



MEMO

City of Venice Engineering Department

To: Edward Lavalley, City Manager

Thru: Kathleen J. Weeden, PE, City Engineer *KJW*

From: James R. Clinch, PE, Stormwater Engineering Manager *JRC*

Date: March 10, 2014

Subject: Resolution 2014-08: Land Development Schedule of Fees
March 25, 2014 Agenda

Background: At the request of the Mayor and local residents, staff has performed an assessment of City administrative costs associated with a license agreement application review.

It was determined that the fee for the License Agreement Application of \$423.20 is significantly higher than the actual administrative costs and it is recommended that this fee be reduced to \$150. This cost reduction is attributed to a reduction in the City Attorney costs and a higher efficiency of review by City staff. This proposed fee will allow departments to recover their administrative costs while providing a more reasonable fee for residents.

Requested Action: City staff respectfully requests Council adopt Resolution 2014-08, reducing the License Agreement Application Fee to \$150.

City Attorney Review: Reviewed and approved.

Risk Management Review: Reviewed and approved.

License Agreement Fee Assessment**Mar-14**

Existing Fee:	\$ 423.20
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Department	Staff Review	Review Time (hrs.)	Cost/Hr.	Total
Building Counter	Al King	1.5	\$32.21	\$48.32
Engineering	Joe Zann	1	\$24.46	\$24.46
City Clerk	Lydia Magnotti	1	\$20.56	\$20.56
Planning & Zoning	Roger Clark	0	N/A	N/A
Risk Management	Alan Bullock	0.25	\$49.53	\$12.38
City Attorney	Dave Persson	0	N/A	N/A
Sub-Total:				\$105.72
Recording Fee:				\$27.00
TOTAL:				\$132.72

Notes: Planning & Zoning review already covered under the "Driveway Permit"
Engineering Inspections covered under "ROW Use & Site Prep Permit"
City Attorney review is not charged as additional services

Proposed Fee:	\$ 150.00
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