

STAFF REPORT

City Council Business Item

DATE: May 19, 2025

TO: Honorable Mayor and Council Members

FROM: Aaron Felmlee, Finance Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: Public Hearing for the Adoption of Rates and Fees for City Services; *Resolution 2025-17*

STAFF RECOMMENDATION:

Review and adopt the proposed Rates and Fees for Fiscal Year (FY) 2025-26 for Administrative, Building, Community Development, Parks, Recreation, River Lodge, Police, Transit, and Water & Wastewater; *Resolution 2025-17*.

EXECUTIVE SUMMARY:

Staff presented the proposed fee schedule for discussion to the City Council at a special workshop on May 1. As discussed the fees were evaluated based on the cost to provide the service as well as local agency comparisons.

The purpose of this Public Hearing is to adopt the proposed fees for FY 25-26. For transparency and clarity, the adopted fees from FY 24-25, the proposed changes to the adopted FY 24-25 fees and the proposed FY 25-26 fees are all presented in the attached proposed fee schedule.

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

Administrative Fee Schedule: No changes

Building Fee Schedule: Add new 5.5% fee for Technology Surcharge and 11% fee for General Plan Surcharge (pg. 26). Increase to all Building Department fees of 3.4% (pg. 6-25)

Community Development Fee Schedule: Increase Development Review – Land Use and Development Fees (pg. 27-30)

Parks Fee Schedule: Added Miscellaneous Storage Fee (pg. 34); Added non-profit discounts, cancellation fees, and rescheduling fees across the board (pg. 34 – 39); Increased Rodeo Grounds and Grandstand Area (pg. 35); Removed the youth league per player fee and adult league field reservation fee and will be charging the per hour field rental fees instead and/or will create MOUs with individual user groups (pg. 36); Increased Newburg Concession Stand (pg. 38); Increased Recreation Hall Rental Fees (pg. 39)

Recreation Fee Schedule: Change Adult Sports Leagues to be \$100 per team instead of \$5 per player (pg. 41); Increase Summer Fun Weekly rate by \$10 a week and increase LIT fee by \$30 a week (pg. 41)

Police Fee Schedule: No changes

River Lodge and Monday Club Fee Schedule: Increase Rental Fees for River Lodge by 2-3% for Full Day Rentals and to be ½ regular rate + \$25 for Half day Rentals (pg. 44); Add Audio/Visual System Fee of \$30 (pg. 44 and 46); Alter non-profit discount from flat amount to 20% discount (pg.

44 and 46); Add and Increase Cancellation fees (Pg. 44 and 46); Increase Staff Expense Reimbursement Fee by \$15/hr. (pg. 46)

Transit Fee Schedule: Add new fee for providing a City Bus Driver for Special Events (pg. 53)

Water and Wastewater Fee Schedule: Increase to Water and Wastewater Rates (pgs. 54-64); Increase Meter Re-set fee and Tampering Fee (pg. 58); Increase to Laboratory Fees (pg. 65)

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 25-26 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 2025-17*; and read by title only. Roll Call Vote

ATTACHMENTS:

- FY 25-26 Proposed Fee Schedule
- Draft *Resolution 2025-17; Resolution Of The City Of Fortuna Establishing A Schedule Of Fees And Charges For Administrative, Building, Community Development, Parks & Recreation, Police, River Lodge, Transit, and Water & Wastewater Within The City Of Fortuna For Fiscal Year 2025-2026*