

## **ORDINANCE NO. 580U**

### **AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS, CALIFORNIA, ADOPTING AND APPROVING AN AMENDMENT TO THE COMPREHENSIVE FEE SCHEDULE FOR MUNICIPAL SERVICES AND FACILITIES TO BECOME EFFECTIVE IMMEDIATELY**

**WHEREAS**, the City of Hawaiian Gardens ("City") is a general law city, incorporated under the laws of the State of California, with the power to make and enforce within its jurisdictional limits all local, police, sanitary, and other ordinances, resolutions, and regulations not in conflict with general laws of the state;

**WHEREAS**, the Municipal Code of the City of Hawaiian Gardens, and various related provisions of California law, authorizes the City to impose fees and charges to recover the City's costs of providing services, programs, and making public facilities open and available to the public;

**WHEREAS**, the City Council has determined that the cost of providing certain services is not a general benefit to the public at large, but rather benefits the individual(s) directly receiving the subject service, and, therefore, certain fees and charges should be paid for special services and programs performed or provided by the City;

**WHEREAS**, such fees and charges imposed by the City are set forth in the City's Comprehensive Schedule of Fees, as such has been amended from time to time;

**WHEREAS**, City staff has heretofore undertaken an analysis and evaluation of the municipal services and activities required of City staff and personnel to provide such fee-related services, and recommends that the City Council amend the Comprehensive Fee Schedule as set forth in the Exhibits hereto (the "Fee Schedule") to increase the fees and impose the new fees set forth therein;

**WHEREAS**, the City Council has held a duly noticed public hearing on the proposed Fee Schedule, and has considered staff presentations, reports, public testimony, and all other matters presented during its consideration of this item, and finds and declares that the amount of each of the fees set forth in the Fee Schedule do not exceed the estimated cost to the City for providing the activity, service, program, or facility to which the fee relates, and all legal prerequisites to the adoption of this Ordinance have been duly performed;

**WHEREAS**, pursuant to Government Code section 36937, the City Council may adopt as an urgency measure that is immediately effective to protect public safety, health, or welfare;

**WHEREAS**, simultaneously with the adoption of this ordinance, the City Council has adopted a Resolution approving the Fee Schedule, but the amendments to the same will not become effective for 60 days; and

**WHEREAS**, the Fee Schedule includes certain new fees and increases to existing fees for new programs and increased scope of services offered by the City that, if the City is unable to recover a portion of the cost of providing the subject program or scope of services through such fees, the City may be forced to delay implementation of the program or service, and/or reduce the quality thereof, particularly with respect to park and recreation programs for which

public registration is imminent for the summer months, as well as community development services, programs, and services that are provided on an on-going and regular basis, and the result threatens to undermine the public health, safety, and general welfare of the community.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS, CALIFORNIA, DOES ORDAIN AS FOLLOWS**

**SECTION 1.** Based upon staff reports, presentations, public testimony, and all other matters presented during the public hearing on this item, the City Council hereby finds and declares that the foregoing recitals are true and correct and incorporates them herein as a substantive part of this Ordinance.

**SECTION 2.** The City Council hereby finds and declares that this ordinance is necessary for the immediate preservation of the public health, safety, and general welfare, because if the Fee Schedule set for in Exhibits hereto does not become effective immediately, the City will be unable to recover costs for providing the subject program or scope of services to which the Fee Schedule relates, resulting the potential delays in the implementation of such programs or services, and/or a reduction in the quality thereof, particularly with respect to park and recreation programs for which public registration is imminent for the summer months, as well as community development services, programs, and services that are provided on an on-going and regular basis.

**SECTION 3.** The City Council hereby adopts and approves this Ordinance, and adopts and approves the Fee Schedule, as set forth in Exhibits hereto and incorporated by this reference, pursuant to its authority pursuant to local and state law, and such fees shall be imposed to cover for the reasonable estimated costs the City of Hawaiian Gardens will incur with respect to each service, program, activity, or facility referenced in the Fee Schedule. Except as expressly modified by this Ordinance, all other preexisting fees previously approved and adopted shall remain in full force and effect. The Fee Schedule adopted by this Ordinance shall become immediately effective, provided that this Ordinance shall expire upon its own terms as of the effective date of the Fee Schedule approved by Resolution No. 035-2018 adopted contemporaneously herewith.

**SECTION 4.** The City Council, on the basis of the whole record and exercising independent judgment, finds that this Ordinance is not subject to environmental review pursuant to Sections 15060(c)(2) and 15060(c)(3) of the State Guidelines for Implementation of the California Environmental Quality Act (CEQA). Sections 15060(c)(2) and 15060(c)(3) pertain to activities that will not result in a direct or reasonably foreseeable indirect change to the environment and that are not defined as a project under Section 15378.

**SECTION 5.** If any section, subsection, line, sentence, clause, phrase, word, part, provision, or portion of this Ordinance, or its application to any individual, entity, or circumstance, for any reason, is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, and shall continue in full force and effect. To this end, any section, subsection, line, sentence, clause, phrase, word, part, provision, or portion of this Ordinance is severable. The City Council declares that this Ordinance would have been adopted by the City Council regardless of the fact that any section, subsection, line, sentence, clause, phrase, word, part, provision, or portion thereof, might be declared to be invalid or unconstitutional.

**SECTION 6.** The Mayor is hereby authorized to affix his signature to this Ordinance signifying its adoption by the City Council.

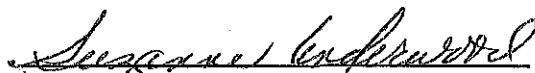
**SECTION 7.** The City Clerk, or his/her designee, is hereby directed to attest and certify the adoption of this Ordinance, and it shall be published as required by law.

**APPROVED AND ADOPTED THIS 24th DAY OF APRIL, 2018**

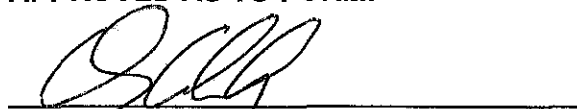
**CITY OF HAWAIIAN GARDENS**

  
Reynaldo Rodriguez, Mayor

**ATTEST:**

  
Suzanne Underwood, City Clerk

**APPROVED AS TO FORM:**

  
Assistant City Attorney

**CITY OF HAWAIIAN GARDENS  
CITY CLERK'S OFFICE  
CERTIFICATION**

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    ) SS  
CITY OF HAWAIIAN GARDENS )

I, Suzanne Underwood, City Clerk of the City of Hawaiian Gardens, do hereby certify that **Ordinance No. 580U**, an Interim Ordinance, was duly passed at a Regular meeting of the City Council on this **24<sup>th</sup> day of APRIL 2018** by the following votes as the same appears on file and of record in the Office of the City Clerk.

**AYES:**       RODRIGUEZ, BRUCE, TRIMBLE, RIOS, MARAVILLA  
**NOES:**       NONE  
**ABSENT:**    NONE  
**ABSTAIN:**   NONE

  
SUZANNE UNDERWOOD  
CITY CLERK/RECORDS MANAGER

**PROOF OF PUBLICATION**  
**(2015.5 C.C.P.)**  
**Los Cerritos Community Newspaper Group**  
**13017 Artesia Blvd., Suite C-102**  
**Cerritos CA 90703**  
**(562) 407-3873**

County Clerk's Filing Stamp

STATE OF CALIFORNIA,  
COUNTY OF LOS ANGELES

I am a citizen of the United States  
County aforesaid; I am over the  
and not a party to or interested in  
matter.

I am the principal clerk of the pro  
tos Community News, a newspa  
lation, printed and published one  
the County of Los Angeles, and  
been adjudged a newspaper of ge  
the Superior Court of the County  
of California, under the date of S  
Case Number V5005861 that the  
annexed is a printed copy (set in  
nonpareil), has been published in  
tire issue of said newspaper and  
thereof on the following dates, to

**4/27/18**

I certify (or declare) under penalty  
foregoing is true and correct.

DATED AT CERRITOS, CALIFORNIA

**THIS 27th DAY OF APRIL 2018**

Signature

Brian Hews

Los Cerritos Community  
13047 Artesia Blvd. Suite C-102,  
562-407-3873  
LCCN FORM 82180

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**SUMMARY OF ORDINANCE NO. 580U OF THE CITY OF HAWAIIAN GARDENS,  
CALIFORNIA, ADOPTING AND APPROVING AN AMENDMENT TO THE  
COMPREHENSIVE FEE SCHEDULE FOR MUNICIPAL SERVICES AND FACILITIES TO  
BECOME EFFECTIVE IMMEDIATELY**

Pursuant to Government Code Section 36933 (c), the following constitutes a summary of Ordinance No. 580U ("Ordinance"), adopted as an urgency ordinance pursuant to Government Code Section 36937 by the Hawaiian Gardens City Council on April 24, 2018, at its meeting held in the City Council Chambers, 21815 Pioneer Boulevard, Hawaiian Gardens, CA 90716.

The purpose of the Ordinance is to adopt new and increased fees or changes for a variety of programs, activities, and services provided by the City to the community, specifically including the Parks and Recreational and Community Development Departments, with the revenues resulting from the fees going to reimburse the City for its costs incurred in providing the fee-related program, activity, or service.

Contemporaneously with adoption of the Ordinance, the City Council adopted a Resolution approve the same increased / new fees, and the Resolution and associated fees will take effect sixty (60) days from the City Council's approval, as provided by law. As an urgency ordinance, the Ordinance and the fees it approves are effective immediately, and will automatically expire upon the effective date of the Resolution. The City's Comprehensive Fee Schedule, as amended by the Ordinance / Resolution, is available for inspection in the City Clerk's Office.

A certified copy of the full text of the Ordinance is posted and available for review in the City Clerk's Office at 21815 Pioneer Boulevard, Hawaiian Gardens, CA 90716. The Ordinance was adopted by the City Council on April 24, 2018, by the following voice vote:

AYES:	Rodriguez, Bruce, Maravilla, Rios, Trimble
NOES:	None
ABSENT:	None
ABSTAIN:	None

/S/  
Suzanne Underwood, City Clerk

**CITY OF HAWAIIAN GARDENS  
CITY CLERK'S OFFICE  
CERTIFICATION**

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS  
CITY OF HAWAIIAN GARDENS )

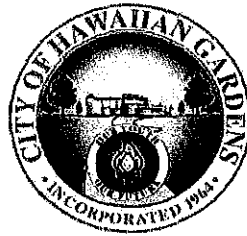
I, Suzanne Underwood, City Clerk of the City of Hawaiian Gardens, do hereby certify that Ordinance No. 580U, an Interim Ordinance, was duly passed at a Regular meeting of the City Council on this **24th day of APRIL 2018** by the following votes as the same appears on file and of record in the Office of the City Clerk:

AYES:	RODRIGUEZ, BRUCE, TRIMBLE, RIOS, MARAVILLA
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

/S/  
SUZANNE UNDERWOOD  
CITY CLERK/RECORDS MANAGER

Published at Los Cerritos Community Newspaper 4/27/18

# City of Hawaiian Gardens



## Comprehensive Fee Schedule

Resolution 035-2018

Urgency Ordinance 579U

April 24, 2018

# **City of Hawaiian Gardens**

## **Comprehensive Fee Schedule**



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City of Hawaiian Gardens

## Administrative Fees

### A. Business License Fees

Business License Fee	See Municipal Code
Application Set Up Fee	\$35
Delinquent Fee	10% per month to a max of 50% of base license fee per year
Background Check /Investigation Fee	Actual Cost
Fingerprints	Actual Cost
Business Regulation Permit (Special Use Permit)	\$1,633.00

### B. Business License Amendments

Location to Location Transfer	\$25.00/business
Person to Person Transfer	\$10.00/business
Change of Name	\$10.00/business
Duplicate License	\$10.00/business

### C. Block Party Permits

Permit Processing Fee	\$ 35.00
Cleaning/Damage Deposit	\$500.00

### D. News Rack Permit

News Rack Permit Fee/ Per Rack	\$50.00
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### E. Solicitor's, Peddler, Vendor Permit

Solicitor's, Peddler, Vendor Permit	\$100.00, plus background check
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### F: General City Publications

Hawaiian Gardens Municipal Code (soft cover)	\$75.00
Yearly Municipal Code Supplement	\$35.00
Annual City Budget	\$50.00
Public Records Information Manual	\$15.00



Commissioners Handbook	\$20.00
General Plan	
a. Entire document/ Per Volume	\$50.00
b. Individual Element	\$15.00
c. Map(11x17)	\$ 3.00
Zoning Ordinance	
a. Entire document	\$50.00
b. Individual Chapter	\$ 5.00
c. Map(11x17)	\$ 2.00
Master Sign Programs	\$ 5.00
Redevelopment Plan No. 1	\$30.00

#### F. City Clerk and Administrative Services

Record Retrieval Off-Site (Includes \$25 per box retrieval services Additional boxes are \$25 per box)	\$25.00
Electronic Storage Retrieval	\$23.00
Certification of Documents (per signature)	\$10.00
Faxing documents	\$ 6.00
Emailing and Scanning Fee	No charge < 10 pages. \$11.00 > 10 pages plus 10 cents per page over 10
VHS Tapes, DVDs, CDs and Floppy Disks	\$10.00
Audio Tapes	\$ 6.00
Mailing of Agenda (includes postage)	\$ 8.00

#### G. Copies

Up to 8.5"x14"(letter and legal)	\$0.10/page
11"x17"(tabloid)	\$2.00/page
Fair Political Practice Commission (FPPC)	\$0.10/page
Aerial Photos (Color)	Actual Cost
Assessor Maps (11"x17")	\$2.00/page
Building Plans	
a. 11"x17" or smaller	\$2.00/page
b. Larger than 11"x17"	Actual Cost
Other Planning Documents	
a. Bound	\$10.00
b. Unbound	\$0.35/pages

**City of Hawaiian Gardens  
Community Development Department**

A: Fee Schedule	Service Costs		
Description of Service	Full Cost	Resident (3) 25% Reduction	Senior (4) 50% Reduction
Abatement Procedure, <sup>(2)</sup> Plus abatement remedies, warrants, and judgment costs	\$617	-	-
Abandonment of Easement	\$561	-	-
Administrative Appeal	\$442	\$332	\$221
Administrative Hearing	\$442	\$332	\$221
Administrative Review (Conduct at staff level)	\$248	\$186	\$124
Amendment of Discretionary Permits	\$1,067	\$800	\$534
Annual Inspection	\$107	-	-
Annual Reinspection	\$62	-	-
Background Check	Actual Cost	-	-
Call for Review	\$442	\$332	\$221
Categorical Exemption	\$107	-	-
Change of Address	\$211	-	-
Conditional Use Permit	\$2,126	\$1,595	\$1,063
Density Bonus	\$3,113	-	-
Design Review to Planning Commission	\$771	\$578	\$385
Discretionary Appeal	\$1,155	\$566	\$578
Document Review	\$317	-	-
Encroachment Permit (Public right-of-ways in residential area)	\$317	\$238	\$158
Encroachment Permit (Trash Bins Only)	\$107	\$80	\$54
Expedited Permits & Reports, 50% of the original permit/permit costs	Costs Vary	-	-
Final Parcel Map, <sup>(2)</sup> Plus Subdivision Map Act and LA County Public Work fees	\$1,963	-	-
Final Tract Map, <sup>(2)</sup> Plus Subdivision Map Act and LA County Public Work fees	\$1,963	-	-
Film Permit, <sup>(2)</sup> Plus charges from Fire and Sheriff's Departments; may require deposit	\$580	-	-
Fish and Game Filing Fee: Negative Declaration (ND) and Mitigated Negative Declaration (MND) <sup>(5)</sup>	\$1,877	-	-
Fish and Game Filing Fee: Environmental Impact Report (EIR) <sup>(5)</sup>	\$2,607	-	-
General Plan Amendment	\$4,767	-	-
Growth Capital Fee	4% of Building Valuation	-	-
Home Occupation Permit	\$186	\$140	\$93
Impound Storage Fees (per day)	\$220	-	-
Inspection Warrant	Actual Cost	-	-
Landscape Reviews up to 1,000 sq. ft.	\$247	\$185	\$124
Landscape Reviews up to 3,000 sq. ft.	\$493	-	-
Landscape Reviews over 3,000 sq. ft.	\$987	-	-
Lien Recording or Lien Removal	\$194	-	-

**City of Hawaiian Gardens  
Community Development Department**

<b>A: Fee Schedule</b>		<b>Service Costs</b>		
<b>Description of Service</b>	<b>Full Cost</b>	<b>Resident (3) 25% Reduction</b>	<b>Senior (4) 50% Reduction</b>	
Lot Line Adjustment, (Z) Plus Subdivision Map Act and LA County Public Work fees	\$1,397	-	-	
Master Sign Program	\$2,126	-	-	
Minor Exception	\$655	\$491	\$328	
Negative Declaration, (2) Prepared in-house, plus other necessary studies and analyses	\$1,913	-	-	
Massage Permit Annual Renewal	\$665	-	-	
Massage Permit (Operators)****	\$1,768	-	-	
Massage Permit Appeal/ Administrative Hearing****	\$2,061	-	-	
Minor Use Permit	\$655	\$491	\$328	
Mitigation Monitoring Program, (2) Plus ongoing observation fee	\$1,060	-	-	
Modification of Non-Discretionary Permit	\$160	-	-	
Notice of Substandard Violation, (2) Plus County Recording fee	\$538	-	-	
Parcel Map Waiver/Certificate of Compliance, (2) Plus Subdivision Map Act and LA County Public Work fees	\$1,397	-	-	
Planned Development	\$2,767	-	-	
Permit Extension for Discretionary Permit	\$1,030	-	-	
Permit Extension for Non-Discretionary Permit	\$125	-	-	
Plot Plan Reviews under 2,000 sq. ft.	\$371	\$278	\$186	
Plot Plan Reviews up to 5,000 sq. ft.	\$567	-	-	
Plot Plan Reviews up to 10,000 sq. ft.	\$1,060	-	-	
Plot Plan Reviews over 10,000 sq. ft.	Actual Cost	-	-	
Property Presale Records Report (Condominiums)	\$174	\$131	\$87	
Property Presale Records Report (Multi Family Residence)	\$355	\$251	\$168	
Property Presale Report (Single Family Residence)	\$264	\$199	\$133	
Rental Inspection	\$88	\$66	\$44	
Resubmissions, 25% of the original permit costs for each successive re-submittal after the third submittal	Costs Vary	-	-	
Revocation of Discretionary Permit	\$567	-	-	
Sewer Reconstruction	\$0.15 per gallon per day of additional peak flow			
Sign Permit Review (wall and ground pole)	\$125	-	-	
Sign Permit Review ***reviewed and approved at counter	\$76	-	-	
Site Inspection	\$88	\$66	\$44	
Specific Plan	\$2,767	-	-	

**City of Hawaiian Gardens  
Community Development Department**

<b>A: Fee Schedule</b>		<b>Service Costs</b>	
<b>Description of Service</b>	<b>Full Cost</b>	<b>Resident (3) 25% Reduction</b>	<b>Senior (4) 50% Reduction</b>
Small Project Counter Approval (fences, patios, tenant improvements)	-	-	-
Special Use Permit (Business Regulation Permit), <sup>(2)</sup> Plus background check	\$1,633	\$1,225	\$817
Storm Water Inspection Fee	\$79	-	-
Storm Water Plan Check	Actual Cost	-	-
Temporary Sign Permit (Banners)*	\$25	-	-
Tobacco Retailer's Permit	\$246**	-	-
Temporary Use Permit <sup>(6)</sup>	\$107	-	-
Tentative Parcel Map, <sup>(2)</sup> Plus Subdivision Map Act and LA County Public Work fees	\$3,288	-	-
Tentative Tract Map, <sup>(2)</sup> Plus Subdivision Map Act and LA County Public Work fees	\$3,288	-	-
Variance	\$1,986	\$1,490	\$993
Zoning Map Change	\$3,267	-	-
Zoning Conformity Report or Rebuild Letter (Commercial)	\$318	-	-
Zoning Conformity Report or Rebuild Letter (Residential)	\$233	\$175	\$116
Zoning Ordinance Amendment, <sup>(2)</sup> Plus Environmental Review	\$4,267	-	-

**Notes:**

- (1) Proposed fee is full service cost unless otherwise noted.
- (2) Additional fees or costs may apply.
- (3) Subsidized for residents who reside in Hawaiian Gardens (25% reduction of full cost).
- (4) Subsidized for seniors, age 55 years or older, who reside in Hawaiian Gardens (50% reduction of full cost).
- (5) As amended by the Department of Fish and Game.
- (6) For fundraising purposes reduction in costs may be considered for religious institutions, non-profit organizations, charitable foundations, and other similar

## B. Property Maintenance Fees

### 1. Off-Street Parking Report

- |                 |         |
|-----------------|---------|
| a. Application: | \$35.00 |
| b. Report       | \$50.00 |

### 2. Residential Rental Certificate

#### a. Change of Name

- |                           |  |
|---------------------------|--|
| 1) Single Family Dwelling | \$75.00 per certification  |
| 2) Condo/Townhouse        | \$50.00/unit per certification                                   |
| 3) Apartment Units        | \$50.00 first unit plus \$5.00 additional unit per certification |

#### b. Reinspection

- |                           |  |
|---------------------------|--|
| 1) Single Family Dwelling | \$30.00 per certification  |
| 2) Condo/Townhouse        | \$25.00/unit per certification                                   |
| 3) Apartment Units        | \$25.00 first unit plus \$5.00 additional unit per certification |

## C. Hourly Rates for Special Services

Special services listed below will not have an established service fee, but will be charged for time and materials at the established hourly rates for City staff or hired consultants. The City will require an estimated deposit to begin work. Please note: Some documents will require separate entitlements with additional fees.

- |                               |   |                              |
|-------------------------------|---|------------------------------|
| ▪ Air Quality Study           | ▪ Expedited Review                            | ▪ Peer Review/Second Opinion |
| ▪ Background Check            | ▪ Negative Declaration prepared by consultant | ▪ Public Works Observation   |
| ▪ CC&R's                      | ▪ Noise Study                                 | ▪ Photometric Study          |
| ▪ Condo Conversion            | ▪ NPDES Review                                | ▪ Shared Parking Analysis    |
| ▪ Consultation Fee            | ▪ Parking Management Plan                     | ▪ Traffic Impact Analysis    |
| ▪ Environmental Impact Report |   |                              |

## D. Building and Safety

Building and Safety fees are calculated utilizing the Los Angeles County current fee and multiplied by the following factors:

- |  |      |
|--|------|
| 1. Building Permits - Los Angeles County Title 26, multiplied by factor:   | 1.30 |
| 2. Electrical Permits - Los Angeles County Title 27, multiplied by factor: | 1.30 |
| 3. Plumbing Permits - Los Angeles County Title 28, multiplied by factor:   | 1.30 |
| 4. Mechanical Permits - Los Angeles County Title 29, multiplied by factor: | 1.30 |

## E. General Provisions

- (A) **Authority.** The Community Development Department fees are adopted by the Hawaiian Gardens City Council by Resolution. The fees are also subject to Government Code Section 66000 - 66008.
- (B) **Fees.** Fees are calculated for each individual service and are based on staff's hourly rates, time allocated for each service, direct expenses, and operating costs. Direct expenses, where appropriate and known, are included into the service fee. If the direct expense is unknown, those costs are not included in the fee but the applicant will still be responsible for those costs. Most services that require a review or action by the City Attorney are also incorporated into the fee.
- (C) **Projects.** Each development request is considered to be a separate application. If a property owner requests a variance for reducing setbacks and off-street parking, they have two applications. Each application shall be charged a separate fee.

- (D) **Billings.** Failure to pay all charges invoiced within ten (10) days of the date of invoice shall be considered a sufficient cause to stop processing until full payment is made. The City will accept only cash, cashier's checks, bank checks, and designated credit cards for payment. Work on a project shall not commence until payments have cleared the bank and funds have been transferred to the City. Project shall not be deemed approved until all City fees have been paid in full.
- (E) **Late Payment Charge.** Outstanding balances that are not paid in full within twenty-five (25) days after the statement is rendered shall accrue a late payment fee of fifteen percent (15%) per month compounded monthly.
- (F) **Revisions.** Fees set forth for plan check and development review shall be for the initial application. Additional revisions submitted by the applicant shall be accompanied by an additional filing fee equal to one-half of the initial fee. Changes after approval shall be subject to the entire applicable fee.
- (G) **Other Fees and Charges.** Applicants shall be aware that they may be subject to other fees and charges established by Ordinance.
- (H) **General Penalty Fees.** Any person who shall commence any procedure or work for which a processing or a permit fee is required by this resolution without first having paid said fee and completed such processing or obtained such permit therefore, shall, if subsequently permitted to complete such processing or obtain such permit, pay double the fee fixed by this resolution.
- (I) **Refunds.** There shall be no refund of any portion of the required fees once:
- 1) A project has been presented to a Commission or Council;
  - 2) A public hearing has been advertised; and/or
  - 3) An action has been taken.
  - 4) A project has been reviewed or plan checked
- Prior to such time, an applicant may request a 60% refund by submitting their reasons for the request in **writing** to the Community Development Department. Said written request must be received prior to any of the stated actions.
- (J) **Annual Fee Adjustment.** The City will review on an annual basis the fee for each service beginning on July 1st, 2019, and there after each succeeding July 1st. The fee may be adjusted by the movement of the Consumer Price Index of Los Angeles County rounded off to the nearest dollar. No fee shall exceed the reasonable cost of providing service.
- (K) **Conflicts.** If the Community Development Fee conflicts with Los Angeles County fee, the City fee will supersede those fees from Los Angeles County.
- (L) **Subsidies for Charities.** For fundraising purposes, a 50% reduction in costs for Temporary Use Permits may be considered for religious institutions, non-profit organizations, charitable foundations, schools, and other similar organizations or institutions.

**City of Hawaiian Gardens  
Recreation & Community Services Department  
Fee Schedule**

	<b>Fees</b>	
<b>Youth Sports</b>	Res.	Non Res.
Baseball	\$15	\$30
Basketball	\$15	\$30
Flag-Football	\$15	\$30
Mini- Basketball	\$15	\$30
Mini- Soccer	\$15	\$30
Rugby	\$15	\$30
Tee-Ball	\$15	\$30
Track and Field	\$15	\$30
Volleyball	\$15	\$30
<b>Adult Sports</b>	Res.	Non Res.
Basketball League	\$200/team	\$250/team
Soccer League	\$45/player	\$45/player
Men's Baseball	\$350/team	\$400/team
Dodgeball League	\$150/team	\$200/team
Softball League	\$350/team	\$400/team
Volleyball League	\$200/team	\$250/team
<b>Special Interest Classes</b>	Res. p/session	Non Res. p/session
Ballet Folklorico	\$15	\$30
Drawing Arts	\$15	\$30
Computer lab	Free	Free
Yoga	\$2	\$4
Dance	\$15	\$30
Ballet for Toddlers	\$15	\$30
Karate	\$15	\$30
Theatre Arts	\$15	\$30
<b>Parks &amp; Facilities</b>	Res.	Non Res.
Zumba	\$2 - \$4 per class	
Boxing	FREE	Not Offered
Clarkdale Park / Excursions	\$5 - \$10	
CRL Gameroom	FREE	
Lee Ware Park / Excursions	\$5 - \$10	
Recreation Basketball	FREE	\$1 or \$50 p/yr
Racquetball (Adults 9-3pm)	\$2	\$4
Racquetball (Adults 3-9pm)	\$2	\$4
Racquetball (Youth 9-3 pm)	FREE	
Racquetball (Youth 3-9 pm)	FREE	\$1
Y.A.L.	FREE	
Weight Room	\$20 p/year	\$30 p/year

**City of Hawaiian Gardens  
Recreation & Community Services Department  
Fee Schedule**

	<b>Fees</b>	
<b>Senior Services</b>	Res.	Non Res.
Ballet Folklorico	\$5	\$15
Billiard	FREE	
Zumba	FREE	\$2
Yoga	FREE	\$1
Cake Decorating Class	FREE	
Bingo	FREE	
Food Boxes	FREE	
Home Delivery Meals	FREE	
Lunch Program	FREE	
<b>Swimming Program</b>	Res.	Non Res.
Adult Lessons	\$15	\$30
Aerobics	\$1/class	\$2/class
Mommy & Me	\$15	\$30
Recreational Swim	FREE	
Swim Team	\$15 & \$30	
Youth Lessons	\$15	\$30
<b>Youth Camps</b>	Res.	Non Res.
SpringCamp	\$20 p/week	
Summer Camp	\$60 p/3 weeks	
Winter Camp	\$20 p/week	



**RECREATION FACILITIES AND SERVICES**  
**C. Robert Lee Activity Center Fee Schedule**

FACILITY	FUNCTION	CAPACITY	GROUP A	GROUP B	GROUP C	GROUP D	CLEAN UP	SECURITY
Multi-Purpose Room A or B or Patio 4 or 8 hr. block	Meeting Dining	357 150 (Each)	N/C	\$15.00 per hour	\$50.00 per hour	\$70.00 per hour	<del>\$116.00</del> <del>\$143.00</del> \$385.00	(A) (B) (P) \$150.00 each
Crafts Room	Meeting	42	N/C	\$10.00 per hour	\$25.00 per hour	\$50.00	\$100.00	\$100.00
Kitchen (Rental time to equal rental time)			N/C N/C	\$25.00 per hour	\$50.00 per hour	\$75.00 per hour	\$200.00	\$200.00
Gymnasium	Sports  Assembly Stage Dining	500	N/C	\$100.00 per hour 4hr. minimum	\$400.00 per hour 4hr. minimum	\$700.00 per hour 4 hr.	\$500.00	\$500.00
Auditorium (City Hall Council Chambers)	Meeting	200	N/C	\$30.00 per hour	\$60.00 per hour	\$75.00 per hour	\$200.00	\$300.00
Sports facilities (lights)	Baseball Soccer/ Football		N/C N/C N/C	\$20.00 \$20.00 per hour	\$40.00 \$40.00 per hour	\$50.00 \$60.00 per hour	\$100.00	\$150.00
Concession Stand	Food Sales	4	N/C	\$25.00 Organiza- tion only	\$40.00	\$75.00	\$150.00	\$150.00

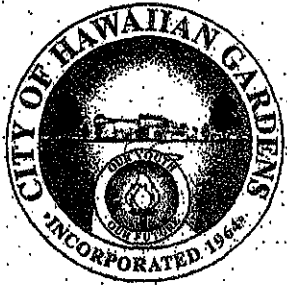
**RECREATION FACILITIES AND SERVICES**  
**Lee Ware Activity Center Fee Schedule**

FACILITY	FUNCTION	CAPACITY	GROUP A	GROUP B	GROUP C	GROUP D	CLEAN UP	SECURITY
Multi-Purpose Room #1 W/kitchen & patio	Meeting Dining	63 45	N/C	\$12.00 per hour	\$30.00 per hour	\$60.00 per hour	\$65.00 plus kitchen \$75.00	\$50 plus kitchen \$75.00
Multi-Purpose Room #2	Meeting	63	N/C	\$8.00 per hour	\$20.00 per hour	\$40.00 per hour	\$54.00	\$50.00
Multi-Purpose room #3	Meeting	63	N/C	\$8.00 per hour	\$20.00 per hour	\$40.00 per hour	\$38.00	\$50.00
Lee Ware Pool	Group Pool Usage	90	N/C	\$30.00 + Lifeguard Cost	\$60.00 + Lifeguard Cost	\$75.00 + Lifeguard Cost	\$150.00	\$150.00

## Athletic Field Use

All fees are subject to change

FACILITY	FUNCTION	CAPACITY	GROUP A	GROUP B	GROUP C	GROUP D	CLEAN UP	SECURITY
Sports facilities (lights)	Baseball		N/C	\$20.00	\$40.00	\$50.00		
	Soccer		N/C	\$20.00	\$40.00	\$50.00		
	Football		N/C	per hour	per hour	per hour	\$100.00	\$150.00
Concession Stand	Food Sales	4	N/C	\$25.00 Organization only	\$40.00	\$75.00	\$150.00	\$150.00



**CITY OF HAWAIIAN GARDENS  
CITY COUNCIL  
STAFF REPORT**

Agenda Item No.: B-2

City Manager: [Signature]

CITY OF HAWAIIAN GARDENS

**ACTION:**

☒ Approved  
☐ Denied  
☐ Amended  
☐ Receive & File  
☐ Other

**DATE:** April 24, 2018

**TO:** Honorable Mayor and City Councilmembers

**THROUGH:** Ernie Hernandez, City Manager

**VOTE:** 5-0

**FROM:** Linda Hollinsworth, Finance Director/Treasurer

**DATE:** 4/24/2018

**SUBJECT: CONDUCT A PUBLIC HEARING AND: (1) ADOPT RESOLUTION NO. 035-2018 TO APPROVE A COMPREHENSIVE FEE SCHEDULE FOR THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF HAWAIIAN GARDENS; AND (2) ADOPT AN URGENCY ORDINANCE APPROVING VARIOUS NEW FEES AND INCREASING EXISTING FEES**

**SUMMARY**

Staff is requesting that the City Council hold a public hearing and adopt a resolution to amend the City's current "Comprehensive Fee Schedule" for various park and recreation fees, community development fees, administrative fees, and others. Additionally, staff recommends that the City Council simultaneously adopt an urgency ordinance so the new fees take effect immediately.

Notice of this public hearing was mailed to interested parties 14 days prior to the hearing date, and a notice has been published in a newspaper of general circulation twice of the past ten (10) days; both as required by law. For all new and increased fees, data indicating the cost or estimated cost to the City for providing the fee-related service has been made available for public review.

**BACKGROUND**

As authorized by the California Government Code, the City of Hawaiian Gardens ("City") charges a variety of fees to offset the City's costs of providing various services and programs to the community, processing permit applications, maintaining City-owned facilities, and similar activities. All fees charged by the City are set forth in its "Comprehensive Fee Schedule" ("Fee Schedule"). The Fee Schedule has been amended on various occasions as needed to increase, decrease, add to, or delete existing fees.

California law prevents the City from charging any fee that results in revenues that exceed the City's cost of providing the fee-related service. Put simpler, the City cannot generate "revenue" from the fees it collects, but rather fee revenues must only "reimburse" the City for its costs. However, the City is not obligated to

recover its full cost, and may instead choose to impose lower fees and cover the difference from the General Fund.

## **DISCUSSION**

City staff regularly reviews the Fee Schedule to determine whether existing fees should be adjusted in light of changes to City costs, available revenues, or programs, services, or facilities made available to the public. Staff has recently completed such a review, and is recommending the Fee Schedule be amended as set forth in the "Comprehensive Fee Schedule" attached to this report. To summarize, staff is recommending that the City Council approve new / increased fees for the community development department and various parks and recreation activities.

Even with this recommended update to the Fee Schedule, staff notes that the City's General Fund subsidizes the majority of the programs, services, and facilities made available to the public, and particularly for City residents that receive discounts in many areas.

The process for adopting new or increasing existing fees is governed by the Government Code. In short: (1) the City Council must hold a public hearing on the proposed fees; (2) notice of the public hearing must be mailed to interested parties 14-days before the hearing, and published twice in a newspaper within ten (10) days before the hearing; (3) the City must make a report describing the fees available to the public; and (3) the City Council must adopt a Resolution formally approving the new / increased fees. City staff has complied with each such requirement.

Additionally, because amendments to fees typically do not become effective for 60 days, staff recommends that the City Council adopt an urgency ordinance making the fees effective immediately. Because registration for City summer programs and activities is imminent, there is an urgent need to have the associated fee structure in place to avoid program implementation delays, funding shortages, and to enable prompt recovery of the City's costs of providing said programs. The urgency ordinance will automatically expire upon the effective date of the fees adopted by Resolution No. 035-2018

## **RECOMMENDATION**

Staff recommends that the City Council hold a public hearing and: (1) adopt Resolution No. 035-2018 approving the City's Comprehensive Fee Schedule; and (2) adopt Ordinance No. 580U: **AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS, CALIFORNIA, ADOPTING AND APPROVING AN AMENDMENT TO THE COMPREHENSIVE FEE SCHEDULE FOR MUNICIPAL SERVICES AND FACILITIES TO BECOME EFFECTIVE IMMEDIATELY**

## **ATTACHMENTS**

List of new and increased fees  
Urgency Ordinance No. 580U  
Comprehensive Fee Schedule

# CITY OF HAWAIIAN GARDENS

## NEW AND INCREASED FEES

Community Development	Full Cost	Resident	Senior
Design Review to Planning Commission	\$771	\$578	\$385
Encroachment Permit	\$317	\$238	\$158
Expedited Permits & Reports (50% of original permit/permit costs)	Varies		
Massage Permit Annual Renewal	\$665	N/A	N/A
Massage Permit (Operators)	\$1,768	N/A	N/A
Massage Permit Appeal/Administrative Hearing	\$2,061	N/A	N/A
Property Presale Records Report (Multi Family Residence)	\$335	\$251	\$168

Recreation Activities	Resident	Non Resident
Men's Baseball League	\$350/team	\$400/team
Dodge ball League	\$150/team	\$200/team
Dance Class	\$15	\$30
Clarkdale Park Excursions	\$5-\$10	\$5-\$10
LeeWare Park Excursions	\$5-\$10	\$5-\$10
Recreational Basketball	Free	\$1/day - \$50/yr
Raquetball (Adults 9 AM -3 PM)	\$2	\$4
Zumba Class	Free	\$2
Adult Swim Lessons	\$15	\$30
Water Aerobics	\$1/class	\$2/class
Mommy & Me Swim Class	\$15	\$30
Youth Swim Lessons	\$15	\$30
Spring Youth Camp	\$20/week	\$20/week
Summer Youth Camp	\$60/3 wks	\$60/3 wks
Winter Youth Camp	\$20/week	\$20/week