

User Fee Review

Updated 9/28/2011

Per the User Fee Policy, the following information should be used in review of changes to City-charged user fees.

Fee Under Review: **Weed Code – Administrative Fee**

Area	Review Item	Response	Notes	Completed?
<i>Cost</i>	How much does it cost the City to provide the service?	An abatement of a violation includes 3 inspections by staff as well as data entry, notifying mowing contractor and billing the invoice to the property owner. The estimated costs are \$78.00 per violation case		
<i>Service, purpose, users</i>	What is the service?	Abatement of weed/grass violations.		
	Why does the City provide the service?	Basic property maintenance code requirement and there is state statute that regulates enforcement.		
	Who uses the service?			
<i>Cost recovery goal</i>	How much of the cost of service is subsidized by general tax revenue?	Each year there is approximately \$23,000 allotted for the abatement. Over the course of time, our costs are recouped. With the proposed increase of administrative fee to \$75.00 it is staff's opinion that our recovery costs would be optimized to its full potential.		
	How much of the cost does the City intend to recover through fees and charges?	The City intends to cover the vast majority of costs through the increased administrative fee.		
<i>Level of use or demand</i>	How many people or businesses use the service?	We have historically averaged close to 900 cases per year. 55% of these are initiated by citizens.		
<i>Comparisons</i>	How do the City's fees compare with other	Our Fee of \$25.00 is very low compared to other cities researched.	See attached memorandum	

	cities or with private businesses?			
<i>Other fee reviews</i>	When did the City set the current rate?	We are not sure when the current rate was established but we know it has been in place since at least the early 1990's.		
	When did the City last review the fee?	The low fee was brought to attention a few years ago.		
	When does the City plan to review the fee next?	Currently being reviewed in 2014.		
Authority	What part of the City Code or other legal authority guides the fee?	Section 18-305 (C)(4) states the City is authorized to assess the cost of abatement including reasonable administrative costs against property owner.		
Fee Collection Method	How will the City collect the fee?	The fee is included in the invoice that is sent to the owner for the abatement of the violation. If not paid, the fee is placed against the property as a lien.		