



Legislation Details (With Text)

File #: 15-313 **Version:** 1 **Name:** Correction to Fee Schedule - Community Development

Type: Staff Report **Status:** Filed

In control: City Council

On agenda: 6/1/2015 **Final action:** 6/1/2015

Enactment date: **Enactment #:**

Title: Staff Report for Correction to 2015-2016 City Fees and Service for the Community Development Department (Information Only)

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Finance Director

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
6/1/2015	1	City Council	Received and Filed	

Staff Report for Correction to 2015-2016 City Fees and Service for the Community Development Department (Information Only)

SUMMARY AND RECOMMENDATIONS

The following is provided for the City Council’s information regarding the correction of the Community Development Department’s Building Regulations Division #8 Miscellaneous (C) Other Fees and Charges in the Master Fee Schedule for 2015-16. This is for information purposes only and no action is required by the City Council.

BACKGROUND

On May 4, 2015, by Resolution No. 2015-088, the City Council reviewed and adopted all user fees and service charges for 2015-16 as part of the annual budget preparation process. These user fees and service charges are effective July 1, 2015.

During the update from proposed to adopted user fees and service charges for 2015-16 it was noted that a clerical error was made on the Community Development Department’s “Building Regulations Division Miscellaneous Other Fees and Charges” line item. Specifically, the error was reported as follows:

- 8-½ x 11 or 11 x 14 drawings including fire permits
- \$1.75 per sheet (current 2014-15 charge)
- \$180.00 per sheet (proposed 2015-16 charge with the clerical error)

The \$180.00 per sheet is incorrect. It should read \$1.80 per sheet.

Staff will correct this error as follows:

\$1.80 per sheet (corrected 2015-16 charge)

Fiscal Impacts

None.

ATTACHMENTS

None.

PREPARED BY: David Baum, Finance Director, Finance Department