



## AGENDA ITEM SUMMARY

### District Impacted

- ☐ 1 = Anzolitto
- ☐ 2 = Woolard
- ☐ 3 = Boyd
- ☐ 4 = Cisneros
- ☐ 5 = Colvin
- ☒ X All

<b>AGENDA DATE</b>	<i>November 14, 2017</i>
<b>DESCRIPTION</b>	CONSIDER ON SECOND READING ORDINANCE NO. 2017-82; AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 2016-43 CAPTIONED "AN ORDINANCE ESTABLISHING AND REESTABLISHING FEES AND CHARGES FOR ACTIVITIES, GOODS AND SERVICES PROVIDED BY THE CITY; CONTAINING A PROVISION TO AUTHORIZE THE CITY MANAGER TO ESTABLISH FEES AND CHARGES IN CERTAIN CIRCUMSTANCES, CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT."
<b>STAFF'S RECOMMENDED ACTION (be specific)</b>	Approve on second reading Ordinance No. 2017-82; An Ordinance repealing and replacing Ordinance No. 2016-43 captioned "An Ordinance establishing and reestablishing fees and charges for activities, goods and services provided by the City; Containing a provision to authorize the City Manager to establish fees and charges in certain circumstances, containing findings and other provisions relating to the subject."
<b>CONTACT PERSON</b>	Sandy Mattick
<b>SUMMARY</b>	<p>All Department Heads have reviewed the Fee Ordinance. At this time, we are bringing the recommended changes forward for Council's approval. The recommended changes have been highlighted on Exhibit A. Changes to existing fees are shown in the "Revised" column and proposed new fees are shown in the "New" column.</p> <p>The proposed changes and new fees will be effective January 1, 2018.</p>
<b>COST</b>	N/A
<b>SOURCE OF FUNDS</b>	N/A
<b>ADDITIONAL INFORMATION</b>	<p><u>Support for Revised and New Fees (Proposed)</u></p> <p><b>ADMINISTRATION (page 1)</b> Returned check or credit card fee – Proposed new fee of \$35 for returned checks or credit card payments. This fee would apply to all check and credit card payments throughout the City. As more departments have begun taking payments this addition is necessary to make sure we can recover our costs for time spent collecting on returned payments.</p> <p><b>ANIMAL CONTROL (page 3)</b></p>

Adoption Fee – Proposed fee change from \$60 to \$100 for dogs needing to be spayed/neutered, \$90 for cats needing to be spayed/neutered, \$75 for dog/cats that were spayed/neutered before arrival, and \$30 for puppies and kittens less than 4 months. The animal shelter will be taking all adoptable animals to a vet for an exam, vaccinations, and spay or neuter (if necessary) prior to adoption. This will ensure that pets are healthy and ready to go home as soon as they are chosen by a family. This is comparable to what other agencies in the area charge for similar services.

**FIRE MARSHALL (page 14-15)**

There are several fire protection and construction items for which the International Fire Code (our city's ordinance) authorizes the city to require permits and establish associated fees. The permit process allows us to review plans to verify compliance with the fire code ordinance and provides an opportunity to follow-up on the work being performed. The assessed fee is to offset the related cost to perform this service.

The City of Boerne Fire Marshal's office permit fee schedule is generally below the average of fees assessed by jurisdictions in our immediate area. The current fee schedule was adopted by ordinance in year 2006 with two permit fee assessments being amended in year 2011.

*Construction Fees:*

Fire Sprinkler Installation – Proposed fee change from \$50 permit fee and \$0.75 per head over 25 heads with a maximum of \$1,200 to \$250 permit fee and \$0.50 per head with a maximum fee of \$1,500.

Fire Sprinkler Modification – Proposed new fee of \$100 up to 30 heads.

Fire Alarm Installation – Proposed fee change from \$50 permit fee and \$0.75 per head over 25 heads with a maximum of \$1,200 to \$250 permit fee and \$0.50 per head with a maximum fee of \$1,500.

Fire Alarm Modification – Proposed new fee of \$100 up to 10 devices.

Alternative Fire Protection System Installation – Proposed new fee of \$300.00.

Hood Suppression System Installation – Proposed fee change from \$25 to \$150.

	<p>Above Ground Storage Tank Installation – Proposed fee change from \$50 to \$300.</p> <p>Underground Storage Tank Installation – Proposed fee change from \$50 to \$300.</p> <p>Standpipes Installation – Proposed fee change from \$50 to \$100.</p> <p>Paint/Spray Booth Installation – Proposed new fee of \$250.</p> <p><i>Proposed New State Licensed Facility Fees:</i> Daycare Facilities - \$75 annually Nursing Homes - \$150 annually Hospitals - \$200 annually In-Home Facilities - \$50 annually</p> <p><i>Proposed New Operational Permit Fees:</i> Exhibits and Trade Shows - \$50 per event Hazardous Materials - \$150 annually Cutting and Welding - \$25 per event Open Flames/Torches - \$25 per event Hot Work Operations - \$25 per event Carnivals and Fairs - \$50 per event Explosives - \$150 annually Fireworks Displays - \$50 per event</p> <p><b>LAW ENFORCEMENT (page 16)</b> Use of City Patrol Car for Traffic Control Fee – Proposed fee change from \$25 for the first hour to \$35 for the first hour. This increase is being requested due to the continuing increase in the cost of maintaining patrol cars.</p> <p><b>LIBRARY (page 3)</b> Proctor Fee – Proposed new fee of \$5 per exam. There is a fair amount of work involved by staff to help the individuals taking the exams, and it is not uncommon for libraries to charge for this service.</p> <p><b>PARKS (page 20)</b> Swimming lessons (non-city resident) – Proposed fee change from \$55 to \$65 per class. This increase is only for non-residents to help cover the increasing cost of offering the classes.</p> <p><b>PARKS (page 20)</b></p>
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	<p>Remove tennis court reservation fees, tennis season pass fees, and tennis tournament fees. These fees will be set in the new management agreement.</p> <p><b>PARKS (page 21)</b>  Park Maintenance Fee – Proposed fee change from \$30 to \$40 per man hour. This fee has not been increased since 2005, and it is being increased to help cover the increase in personnel costs.</p> <p><b>PARKS (page 21)</b>  Athletic Special Event Fee – Proposed fee change from \$5 to \$7 per participant if using City Lake during the peak season. This fee is being increased because currently any events booked at the lake during the busy season create a net loss.</p> <p><b>PARKS (page 21)</b>  Remove City Park pavilion rental fee as the pavilion has been turned over to the Cibolo Nature Center for rental and maintenance.</p> <p><b>PARKS (page 22)</b>  Remove adult ballfield reservation fee, youth soccer field rental, and adult soccer field rental as these are being combined into one field rental fee for consistency.</p> <p>Remove non-City resident parks activity fee as we are adding one fee for City and non-City residents.</p> <p><b>PARKS (page 22)</b>  Non-City Sponsored Athletic League Facility Use Fee – Proposed new fee of \$10 for City residents and \$50 for non-City residents. The City resident fee has previously been included in agreements with various athletic leagues. The non-City resident fee is being increased from \$25 to \$50 to help cover the increasing costs of park maintenance.</p> <p><b>PARKS (page 22)</b>  Sports field rental – Proposed new fee of \$20 per field per hour for City residents and <b>\$40 per field per hour for non-City residents</b>. This fee is being added to replace field rental fees for various locations to provide consistency in our rentals.</p> <p><b>PARKS (page 26)</b></p>
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Amphitheater – Proposed new fee for the use of stage lighting of \$150 plus \$40 per hour labor fee. The use of stage lighting requires City personnel to operate so this fee is being added to cover the cost of personnel.

**UTILITIES (page 28)**

Processing Fee: Disconnect Fee – Proposed fee change to add a \$35 disconnect fee for remote disconnect meters. These meters do not require us to send personnel out in the field to disconnect services. The \$50 fee will remain for non-remote disconnect meters.

**UTILITIES (page 28)**

Return Check, ACH, Credit Card and/or Credit Card Draft – Proposed fee change from \$25 to \$35. This increase is requested to cover the cost of personnel time spent trying to collect on the returned item.

**Electric Connection Fees (page 31)**

Bi-Directional Meter – Proposed new fee of \$495 for 4s and 9s and \$195 for 2s. These are the meters required when a customer is installing distributed generation. They meter the kWh delivered to the customer and the kWh supplied by the customer's generation. Due to this dual function, they are more costly than the meters normally installed.

**Electric Connection Fees (page 31)**

Repair Service Damaged by Construction – Proposed fee change from \$150 minimum to \$250 minimum. This change is being made to provide consistency in the charges across all utilities and to cover the increasing cost of the repairs.

**Potable and Reclaimed Water Connection & Service Fees (page 34)**

Repair Service Damaged by Construction – Proposed fee change from \$150 minimum to \$250 minimum. This change is being made to provide consistency in the charges across all utilities and to cover the increasing cost of the repairs.

**Natural Gas Service Connection Fees (page 36)**

Repair Service Damaged by Construction – Proposed fee change from \$150 minimum to \$250 minimum. This change is being made to provide consistency in the charges across all utilities and to cover the increasing cost of the repairs.

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This summary is not meant to be all inclusive. Supporting documentation is attached.