



CITY COMMISSION ORDINANCE/RESOLUTION

TITLE: Ordinance 23-4 (Finance)

DESCRIPTION: AN ORDINANCE OF THE CITY OF COOPER CITY, FLORIDA, AMENDING CHAPTER 2 OF THE CITY'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" BY AMENDING ARTICLE 1, ENTITLED "IN GENERAL;" SPECIFICALLY AMENDING SECTION 2-3, ENTITLED "REQUEST FOR INFORMATION CONCERNING CITY LIENS;" DELEGATING THE AUTHORITY TO THE CITY MANAGER TO ESTABLISH A REASONABLE ADMINISTRATIVE FEE FOR LIEN SEARCHES; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval of Ordinance 23-4, amending Chapter 2, Section 2-3 delegating the authority to the City Manager to establish a reasonable administrative fee for lien searches on 2nd reading.

BACKGROUND OF ITEM:

Whenever the City receives a request for an accounting of the amounts of any outstanding City liens, a fee of \$50.00 has been established for providing the information in response to each request. Information provided in response to such requests shall include unpaid utility charges, formal and informal municipal liens, special assessments, if applicable, a listing of City Code violations that have occurred on the property within the 12 months immediately preceding the request, and a listing of any open building permits issued after May 1993.

The City has maintained the same (\$50.00) fee for lien searches since 2000. However, a review of eleven neighboring municipalities indicates the average cost for a lien search is \$120.84.

ANALYSIS:

Based on current economic conditions, wages, benefits, and labor hours necessary to conduct a proper lien search, staff believes the requested increase in the lien search fee is appropriate to bring the City's cost of providing this service in line with the cost of the associated functions necessary to provide this services.

STRATEGIC PLAN:

This submission supports the City's strategic initiative to create and sustain the City financial stability.

FISCAL IMPACT:

The estimated fiscal impact of the fee change would net the City an additional \$49,800, per year based on FY 2022 activity levels.


Fiscal Year	Revenue
FY 2022	\$33,200
FY 2023 (With Requested Change)	<u>\$83,000</u>
Additional Revenue With Change	\$49,800

ALTERNATIVES:

This request is not a mandatory change dictated by ordinance or resolution, so it is at the Commission’s discretion to approve or disapprove.

ATTACHMENTS:

1. Ordinance 23-4

Workflow History 			
User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	*FINANCIAL IMPACT...	02/17/23 04:20 PM
Kendrick, Aaron	Assigned to Finance Director	COMPLETE: Forwar...	02/17/23 04:20 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forwar...	02/17/23 04:39 PM
Napoli, Joseph	Assigned to City Manager	COMPLETE: Forwar...	02/17/23 04:41 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: En...	02/17/23 04:42 PM
Allen, Tedra	END WORKFLOW - APPROV...		02/17/23 04:58 PM