



INTER OFFICE MEMORANDUM

TO: Jestin Johnson, City Administrator

FROM: Ashleigh Kanat, Director

SUBJECT: FY 2026-27 MFS for EWDD

DATE: June 3, 2026

Attached is the Proposed FY2026-27 Master Fee Schedule (MFS) for the Economic & Workforce Development Department (EWDD) consisting of Real Estate, Public Art, Film, Special Activities and Nuisance Enforcement. The Proposed FY2026-27 MFS for Special Events is in a separate worksheet.

The proposed amendments to the Real Estate, Special Activities and Nuisance Enforcement fees are needed to better clarify the service provided, and to fully recover cost to staff.

Many of the fees on the MFS spreadsheet will remain the same, only being updated to reflect the fee increase based on labor cost increases to reflect full cost recovery. However, there are new fees, as well as some updates to the language in the fee description section.

1. Change in Fee Description to Real Estate Services. A.4, 5, 6 and 7. These updates provide the current language used for telecommunication leases or licenses which will help to clearly communicate these fees.
2. Correction to Real Estate Services C. This section was labeled as "C", but it should be section "B".
3. New Cultivator annual permit fees (5,000+ square foot facility) added to Special Activities F.3.c., 4.c. and 5.c. These have been added to provide a clear understanding of the annual cultivator permit fees based on gross sales. The cost of each fee depends on gross sales (line 106 gross sales > \$999,999 / line 110 gross sales = \$500,000-\$999,999 / line 114 gross sales < \$500,000).
4. Deleted Special Activities F.9. This fee is now eliminated and has been consolidated above with an increase by 3% to reflect full cost recovery and now added with the fees described on Special Activities F.3.c., 4.c. and 5.c. for 5,000 square foot facilities to clarify the total amount owed by applicants based on gross sales. This update reduces frequent confusion by applicants who incorrectly thought this fee was the total cost of their annual cultivator permit fee.
5. New regulatory fee added to Nuisance Enforcement Unit B for cost recovery of the voluntary disposal of unpermitted cannabis operations to cover enforcement for locations that are considered dispensary and cultivation type businesses.
6. New regulatory fee added to Nuisance Enforcement Unit C for cost recovery of the voluntary disposal of unpermitted cannabis operations to cover enforcement for locations that are not considered a dispensary or cultivation type of business.

7. New regulatory fees added to Nuisance Enforcement Unit D as the heading for the staff and hourly rates listed on Nuisance Enforcement Unit D.1 through 5. This section displays the staff and the hourly rates that are required to recover costs when managing unpermitted activities.
8. New regulatory fees added to Nuisance Enforcement Unit E as a heading for the staff and hourly rates listed on lines Nuisance Enforcement Unit E.1 through 4. This section displays the staff and the 1.5x hourly rates that are required to recover costs for field inspections or other similar operations when overtime is required (minimum of 4-hours).
9. New regulatory fees added to Nuisance Enforcement Unit F as a heading for the staff and hourly rates listed on Nuisance Enforcement Unit F.1 and 2. This section displays the staff and the hourly rates required to recover costs for follow-up inspections after a failed inspection.
10. New regulatory fees added to Nuisance Enforcement Unit G as a heading for the staff and per-incident rates listed on Nuisance Enforcement Unit G.1 and 2. This section displays the staff and the per-incident fees that are required to recover costs for conducting re-inspections after a failed secondary inspection. These inspections require a minimum of 2-hours to complete.
11. The Special Events MFS sheet items on Special Events Fees B.1 through 4 as well as B.6.a and b., were previously incorrect and have been updated to reflect the correct rates shown on the EWDD MFS sheet on Special Activities J.1 through 4, as well as J.6.a and b. and reflect a nominal fee increase based on labor cost increases to reflect full cost recovery.

Race & Equity Impacts

The proposed amendments to the master fee schedule are based on a transparent and standardized cost recovery methodology. This procedural equity ensures that all fee adjustments are applied consistently and without bias. While the adjustments themselves are not expected to create race and equity impacts, we will continue to engage with community stakeholders to ensure that our fee structures remain fair and accessible to all.


Ashleigh Kanat (Jun 3, 2026 23:53:36 PDT)

Ashleigh Kanat
Director, Economic & Workforce Development

For questions, please contact Paul Prialux, Management Assistant, at 510.238.3852.

Attachments
- None