



City of Ketchum

January 6, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Adopt Resolution 20-005 Adopting Fees and Fee Schedules for All City Departments

Recommendation and Summary

Staff is recommending the Council adopt Resolution 20-005 adopting a revised fee schedule for the City of Ketchum with the following motion:

"I move to adopt Resolution 20-005 adopting fees and fee schedules for all City departments."

The reasons for the recommendation are as follows:

- The City of Ketchum seeks to add two new fees to recover costs associated with the issuance of dig permits and window advertising permits.
- Clarification on other fees, for temporary certificate of occupancy and water meters, is required.

Introduction and History

Fees charged by the City are established via a resolution of the City Council. Resolution 15-018 established the first citywide fee resolution for the City of Ketchum. The fee resolution has been periodically updated to add new fees or modify existing ones.

Analysis

The City of Ketchum is seeking to recover costs associated with the process of issuing certain permits. Staff has found that the issuance of dig permits and window advertising permits will require varying levels of staff review and is recommending the imposition of fees to ensure adequate cost recovery, as shown in tables 3-F and 4 of the attached.

Additionally, staff would like to clarify that the temporary certificate of occupancy fee is required for each week of existence, as shown in table 1-A.

Finally, during the November 18, 2019, modification to the water and wastewater connection fees, the cost for water meters was inadvertently omitted from the connection fee calculation. So, table 4-B includes the reinstatement of the separate water meter fee.

Financial Impact

The connection fees included in Resolution 20-005 are anticipated to provide cost recovery for certain City processes. Certain funds may receive minimal revenue increases from the fees that will offset associated costs.

Attachments

- Attachment A: Resolution 20-005
- Attachment B: Redline of Fee Resolution 20-005