



Agenda Item Summary

MEETING DATE: May 28, 2024
SUBJECT: **Resolution No. 43-R-2024** – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule
PRESENTED BY: Mary Strutt, Administrative Services Director

SUMMARY

Annually the Board of Trustees reviews and readopts the Town’s Comprehensive Fee Schedule (“Fee Schedule”). The Fee Schedule is a compilation of all fees from all departments. It is available at Town Hall and is posted to the website for access by the citizens of Mead and users of any facility. It is written in an easy to review format with a table of contents for reference. The Fee Schedule refers to the *Mead Municipal Code* where appropriate. The Fee Schedule is meant to be reviewed and updated annually with an effective date of June 1.

Below is a list of changes made to the Fee Schedule for 2024:

- Mead Municipal Court Fine and Fee Schedule (updated by order of the Mead Municipal Court January 2, 2024)
- Police Department Administrative: Video Redaction Fee and Special Events Fees
- Building Code Permit Fees: Temporary Certificate of Occupancy
- Development Impact Fees (annual adjustment effective January 1, 2024)
- Engineering / Construction Management: Development Inspections and Development Review
- Land Use and Development: updates to several application fees and deposits
- Sewer Tap, Plant Investment Fee and User Fees (updated by Resolution 19-R-2024 effective March 1, 2024) and Raterink Lift Station Surcharge increased based on a review of related expenses.
- General formatting updates including changes to the Table of Contents to group fees by department and function

FINANCIAL CONSIDERATIONS

Staff regularly reviews the Town’s fees to ensure that any fees or charges cover the reasonable cost and expenses incurred by the Town in administering Town programs and services.

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the May 28, 2024 consent agenda will approve this Resolution. If the item is pulled off of the consent agenda for additional discussion, staff recommends the following motion:

Suggested Motion:

“I move to adopt Resolution No. 43-R-2024 – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule.”

ATTACHMENTS

Resolution No. 43-R-2024
Comprehensive Fee Schedule June 1, 2024