



## AGENDA MEMORANDUM

First Reading for the City Council Meeting of 07/09/13  
Second Reading for the City Council Meeting of 07/16/13

**DATE:** June 28, 2013  
**TO:** Ronald L. Olson, City Manager  
**FROM:** Valerie H. Gray, P.E., Director of Storm Water and Street Operations  
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**Ordinance amending the Code of Ordinances to establish a Street Maintenance Fee Bill Board of Appeals**

**CAPTION:**

Ordinance amending the Code of Ordinances by adding Section Division 29, to Chapter 2, to establish the Street Maintenance Fee Board of Appeals; providing for severance; and providing for publication.

**PURPOSE:**

The purpose of this item is to establish a Street Maintenance Fee Board of Appeals.

**BACKGROUND AND FINDINGS:**

The Street Maintenance Fee Board of Appeals will consist of five members: the Assistant City Manager of General Government and Operations Support, the Director of Water or the Director of Wastewater, the Director of Street Operations, and two citizens appointed by the City Manager. Citizens who have complaints about their Street Maintenance Fee bill will be referred to this Board by the Utility Accounts Manager in the Utility Business Office. The Board will evaluate and resolve citizen complaints on a case by case basis.

**ALTERNATIVES:**

Council may choose not to create a Street Maintenance Fee Board of Appeals.

**OTHER CONSIDERATIONS:**

None.

**CONFORMITY TO CITY POLICY:**

The Ordinance follows all appropriate policy.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Finance Department

**FINANCIAL IMPACT:**

Operating       Revenue       Capital      X Not applicable

<b>Fiscal Year: 2012-2013</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

**Comments:** None

**RECOMMENDATION:**

Staff recommends passage of the Ordinance in all of its parts.

**LIST OF SUPPORTING DOCUMENTS:**

Ordinance