

City of Glendale  
**Budget Hearing**  
May 19, 2015



# FY 2015-16 Budget Hearing Agenda

- Budget Process Recap
- City Council Priorities
- General Fund Forecast
- General Fund Recap
- Summary of Appropriations
- Recommended New Fees & Increases
- Conclusion

# FY 2015-16 Budget Hearing

## Budget Process Recap

- May 5, Budget Study Session #1
  - FY 2014-15 Update, Year End Projection & Adjustments
  - Organizational Profile
  - General Fund Forecast
  - FY 2015-16 Proposed General Fund Budget
- May 12, Budget Study Session #2
  - Council Priorities
  - Summary of Appropriations
  - Review of Departmental Budgets
  - Capital Improvement Program
  - Proposed New Fees & Increases
- **May 19, Budget Hearing, 6pm**
- June 2, Budget Adoption, 6pm

# City of Glendale

## FY 2015-16 City Council Priorities

- City Council Sets the Tone
- City Council Priorities
  - Form a “living” Strategic Plan for the community and organization
  - Set framework & establish vision
  - Must be long-range yet tied to community needs
- Department Strategic Goals
  - Handful of strategic goals that departments must achieve and which define a “successful year”
    - How do we define “success”?
    - Focus on outcomes and sustained effectiveness
  - Identify innovative, value-added “stretch” goals – Raise the bar!
- Key Performance Indicators
  - *Tactical* measures of a department’s effectiveness
    - Help ensure that the day-to-day tasks are completed as well
  - Look at “how” and “how well”, as well as “what” and “why”

# City of Glendale

## FY 2015-16 City Council Priorities

- I. Fiscal Responsibility
- II. Exceptional Customer Service
- III. Economic Vibrancy
- IV. Informed & Engaged Community
- V. Safe & Healthy Community
- VI. Balanced, Quality Housing
- VII. Community Services & Facilities
- VIII. Infrastructure & Mobility
- IX. Arts & Culture
- X. Sustainability

# City of Glendale

## FY 2015-16 City Council Priorities

- Have the priorities changed?
  - Additions, deletions & new challenges
  - Encompassing enough or too diluted?
  
- Should the priorities be re-ordered?
  - Have circumstances dictated the need for “hard, fast” rule/order or can we continue to balance?
  - Culture of Discipline versus Culture of Service?
  
- What is the Council’s Vision?
  - Evolution versus Revolution
  - Sustained Greatness; Response versus Reaction
  
- Council Sets the Tone

# General Fund Forecast





# General Fund Forecast

	FY 14-15 Forecast	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Resources	\$ 178.4	\$ 185.7	\$ 188.6	\$ 196.1	\$ 201.4	\$ 206.5	\$ 210.6	\$ 215.4
Appropriations								
Base Line	176.1	174.7	177.3	177.9	179.3	180.1	181.0	181.9
PERS	-	4.0	6.6	8.5	10.4	12.4	12.6	12.8
CIP	-	0.1	0.3	0.4	0.5	0.6	0.6	0.7
ISF's	-	3.3	5.9	7.8	9.6	10.5	11.0	11.5
COP's	-	-	0.3	0.3	0.5	0.5	0.5	0.5
OPEB	-	0.8	1.1	1.3	1.5	1.5	1.6	1.6
Total Appropriations	\$ 176.1	\$ 182.9	\$ 191.5	\$ 196.2	\$ 201.8	\$ 205.6	\$ 207.3	\$ 209.0
<b>Net Surplus/(Deficit)</b>	<b>\$ 2.3</b>	<b>\$ 2.8</b>	<b>\$ (2.9)</b>	<b>\$ (0.1)</b>	<b>\$ (0.4)</b>	<b>\$ 0.9</b>	<b>\$ 3.3</b>	<b>\$ 6.4</b>
Pending 3rd Qtr Items	(2.2)	-	-	-	-	-	-	-
Loss of GRA Payment	-	\$ (3.1)	\$ (2.4)	\$ (3.4)	\$ (3.5)	\$ (3.5)	\$ (3.5)	\$ (3.5)
Net Surplus/(Deficit)	\$ 0.1	\$ (0.3)	\$ (5.3)	\$ (3.5)	\$ (3.9)	\$ (2.6)	\$ (0.2)	\$ 2.9



## “The Good, the Bad and the Ugly”

### ▪ The Goodish

- Glendale is stable, progressive and approaching structural balance
- Fiscal discipline continues to yield benefits

### ▪ The Badish

- At current staffing levels, “stress fractures” are becoming apparent in some departments
- At current levels, the city is only able to provide limited program restoration
- At current budget levels, competition for specialized personnel is becoming increasingly difficult and fierce
- At current arc of “rate smoothing,” PERS costs may challenge our ability to meet General Fund reserve targets

### ▪ The (Still) Ugly

- State of California continues to burden cities
- Potential loss of GRA loan repayment is a tremendous – though not unprecedented – challenge (ERAF cost \$124 million)

# General Fund Forecast

## Conclusion

- Time for continued diligence and discipline
  - Surplus forecasted for FY 2015-16 but...
    - Minor deficits forecasted starting in FY 2016-17
    - PERS increases remain significant
    - Maintain balance between exceptional customer service, balanced budget, and proper oversight and controls
    - Leveraging technology to allow for streamline staffing
- As a result, limited programming restoration proposed in FY 2015-16

# FY 2015-16 Budget General Fund Recap



# FY 2015-16 General Fund

## Proposed Resources

Starting Revenue Estimate: \$ 178,372,729

### Adjustments:

Cost Allocation	\$ (1,432,026)	
Decrease in Transfer from Electric Fund	(250,000)	
Transfers from Parking Fund	(1,900,000)	
Fines & Forfeitures	1,900,000	
Property Tax/VLF Backfill	2,125,000	
Sales Tax	2,275,000	
GRA Loan Repayment	2,419,190	
Utility Users Tax	504,000	
Occupancy/Franchise/Property Transfer Tax	1,400,000	
Building Permits & Licenses	(170,000)	
All Other Revenues (net)	422,667	7,293,831

Proposed Revenue Estimate: \$ 185,666,560

# FY 2015-16 General Fund

## Proposed Appropriations

Starting Budget \$ 174,501,527

### Salaries & Benefits Increase / (Decrease):

Salaries	\$ 1,406,245	
PERS, Net of Cost Share	3,020,465	
Other Post Employment Benefits	802,037	
All Other Salaries & Benefits	(1,048,577)	4,180,170

### ISF Rates Increase / (Decrease):

Workers' Compensation Insurance	\$ 1,061,863	
Liability Insurance	(343,815)	
Fleet/Equipment Rental Charge	715,206	
ISD Service Charge	704,397	2,137,651

M&O / Capital Outlay / Transfers 2,071,586

Proposed FY 2015-16 General Fund Budget \$ 182,890,934

# FY 2015-16 General Fund Proposed Budget

Revenues	\$	185,666,560
Appropriations		<u>182,890,934</u>
<b>Net Surplus</b>	<b>\$</b>	<b>2,775,626</b>



# FY 2015-16 General Fund Fund Balance Projection

	<u>Unassigned &amp; Charter Reserve</u>
Projected Beginning Balance, 7/1/2015	\$ 59,093,000
Projected Net Surplus	2,775,626
Projected Ending Fund Balance, 6/30/2016	\$ 61,868,626
Projected Reserve Percentage*	33.8%

\* Based on proposed recurring appropriation of \$182.9 million.  
Current policy is floor of 30% with a target of 35%.

# Conclusion

## FY 2014-15 & FY 2015-16 Budget Themes

- **Structural Balance & “True-Up”**
  - Continue assessing liabilities and accounting for costs
  
- **Cost Containment & Revenue Development**
  - Intense focus on cost and personnel, productivity and controls
  - Seek revenue and cost recapture where Council allows
  - Maximize assets to limit costs and/or develop revenue
  
- **Values-Based Management Meets Value-Added Management**
  - Organization’s Core Values must coexist alongside robust tests in recommending new obligations and programming
  - See, think, know

# FY 2015-16 Budget Summary of Appropriations



# Summary of Appropriations

## All Funds

Fund Type	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
General Fund	\$ 174,501,527 *	\$ 182,890,934	\$ 8,389,407	4.8
Special Revenue Funds	96,683,890	103,702,340	7,018,450	7.3
Debt Service Funds	3,053,500	3,025,000	(28,500)	(0.9)
Capital Improvement Funds	15,264,102	13,755,000	(1,509,102)	(9.9)
Enterprise Funds	444,404,223	390,966,533	(53,437,690)	(12.0)
Internal Service Funds	91,808,687	103,489,784	11,681,097	12.7
<b>All Funds – Grand Total</b>	<b>\$ 825,715,929</b>	<b>\$ 797,829,591</b>	<b>\$ (27,886,338)</b>	<b>(3.4)</b>

\*FY 2014-15 excludes one-time project funding for  
Central Library & Data Center

# Summary of Appropriations

## General Fund (1 of 2)

Department	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
Administrative Services	\$ 4,874,793	\$ 5,501,035	\$ 626,242	12.8
City Attorney	3,290,849	3,190,013	(100,836)	(3.1)
City Clerk	1,142,982	1,054,463	(88,519)	(7.7)
City Treasurer	653,874	665,123	11,249	1.7
Community Development	10,083,724	9,845,834	(237,890)	(2.4)
Community Services & Parks	9,691,196	10,499,841	808,645	8.3
Fire	42,761,695	45,027,061	2,265,366	5.3
Human Resources	2,480,872	2,660,726	179,854	7.2
Library, Arts & Culture	8,243,513	8,488,883	245,370	3.0



# Summary of Appropriations

## General Fund (2 of 2)

Department	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
Management Services	\$ 4,581,584	\$ 3,869,062	\$ (712,522)	(15.6)
Police	67,177,950	70,301,071	3,123,121	4.6
Public Works	17,703,607	17,964,870	261,263	1.5
Transfers	917,000 *	2,125,441	1,208,441	131.8
Retirement Incentive	897,888	897,511	(377)	(.04)
Non-Departmental	- **	800,000	800,000	N/A
<b>General Fund Total</b>	<b>\$ 174,501,527</b>	<b>\$ 182,890,934</b>	<b>\$ 8,389,407</b>	<b>4.8</b>

\*FY 2014-15 excludes one-time project funding for the Central Library

\*\*FY 2014-15 excludes one-time project funding for the Data Center



# Summary of Appropriations

## Special Revenue Funds (1 of 4)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
201-CDBG Fund	\$ 1,746,630	\$ 1,580,061	(166,569)	(9.5)
202-Housing Assistance Fund	30,893,768	30,442,939	(450,829)	(1.5)
203-Home Grant Fund	1,310,232	1,140,638	(169,594)	(12.9)
204-Supportive Housing Grant Fund	2,042,597	2,345,057	302,460	14.8
205-Emergency Solutions Grant Fund	157,089	161,426	4,337	2.8
206-Workforce Investment Act Fund	4,808,876	5,217,216	408,340	8.5
210-Urban Art Fund	360,000	248,309	(111,691)	(31.0)
211-Glendale Youth Alliance Fund	1,515,392	1,537,696	22,304	1.5
212-BEGIN Homeownership Fund	-	88,800	88,800	N/A
213-Low&Mod Income Hsg Asset Fund	529,718	402,059	(127,659)	(24.1)

# Summary of Appropriations

## Special Revenue Funds (2 of 4)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
215-Economic Development Fund	\$ 1,182,955	\$ 2,470,705	\$ 1,287,750	108.9
216-Miscellaneous Grant Fund	-	5,540,000	5,540,000	N/A
217-Filming Fund	-	500,852	500,852	N/A
251-Air Quality Improvement Fund	305,058	307,207	2,149	0.7
252-PW Special Grants Fund	-	23,862	23,862	N/A
253-San Fernando Landscape Fund	81,124	81,124	-	-
254-Measure R Local Return Fund	6,908,000	1,915,000	(4,993,000)	(72.3)
255-Measure R-Regional Return Fund	2,400,000	-	(2,400,000)	(100.0)
256-Transit Prop A Local Return Fund	3,737,964	3,940,780	202,816	5.4
257-Transit Prop C Local Return Fund	3,843,009	4,224,488	381,479	9.9

# Summary of Appropriations Special Revenue Funds (3 of 4)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
258-Transit Utility Fund	\$ 18,725,339	\$ 9,528,661	\$ (9,196,678)	(49.1)
260-Asset Forfeiture Fund	559,652	570,092	10,440	1.9
261-Police Special Grants Fund	945,700	934,125	(11,575)	(1.2)
262-Supplemental Law Enforcement	396,089	405,801	9,712	2.5
265-Fire Grant Fund	-	-	-	N/A
266-Fire Mutual Aid Fund	125,000	199,967	74,967	60.0
267-Special Events Fund	697,149	370,222	(326,927)	(46.9)
270-Nutritional Meals Grant Fund	389,495	429,740	40,245	10.3
275-Library Fund	232,207	322,226	90,019	38.8

# Summary of Appropriations

## Special Revenue Funds (4 of 4)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
280-Cable Access Fund	\$ -	\$ -	\$ -	N/A
290-Electric Public Benefit Fund	6,044,007	6,420,598	376,591	6.2
501-Recreation Fund*	-	5,148,421	5,148,421	N/A
510-Hazardous Disposal Fund*	-	1,529,863	1,529,863	N/A
511-Emergency Medical Services Fund	6,746,840	5,464,093	(1,282,747)	(19.0)
520-Parking Fund*	-	10,210,312	10,210,312	N/A
<b>Special Revenue Total</b>	<b>\$ 96,683,890</b>	<b>\$ 103,702,340</b>	<b>\$ 7,018,450</b>	<b>7.3</b>

\*Converted from Enterprise Fund to Special Revenue Funds effective 6/30/2015.



# Summary of Appropriations

## Debt Service Funds

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
303-Police Building Project Fund	\$ 3,053,500	\$ 3,025,000	\$ (28,500)	(0.9)
<b>Debt Service Total</b>	<b>\$ 3,053,500</b>	<b>\$ 3,025,000</b>	<b>\$ (28,500)</b>	<b>(0.9)</b>

# Summary of Appropriations

## Capital Improvement Funds (1 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
Fund 401 Capital Improvement (GF)				
Community Services & Parks	\$ 630,000	\$ 1,575,000	\$ 945,000	150.0
Fire	1,000,000	35,000	(965,000)	(96.5)
Library, Arts & Culture	5,106,000	950,000	(4,156,000)	(81.4)
Public Works	369,000	815,000	446,000	120.9
Transfers	2,000,000	2,000,000	-	0.0
<b>Total Fund 401 Capital Improvement</b>	<b>\$ 9,105,000</b>	<b>\$ 5,375,000</b>	<b>\$ (3,730,000)</b>	<b>(41.0)</b>



# Summary of Appropriations

## Capital Improvement Funds (2 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
402-State Gas Tax Fund	\$ 5,004,000	\$ 4,380,000	\$ (624,000)	(12.5)
403-Landfill Post Closure Fund	-	-	-	N/A
405-Parks Mitigation Fee Fund	760,000	4,000,000	3,240,000	426.3
407-Library Mitigation Fee Fund	45,102	-	(45,102)	(100.0)
408-Parks Quimby Fee Fund	-	-	-	N/A
409-CIP Reimbursement Fund	350,000	-	(350,000)	(100.0)
<b>Capital Improvement Total</b>	<b>\$ 15,264,102</b>	<b>\$13,755,000</b>	<b>\$ (1,509,102)</b>	<b>(9.9)</b>

# Summary of Appropriations

## Enterprise Funds (1 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
501-Recreation Fund*	\$ 4,529,093	\$ -	\$ (4,529,093)	(100.0)
510-Hazardous Disposal Fund*	1,668,272	-	(1,668,272)	(100.0)
520-Parking Fund*	12,320,826	-	(12,320,826)	(100.0)
525-Sewer Fund	32,230,468	34,059,747	1,829,279	5.7
530-Refuse Disposal Fund	22,700,235	25,706,964	3,006,729	13.2
552-Electric Works Revenue Fund	224,845,125	233,543,262	8,698,137	3.9
553-Electric Depreciation Fund	60,606,311	28,565,238	(32,041,073)	(52.9)

\*Converted to from Enterprise Fund to Special Revenue Fund effective 6/30/2015.

# Summary of Appropriations

## Enterprise Funds (2 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
555-Electric Customer Paid Fund	\$ 3,365,341	\$ 2,854,422	\$ (510,919)	(15.2)
572-Water Works Revenue Fund	46,980,963	49,350,121	2,369,158	5.0
573-Water Depreciation Fund	29,388,962	11,452,736	(17,936,226)	(61.0)
575-Water Customer Paid Fund	1,940,731	1,610,567	(330,164)	(17.0)
701-Fire Communication Fund	3,827,896	3,823,476	(4,420)	(0.1)
<b>Enterprise Total</b>	<b>\$ 444,404,223</b>	<b>\$ 390,966,533</b>	<b>\$ (53,437,690)</b>	<b>(12.0)</b>

# Summary of Appropriations

## Internal Service Funds (1 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
601-Fleet / Equipment Mgmt Fund	\$ 14,072,844	14,725,214	652,370	4.6
602-Joint Helicopter Operation Fund	1,571,670	1,475,259	(96,411)	(6.1)
603-ISD Infrastructure Fund	9,519,034	8,236,590	(1,282,444)	(13.5)
604-ISD Applications Fund	7,099,190	12,558,297	5,459,107	76.9
610-Unemployment Insurance Fund	314,694	314,790	96	0.0
612-Liability Insurance Fund	7,663,103	7,961,959	298,856	3.9
614-Compensation Insurance Fund	12,287,946	12,220,632	(67,314)	(0.5)
615-Dental Insurance Fund	1,381,631	1,571,908	190,277	13.8



# Summary of Appropriations

## Internal Service Funds (2 of 2)

Fund	Adopted FY 2014-15	Proposed FY 2015-16	Increase / (Decrease)	% Change
616-Medical Insurance Fund	\$ 25,798,660	\$ 27,364,869	1,566,209	6.1
617-Vision Insurance Fund	251,662	276,736	25,074	10.0
640-Employee Benefits Fund	3,623,376	3,390,800	(232,576)	(6.4)
641-RHSP Benefits Fund	1,631,330	1,723,039	91,709	5.6
642-Post Employment Benefits Fund	2,223,930	7,850,310	5,626,380	253.0
660-ISD Wireless Fund	4,369,617	3,819,381	(550,236)	(12.6)
<b>Internal Service Total</b>	<b>\$ 91,808,687</b>	<b>\$103,489,784</b>	<b>\$ 11,681,097</b>	<b>12.7</b>

# CIP Summary

(In Thousands)

	Life To Date Project Budget	Remaining Budget 3/31/15	Proposed FY 2015-16
<b>General Fund (401)</b>			
Management Services	\$ 319	\$ 179	\$ -
Fire	2,199	1,704	35
Public Works	1,600	955	815
Community Services & Parks	6,914	3,897	1,575
Library, Arts & Culture	16,180	5,673	950
Grant Projects	12,339	2,129	-
<b>General Fund Sub Total</b>	<b>\$ 39,551</b>	<b>\$ 14,537</b>	<b>\$ 3,375</b>
Community Services & Parks	\$ 9,710	\$ 6,742	\$ 5,650
Library, Arts & Culture	\$ 57	\$ 45	\$ -
Community Development	\$ 28,728	\$ 13,436	\$ 5,790
Management Services	\$ 728	\$ 728	\$ 372
Public Works	\$ 168,698	\$ 68,329	\$ 19,352
Glendale Water & Power	\$ 55,489	\$ 42,929	\$ 44,483
<b>Total</b>	<b>\$ 302,961</b>	<b>\$ 146,746</b>	<b>\$ 79,022</b>

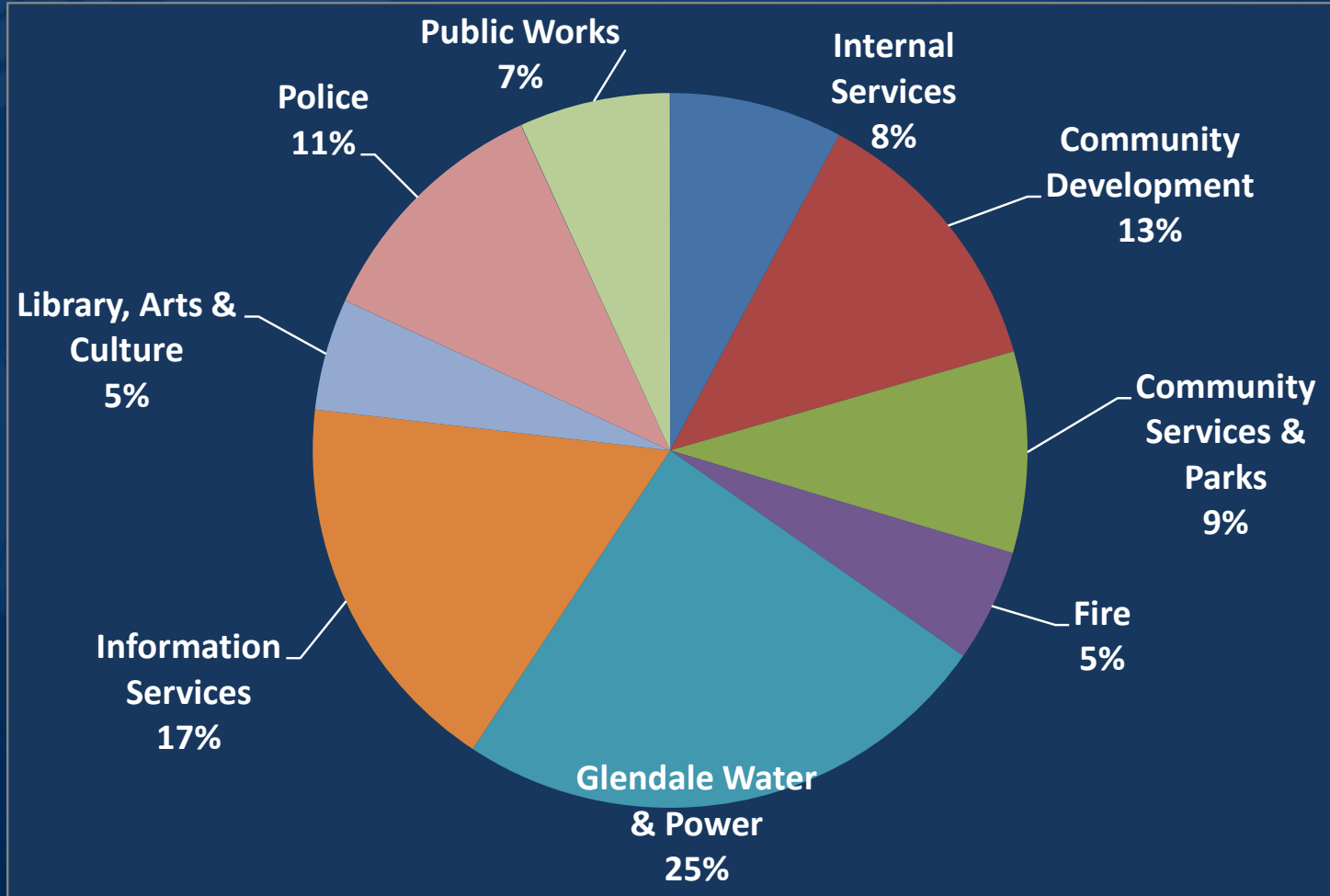


# Authorized Full-Time Positions

Fiscal Year	Authorized Positions
2004-05	1,881
2005-06	1,995
2006-07	1,974
2007-08	1,986
2008-09	1,942
2009-10	1,904
2010-11	1,899
2011-12	1,873
2012-13	1,605*
2013-14	1,588
2014-15	1,584
2014-15 Revised	1,520
2015-16 Proposed	1,566

\*Includes General Fund & GWP Balancing Strategies

# Summary of Program Restoration By Department-All Funds



# 2015-16 Citywide Fee Schedule Proposed Changes

# Citywide User Fees, Fines, Rates & Charges

## Introduction

- Summary of Proposed Changes
- New Proposed Fees
- Proposed Fee Increases
- Proposed Fee Decreases
- Proposed Fee Deletions
- Estimated Revenues
- Commercial Solicitation Fees
- Questions & Comments

# Citywide User Fees, Fines, Rates & Charges

## Summary of Proposed Fee Changes

- New Fees – 18
- Increase to Existing Fees – 38
- Decreases to Existing Fees – 8
- Fee Deletion – 31
- Service Title Revisions – 11
- No Changes – 2,196
- Total Number of Fees for City Services - 2,302



# Citywide User Fees, Rates and Charges

## New Proposed Fees – M.S./E.D.D.

#*	Fee Title	Dept/Div	Proposed Fee
21	Filming Application Fee – Low Budget Filming	M.S./E.D.D.	\$152

\* This fee number is based on Attachment 3 to the Staff Report.  
Fee #21 is listed on page 5 of Attachment 3.

# Citywide User Fees, Rates and Charges

## New Proposed Fees – Public Works

#*	Fee Title	Dept/Div	Proposed Fee
103	Legal Description Review	P.W./Eng.	\$400
104	Release of Covenant & Agreement	P.W./Eng.	\$776
45	Reserved Parking Fee / Per Hour	P.W./Parking	\$1
46	Valet Storage Fee / Per Vehicle	P.W./Parking	\$1

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #103 & #104 are listed on page 9 of Attachment 3. Fee #45 & #46 are listed on page 19.

# Citywide User Fees, Rates and Charges

## New Proposed Fees – Library

#*	Fee Title	Dept/Div	Proposed Fee
71	Brand Library – Use of Media Equipment / Per Event	Library	\$80
83	Lost or Damaged eReader & iPad Accessories / Each	Library	Cost May Vary
84	Photo Use Fee – Individual & Non-Profit / After 5 Images (First 5 Free) / Per Image	Library	\$3
85	Photo Use Fee – Commercial Publication of Library Photo	Library	\$25

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #71 is listed on page 24 of Attachment 3. Fee #83 - #85 are listed on page 27.

# Citywide User Fees, Rates and Charges

## New Proposed Fees – CDD/Building & Safety (1 of 2)

#*	Fee Title	Dept/Div	Proposed Fee
202	Existing Low Voltage Installation – Per Sq. Ft./Floor – Permit	CDD/Building	\$0.09 Sq. Ft.
203	Additional Electrical Plan Review Fees when a project is reviewed for compliance State Energy Conservation Regulations	CDD/Building	15%
204	Mechanical Permit Fees Other Mechanical Equipment Ventilation Fan Connector to a Multiple Duct / One Hour Minimum	CDD/Building	Hourly Rate
205	Additional Mechanical Plan Review Fees when a project is reviewed for compliance State Energy Conservation Regulations	CDD/Building	15%

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #202 - #205 are listed on page 37 of Attachment 3.

# Citywide User Fees, Rates and Charges

## New Proposed Fees – CDD/Building & Safety (2 of 2)

#*	Fee Title	Dept/Div	Proposed Fee
206	Mechanical Permit Fees Ventilation Equipment: The installation or relocation of each duct smoke detector / Each	CDD/Building	\$60
207	Mechanical Permit Fee for the installation, relocation or repair of CO and/or CO2 detector with VFD with 3 <sup>rd</sup> party inspection	CDD/Building	\$22
208	Mechanical Permit Fee for the installation, relocation or repair of CO and/or CO2 detector with VFD without 3 <sup>rd</sup> party inspection	CDD/Building	Hourly Rate

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #206 - #208 are listed on page 37 of Attachment 3.



# Citywide User Fees, Rates and Charges

## New Proposed Fees – CDD/Planning & N.S.

#*	Fee Title	Dept/Div	Proposed Fee
119	Special Recreation (SR) Zone Development Plan Review – Director Review	CDD/Planning	\$316
75	Kennel Permit – 3 Years	CDD/N.S.	\$163

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #119 is listed on page 41 of Attachment 3. Fee #75 is listed on page 45.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Public Works

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Market Research	29	On-Street Parking Meter Rates in Montrose	PW/ Parking	N/A	\$0.50	\$1

\* This fee number is based on Attachment 3 to the Staff Report.  
Fee #29 is listed on page 19 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Library

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Market Research	60	Brand Plaza/Atrium Rental; 3 Hour Min.; Glendale Rate	Library	N/A	\$250	\$350
Market Research	61	Brand Plaza/Atrium Rental; 3 Hour Min.; Non-Glendale Rate	Library	N/A	\$300	\$400
Market Research	59	Fees-Services Interlibrary Loan Patron requests materials from a lending library a library charging fees	Library	N/A	Fees charging by lending Library	\$5+Fees charged by lending library (if applicable)

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #60 & #61 are listed on page 23 of Attachment 3. Fee #59 is listed on page 26.

# Citywide User Fees, Rates and Charges

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## Increases to Existing Fees – CDD/Building & Safety (1 of 4)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Study	131	Electrical Permit Fees Single Family Homes Electrical Services up to 100 amps	CDD/ Building	\$562.31	\$34	\$50
Cost Study	132	Electrical Permit Fees Single Family Homes Electrical Services 101 to 200 amps	CDD/ Building	\$421.57	\$44	\$75
Cost Study	133	Electrical Permit Fees Single Family Homes Electrical Services 201 to 400 amps	CDD/ Building	\$436.83	\$88	\$125
Cost Study	134	Electrical Permit Fees Single Family Homes Electrical Services over 400 amps	CDD/ Building	\$562.31	\$132	\$175

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #131 - #134 are listed on page 34 of Attachment 3.

# Citywide User Fees, Rates and Charges

Slide 47

## Increases to Existing Fees – CDD/Building & Safety (2 of 4)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Study	140	Electrical Permit Fees Multi-Residential Construction Electrical Services up to 100 amps	CDD/ Building	\$334.09	\$34	\$50
Cost Study	141	Electrical Permit Fees Multi-Residential Construction Electrical Services 101 to 200 amps	CDD/ Building	\$119.11	\$44	\$75
Cost Study	142	Electrical Permit Fees Multi-Residential Construction Electrical Services 201 to 400 amps	CDD/ Building	\$167.10	\$88	\$125
Cost Study	143	Electrical Permit Fees Multi-Residential Construction Electrical Services Over 400 amps	CDD/ Building	\$408.95	\$132	\$175

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #140 - #143 are listed on page 34 of Attachment 3.



# Citywide User Fees, Rates and Charges

Slide 48

## Increases to Existing Fees – CDD/Building & Safety (3 of 4)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Study	164	Electrical Permit Fees Other Electrical Items; Commercial Services 600 volts or less; 200 amperes or less rating	CDD/ Building	\$427.56	\$22	\$50
Cost Study	165	Electrical Permit Fees Other Electrical Items; Commercial Services 600 volts or less; Over 200 amperes and including 600 amperes	CDD/ Building	\$360.44	\$44	\$100
Cost Study	166	Electrical Permit Fees Other Electrical items; Commercial Services 600 volts or less; Over 600 amperes and including 1200 amperes	CDD/ Building	\$438.07	\$76	\$150

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #164 - #166 are listed on page 35 of Attachment 3.

# Citywide User Fees, Rates and Charges

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## Increases to Existing Fees – CDD/Building & Safety (4 of 4)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Study	167	Electrical Permit Fees Other Electrical Items; Commercial Services 600 volts or less; Over 1200 amperes	CDD/ Building	\$438.07	\$122	\$200
Cost Study	168	Electrical Permit Fees Other Electrical Items; Services over 600 volts	CDD/ Building	\$437.07	\$186	\$225
Cost Review	169	Electrical Permit Fees Other Electrical Items; Temporary Services	CDD/ Building	N/A	\$49	\$50

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #167 - #169 are listed on page 35 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – CDD/N.S.

Comment	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 50%	19	Installation of News Racks in the Public Rights of Way Annual Registration	CDD/ N.S.	\$241.75	\$52	\$121

\* This fee number is based on Attachment 3 to the Staff Report.  
Fee #19 is listed on page 42 of Attachment 3.

# Citywide User Fees, Fines, Rates & Charges

## Definitions of Structures – Fire Fees

- High-Rise:
  - Any building with an occupied level located more than 75-feet above the lowest level of fire department access into the building.
  
- Mid-Rise:
  - Any building with an occupied level located more than 55-feet above the lowest level of fire department access into the building.
  
- Complex Project:
  - Any building that is part of a Mixed-Use development, an Indoor Mall (such as the Glendale Galleria), an Outdoor Mall (such as the Americana at Brand), or similar project which includes complicated life-safety and/or egress considerations.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Fire (1 of 5)

Comment	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 50%	140	New Construction – Commercial; New Low-Rise Project; Plan Check	Fire	\$1,468.57	\$122	\$734
Cost Recovery at 50%	141	New Construction – Commercial; New High-Rise, Mid-Rise or Complex Project; Plan Check	Fire	\$4,648.33	\$387	\$2,324
Cost Recovery at 50%	142	New Construction – Commercial; Addition/ Alteration/TI to Low-Rise Project; Plan Check	Fire	\$186.31	\$16	\$93
Cost Recovery at 50%	143	New Construction – Commercial; Addition/ Alteration/TI to High-Rise, Mid-Rise or Complex Project: Plan Check	Fire	\$902.31	\$75	\$451

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #140 - #143 are listed on page 90 of Attachment 3.



# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Fire (2 of 5)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 50%	144	New Construction – Commercial; New Low-Rise Project; Inspection	Fire	\$850.05	\$71	\$425
Cost Recovery at 50%	145	New Construction – Commercial; New High-Rise, Mid-Rise or Complex Project; Inspection	Fire	\$10,985.26	\$915	\$5,492
Cost Recovery at 50%	146	New Construction – Commercial; Addition/Alteration/TI to Low-Rise Project; Inspection	Fire	\$370.10	\$31	\$185
Cost Recovery at 50%	147	New Construction – Commercial; Addition/Alteration/TI to High-Rise, Mid-Rise or Complex Project; Inspection	Fire	\$370.10	\$31	\$185

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #144 - #147 are listed on page 90 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Fire (3 of 5)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 25%	148	New Construction – Residential; Single Family Dwelling; Plan Check	Fire	\$180.07	\$15	\$45
Cost Recovery at 50%	149	New Construction – Residential; New Apartment or Condominium 20-units or less; Plan Check	Fire	\$1,759.57	\$147	\$879
Cost Recovery at 50%	150	New Construction – Residential; New Mixed-Use; Apartment or Condominium over 20-units; Plan Check	Fire	\$2,717.26	\$226	\$1,358
Cost Recovery at 50%	151	New Construction – Residential; Addition/ Alteration to Apartment or Condominium 20-units or less; Plan Check	Fire	\$478.79	\$40	\$239

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #148 - #151 are listed on page 90 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Fire (4 of 5)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 50%	152	New Construction – Residential; Addition/ Alteration/ TI to Mixed-Use; Apartment or Condominium over 20-units; Plan Check	Fire	\$947.48	\$79	\$473
Cost Recovery at 25%	153	New Construction – Residential; Single Family Dwelling; Inspection	Fire	\$348.78	\$29	\$87
Cost Recovery at 50%	154	New Construction – Residential; New Apartment or Condominium 20-units or less; Inspection	Fire	\$762.44	\$64	\$387
Cost Recovery at 50%	155	New Construction – Residential; New Mixed-Use; Apartment or Condominium over 20-units; Inspection	Fire	\$3,530.98	\$294	\$1,765

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #152 - #155 are listed on page 90 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Increases to Existing Fees – Fire (5 of 5)

Review	#*	Fee Title	Dept/Div	Full Cost	Current Fee	Proposed Fee
Cost Recovery at 50%	156	New Construction – Residential; Addition/ Alteration to Apartment or Condominium 20-units or less; Inspection	Fire	\$370.09	\$31	\$185
Cost Recovery at 50%	157	New Construction – Residential; Addition/ Alteration/TI to Mixed-Use; Apartment or Condominium over 20-units; Inspection	Fire	\$370.09	\$31	\$185
Cost Recovery at 50%	158	New Construction – Residential or Commercial; Building Code Modification (BMOD); Plan Check	Fire	\$275.92	\$23	\$137

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #156 is listed on page 90 & Fee #157- #158 are listed on page 91.

# Citywide User Fees, Rates and Charges

## Decreases to Existing Fees – Library

Review	#*	Fee Title	Dept/Div	Current Fee	Proposed Fee
Market Research	1	Overdue Materials <del>\$15</del> <b>\$10 Max. Book,</b> Adult	Library	\$0.25	\$0.25
Market Research	6	Overdue Materials <del>\$15</del> <b>\$6 Max. Book,</b> Juvenile/Teen	Library	\$0.25	\$0.15
Market Research	23	Lost/Destroyed Materials and Supplies Books & A-V Materials	Library	Cost + \$12	Cost + \$8
Market Research	24	Lost/Destroyed Materials and Supplies Magazines	Library	Cost + \$4	\$3
Market Research	64	Fees-Sale of Supplies Flash Drive, <del>Large Capacity</del>	Library	\$25	\$10

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #1, 6, 23 & 24 are listed on page 25 & Fee #64 is listed on page 27 of Attachment 3.



# Citywide User Fees, Rates and Charges

## Decreases to Existing Fees – CDD/Building & N.S.

Review	#*	Fee Title	Dept/Div	Current Fee	Proposed Fee
Cost Study	198	Mechanical Permit Fee for the Installation, relocation or repair of each Fire-Damper, Smoke Damper, Combination Damper, or ceiling radiation damper	CDD/ Building	\$155	\$77.50
Fee Restructure	14	Amusement Machine (Coin Operated) Application / Per Application	CDD/ N.S.	\$193.50	\$146
Fee Restructure	15	Amusement Machine (Coin Operated) Device License / Per Year, Per Device	CDD/ N.S.	\$193.50	\$132

\* These fee numbers are based on Attachment 3 to the Staff Report.  
 Fee #198 is listed on page 36. Fee #14 - #15 are listed on page 44.

# Citywide User Fees, Rates and Charges

## Deletion of Existing Fees – Library (1 of 3)

#*	Fee Title	Dept/Div	FY 2014-15 Fee
2	Overdue Materials - \$15 maximum; Paperback, Adult	Library	\$0.25
3	Overdue Materials - \$15 maximum; Book, YA	Library	\$0.25
4	Overdue Materials - \$15 maximum; Paperback, YA	Library	\$0.25
6	Overdue Materials - \$15 maximum; Paperback, Juvenile	Library	\$0.25
7	Overdue Materials - \$15 maximum; Cassettes	Library	\$0.25
8	Overdue Materials - \$15 maximum; Compact Disc	Library	\$0.25
9	Overdue Materials - \$15 maximum; Records	Library	\$0.25
10	Overdue Materials - \$15 maximum; Slides	Library	\$0.25
11	Overdue Materials - \$15 maximum; Video (Non-Rental)	Library	\$0.25
12	Overdue Materials - \$15 maximum; DVDs (Non-Rental)	Library	\$0.25
13	Overdue Materials - \$15 maximum; Books on CD	Library	\$0.25

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #2 - #13 are listed on page 25 of Attachment 3.

# Citywide User Fees, Rates and Charges

## Deletion of Existing Fees (2 of 3)

#*	Fee Title	Dept/Div	FY 2014-15 Fee
14	Overdue Materials - \$15 maximum; Books on Cassette	Library	\$0.25
15	Overdue Materials - \$15 maximum; Magazines	Library	\$0.25
16	Overdue Materials - \$15 maximum; Magazines, Juvenile	Library	\$0.25
17	Overdue Materials - \$15 maximum; Pamphlets	Library	\$0.25
18	Overdue Materials - \$15 maximum; Picture Film Item	Library	\$0.25
19	Overdue Materials - \$15 maximum; Framed Prints Brand	Library	\$0.25
20	Overdue Materials - \$15 maximum; Sheet Music Brand	Library	\$0.25
40	Fees-Eqpt. Printers Film Reader Printer B/W	Library	\$0.20
41	Fees-Eqpt. Printers Film Reader Printers Color	Library	\$1.00
42	Fees-Eqpt. Printers Computer Screen Printers B/W	Library	\$0.20

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #14 - #20 are listed on page 25 and Fee #40 - #42 are listed on page 26 of Attachment 3.

# Citywide User Fees, Rates and Charges

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## Deletion of Existing Fees (3 of 3)

#*	Fee Title	Dept/Div	FY 2014-15 Fee
43	Fees-Eqpt. Printers Computer Screen Printers Color	Library	\$1.00
44	Fees-Eqpt. Photocopying Black and White Copy	Library	\$0.20
45	Fees-Eqpt. Photocopying Color Copy	Library	\$1.00
46	Fees-Eqpt. Coin Operated Typewriters IBM	Library	\$0.50
47	Fees-Materials Permanent Art Collection...	Library	\$500-\$25k
58	Fees-Services Interlibrary Loan Patron Requests	Library	Free
61	Obituary/Local History Staff Search-Rush	Library	\$20
65	Fees-Sale of Supplies Flash Drive, Small Capacity	Library	\$15

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #43 - #61 are listed on page 26 and Fee #65 is listed on page 27  
of Attachment 3.

# Citywide User Fees, Rates and Charges

## Deletion of Existing Fees – CDD/N.S. & Fire

#*	Fee Title	Dept/Div	FY 2014-15 Fee
13	Amusement Machine (Coin Operated)	CDD/NS	\$387
15 9	New Construction – Residential or Commercial; Building Solar PV (BSOLAR); Plan Check	Fire	\$6

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #13 is listed on page 44 and Fee #159 is listed on page 91 of Attachment 3.



# Citywide User Fees, Fines, Rates & Charges

## Summary of Fee Changes

- New Fees – 18
- Increase to Existing Fees – 38
- Decreases to Existing Fees – 8
- Fee Deletion – 31
- Service Title Revisions – 11
- No Changes – 2,196
- Total Number of Fees for City Services - 2,302

# Citywide User Fees, Rates & Charges

## Estimated Revenues FY 2015-16

Department / Division	New Fees	Increases	Decreases	Estimated Revenue
Misc. Charges				
- Filming	\$ 1,824	\$ -	\$ -	\$ 1,824
CDD				
- Building & Safety	36,300	31,899	(775)	67,424
- Planning	1,264	-	-	1,264
- N.S.	-	37,400	(2,725)	34,675
Fire	-	128,063	-	128,063
Library, Arts & Culture	4,650	2,300	(1,190)	5,760
Public Works				
- Engineering	3,504	-	-	3,504
- Parking	24,000	30,000	-	54,000
<b>Total</b>	<b>\$ 71,542</b>	<b>\$ 229,662</b>	<b>\$ (4,690)</b>	<b>\$ 296,514</b>

# Citywide User Fees, Rates & Charges

## Estimated Revenues FY 2015-16

Fund	New Fees	Increases	Decreases	Estimated Revenue
General Fund	\$ 41,068	\$ 197,362	\$ (3,500)	\$ 234,930
Non-General Funds	30,474	32,300	(1,190)	61,584
<b>Total</b>	<b>\$ 71,542</b>	<b>\$ 229,662</b>	<b>\$ (4,690)</b>	<b>\$ 296,514</b>

# Citywide User Fees, Rates and Charges

## Commercial Solicitation – Service Title Revision

Review	#*	Fee Title	Dept/Div	Current Fee	Proposed Fee
Service Title Revision	60	Commercial Solicitation Application <del>Soliciting Commercial Application</del>	CDD/ N.S.	\$354	\$354
Service Title Revision	61	Commercial Solicitation 90-day License/Renewal <del>Soliciting Commercial Weekly</del>	CDD/ N.S.	\$260	\$260

\* These fee numbers are based on Attachment 3 to the Staff Report.  
Fee #60 & #61 are listed on page 45.

# Citywide User Fees, Rates and Charges

## Commercial Solicitation – Deletion of Existing Fees

#*	Fee Title	Dept/Div	FY 2014-15 Fee
34	Distribute Advertising – Application & License / Permit	CDD/NS	\$485
62	Soliciting Interstate Commerce Application	CDD/NS	\$260
63	Soliciting Interstate Individual ID Card	CDD/NS	\$14
64	Soliciting Charitable Organizations Application	CDD/NS	\$260
65	Soliciting Charitable Organizations Registration Card	CDD/NS	\$16

\* These fee numbers are based on Attachment 3 to the Staff Report. Fee #34 is listed on page 44 and Fees #62 - #65 are listed on page 45 of Attachment 3.



# Questions & Comments