

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: June 8, 2026

FROM: Adam Hamric, Assistant Town Administrator

SUBJECT: Resolution 2026-17 - A Resolution to Amend Resolution 98-28, the Town's Current Fee Schedule

INTRODUCTION:

The purpose of this agenda item is to seek approval for amendment to the fee schedule applied by various departments for Fiscal Year 2027.

BACKGROUND:

In previous years, departmental review of the Town's Fee Schedule typically began in the spring, later in the budget development process and closer to budget adoption. It was recognized departments would benefit from additional time to evaluate existing fees and consider recommended adjustments before inclusion in the proposed budget document. As a result, Administration began meeting with departments earlier this year to review fees and related cost considerations. A work session with the Board of Mayor and Aldermen was held on March 26 to discuss the outcome of those meetings and the proposed revisions.

In addition, the Town is currently working to comply with recently adopted state legislation under Public Chapter 140. The legislation requires local governments to prepare written justification for certain development related fees that exceed \$250. To meet this requirement, the Town is developing a separate supporting document that will accompany the Fee Schedule and provide additional explanation and detailed justification for applicable fees. The new state requirements take effect on July 1.

BUDGET IMPACT:

The proposed fee adjustments are expected to have little impact on the FY 2027 budget. These fees are intended to help recover a portion of the Town's service delivery costs, not generate significant new revenue.

Several Town departments charge user fees for specific services. While the fees do not cover the full cost of providing those services, they help ensure users pay a fair share of the resources required. Updates are necessary to keep fees aligned with actual service costs over time.

The recommended changes to the Town's fee schedule are included in the attached document. For easier review, all proposed revisions are highlighted in yellow. Deleted language appears in red strikethrough text, and new language appears in bold blue text.

ATTACHMENTS:

[Resolution 2026-17 Fee Schedule Resolution Exhibit A - Proposed FY 2027 Fee Schedule](#)

PROPOSED MOTION:

To approve Resolution 2026-17 to adopt the proposed FY 2027 fee schedule amendment as detailed in the attached exhibit.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						