

Staff Report

Subject: Schedule of Fees update, multiple departments
Author: Mark W. Barnes, Finance Director
Department: Finance
Meeting Date: 11/18/25
Item Description: Consideration to approve a resolution to amend the Schedule of Fees

Summary Recommendation:

Staff recommends approval of the resolution to amend the Schedule of Fees.

Executive Summary/Background:

Periodically, staff will review the Schedule of Fees and propose changes. These changes can be driven by the addition or removal of a county service, by inflation, or other factors.

This proposed amendment touches several areas of the Schedule of Fees. Changes are proposed to the following headers in the Schedule:

1. Animal Control
 - a. Updating cat and dog adoption fees
 - b. Removing impound fee
 - c. Adding animal reclamation fees
 - d. Adding animal surrender fee
2. Building Application Fees
 - a. Plan review fee is 5% of the permit fee, this was removed in error and is now back
3. Recreation
 - a. Adding fee structure for CEM facilities rentals
4. Water & Sewer
 - a. Adding fee for replacement meter box lids

Alternatives for Commission to Consider:

1. Approve the proposed resolution to amend the Schedule of Fees.
2. Do not approve the proposed resolution.
3. Provide Staff with direction.

Recommended Alternative:

Staff recommends alternative number 1 – approve the proposed amendment to the Schedule of Fees.

Other Alternatives:

none

Department Review: *(list departments)*

Finance, County Manager, Development Services, Fire & Rescue

Funding Source:

n/a

Attachments:

Resolution to amend the Schedule of Fees