



Agenda Item: 14.C
Date of Meeting: March 11, 2024
Department: Administration

STAFF REPORT

To: City Council
From: Robin Picken
Subject: **Resolution - City Fees and Charges Fiscal Year 2024-2025**
Prepared On: March 7, 2024
Attachments: Notice of Public Hearing
Staff Memorandums on Potential Changes
Proposed Resolution Amending and Restating Certain Fees and Charges

Background/History:

Each year all departments are requested to review fees and charges to determine if they cover the full costs reasonably borne for providing those services.

As part of the process, holding a public hearing and providing proposed changes to the public are required by Chapter 3.22 of the Bishop Municipal Code. A public hearing was held on February 26, 2024 and no public comments were made or received. Council requested that staff update the proposed 2024-2025 fees and charges clarifying if a fee or charge is an annual fee or a one-time fee.

Proposed changes for Fiscal Year 2024-2025 were submitted by the Administration and Finance Departments, Community Services/Parks and Recreation Department, Police Department, and Planning Department.

As noticed, the City Council will now consider adopting the proposed resolution amending and restating certain fees and charges for City services. Pursuant to Bishop Municipal Code Section 3.22.040 B, fees and charges will be effective in sixty (60) days after adoption and execution of an executive order by the City Administrator and no written appeal has been filed.

The Administration and Finance Services fees and charges, the Community Services/Parks and Recreation fees and charges, and the Planning fees and charges will be effective May 10, 2024 following the sixty (60) days as stipulated. Fees and charges for all other departments, unless otherwise dictated by state or federal law, will not be effective until July 1, 2024.

Existing fees and charges shall remain in effect and unchanged until these dates.

Analysis/Discussion:

Please refer to the staff memorandums attached outlining the proposed changes to the Fiscal Year 2024-2025 fees and charges schedule.

Economic Impacts:

None.

Budget Impacts:

Unless otherwise dictated by state or federal law, if the proposed resolution amending and restating certain fees and charges for Fiscal Year 2024-2025 is adopted by March 11, 2024 the proposed departmental fees from the Administration and Finance Services Departments, the Community Services/Parks and Recreation Department, and the Planning Department will be effective May 10, 2024, and all other departments will become effective July 1, 2024.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to approve the resolution amending and restating certain fees and charges for city services.

Approved By: Deston Dishion 3/7/2024

Approved By:

Approved By:

Approved By: