

# STAFF REPORT

## *City Council Business Item*

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**DATE:** June 3, 2024

**TO:** Honorable Mayor and Council Members

**FROM:** Aaron Felmlee, Finance Director

**THRU:** Merritt Perry, City Manager

**SUBJECT:** **Public Hearing to Consider the Adoption of Rates and Fees for City Services;  
*Resolution 2024-12***

### **STAFF RECOMMENDATION:**

Review and adopt the proposed Rates and Fees for Fiscal Year (FY) 2024-25 for the Administrative, Parks, Recreation, Police, River Lodge & Monday Club, and Transit; *Resolution 2024-12*.

### **EXECUTIVE SUMMARY:**

Staff presented the proposed fee schedule for discussion to the City Council at a special workshop on May 2. Several action items came from those discussions. Staff have incorporated those changes discussed with the Council at the Special Workshops into the attached Proposed Fee Schedule.

The purpose of this Public Hearing is to adopt the proposed fees for FY 24-25 and discuss the changes being proposed by staff.

For transparency and clarity, the adopted fees from FY 23-24, the proposed changes to the adopted FY 23-24 fees and the proposed FY 24-25 fees are all presented in the attached proposed fee schedule.

### **A summary of changes from the prior year are listed below:**

Administrative Fee Schedule: Create new \$5.00 fee for Business License Reprints (pg.4)

Parks Fee Schedule: Removal of exempt events language and replace with individual user group Memorandum of Understandings (pg. 34)

Recreation Fee Schedule: Add \$10 Non-resident fee to Youth Basketball (pg. 37); Remove Basketball Camp from fee schedule (pg. 37)

Police Fee Schedule: Add Renewal Permit under Solicitors Permits of \$100 (pg. 41)

River Lodge and Monday Club Fee Schedule: Remove outside Use Only Fee for River Lodge (pg. 44); Decrease charge for Caterer during normal business hours by \$100 (pg. 44); Remove Staff Expense as the River Lodge cannot accommodate with limited staffing (pg. 45); Restrict the Nonprofit pricing to only Nonprofit groups that are putting on a Ceremony or Performance. All other Nonprofits would be charged the normal rate (pg. 45); Increase Linen costs (pg. 47); Removal of exempt events language and replace with individual user group Memorandum of Understandings (pg. 46 & 48)

Transit Fee Schedule: Increase Senior Bus Fares by \$0.50 per ride and \$7.50 per 15 ride punch card (pg. 49); Increase Event Bus Fares (pg. 49)

The Building, Community Development, and Water & Wastewater fees will be brought forward for adoption at the July 1 Council Meeting in conjunction with the prop 218 public hearing to adopt new water and sewer fees.

**FISCAL IMPACT:**

The various rates and fees for services have a direct financial impact on City revenues. The changes included in the adopted Fee Schedule will be incorporated into the FY 24-25 Budget.

**RECOMMENDED COUNCIL ACTION:**

1. Receive staff report and review questions with staff
2. Open Public Hearing
3. Close Public Hearing
4. Motion to Adopt Resolution 2024-12; and read by title only. Roll Call Vote

**ATTACHMENTS:**

- *Resolution 2024-12; Resolution Of The City Of Fortuna Establishing A Schedule Of Fees And Charges For Administrative, Parks, Recreation, Police, Riverlodge & Monday Club, and Transit, Within The City Of Fortuna For Fiscal Year 2024-2025*
- FY 24-25 Proposed Fee Schedule