



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE September 17, 2024
SUBMITTED BY: Town Manager's Office
SUBJECT: Fee Schedule Changes for Fiscal Year 24-25

SUMMARY: This memorandum serves to inform the commission of the proposed upcoming changes to our fee schedule, which will take effect on September 30, 2024. The revised fee schedule will help maintain the quality of our services while ensuring the sustainability of our operations.

Summary of Changes:

1. General Fees:

- a. **Municipal Lien Search Requests** changed from \$150.00 per Parcel Control Number to **\$175.00** per Parcel Control Number

2. Building and Land Development Fees:

- a. **Addition of Private Provider Rates (see below)**
 1. Private Provider inspections only -8% of (c) only
 2. Private Provider plan review only -10% of (c) only.
 3. Private Provider inspections & plan review -18% of (c) only
- b. Addition of Floating Vessel Platform Application Review Fee: **\$150.00**
- c. Addition of Reinstatement of Expired Permit fee (upon approval of Building Official) of **\$100.00**
- d. Short-Term Rentals re-inspection fee (failure to pass initial inspection) changed from \$50.00 to **\$75.00**
- e. Short-Term Rentals annual renewal fee changed from \$100.00 to **\$150.00**
- f. Short-Term Rental Penalties Administrative Fee of \$150.00 changed to **\$250.00** for Cost of Prosecution

3. Water & Sewer Rates:

a. Water & Irrigation Flat Rate Charge (Bi-Monthly)

Changed from \$52.75 per dwelling unit to **\$56.97 per dwelling unit**

b. All Customers Bi-Monthly Usage Charges (per dwelling unit)

1. 0 to 10,000 gallons	\$2.80 per 1,000 gallons
2. 0,001 to 20,000 gallons	\$3.80 per 1,000 gallons
3. 20,001 to and 55,000 gallons	\$5.89 per 1,000 gallons
4. 55,001 gallons to 80,000 gallons	\$8.58 per 1,000 gallons
5. Over 80,000 gallons	\$11.21 per 1,000 gallons

Changes below:

All Customers Bi-Monthly Usage Charges (per dwelling unit)

1. 0 to 10,000 gallons	\$3.03 per 1,000 gallons
2. 10,000 to 20,000 gallons	\$4.11 per 1,000 gallons
3. 20,001 to and 55,000 gallons	\$6.36 per 1,000 gallons
4. 55,001 gallons to 80,000 gallons	\$9.26 per 1,000 gallons
5. Over 80,000 gallons	\$12.11 per 1,000 gallons

c. Irrigation Class Bi-Monthly Usage Charges (per meter) *

1. 0 to 55,000 gallons	\$5.89 per 1,000 gallons
2. 55,001 to 80,000 gallons	\$8.58 per 1,000 gallons
3. Over 80,000 gallons	\$11.21 per 1,000 gallons

Subject to flat charge plus usage charges*

Changes below:

Irrigation Class Bi-Monthly Usage Charges (per meter)*

1. 0 to 55,000 gallons	\$6.36 per 1,000 gallons
2. 55,001 to 80,000 gallons	\$9.26 per 1,000 gallons
3. Over 80,000 gallons	\$12.11 per 1,000 gallons

d. Sewer Use Rates

1. Sewer Flat Rate Charge (Bi-Monthly)	\$40.39 per dwelling unit
2. Bi-Monthly Usage Charges (per dwelling unit of water usage to a maximum of 20,000 gallons)	\$3.29 per 1,000 gallons
3. Commercial Customers* of water usage with no maximum	\$3.29 per 1,000 gallons

Subject to flat charge plus usage charges*

Changes below:

-
- | | |
|---|---------------------------|
| 1. Sewer Flat Rate Charge Bi-Monthly | \$43.62 per dwelling unit |
| 2. Bi Monthly Usage Charges (per dwelling Unit of water usage to a maximum of 20,000 gallons) | \$3.55 per 1,000 gallons |
| 3. Commercial Customers* of water usage with no maximum | \$3.55 per 1,000 gallons |

Subject to flat charge plus usage charges*

e. Private Fire Protection

- | | |
|---------------------------------|------------------------|
| 1. Fire Hydrants | \$23.76 each per month |
| 2. Standpipes/ Sprinkler System | \$23.76 each per month |

Changes below:

- | | |
|---------------------------------|------------------------|
| 1. Fire Hydrants | \$25.66 each per month |
| 2. Standpipes/ Sprinkler System | \$25.66 each per month |

f. Field Visit Charge

- | | |
|---------------------------------|---------|
| 1. During Normal Working Hours | \$29.70 |
| 2. Outside Normal Working Hours | \$59.40 |

Changes below:

- | | |
|---------------------------------|---------|
| 1. During Normal Working Hours | \$32.08 |
| 2. Outside Normal Working Hours | \$64.15 |

4. Fire/EMS:

a. New and Existing Construction Fees

Changes below:

(The Maximum Fire Plans and Inspection Fees: capped at \$15,000 per project)

5. Solid Waste

Per seven-year contract, rates are renewed according to schedule.

Rationale:

These adjustments are necessary due to increased operational costs, including but not limited to labor, materials, and overhead. The revised fee schedule will help maintain the quality of our services while ensuring the sustainability of our operations.

ATTACHMENTS:

Resolution No. 2024-026, Fiscal Year 2024-25 Schedule of Fees

RECOMMENDATION:

Adoption of Fiscal Year 2024-25 Schedule of Fees