

ORDINANCE NO. 1873

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDLANDS  
AMENDING THE REDLANDS ORDINANCE CODE BY ADDING ARTICLE 144  
RELATING TO THE ESTABLISHMENT OF A FEE AND SERVICE CHARGE  
REVENUE/COST COMPARISON SYSTEM

THE CITY COUNCIL OF THE CITY OF REDLANDS does hereby  
ordain as follows:

SECTION ONE: That Article 144, Fee and Service Charge  
Revenue/Cost Comparison System, of the Redlands Ordinance  
Code is hereby added to read as follows:

ARTICLE 144  
FEE AND SERVICE CHARGE  
REVENUE/COST COMPARISON SYSTEM

§ 14401. INTENT. Pursuant to Article XIIIIB of the California Constitution, it is the intent of the City Council of the City of Redlands to require the ascertainment of recovery of costs reasonably borne from fees and charges levied therefor in providing the regulation, products, or services hereinafter enumerated in this Article.

§ 14402. DELEGATION OF AUTHORITY AND DIRECTION TO CITY MANAGER. The City Manager is hereby delegated the authority and directed to adjust fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products, or services enumerated in this Article in the percentage of costs reasonably borne and on the schedule of rate review and revision as hereinafter established in this Article.

"Cost reasonably borne" shall be as defined in Section 14403. In adjusting fees and charges, the City Manager shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this Article.

§ 14403. COSTS REASONABLY BORNE. "Cost reasonably borne" as used and ordered to be applied in this Article are to consist of the following elements:

.1 All applicable direct costs including, but not limited to salaries, wages, fringe benefits, services, and supplies, operation expenses, contracted services, special supplies, and any other direct expense incurred.

.2 All applicable indirect costs including, but not restricted to, building maintenance and operations, equipment maintenance, communication, printing and reproduction, and like expenses when distributed on a rational proration system.

.3 Fixed assets recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated

cost of replacement, divided by the approximate life expectancy of the fixed asset. A further additional charge to make up the depreciation not previously recovered and reserved in cash also shall be calculated and considered a cost so as to recover such unrecovered depreciation over the remaining life of the asset.

.4 General overhead, expressed as a percentage, distributing and charging the expenses of the City Council, City Manager, Finance Department, City Clerk, City Treasurer, City Attorney's Office, Community Promotion, Personnel Office, and all other staff and support service provided to the entire City organization.

.5 Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in the above subsections of this Section.

§ 14404. SCHEDULE OF FEES AND SERVICE CHARGES. The City Manager, Finance Director, and each City department head, under the direction of the City Manager, shall review the fees and service charges listed following, on the schedule of frequency listed in this Section, and set and adjust the fee or charge schedule so as to recover the listed percentage of costs reasonably borne necessary to provide the listed regulation, products, or services.

| <u>Regulation, Products or Service</u> | <u>Percentage of Costs<br/>Reasonably Borne To<br/>Be Recovered</u> | <u>Review Schedule</u> |
|----------------------------------------|---------------------------------------------------------------------|------------------------|
|----------------------------------------|---------------------------------------------------------------------|------------------------|

COMMUNITY DEVELOPMENT SERVICES

|       |                                     |                  |        |
|-------|-------------------------------------|------------------|--------|
| S-1.  | Building Plan Checking              | 100%             | Annual |
| S-2.  | Building Inspection                 | 100%             | Annual |
| S-3.  | Electrical Inspection               | 100%             | Annual |
| S-4.  | Plumbing Inspection                 | 100%             | Annual |
| S-5.  | Contracted Building Inspection      | To Be Phased Out | Annual |
| S-6.  | Heating & A.C. Inspection           | 100%             | Annual |
| S-7.  | Special Inspections                 | 100%             | Annual |
| S-8.  | Building Moving Review/Routing      | 100%             | Annual |
| S-9.  | Solar Installation Inspection       | 100%             | Annual |
| S-10. | Grading & Paving Inspection         | 100%             | Annual |
| S-11. | Certificate of Occupancy Inspection | 100%             | Annual |
| S-12. | Tentative Subdivision Map Review    | 100%             | Annual |
| S-13. | Final Subdivision Map Check         | 100%             | Annual |
| S-14. | Improvement Plan Check              | 100%             | Annual |
| S-15. | Public Improvement Inspection       | 100%             | Annual |
| S-16. | Subdiv. Traffic Sign Installation   | 100%             | Annual |
| S-17. | Environmental Impact Review         | 100%             | Annual |
| S-18. | General Plan Amendment Review       | 100%             | Annual |
| S-19. | Specific Plan Review                | 100%             | Annual |
| S-20. | Conditional Use Review              | 100%             | Annual |
| S-21. | Variance Review                     | 100%             | Annual |
| S-22. | Building Moving Review              | 100%             | Annual |
| S-23. | Commission Review Process           | 100%             | Annual |
| S-24. | Proposition "R" Review              | 100%             | Annual |
| S-25. | Appeal Processing                   | 100%             | Annual |
| S-26. | Review Time Limits                  | 100%             | Annual |
| S-27. | Home Occupation Review              | 50%              | Annual |
| S-28. | Zone Change Review                  | 100%             | Annual |
| S-29. | Sign Review                         | 30%              | Annual |
| S-30. | Improvement Agreement Processing    | 100%             | Annual |

PUBLIC SAFETY SERVICES

|       |                                   |      |        |
|-------|-----------------------------------|------|--------|
| S-31. | Business Regulation               | 100% | Annual |
| S-32. | Animal Regulation                 | 50%  | Annual |
| S-33. | Pound Services                    | 75%  | Annual |
| S-34. | Animal Trap Rentals               | -0-  | Annual |
| S-35. | Vehicle Code Enforcement          | 70%  | Annual |
| S-36. | Parking Enforcement               | 100% | Annual |
| S-37. | Ordinance Enforcement             | 50%  | Annual |
| S-38. | Bicycle Registration              | 50%  | Annual |
| S-39. | Alarm Board Monitoring            | 50%  | Annual |
| S-40. | Police/Fire False Alarm Response  | 100% | Annual |
| S-41. | Special Event Security            | 75%  | Annual |
| S-42. | Automotive Accident Investigation | 100% | Annual |
| S-43. | Police Crime Report Sales         | 100% | Annual |
| S-44. | Fingerprinting Service            | 100% | Annual |
| S-45. | Records Check/Clearance Letter    | 100% | Annual |
| S-46. | Police Photograph Sales           | 100% | Annual |
| S-47. | Concealed Weapon Pmt. Investig.   | 4%   | Annual |

Regulation, Products or ServicePercentage of Costs  
Reasonably Borne To  
Be RecoveredReview SchedulePUBLIC SAFETY SERVICES (Continued)

|       |                                  |      |        |
|-------|----------------------------------|------|--------|
| S-48. | Movie/TV Sites & Crowd Control   | 100% | Annual |
| S-49. | Paramedic Services               | 75%  | Annual |
| S-50. | State Mandated Fire Inspections  | 50%  | Annual |
| S-51. | Fire Hazard Inspections          | 100% | Annual |
| S-52. | Fire Incident Reporting          | 100% | Annual |
| S-53. | Weed Abatement Administration    | 100% | Annual |
| S-54. | Fire Training for Other Agencies | 100% | Annual |
| S-55. | Engine Company Inspections       | 50%  | Annual |

LIBRARY SERVICES

|       |                                  |      |        |
|-------|----------------------------------|------|--------|
| S-56. | Late Book Return/Book Loss       | 100% | Annual |
| S-57. | Reservation of Library Materials | 50%  | Annual |

PARKS AND RECREATION SERVICES

|       |                                   |     |          |
|-------|-----------------------------------|-----|----------|
| S-58. | Floral Pool Maint. & Operation    | 5%  | Annual   |
| S-59. | Swim Club Pool service            | 70% | Annual   |
| S-60. | SeniorTherapeutic Swim Program    | 45% | Seasonal |
| S-61. | Recreation Classes                | 20% | Seasonal |
| S-62. | Youth Sports Programs             | 30% | Seasonal |
| S-63. | Adult Sports Programs             | 65% | Seasonal |
| S-64. | Baseball for Youth                | 45% | Seasonal |
| S-65. | Seniors' Tours                    | 80% | Seasonal |
| S-66. | Tennis Courts Maint. & Operation  | 20% | Annual   |
| S-67. | Concession Stand Service          | 90% | Annual   |
| S-68. | Garden Plot Assignment            | 35% | Seasonal |
| S-69. | Joslyn Center Maint. & Operation  | -0- | Annual   |
| S-70. | Park Area Rental Service          | 50% | Annual   |
| S-71. | Racquetball Maint. & Operation    | 10% | Annual   |
| S-72. | Sewell Theater Maint. & Operation | 50% | Annual   |
| S-73. | Bowl Maint. & Operation           | 10% | Annual   |
| S-74. | Ballfield Rental Service          | 10% | Annual   |

UTILITY AND ENTERPRISE SERVICES

|       |                                  |                  |        |
|-------|----------------------------------|------------------|--------|
| S-75. | Water Service                    | To Be Determined | Annual |
| S-76. | Water Service Installation       | To Be Determined | Annual |
| S-77. | Water Turn-on Service            | To Be Determined | Annual |
| S-78. | Delinquent Account Reconnection  | 100%             | Annual |
| S-79. | Outside City Serv. Avail. Review | 100%             | Annual |
| S-80. | Bulk Water Service               | 100%             | Annual |
| S-81. | Sewer Service                    | To Be Determined | Annual |
| S-82. | Sewer Stoppage Investigation     | -0-              | Annual |
| S-83. | Brine Dumping                    | 100%             | Annual |
| S-84. | Septic Tank Dumping              | 85%              | Annual |
| S-85. | Residential Refuse Collection    | 100%             | Annual |
| S-86. | Commercial Refuse Collection     | 100%             | Annual |
| S-87. | Refuse Roll-off Service          | 100%             | Annual |
| S-88. | Refuse Bin Rental                | 100%             | Annual |

| <u>Regulation, Products or Service</u> | <u>Percentage of Costs<br/>Reasonably Borne To<br/>Be Recovered</u> | <u>Review Schedule</u> |
|----------------------------------------|---------------------------------------------------------------------|------------------------|
|----------------------------------------|---------------------------------------------------------------------|------------------------|

UTILITY AND ENTERPRISE SERVICES

|       |                       |      |        |
|-------|-----------------------|------|--------|
| S-89. | Airport Service       | -0-  | Annual |
| S-90. | Cemetery Maintenance  | 50%  | Annual |
| S-91. | Mausoleum Maintenance | 80%  | Annual |
| S-92. | Internment Expenses   | 100% | Annual |
| S-93. | Cemetery Resale Items | 100% | Annual |

MAINTENANCE SERVICES

|        |                                |      |        |
|--------|--------------------------------|------|--------|
| S-94.  | Utility Street Usage           | 100% | Annual |
| S-95.  | Street Sweeping                | -0-  | Annual |
| S-96.  | State Highway Sweeping         | -0-  | Annual |
| S-97.  | Street Cut Patching            | -0-  | Annual |
| S-98.  | Unimproved Street Maintenance  | -0-  | Annual |
| S-99.  | Alley Maintenance              | -0-  | Annual |
| S-100. | Storm Drain Facility Maint.    | -0-  | Annual |
| S-101. | Street Lighting                | -0-  | Annual |
| S-102. | Business Area Parking Maint.   | 50%  | Annual |
| S-103. | Street Landscaping Maint.      | -0-  | Annual |
| S-104. | Street Tree Maintenance        | -0-  | Annual |
| S-105. | Requested Street Tree Planting | -0-  | Annual |

FINANCE/ADMINISTRATIVE SERVICES

|        |                                       |      |           |
|--------|---------------------------------------|------|-----------|
| S-106. | Bad Check Collection                  | 100% | Quarterly |
| S-107. | Document Printing                     | 100% | Annual    |
| S-108. | Photocopying                          | 100% | Annual    |
| S-109. | Research on Request                   | 100% | Annual    |
| S-110. | Agenda/Minute Mailing                 | -0-  | Annual    |
| S-111. | Mobile Home Rent Control Svc.         | 100% | Annual    |
| S-112. | Traffic Agenda Item                   | 100% | Annual    |
| S-113. | Industrial Waste Permit               |      | Annual    |
| S-114. | Non Resident Fee, A.K. Smiley Library | 100% | Annual    |

All fees and charges set pursuant to this Article and Section shall take effect thirty (30) days after the City Manager signs an executive order stipulating that all provisions of this Article have been complied with, and no written appeal has been filed.

§ 14405. PUBLIC MEETING. Pursuant to the requirements of California Government Code Section 54992, the City Clerk has caused notice to be provided as set out in said Government Code Section 54992, and the City Council has received at a public meeting oral and written presentations concerning the fees and charges proposed for those categories of fees and charges set out in Government Code Sections 54990 and 54991. Such notice, oral and written presentation receipt, and public meeting shall be provided by the City Council prior to the City Manager taking any action on any new or increased fees or charges for those categories set out in said Government Code Sections 54990 and 54991 and Section 14404 hereof.

§ 14406. PROVISION OF DATA. Pursuant to Section 54992 of the California Government Code, the City Manager shall, at least ten (10) days prior to the required public meeting set out in said Government Code Section, make available to the public data indicating the cost or estimated cost required to provide the services set out in Government Code Section 54990 and 54991.

§ 14407. APPEAL TO CITY COUNCIL. Any person who feels that any fee or charge determined and set by the City Manager is in excess of the percentage of costs reasonably borne to be recovered as set out in Section 14404, or that such fee or charge has been reviewed prior to or has not been reviewed within the review schedule as set out in Section 14404, may appeal in writing to the City Council.

No fee for which an appeal has been filed shall take effect until heard by the City Council. Such appealed fee or charge shall take effect immediately upon hearing by the City Council unless ordered otherwise by resolution of the City Council. Any such resolution shall be in compliance with this Article.

§ 14408. SEVERABILITY. If any portion of this Article is found to be unconstitutional or invalid, the City Council hereby declares that it would have enacted the remainder of this Article regardless of the absence of any such invalid part.

§ 14409. REPEALER. All ordinances, Municipal Code Sections, all Resolutions, all City Council motions, and all actions of all City Boards and Commissions in conflict herewith are hereby repealed. The fees and charges established by this Article shall supersede all previously established fees or

or charges for the same regulation, product or service, and all such previous fees and charges are repealed on the effective date of the executive order of the City Manager provided in Section 14404 hereof.

SECTION THREE: EFFECTIVE DATE. This ordinance shall be in force and take effect as provided by law.

SECTION FOUR: CERTIFICATION. The City Clerk shall certify to the adoption of this Ordinance and cause it to be published once in the Redlands Daily Facts, a newspaper of general circulation printed and published in this City.

Carole Beswick  
Mayor of the City of Redlands

ATTEST:

Lorrie Poyzer  
City Clerk

I, Lorrie Poyzer, City Clerk, City of Redlands, hereby certify that the foregoing ordinance was duly adopted by the City Council at a regular meeting thereof held on the 18th day of June, 1985, by the following vote:

AYES: Councilmembers Martinez, Larsen;  
Mayor Beswick  
NOES: Councilmembers DeMirjyn, Johnson  
ABSENT: None

Lorrie Poyzer  
City Clerk