



Staff Report

File #: 23-284

Version: 1

Date: 7/24/2023

Item #: 3.2a.

TO: Mayor and City Council

THROUGH: Keith Stahley, City Manager

FROM: Josh Eggleston, Chief Financial Officer

SUBJECT:

Modification of certain fees related to parks and recreation, planning, and utility services.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Safe and Healthy Community; Welcoming and Livable Community

SUMMARY:

Since the adoption of the City of Salem FY 2024 Fee Schedule in June 2023, some updates to certain fees for parks and recreation, planning, and utility services have been identified. Adoption of this resolution would impact nine fees and include an additional fee previously omitted. All other fees in the FY 2024 Fee Schedule would remain unchanged.

ISSUE:

Shall City Council adopt Resolution No. 2023-24 modifying certain fees and charges for Parks and Recreation, Planning Services, and Utility Services and Accounts?

RECOMMENDATION:

Adopt Resolution No. 2023-24 modifying certain fees and charges for Parks and Recreation, Planning Services, and Utility Services and Accounts.

FACTS AND FINDINGS:

After publication of the 2024 Fee Schedule, there were eight fees in the Community Services (Parks and Recreation) section and one fee in the Utility Services and Accounts section of the Fee Schedule displaying incorrect amounts because of rounding or miscalculation of the fees. Additionally, one fee

in the Planning section that had been included in previous fee schedules was erroneously omitted during creation of the 2024 schedule. Attached to this report in Exhibit A including the current rates adopted for the fees with calculation and rounding errors and the fiscal year 2023 rate for the fee that had been omitted.

BACKGROUND:

Adoption of the City of Salem FY 2024 Fee Schedule occurred on June 12, 2023. Afterwards, needed changes to specific fees were identified by departments.

Kelli Blechschmidt
Management Analyst II

Attachments:

1. Resolution No. 2023-24
2. Resolution No. 2023-24, Exhibit A - List of proposed modifications to the Fee Schedule