



## **BUDGET AND FINANCE COMMISSION SUMMARY MINUTES**

### **Special Meeting**

**Monday, January 13, 2025 - 6:00 P.M.**

**Solana Beach Mayor's Conference Room**

**635 S. Highway 101, Solana Beach, CA 92075**

#### **1. Call To Order And Roll Call:**

Chairperson Lyle called the Budget and Finance Commission (Commission) Meeting to order at 6:04 p.m. on January 13, 2025.

Budget & Finance Commissioners:

Present: Jeff Lyle – Chair  
Christopher Maulik  
Ken Zito  
Scott Hermes  
Larry Marmon

Staff Members: Rachel Jacobs, Finance Director/Treasurer

#### **2. Oral Communications - Public:**

Chairperson Jeff Lyle opened this portion of the agenda which provides an opportunity for members of the public to address the Commission on items not appearing on the agenda. There were no members of the public to speak to any item not on the agenda.

#### **3. Oral Communications – Commission Members:**

Chairperson Jeff Lyle asked Commission members if they wished to address the Commission on items not appearing on the agenda. No members of the commission wished to speak to any item not on the agenda.

#### **4. Approval of Meeting Minutes – June 24, 2024**

Meeting minutes for November 18, 2024, were unanimously approved.

#### **5. User Fee Study Update**

Finance Director, Rachel Jacobs, reviewed the proposed Fee Study and Cost Allocation Plan using the Staff Report and Fee Study Update for the City of Solana Beach report that was presented to Council on January 15, 2025. A summary of the City's current fee schedule and recommended fee increases was provided and discussed.

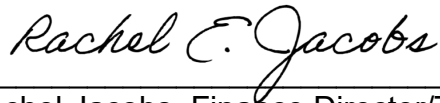
Commission members asked various questions about the proposed fee study, including process related questions. Finance Director Jacobs provided explanations for their questions.

Commission members discussed recommendations for City Council to consider, including a modification to the City Ordinance which caps the maximum CPI increase at 2.5% annually, developing a formal process to determine the cost of a new service and set fees accordingly, track future permit counts and associated costs to analyze appropriate fees are being charged.

## 9. ADJOURNMENT

The meeting was adjourned at 7:35 pm.

Respectfully Submitted,



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Rachel Jacobs, Finance Director/Treasurer