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George Williamson
Executive Officer

James M. Underwood
General Counsel

Kathy Bull
Office Manager

Agenda Item: 8.d.

Meeting Date: December 1, 2016

From: George Williamson, Executive Officer & Kathy Bull, Office Manager

Subject: Fee Schedule Update

Background:

Shasta LAFCO policy establishes a schedule of fees and charges for application and other expenses beyond those in the annual budget. On November 15, 2016, the Fiscal Committee met and review the current Fee Schedule (attachment 1) with the staff in order to provide updates.

Changes to establish updated fees and charges, according to California Government Code § 66016, Shasta LAFCO will require notice of a public hearing and can be tentatively set for February 2, 2017.

Discussion:

The last fee schedule adopted by resolution was in 2002. There was a draft fee schedule update in 2013. A draft updated 2016 Fee Schedule (attachment 2) provides a change in reference of standard fees to deposit towards actual costs. Deposits are held, and increased as necessary, until application completion. All costs are then accounted for and any unexpended funds are returned to applicant and additional fees billed if the actual costs exceed the deposit. This update is provided for the Commission to review and propose revisions to the Fee Schedule.

Recommendation:

It is recommended the Commission direct staff to move forward with an updated fee schedule and follow public hearing guidelines in order for the item to be placed on the February 2, 2017 agenda as a public hearing item. Prior to that the schedule will be distributed to member organizations and a hearing notice published.

Attachments: Current Fee Schedule 2013
Draft Updated Fee Scheduled 2016