



MEMORANDUM

Date: August 21, 2023
To: Hon. Mayor and Board of Commissioners
Through: Robin Gomez, City Manager
From: Andrew Laflin, Director of Finance
Subject: Ordinance 2023-18 Fees and Collection Procedure Manual – FY 2023 Update
- 2nd Reading & Public Hearing

Background

The Board of Commissioners approved first reading of Ordinance 2023-18 on August 9, 2023.

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 alter certain existing fees.

Exhibit A - Fees and Collection Procedure Manual with tracked changes. Within Exhibit A, all updates to the manual, including addition of new fees, changing existing fees, modification of current explanatory language, and other similar changes, are included in red font with previous fee amounts and language stricken. Thus, Exhibit A provides an illustration of listed fees before and after the amendments resulting from Ordinance 2023-18. The primary areas or departments involved in these proposed fee changes are as follows:

- Development Services – Conversion of nonconforming non-habitable area to a habitable area.
- Finance Department – Business Parking, Parking fines and penalty update.
- Public Works – Fees for \$5.00 increase in Garbage and new fees for Toter.
- Municipal Marina – Temporary 3HR Wet Slip Parking.

Fiscal Impact

This amendment will result in additional revenues for the City to support the services, facilities, and other amenities provided by the City.

Recommendation

Staff recommends adoption of Ordinance 2023-18 on Second Reading.

Attachment(s):

- Ordinance 2023-18
- Exhibit A: Fees and Collection Procedure Manual with tracked changes