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FY23-24 FEE SCHEDULE & BUDGET CLARIFICATIONS

SEPTEMBER 25, 2023

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Clarification on Beach Access Wedding Fees

- Prior to Fiscal Year 2023, weddings were simply considered a special event and permits were subject to the special event fees of either \$50 (or \$100 if it required Town Council approval).
- Effective Fiscal Year 2023, Town Council had approved a \$150/hour beach access wedding fee for 10 or less people, and a \$350/hour beach access wedding fee for 11 or more people.
- However, in consideration of the damage caused by Hurricane Ian the Town Manager waived the \$150/hr and \$350/hr fees, which resulted in weddings being charged the \$50 special event fee.
- It was proposed for the September 11th Budget Hearing to permanently waive the \$150/hr and \$350/hr wedding fees.
- However, it was not made clear waiving the \$150/hr and \$350/hr fees meant going back to the \$50 special event fee for weddings.

Clarification on Beach Access Wedding Fees (continued)



- At the September 11th Budget Hearing, not knowing that the proposal to waive the \$150/hr and \$350/hr fees for weddings meant going back to the \$50 special event fee for weddings, Town Council recommended changing the hourly fees of \$150 and \$350 to flat fees of \$150 and \$350.
- Since then, there has been a suggestion that weddings not be charged a different fee than other special events, but weddings should be charged the same fee as other special events, which is currently either \$50 (or \$100 if it requires Town Council approval.)
- *Note that if the special event fee were to be increased, the financial impact of each \$50 increase would be an additional \$4,000 in annual revenue (which is based on the number of special event permits issued in Fiscal Year 2022).*



Clarification on Beach Access Wedding Fees (continued)

Decision to be made:

- A. Leave the beach access wedding fees as currently proposed in the Fee Schedule as was amended at the September 11th Budget Hearing: \$150 for a group of 10 or less and \$350 for a group of 11 or more; or
- B. Amend the Fee Schedule by removing the separate fees for beach access weddings as was originally proposed, so that weddings revert back to being charged the same fee as any other special event: \$50 (or \$100 if requires Town Council approval); or
- C. Consider increasing the fees for all special events and amend the Fee Schedule accordingly. *(The financial impact of each \$50 increase is a \$4,000 increase in annual revenue.)*



Clarification of Special Magistrate Fee of \$250

- The Special Magistrate Fee of \$250 is the **recommended fee to request** of the Special Magistrate to order as reimbursement to the Town for its cost of preparing a **code enforcement case** to be heard by the Special Magistrate. *(This does not apply to parking fine cases.)*
- The recommended fee of \$250 is based on a compilation of existing fees for services involved in bringing a code enforcement case to the Special Magistrate, including: recording fee; the initial inspection, re-inspection, pre-magistrate and compliance fee; the administrative support fee; the mailing fee; and the Simplifile fee.



Recommended Special Magistrate Fee Components

CASE   HISTORY

Fees     

	Fee Name ⌵	Factor ⌵	Amount ⌵	Unpaid ⌵	
+ <	Recording Fee		<input type="text" value="24.00"/>	24.00	
+ <	Initial Inspection, Re-Inspection, Pre-Magistrate and Compliance	<input type="text" value="2"/>	<input type="text" value="100.00"/>	100.00	
+ <	Administrative Support	<input type="text" value="3"/>	<input type="text" value="90.00"/>	90.00	
+ <	Mail Fee	<input type="text" value="8.56"/>	<input type="text" value="8.56"/>	8.56	
+ <	Simplifile Fee	<input type="text" value="27.25"/>	<input type="text" value="27.25"/>	27.25	
				Total Fees: \$249.81	
				Total Unpaid: \$249.81	



Current Cost of Bringing Code Enforcement Cases to the Special Magistrate Compared to Actual Fees Ordered / Collected

	Avg #	Avg Cost Per Case	2022
Cost of Code Enforcement to Bring Cases to Special Magistrate	9	\$ 250	2,250
Less Administrative Fees Actually Collected			925
Cost of Code Enforcement Exceeds Administrative Fees Collected			1,325
Add Cost of Special Magistrate for Year			1,805
Net Cost to Town to Bring Code Enforcement Cases to Special Magistrate			3,130

Note: Even if \$250 were ordered per case, it would only cover the cost of code enforcement to bring a case to the special magistrate, and not the cost of the special magistrate.

The Town collected a total of \$777,500 of code enforcement fines in 2022.



Recommended Special Magistrate Administrative Fee

Decision to be made:

- A. Leave the Special Magistrate Administrative Fee of \$250 as Proposed in the Fee Schedule; or
- B. Amend the Fee Schedule to remove the Special Magistrate Administrative Fee; or
- C. Amend the Fee Schedule to specify a fee other than the \$250 Special Magistrate Administrative Fee.



Allocation of Short Term Rental Fee Income to Workforce Housing after Covering Cost of Program

- At the September 11th Budget Hearing, Town Council approved language in the Fee Schedule resolution specifying that only the portion of Short Term Rental Fee revenue remaining **after covering the cost of the Short Term Rental program** would be allocated to the Workforce Housing program.
- As presented at the September 11th Budget Hearing, the cost of the Short Term Rental program **includes the cost of enforcement.**
- According to the FY24 Budget, this would mean **\$99,081 (or 99%)** of the Short Term Rental Fee revenue would be applied to cover the cost of program and **\$919 (or 1%)** would be allocated to Workforce Housing.



Allocation of Short Term Rental Fee Income to Workforce Housing after Covering Cost of Program

(cont.)

	Short Term Rental	Workforce Housing	TOTAL
<i>(Allocation of Fee Revenue)</i>	<i>(\$297/\$300)</i>	<i>(\$3/\$300)</i>	<i>(\$300/\$300)</i>
Revenues			
Short Term Rental Fees	99,081	919	100,000
Total Revenues	99,081	919	100,000
Program Expenses			
Enforcement Personnel	45,831		45,831
Software	39,000		39,000
Contracted Services	13,950		13,950
Office Supplies	300		300
Total Program Expenses	99,081	-	99,081
Workforce Housing Allocation	-	919	919



Short Term Rental Fee Allocation

Decision to be made:

- A. Confirm that only the short term rental revenue remaining after covering the cost of the short term rental program (including the cost of enforcement) should be allocated to Workforce Housing;
or
- B. Amend the Resolution adopting the final fee schedule for Fiscal Year 2023-2024 to use a different method of allocation of Short Term Rental Revenue to Workforce Housing.



Update on \$1 Million FDOT Grant

Jason Freeman

Budget Impact of Replacing Contractors with Employees



Position	#	New Employee Expense	Equivalent Contractor Expense	Net Change in Expense
Systems Administrator	1.0			
Community Development Director	0.5	81,078	57,200	23,878
Planning & Zoning Manager	1.0	105,040	197,600	(92,560)
Environmental Project Manager	1.0	105,040	83,200	21,840
Total General Fund	3.5	291,158	338,000	(46,842)
Community Development Director	0.5	81,078	57,200	23,878
Building Official	1.0	105,040	218,400	(113,360)
Building Plans Examiner	3.0	220,272	592,800	(372,528)
Residential Inspector	3.0	203,174	561,600	(358,426)
Permitting Technician	2.0	148,429	312,000	(163,571)
Total Building Fund	9.5	757,993	1,742,000	(984,007)
Total	13.0	1,049,151	2,080,000	(1,030,849)



Clarification of Florida State Revolving Fund

The Debt Schedule presented at the September 11th Budget Hearing for the Florida State Revolving Fund (SRF) for two of the four loans was incorrect.

- ❖ The amortization schedules that had been provided for two of the loans incorrectly indicated 20-year repayment schedules rather than 30-year repayment schedules, which resulted in larger payments than were actually required. We've since obtained corrected amortization schedules.
- ❖ The Debt Schedule did not indicate the balances of the loans that were still available to be drawn down.
- ❖ The following Debt Schedule has been updated.



Clarification of Florida State Revolving Fund

Loan Type	Drinking Water	Drinking Water	Storm Water	Storm Water	Total
Loan Number	DW360800	DW360801	SW360830	SW360860	
Interest Rate	0.92%-1.24%	0.98%	0.77%-0.98%	0%	
Total Awarded	\$15,723,946	\$20,329,458	\$9,364,684	\$16,204,800	\$61,622,888
Total Disbursed	\$15,723,946	\$12,531,964	\$9,364,684	\$4,124,027	\$41,744,621
Total Available	\$0	\$7,797,494	\$0	\$12,080,773	\$19,878,267
Total Disbursed	\$15,723,946	\$12,531,964	\$9,364,684	\$4,124,027	\$41,744,621
Capitalized Interest	\$111,994	\$103,151	\$75,892	\$0	\$291,037
Payments	-\$2,624,357	\$0	-\$592,850	\$0	-\$3,217,207
Principal Balance	\$13,211,583	\$12,635,115	\$8,847,726	\$4,124,027	\$38,818,451
Annual Payment	\$615,684	\$1,149,228	\$373,910	\$826,444	\$2,965,266
Last Payment	11/15/2048	4/15/2044	10/15/2050	10/15/2044	

Payments Suspended in FY23 & FY24 in consideration of Hurricane Ian; Resume FY25



Update on Storm Water & Water Projects

Steve Matuska



Explanation of Variance Fees

Jason Smalley



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QUESTIONS?