



# CITY OF LAKE FOREST PARK

## CITY COUNCIL

### AGENDA COVER SHEET

---

<b>Meeting Date</b>	September 28, 2023
<b>Originating Department</b>	Public Works Department
<b>Contact Person</b>	Jeffrey Perrigo, Public Works Director
<b>Title</b>	Resolution No. 23-1920/Amending the 2023 User Fees related to the Tree Permits and the Right of Way Corridor Project Tree Permit

---

#### Legislative History

- First Presentation September 28, 2023, Regular Meeting
- 

#### Attachments:

1. Resolution 23-1920
  2. 2023 User Fee Schedule with Markups
  3. Current User Fee Schedule
- 

#### Executive Summary

Since the 2023 User Fee Schedule became effective in January, the City has made amendments to the Tree Code related to Tree Permits in right-of-way corridors and added a new section to the code related to retaining walls. The user fees were amended to reflect those changes to the code on September 14, 2023.

#### Background

The City reviews the User Fee Schedule annually during biennial or mid-biennial budget proceedings and requests input from all departments. The current fee for the Tree Permits and the Right-of-way Corridor Project Tree Permit is not consistent with our base fee structure and does not fully support the costs associated with the effort to create, review, maintain, and archive such permits.

Since the current fees do not align with the expected costs for fully executing the permits, it is appropriate that the user fees be amended to account for those costs.

Below are the amended fees under Land Use related Tree Permits and the Right-of-way Corridor Project Tree Permit:

**AMENDED:** Tree Permits - \$120.00

**AMENDED:** Right-of-way Corridor Project Tree Permit (Ch.16.14) - \$120.00 / tree (plus consultant review costs and arborists review costs)

**Fiscal & Policy Implications**

Financial impact will be cost neutral based on the new fees.

**Alternatives**

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"><li>• Adopt the amended user fee schedule with current updates</li></ul>	User fees will be amended for 2023, and full cost recovery will be achieved
<ul style="list-style-type: none"><li>• Do not increase any fees</li></ul>	Will not achieve full cost recovery, and alternate measures may need to be taken for financial stability.

**Staff Recommendation**

Adopt Resolution 23-1920 Amending the 2023 User Fee Schedule