

A new Neighborhood Notification Fee for Special Events in City parks has been recommended at \$180. This fee will partially cover the cost of the printing and distribution of notices to residents within a 300 - 500-foot radius of the park. The number of residents notified depends on the size and area of the event.

The Staff Attendant Fee is proposed to be increased from \$15 per hour/per attendant to \$25 per hour/per attendant. The proposed fee represents the current hourly cost of a part-time Human Service Senior Leader, and the increase is recommended in order to recover most the cost of the service.

Claremont Hills Wilderness Park (CHWP) paid parking and congestion pricing, which currently stands at \$3 and \$5, respectively, is proposed to be increased to \$5 and \$7, respectively.

Taylor Hall facility rentals are recommended to be limited to Claremont non-profit organizational use starting in 2018-19. A new Non-Profit Application Fee for the rental of Taylor Hall of \$25 is also proposed for adoption.

Also being proposed are new Park Permits Fees of \$10, \$35 and \$50 that apply to ranges of 0-49, 50 -149 and 150-299 people respectively. Non-profit organizations wishing to hold an event for over 300 people will be required to obtain a Special Event Permit. Additionally, new Wading Pool Fees ranging from \$15 to \$30 are also reflected on the proposed fee schedule. If adopted, park permits and wading pool use will be for a four hour allotment with an option of two additional hours for a \$25 fee.

Community Services

Sanitation Fees reflected in the Citywide User Fee Schedule was taken separately to the City Council and adopted on May 22, 2018 with adoption of Ordinance 2018-06. These fees reflect the percentage increase in the CPI from March 2017 to March 2018 of 3.8%.

Cemetery fees have been adjusted to be more consistent with market averages. The increase in Cemetery fees was brought before the Community and Human Services Commission on May 2, 2018 and the Commission unanimously supported the recommended fee increases. Cemetery fees also include four new fees for Double Depth Premium (One Full One Cremation), Niche Wall (double inurned remains), Perpetual Care (Niche double) and Double Depth Vault of \$1,088, \$2,800, \$420 and \$1,144, respectively.

Sewer service fees, charged for the Community Services Department's maintenance of the sewer system, are not proposed to be updated at this time. Community Services staff is currently working with a consultant to determine whether a fee increase is necessary to sustain the operation of the sewer system. When this work is complete, staff will return to the City Council to adopt new sewer service fees, and update the Citywide User Fee Schedule.

Police Department

New general fees ranging from \$20 to \$60 are proposed to recover the costs of providing services such as traffic collision reports, Neighborhood Watch signs, and firearm releases. Additionally, the Massage Technician Permit Renewal Fee is proposed to increase significantly from \$55 to \$125, reflective of the amount of staff time necessary to process the renewals.

Future Adjustments

Staff believes that it is important to adjust fees on a regular basis in order to keep pace with inflation, and to avoid a situation where fees remain unchanged for several years, with large, growing General Fund subsidies for services provided. Once the new Comprehensive User Fee Schedule is adopted by the City Council, staff proposes to adjust fees annually by a cost of living factor. Staff proposes to use the April to April Consumer Price Index (CPI) for the Los Angeles-Long Beach-Anaheim region. Using the April CPI figure will allow staff the necessary time to implement fee adjustments effective July 1 of each year.

Parking Fines

California Vehicle Code Section 40200 and Ordinance No. 2009-15 authorize the City to impose and collect civil fines and penalties for violation of regulations pertaining to the standing or parking of a vehicle within the City of Claremont. CVC Section 40203.5 requires the City to establish a schedule of parking penalties, and Resolution No. 2009-86 was adopted by the City Council on November 24, 2009 to establish a new Parking Fines Schedule.

At present, the City collects a basic parking fine of \$35 for a first offence. Of this \$35, the City must pay \$14 in State and County taxes, as well as processing fees in the amount of \$1.25 for a basic citation that is paid promptly. This means that the City collects a net amount of less than \$20 for a basic citation. Delinquent or appealed citations incur higher processing fees, and the net amount received by the City is even lower.

Staff proposes to increase the basic parking fine from \$35 for a first offence, \$70 for a second offence and \$105 for a third offence to \$50, \$100, and \$150 for first, second and third offences, respectively. The progressive nature of parking fines in Claremont is intended to deter individuals from continuously violating parking regulations, in an effort to ensure adequate parking is available for residents and visitors, particularly in the Village.

A recent survey of parking fines in cities around Claremont show that the proposed increase to parking fines would keep Claremont near the average for the region. Survey results are included in the table below:

City	Average Basic Parking Fine
<i>Claremont</i>	\$35
La Verne	\$48
San Dimas	\$33
Covina	\$45
Glendora	\$51
West Covina	\$60
Pomona	53
Agency Average (Excluding Claremont)	\$48

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City’s strategic and visioning documents and finds the following:

Council Priorities- This item addresses the City Council priority on Financial Sustainability.

Sustainability Plan - This item does not apply to the Sustainability Plan.

Economic Sustainability Plan - This item applies to the Statements of City Council Basic Values on Economic Sustainability contained in the Economic Sustainability Plan.

General Plan - This item relates to General Plan Implementation Measure I-18: Continue to maintain accurate records of City revenues, investments, fund balances, expenditures, employee related costs, and other financial matters. Provide periodic updates to the City Manager and City Council on the City’s financial condition.

2018-19 Budget - This item meets the Financial Services Department Work Plan Goal to provide administrative support to the City Manager, City Council, and all operating departments on a daily and long-range planning basis.

Youth and Family Master Plan - This item does not relate to the goals in the Youth and Family Master Plan.

CEQA REVIEW

This item is not subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(2) (the activity will not result in a direct or