



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: Ordinance 2025-19, amending the Code of Ordinances, Chapter 200, Utilities Code, Subchapter 'Abbreviations and Definitions', by including language for an application filing fee for Utility Agreements, final reading.

SUMMARY:

A public hearing is to be held on the above subject ordinance and the caption read for the second and final time at tonight's Council meeting.

The Utilities Department is requesting add language to Title X 'Utilities Code' of the Palm Bay Code of Ordinances to allow for the collection of an application filing fee related to Water and Wastewater Agreements, also known as Utility Agreements. The Department has seen an increase in requests for agreements and there are costs associated with processing the agreements. There is a fair amount of staff time from the Utilities Department and City Attorney's Office to draft and process agreement, along with any subsequent revisions that may be requested. The Department is requesting to add language in Chapter 200.02, Abbreviations and Definitions, to allow the Utilities Department to collect an application filing fee for Utility Agreements. Subsequently, staff will prepare a Resolution for Council's consideration to implement a \$250 application filing fee for Utility Agreements concurrent with the second and final reading of this Ordinance.

REQUESTING DEPARTMENTS:

Utilities

FISCAL IMPACT:

There is no fiscal impact.

STAFF RECOMMENDATION:

Motion to approve Ordinance amending Chapter 200.02 'Abbreviations and Definitions' of Title XX 'Utilities Code', Palm Bay Code of Ordinances, providing for an application filing fee for Water and Wastewater (Utility) Agreements.

Honorable Mayor and Members of the City Council

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ATTACHMENT:

1. Ordinance