



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: Click or tap here to enter text.

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

Previously Heard Date(s): 06/22/26 & Click or tap to enter a date.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, September 28, 2026

SUBMITTED BY: Shawanna Qawiy, Division Director Community Development

PRESENTER: Shawanna Qawiy, Division Director Community Development, Keisha Franklin, Finance Director & Catherine Turner, City Manager

PURPOSE: To review and discuss the submitted study and fee schedule by Matrix Consulting Group to determine updated full cost (direct and indirect) fees for city services. Where proposed fees increases are proposed, 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 within five (5) years. As a general guideline, increases exceeding 50 percent of current fees should be considered for multi-year implementation unless mayor, city council, 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 - (Amended) Supporting document/spreadsheet.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.