



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Matthew Morton, City Manager

THRU: Gabriel Bowden, Utilities Director

DATE: May 15, 2025

RE: Resolution 2025-23, amending Resolution 2024-33, as amended, which established rates, fees and charges pursuant to the Palm Bay Code of Ordinances for specified chapters and sections therein

SUMMARY:

On October 1, 2024, the City Council adopted Resolution 2024-33 providing for fees to be collected by the City for miscellaneous activities during Fiscal Year 2024-2025.

The Utilities Department is requesting approval to add a new fee for Utility Agreements, specifically an 'Utility Agreement application fee' in accordance with Chapter 200, Utilities Code, Palm Bay Code of Ordinances. The Department has seen an increase in requests for agreements and there are costs associated with processing the agreements. There is staff time to draft and process agreement, along with any revisions that may be requested. The Department is requesting to add an application fee for Utility Agreements in the amount of \$250.

REQUESTING DEPARTMENT:

Utilities

FISCAL IMPACT:

The proposed Resolution will allow the Utilities Department to collect a \$250 application fee per Utility Agreement to recover funds for staff time spent on drafting and revising Utility Agreements. This will result in an increase in revenues to the Utilities Enterprise Fund.

STAFF RECOMMENDATION:

Motion to approve a Resolution amending the Fiscal Year 2024-2025 Miscellaneous Fee Schedule to include an application fee for Utility Agreements.

ATTACHMENT:

Honorable Mayor and Members of the City Council

Legislative Memorandum

Page | 2

1. Resolution