



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of January 8, 2024

Title/Subject

Resolution No. 2302 – Updating the Master Fee Schedule for various fees

Summary and Background

City staff is attempting to minimize the number of updates to the Master Fee Schedule. This effort along with the budget discussions during the second half of 2023 has produced a higher number of proposed fee updates than in the past. Following is a summary of these proposed changes:

Page 3 of 44	Update Notary Fees as discussed during planning dept. budget discussions. <ul style="list-style-type: none"> • Increase full signature notarization from \$2 to \$10 • Increase all other notarial acts from \$1 to \$5
Page 4 of 44	Update Airport Hangar Rental Fee Schedule (Saved-recommended by Airport Board.) <ul style="list-style-type: none"> • Increase existing T-Hangar rental by \$20 per month • Establish New T-Hangars at \$275-Interior; \$325-End
Page 6-7 of 44	Update various Aquatic Center Fees based on inflation/cost increases
Page 16 of 44	Establishes Business License Fees as discussed during budget discussions
Page 18 of 44	Update various Community Center Fees based on inflation/cost increases
Page 20 of 44	Update various EOTEC Fees based on inflation/cost increases
Page 22 of 44	Update various Festival Street Fees based on inflation/cost increases
Pg 24-26 of 44	Update various Garbage & Recycling Services Fees based on Sanitary Disposal Franchise
Pg 27 of 44	Addition of Fees for Harkenrider Center usage
Pg 31 of 44	Update various Parks fees based on inflation/cost increases
Pg 32 of 44	Update various Planning and Zoning Fees as discussed during budget discussions
Pg 34 of 44	Add Law Enforcement Staffing Fee (\$5 per month per account) as discussed during budget discussions
Pg 36 of 44	Update Public Transit-Taxicab & Bus Services Fees based on inflation/cost increases
Pg 37 of 44	Update Sewer Rates by 2.58%
Pg 39 of 44	Update Street Department Fees for Swale Alteration Permits based on actual cost of work

Pg 42 of 44	Include Transient Room Tax (TRT) into Master Fee Schedule
Pg 43 of 44	Update Water Rates by 2.58%

Tie-In to Council Goals

N/A

Fiscal Information

These proposed changes are extensive. Estimates on every single fee update has not been done but below are annual estimates on a majority of the proposed fee increases:

- Proposed update to Planning/Zoning Fees (including Notary) - \$80,000
- Proposed Business License Fee schedule - \$100,000
- Proposed Law Enforcement Staffing Fee - \$360,000
- Proposed TRT Increase - \$100,000
- Proposed Water/Sewer Rate Update – 2.58% increase to Utility Fund

Alternatives and Recommendation

Alternatives

1. Adopt Resolution No. 2302 without modification.
2. Adopt Resolution No. 2302 with specific modifications.
3. Direct staff to make major changes to Resolution No. 2302 and the Master Fee Resolution and bring back at a later date.

Recommended Action/Motion

Adopt Resolution No. 2302 without modification.

Submitted By: Byron D. Smith