

EXECUTIVE COMMITTEE STAFF REPORT

MEETING DATE: February 19, 2021

- AGENDA ITEM: 4.c
- SUBJECT: Proposed Tasks and Timeline for GSA Sustainability Fee Adjustment

RECOMMENDATION:

Receive report and approve task and timeline for FY 2021/2022 GSA Sustainability Fee Adjustment.

BACKGROUND:

Hansford Economic Consulting (HEC) was contracted to develop the GSA Sustainability Fee for FY 2019-20. On December 10, 2020 the Board approved Amendment No. 2 for HEC to update the GSA Sustainability Fee for FY 2021/2022.

DISCUSSION:

GSA staff has met with legal Counsel to outline the timeline for developing and noticing the fee setting process. Staff seeks approval of the following tasks and public noticing calendar to complete this work. Staff is not proposing to hold an additional public meeting outside of the meetings listed below unless recommended by the Executive Committee.

- February 25, 2021 Executive Committee receives and approves task calendar
- March 4, 2021 Budget Committee receives preliminary Fee Adjustment methodology from HEC
- March 18, 2021 Advisory Committee received preliminary Fee Adjustment methodology from HEC
- April 8, 2021 Board of Directors receives Draft Fee Adjustment Report and provides comments and input
- April 29, 2021 Public noticing once per week for two weeks
- May 13, 2021 Board accepts final report and adopts resolution for the revised fee.

FISCAL IMPACT:

This work was approved by the Board of Directors on December 10, 2020.

ATTACHMENT(S):

None

PREPARED BY: Donna Meyers, General Manager