

MAYOR AND COUNCIL COMMUNICATION

DATE: October 17, 2023

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

SUBJECT: Discussion and Action to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule to Amend Fees Associated with Building, Health, and Trade Permit and Inspection Fees and to Remove Sections No Longer in Use

SPONSOR(S): None

PURPOSE

The purpose of this item is to consider approval of an Ordinance amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, to increase fees associated with temporary food licenses, building and trade permit fees and inspections, and to remove sections that no longer have relevance.

The City recently updated contracts with the Building and Health Inspectors and the fees for their services increased. To offset the increased cost of services, the proposed fees would be charged to the customers, which includes a 25% administrative cost for staffing and software. In addition to the trade permit fees, the Newsletter Advertising section and the Rental Registration fees were deleted as they are no longer in use.

FISCAL IMPACT

The increased fees will ensure enough revenue is received to cover the cost of services borne by the City.

RECOMMENDATION

Staff recommends approval of the amendments.

S.E.E. IMPACT STATEMENT

Social Equity – Assuring prudent management for cost of services removes the burden of paying for health and safety inspections off of all citizens.

Economic Development – The increased permit fees are minimal and shouldn't have a great impact on the business and development community.

Environmental Stewardship – Properly permitting new development projects ensures that structures are built according to the new environmental codes.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Saundra Passailaigue, TRMC
City Secretary