



AGENDA ITEM SUMMARY

Agenda Date	August 26, 2025
Requested Action	APPROVE ON FIRST READING ORDINANCE NO. 2025-13; REPEALING AND REPLACING ORDINANCE NO. 2024-18 DATED SEPTEMBER 24, 2024, AND ESTABLISHING AND REESTABLISHING FEES AND CHARGES FOR ACTIVITIES, GOODS AND SERVICES PROVIDED BY THE CITY.
Contact Person	Sarah Buckelew, Finance Director
Background Information	<p>The City's Fee Ordinance is reviewed each year to ensure fees remain aligned with the cost of providing services and the needs of our community. This annual process supports the City's financial sustainability while ensuring residents and businesses continue to receive high-quality services.</p> <p>As part of the review, department heads evaluated current fees and submitted recommended updates where costs for materials, labor, or service delivery have changed. A draft fee schedule, included in the agenda packet, outlines all current fees along with the proposed changes and justifications.</p> <p>If adopted by Council, the updated fee schedule will take effect October 1, 2025, in conjunction with the start of the Fiscal Year 2025-26 budget.</p>
Strategic Alignment	C1 – Customer Experiences, F1 – Strategic, responsible, and conservative financial management, B1 – Utilizing data to drive smart decision making
Financial Considerations	The fee schedule helps the City recover the direct costs of services that are optional or used by specific groups. Changes to the schedule generally have a minimal overall budget impact, as revenues depend more on the number of services provided than on the fee amount itself. Anticipated changes in service demand have already been incorporated into the FY 2025–26 budget.
Citizen Input/Board Review	N/A
Legal Review	N/A

Alternative Options	N/A
Supporting Documents	Ordinance No. 2025-13 Fee Schedule showing proposed changes Proposed FY26 Fee Schedule