



Meeting Date: 12/01/2009

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input checked="" type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Tammy Gutierrez

Agenda Item No. K-1

Reviewed By: City Manager *[Signature]*

Doi  
City Attorney *[Signature]*

Finance *[Signature]*

Other

**DATE:** November 23, 2009

**TO:** City Council

**FROM:** Danielle Navas, City Treasurer  
City Treasurer's Office

*Danielle Navas*

**SUBJECT:** Resolution Establishing Administrative Fees for Vendor Permits

**RECOMMENDATION**

That City Council adopt a resolution establishing administrative fees for the issuance of vendor permits by the City of Oxnard Treasury Department/License Division.

**DISCUSSION**

Section 11-46 (B) of the Oxnard City Code, adopted today, establishes that vendor permit fees shall be set by resolution of the city council. The Treasury Supervisor calculated the expense of issuing and renewing a vendor permit based on employee wage rates and fringe benefits and determined that the cost of processing a vendor permit or renewing a vendor permit is \$84.

**FINANCIAL IMPACT**

There are an estimated 100 peddler, solicitors or canvassers operating in Oxnard in residential areas. Accordingly, the increased revenue would be approximately \$ 8,400 in the Fiscal Year 2009-2010.

TG

Attachment #1 – Resolution

Attachment #2 – Fee Study

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD  
ESTABLISHING ADMINISTRATIVE FEES FOR VENDOR PERMITS

WHEREAS, section 11-46(B) of the Oxnard City Code, introduced as Ordinance No. \_\_\_\_\_ for first reading on November 17, 2009, and adopted today, provides that the amount of administrative fees for processing vendor permits will be set by resolution; and

WHEREAS, administrative fees for processing vendor permits should be adopted or revised to reflect the actual cost of processing; and

WHEREAS, the Treasury Supervisor has provided a fee summary, setting out the basis on which the fees adopted herein were calculated; and

WHEREAS, notice was given of the proposed adoption of this resolution and a public hearing was held thereon, as required by law.

NOW, THEREFORE, the City Council of the City of Oxnard finds that the fees adopted by this resolution are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits, as set out in the fee summary provided by the Treasury Supervisor.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

(a) The following fees, referred to in section 11-46 of the Oxnard City Code, adopted today, are set in the following amounts:

Vendor permit fee	\$84
Vendor permit renewal fee	\$84

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(b) The effective date of this resolution shall be the effective date of Ordinance No. \_\_\_\_\_.

PASSED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2009, by the following vote:

AYES:

NOES:

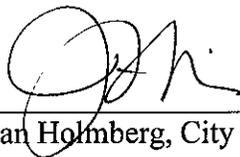
ABSENT:

\_\_\_\_\_  
Dr. Thomas E. Holden, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel Martinez, City Clerk

 for  
\_\_\_\_\_  
Alan Holmberg, City Attorney 11.20.09

