



Master Fee and Charges Schedule and Parking Meter Review

May 2, 2023

Background

- The City maintains a Master Fee and Charges Schedule identifying applicable fees and charges for various City services.
- Fees are reviewed and updated periodically
 - The City last completed a comprehensive fee study in 2016 based on FY 2014/15 budget and financial data
 - Since then, certain fees were added to implement new programs (e.g., Short-Term Rentals) or changed based on market analysis and department feedback
- Communities primarily use tax revenues to fund services that provide community-wide benefits such as Public Works, Public Safety, and Park Maintenance.
- Communities use fees and charges (direct recovery) to fund services that provide a direct benefit to an individual or business, such as: plan review, permitting, and inspection.

Background

- Since 2016, regional inflation has increased by 21%. In Fiscal Year 2022/23, a CPI adjustment of 5.93% was applied to most development and operational permit fees.
- For FY 2023/24, staff recommends adjusting these fees by 14.51%, and making strategic adjustments to certain fees in Fire and Community and Library Services.
- Of the fees and charges included on the fee schedule, over 50% are not being recommended for adjustment.
- Additionally, four new fees in Finance and Community Development are being proposed.
- If the Master Fee and Charges Schedule is amended as proposed, General Fund expenditures subsidizing these fees would decrease by \$1.85M and provide a corresponding increase in available discretionary General Fund revenue to be used for capital projects, equipment, and other City Council priorities that provide broad community benefit.

Fee Schedule Update – New Fees

Finance Proposed Change – Credit Card Transaction Fee (FN-67) of 2.29%

- Fee is aligned with the County of Orange
- *Projected decrease in subsidy: \$252,000 General Fund, \$617,000 All Funds*

Fire Fees: Junior Lifeguard and Sand Crab Program Fees (F-142 – F-143.3)

- Proposed increase in fee would bring the cost to average market rate in surrounding cities

JUNIOR LIFEGUARD PROGRAM FEES		Adopted Fee	Proposed Fee
F-142	Resident Fees Charged	\$ 556	\$ 654
F-143	Non-Resident Fees Charged	\$ 583	\$ 681
F-143.3	Sand Crab (resident and non-resident)	\$ 159	\$ 240

- Proposed fee would be lower than the fee charged for comparable program in Newport Beach (\$856) while providing additional program benefits
- *Projected decrease in General Fund subsidy: \$126,000*

Fee Schedule Update – New Fees

Community Development Proposed Changes

Public Notice Fee (PL-154) – Public Hearing fee of \$518 is proposed to recovery costs related to public hearings required for certain planning entitlements. Fee is aligned with City of Newport Beach.

- *Projected decrease in General Fund subsidy: \$67,000*

Conceptual Project Fee (PL-155) – Fee of \$1,000 is proposed to recover costs of staff time related to meetings with developers regarding conceptual projects that are not ready for submittal.

City	Conceptual Project Fee
Anaheim	<i>Conceptual Development Review - Single Family Residence:</i> Initial Deposit of \$800 with ongoing Minimum Balance of \$400. Hourly Rate: \$195. <i>Conceptual Development Review - Other:</i> Initial Deposit of \$3,000 with ongoing Minimum Balance of \$600. Hourly Rate: \$195.
Costa Mesa	Pre-Application Review: \$1,500
Huntington Beach	Conceptual Review ("First Look"): \$1,000
Irvine	Initial Deposit of \$10,000 with ongoing Minimum Balance of \$2,000. Hourly Rate: \$158.50.
Mission Viejo	Pre-application Fee - \$500
Santa Ana	Conceptual Review ("First Look"): \$564

- *Projected decrease in General Fund subsidy: \$12,000*

Fee Schedule Update – New Fees

Community Development Proposed Changes (continued)

Development Assistance Team (DAT) Hourly Fee (PL-156) – Fee of \$212/hour is proposed to recover costs of interdepartmental staff time related to reviewing new applications for development. If applications move beyond this stage, the cost of this fee would be credited to other fees related to the project.

Fee Schedule Update – Community and Library Services

Huntington Beach RV Campground

- Adjust the camping season to begin the day after Labor Day through May 31
- Adjust the site lock fee from \$5/day to \$10/day
- Adjust weekend and holiday rates by \$15/night

Resort	Regular Rate	Weekend Rate	Holiday Charge	Site Lock	Amenities
Bolsa Chica	\$60-\$70 / night	\$60-\$70/ night	None		Water, Electric, Hot Showers, Dump Station, Picnic tables
Waterfront	\$83-\$146 / night	\$83-\$146 / night	\$5 - \$15		Water, Sewer, Electric, Clubhouse, Game Room, Pool & Spa, Laundromat
HB RV Campground (Current)	\$65-\$75 / night	\$75-\$85 / night	\$75-\$85 / night	\$5/day	Water, Electric, Beach Showers, Dump Station, walkability to beaches, downtown, and Pacific City
HB RV Campground (Proposed)	\$65-\$75 / night	\$90-100 / night	\$90-100 / night	\$10/day	Water, Electric, Beach Showers, Dump Station, walkability to beaches, downtown, and Pacific City
Newport Dunes	\$105-\$170 / night	\$140-\$245 / night	\$10+	\$50/flat	Water, Sewer, Electric, Large Sites, Pool, Laundromat, Golf carts, Showers, Marina, BB Courts

- *Increase in General Fund revenue: \$180,000*

Monthly Downtown Business Employee Parking Pass

- Current monthly pass rate of \$20/month has been unchanged since 2009 and is proposed to increase to \$25/month
- Available to employees of Downtown Businesses only
- *Increase in General Fund revenue: \$20,000*

Fee Schedule Update – Community and Library Services

Huntington Central Park Sports Complex Parking

- Rates have not increased since April 2004
- Recommended increase in daily rate from \$1/day to \$2/day
- Corresponding increases in season pass, annual pass, and oversize vehicles (over 20 feet) are also recommended
- *Projected increase in annual General Fund revenue: \$102,000*

Annual Beach Parking Pass/Permit

- General rate has not increased since 2009

Annual Beach Parking Pass/Permit	Adopted Charges	Proposed Charges*
Vehicles under 20 ft, including overhangs		
General	\$150.00	\$195.00
Senior (62+) (one pass per person)	\$75.00	\$100.00
Disabled Person (DP) Placard	\$75.00	\$100.00
Veterans (with proper identification)	\$125.00	\$125.00
Oversize Vehicles, up to 40 feet total length	\$300.00	\$400.00

* Exceptions include July 4th, two days immediately preceding and/or following July 4th as selected by the Director of Community & Library Services and three days of the Air Show.

- *Projected increase in annual General Fund revenue: \$362,000*

Hourly Parking Rates Update

- Hourly parking rates were last raised in 2021
- Proposed market rate adjustments would increase hourly rates by \$0.75 in the off-peak season and \$1-1.25 in the peak season, depending on the parking zone
- A new Special Event rate of \$2/hr is proposed for six (6) days per year, including July 4th, the two days immediately preceding and/or following as selected by the Director of Community & Library Services, and three (3) days of the Air Show.
- *Projected increase in annual General Fund revenue: \$2,700,000*

Meter Zone at 400 Main Street

- 42 additional metered spaces could be developed along the 400 block of Main Street
- Staff would proactively meet with local businesses to obtain feedback
- One-time meter purchase cost of \$23,000
- *Projected increase in annual General Fund revenue: \$148,000*

Hourly Parking Rates Market Comparison Summary

CITY	OFF PEAK SEASON RATES	PEAK SEASON RATES
Newport Beach	October - April	May - September
<i>Balboa-Newport Pier Areas</i>	\$1.15/hr to \$3.40/hr	\$1.15/hr - \$3.40/hr
<i>Balboa Business</i>	\$2.30/hr (up to 2 hrs); \$3.40/hr 3+ hrs	\$4.65/hr (up to 2 hrs); \$5.80/hr 3+ hrs
<i>Corona del Mar Main Beach Lot</i>	\$2.65/hr (weekdays)	None
	\$4.40/hr 6-9am; 6-10 pm (weekends)	\$4.40/hr 6-9am; 6-10 pm
	\$7.05/hr 9am-6 pm (weekends)	\$7.05/hr 9am-6 pm
Laguna Beach	Day after Labor Day - End of June	End of June - Labor Day
<i>Downtown Area</i>	\$2.50/hr - \$3.00/hr	\$5.40/hr (3-hr limit)
<i>Coastal Area</i>	\$2.50/hr	\$3.00/hr (3-hr limit)
Huntington Beach - Current	Day after Labor Day - Friday prior to Memorial Day Weekend	Memorial Weekend - Labor Day
<i>Beach Area</i>	\$2.25/hr	\$2.50/hr
<i>Downtown Area</i>	\$2.25/hr	\$3.00/hr
Huntington Beach – Proposed Standard Rate		
<i>Beach Area</i>	\$3.00/hr	\$3.50/hr
<i>Downtown Area</i>	\$3.00/hr	\$4.00/hr
Huntington Beach – Proposed Event Rate		
<i>Beach Area</i>	\$5.00/hr	\$5.50/hr
<i>Downtown Area</i>	\$5.00/hr	\$6.00/hr

Master Fee and Charges Schedule and Hourly Parking Rate Changes Summary

Department	
CPI adjustment of 14.51%	\$ 729,000
Finance - Credit Card Transaction Fee (General Fund)	252,000
Fire - Junior Lifeguard & Sand Crab Program	126,000
Community Development - New Public Notice, Conceptual Project, and Development Assistance Team (DAT) Fees	79,000
Community & Library Services - RV Camping	180,000
Community & Library Services - Sports Complex	102,000
Community & Library Services - Monthly Downtown Business Employee Pass	20,000
Community & Library Services - Annual Beach Parking Pass/Permit	362,000
Community & Library Services - Meter Zone at 400 Main Street	148,000
Community & Library Services - Hourly Parking Rate Adjustments	2,702,000
Total Estimated General Fund Revenue Impact	\$ 4,700,000
Finance - Credit Card Transaction Fee (Other Funds)	365,000
Total Estimated All Funds Revenue Impact	\$ 5,065,000

Recommended Actions

- Adopt Resolution No. 2023-21, “A Resolution of the City Council of the City of Huntington Beach Adopting An Updated Master Fee And Charges Schedule By Amending Resolution 2016-59, As Amended By Resolution Nos. 2017-28, 2017-44, 2017-46, 2018-01, 2018-29, 2018-48, 2018-55, 2019-07, 2019-19, 2019-87, 2020-37, 2021-17, 2021-18, 2021-36, 2021-78 and 2022-35, Which Established A Consolidated Comprehensive Citywide Master Fee And Charges Schedule (Supplemental Fee Resolution 17);
- Approve for introduction Ordinance No. 4292 Amending Huntington Beach Municipal Code Chapter 10.60 Relating to On-Street Parking Meter Zones
- If approved, changes to the Master Fee and Parking Schedule would take effect July 1st, with the exception of unattended parking lots and HB RV Campground fees, which would be effective May 27th. Hourly parking meter adjustments would take effect June 15th.

Questions?

