



Memorandum

Meeting Details: September 09, 2026

Prepared For: Hon. Mayor Brooks & Board of Commissioners

Staff Contact: Andrew Laflin, Finance Director

Subject: Ordinance 2026-08, Fees and Collection Procedure Manual – 2nd Reading and Public Hearing

Background

The purpose of this agenda item is to present to the Board of Commissioners proposed amendments to the Fees and Collection Procedure Manual to establish new fees and revise certain existing fees.

Exhibit A contains the Fees and Collection Procedure Manual with tracked changes. All proposed revisions, including the addition of new fees, modifications to existing fees, updates to explanatory language, and other related changes are shown in red text, with previous fee amounts and language displayed using strikethrough formatting. Exhibit B provides a clear comparison of the current fees and the proposed amendments contained in Ordinance 2026-08.

The departments affected by the proposed fee changes are:

- Fire
- Marina
- Parking
- Recreation
- Stormwater

Fiscal Impact

The proposed amendments are expected to increase revenues for the affected departments through the implementation of new fees and revisions to existing fees.

Recommendation

City staff recommends the Board of Commissioners to adopt Ordinance 2026-08, Fees and Collection Procedure Manual.

Attachments

- Ordinance 2026-08.
- Business Impact Estimate.
- Exhibit A: Fees and Collection Procedure Manual (Tracked Changes).
- Exhibit B: Current and Proposed Fee Comparison.