



City of San Diego

Office of the City Clerk

Proposed User Fees

April 1, 2009



City Clerk - Proposed User Fees

Introduction to department fees:

- Total department revenues: (FY08): \$54,807
- Revenue generated from user fees and fines: \$1,283
- Total number of user fees in department: 20
- Year(s) of last revision: 2005. However, the last revision to the City Charter was FY2004
- Number of user fees proposed to increase: 1



Clerk - Proposed User Fees

- The proposal is for a fee increase to the City Charter, from \$3.00 at the front counter to \$11.50, and from \$5.20 for a mailed copy to \$14.20. The proposed increase is estimated to add \$425 in revenue from fees for the City Charter based on the average of 50 copies sold per year over the front counter, and is estimated to add \$450 in revenue from fees for the City Charter based on an average of 50 copies sold per year by mail.



City Clerk – Proposed User Fees

| Fee Description | Current Fee | Proposed Fee | Current Revenue | Proposed Revenue | Change (\$) | Change (%) | Current Cost Recovery | Proposed Cost Recovery |
|---------------------------------|-------------|--------------|-----------------|------------------|-------------|------------|-----------------------|------------------------|
| Category I | | | | | | | | |
| City Charter - At Front Counter | 3 | 11.5 | 150 | 575 | 425 | 283% | 26.00% | 100% |
| City Charter - By Mail | 5.2 | 14.2 | 260 | 710 | 450 | 173.00% | 37% | 100% |
| | | | | | | | | |
| Category II | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Category III | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |



City Clerk – Proposed User Fees

- Fee methodology/cost information – Fee is based upon the amount charged by Print Shop, current Postage and Tax.
- Current fee is no longer cost recoverable
- Implementation beginning of FY2010
- Potential issues – None known
- Impact on community
 - Overall estimated to be minimal
 - City Charter can be accessed online



City Clerk Proposed User Fee

- **Communication to affected parties**

Noticing in the Council Docket, posting in the Clerk's office, City Clerk website and CAB building.



Key Stakeholders

- Citizens of San Diego – all internal and external customers who access information pertaining to local govt.
- In an attempt to leverage existing resources and maximize access, we have pushed to make as much material available on-line as possible. This reduces cost, increases access and provides better customer service.



City of San Diego

Office of the City Clerk Proposed User Fees

Questions?