$ 18.41 | \$ 9.68 | \$ 61.76 |
| 5 | Bldg Inspection Supervisor | \$ 90,264 | \$ 69.24 | \$ 37.87 | \$ 19.90 | \$ 127.01 |
| 6 | Admin Coordinator | \$ 53,265 | \$ 40.86 | \$ 22.35 | \$ 11.74 | \$ 74.95 |
| 7 | Assoc Planner | \$ 73,143 | \$ 56.11 | \$ 30.69 | \$ 16.13 | \$ 102.92 |
| 8 | Code Compl Officer II | \$ 60,844 | \$ 46.67 | \$ 25.53 | \$ 13.42 | \$ 85.62 |
| 9 | Planning Tech | \$ 53,933 | \$ 41.37 | \$ 22.63 | \$ 11.89 | \$ 75.89 |
| 10 | Comm Devel Director | \$ 137,161 | \$ 105.21 | \$ 57.55 | \$ 30.24 | \$ 193.00 |

Notes:

Internal admin/indirect rate of 54.7% is applied to hourly personnel rate.
 External admin/indirect rate of 28.7% is applied to hourly personnel rate.

Engineering

Full Cost Hourly Rates

Agency:
Department:
Fiscal Year:

City of La Mesa
Engineering (3106, 3201, 4141)
2015/2016

| Hourly | | | | | | |
|--------|-------------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Admin Coordinator | \$ 53,265 | \$ 39.02 | \$ 10.43 | \$ 30.49 | \$ 79.94 |
| 2 | Admin Office Assistant | \$ 41,029 | \$ 30.06 | \$ 8.03 | \$ 23.48 | \$ 61.57 |
| 3 | Associate Engineer | \$ 85,726 | \$ 62.80 | \$ 16.79 | \$ 49.07 | \$ 128.65 |
| 4 | Asst Director of Public Works | \$ 127,848 | \$ 93.66 | \$ 25.03 | \$ 73.18 | \$ 191.87 |
| 5 | Cust Service Specialist II | \$ 48,755 | \$ 35.72 | \$ 9.55 | \$ 27.91 | \$ 73.17 |
| 6 | Cust Service/Finance Asst | \$ 43,034 | \$ 31.52 | \$ 8.43 | \$ 24.63 | \$ 64.58 |
| 7 | Dir of PW/City Engineer | \$ 152,403 | \$ 111.64 | \$ 29.84 | \$ 87.23 | \$ 228.72 |
| 9 | Engineering Tech II | \$ 60,907 | \$ 44.62 | \$ 11.93 | \$ 34.86 | \$ 91.41 |
| 10 | Engr Project Manager | \$ 108,138 | \$ 79.22 | \$ 21.17 | \$ 61.90 | \$ 162.29 |
| 12 | PW Inspector II | \$ 66,712 | \$ 48.87 | \$ 13.06 | \$ 38.18 | \$ 100.12 |
| 13 | Senior Management Analyst | \$ 87,550 | \$ 64.14 | \$ 17.14 | \$ 50.11 | \$ 131.39 |
| 14 | Stormwater Program Mgr | \$ 84,188 | \$ 61.67 | \$ 16.48 | \$ 48.19 | \$ 126.35 |

Notes:

Internal admin/indirect rate of 26.7% is applied to hourly personnel rate.

External admin/indirect rate of 78.1% is applied to hourly personnel rate.

Community Services

Full Cost Hourly Rates

Agency:
Department:
Fiscal Year:

City of La Mesa
Community Services (5102-5106, 212001)
2015-2016

Hourly

| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | External Support | Total |
|-----|--------------------------------|---------------|-------------------|---------------------|------------------|-----------|
| 1 | Management Analyst | \$ 76,128 | \$ 51.41 | \$ 7.86 | \$ 36.34 | \$ 95.61 |
| 2 | Admin Coordinator | \$ 53,265 | \$ 35.97 | \$ 5.50 | \$ 25.42 | \$ 66.90 |
| 3 | Asst City Mgr/Dir of Comm Svcs | \$ 165,495 | \$ 111.76 | \$ 17.09 | \$ 79.00 | \$ 207.86 |
| 4 | Rec Supvsr - Aquatics | \$ 62,306 | \$ 42.08 | \$ 6.44 | \$ 29.74 | \$ 78.25 |
| 5 | Rec Supvsr - Classes/Events | \$ 62,306 | \$ 42.08 | \$ 6.44 | \$ 29.74 | \$ 78.25 |
| 6 | Rec Supvsr - Human Services | \$ 62,306 | \$ 42.08 | \$ 6.44 | \$ 29.74 | \$ 78.25 |
| 7 | Facilities Specialist | \$ 53,265 | \$ 35.97 | \$ 5.50 | \$ 25.42 | \$ 66.90 |
| 8 | Custodian | \$ 36,498 | \$ 24.65 | \$ 3.77 | \$ 17.42 | \$ 45.84 |
| 9 | Community Services Manager | \$ 91,162 | \$ 61.57 | \$ 9.42 | \$ 43.51 | \$ 114.50 |
| 10 | Transportation Specialist | \$ 45,059 | \$ 30.43 | \$ 4.65 | \$ 21.51 | \$ 56.59 |

Notes:

Internal admin/indirect rate of 15.3% is applied to hourly personnel rate.
External admin/indirect rate of 70.7% is applied to hourly personnel rate.

Police

Full Cost Hourly Rates

Agency:

City of La Mesa

Department:

Police (2101-2108)

Fiscal Year:

2015/2016

Hourly

| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total | Rate per Minute |
|-----|------------------------|---------------|-------------------|---------------------|-------------------|-----------|-----------------|
| 1 | Crime Prev Spec I | \$ 47,231 | \$ 36.90 | \$ 15.95 | \$ 11.39 | \$ 64.25 | \$ 1.07 |
| 2 | Admin Coordinator | \$ 53,265 | \$ 41.62 | \$ 17.99 | \$ 12.85 | \$ 72.46 | \$ 1.21 |
| 5 | Dispatcher | \$ 57,883 | \$ 45.23 | \$ 19.55 | \$ 13.96 | \$ 78.74 | \$ 1.31 |
| 6 | Police Svcs Manager | \$ 105,360 | \$ 82.33 | \$ 35.58 | \$ 25.42 | \$ 143.33 | \$ 2.39 |
| 7 | Police Svcs Tech | \$ 49,339 | \$ 38.55 | \$ 16.66 | \$ 11.90 | \$ 67.12 | \$ 1.12 |
| 8 | Captain | \$ 141,399 | \$ 110.49 | \$ 47.75 | \$ 34.11 | \$ 192.35 | \$ 3.21 |
| 9 | Lieutenant | \$ 124,633 | \$ 97.38 | \$ 42.09 | \$ 30.07 | \$ 169.54 | \$ 2.83 |
| 10 | Sergeant | \$ 100,080 | \$ 78.20 | \$ 33.80 | \$ 24.14 | \$ 136.14 | \$ 2.27 |
| 11 | Officer | \$ 80,483 | \$ 62.89 | \$ 27.18 | \$ 19.42 | \$ 109.48 | \$ 1.82 |
| 12 | Property Officer | \$ 53,599 | \$ 41.88 | \$ 18.10 | \$ 12.93 | \$ 72.91 | \$ 1.22 |
| 13 | Comm Svcs Officer | \$ 49,709 | \$ 38.84 | \$ 16.79 | \$ 11.99 | \$ 67.62 | \$ 1.13 |
| 14 | Animal Control Officer | \$ 50,154 | \$ 39.19 | \$ 16.94 | \$ 12.10 | \$ 68.23 | \$ 1.14 |
| 15 | Crime Analyst | \$ 65,250 | \$ 50.98 | \$ 22.04 | \$ 15.74 | \$ 88.76 | \$ 1.48 |
| 16 | Comm Resource Spvr | \$ 73,853 | \$ 57.71 | \$ 24.94 | \$ 17.82 | \$ 100.47 | \$ 1.67 |
| 17 | Police Svcs Specialist | \$ 51,657 | \$ 40.36 | \$ 17.45 | \$ 12.46 | \$ 70.27 | \$ 1.17 |
| 18 | Downtown Oper Asst | \$ 41,802 | \$ 32.66 | \$ 14.12 | \$ 10.08 | \$ 56.86 | \$ 0.95 |

Notes:

Internal admin/indirect rate of 43.2% is applied to hourly personnel rate.

External admin/indirect rate of 30.9% is applied to hourly personnel rate.

Fire

Full Cost Hourly Rates

Agency:
 Department:
 Fiscal Year:

City of La Mesa
Fire (2201-2206)
2015/2016

| Hourly | | | | | | |
|--------|---------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Admin Analyst II | \$ 66,085 | \$ 47.65 | \$ 23.85 | \$ 11.60 | \$ 83.10 |
| 2 | Deputy Fire Chief | \$ 131,857 | \$ 95.07 | \$ 47.59 | \$ 23.14 | \$ 165.80 |
| 3 | Fire Marshal | \$ 125,572 | \$ 90.53 | \$ 45.32 | \$ 22.04 | \$ 157.90 |
| 4 | Captain | \$ 95,500 | \$ 68.85 | \$ 34.47 | \$ 16.76 | \$ 120.08 |
| 5 | Fire Engr/ Engr Paramedic | \$ 82,922 | \$ 59.78 | \$ 29.93 | \$ 14.55 | \$ 104.27 |
| 6 | Firefighter/FF Paramedic | \$ 75,121 | \$ 54.16 | \$ 27.11 | \$ 13.19 | \$ 94.46 |
| 7 | Fire Inspector II | \$ 66,482 | \$ 47.93 | \$ 23.99 | \$ 11.67 | \$ 83.60 |
| 8 | Battalion Chief | \$ 105,366 | \$ 75.97 | \$ 38.03 | \$ 18.49 | \$ 132.49 |
| 12 | Admin Office Asst | \$ 41,029 | \$ 29.58 | \$ 14.81 | \$ 7.20 | \$ 51.59 |
| 13 | Emer Prep Coord | \$ 75,982 | \$ 54.78 | \$ 27.42 | \$ 13.34 | \$ 95.54 |

Notes:

Internal admin/indirect rate of 50.1% is applied to hourly personnel rate.
 External admin/indirect rate of 24.3% is applied to hourly personnel rate.

City Clerk

Full Cost Hourly Rates

Agency:
 Department:
 Fiscal Year:

City of La Mesa
City Clerk (1302)
2015/2016

| | | Hourly | | | | |
|-----|---------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Deputy City Clerk | \$ 58,255 | \$ 41.35 | \$ 12.90 | \$ 26.61 | \$ 80.86 |
| 2 | Rec & Elec Mgr/City Clerk | \$ 94,858 | \$ 67.34 | \$ 21.00 | \$ 43.33 | \$ 131.66 |

Notes:

Internal admin/indirect rate of 31.2% is applied to hourly personnel rate.
 External admin/indirect rate of 64.3% is applied to hourly personnel rate.

Finance

Full Cost Hourly Rates

Agency:
 Department:
 Fiscal Year:

City of La Mesa
Finance (1305)
2015/2016

| Hourly | | | | | | |
|--------|------------------------------|---------------|-------------------|---------------------|-------------------|-----------|
| Ord | Position | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | Total |
| 1 | Accounting Technician | \$ 51,657 | \$ 38.01 | \$ 20.01 | \$ 17.81 | \$ 75.84 |
| 2 | Business License Officer | \$ 46,395 | \$ 34.14 | \$ 17.97 | \$ 16.00 | \$ 68.11 |
| 3 | Director of Finance | \$ 137,161 | \$ 100.93 | \$ 53.13 | \$ 47.30 | \$ 201.36 |
| 4 | Finance Manager | \$ 106,989 | \$ 78.73 | \$ 41.45 | \$ 36.90 | \$ 157.07 |
| 5 | Purchasing Officer | \$ 87,529 | \$ 64.41 | \$ 33.91 | \$ 30.18 | \$ 128.50 |
| 6 | Admin Coordinator | \$ 48,295 | \$ 35.54 | \$ 18.71 | \$ 16.65 | \$ 70.90 |
| 7 | Cust Svc / Fin Asst | \$ 43,034 | \$ 31.67 | \$ 16.67 | \$ 14.84 | \$ 63.18 |
| 8 | Admin Office Assistant | \$ 37,229 | \$ 27.39 | \$ 14.42 | \$ 12.84 | \$ 54.65 |
| 9 | Senior Accounting Technician | \$ 62,619 | \$ 46.08 | \$ 24.26 | \$ 21.59 | \$ 91.93 |

Notes:

Internal admin/indirect rate of 52.6% is applied to hourly personnel rate.
 External admin/indirect rate of 46.9% is applied to hourly personnel rate.

Public Works

Full Cost Hourly Rates

Agency: City of La Mesa
 Department: Public Works (1402, 3101-3109, 3201, 4141-4142, 5150-5153)
 Fiscal Year: 2015/2016

| Ord | Position | Hourly | | | | | Total |
|-----|-----------------------------------|---------------|-------------------|---------------------|-------------------|-----------|-------|
| | | Annual Salary | Salary & Benefits | Internal Dept Admin | Citywide Overhead | | |
| 1 | Admin Coordinator | \$ 53,265 | \$ 41.47 | \$ 6.45 | \$ 21.55 | \$ 69.47 | |
| 2 | Admin Office Assistant | \$ 41,029 | \$ 31.95 | \$ 4.97 | \$ 16.60 | \$ 53.51 | |
| 3 | Associate Engineer | \$ 85,726 | \$ 66.75 | \$ 10.38 | \$ 34.68 | \$ 111.81 | |
| 4 | Asst Director of Public Works | \$ 127,848 | \$ 99.55 | \$ 15.49 | \$ 51.71 | \$ 166.75 | |
| 5 | Bldg Maint Supervisor | \$ 66,419 | \$ 51.72 | \$ 8.04 | \$ 26.87 | \$ 86.63 | |
| 6 | Bldg Maint Worker II | \$ 51,052 | \$ 39.75 | \$ 6.18 | \$ 20.65 | \$ 66.58 | |
| 7 | Customer Svcs Specialist II | \$ 48,755 | \$ 37.96 | \$ 5.91 | \$ 19.72 | \$ 63.59 | |
| 8 | Customer Svcs/Finance Asst | \$ 43,034 | \$ 33.51 | \$ 5.21 | \$ 17.41 | \$ 56.13 | |
| 9 | Custodian | \$ 36,498 | \$ 28.42 | \$ 4.42 | \$ 14.76 | \$ 47.60 | |
| 10 | Dir of Public Works/City Engineer | \$ 152,403 | \$ 118.67 | \$ 18.46 | \$ 61.65 | \$ 198.77 | |
| 11 | Director of Finance | \$ 137,161 | \$ 106.80 | \$ 16.61 | \$ 55.48 | \$ 178.89 | |
| 12 | Downtown Operations Asst | \$ 44,558 | \$ 34.70 | \$ 5.40 | \$ 18.02 | \$ 58.12 | |
| 13 | Engineering Technician II | \$ 60,907 | \$ 47.43 | \$ 7.38 | \$ 24.64 | \$ 79.44 | |
| 14 | Engineering Project Manager | \$ 108,138 | \$ 84.20 | \$ 13.10 | \$ 43.74 | \$ 141.04 | |
| 18 | Fleet Maint Supervisor | \$ 66,419 | \$ 51.72 | \$ 8.04 | \$ 26.87 | \$ 86.63 | |
| 19 | Heavy Equipment Operator | \$ 54,184 | \$ 42.19 | \$ 6.56 | \$ 21.92 | \$ 70.67 | |
| 20 | Irrigation Technician | \$ 49,256 | \$ 38.35 | \$ 5.97 | \$ 19.92 | \$ 64.24 | |
| 21 | Lead Mechanic | \$ 62,556 | \$ 48.71 | \$ 7.58 | \$ 25.30 | \$ 81.59 | |
| 22 | Mechanic I | \$ 51,610 | \$ 40.19 | \$ 6.25 | \$ 20.88 | \$ 67.31 | |
| 23 | Mechanic II | \$ 56,105 | \$ 43.69 | \$ 6.80 | \$ 22.69 | \$ 73.18 | |
| 24 | PW Inspector II | \$ 66,712 | \$ 51.95 | \$ 8.08 | \$ 26.98 | \$ 87.01 | |
| 25 | PW Maint Worker I | \$ 38,565 | \$ 30.03 | \$ 4.67 | \$ 15.60 | \$ 50.30 | |
| 26 | PW Maint Worker II | \$ 44,788 | \$ 34.87 | \$ 5.42 | \$ 18.12 | \$ 58.41 | |
| 27 | PW Maint Worker III | \$ 49,256 | \$ 38.35 | \$ 5.97 | \$ 19.92 | \$ 64.24 | |
| 28 | Park Maint Lead Worker | \$ 57,652 | \$ 44.89 | \$ 6.98 | \$ 23.32 | \$ 75.19 | |
| 29 | Park Maint Supervisor | \$ 67,319 | \$ 52.42 | \$ 8.15 | \$ 27.23 | \$ 87.80 | |
| 30 | Park Maint Worker I | \$ 40,723 | \$ 31.71 | \$ 4.93 | \$ 16.47 | \$ 53.11 | |
| 31 | Park Maint Worker II | \$ 45,238 | \$ 35.22 | \$ 5.48 | \$ 18.30 | \$ 59.00 | |
| 32 | Park Maint Worker III | \$ 48,076 | \$ 37.43 | \$ 5.82 | \$ 19.45 | \$ 62.70 | |
| 33 | PW Crew Leader | \$ 62,556 | \$ 48.71 | \$ 7.58 | \$ 25.30 | \$ 81.59 | |
| 34 | PW Opers Manager | \$ 87,550 | \$ 68.17 | \$ 10.60 | \$ 35.41 | \$ 114.19 | |
| 35 | Senior Mgt Analyst | \$ 87,550 | \$ 68.17 | \$ 10.60 | \$ 35.41 | \$ 114.19 | |
| 36 | Stormwater Prog Mgr | \$ 84,188 | \$ 65.55 | \$ 10.20 | \$ 34.05 | \$ 109.80 | |
| 37 | Tree Trimmer | \$ 48,984 | \$ 38.14 | \$ 5.93 | \$ 19.81 | \$ 63.89 | |
| 38 | Wastewater Maint Worker III | \$ 49,256 | \$ 38.35 | \$ 5.97 | \$ 19.92 | \$ 64.24 | |
| 39 | Wastewater Maint Worker I | \$ 40,465 | \$ 31.51 | \$ 4.90 | \$ 16.37 | \$ 52.78 | |
| 40 | Wastewater Maint Worker III | \$ 44,788 | \$ 34.87 | \$ 5.42 | \$ 18.12 | \$ 58.41 | |

Notes:
 Internal admin/indirect rate of 15.6% is applied to hourly personnel rate.
 External admin/indirect rate of 51.9% is applied to hourly personnel rate.



FEE SCHEDULE

**FISCAL YEAR
2016-2017**

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 1 - Resolution

Section 2 - Cost Recovery Policy

Section 3 - Exceptions to the Cost Recovery Policy

Section 4 - Annual Update Process

Section 5 - List of Fees

Section 6 - Building Valuation Schedule

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 1 - Resolution

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CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 2 - Cost Recovery Policy

**CITY OF LA MESA
COST RECOVERY POLICY**

| <u>Department/Division</u> | <u>Council Policy</u> | <u>Basis For Cost Allocation</u> |
|---|-----------------------|----------------------------------|
| <u>Community Development - Building</u> | | |
| Building Permits | 100% | Total Costs |
| Plan Checks | 100% | Total Costs |
| Mechanical/Electrical/Plumbing Permits | 100% | Total Costs |
| Other Building Fees | 100% | Total Costs |
| <u>Community Development - Planning</u> | | |
| Legislative Actions | 100% | Total Costs |
| Discretionary Permits and Environmental Review | 100% | Total Costs |
| Discretionary Permits and Environmental Review - Small Projects | 50% (1) | Total Costs |
| Historic Preservation Review | 100% | Total Costs |
| Historic Preservation Review Without Mills Act Contract | 25% | Total Costs |
| Other, Ministerial Permits and Licenses | 100% | Total Costs |
| Plan Checks | 100% | Total Costs |
| Subdivisions | 100% | Total Costs |
| Annexations | 100% | Total Costs |
| Services Requiring Deposits | 100% | Total Costs |
| <u>Public Works - Engineering</u> | | |
| Plan Checks | 100% | Total Costs |
| Inspections | 100% | Total Costs |
| Subdivisions | 100% | Total Costs |
| Other Engineering Fees | 100% | Total Costs |
| Services Requiring Deposits | 100% | Total Costs |
| <u>Community Services</u> | | |
| Community Services Fees | 60% (2) | Total Costs |
| <u>Police</u> | | |
| Police Department Fees | 100% | Total Costs |
| <u>Fire</u> | | |
| Fire Department Fees | 100% | Total Costs |
| <u>General Government</u> | | |
| Downtown Parking Fees | 100% | Total Costs |
| City Clerk Fees - Outdoor Assemblage Permits | 50% | Total Costs |
| City Clerk Fees - All Other | 100% | Total Costs |
| Finance Fees - Dog Licenses (New and Renewal) | 50% | Total Costs |
| Finance Fees - All Other | 100% | Total Costs |

(1) Small projects are defined as: Residential - 1-3 dwelling units or Non-Residential - less than 2,500 square feet.

(2) Community Services cost recovery objectives vary based on fee categories and market rate comparisons. The overall cost recovery ratio for all fee categories is 60%.

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

**Section 3 - Exceptions to the Cost
Recovery Policy**

**CITY OF LA MESA
EXCEPTIONS TO COST RECOVERY POLICY**

Community Development - Building

Cost Recovery Objective: 100% of Total Costs.

Exceptions:

- Appeals are set at \$100.

Community Development - Planning

Cost Recovery Objective: 100% of Total Cost, except for Discretionary Permits and Environmental Review for "small" projects (50% of total costs), Historic Preservation Commission site plan review (25% of total costs), and Historic Preservation Review for projects without a Mills Act Contract (25% of total costs).

Exceptions:

- Provide a "discount" for concurrent processing to reflect efficiencies: 100% for first service, 75% for second service, 50% for third and any additional services.
- Environmental Exemption set at 50% cost recovery.
- Parking in-lieu fees were adopted by City Council Resolution 2015-020.
- Environmental Filing Fees are set by the Department of Fish and Game pursuant to Fish and Game Code Section 711.4.
- Appeals are set at \$100.
- Setback Exception set at 50% cost recovery.
- ADU Annual Renewal set at \$15.
- Abandoned shopping cart program fees are set by City Council Resolution 2005-036.

Public Works - Engineering

Cost Recovery Objective: 100% of Total Costs.

Exceptions:

- Block Party/Street Closure fee is set at \$50.
- Transportation Permit & Inspection fee is set by the State at \$16.
- Appeals are set at \$100.

Community Services

Cost Recovery Objective: 60% of Total Costs. (Community Services cost recovery objectives vary based on fee categories and market rate comparisons. Adjustments to fees will be based on the approved City Council Policy. The overall cost recovery ratio for all fee categories is 60%.)

Exceptions:

- Cost recovery for department set to 42% for Fiscal Year 2016-2017.
- Community Services will continue to have differentiated fees for residents and non-residents.
- A reduced facility rental rate was adopted for civic/non-profit groups and service clubs.

Police

Cost Recovery Objective: 100% of Total Costs.

Exceptions:

- The California Department of Justice allows for fees up to \$20 for fingerprinting (Livescan).
- The fee for both Police Report Copies and Traffic Reports is \$0.10 per page to facilitate access to public information.
- Pursuant to Evidence Code Section 1536, the fee for Civil Discovery/Subpoenas is set at \$24 per hour per person.
- The fee for Hazardous Spill Cleanup Security and Outdoor Assembly (1,000+) is actual cost per officer hour.
- Child Safety Seat Installations are provided free of charge as a public service to residents of the City of La Mesa. Non-residents are charged at 100% cost recovery.
- Correctible Cite Signoff fee is waived for citations originally issued by La Mesa Police.
- Commercial Sound Amplification Fee is set at \$25.
- The fee for Civil Court Appearances is set at \$275 for sworn/public safety staff and at \$150 for non-sworn/non-public safety staff by Government Code Section 68097.2(b).
- Vicious Dog Hearings are held by the Chief of Police and Animal Control Officer to determine the status of potentially dangerous dogs. Dog owners who successfully go through the process are required to pay shelter fees to the El Cajon Animal Shelter and are potentially required to provide additional safeguards for housing of the animal. No fee is charged for these hearings so as to not add a further financial burden to dog owners in this situation.
- Relinquished Dogs and Cats fee set at the El Cajon shelter fee charged to the public.

- Shelter Impound and Boarding fees set at the El Cajon shelter fees charged to the public.

Fire

Cost Recovery Objective: 100% of Total Costs.

Exceptions:

- Licensed Day Care Inspection fees are capped by the California Health and Safety Code at \$50 for the pre-inspection of a facility with a capacity to serve 25 or fewer persons and \$100 for a pre-inspection of a facility with a capacity to serve 26 or more persons.
- The California Fire Code allows the agency having jurisdiction to determine the frequency of renewal for Section 105 Fire Code Permits. Due to staffing levels, the fire department prioritizes the renewal of these permits based on hazard level. As a result, not all processes are permitted on an annual basis.
- As a public service churches are not charged for Open Flames or Candle Permits.
- For Commercial Fireworks and Pyrotechnics specific use permits, the fee is the permit fee plus the cost of providing a fire engine for stand-by services at the event.
- Plan check costs do not include fees charged by an outside plan check consultant. The consultant's fees are charged in addition to the City of La Mesa's plan check fees. These fees are paid directly to the consultant by the applicant.
- The fee for copies of Fire Incident Reports is \$0.10 per page.

General Government

Cost Recovery Objective: 100% of Total Costs, except for Outdoor Assemblage Permits and Animal Control (i.e., dog licenses) (50% of Total Costs).

Exceptions:

- Business license fees can only be adjusted by a vote of the people.
- Parking meter and permit rates in the downtown parking district were ratified by City Council action on September 13, 2005.
- The initiative processing fee is set at \$200.00 per Elections Code Section 9202(b).
- The Document Retrieval Fee for Campaign Disclosures is set at \$5.00 per Government Code Section 81008.
- To encourage community events, a 50% cost recovery policy was adopted for Special Event Permits; provided, however, any materials or required staffing for the event is charged at full cost recovery unless a specific exception has been approved by the City Council. Amendment to Special Event Permits should not exceed 60% of Special Event Permits.

- Photocopy fees are \$0.10 per page to facilitate access to public information.
- The maximum fee for returned checks is \$25 set by State law.
- The fee for returned checks through the Small Claims process is set by State law at 3x the face amount; minimum is \$100, maximum is \$1,500.
- Audio disk and DVD copies are charged at actual cost, not to exceed \$10.00 per disk.
- Appeals are set at \$100.

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 4 - Annual Update Process

CITY OF LA MESA ANNUAL UPDATE PROCESS

In order to maintain User Fee Cost Recovery Objectives, the City Council of the City of La Mesa adopted the following Annual Update Process:

1. Fees shall be updated annually as part of the City budget process.
2. During the year the biennial budget is adopted (odd-numbered years), fees shall be updated by the percent change in each relevant department or division budget (total budget or personnel budget only depending on how fee related costs are budgeted).
3. During the mid-biennium budget update year (even-numbered years), the City shall complete a formal update of its User Fee Study and adjust fees based on the Study results.

Any changes to this Annual Update Process shall be made by an action of the City Council.

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 5 - List of Fees

| | |
|---|------|
| Community Development – Building | 5-1 |
| Community Development – Planning | 5-7 |
| Public Works – Engineering | 5-10 |
| Community Services | 5-12 |
| Police | 5-17 |
| Fire | 5-19 |
| General Government – Parking Meters, City Clerk, Finance | 5-24 |
| Business License Fees | 5-26 |
| Wastewater | 5-28 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|-------------|---------------|-------|---------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |

Building Permit Fees:

VALUATION FEES

| | | | | |
|---|------------|---------|------------|---------|
| \$1.00 to \$500.00 | \$32.90 | | \$34.00 | |
| <u>FEE A</u> for the first \$500.00 plus <u>FEE B</u> for each additional \$100.00 or fraction thereof, to and including \$2,000.00 | \$32.90 | \$5.20 | \$34.00 | \$5.30 |
| <u>FEE A</u> for the first \$2,000.00 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00 | \$94.70 | \$19.20 | \$97.90 | \$19.80 |
| <u>FEE A</u> for the first \$25,000.00 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00 | \$534.80 | \$14.40 | \$553.30 | \$14.80 |
| <u>FEE A</u> for the first \$50,000 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00 | \$897.00 | \$10.00 | \$928.00 | \$10.30 |
| <u>FEE A</u> for the first \$100,000.00 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00 | \$1,399.90 | \$8.10 | \$1,448.30 | \$8.30 |
| <u>FEE A</u> for the first \$500,000.00 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00 | \$4,302.40 | \$7.00 | \$4,451.20 | \$7.20 |
| <u>FEE A</u> for the first \$1,000,000.00 plus <u>FEE B</u> for each additional \$1,000.00 or fraction thereof | \$7,465.40 | \$4.90 | \$7,723.70 | \$5.00 |

Other Inspections and Fees:

| | | |
|---|-----------------------|-----------------------|
| 1. Inspections outside of normal business hours - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| 2. Reinspection fees assessed under provisions of Section 305(g) | Full cost hourly rate | Full cost hourly rate |
| 3. Inspections for which no fee is specifically indicated - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| 4. Additional plan review changes, additions or revisions to approved plans - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |

Plan Review Fee:

When a plan or other data is required to be submitted for plan review, a plan review fee shall be paid at the time of submitting plans and specifications for review. Said plan review fee shall be 73.5% of the building permit fee.

Reduction of up to 75% of the plan review fee may be granted by the Building Official when identical plans were approved previously within one calendar year and same code requirements apply to both submittals.

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|-------------|---------------|-------|---------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |

Plan Check Fee for State Energy Regulations:

| | | | | |
|---|-----------------------|--|-----------------------|--|
| Plan check fee for reviewing plans and calculations for compliance with Title 24 State Energy Regulations | 9% of Plan Check Fee | | 11% of Plan Check Fee | |
| State Energy Regulations Inspection Fee | 9% of Permit Fee | | 11% of Permit Fee | |
| State Handicap Regulations Plan Check Fee | 31% of Plan Check Fee | | 37% of Plan Check Fee | |
| State Handicap Regulations Inspection Fee | 31% of Permit Fee | | 37% of Permit Fee | |

Grading Plan Review Fees:

| | | | | |
|--|----------|---------|----------|---------|
| 50 cubic yards or less | \$27.80 | | \$37.80 | |
| 51 to 100 cubic yards | \$33.50 | | \$45.50 | |
| 101 to 1000 cubic yards | \$48.60 | | \$66.10 | |
| 1001 to 10,000 cubic yards | \$67.20 | | \$91.40 | |
| 10,001 to 100,000 cubic yards- <u>FEE A</u> for the first 10,000 cubic yards, plus <u>FEE B</u> for each additional 10,000 cubic yards or fraction thereof | \$67.20 | \$33.50 | \$91.40 | \$45.50 |
| 100,001 to 200,000 cubic yards- <u>FEE A</u> for the first 100,000 cubic yards, plus <u>FEE B</u> for each additional 10,000 cubic yards or fraction thereof | \$355.90 | \$19.30 | \$484.30 | \$26.20 |
| 200,001 cubic yards or more- <u>FEE A</u> for the first 200,000 cubic yards, plus <u>FEE B</u> for each additional 10,000 cubic yards or fraction thereof | \$549.80 | \$10.10 | \$748.10 | \$13.70 |

Other Fees:

| | | | | |
|--|---------|--|---------|--|
| Additional plan review required by changes, additions or revisions to approved plans - Minimum charge one (1) hour | \$55.90 | | \$76.00 | |
|--|---------|--|---------|--|

Grading Permit Fees:

| | | | | |
|--|------------|---------|------------|----------|
| 50 cubic yards or less | \$29.70 | | \$40.40 | |
| 51 to 100 cubic yards | \$43.00 | | \$58.50 | |
| 101 to 1,000 cubic yards - <u>FEE A</u> for the first 100 cubic yards plus <u>FEE B</u> for each additional 100 cubic yards or fraction thereof | \$43.00 | \$21.40 | \$58.50 | \$29.10 |
| 1,001 to 10,000 cubic yards - <u>FEE A</u> for the first 1000 cubic yards plus <u>FEE B</u> for each additional 1,000 cubic yards or fraction thereof | \$224.70 | \$17.30 | \$305.70 | \$23.50 |
| 10,001 to 100,000 cubic yards- <u>FEE A</u> for the first 10,000 cubic yards, plus <u>FEE B</u> for each additional 10,000 cubic yards or fraction thereof | \$378.20 | \$77.30 | \$514.60 | \$105.10 |
| 100,001 cubic yards or more- <u>FEE A</u> for the first 100,000 cubic yards, plus <u>FEE B</u> for each additional 10,000 cubic yards or fraction thereof | \$1,065.20 | \$42.90 | \$1,449.50 | \$58.30 |

Other Inspections and Fees:

| | | |
|---|-----------------------|-----------------------|
| 1. Inspections outside of normal business hours - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| 2. Reinspection fees assessed under provisions of Section 305(g) | Full cost hourly rate | Full cost hourly rate |
| 3. Inspections for which no fee is specifically indicated - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|-------------|---------------|-------|---------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |

Mechanical Permit Fees:

Permit Issuance:

| | | | | |
|---|---------|--|---------|--|
| 1. For the issuance of each permit | \$36.80 | | \$41.50 | |
| 2. For issuing each supplemental permit | \$22.00 | | \$24.80 | |

Unit Fee Schedule:

| | | | | |
|---|----------|--|----------|--|
| 1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h | \$44.80 | | \$50.60 | |
| 2. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h | \$51.00 | | \$57.60 | |
| 3. For the installation or relocation of each floor furnace, including vent | \$44.80 | | \$50.60 | |
| 4. For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater | \$44.80 | | \$50.60 | |
| 5. For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit | \$23.30 | | \$26.30 | |
| 6. For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code | \$44.10 | | \$49.80 | |
| 7. For the installation or relocation of each boiler or compressor to and including three horse-power, or each absorption system to 2nd including 100,000 Btu/h | \$44.80 | | \$50.60 | |
| 8. For the installation or relocation of each boiler or compressor over three horse-power to and including 15 horse-power, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h | \$81.40 | | \$91.90 | |
| 9. For the installation or relocation of each boiler or compressor over 15 horse-power to and including 30 horse-power, or each absorption system over 500,000 Btu/h and including 1,000,000 Btu/h | \$110.00 | | \$124.30 | |
| 10. For the installation or relocation of each boiler or compressor over 30 horse-power to and including 50 horse-power, or each absorption system over 1,000,000 Btu/h and including 1,750,000 Btu/h | \$163.30 | | \$184.50 | |
| 11. For the installation or relocation of each boiler or refrigeration compressor over 50 horse-power, or each absorption system over 1,750,000 Btu/h | \$273.60 | | \$309.20 | |
| 12. For each air-handling unit to and including 10,000 cubic feet per minute, ducts attached thereto | \$32.60 | | \$36.80 | |

NOTE: This fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.

| | | | | |
|--|---------|--|---------|--|
| 13. For each air-handling unit over 10,000 cfm | \$53.80 | | \$60.80 | |
| 14. For each evaporative cooler other than portable type | \$32.60 | | \$36.80 | |
| 15. For each ventilation fan connected to a single duct | \$22.90 | | \$25.80 | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|---|---------------|-------|---------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY DEVELOPMENT – BUILDING | | | | |
| 16. For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit | \$32.60 | | \$36.80 | |
| 17. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood | \$32.60 | | \$36.80 | |
| 18. For the installation or relocation of each domestic-type incinerator | \$53.80 | | \$60.80 | |
| 19. For the installation or relocation of each commercial or industrial-type incinerator | \$219.30 | | \$247.80 | |
| 20. For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code | \$32.60 | | \$36.80 | |
| 21. When Chapter 12 is applicable (see Section 103), permit fees for fuel gas piping shall be as follows: | | | | |
| For each gas piping system of one to four outlets | \$14.80 | | \$16.70 | |
| For each gas piping system of five or more outlets per outlet | \$3.10 | | \$3.50 | |

Other Inspections and Fees:

| | | |
|---|-----------------------|-----------------------|
| 1. Inspections outside of normal business hours - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| 2. Reinspection fees assessed under provisions of Section 305(f) | Full cost hourly rate | Full cost hourly rate |
| 3. Inspections for which no fee is specifically indicated - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| 4. Additional plan review required by changes, additions or revisions to approved plans - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |

Plumbing Permit Fees:

| | | | | |
|---------------------------------|---------|--|---------|--|
| 1. Plumbing Issuance Fee | \$39.00 | | \$49.90 | |
| 2. Bathtub | \$8.10 | | \$10.30 | |
| 3. Dental Unit/Cuspidor | \$8.10 | | \$10.30 | |
| 4. Floor Drain | \$8.10 | | \$10.30 | |
| 5. Gas Outlet (1-5) | \$8.10 | | \$10.30 | |
| 6. Gas Outlet (over 5) | \$1.90 | | \$2.40 | |
| 7. Building Sewer | \$25.10 | | \$32.10 | |
| 8. Interceptors/Pump | \$8.10 | | \$10.30 | |
| 9. Lavatory | \$8.10 | | \$10.30 | |
| 10. Laundry Tubs | \$8.10 | | \$10.30 | |
| 11. Backflow Prevented | \$8.10 | | \$10.30 | |
| 12. Receptor & Floor Sink | \$8.10 | | \$10.30 | |
| 13. Shower Drain | \$8.10 | | \$10.30 | |
| 14. Sink - Kitchen | \$8.10 | | \$10.30 | |
| 15. Sink - Other | \$8.10 | | \$10.30 | |
| 16. Urinal | \$8.10 | | \$10.30 | |
| 17. Washing Machine Drain | \$8.10 | | \$10.30 | |
| 18. Water Closet | \$8.10 | | \$10.30 | |
| 19. Water Heater | \$8.10 | | \$10.30 | |
| 20. Water Pipe Repair/Replace | \$8.10 | | \$10.30 | |
| 21. Water Softener | \$8.10 | | \$10.30 | |
| 22. Drain-Vent Repair/Alternate | \$8.10 | | \$10.30 | |
| 23. Hose Bib | \$8.10 | | \$10.30 | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|---|---------------|-------|---------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY DEVELOPMENT – BUILDING | | | | |
| 24. Drinking Fountain | \$8.10 | | \$10.30 | |

Other Inspections and Fees:

| | | |
|--|-----------------------|-----------------------|
| Inspections outside of normal business hours - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| Reinspection Fee | Full cost hourly rate | Full cost hourly rate |
| Inspections for which no fee is specifically indicated - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |

Electrical Permit Fees:

| | | | | |
|--|---------|--|---------|--|
| 1. For the issuance of each permit | \$22.60 | | \$24.90 | |
| 2. New Construction - for each ampere of main service, switch, fuse or breaker | \$0.40 | | \$0.40 | |
| 3. New Service on existing building - for each ampere in main service, switch, fuse or breaker | \$0.40 | | \$0.40 | |
| 4. Remodel or alteration with no change in service for each circuit | \$7.50 | | \$8.20 | |
| 5. Temporary service or pole | \$11.90 | | \$13.10 | |
| 6. Upgrade existing service - for each ampere of main service, switch, fuse or breaker added | \$0.40 | | \$0.40 | |

Other Inspections and Fees:

| | | |
|--|-----------------------|-----------------------|
| Inspections outside of normal business hours - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |
| Reinspection Fee | Full cost hourly rate | Full cost hourly rate |
| Inspections for which no fee is specifically indicated - Minimum charge one (1) hour | Full cost hourly rate | Full cost hourly rate |

Solar Permit Fees:

| | | | | |
|---|-----------------------|--------|-----------------------|--------|
| 1. For each issuing permit | \$24.70 | | \$27.20 | |
| 2. For Collectors (including related piping and regulating devices) - up to 1000 sq. ft. (93m ²) | \$8.20 | | \$9.00 | |
| 1001 sq. ft. (93.1m ²) and above - FEE A plus FEE B/1000 sq. ft. | \$11.00 | \$3.20 | \$12.10 | \$3.50 |
| 3. For Storage Tanks (including related piping and regulating devices) - up to 750 gallons (3m ³) | \$4.90 | | \$5.40 | |
| 751 gallons (3m ³) and above - FEE A plus FEE B/1000 sq. ft | \$8.20 | \$2.60 | \$9.00 | \$2.80 |
| 4. For Rock Storage - Up to 1500 cu. ft. (42m ³) | \$4.90 | | \$5.40 | |
| 1501 cu. ft. (42m ³) and above - FEE A plus FEE B/1000 sq. ft | \$8.20 | \$3.20 | \$9.00 | \$3.50 |
| 5. For each appliance or piece of equipment regulated by this Code for which no fee is listed | \$4.90 | | \$5.40 | |
| 6. Plan check fee. Where specific plans are required, a plan check fee shall be charged equal to one-half (1/2) the total permit fee, including the permit issuance fee | | | | |
| 7. Reinspection fee | Full cost hourly rate | | Full cost hourly rate | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 FEES PROPOSED | |
|-------------|---------------|-------|------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |

Photovoltaic System:

Rooftop solar energy system (plan check and inspection)

| | | |
|---|-----------------------|-----------------------|
| 1. Residential - Minimum charge two (2) hours | Full cost hourly rate | Full cost hourly rate |
| 2. Commercial - Minimum charge four (4) hours | Full cost hourly rate | Full cost hourly rate |

Parkland Acquisition and Improvements Fee Schedule (Resolution 2005-050):

Residential Land Use

| | | | |
|--|------------|--|------------|
| Single Family | | | |
| Quimby Act Parkland Dedication In-Lieu Fee | \$3,882.00 | | \$3,882.00 |
| Park Improvement Impact Fee | \$1,559.00 | | \$1,559.00 |
| Total – Quimby Fee + Improvement Fee | \$5,441.00 | | \$5,441.00 |
| Multi-Family | | | |
| Quimby Act Parkland Dedication In-Lieu Fee | \$2,815.00 | | \$2,815.00 |
| Park Improvement Impact Fee | \$1,130.00 | | \$1,130.00 |
| Total – Quimby Fee + Improvement Fee | \$3,945.00 | | \$3,945.00 |

Microfilming Fee:

The fee for microfilming plans and calculations of new residential buildings, new and remodel/alteration of commercial and industrial buildings shall be an amount equal to the projected cost for processing and filming such documents.

Compliance Survey Fee:

| | | |
|--|-----------------------|-----------------------|
| Compliance Survey of an existing structure | Full cost hourly rate | Full cost hourly rate |
| Unsafe and Substandard Building Administrative Fee | \$754.00 | \$754.00 |

House Moving Fees:

| | | | |
|---|----------|--|----------|
| (a) Salvaging, wrecking permit fee: The permit fee for salvaging or wrecking any structure shall be as follows: | \$78.90 | | \$78.90 |
| (b) Moving permit fee | \$158.90 | | \$158.90 |

Microfilm Copies:

| | | | |
|-----------|--------|--|--------|
| Each Copy | \$0.60 | | \$0.60 |
|-----------|--------|--|--------|

Appeal to the Uniform Building Code Board of Appeals:

| | | | |
|----------------------------|----------|--|----------|
| Each Appeal ^(E) | \$100.00 | | \$100.00 |
|----------------------------|----------|--|----------|

| | | |
|---------------------------------|-----------------------|-----------------------|
| Business License Inspection Fee | Full cost hourly rate | Full cost hourly rate |
| Record Research/Report | \$28.70 | \$28.70 |

Green Building Standards Code:

| | | |
|---|-----------------------|-----------------------|
| Cal Green Code plan check & inspection - Minimum charge two (2) hours | Full cost hourly rate | Full cost hourly rate |
|---|-----------------------|-----------------------|

NOTE:

Fee A is the primary fee and Fee B is any secondary amount that applies as described

^(E) See Exceptions to Cost Recovery Policy

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|---|---------------|---------------------------|
| COMMUNITY DEVELOPMENT – PLANNING | | |

Discretionary Permits (subject to "discount"):(1)

| | | |
|--|-------------|-------------|
| Zone Change* | \$11,436.00 | \$11,668.00 |
| Zoning Ordinance Amendment* | \$13,259.00 | \$13,528.00 |
| Variance:* | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$1,741.00 | \$1,777.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$3,424.00 | \$3,495.00 |
| Special Permit:* | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$1,705.00 | \$1,740.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$3,352.00 | \$3,420.00 |
| Conditional Use Permit:* | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$1,741.00 | \$1,777.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$3,448.00 | \$3,518.00 |
| Site Plan Review: | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$1,167.00 | \$1,191.00 |
| Residential - 4 - 10 units Non-residential - 2,500 - 25,000 sq. ft. | \$3,109.00 | \$3,171.00 |
| Residential - 10 or more units Non-residential - 25,000 sq. ft. or greater | \$4,067.00 | \$4,149.00 |
| General Plan Amendment/Specific Plan* | \$12,642.00 | \$12,898.00 |
| Subdivision: | | |
| Parcel Map Waiver/Boundary Adjustment Plat | \$1,883.00 | \$1,921.00 |
| Tentative Parcel Map* | \$4,868.00 | \$4,967.00 |
| Tentative Subdivision Map* | \$6,288.00 | \$6,416.00 |
| Planned Residential Development | \$4,476.00 | \$4,567.00 |

(1) A "discount" is provided when two or more applications are submitted for concurrent review to reflect efficiencies: 100% for first service, 75% for second service, 50% for third and any additional services. "Discount" only applies to planning and zoning portion of the fees.

Other Planning Fees:

| | | |
|--|------------|------------|
| Design Review: | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$1,571.00 | \$1,602.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$2,700.00 | \$2,755.00 |
| Extension Requests/Revisions | \$433.00 | \$442.00 |
| Certificate of Compliance | \$1,216.00 | \$1,240.00 |
| Environmental Impact Report - \$50,000.00 deposit toward contract in addition to fee | \$6,909.00 | \$7,048.00 |
| Environmental Assessment/Initial Study (Neg Dec): | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$870.00 | \$888.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$1,911.00 | \$1,950.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|--|---------------|---------------------------|
| COMMUNITY DEVELOPMENT – PLANNING | | |
| Public Hearing Notice | \$558.00 | \$569.00 |
| Certificate of Non-conforming Use | \$2,495.00 | \$2,545.00 |
| Extended Environmental Initial Study (Tech Study/MND): | | |
| Residential - 1-3 dwelling units Non-residential - less than 2,500 sq. ft. | \$531.00 | \$541.00 |
| Residential - 4 or more dwelling units Non-residential - 2,500 sq. ft. or greater | \$1,450.00 | \$1,480.00 |
| Environmental Exemption ^(E) | \$85.00 | \$86.00 |
| Parking In-Lieu (per space) ^(E) | \$25,000.00 | \$25,000.00 |

Environmental Filing Fees - Department of Fish and Wildlife requirement for CEQA projects:^(E)

| | | |
|--|------------|------------|
| Negative Declaration (ND) | \$2,210.00 | \$2,210.25 |
| Mitigated Negative Declaration (MND) | \$2,210.00 | \$2,210.25 |
| Environmental Impact Report (EIR) | \$3,069.75 | \$3,070.00 |
| Environmental Document pursuant to a Certified Regulatory Program (CRP) | \$1,043.75 | \$1,043.75 |
| County Clerk Processing Fee | \$50.00 | \$50.00 |

| | | |
|--|----------------------------|-------------|
| Appeals ^(E) | \$100.00 | \$100.00 |
| Annexations or Reorganization: | | |
| 100% Consent | \$2,497.00 | \$2,548.00 |
| Other | \$9,991.00 | \$10,193.00 |
| Holiday Merchandise Sales & Inflatable balloons - \$500.00 refundable deposit required in addition to fee | \$167.00 | \$170.00 |
| Sign Permit | \$154.00 | \$157.00 |
| Temporary Banner Permit | \$40.00 | \$41.00 |
| Building Plan Check (Planning) - 37% Building Plan Check | 36% Building Plan Check | |
| Grading Plan Check (Planning) - 20% Engineering Plan Check | 23% Engineering Plan Check | |
| Liquor License ABC Application (also requires Public Notice)* | \$1,272.00 | \$1,317.00 |
| Misc. Business License Review | \$88.00 | \$91.00 |
| Setback Exception* ^(E) | \$308.00 | \$315.00 |
| Zoning Letter | \$162.00 | \$165.00 |
| Accessory Dwelling Unit Fee | \$249.00 | \$254.00 |
| ADU Annual Renewal ^(E) | \$88.00 | \$15.00 |
| HPC Site Plan Review ^(E) | \$131.00 | \$134.00 |
| HP Landmark without Mills Act contract* ^(E) | \$520.00 | \$531.00 |
| HP Landmark with Mills Act contract* | \$2,060.00 | \$2,101.00 |
| Sign Program* | \$2,151.00 | \$2,194.00 |
| Landscape Plan Review for Large Projects - flat fee or 1.0%- 3.5% of estimated cost of landscape improvements (deposit towards contract fee) | \$712.00 | \$756.00 |
| Residential Wireless Review - Minimum deposit toward contract fee | \$889.00 | \$1,000.00 |
| Mobile Home Park Relocation Plan Review - Fee plus \$10,000 deposit toward contract fee | \$3,849.00 | \$3,927.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|---|---------------|---------------------------|
| COMMUNITY DEVELOPMENT – PLANNING | | |
| Abandoned Shopping Cart Plan Annual Exemption ^(E) | \$95.00 | \$95.00 |
| Annual Review for Abandoned Shopping Cart Plan ^(E) | \$650.00 | \$650.00 |
| Adult Business Application fee | \$1,136.00 | \$1,207.00 |

NOTES:

* May also require environmental review and/or public hearing notice fees

^(E) See Exceptions to Cost Recovery Policy

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|--|-------------------------|----------|-------------------------|----------|
| | FEE A | FEE B | FEE A | FEE B |
| PUBLIC WORKS - ENGINEERING | | | | |
| ENGINEERING FEES: | | | | |
| Encroachment Permit | \$387.00 | | \$392.00 | |
| Encroachment Permit Deposit - 100% of construction cost or <u>FEE A</u> min | \$600.00 | | \$600.00 | |
| Plan Check (Grading) - <u>FEE A</u> 1st 2 sheets plus <u>FEE B</u> each add'l sheet | \$1,150.00 | \$500.00 | \$1,167.00 | \$507.00 |
| Plan Check (Public Improvements) - <u>FEE A</u> min or <u>FEE B</u> of eng est | \$438.00 | 4.0% | \$444.00 | 4.0% |
| Inspection (Grading) - <u>FEE A</u> min or <u>FEE B</u> of eng est | \$1,058.00 | 10.0% | \$1,061.00 | 10.0% |
| Inspection (Public Improvements) - <u>FEE A</u> min or <u>FEE B</u> of eng est | \$759.00 | 5.5% | \$772.00 | 5.5% |
| Inspection Management and Overhead | 15% of inspection costs | | 14% of inspection costs | |
| Vacation Fee/Street Easement - <u>FEE A</u> plus appraisal fee & preliminary report | \$2,253.00 | | \$2,458.00 | |
| Parcel Map (Final) - <u>FEE A</u> plus <u>FEE B</u> per lot | \$2,812.00 | \$272.00 | \$2,980.00 | \$288.00 |
| Parcel Map Waiver | \$562.00 | | \$558.00 | |
| Subdivision Map (Final) - <u>FEE A</u> plus <u>FEE B</u> per lot | \$3,830.00 | \$295.00 | \$4,107.00 | \$316.00 |
| Block Party/Street Closure ^(E) | \$50.00 | | \$50.00 | |
| Transportation Permit & Field Inspection ^(E) | \$16.00 | | \$16.00 | |
| Soil/Geotech Report Review | \$159.00 | | \$159.00 | |
| Tentative Parcel Map | \$1,065.00 | | \$1,060.00 | |
| Site Plan Review (DAB) | \$462.00 | | \$458.00 | |
| Tentative Subdivision Map | \$1,136.00 | | \$1,131.00 | |
| Certificate of Correction | \$399.00 | | \$397.00 | |
| Field Verification (Monumentation) - <u>FEE A</u> plus <u>FEE B</u> per lot | \$287.00 | \$20.00 | \$290.00 | \$20.00 |
| Maps/Plans | \$9.00 | | \$7.00 | |
| Design Criteria Copy | \$30.00 | | \$31.00 | |
| Address Change | \$176.00 | | \$179.00 | |
| Monitoring Wells (Encroachment Permit) | \$415.00 | | \$422.00 | |
| Monitoring Wells (Inspection) | \$204.00 | | \$208.00 | |
| Monitoring Well Bond/Deposit - <u>FEE A</u> per well | \$1,000.00 | | \$1,000.00 | |
| Building Site Plan Review: Construction Costs less than \$10,000 | \$72.00 | | \$73.00 | |
| Building Site Plan Review: Construction Costs more than \$10,000 | \$155.00 | | \$158.00 | |
| Document preparation (Liens & Deeds) | \$137.00 | | \$139.00 | |
| Minor Encroachment Permit (e.g., sidewalks, driveways, swimming pools) | \$145.00 | | \$147.00 | |
| Inspection (Minor Encroachment) | \$236.00 | | \$239.00 | |
| Traffic Control Plan Review | \$104.00 | | \$105.00 | |
| Annexation | \$871.00 | | \$868.00 | |
| Sewer Service Agreement w/o Annexation | \$871.00 | | \$868.00 | |
| NPDES Water Quality Construction Inspections - <u>FEE A</u> or 4% of engineer's estimate | \$129.00 | 4% | \$140.00 | 4% |
| Traffic Commission Appeals ^(E) | \$100.00 | | \$100.00 | |
| Water Quality Plan Review - <u>FEE A</u> deposit plus <u>FEE B</u> administration fee | \$2,500.00 | \$86.00 | \$2,500.00 | \$86.00 |
| Traffic Impact Review - <u>FEE A</u> deposit plus <u>FEE B</u> administration fee | \$500.00 | \$183.00 | \$500.00 | \$186.00 |
| Street Light Connection Processing Fee - <u>FEE A</u> per service point plus <u>FEE B</u> processing fee | \$30.00 | \$83.00 | \$30.00 | \$84.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|--|---------------|----------|------------------------|----------|
| | FEE A | FEE B | FEE A | FEE B |
| PUBLIC WORKS - ENGINEERING | | | | |
| Traffic Control Plan Renewal Fee | \$30.00 | | \$31.00 | |
| Encroachment Permit Renewal Fee | \$30.00 | | \$31.00 | |
| Temp Minor Encroachment Permit (e.g., dumpsters) | \$125.00 | | \$126.00 | |
| Annual Water Quality Inspection | \$249.00 | | NO FEE | |
| Oversized Digital Document Production | \$35.00 | | \$35.00 | |
| Traffic Impact Fee - FEE A per dwelling unit ⁽¹⁾ | \$2,310.00 | | \$2,357.00 | |
| Sewer Connection Fee - FEE A per equivalent dwelling unit or FEE B per fixture whichever is greater ⁽²⁾ | \$5,290.00 | \$264.00 | \$5,390.00 | \$269.50 |

Other Charges:

| | | |
|---|-----------------------|-----------------------|
| Other engineering inspection services not specifically identified | Full cost hourly rate | Full cost hourly rate |
|---|-----------------------|-----------------------|

Industrial Waste:

| | | | | |
|---|--------------------|----------|--------------------|----------|
| Industrial Waste Permit | \$109.00 | | \$118.00 | |
| Industrial Waste Compliance Monitoring - <u>FEE A</u> based on City of San Diego costs plus <u>FEE B</u> processing fee | Full cost recovery | \$152.00 | Full cost recovery | \$164.00 |

FOG FEES:

| | | | | |
|------------------------------------|----------|--|----------|--|
| FOG Discharge Permit (5-yr permit) | \$253.00 | | \$253.00 | |
| Combo NPDES and FOG Inspection | \$251.00 | | NO FEE | |
| Annual FOG Inspection | \$155.00 | | \$155.00 | |
| FOG Re-inspection | \$147.00 | | \$147.00 | |
| Modified Annual NPDES Inspection | | | \$50.00 | |
| Notice of Violation | \$272.00 | | \$294.00 | |
| Grease Disposal Mitigation | \$335.00 | | \$351.00 | |

NOTES:

Fee A is the primary fee and Fee B is any secondary amount that applies as described

^(E) See Exceptions to Cost Recovery Policy

⁽¹⁾ Fee set by SANDAG

⁽²⁾ Sewer Connection Fees are assessed on all new development and significant redevelopment where existing buildings are being replaced or where no Sewer Connection Fees had been previously paid.

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|---|--|--------|--|--------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY SERVICES | | | | |
| | Non-Resident fee +\$10.00 per session | | Non-Resident fee +\$10.00 per session | |
| Aquatics Lessons: ^(E) | | | | |
| Private Swim Lessons (hourly rate) | \$82.00 | | \$82.00 | |
| Aquatics Semi-Private Lessons (hourly rate) | \$61.00 | | \$61.00 | |
| Aquatics Adult Programs (hourly rate) | \$3.00 - \$15.00 | | \$3.00 - \$15.00 | |
| Aquatics Youth Programs (hourly rate) | \$3.00 - \$15.00 | | \$3.00 - \$15.00 | |
| Aquatics Learn to Swim (hourly rate) | \$13.00 - \$25.00 | | \$13.00 - \$25.00 | |
| Pool Admission Fees (Lap/Public Swim): | | | | |
| Adult (18 years & over) | \$5.00 | | \$5.00 | |
| Youth, Senior (55 & over), Disabled | \$3.00 | | \$3.00 | |
| Aquatic Special Events - Yth, Sr, Dis FEE A / Adult FEE B | \$5.00 | \$7.00 | \$5.00 | \$7.00 |
| Swim Passes (Lap/Public Swim): | | | | |
| Adult Year Pass | \$258.00 | | \$258.00 | |
| Year Pass (senior, disabled) | \$154.00 | | \$154.00 | |
| Family Summer Pass | \$154.00 | | \$154.00 | |
| Adult 20 Swim Pass | \$92.00 | | \$92.00 | |
| 20 Swim Pass (youth, senior, disabled) | \$51.00 | | \$51.00 | |
| | Non-Resident fee +\$10.00 per session | | Non-Resident fee +\$10.00 per session | |
| Instructional Classes: ^(E) | | | | |
| Pre-School (hourly rate) | \$7.00 - \$15.00 | | \$7.00 - \$15.00 | |
| Lifeguarding/Water Safety Instructor Course | \$150 - \$180 | | \$150 - \$180 | |
| Enrollment Change Requests - fee per request | \$10.00 | | \$10.00 | |
| Enrollment Premium - fee per class | \$10.00 | | \$10.00 | |
| Class materials/supplies | Full cost recovery | | Full cost recovery | |
| | Non-Resident fee +\$10.00 per week | | Non-Resident fee +\$10.00 per week | |
| Camps: ^(E) | | | | |
| Summer Sessions (weekly rate) | \$115 - \$232 | | \$115 - \$232 | |
| Facility Rental Categories: | | | | |
| City Sponsored Activities | No fee | | No fee | |
| LMSVSD & GUHSD Schools - Per current Community Recreation Agreement | Per current Community Recreation Agreement | | Per current Community Recreation Agreement | |
| All Non-Profit Groups (resident, non resident) ^(E) | M-Th: 30% off base fee / F: 20% off base fee + staff costs | | M-Th: 30% off base fee / F: 20% off base fee + staff costs | |
| Breakfast/Lunch Service Clubs - Community Center (monthly rate - annual contracts) ^(E) | \$255.00 | | \$255.00 | |
| Breakfast/Lunch Service Clubs - Nan Coutts Cottage & Recreation Center (monthly rate - annual contracts) ^(E) | \$105.00 | | \$105.00 | |
| Private Groups, Fundraisers | Full fee | | Full fee | |
| Sponsored Rental Programs | 40% | | 40% | |
| Girl or Boy Scouts Overnight at Nan Coutts Cottage | \$105.00 | | \$105.00 | |
| Miscellaneous Fees - Community Center Complex: | | | | |
| Custodial Setup (one time per contract) | Full cost recovery | | Full cost recovery | |
| Staffing | Full cost recovery | | Full cost recovery | |
| Alcohol Permit w/Rentals | \$166.00 | | \$166.00 | |
| Security Guards (if required by contract) | Full cost recovery | | Full cost recovery | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|---|---------------------|-------|------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY SERVICES | | | | |
| Limited Snack and Beverage Service (per person) | Full cost recovery | | Full cost recovery | |
| Linens | Full cost recovery | | Full cost recovery | |
| Facility Use Deposit (per contract) | \$200.00 - \$500.00 | | \$200.00 - \$500.00 | |
| Additional Hourly Rate for Rental Event Decoration/Prep | \$50.00 | | \$50.00 | |
| Deposit Forfeiture Fee (for damage or incident response) | Full cost recovery | | Full cost recovery | |
| Cancellation Fee - Banquet Facilities Only | 50% - 100% | | 50% - 100% | |

Pool Rental Charges (2 hour minimum):

| | | | | |
|---|--------------------|--|--------------------|--|
| Private/Commercial Groups (hourly rate - includes two lifeguards) | \$205.00 | | \$205.00 | |
| Additional Lifeguards | Full cost recovery | | Full cost recovery | |

Weekday Rental Packages (Monday - Thursday)

Community Center (full Arbor View Room):

| | | | | |
|--|----------|--|----------|--|
| 2 Hours Minimum flat rate | \$335.00 | | \$335.00 | |
| Additional Hours Above Minimum (hourly rate) | \$173.00 | | \$173.00 | |
| 4 Hours (Lunch or Dinner) flat rate | \$670.00 | | \$670.00 | |
| Non-Profit Groups (4 hour minimum) discounted rate | \$469.00 | | \$469.00 | |
| Executive Room (hourly rate - 2 hour minimum) | \$41.00 | | \$41.00 | |

Community Center South:

| | | | | |
|--|----------|--|----------|--|
| 2 Hours Minimum flat rate | \$294.00 | | \$294.00 | |
| Additional Hours Above Minimum (hourly rate) | \$154.00 | | \$154.00 | |
| 4 Hours (Lunch or Dinner) flat rate | \$536.00 | | \$536.00 | |
| Non-Profit Groups (4 hour minimum) discounted rate | \$375.00 | | \$375.00 | |

Community Center North:

| | | | | |
|--|----------|--|----------|--|
| 2 Hours Minimum flat rate | \$206.00 | | \$206.00 | |
| Additional Hours Above Minimum (hourly rate) | \$108.00 | | \$108.00 | |
| 4 Hours (Lunch or Dinner) flat rate | \$412.00 | | \$412.00 | |
| Non-Profit Groups (4 hour minimum) discounted rate | \$289.00 | | \$289.00 | |

Community Center Arbor View Room Weekend Packages:

| | | | | |
|--|------------|--|------------|--|
| Twilight Dinner Reception (Friday from 3:00 pm to 11:00 pm) | \$1,155.00 | | \$1,155.00 | |
| Twilight Dinner Reception (Saturday from 3:00 pm to 11:00 pm) | \$1,425.00 | | \$1,425.00 | |
| Sunday Afternoon Reception (5 hours) | \$925.00 | | \$925.00 | |
| Additional Hours Above Package Rates (hourly rate) | \$190.00 | | \$190.00 | |

NOTE: Weekend packages include: use of the Arbor View Room, dance floor, stage, kitchen for caterers, round tables, chairs, set up and take down of floor plan and professional wedding expertise.

Nan Couts Cottage:

| | | | | |
|---|----------|--|----------|--|
| Friday and Saturday Night Dinner (4:00 pm to 11:00 pm) | \$595.00 | | \$600.00 | |
| Sunday Afternoon (hourly rate 4 hour minimum) | \$92.00 | | \$95.00 | |
| Additional Hours Above Package Rates (hourly rate) | \$92.00 | | \$95.00 | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|--|---|----------|---|----------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY SERVICES | | | | |
| Performing Arts Rooms: | | | | |
| Saturday Night Dinner (4:00 pm to 11:00 pm) | \$560.00 | | \$565.00 | |
| Sunday Afternoon (hourly rate - 4 hour minimum) | \$82.00 | | \$85.00 | |
| Additional Hours Above Package Rates (hourly rate) | \$82.00 | | \$85.00 | |
| NOTE: Packages include: tables, chairs, kitchen and staff time. | | | | |
| West Terrace Patio only (per event) | \$500.00 | | \$500.00 | |
| HGP Amphitheatre (hourly rate with 2 hour minimum) | \$180.00 | | \$180.00 | |
| HGP Amphitheatre (non-profit hourly rate) | | | \$100.00 | |
| HGP Reservable Park Permit areas: | | | | |
| Open air inflatable/picnic area | | | | |
| Open Air Reserved permit fee (25-50 or fewer) w/attraction - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$50.00 | \$60.00 | \$60.00 | \$70.00 |
| Open Air Reserved permit fee (51-100) - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$85.00 | \$95.00 | \$95.00 | \$105.00 |
| Open Air Reserved permit fee (101-250) - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$165.00 | \$175.00 | \$175.00 | \$185.00 |
| Shade Pavilion inflatable/picnic area | | | | |
| Reserved permit fee (25-50 or fewer) w/attraction - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$75.00 | \$85.00 | \$85.00 | \$95.00 |
| Reserved permit fee (51-100) - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$110.00 | \$120.00 | \$120.00 | \$130.00 |
| Reserved permit fee (101-250) - 1 day - Resident: <u>FEE A</u> ; Non-resident: <u>FEE B</u> | \$190.00 | \$200.00 | \$200.00 | \$210.00 |
| Parks: ^(E) | | | | |
| Inflatable Space Rental - 1 day - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$40.00 | \$50.00 | \$40.00 | \$50.00 |
| Park Permit Fee - 1 day (25-50 or fewer) w/attraction - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$40.00 | \$50.00 | \$40.00 | \$50.00 |
| Park Permit Fee - 1 day (51 - 100) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$75.00 | \$85.00 | \$75.00 | \$85.00 |
| Park Permit Fee - 1 day (101 - 250) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$155.00 | \$165.00 | \$155.00 | \$165.00 |
| Cancellation Fee | No refund of deposit | | No refund of deposit | |
| Facility Use Deposit (if required by contract) | See Facility Use Deposit under Miscellaneous Fees | | See Facility Use Deposit under Miscellaneous Fees | |
| LMSVSD & GUHSD Schools (school functions only, does not apply to social events) | Per current Community Recreation Agreement | | Per current Community Recreation Agreement | |
| Private Commercial Use of Public Recreational Property - permits to be issued quarterly | \$77.00 | | \$77.00 | |
| Field Rentals: ^(E) | | | | |
| Private/Commercial Groups (hourly rate - all fields) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$52.00 | \$72.00 | \$52.00 | \$72.00 |
| Athletic Council (A.C.) Members (youth - per participant) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$5.00 | \$10.00 | \$5.00 | \$10.00 |
| A.C. Members (senior - per participant) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$7.00 | \$12.00 | \$7.00 | \$12.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|---|--|---------|--|---------|
| | FEE A | FEE B | FEE A | FEE B |
| COMMUNITY SERVICES | | | | |
| A.C. Members (adult - hourly rate) - Resident <u>FEE A</u> ; Non-Resident <u>FEE B</u> | \$30.00 | \$40.00 | \$30.00 | \$40.00 |
| Adult Softball | \$541.00 | | \$541.00 | |
| Field Lights: | | | | |
| Light Use - Based on SDG&E costs | Full cost recovery | | Full cost recovery | |
| Field Major Maintenance/Replacement (CIP) | Per formula set by City Council Resolution | | Per formula set by City Council Resolution | |
| Production/Film/Photography Companies: | | | | |
| Filming Permit (Includes application review/processing fee for up to one-time continuous day's filming or still photography done for commercial purposes, or such events encroaching on public property) plus full cost recovery | \$2,500.00 | | \$2,500.00 | |
| Police Officer Coverage (includes overtime pay, equipment and administrative overhead) | Full cost recovery | | Full cost recovery | |
| Any other costs incurred by City in connection with a filming or photography permit | Full cost recovery | | Full cost recovery | |
| Seniors Membership & Activities: | | | | |
| Resident per year - Regular | \$20.00 | | \$20.00 | |
| Resident per year - VIP (includes mailing of monthly bulletin, discount on sponsored trips, etc.) | \$28.00 | | \$28.00 | |
| Non-resident per year - Regular | \$25.00 | | \$25.00 | |
| Non-resident per year - VIP (includes mailing of monthly bulletin, discount on sponsored trips, etc.) | \$34.00 | | \$34.00 | |
| Business/Professional per year | \$154.00 | | \$154.00 | |
| Senior Travel Partners (tiered program) | Tier range: \$250 - \$1,000 | | Tier range: \$250 - \$1,000 | |
| Senior In-house Trips (except Casino Day Trips) - Full cost recovery + <u>FEE A</u> Non-residents | \$7.00 | | \$7.00 | |
| Senior Trip Cancellation Fees - <u>FEE A</u> + applicable contractor cancellation fees | \$5.00 | | \$5.00 | |
| Senior Trip - Casino Day Trips - Full cost recovery + <u>FEE A</u> Non-residents | \$7.00 | | \$9.00 | |
| Social Functions | Full cost recovery | | Full cost recovery | |
| Health Services | Full cost recovery | | Full cost recovery | |
| Special Classes | Full cost recovery | | Full cost recovery | |
| Cards - Bridge & Pinochle per person per play day | \$1.00 | | \$2.00 | |
| Transportation Taxi Scrip Booklet | \$10.00 | | \$10.00 | |
| Transportation Rides4Neighbors Initial Application Processing Fee | \$20.00 | | \$20.00 | |
| Transportation Rides4Neighbors Application Annual Renewal Fee | \$10.00 | | \$10.00 | |
| Friday Night Dance per person per event | \$5.00 | | \$5.00 | |
| Adult Enrichment Center facility use for casual or drop-in activities per person per meeting. (Note: Different fees apply to programs held at the Adult Enrichment Center that are part of the Grossmont District Adult Education Program.) | \$1.00 | | \$2.00 | |
| Grossmont District Adult Education Program per class hour | \$5.00 | | \$5.00 | |
| Grossmont District Adult Education Custodial Fee per student per class | \$3.00 | | \$3.00 | |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | | FY 16-17 Fees PROPOSED | |
|-------------|---------------|-------|------------------------|-------|
| | FEE A | FEE B | FEE A | FEE B |

Adult Enrichment Center Room Rental Fees:

| | | | | |
|---|----------|--|----------|--|
| Main Hall North Section (hourly rate - 2 hour minimum) | \$80.00 | | \$80.00 | |
| Main Hall Center Section (hourly rate - 2 hour minimum) | \$60.00 | | \$60.00 | |
| Main Hall South Section (hourly rate - 2 hour minimum) | \$60.00 | | \$60.00 | |
| Full Main Hall (hourly rate - 2 hour minimum) | \$200.00 | | \$200.00 | |
| Craft room (hourly rate - 2 hour minimum self-service setup) | \$58.00 | | \$58.00 | |
| Kitchen optional use w/adjacent room (hourly rate - 2 hour minimum) | \$36.00 | | \$36.00 | |
| Clubhouse (hourly rate with 2 hour minimum self-service setup) | \$58.00 | | \$58.00 | |
| Drop-In Center (hourly rate - 2 hour minimum self-service setup) | \$58.00 | | \$58.00 | |

Miscellaneous Fees - Adult Enrichment Center:

| | | | | |
|---|--|--|--|--|
| Custodial Setup (one time per contract) | Full cost recovery | | Full cost recovery | |
| Staffing | Full cost recovery | | Full cost recovery | |
| Alcohol Permit w/Rentals (additional) | \$166.00 | | \$166.00 | |
| Security Guards (if required by contract) | Full cost recovery | | Full cost recovery | |
| Linens | Full cost recovery | | Full cost recovery | |
| Facility Use Deposit (per contract) | \$200.00 - \$500.00 | | \$200.00 - \$500.00 | |
| Deposit Forfeiture Fee (for damage or incident response) | Full cost recovery | | Full cost recovery | |
| Cancellation Fee - Banquet Facilities | 50% - 100% | | 50% - 100% | |
| Kitchen Double Cabinet Storage (monthly rate - 6 month minimum) | \$30.00 | | \$30.00 | |
| Kitchen Single Cabinet Storage (monthly rate - 6 month minimum) | \$25.00 | | \$25.00 | |
| Kitchen Drawer Storage (monthly rate - 6 month minimum) | \$15.00 | | \$15.00 | |
| Lobby Display Rack (monthly rate - 6 month minimum) | \$20.00 | | \$20.00 | |
| All Non-Profit Groups (Resident, Non Resident) | M-Th: 30% off base fee / F: 20% off base fee + staff costs | | M-Th: 30% off base fee / F: 20% off base fee + staff costs | |

Contracted Instructional Programs:

| | | |
|--|-----------------------|-----------------------|
| Programs held at indoor City facility | 40% of contracted fee | 40% of contracted fee |
| Programs held at outdoor City facility | 30% of contracted fee | 30% of contracted fee |
| Programs held at Contractor facility | 20% of contracted fee | 20% of contracted fee |

For all Community Services activities not specifically defined above, there will be a fee established that will allow the Department of Community Services a direct cost recovery rate as defined by City Council policy.

NOTE:

Fee A is the primary fee and Fee B is any secondary amount that applies as described

^(E) See Exceptions to Cost Recovery Policy

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|--|-----------------------------------|-----------------------------------|
| POLICE | | |
| Police Services: | | |
| Fingerprinting: | | |
| Live Scan ^(E) | \$20.00 | \$20.00 |
| Ink | \$13.00 | \$15.00 |
| Photographs: | | |
| Non-digital | \$65.00 | \$67.00 |
| Digital | \$39.00 | \$41.00 |
| Police Report Copies Per Page ^(E) | \$0.10 | \$0.10 |
| Police Traffic Reports Per Page ^(E) | \$0.10 | \$0.10 |
| False Alarms per LMMC 10.100.060 | \$148.00 | \$153.00 |
| Crime Prevention Reports | \$32.00 | \$33.00 |
| Clearance Letter | \$23.00 | \$24.00 |
| Abandoned Vehicle Removal | \$101.00 | NO FEE |
| Police Audio Tape Copying Service | \$52.00 | \$55.00 |
| Video Copying Service | | \$142.00 |
| Civil Subpoenas/Civil Discovery Research ^(E) | \$24.00 | \$24.00 |
| Hazardous Spill Cleanup Security ^(E) | Full cost hourly rate | Full cost hourly rate |
| Release of Impounded Vehicle | \$161.00 | \$167.00 |
| Weapon Impound Fee | \$41.00 | \$43.00 |
| Records Research Fee | \$107.00 | \$112.00 |
| Child Safety Seat Installation for non-residents; free for residents ^(E) | \$52.00 | \$54.00 |
| Correctible Cite Signoff - Moving violations not issued by LMPD ^(E) | \$23.00 | \$23.00 |
| Commercial Sound Amplification Fee ^(E) | \$26.00 | \$25.00 |
| Civil Court Appearance - Witness Fees for sworn/public safety staff ^(E) | \$275.00 | \$275.00 |
| Civil Court Appearance - Witness Fees for non-sworn/non-public safety staff ^(E) | \$150.00 | \$150.00 |
| Handicap Citation - Quick Dismissal | \$6.00 | \$6.00 |
| Alcohol Permit | \$166.00 | \$174.00 |
| Towing Admin Fee | \$227.00 | NO FEE |
| In-House Transcription Service | \$48.00 | \$50.00 |
| Emergency responses as defined in Government Code Sections 53150-53156 | As established by Government Code | As established by Government Code |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|---|---------------|------------------------------|
| POLICE | | |
| Animal Control: ^(E) | | |
| Dead Animal Disposal (owned) | \$32.00 | \$34.00 |
| Dog Licenses: | | |
| 1 year altered | \$19.00 | \$19.00 |
| 2 years altered | \$32.00 | \$33.00 |
| 3 years altered | \$42.00 | \$43.00 |
| 1 year unaltered | \$42.00 | \$43.00 |
| 2 years unaltered | \$67.00 | \$69.00 |
| 3 years unaltered | \$80.00 | \$83.00 |
| Late Fee | \$19.00 | \$19.00 |
| Replacement Tags | \$9.00 | \$9.00 |
| Relinquished dogs and cats ^(E) | \$96.00 | \$55.00 |
| Impound Stray Cat | \$79.00 | NO FEE |
| Shelter Impound Fee (per occurrence) ^(E) | \$175.00 | 1st \$40; 2nd \$60; 3rd \$80 |
| Shelter Boarding - Daily ^(E) | \$26.00 | \$8.00 |
| Transfer Fee | \$5.00 | \$5.00 |
| Animal Trap Rental & Use Agreement | \$42.00 | \$45.00 |

NOTE:

^(E) See Exceptions to Cost Recovery Policy

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

DESCRIPTION

FY 15-16 FEES

**FY 16-17 Fees
PROPOSED**

FIRE

Inspection Services:

| | | |
|--|------------|------------|
| Convalescent Homes & Hospitals | \$127.00 | \$138.00 |
| Reinspection Fees | \$100.00 | \$106.00 |
| Licensed Daycare or other State Licensed In-Home Care - 25 or less ^(E) | \$50.00 | \$50.00 |
| Licensed Daycare or other State Licensed In-Home Care - 26 or more ^(E) | \$100.00 | \$100.00 |
| Apartment/Hotel/Motel Inspections: | | |
| 2 to 14 units | \$157.00 | \$168.00 |
| 15 to 50 units | \$247.00 | \$265.00 |
| 51 to 100 units | \$354.00 | \$385.00 |
| 101 to 150 units | \$426.00 | \$462.00 |
| 151 to 200 units | \$498.00 | \$545.00 |
| 201 to 250 units | \$570.00 | \$622.00 |
| 251 to 300 units | \$642.00 | \$706.00 |
| Above 300 units - Fee for additional increment of 1 to 50 units above, in addition to the fee listed for 251 to 300 units. | \$713.00 | \$775.00 |
| Large campus facility inspection | \$2,354.00 | \$2,570.00 |
| Mid-rise building inspection (2-4) | \$160.00 | \$172.00 |
| Hi-rise building inspection (5+) | \$304.00 | \$329.00 |
| Large commercial building inspection | \$233.00 | \$253.00 |

Annual Permits: ^(E)

| | | |
|--|----------|----------|
| Aerosol Products: an operational permit is required to manufacture, store or handle and aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 pounds net weight. CFC 105.6.1 | \$119.00 | \$132.00 |
| Amusement building: an operational permit is required to operate a special amusement building. CFC 105.6.2 | \$150.00 | \$166.00 |
| Carnivals and Fairs: an operational permit is required to conduct a carnival or fair. CFC 105.6.4 | \$219.00 | \$239.00 |
| Cellulose Nitrate Film: an operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy. CFC 105.6.5 | \$219.00 | \$241.00 |
| Combustible dust-producing operations: an operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts. CFC 105.6.6 | \$169.00 | \$186.00 |
| Combustible fibers: an operational permit is required for the storage and handling of combustible fibers in quantities greater than 100 cubic feet. CFC 105.6.7 | \$86.00 | \$95.00 |
| Compressed gases: an operational permit is required for the storage, use of handling at normal temperature and pressure (NTP) of compressed gases. CFC 105.6.8 | \$119.00 | \$131.00 |
| Cryogenic Fluids: an operational permit is required to produce, store, transport on site, use, handle or dispense cryogenic fluids. CFC 105.6.10 | \$219.00 | \$238.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|--|---------------|---------------------------|
| FIRE | | |
| Cutting and welding: an operational permit is required to conduct cutting or welding operations within the jurisdiction. CFC 105.6.11 | \$119.00 | \$130.00 |
| Dry cleaning plants: an operational permit is required to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment. CFC 105.6.12 | \$219.00 | \$244.00 |
| Exhibits and Trade Shows: an operational permit is required to operate exhibits and trade shows. CFC 105.6.13 | \$219.00 | \$239.00 |
| Explosives: an operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effect. CFC 105.6.14 | \$219.00 | \$239.00 |
| Flammable & combustible liquids: an operational permit is required per CFC 105.6.16 | \$219.00 | \$239.00 |
| Floor Finishing: an operational permit is required for floor finishing or surfacing operations exceeding 350 square feet using Class I or Class II liquids. CFC 105.6.17 | \$219.00 | \$239.00 |
| Hazardous materials: an operational permit is required to store, transport on site, dispense, use or handle hazardous materials. CFC 105.6.20 | \$219.00 | \$240.00 |
| Hazardous Production Materials: an operational permit is required to store, handle or use hazardous production materials. CFC 105.6.21 | \$219.00 | \$239.00 |
| High-Piled Storage: an operational permit is required to use a building or portion thereof as a high-piled storage area exceeding 500 square feet. CFC 105.6.22 | \$219.00 | \$246.00 |
| Hot Work Operations: an operational permit is required for hot work. CFC 105.6.23 | \$219.00 | \$246.00 |
| Industrial Ovens: an operational permit is required for operation of industrial ovens. CFC 105.6.24 | \$219.00 | \$239.00 |
| Lumber Yards & Woodworking Plants: an operational permit is required for the storage or processing of lumber exceeding 100,000 board feet. CFC 105.6.25 | \$219.00 | \$238.00 |
| Liquid/Gas Fueled Veh/Eq in Assembly Bldg: an operational permit is required to display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings. CFC 105.6.26 | \$119.00 | \$131.00 |
| Liquefied petroleum gases: an operational permit is required for any facility installing, storing, or using LPG. A permit fee of four (4) times the normal rate will be applied if LPG installation is performed without acquiring a permit first. CFC 105.6.27 | \$119.00 | \$125.00 |
| Magnesium: any facility that melts, cast, heat treat or grind more than 10 pounds of magnesium. CFC 105.6.28 | \$119.00 | \$130.00 |
| Miscellaneous Combustible Storage: an operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material. CFC 105.6.29 | \$219.00 | \$239.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|---|---------------|---------------------------|
| FIRE | | |
| Open Burning: an operational permit is required for the kindling or maintaining or an open fire or a fire on any public street, alley, road, or other public or private ground. CFC 105.6.30 | \$119.00 | \$123.00 |
| Open Flames and Torches: an operational permit is required to remove paint with a torch; or to use a torch or open-flame device in a wildfire risk area. CFC 105.6.31 | \$219.00 | \$239.00 |
| Open flames and candles: an operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. CFC 105.6.32 ^(E) | \$119.00 | \$131.00 |
| Organic Coatings: an operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day. CFC 105.6.33 | \$219.00 | \$238.00 |
| Places of assembly: an operational permit is required to operate a place of assembly. CFC 105.6.34 | \$107.00 | \$118.00 |
| Private Fire Hydrants: an operational permit is required for the removal from service, use or operation of private fire hydrants. CFC 105.6.35 | \$219.00 | \$232.00 |
| Pyroxylin Plastics: an operational permit is required for storage or handling of more than 25 pounds (11 kg) of cellulose nitrate (pyroxylin) plastics and for the assembly or manufacture of articles involving pyroxylin plastics. CFC 105.6.37 | \$119.00 | \$131.00 |
| Refrigeration Equipment: an operational permit is required to operate a mechanical refrigeration unit or system. CFC 105.6.38 | \$219.00 | \$239.00 |
| Repair garages and motor fuel-dispensing facilities: an operational permit is required for the operation of repair garages and automotive, marine and fleet motor fuel-dispensing facilities. CFC 105.6.39 | \$219.00 | \$239.00 |
| Rooftop Heliports: an operational permit is required for the operation of a rooftop heliport. CFC 105.6.40 | \$130.00 | \$139.00 |
| Spraying or Dipping: an operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders. CFC 105.6.41 | \$219.00 | \$246.00 |
| Storage of Scrap Tires & Tire Byproducts: an operational permit is required to establish, conduct or maintain storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet of total volume of scrap tires and for indoor storage of tires and tire byproducts. CFC 105.6.42 | \$219.00 | \$239.00 |
| Temporary Membrane Structures and Tents: an operational permit is required to operate an air-supported temporary membrane structure or a tent having an area in excess of 400 square feet. CFC 105.6.43 | \$219.00 | \$231.00 |
| Tire Rebuilding Plants: an operational permit is required for the operation and maintenance of a tire-rebuilding plant. CFC 105.6.44 | \$219.00 | \$239.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 Fees PROPOSED |
|--|---------------|---------------------------|
| FIRE | | |
| Waste Handling: an operational permit is required for the operation of wrecking yards, junk yards and waste material-handling facilities. CFC 105.6.45 | \$219.00 | \$239.00 |
| Wood Products: an operational permit is required to store chips, hogged material, lumber or plywood in excess of 200 cubic feet. CFC 105.6.46 | \$219.00 | \$239.00 |

Specific Use Permits:

| | | |
|---|----------|----------|
| Blasting (per job site address, could be for multiple blasts) | \$92.00 | \$94.00 |
| Pyrotechnic special effects material: an operational permit is required for use and handling of pyrotechnic special effects material. CFC 105.36 ^(E) | \$258.00 | \$282.00 |
| Flammable/combustible tank install (includes installation & testing of tank(s) and piping) | \$458.00 | \$504.00 |
| Flammable/combustible tank re-pipe (only) | \$408.00 | \$439.00 |
| Commercial haunted house (includes any area or room used at a carnival, party, or similar event for the purpose of creating a maze to amuse, confuse, or frighten participants) | | \$162.00 |

PLAN SUBMITTAL FEES: ^(E) Plan submitted for review by the La Mesa Fire Department shall be accompanied by a submittal fee. The fee entitles the submitter to an initial review and two (2) resubmittals to correct errors or omissions.

| | | |
|---|----------|----------|
| Automatic sprinkler system (shall include all new and modified automatic sprinkler systems, foam water systems and other similar type systems. Systems will include all piping and valves from the water district stub-out to the sprinkler head(s) based upon the number of heads installed: | | |
| 1 - 4 heads | \$123.00 | \$133.00 |
| 5 - 20 heads | \$216.00 | \$233.00 |
| 21 - 50 heads | \$292.00 | \$315.00 |
| 51 - 100 heads | \$478.00 | \$523.00 |
| 101 - 500 heads | \$570.00 | \$618.00 |
| each additional 500 or part | \$570.00 | \$618.00 |
| If applicable, inspection fees for fire protection systems are as follows: | | |
| Underground Hydrostatic Test | \$251.00 | \$276.00 |
| Overhead Hydrostatic Test | \$185.00 | \$198.00 |
| Acceptance/Final Inspection | \$71.00 | \$77.00 |
| Standpipes (includes wet or dry standpipes installed in accordance with NFPA 14 If combination system, fee will be included with sprinkler system) | \$143.00 | \$155.00 |
| Fire alarm system (fee shall be based on number of devices within system. A device shall include: pull stations, detectors, alarm panels and audible and visual alarms): | | |
| 1 - 5 | \$61.00 | \$64.00 |
| 6 - 25 | \$154.00 | \$168.00 |
| each additional 50 or part | \$154.00 | \$168.00 |
| Dry chemical, carbon dioxide, and/or other special extinguishing systems: | | |
| 1 - 500 sq. ft. | \$419.00 | \$453.00 |
| each additional 500 sq. ft. or part | \$569.00 | \$618.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

DESCRIPTION

FY 15-16 FEES

**FY 16-17 Fees
PROPOSED**

FIRE

| | | |
|--|----------|----------|
| Automatic hood system (includes exhaust systems with built-in fire suppression capability, installed over commercial cooking equipment): | | |
| Single System | \$85.00 | \$90.00 |
| Multiple Systems: First System | \$107.00 | \$116.00 |
| Each additional | \$61.00 | \$64.00 |

Emergency Response/Equipment:

| | | |
|--|-----------------------------------|-----------------------------------|
| Hazardous materials response (per hour or portion) | As established by Government Code | As established by Government Code |
| Use of heavy equipment (engines, ladder trucks, etc. - Fees are per hour or portion): | | |
| Duty Chief & Vehicle | As established by Government Code | As established by Government Code |
| Aerial Ladder Truck | As established by Government Code | As established by Government Code |
| Engine | As established by Government Code | As established by Government Code |
| Rescue Unit | As established by Government Code | As established by Government Code |
| Use of specialty equipment (rescue tools, emergency medical equipment, radio equipment, etc.) | As established by Government Code | As established by Government Code |
| Emergency responses as defined in Government Code Sections 53150-53156 (e.g. Driving Under the Influence (DUI) fee per hour) | As established by Government Code | As established by Government Code |
| Personnel Costs (personnel costs are per hour or portion): | Full cost hourly rate | Full cost hourly rate |

False Alarms:

| | | |
|--|----------|----------|
| False or nuisance alarm response of two (2) alarms in 30 days or three (3) alarms in six (6) months. | \$290.00 | \$309.00 |
| Medical alarms (emergency response to non-emergency situation) | \$242.00 | \$234.00 |

Fire Incident Report:

| | | |
|--|--------|--------|
| Per page - Includes fire investigation report if applicable ^(E) | \$0.10 | \$0.10 |
|--|--------|--------|

Investigative Photograph:

| | | |
|------------------------|----------|---------|
| Fee for copy of photos | \$113.00 | \$26.00 |
|------------------------|----------|---------|

Plan Check - Fire:

| | | |
|--|---------------------------------------|---------------------------------------|
| | 30% of Building Permit Plan Check Fee | 30% of Building Permit Plan Check Fee |
|--|---------------------------------------|---------------------------------------|

| | | |
|--|-----------------------|-----------------------|
| Plan check services that are not initiated by the Building Department or are not specifically identified in the list of fees will be charged the full cost hourly rate | Full cost hourly rate | Full cost hourly rate |
|--|-----------------------|-----------------------|

NOTE:

Fee A is the primary fee and Fee B is any secondary amount

^(E) See Exceptions to Cost Recovery Policy

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 FEES | FY 16-17 FEES PROPOSED |
|---|--|--|
| GENERAL GOVERNMENT | | |
| Parking Meters in Downtown Parking District: ^(E) | | |
| On Allison Avenue and in the Allison Avenue municipal parking lot and the La Mesa Blvd. municipal parking lot per hour | \$0.50 | \$0.50 |
| On all streets other than Allison Avenue and the Lemon Avenue and Palm Avenue municipal parking lots per hour | \$0.75 | \$0.75 |
| Parking Permits in Downtown Parking District: ^(E) | | |
| In the Palm Avenue municipal parking lot and the Lemon Avenue municipal parking lot and on Lemon Avenue per quarter | \$60.00 | \$60.00 |
| On Allison Ave. and in the Allison Avenue and La Mesa Blvd. municipal parking lots per quarter | \$40.00 | \$40.00 |
| Parking Violation Administrative Hearing Fee: citation review by personal conference or by mail. | No fee | No fee |
| Other Parking Permits: | | |
| Parking Permit Zone on Street (in Residential Zoning Districts)- One year initial issue per vehicle | \$15.00 | \$15.00 |
| One Year Renewal Issue (If no changes in vehicle registration and residence since initial issue). | \$10.00 | \$10.00 |
| City Clerk's Office: | | |
| Resident Alien Certification | \$16.00 | \$17.00 |
| Records Certification | \$16.00 | \$17.00 |
| Initiative Processing Fee (per Elections Code 9202(b)) ^(E) | \$200.00 | \$200.00 |
| Document retrieval fee for campaign disclosures and statements of economic interest 5 years and older per G.C. 81008 ^(E) Fee is per request. | \$5.00 | \$5.00 |
| Initiation of Sewer Liens | \$48.00 | \$48.00 |
| Release of Weed Abatement Liens | \$101.00 | \$106.00 |
| Release of Engineering Liens | \$16.00 | \$17.00 |
| Document Acknowledgement Fee | | \$17.00 |
| Duplication of Meeting Tapes: ^(E) | | |
| Audio Disk Copy | Actual cost, not to exceed \$10.00 per disk | Actual cost, not to exceed \$10.00 per disk |
| DVD Disk Copy | Actual cost, not to exceed \$10.00 per disk | Actual cost, not to exceed \$10.00 per disk |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

DESCRIPTION

FY 15-16 FEES

**FY 16-17 FEES
PROPOSED**

GENERAL GOVERNMENT

Special Event Permit Fees: ^(E)

Special event permit fees for events permitted for more than one year shall be 50% of the applicable fee for each subsequent year for which the event is approved. Additional Block Party/Street Closure permit and fees may be required.

| | | |
|--|------------|------------|
| Special Event – Parade | \$344.00 | \$323.00 |
| Special Event Permit: | | |
| a) 250 - 499 persons | \$395.00 | \$376.00 |
| b) 500 - 999 persons | \$472.00 | \$475.00 |
| c) 1,000+ persons (plus per officer, per hour rate to be charged for event) | \$1,566.00 | \$1,581.00 |
| Amendment to Special Event Permit: | | |
| a) 250 - 499 persons | \$193.00 | \$183.00 |
| b) 500 - 999 persons | \$219.00 | \$220.00 |
| c) 1,000+ persons | \$741.00 | \$746.00 |
| Public Meeting Notice - per noticed address (addresses to be determined by the City Clerk) | \$0.20 | \$0.20 |

NOTE: To encourage community events, the City Council adopted a 50% cost recovery policy for Special Event Permits; provided, however, any materials or required staffing for the event is charged at full cost recovery unless a specific exception has been approved by the City Council. A requested exception to the cost recovery policy must be based on a demonstrated financial need and/or evidence of a direct economic benefit to the City supported by appropriate financial records or documentation.

| | | |
|---|-----------------------|-----------------------|
| Photocopying per page ^(E) | \$0.10 | \$0.10 |
| Color photocopies per page | \$0.35 | \$0.37 |
| Oversized copies per sheet (18 and 36 inch maps/plans) | \$7.00 | \$7.00 |
| Electronic copies per page | \$0.30 | \$0.35 |
| Data disk per CD ⁽¹⁾ | \$8.00 | \$10.00 |
| Report Generation - Requests for information requiring report generation and compilation will be charged at the full cost hourly rate Per G.C. Section 6352.9 (b) | Full cost hourly rate | Full cost hourly rate |

Finance:

| | | |
|--|----------|----------|
| Returned Check Fee plus certified mail fees ^(E) | \$25.00 | \$25.00 |
| Returned Check Fee (Small Claim) ^(E) - Fee or three times the amount of the check, whichever is greater, plus the amount of the check and court costs | \$100.00 | \$100.00 |
| Invoice Billing Late Fee | \$15.00 | \$21.00 |

| | | |
|------------------------|----------|----------|
| Appeals ^(E) | \$100.00 | \$100.00 |
|------------------------|----------|----------|

NOTES:

^(E) See Exceptions to Cost Recovery Policy

⁽¹⁾ Fee includes actual labor and material costs only. Additional charges may be incurred for document scanning and electronic copies.

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 Fees | FY 16-17 Fees PROPOSED |
|--|-----------------|---------------------------|
| BUSINESS LICENSE FEES:⁽¹⁾ | | |
| Amusement devices - Fee plus Gross Receipts | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Apartments - up to 4 units plus \$5.00/unit | \$35.00 | \$35.00 |
| Auction events - Fee per day of event | \$15.00 | \$15.00 |
| Auction house - Fee plus \$3.00/employee | \$35.00 | \$35.00 |
| Auctioneer - Fee plus \$3.00/employee | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Billboards - Fee plus \$70.00/sign | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Bingo - Per 6 months | \$25.00 | \$25.00 |
| Bowling alley - Fee plus \$35.00 1st lane plus \$15.00 each | \$35.00 | \$35.00 |
| Brokers/Agents - Fee plus \$3.00/employee | \$35.00 | \$35.00 |
| Bus Service | \$100.00 | \$100.00 |
| Cigarette Machine - Fee plus \$35.00 per machine | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Circus, Show, Tent - Fee per day plus \$10.00 per side show | \$100.00 | \$100.00 |
| Closing Out Sale - General/Jewelry (180 days) | \$50.00/\$75.00 | \$50.00/\$75.00 |
| Commercial Residential Use | \$35.00 | \$35.00 |
| Contractors/Subcontractors | \$70.00 | \$70.00 |
| Dance Hall - Fee plus \$320.00 investigation: | | |
| Class A - nightly | \$70.00 | \$70.00 |
| Class B - 3 nights/week | \$35.00 | \$35.00 |
| Class C - 1 night a week | \$25.00 | \$25.00 |
| Class D - club | | |
| Delivery Vehicle: | | |
| Personal Vehicle | Not required | Not required |
| Retail - Per vehicle | \$70.00 | \$70.00 |
| Wholesale - Per vehicle | \$35.00 | \$35.00 |
| Fortune Telling | \$100.00 | \$100.00 |
| Home Occupation | \$35.00 | \$35.00 |
| In-City Unspecified - Fee plus \$3.00 per employee | \$35.00 | \$35.00 |
| Juke Box - Fee plus \$35.00 per machine | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Massage Technician - Fee plus \$320.00 investigation | \$35.00 | \$35.00 |
| Renewal - Fee plus \$200.00 investigation | \$35.00 | \$35.00 |
| Massage Technician - off premise - Fee plus \$320.00 investigation | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Renewal - Fee plus \$200.00 investigation | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Oktoberfest Booth Rental | \$15.00 | \$15.00 |
| Out-of-City Unspecified | \$70.00 | \$70.00 |

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

| DESCRIPTION | FY 15-16 Fees | FY 16-17 Fees PROPOSED |
|--|----------------------|---------------------------|
| BUSINESS LICENSE FEES:⁽¹⁾ | | |
| Pawn Shops ⁽²⁾ | \$100.00 * | \$100.00 * |
| Pool Rooms - Fee plus \$35.00 1st pool table plus \$15.00 each additional pool table | \$35.00 | \$35.00 |
| Public Transportation | \$100.00 | \$100.00 |
| Secondhand Dealer - Initial/Renewal | \$155.00/\$75.00 | \$155.00/\$75.00 |
| Special Event - 3 days or less | \$15.00 | \$15.00 |
| Solicitors - Fee plus \$15.00 planning investigation plus \$110.00 investigation | \$35.00/\$70.00 | \$35.00/\$70.00 |
| Swapmeets - Per quarter | \$1,000.00 | \$1,000.00 |
| Taxicabs - First vehicle plus \$35.00 each additional vehicle | \$70.00 | \$70.00 |
| Trailer Parks | 2% of gross receipts | 2% of gross receipts |
| Hotel/Motel - Fee plus \$3.00/employee (10% gross receipts for Transient Occupancy Tax on quarterly basis is under separate ordinance) | \$35.00 | \$35.00 |
| Unspecified Office/Professional - Fee plus \$3.00 per employee | \$35.00 | \$35.00 |
| Change of Ownership of Business | \$5.00 | \$5.00 |

Listings:

| | | |
|---|--------|--------|
| Business License Listing - Per name, not to exceed \$100.00 | \$0.50 | \$0.50 |
| New Business Listing - Per name, not to exceed \$100.00 | \$0.50 | \$0.50 |

NOTES:

⁽¹⁾ All business licenses are subject to an additional \$1.00 CASp state mandated fee

⁽²⁾ Also requires Secondhand Dealer license and fees

**CITY OF LA MESA FEE SCHEDULE
FY 2016-2017**

DESCRIPTION

FY 15-16 FEES

FY 16-17 FEES

WASTEWATER FEES

BI-MONTHLY SEWER SERVICE FEES:

| | | | | |
|---|--|-----------------------------|--|---------|
| Single Family Residential - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. up to a maximum of 2,800 c.f. for single family | \$27.64 | \$3.40 | \$29.18 | \$3.44 |
| Multi-Family Residential - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. | \$27.64 | \$3.40 | \$29.18 | \$3.44 |
| Commercial-Industrial | | | | |
| Low Strength - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. | \$27.64 | \$3.57 | \$29.18 | \$3.59 |
| Medium Strength - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. | \$27.64 | \$4.72 | \$29.18 | \$4.80 |
| High Strength - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. | \$27.64 | \$5.31 | \$29.18 | \$5.40 |
| Extra High Strength (Septage Haulers) - <u>FEE A</u> base fee + <u>FEE B</u> per 100 c.f. | \$27.64 | \$11.89 | \$29.18 | \$11.89 |
| | 1 unit = 100 c.f. of water consumed as shown on the water bill | | 1 unit = 100 cubic feet of water (748 gallons) consumed as shown on the water bill | |
| Late Penalty Assessment | 10% of Sewer Service Charge | 10% of Sewer Service Charge | | |

* Sewer Connection Fees are assessed on all new development and significant redevelopment where existing buildings are being replaced or where no Sewer Connection Fees had been previously paid.

CITY OF LA MESA

FEE SCHEDULE

FISCAL YEAR 2016-2017

Section 6 - Building Valuation Schedule

BUILDING VALUATION SCHEDULE (2016-2017)

| Use | Type of Construction | Valuation per Sq Ft |
|-----------------------------------|-----------------------------|----------------------------|
| APARTMENT HOUSES | *Type IA or IB | \$102.00 |
| | Type V or III (Masonry) | \$83.00 |
| | Type V Wood Frame | \$77.00 |
| | Type I Basement Garage | \$35.00 |
| BANKS | *Type IA or IB | \$138.00 |
| | Type IIA | \$102.00 |
| | Type IIB | \$99.00 |
| | Type IIIA | \$113.00 |
| | Type IIIB | \$108.00 |
| | Type VA | \$102.00 |
| | Type VB | \$98.00 |
| CAR WASHES | Type IIIA | \$65.00 |
| | Type IIIB | \$62.00 |
| | Type VA | \$56.00 |
| | Type VB | \$52.00 |
| CHURCHES | Type IA or IB | \$93.00 |
| | Type IIA | \$70.00 |
| | Type IIB | \$66.00 |
| | Type IIIA | \$76.00 |
| | Type IIIB | \$72.00 |
| | Type VA | \$71.00 |
| | Type VB | \$67.00 |
| CONVALESCENT HOSPITALS | *Type IA or IB | \$130.00 |
| | Type IIA | \$90.00 |
| | Type IIIA | \$93.00 |
| | Type VA | \$87.00 |

| Use | Type of Construction | Valuation per Sq Ft |
|----------------------------|-----------------------------|----------------------------|
| DWELLINGS *** | Type V Adobe | \$114.00 |
| | Type V Masonry | \$91.00 |
| | Type V Wood Frame | \$86.00 |
| | Basements (semi-finished) | \$22.00 |
| | Additions-Wood Frame | \$103.00 |
| | Solariums | \$86.00 |
| | Cabana-Pool House-Type V | \$79.00 |
| FIRE STATIONS | Type IA or IB | \$107.00 |
| | Type IIA | \$70.00 |
| | Type IIB | \$66.00 |
| | Type IIIA | \$77.00 |
| | Type IIIB | \$74.00 |
| | Type VA | \$72.00 |
| | Type VB | \$69.00 |
| FITNESS CENTERS | *Type IA or IB | \$100.00 |
| | Type IIA | \$67.00 |
| | Type IIB | \$64.00 |
| | Type IIIA | \$72.00 |
| | Type IIIB | \$69.00 |
| | Type VA | \$68.00 |
| | Type VB | \$64.00 |
| HOSPITALS | *Type I or I B | \$153.00 |
| | Type III A | \$126.00 |
| | Type V A | \$120.00 |
| HOTELS & MOTELS | *Type IA or IB | \$94.00 |
| | Type IIIA | \$82.00 |
| | Type IIIB | \$78.00 |
| | Type VA | \$71.00 |
| | Type VB | \$70.00 |

| Use | Type of Construction | Valuation per Sq Ft |
|--------------------------|-----------------------------|----------------------------|
| INDUSTRIAL PLANTS | | |
| | Type IA or IB | \$53.00 |
| | Type IIA | \$37.00 |
| | Type IIB (Stock) | \$34.00 |
| | Type IIIA | \$41.00 |
| | Type IIIB | \$38.00 |
| | Tilt-up | \$28.00 |
| | Type VA | \$38.00 |
| | Type VB | \$35.00 |
| MEDICAL OFFICES | | |
| | *Type IA or IB. | \$112.00 |
| | Type IIA | \$86.00 |
| | Type IIB | \$82.00 |
| | Type IIIA | \$91.00 |
| | Type IIIB | \$87.00 |
| | Type VA | \$84.00 |
| | Type VB | \$81.00 |
| OFFICES | | |
| | *Type IA or IB | \$100.00 |
| | Type IIA | \$67.00 |
| | Type IIB | \$64.00 |
| | Type IIIA | \$72.00 |
| | Type IIIB | \$69.00 |
| | Type VA | \$68.00 |
| | Type VB | \$64.00 |
| PRIVATE GARAGES | | |
| | Wood Frame-Finished | \$24.00 |
| | Wood Frame-Unfinished | \$23.00 |
| | Masonry | \$26.00 |
| | Open Carports | \$16.00 |
| PUBLIC BUILDINGS | | |
| | *Type IA or IB | \$115.00 |
| | Type IIA | \$93.00 |
| | Type IIB | \$89.00 |
| | Type IIIA | \$97.00 |
| | Type IIIB | \$94.00 |
| | Type VA | \$89.00 |
| | Type VB | \$86.00 |

| Use | Type of Construction | Valuation per Sq Ft |
|-------------------------|------------------------------|----------------------------|
| PUBLIC GARAGES | * Type IA or IB | \$46.00 |
| | *Type I or II Open Parking | \$34.00 |
| | Type IIB | \$26.00 |
| | Type IIIA | \$35.00 |
| | Type IIIB | \$31.00 |
| | Type VA | \$32.00 |
| RESTAURANTS | Type IIIA | \$91.00 |
| | Type IIIB | \$88.00 |
| | Type VA | \$83.00 |
| | Type VB | \$80.00 |
| SCHOOLS | Type IA or IB | \$104.00 |
| | Type IIA | \$71.00 |
| | Type IIIA | \$76.00 |
| | Type IIIB | \$73.00 |
| | Type VA | \$71.00 |
| | Type VB | \$68.00 |
| SERVICE STATIONS | Type IIB | \$63.00 |
| | Type IIIA | \$65.00 |
| | Type VA | \$56.00 |
| | Canopies | \$26.00 |
| STORES | *Type IA or IB. | \$77.00 |
| | Type IIA | \$47.00 |
| | Type IIB | \$46.00 |
| | Type IIIA | \$57.00 |
| | Type IIIB | \$54.00 |
| | Type VA | \$48.00 |
| | Type VB | \$45.00 |
| | Retail Garden Center-Type VB | \$37.00 |

| Use | Type of Construction | Valuation per Sq Ft |
|----------------------|--------------------------------|----------------------------|
| THEATRES | | |
| | Type IA or IB. | \$103.00 |
| | Type IIIA | \$75.00 |
| | Type IIIB | \$71.00 |
| | Type VA | \$70.00 |
| | Type VB | \$67.00 |
| WAREHOUSES ** | | |
| | Type IA or IB. | \$46.00 |
| | Type IIA | \$27.00 |
| | Type IIB | \$26.00 |
| | Type IIIA | \$31.00 |
| | Type IIIB | \$30.00 |
| | Type VA | \$27.00 |
| | Type VB | \$26.00 |
| EQUIPMENT | | |
| | Air Conditioning (Commercial) | \$3.90 |
| | Air Conditioning (Residential) | \$3.30 |
| | Sprinkler Systems | \$2.45 |

* Add 0.5 percent to the total cost for each story over three.

** Deduct 11 percent for mini-warehouses.

***For subdivisions with 10 or more single-family dwellings which have plancheck and building permit issuances in groups of 10 or more, the valuation or the plancheck and building permit fees may be decreased by 10 percent.

**MISCELLANEOUS VALUATIONS
BUILDING VALUATION SCHEDULE (2016-2017)**

AUTHORITY TO DETERMINE VALUE - LMMC 14.11.070 (UAC Section 304.2)

The determination of value or valuation under any of the provisions of this code shall be made by the Building Official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment.

ADDITIONS

Additions to any building shall be valued at 120% of the value for a new building of the same occupancy and type of construction.

| Structure or Item | Valuation |
|---|------------------|
| AGRICULTURAL BUILDING | \$17.00 /sq.ft. |
| ALUMINUM SIDING | \$5.00 /sq.ft. |
| ANTENNAS | |
| Radio, over 30 ft. in height | \$3,125.00 each |
| Dish, 10 ft. dia. w/decoder | \$3,800.00 each |
| AWNING OR CANOPY (supported by building) | |
| Aluminum | \$18.50 /sq.ft. |
| Canvas | \$7.75 /sq.ft. |
| BALCONY | \$12.75 /sq.ft. |
| CLOSE EXTERIOR WALL OPENING | \$12.75 /sq.ft. |
| DECKS (Wood) | \$12.75 /sq.ft. |
| DEMOLITION OF BUILDING | \$3.50 /sq.ft. |

| | |
|--------------|----------------|
| Wire | \$1.75 /sq.ft. |
| Masonry | \$7.75 /sq.ft. |
| Wrought Iron | \$5.00 /sq.ft. |

FIREPLACES

| | |
|---------------------|-----------------|
| Concrete or Masonry | \$3,125.00 each |
| Prefabricated Metal | \$2,125.00 each |

| | |
|-------------------|----------------|
| GREENHOUSE | \$5.00 /sq.ft. |
|-------------------|----------------|

| | |
|---------------------------|------------------|
| INTERIOR PARTITION | \$43.25 /lin.ft. |
|---------------------------|------------------|

| | |
|---|-----------------|
| INSTALL WINDOW OR SLIDING GLASS DOOR | \$13.50 /sq.ft. |
|---|-----------------|

MANUFACTURED HOUSING (25% of value of "site-built" house)

| | |
|--|-----------------|
| | \$21.50 /sq.ft. |
|--|-----------------|

PATIO

| | |
|-------------------------------|-----------------|
| Wood Frame with Cover | \$7.75 /sq.ft. |
| Metal Frame with Cover | \$10.00 /sq.ft. |
| Wood Frame - Cover and Walls | \$11.25 /sq.ft. |
| Metal Frame - Cover and Walls | \$12.75 /sq.ft. |
| Screen or Plastic Walls | \$2.75 /sq.ft. |

PILE FOUNDATIONS

| | |
|------------------------|------------------|
| Cast-in-Place Concrete | \$19.25 /lin.ft. |
| Steel | \$46.25 /lin.ft. |

PLASTERING

| | |
|---------|----------------|
| Inside | \$2.50 /sq.ft. |
| Outside | \$2.50 /sq.ft. |

RELOCATED BUILDINGS (Fee same as for new buildings)

RETAINING WALL

Concrete or Masonry \$15.75 /sq.ft.

REROOFING (1 square = 100 square feet)

| | |
|--------------------------|---------------|
| Built-up | \$119.00 /sq. |
| Composition Shingles | \$111.00 /sq. |
| Fiberglass Shingles | \$111.00 /sq. |
| Asbestos-Cement Shingles | \$263.00 /sq. |
| Wood Shingles | \$263.00 /sq. |
| Wood Shakes | \$263.00 /sq. |
| Aluminum Shingles | \$397.00 /sq. |
| Clay Tile | \$333.00 /sq. |
| Concrete Tile | \$281.00 /sq. |

ROOF STRUCTURE REPLACEMENT \$12.75 /sq.ft.

SAUNAS \$7,800.00 each

SHELL BUILDINGS

A shell building is defined as a building for which HVAC, lighting, suspended ceilings, plumbing and electrical systems, partition layouts and interior finish are not shown on the plans and for which separate tenant improvement plans will be submitted for plan check at a later date showing these items. Warehouses and industrial buildings shall not be considered shell buildings. The valuation for shell buildings shall be taken as 80 percent of the valuation for the completed building.

FOUNDATION ONLY

A foundation only permit for a structure shall be valued at 25% of the value of the whole building. The permit for the remainder of the building shall be based upon a value of 75% of the building.

SIGNS AND BILLBOARDS

Non-Illuminated Signs and Billboards

ROOF SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$23.00 | /sq.ft. |
| 2 Face | \$32.75 | /sq.ft. |

WALL SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$15.75 | /sq.ft. |
|--------|---------|---------|

PROJECTING SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$22.25 | /sq.ft. |
| 2 Face | \$32.75 | /sq.ft. |

POLE SIGN (Values plus supporting structure)

| | | |
|--------|---------|---------|
| 1 Face | \$23.00 | /sq.ft. |
| 2 Face | \$32.75 | /sq.ft. |

BILLBOARDS (Values plus supporting structures)

| | | |
|--------|---------|---------|
| 1 Face | \$23.00 | /sq.ft. |
| 2 Face | \$32.75 | /sq.ft. |

Illuminated Signs and Billboards

ROOF SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$37.75 | /sq.ft. |
| 2 Face | \$53.25 | /sq.ft. |

WALL SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$32.75 | /sq.ft. |
|--------|---------|---------|

PROJECTING SIGN

| | | |
|--------|---------|---------|
| 1 Face | \$46.00 | /sq.ft. |
| 2 Face | \$53.25 | /sq.ft. |

POLE SIGN (Values plus supporting structure)

| | | |
|--------|---------|---------|
| 1 Face | \$37.75 | /sq.ft. |
| 2 Face | \$53.25 | /sq.ft. |

BILLBOARDS (Values plus supporting structures)

| | | |
|--------|---------|---------|
| 1 Face | \$37.75 | /sq.ft. |
| 2 Face | \$53.25 | /sq.ft. |

| | |
|--|------------------|
| SUPPORTING STRUCTURE | \$53.25 /lin.ft. |
| SPA OR JACUZZI | \$6,400.00 each |
| STAIRS | \$12.75 /sq.ft. |
| STONE AND BRICK VENEER | \$7.75 /sq.ft. |
| STORAGE RACKS (per cubic foot) | \$1.00 /cu.ft. |
| SWIMMING POOL (per sq. ft. of surface area) | |
| Vinyl Lined | \$29.75 /sq.ft. |
| Gunite | \$32.75 /sq.ft. |
| Fiberglass | \$35.50 /sq.ft. |
| TENANT IMPROVEMENTS (Other) | \$30.00 /sq.ft. |
| TENANT IMPROVEMENTS (Higher) | \$41.00 /sq.ft. |

The valuation of tenant improvements shall be based on one of the following:

1. \$41.00 for banks, churches, medical offices, restaurants and hazardous "H" occupancies.
2. \$30.00 for other Tenant Improvements such as stores and offices.
3. An actual construction cost estimate.

Animal Control Fee Survey
San Diego County Cities

| Jurisdiction | Service Details | *Dead Animal Removal | Dog Licenses | | | Replacement Tags | Relinquish Animal Fee | Impound Stray Cat | Shelter Impound Fee (Per Occurrence) | Shelter Boarding Fee (Per Day) | Animal Trap Rental |
|------------------------|---|---|------------------------------|------------------------------|-------------------------------|------------------------------|-----------------------------------|-------------------|--------------------------------------|--------------------------------|--|
| | | | 1 Year | 2 Year | 3 Year | | | | | | |
| City of La Mesa | In-house | \$32 | \$19 Altered, \$42 Unaltered | \$32 Altered, \$67 Unaltered | \$42 Altered, \$80 Unaltered | \$9 | \$96 | \$79 | \$175 | \$26 | \$42 |
| City of Carlsbad | Contracts with County of San Diego Animal Services | N/A | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of Chula Vista | In-house | \$19 | \$20 Altered, \$32 Unaltered | Not offered | \$20 Altered, \$32 Unaltered | \$10 Altered, \$20 Unaltered | \$75 | No Fee | 1st \$45, 2nd \$60, 3rd \$75 | \$15 | No fee (\$60 deposit) |
| City of Coronado | In-house | \$49 | \$12 Altered, \$24 Unaltered | \$19 Altered, \$38 Unaltered | \$25 Altered, \$50 Unaltered | \$5 | \$20 | No Fee | 1st \$25, 2nd \$35, 3rd \$40 | \$27.50 | No fee (\$20 deposit) |
| City of Del Mar | Contracts with County of San Diego Animal Services | \$45 small animal, \$90 large animal | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of El Cajon | In-house | \$10 Inside City, \$15 Outside City | \$20 Altered, \$40 Unaltered | \$25 Altered, \$50 Unaltered | \$30 Altered, \$60 Unaltered | \$5 | 45 Inside City, \$55 Outside City | No Fee | 1st \$40, 2nd \$60, 3rd \$80 | \$8 | \$20 deposit No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of Encinitas | Contracts with County of San Diego Animal Services | \$45 small animal, \$90 large animal | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of Escondido | Serviced by San Diego Humane Society | \$45 small animal, \$90 large animal | \$14 Altered, \$30 Unaltered | Not offered | \$36 Altered, \$72 Unaltered | \$5 | N/A | No Fee | N/A | N/A | N/A |
| City of Imperial Beach | Contracts with City of Chula Vista for shelter/boarding | \$45 small animal, \$90 large animal | \$12 Altered, \$25 Unaltered | \$19 Altered, \$41 Unaltered | \$25 Altered, \$53 Unaltered | N/A | N/A | No Fee | 1st \$45, 2nd \$60, 3rd \$75 | \$15 | No fee (\$60 deposit) |
| City of Lemon Grove | Contracts with City of Chula Vista for shelter/boarding | \$45 small animal, \$90 large animal | \$15 Altered, \$40 Unaltered | Not offered | \$35 Altered, \$75 Unaltered | \$5 | N/A | No Fee | 1st \$45, 2nd \$60, 3rd \$75 | \$15 | No fee (\$60 deposit) |
| City of National City | Contracts with City of Chula Vista for shelter/boarding | \$6 | \$13 + \$17.50 admin. fee | \$13 + \$17.50 admin. fee | \$13 + \$17.50 admin. fee | \$13 | \$50 | No Fee | 1st \$45, 2nd \$60, 3rd \$75 | \$15 | No fee (\$60 deposit) |
| City of Oceanside | Serviced by San Diego Humane Society | N/A | \$15 Altered, \$50 Unaltered | Not offered | \$40 Altered, \$150 Unaltered | \$5 | N/A | No Fee | N/A | N/A | N/A |
| City of Poway | Serviced by San Diego Humane Society | N/A | \$14 Altered, \$30 Unaltered | Not offered | \$36 Altered, \$72 Unaltered | \$5 | N/A | No Fee | N/A | N/A | N/A |
| City of San Diego | Contracts with County of San Diego Animal Services | N/A | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| County of San Diego | In-house | \$30 - \$100- depending on animal type and complexity | \$14 Altered, \$30 Unaltered | \$14 Altered, \$30 Unaltered | \$14 Altered, \$30 Unaltered | \$5 | \$40 | No Fee | 1st \$26, 2nd \$45, 3rd \$65 | \$8 | No fee (\$50 deposit) |
| City of San Marcos | Serviced by San Diego Humane Society | \$45 small animal, \$90 large animal | \$14 Altered, \$30 Unaltered | Not offered | \$36 Altered, \$72 Unaltered | \$5 | N/A | No Fee | N/A | N/A | N/A |
| City of Santee | Contracts with County of San Diego Animal Services | N/A | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of Solana Beach | Contracts with County of San Diego Animal Services | N/A | \$14 Altered, \$30 Unaltered | \$26 Altered, \$52 Unaltered | \$36 Altered, \$72 Unaltered | \$5 | \$40 at shelter, \$60 in field | No Fee | \$26 | \$8 | No fee (\$50 deposit for cat trap, \$100 for dog trap) |
| City of Vista | Serviced by San Diego Humane Society | \$25 - \$100 depending on animal type | \$15 Altered, \$50 Unaltered | Not offered | \$40 Altered, \$100 Unaltered | \$5 | N/A | No Fee | N/A | N/A | N/A |

County of San Diego Animal Services

*Dead animal removal is a contracted out service for some jurisdictions. County of San Diego Animal Services only provides dead animal removal on county-maintained roads.

County of SD only impounds stray cats in the field if they are sick. County will accept stray cats if brought to shelter (\$26 fee applies if cat is claimed by owner)

Fees set by Resolution approved by County Board of Supervisors

San Diego Humane Society

San Diego Humane Society is contracted by the cities of Escondido, Oceanside, Poway, San Marcos, and Vista for animal control and sheltering services.



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: April 26, 2016

SUBJECT: Resolution Adopting the San Diego Association of Governments (SANDAG) Annual Adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) Development Impact Fee to Comply with the Requirements of SANDAG Commission Ordinance 04-01 and TransNet Extension Ordinance and Expenditure Plan

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issue:

Should the City Council approve the resolution adopting the San Diego Association of Governments (SANDAG) annual adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) development impact fee for fiscal year 2016/2017?

Recommendation:

Staff recommends that the City Council approve the resolution adopting the San Diego Association of Governments (SANDAG) annual adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) development impact fee for fiscal year 2016/2017.

Fiscal Impact:

The current fee is \$2,310. Effective July 1, 2016, the City would collect \$2,357 per dwelling unit from exactions imposed on private development for each new residence constructed in La Mesa. If the City does not comply with the RTCIP program adjustments, La Mesa may lose its TransNet funding for improvements to local roads for the following fiscal year.

BACKGROUND:

The TransNet Extension Ordinance and Expenditure Plan, also known as SANDAG Commission Ordinance 04-01, requires that each local agency in San Diego County

contribute exactions from private sector development to the Regional Transportation Congestion Improvement Program (RTCIP) for each newly constructed residential unit beginning July 1, 2008. The purpose of the program is to ensure that new development directly invests in the region's transportation system to offset the negative impacts of growth on congestion and mobility.

In compliance with the TransNet Extension Ordinance and Expenditure Plan and the RTCIP Impact Fee Nexus Study, the City Council adopted Ordinance 2008-2791 on May 13, 2008, establishing the City's residential traffic impact mitigation fee program and authorizing the collection of RTCIP fees. Revenue collected through the residential traffic impact mitigation fee program must be used on the regional arterial streets in La Mesa to construct transportation improvements such as new or widened roadways, turning lanes, traffic signal coordination and other traffic improvements.

The regional transportation system is comprised of streets that create vital links through communities to freeways. This system of streets is defined as the Regional Arterial System. The following La Mesa streets are classified as regional arterials: 70th Street, El Cajon Boulevard, Fletcher Parkway, Grossmont Center Drive, Jackson Drive, La Mesa Boulevard from the eastern intersection with University Avenue to I-8, Lake Murray Boulevard, Massachusetts Avenue, Spring Street, and University Avenue.

DISCUSSION:

The Transnet Extension Ordinance requires that the RTCIP fee charged by local jurisdictions be adjusted every year on July 1 to ensure the RTCIP retains its purchasing power to improve the regional arterial system. The adjustment shall not exceed the percentage increase set forth in the construction cost index published by the Engineering News Record or similar cost of construction index. In no event, however, shall the increase be less than two percent per year.

SANDAG staff has evaluated construction cost trends and relevant indices, and based on this analysis, a two percent fee adjustment was approved by the SANDAG Board of Directors at its February 26, 2016 meeting, raising the minimum RTCIP exaction from \$2,310 to \$2,357 effective July 1, 2016. The resolution adopting the annual adjustment to the RTCIP fee is provided as Attachment A.

RTCIP funds were recently used for the City's grant match on the University Avenue water quality improvement project.

CONCLUSION:

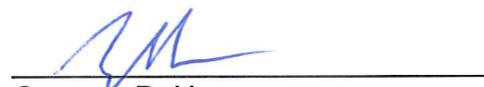
Staff recommends that the City Council approve SANDAG's annual adjustment to the development impact fee for the Regional Transportation Congestion Improvement Program, setting the fee at \$2,357 to be collected for each newly constructed residential unit for fiscal year 2016/2017.

Reviewed by:



David E. Witt
City Manager

Respectfully submitted by:



Gregory P. Humora
Director of Public Works/City Engineer

Attachment: A – Resolution

RESOLUTION NO. 2016-

RESOLUTION ADOPTING THE SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG) ANNUAL ADJUSTMENT TO THE REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM (RTCIP) DEVELOPMENT IMPACT FEE TO COMPLY WITH THE REQUIREMENTS OF SANDAG COMMISSION ORDINANCE 04-01 AND TRANSNET EXTENSION ORDINANCE AND EXPENDITURE PLAN

WHEREAS, SANDAG Commission Ordinance 04-01 and the TransNet Extension Ordinance and Expenditure Plan requires that each local agency in San Diego County contribute exactions from the private sector to the Regional Transportation Congestion Improvement Program (RTCIP) for each newly constructed residential housing unit;

WHEREAS, said exactions are intended to ensure that future development contributes its proportional share of the funding needed to pay for the Regional Arterial System and related regional transportation facility improvements as defined in the SANDAG Regional Transportation Plan;

WHEREAS, SANDAG commissioned a RTCIP Impact Fee Nexus Study to assist local agencies in complying with the legal requirements governing development impact fees in California;

WHEREAS, Ordinance No. 2008-2791 establishes a residential traffic impact mitigation fee program for the City of La Mesa in compliance with the requirements of SANDAG Commission Ordinance 04-01, the TransNet Extension Ordinance and Expenditure Plan and the RTCIP Impact Fee Nexus Study;

WHEREAS, any revenue collected by the City of La Mesa through the residential traffic impact mitigation fee program must be used on the Regional Arterial System to construct transportation improvements such as new or widened arterial roadways, turning lanes, traffic signal coordination and other traffic improvements;

WHEREAS, the TransNet Extension Ordinance and Expenditure Plan requires that the amount collected by each local agency be increased on July 1 of each year;

WHEREAS, the amount of the increase shall not exceed the percentage increase set forth in the Engineering Construction Cost Index published by the Engineering News Record or similar cost of construction index and in no event shall the increase be less than two percent per year;

WHEREAS, Resolution No. 2015-040 sets the residential traffic impact mitigation fee beginning July 1, 2015 at two thousand three hundred ten dollars (\$2,310), for newly constructed residential housing units, in compliance with the SANDAG RTCIP Fee Nexus Study; and

WHEREAS, the SANDAG Board of Directors approved a two percent increase to the residential traffic impact mitigation fee raising the fee to two thousand three hundred fifty-seven dollars (\$2,357) at their meeting held on February 26, 2016.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the amount of the traffic impact mitigation fee effective July 1, 2016 shall be two thousand three hundred fifty-seven dollars (\$2,357).

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 26th day of April 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, CMC, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2016-, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MARY J. KENNEDY, CMC, City Clerk

(SEAL OF CITY)



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: April 26, 2016

SUBJECT: Resolution Supporting the Findings for Park In-Lieu and Impact Fee as Required by *California Government Code 66001* and Appropriating Funds for Park Projects

ISSUING DEPARTMENT: CITY MANAGER

SUMMARY:

Issue:

Does the City Council support the findings as required in *California Government Code 66001* and should the City Council appropriate Park In-Lieu and Impact Fees toward park projects?

Recommendation:

Staff recommends that the City Council approve a resolution to support the findings as required by *California Government Code 66001* and appropriate Park In-Lieu and Impact Fees toward the completion of the Collier Park Master Plan and for future park projects as outlined in the Parks Master Plan.

Fiscal Impact:

There is no fiscal impact at this time. Following Council approval, staff will add these projects to the Capital Improvement Program (CIP).

City's Strategic Goals:

Revitalize neighborhoods and corridors

Enhanced recreation and quality of life opportunities

BACKGROUND:

On April 12, 2005 the City Council accepted and approved a report from MuniFinancial establishing a municipal code ordinance (Chapter 9.20) to add two park development

impact fees; 1) The Park Acquisition and Improvement Fee; and 2) The Parkland Dedication In - Lieu Fee and Improvement Impact Fee.

These impact fees are designed for single and multi-family residential developments to mitigate the impact of new development on municipalities existing facilities and infrastructure. The fees developed were based on population and growth projections, facility standards, amount/cost of facilities required to accommodate growth and total cost of facilities per unit of development. The use of the fees must be tied to new park amenities or acquisition and cannot be used for maintenance of parks. There also needs to be a nexus made between the location of the development and the location of the park.

The fees for single and multi family developments follow:

Single Family

| | |
|--|-------------------------------|
| Quimby Act Parkland Dedication In-Lieu Fee | \$3882 (for subdivision only) |
| Park Improvement Fee Impact Fee | <u>\$1559</u> |
| | \$5441 |

Multi-Family

| | |
|--|-------------------------------|
| Quimby Act Parkland Dedication In-Lieu Fee | \$2815 (for subdivision only) |
| Park Improvement Fee Impact Fee | <u>\$1130</u> |
| | \$3945 |

Since the last report in April 2015 on Park In-Lieu and Impact Fees, a total of \$229,446 has been collected. Since July 2005, \$1,532,447 in Park In-Lieu and Impact Fees have been collected for parks. Of this amount \$1,288,777 has been expended or encumbered.

DISCUSSION:

Section 66001 of the California Government Code requires that the findings and the capital improvement plan be annually adopted by a resolution of the governing body for the use of Park In-Lieu and Impact Fees.

On June 12, 2012, the City Council approved the Parks Master Plan. Based on this plan, which recommended 1) completion of the Collier Park Master Plan, and 2) adding new amenities to the City's ten community and neighborhood parks, the findings can be made for use of Park In-Lieu and Impact Fees for Collier Park and for future park improvements when sufficient funds are secured as outlined in the Park Master Plan.

Of the total amount of Park In-Lieu and Impact Fees generated since April 2015, \$52,017 was collected in the southeast quadrant and a nexus can be made for funds to be used for the continued phased implementation of the Collier Park Master Plan as sufficient funding is secured. The remaining amount garnered from the north and upper south west quadrant will be used for future park projects in those quadrants once sufficient funds are received.

CONCLUSION:

Staff recommends that the City Council approve a resolution to support the findings as required by *California Government Code* 66001 and appropriate Park In-Lieu and Impact Fees toward the completion of the Collier Park Master Plan and for future park projects as outlined in the Parks Master Plan.

Reviewed by:

Respectfully submitted by:



David E. Witt
City Manager



Yvonne Garrett
Assistant City Manager/
Community Services Director

Attachment "A" – Resolution

RESOLUTION NO. 2016-_____

RESOLUTION SUPPORTING THE FINDINGS FOR PARK IN-LIEU AND
IMPACT FEES AS REQUIRED BY *CALIFORNIA GOVERNMENT CODE 66001*
AND APPROPRIATING FUNDS TO PARK PROJECTS

WHEREAS, Section 66001 of the California Government Code requires that the capital improvement plan for the use of Park In-Lieu and Impact Fees be annually adopted by a resolution of the governing body to support the findings with respect to that portion of the account that is unexpended, whether committed or uncommitted;

WHEREAS, Section 9.20.030 of the La Mesa Municipal Code outlines the use of Park In-Lieu and Impact Fees;

WHEREAS, the City Council of the City of La Mesa did hold a public meeting on April 26, 2016 to consider the Capital Improvement Program projects paid for with Park In-Lieu and Impact Fees; and

WHEREAS, the City Council did receive and consider a staff report to support the findings as required by California Government Code 66001 and appropriate funds, in the amount of \$52,017.00, for the recommended Park In-Lieu and Impact Fee project.

THE CITY COUNCIL FINDS AND DETERMINES AS FOLLOWS:

1. The foregoing findings of fact and determinations are true and hereby made a part hereof.
2. The City Council finds and recommends approval to appropriate funds to toward the completion of the Collier Park Master Plan and for future park projects as outlined in the Parks Master Plan.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 26th day of April 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2016-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MARY J. KENNEDY, CMC, City Clerk

(SEAL OF CITY)

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa
By _____

Date _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$52,017.00

Sarah Waller-Bruce

Director of Finance
City of La Mesa

Date: 4/19/16

By: Yvonne Garrett

Fund: 306 Dept./Activity: 306-3086

\$52,017.00 from account 306-3086
(available \$229,446.00)

Purpose: Completion of the Collier Park Master Plan and for future park projects.

CERTIFICATE NO. 1493