



# STAFF REPORT

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**Meeting Type:** City Council Meeting  
**Meeting Date:** June 15, 2026  
**From:** Tyler Deems, City Manager  
**Subject:** PUBLIC HEARING: Resolution 2026-12 - Updating the Master Fee Schedule

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## DECISION TO BE MADE:

Whether to adopt Resolution 2026-12, updating the City of Sandy's Master Fee Schedule.

## APPLICABLE COUNCIL GOAL:

- **Goal 7.5:** Secure necessary funding to complete [Water] projects
- **Goal 7.9:** Secure necessary funding to complete [Wastewater] projects

## BACKGROUND / CONTEXT:

The City Council imposes municipal fees and charges through a Master Fee Schedule, which is adopted by resolution. Historically, the Council has asked for annual modifications that are smaller and more manageable, as opposed to larger, infrequent increases. In alignment with that request, staff has routinely brought forward for consideration modifications to fees and charges that are tied to the consumer price index (CPI).

For the period of January 2025 – January 2026, the CPI West Size Class B/C was 2.6%. Any references to 'inflationary increases' in this staff report is in alignment with this figure.

Note: the proposed fee increases in Resolution 2026-12 were built into the [City of Sandy's 2025-27 biennial budget](#).

## KEY CONSIDERATIONS / ANALYSIS:

The attached Resolution 2026-12 proposes several revised fees and charges:

### Planning and Building Fees

This Resolution includes proposed inflationary increases to most Planning and Building fees and charges. The fees are rounded to the nearest dollar. The proposed rate increases are necessary to recover City costs and are built into the City budget for 2025-27 biennium.

### Miscellaneous Charges

This Resolution includes proposed changes to the various record requests fees the City charges. These hourly rates are directly correlated to the average hourly cost (wages plus benefits) for the employees who routinely handle the City's public records requests.

### Public Works Fees

This Resolution includes proposed inflationary increases to a number of Public Works fees and charges, other than utility rates. The meter install fee for ¾" - 1" meters (item 6.A.k.) would increase from \$775 to \$815. This new fee valuation represents the actual cost of meter installation.

### Wastewater Utility Charges

This Resolution includes proposed increases to wastewater charges of 12% across the board. This includes base charges and volume charges. The Biennium 2025-27 budget anticipated a 15% increase in year one, and a 14% increase in year two. The last time wastewater rates were adjusted was in January 2025. The average monthly savings between the budget rate increase and proposed rate increase is \$2.94 for customers using 700 cubic feet of wastewater per month.

The proposed lower than budgeted increase in wastewater rates is a direct result of the newly adopted Wastewater Facility Plan Amendment, which identified the lower cost groundwater recharge solution as the preferred alternative. A comprehensive review and discussion of the Facility Plan Amendment and associated alternatives was discussed on [May 4, 2026](#), during a Council work session, and again on [May 18, 2026](#), as an open house for community members. Ultimately, the Facility Plan Amendment was adopted on [June 8, 2026](#). It is also important to note that System Development Charges have been increased within the last several months to align this charge with the current capital project list.

It should also be noted that the City does offer a utility assistance program for low-income households, which is anticipated to be expanded to provide additional relief for eligible ratepayers. This expanded program is being presented as a separate agenda item at this June 15, 2026 meeting.

By 2031 annual debt service payments are expected to reach \$6.5 million. The current annual revenue received from wastewater charges is \$4.8 million. This, as well as future, rate increases are imperative to ensure the City is able to meet ongoing financial obligations. Failure to adopt this rate increase would potentially lead to the City defaulting on loan agreements that have already been executed.

The average residential wastewater charges will increase by \$11.84 per month, based on average consumption of 700 cubic feet.

### Water Utility Charges

This Resolution includes proposed increases to water charges of 7% across the board. This includes base charges and volume charges. The Biennium 2025-27 budget anticipated an

11.5% increase in year one, and an 11% increase in year two. The last time water rates were adjusted was in January 2025. The average monthly savings between the budgeted rate increase and the proposed rate increase is \$3.54 for customers using 700 cubic feet of water per month.

The proposed lower than budgeted increase in water rates is a direct result of lower than anticipated project costs for the various capital projects currently underway. A comprehensive summary and status update on water projects was provided on [March 2, 2026](#). It is also important to note that System Development Charges have been increased within the last several months to align this charge with the current capital project list.

It should also be noted that the City does offer a utility assistance program for low-income households, which is anticipated to be expanded to provide additional relief for eligible ratepayers. This expanded program is being presented as a separate agenda item at this June 15, 2026 meeting.

By 2031 annual debt service payments are expected to reach \$3.8 million. The current annual revenue received from water charges is \$4.6 million. The 2031 debt service cost, combined with operations, maintenance, and personnel costs within the water utility, will significantly exceed \$4.6 million. Therefore this, as well as future, rate increases are imperative to ensure the City is able to meet ongoing financial obligations. Failure to adopt this rate increase would potentially lead to the City defaulting on loan agreements that have already been executed.

The average residential water charges will increase by \$5.50 per month, based on the average consumption of 700 cubic feet.

### Police Fees

This Resolution proposes inflationary increases to fees for Police reports, fingerprinting, background check letters, DVD and CDs. Additionally, this Resolution proposes a no charge fee item for victims requesting a copy of Police report. The last time these fees were adjusted was approximately 2010.

### Parks and Recreation Fees

This Resolution proposes adding fees for renting spaces at Deer Pointe Park, similar to what is done at other parks with amenities such as covered picnic areas.

The fee increases in Resolution 2026-12 are necessary to recover the costs of providing programs and services. The additional revenue generated from these fee increases was built into the City Budget for Biennium 2025-27. Failure to adopt these proposed changes would result in budgetary impacts to vital capital improvement projects, and would negatively impact the ability of departments to continue their work to implement cost recovery for services provided.

### **BUDGET IMPACT:**

The proposed fee changes in Resolution 2026-12 are generally already reflected in the adopted Biennium 2025-27 budget. No budget amendments are necessary.

**RECOMMENDATION:**

Staff recommends that City Council adopt Resolution No. 2026-12, updating the City of Sandy's Master Fee Schedule.

**SUGGESTED MOTION LANGUAGE:**

"I move to adopt Resolution 2026-12."

**LIST OF ATTACHMENTS / EXHIBITS:**

- Resolution 2026-12
  - Exhibit A: Revised Master Fee Schedule