District Impacted

☐ 1 = Wolosin
☐ 2 = Woolard
☐ 3 = Scott
☐ 4 = Fowler
☐ 5 = Macaluso
X All

City of Boerne

AGENDA ITEM SUMMARY

AGENDA DATE	November 12, 2019
DESCRIPTION	CONSIDER ON SECOND READING ORDINANCE NO. 2019-52; AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 2018-42 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."
STAFF'S RECOMMENDED ACTION (be specific)	Approve on second reading Ordinance No. 2019-52; Establishing fees and charges for activities, goods and services provided by the City.
CONTACT PERSON	Sandy Mattick, Finance Director
SUMMARY	Each year, all department heads are asked to review the Fee Ordinance. At this time, we are bringing their 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. The proposed changes will be effective on January 1, 2020.
COST	N/A
SOURCE OF FUNDS	N/A
ADDITIONAL INFORMATION	**ADMINISTRATION (page 1)** Short Term Rental Permit – Proposed new fee of $50 due every two years in every even numbered calendar year. This fee is being proposed to go with the Short Term Rental ordinance currently being considered. The ordinance states that the fee will be listed in the fee ordinance. **CODE ENFORCEMENT (page 5)** Contractor registration – Proposed new fee of $100 for the first year for contractors that are not required to register with the state. Code enforcement reviewed more than 10 cities of similar size and found all charged a contractor registration fee. The recommended fee is

comparable to other cities in our area, and it will be used to cover increasing training and operating costs.

Contractor annual renewal – Proposed new fee of $75 annually for renewal of contractor permit for contractors not required to register with the state. The recommended fee is also comparable to other cities in our area, and it will be used to cover increasing training and operating costs.

CODE ENFORCEMENT (page 6)

New construction permit fee – Proposed fee change from $0.26 per sq. ft. to $0.30 per sq. ft. This increase is being recommended to cover increasing operations costs, and the fee is lower than most other cities in our area.

CODE ENFORCEMENT (pages 7,9,10,12 & 13)

Reinspection fee – Proposed fee change from $35 to $50. This change is being recommended to cover an increase in the number of reinspections being performed.

(See Attached Fee Survey)

FIRE AND RESCUE SERVICES (page 14)

Response Vehicles – Proposed fee change for all response vehicles to the most current FEMA hourly rates. This change is being proposed to bring us into alignment with the national and state guidelines.

FIRE MARSHAL (page 17-18)

Fire Sprinkler Modification – Proposed fee change from $100 up to 30 heads to $100 over 19 heads. This change is being made in order to match with requirements of the fire code for a "limited area sprinkler system". Larger systems require additional testing when modified.

Underground Fuel Storage Tank Removal – Proposed new fee of $300.00. Requiring this permit will allow us to ensure that proper procedures are followed in the removal process. Other cities and counties in our area require a permit for this process.

Working/Operating without a Permit – Proposed new penalty that

	would be double the original permit fee. This fee is the same as code enforcement and is being established to help discourage individuals from starting a project without a permit. Reinspection fee – Proposed new fee of $50. This change is being recommended to cover an increase in the number of reinspections being performed with no fee currently being charged. **LIBRARY (page 21)** Fax Service – Proposed fee change from $2.50 per 25 pages to $0.25 per page. This fee change will make the fax service charge the same as the scanning charge. The Library Advisory Board believes that it will be less confusing for patrons if faxing and scanning cost the same. This change was approved by the board. **UTILITIES (page 31)** Processing Fee: Disconnect/Reconnect – Proposed fee change to remove the $35 electric remote disconnect fee. After a conversion of our utility billing software, the new program does not permit us to have multiple disconnect fees for the same service.

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