



CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution for the Matrix Fee Study

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☒ OLD BUSINESS
☐ NEW BUSINESS ☐ OTHER, PLEASE STATE: DISCUSSION

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☒ RESOLUTION ☐ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: DISCUSSION

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): 01/12/26 & 01/26/26

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Monday, July 27, 2026

SUBMITTED BY: Shawanna Qawiy, Division Director Community Development

PRESENTER: Shawanna Qawiy, Division Director Community Development & Keisha Franklin, Finance Director

PURPOSE: To review and discuss the submitted study by Matrix Consulting Group to determine updated full cost (direct and indirect) fees for city services. Where proposed fees increases are significant, staff recommends a phased implementation approach to reduce the immediate impact on businesses and residents, provide predictability, and allow the City to gradually achieve its costs recovery objectives. As a general guideline, increases exceeding 50 percent of current fees should be considered for multi-year implementation unless operational, legal, or regulatory considerations warrant a more immediate adjustment.

FACTS: The Matrix Consulting Group analyzed the cost of service relationships that exist between fees for service activities in the following areas; Building, Finance, Parks and Recreation, and Planning and Zoning. The results of this study provide a tool for understanding current service levels and the cost for those services. The request is to review, discuss and approve the final fees based on the recommendations of the final study.



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OPTIONS: Table, Deny, Approve, Approve with Modifications Approve with modifications

RECOMMENDED ACTION: Approve with Modifications Approve with modifications

ATTACHMENTS:

- (1) Attachment 1 - Resolution
- (2) Attachment 2 - Matrix Consulting Fee Study
- (3) Attachment 3 - Master Fee Schedule
- (4) Attachment 4 - [Click or tap here to enter text.](#)
- (5) Attachment 5 - [Click or tap here to enter text.](#)