

# City of Benicia

## Citywide User Fee Study

***Community Meeting***  
May 15, 2017



Benicia User Fee Study

# Presentation Agenda

**1**

**Project History**

**2**

**Fee Study Methodology**

**3**

**City Staff Participation/Process**

**4**

**Deliverables to be Provided in May**

**5**

**City Outreach Plan**

# Key Issues Framing the Fee Study

1

Defensible methodology

2

Compliant fees-for-service

3

Reasonable cost of providing services

4

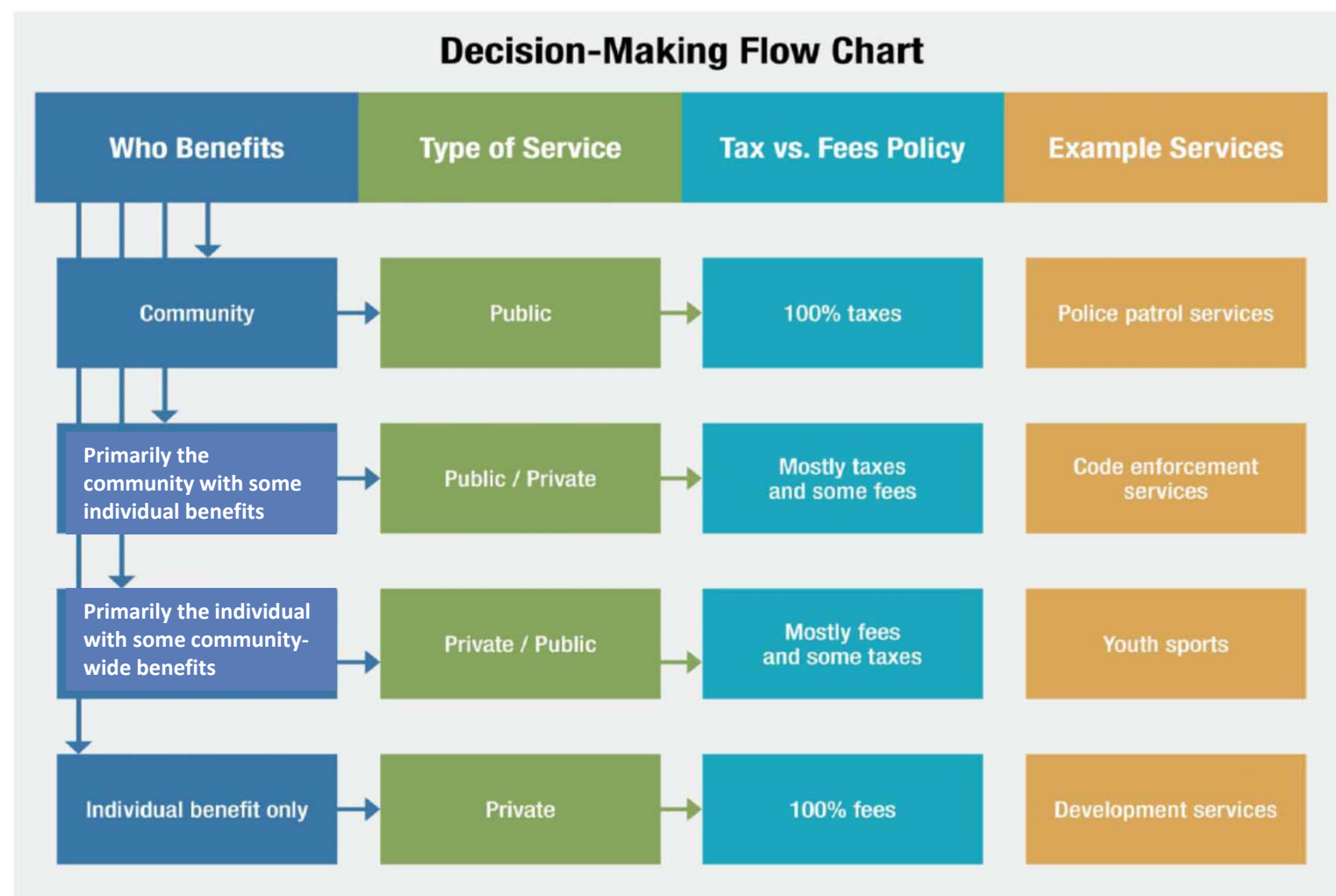
Cost recovery

# User Fee Study



- A User Fees:**  
Charges imposed for a service provided or required due to the request or action of an individual/entity
- B Regulatory Fees:**  
Charges imposed to recover costs associated with the City's power to govern certain activities

# Policy considerations for cost recovery via fees & charges



# Benefits of Realigning User Fees

**1**

**Reduce General Fund subsidy**

**2**

**Better Support Departments' Funding**

**3**

**Set realistic expectations for cost recovery**

# Define Total Costs

DIRECT	Departmental Budget: Salaries and Benefits, Services and Supplies
INDIRECT	Program, Division, Departmental, Agency-Wide
SUPPORT	Review between departments for Planning application approval, etc.
PLANS / SYSTEMS MAINTENANCE AND UPGRADE	On-going and projected technology costs, General Plan update and maintenance, Imaging costs, etc.

# Fully Burdened Hourly Rate – Cost Per Hour Calculation



/ AWH

=

\$-per hour

Hourly Rate Outcomes

- ✓ “Billable” rate by employee class and/or unique division
- ✓ Composite rate by type of service



# City Staff Participation/Process

1

Budget and Staffing Information

2

Current Fee Structure and Amounts

3

Workload Information

4

Time Estimates or Tracked Time Data

# City Outreach Plan

1

Project Webpage Created

[www.ci.benicia.ca.us/userfeestudy](http://www.ci.benicia.ca.us/userfeestudy)

2

Local Media & Channel 27

3

Information Posted in Strategic Locations throughout City

4

Notices Mailed to Contractors, Developers, Architects

5

Social Media

# City Outreach Plan

6

City Manager Report

7

City Boards & Commissions

8

BIPA, Chamber of Commerce,  
Downtown Business Alliance

9

Notification to All Employees

10

Public Meetings

# City Outreach Plan

Departments  
&  
Divisions  
Included:



# Questions and Comments

Visit Project Webpage:

<http://www.ci.benicia.ca.us/userfeestudy>

Additional information will be posted, as available

---

Submit Comments to:

Gina Eleccion

*City of Benicia*



[Geleccion@ci.Benicia.ca.us](mailto:Geleccion@ci.Benicia.ca.us)