

## REVENUE MEASURES

### PURPOSE

In consideration of long-term fiscal sustainability and to establish a basis for staff recommendations on revenue matters, the following revenue policies are established.

- A. Revenue measure changes may be processed at any time during the fiscal year.
- B. Special services, which can be identified with the recipients, will be self-supported from service fees to the maximum extent practicable. Service fees shall be established by City Council resolution, and can be found in the Schedule of Rents, Fines and Fees in compliance with applicable State law, and shall be periodically reviewed and updated for compliance with applicable State law.
- C. Reasonable effort will be made to establish revenue measures which will cause transient and recreation visitors to Newport Beach to carry a fair portion of the expenses incurred by the City as a result of their use of public facilities.
- D. The City will establish appropriate cost-recovery targets for its fee structure and will periodically adjust its fee structure to ensure that the fees continue to meet cost recovery targets. When requested by the Finance Director, or his/her designee, each Department shall provide the Finance Department with a listing of the services and the respective fees imposed by Department. This listing shall identify the estimated costs to the City in providing the product or service associated with each fee as well as any recommended revision in the fee. The Finance Department may study, internally or using an outside consultant, the costs of providing such services and recommend fees to each Department.
- E. The Finance Department, with the assistance of the initiating Department, shall present any new or revised revenue measures to the Finance Committee for review. The purpose of the review of the Finance Committee will be to confirm that increases in existing fees or any new fees are intended to recoup costs being incurred by the City, or revisions in proposed taxes or other charges are fairly charged. Any revised fees or new revenue measures will be referred to the City Council for review and action. The Finance Department shall endeavor to consult with private individuals, business groups and individual business persons on the economic impact any recommended revenue measure changes may have on them. Their response, the estimated costs to the City in providing the product or service

or service and the recommended revision to the revenue measure shall be included in the information forwarded to the City Council.

- F. The City will proactively seek to protect and expand its tax base by encouraging a healthy underlying economy.
- G. The City will work to enhance and protect the property values of all Newport Beach residents and property owners.
- H. The City will encourage shopping, dining, and visiting at Newport Beach stores, restaurants and hotels.
- I. The City will oppose efforts of the State and County governments to divert revenues from the City or to increase unfunded service mandate of City taxpayers.
- J. The City will seek additional intergovernmental funding and grants, with a priority on funding one-time capital projects. Grant-funded projects that require multi-year financial support of the City will be reviewed by City Council, to the extent required by Council Policy F-3. Also, see Council Policy F-25 for specific grant acceptance and administration procedures.
- K. The City will not rely on one-time revenue sources to fund operations. One-time revenues sources, whenever possible, will be used to fund one-time projects, augment reserve balances or fund unfunded liabilities.

**Adopted - August 26, 1968**  
**Reaffirmed - November 12, 1968**  
**Reaffirmed - March 9, 1970**  
**Reaffirmed - February 14, 1972**  
**Reaffirmed - December 10, 1973**  
**Reaffirmed - November 11, 1974**  
**Amended - January 24, 1994**

**Amended - February 27, 1995**  
**Corrected - February 26, 1996**  
**Amended - May 26, 1998**  
**Amended - May 8, 2001**  
**Amended - April 13, 2004**  
**Amended - September 27, 2011**  
**Amended - February 12, 2019**

**Formerly F-13**