

1. 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.



## 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

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1. Resolution

## RESOLUTION 2025-23

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTIONS 2024-33 AND 2024-43, ADOPTING RATES, CHARGES, AND FEES, FOR FISCAL YEAR 2024-2025, PURSUANT TO THE CITY OF PALM BAY, CODE OF ORDINANCES, FOR CHAPTERS AND SECTIONS OF THE CODE AS SPECIFIED HEREIN; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, various chapters and sections of the City of Palm Bay Code of Ordinances provides for certain fees, rates, and charges to be established by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** Resolution 2024-33, as amended by Resolution 2024-43, is hereby amended by including adjustments to the miscellaneous fees, rates and charges for Fiscal Year 2024-2025, pursuant to the Code of Ordinances, for those chapters and sections as specified within Exhibit A, which is, by reference, incorporated herein and made an integral part of this resolution.

**SECTION 2.** All resolutions or parts of resolutions in conflict herewith are hereby superseded and rescinded.

**SECTION 3.** The provisions within this resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting 2025-XX, of the City Council of the City of Palm Bay, Brevard County, Florida, held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Rob Medina, MAYOR

ATTEST:

\_\_\_\_\_  
Terese M. Jones, CITY CLERK

## EXHIBIT 'A'

### Miscellaneous Fee Schedule Fiscal Year 2024-2025

#### CHAPTER 99: MAINTENANCE OF ABANDONED FORECLOSING RESIDENTIAL PROPERTIES

	FY 24	FY 25
<i>Section 99.03(B), Registration of Foreclosing Residential Properties; Duty to Provide Written Notice of Abandoned Residential Property</i>		
Registration	100.00	300.00

#### CHAPTER 106: IMPACT FEES

	FY 24	FY 25
<i>Section 106.22, Definitions</i>		
Impact Fee Payment Agreement		750.00

#### CHAPTER 118: LIENS LEVIED AGAINST PRIVATE PROPERTY

	FY 24	FY 25
<i>Section 118.08, Service Charge for Lien Search</i>		
Within one working day of request	60.00	60.00
Multiple units on same parcel (additional unit)	25.00/unit	25.00/unit
Within three (3) to six (6) working days	30.00	30.00

#### CHAPTER 150: SOLID WASTE MANAGEMENT

	FY 24	FY 25
<i>Section 150.30, Construction/Demolition Sites</i>		
Application Fee	500.00	500.00
<i>Section 150.51, Customer Deposits</i>		
Deposit – No Credit Screening	30.00	30.00
Deposit Credit Screening (Owners – Yellow)	15.00	15.00
Deposit Credit Screening (Renter – Green or Yellow)	15.00	15.00
Deposit Credit Screening (Renter – Red)	30.00	30.00
Change of Service Fee	15.00	15.00

	<b>FY 24</b>	<b>FY 25</b>
Additional Deposit (for delinquent quarterly accounts)	70.00	70.00
<i>Section 150.53, Rates</i>		
Residential service per month	25.67	26.44
Residential service per quarter	77.03	79.34
Additional CART or Cart Exchange		
95 Gallon CART 1x fee	56.82	58.52
64 Gallon CART 1x fee	54.64	56.28
35 Gallon CART 1x fee	52.44	54.01
Each Additional CART Service Fee per Month	10.70	11.02
Each Additional CART Service Fee per Quarter	32.09	33.05
<i>Miscellaneous Service Charges</i>		
Utility Lien Cost	70.00	70.00
Credit Card Charge Back		
(a) Minimum	25.00	25.00
(b) Face value is more than \$50.00, but does not exceed \$300.00	30.00	30.00
(c) Face value is more than \$300.00	40.00 or 5%, whichever is greater	40.00 or 5%, whichever is greater
Credit Check Fees	Actual cost or 5.00 minimum	Actual cost or 5.00 minimum
Insufficient Bank Draft		
(a) Minimum	25.00	25.00
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Late Fee (based on outstanding fund amount)	5%	5%
Return Check Charge (NSF)		
(a) Minimum	25.00	25.00
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**CHAPTER 172: DEVELOPMENT REVIEW PROCEDURES**

	<b>FY 24</b>	<b>FY 25</b>
Section 172.003, Environmental Fees		
Environmental Fee*	125.00	125.00

\*This fee shall be pro-rated for each property which is more than ¼ acre in size such that the fee equates to \$125.00 per ¼ acre of property. Properties smaller than ¼ acre shall pay a minimum fee of \$125.00.

**>>CHAPTER 200: UTILITIES CODE<<**

	<b>FY 24</b>	<b>FY 25</b>
>>Section 200.02, Abbreviations and Definitions		
Utility Agreement Application Fee (Water and Wastewater System Agreements)		250.00<<

**CHAPTER 204: STORMWATER MANAGEMENT UTILITY**

	<b>FY 24</b>	<b>FY 25</b>
Monthly service fee (based on Equivalent Residential Unit (ERU) pursuant to Section 204, Palm Bay Code of Ordinances	10.92	10.92
Miscellaneous Service Charges		
Credit Card Charge Back		
(a) Minimum	25.00	25.00
(b) Face value is more than \$50.00, but does not exceed \$300.00	30.00	30.00
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## OTHER FEES

	<b>FY 24</b>	<b>FY 25</b>
<i>Non-Utility Lien Costs</i>		
Code Nuisance Liens (Breakdown of Cost)		
Administrative Fee (includes filing lien)	30.00	75.00
Certified Mail	7.00	10.00
Registered Mail	20.00	30.00
Foreign Exchange Bank Charge	25.00	25.00
Brevard County Lien Recording	Per Brevard County Clerk of Courts	Per Brevard County Clerk of Courts
Brevard County Lien Release – 1 <sup>st</sup> page (invoiced at time of recording)	10.00	10.00
Brevard County Lien Recording/Release – each additional page (invoiced at time of recording)	8.50	8.50
Code Board/Nuisance Liens		
Code Board Lien Release (optional service if requested due to foreclosure or over 20 years)	100.00	200.00
Growth Management		
Growth Management Lien Release on defaulted agreements	50.00	50.00
Each Additional Page	8.50	8.50
<i>Human Resources Fees</i>		
New Hire Testing and Fees		
Police Department		
Written Exam	30.00	30.00
<i>Procurement Department Fees</i>		
Citywide Debt Collection Services (rates charged by the debt collection agency to the delinquent party)		
First Replacement		
60-day accounts	12.5%	12.5%
90-day accounts	14%	14%
120-day accounts	16%	16%

Second Replacement	20%	20%
<i>Police Department Fees</i>		
Firearms and Tactical Training Facility (Gun Range)		
Annual Use/Per Officer* (unlimited use of facility based on availability)	40.00	40.00
Police Off-Duty Services		
Hourly Rate (4-hour minimum)	50.00	50.00

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