

TO: James L. App, City Manager  
FROM: Mike Compton, Director of Administrative Services  
SUBJECT: Appointment of Council Ad Hoc Committee – Sewer & Water User and Impact Fee Updates  
DATE: December 16, 2003

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Needs: For the City Council to appoint an ad hoc committee to review sewer & water user and impact fees.

Facts:

1. In December 2001, the Council approved modified sewer & water user and impact fees.
2. The adopting resolution and ordinance provided that said fees would be reviewed every two years. It has been two years.
3. The Council at their November 4, 2003 approved a \$10,000 budget appropriation for the review and update of the impact fees. The review and analysis of user fees will be undertaken in-house by City staff.
4. It has been the Council's past practice to appoint an ad hoc committee to review fees and provide feedback/recommendations to the full Council.

Analysis  
and  
Conclusion:

It is desirable that the Council appoint an ad hoc committee to assist in the review and analysis of sewer & water user and impact fees. The fee analysis and findings should be available for review around the first of January.

Fiscal  
Impact:

None at this time.

Options:

- a. That the Council appoint a two member ad hoc committee to assist with the review of sewer & water user and impact fees and report back no later than February 19, 2004; or
- b. Amend, modify, or reject the above option.