



## FINANCE DEPARTMENT

**To: Mayor and Town Council**

**From: Sandy Mattick, Interim Finance Director**

**Through: Ron K. Patterson, Interim Town Manager**  
**Bob Scott, Executive Director of Administrative Services**

**Re: Comprehensive Fee Ordinance Amendment**

**Town Council Meeting – November 8, 2022**

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### **Agenda Item:**

Consider and act upon adopting an ordinance amending fees in the Town's Code of Ordinances, specifically Sections 113.2 and 113.3 of the International Fire Code, contained in Section 5.03.002 "Amendments" of Article 5.03, "Fire Code", of Chapter 3, "Fire Prevention and Protection," and amending various fees contained in Appendix A, "Fee Schedule," relating to Construction Permits and Fees, Sign-related Fees, Development Fees, Miscellaneous Fees, Health and Sanitation Fees, Public Works Fees, and Backflow Prevention Plan and Enforcement Fees; and repealing Section II, "Mechanical/Plumbing Permit Fees," and Section III, "Electrical Permit Fees," contained in Appendix A, "Fee Schedule."

### **Description of Agenda Item:**

At the July 26, 2022, work session, Town Council was presented proposed fee changes for the FY 2022-2023 budget. The majority of these changes were to bring Town fees more in line with those of our neighboring cities or to reflect changes in state law or other requirements. While Town Council was generally supportive of these changes, they requested that staff review the proposed changes with the Prosper Developers Council, which has been done. Staff also viewed this as an opportunity to review and make necessary housekeeping updates to the Fee ordinances. The Fire Department is planning to adopt the latest Fire Code early next year which will require an amendment for Section reference purposes; however, no fees will be changed.

### **Budget Impact:**

Proposed fees have been incorporated into the budget.

### **Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has reviewed the ordinance as to form and legality.

### **Attachments:**

1. Ordinance
2. Summary of Changes

**Town Staff Recommendation:**

Town staff recommends that the Town Council adopt the attached ordinance amending fees in the Town's Code of Ordinance as presented.

**Proposed Motion:**

I move to adopt an ordinance amending fees in the Town's Code of Ordinance as presented.