



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 23, 2025
Department: Community Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Engineering Services Manager Bryant Green, PE

ITEM TO BE CONSIDERED

Subject: Ordinance Amending Section 14-71(a)(1) – Payment of System Development and Capital Facilities Fee

Attachments:

1. Ordinance to adopt redline changes
2. Redline changes in context with entire section
3. Revised Fees and Charges schedule – FY25
4. Revised Fees and Charges schedule – FY26

Summary:

The proposed revisions clarify when system development fees (SDFs) are applied to manufactured homes. The proposed system development fees change would only require the fees when a new water or sewer connection is established for a manufactured home, or for when a manufactured home is converted into “real property” (no longer mobile, fixed at that address).

Ordinance Section 14-71 is reprinted as a footnote in the fee schedule. This footnote should be replaced with a direct reference to Ordinance 14-71 instead of editing the footnote to add the additional language referenced above.

Financial impacts:

The town may receive less short-term revenue from system development fees associated with manufactured homes.

Staff recommendation and comments:

Adopt the ordinance amendment and change to the footnote of the fee structure.

Action requested:

Consider and motion regarding the ordinance redline edits to Section 14-71 of the town code. Motion to replace fee schedules with attached schedules.