



# AGENDA REPORT

Department: Finance  
Prepared by: Sean W. Pfeifer, Management Analyst  
Meeting Date: Tuesday, August 5, 2025  
Approved by: Scott W. Huth, City Manager

---

**SUBJECT:**

Review and Discussion of the 2025 Master Fee Schedule

**RECOMMENDATION:**

Direct City staff regarding which fees in the 2025 Master Fee Schedule, if any, should be amended from the level adopted at the June 3, 2025 City Council meeting. If any fees should be amended, direct City staff regarding the level to which the fees should be amended.

**BOARD/COMMISSION/COMMITTEE PRIOR ACTION:**

Not Applicable.

**EXPLANATION:**

On June 3, 2025, the City Council held a public hearing and adopted the 2025 Master Fee Schedule for user fees within the City of National City, with the fee changes to go into effect on August 6, 2025. The 2025 Master Fee Schedule was based upon a study provided by Willdan Consultants that established the level of fees necessary for the City to recapture the costs involved with providing services. The study established the maximum level for the fees as allowed by State law, and cities are allowed to charge less than the maximum at their discretion.

At the City Council meeting, members resolved to adopt the 2025 Master Fee Schedule as it stood with the understanding that they would review individual fees for reasonability. City staff requests that the City Council discuss which fees should be amended, if any, and provide direction for setting the levels for said fees.

Fee changes are subject to a Public Hearing; any amendments decided by the City Council on August 5, 2025 would be heard at a Public Hearing on August 19, 2025. The new fees would go into effect sixty (60) days after the hearing, so any amendments decided by the City Council on August 5th and heard by the Public on August 19th would go into effect on October 20, 2025.

**FINANCIAL STATEMENT:**

The fees established in the 2025 Master Fee Schedule are generally at the level required by the City to recover the costs associated with providing the services. As a result, the City's revenue and cost recovery would be negatively impacted by revisions to the schedule.

**RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:**

Balanced Budget and Economic Development

**ENVIRONMENTAL REVIEW:**

This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

**PUBLIC NOTIFICATION:**

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

**ORDINANCE:**

Not Applicable

**EXHIBIT:**

Exhibit A – 2025 Master Fee Schedule