



FINANCE

To: Mayor and Town Council

From: Chris Landrum, Finance Director

**Through: Mario Canizares, Town Manager
Bob Scott, Deputy Town Manager**

Re: FY 2025 – 2026 Fee Schedule Adjustments

Town Council Meeting – September 16, 2025

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider and act upon an Ordinance amending Appendix A, “Fee Schedule,” of the Town’s Code of Ordinances.

Description of Agenda Item:

As part of the FY 2025 – 2026 Budget Process, staff worked to find other sources of revenue that could be utilized so that needed service requests are met.

Several departments were already working with consultants to change their fees and fines in relation to our comparison cities, and staff worked to forecast how these changes could bring in additional revenue to support town services.

Budget Impact:

The additional revenue generated from the fee increases will be effective as of October 1, 2025 and have been incorporated into the FY 2026 Proposed Budget’s revenue.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Ordinance
2. Proposed Fee Schedule - Redline

Town Staff Recommendation:

Town Staff recommend that the Town Council approve an Ordinance amending Appendix A, “Fee Schedule,” of the Town’s Code of Ordinances effective October 1, 2025.

Proposed Motion:

I move to approve an Ordinance amending Appendix A, "Fee Schedule," of the Town's Code of Ordinances effective October 1, 2025.