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MEMORANDUM **Management Services Memo No. 14-007**

DATE: AUGUST 12, 2013

TO: MAYOR AND COUNCIL

THRU: RICH DLUGAS, CITY MANAGER

FROM: DAWN LANG, MANAGEMENT SERVICES DIRECTOR

SUBJECT: INTRODUCTION OF ORDINANCE NO. 4470, AMENDING CHAPTER 31, SECTION 21 OF THE CODE OF THE CITY OF CHANDLER, RELATING TO FEES FOR COMMUNITY SERVICES' REGISTRATION BASED CLASSES, PROGRAMS AND ACTIVITIES

RECOMMENDATION

Staff recommends introduction of Ordinance No. 4470, amending Chapter 31, Section 21 of the Code of the City of Chandler, relating to fees for Community Services' registration based classes, programs and activities.

BACKGROUND/DISCUSSION

Over the last few months, a Citywide review of all fees was completed. The goal was to review the process for adding or changing rates, fees or charges in the City and provide greater accessibility to the public. Through this process, it was determined that additional clarification was needed for certain Community Services fees. Community Services manages multiple divisions including Library, Center for the Arts, Parks, and Recreation. The various fees in these areas relate to the use of Department Facilities, and those for registration based classes, programs and activities listed in the quarterly Break Time publication. Both of these types of fees follow different processes, but the process distinction was not made in the existing City Code.

The only board authorized to set fees by the City Code is the Library Board, the Chandler Cultural Foundation is given the authority to set Center for the Arts fees through a separately adopted agreement, and Chapter 31, Section 21 gives Council the authority to set and approve fees charged for the use of Department Facilities or the issuance of permits or licenses. Ordinance 4470 is adding language to allow the Community Services Director the authority to establish and approve fees for registration based classes, programs and activities using formulas in accordance with Community Services' approved fee policy and adopted by

Council resolution. By adding this language, the Community Services Director can ensure the quarterly Break Time is published in a timely manner, using the formulas to calculate charges for classes, programs and activities that were approved by Council in the Citywide fee schedule. In addition, Community Services is working on an update to their approved fee policy to come forward to Council at a later date.

PROPOSED MOTION

Move to introduce Ordinance 4470, amending Chapter 31, Section 21 of the Code of the City of Chandler, relating to fees for Community Services' registration based classes, programs and activities.

Attachment: Ordinance No. 4470 (Final and Red Line)

c: Pat McDermott, Assistant City Manager
Marsha Reed, Assistant City Manager
Mark Eynatten, Community Services Director
Marian Norris, Assistant to the City Manager

ORDINANCE NO. 4470

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHANDLER, ARIZONA, AMENDING CHAPTER 31, SECTION 21 OF THE CODE OF THE CITY OF CHANDLER, RELATING TO FEES FOR COMMUNITY SERVICES' REGISTRATION BASED CLASSES, PROGRAMS AND ACTIVITIES

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Chandler, Arizona that the Code of the City of Chandler is hereby amended as follows:

SECTION I: That Section 31-21 of Chapter 31, Code of the City of Chandler is hereby amended as follows:

31-21. Fees.

A. All fees charged for the use of Department Facilities or the issuance of permits or licenses shall be in accordance with the approved fee policy and adopted by Council resolution. (Ordinance No. 4300, § 1, 5-12-11)

B. All fees for Department registration based classes, programs and activities shall be established and approved by the Community Services Director using formulas in accordance with Community Services' approved fee policy and adopted by Council resolution.

INTRODUCED AND TENTATIVELY APPROVED by the City Council of the City of Chandler, Arizona, this _____ day of August, 2013.

ATTEST:

_____ _____

CITY CLERK MAYOR

PASSED AND ADOPTED by the City Council of the City of Chandler, Arizona this _____ day of August, 2013.

ATTEST:

_____ _____

CITY CLERK MAYOR

CERTIFICATION

I HEREBY CERTIFY that the above and foregoing Ordinance No. 4470 was duly passed and adopted by the City Council of the City of Chandler, Arizona, at a regular meeting held on the _____ day of August, 2013, and that a quorum was present thereat.

_____
CITY CLERK

Approved as to form:

_____
CITY ATTORNEY