



# MEMORANDUM

Council Agenda  
Item No. XI. W  
5/21/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Ordinance on final hearing, relating to General Schedule of Fees, amending Chapter 60 of the Oklahoma City Municipal Code, 2020, amending Title 3 – Advertising and Signs, Article I – In General, by amending Section 60-3-1 – Advertising licenses; amending Title 7 – Amusements, Article I – In General, by amending Section 60-7-1 – Miscellaneous amusement licenses; amending Article II – Youth Dance Halls, by amending Section 60-7-6 – Youth dance hall license; amending Article III – Pool and Billiard Halls, by amending Section 60-7-11 – Pool and billiard hall licenses; amending Article 5 – Amusement Rides, by amending Section 60-7-21 – Amusement rides; amending Title 9 – Auctions and Auctioneers, by enacting Article II – Auction Sale, by enacting Section 60-9-6 – Daily auction sale license; amending Title 10 – Aviation, Article III – Private Airports, by amending Section 60-10-17 – Airport, heliport, and helistop; amending Title 13 – Businesses, Article II – Charitable Solicitations, by amending Section 60-13-6 – Charitable solicitations; amending Article III – Dry Cleaners, amending Section 60-13-10 – Dry cleaners; amending Article IV – Employment Agencies, by amending Section 60-13-14 – Employment agency; amending Article VI – Motels and Tourist Camps or Courts, by amending Section 60-13-22 – Motel, tourist court/tourist camp; amending Article XI – Coin-Operated Devices, by amending Section 60-13-51 – Coin-operated devices; amending Article XIII – Home Sharing, by amending Section 60-13-73 – Home sharing; amending Title 14 – Child-Care Centers, Nurseries, Etc., Article II – License, by amending Sections 60-14-6 – Nursery license and 60-14-11 – Day camp license; amending Title 19 – Fences, Article II – Permit, by amending Section 60-19-6 – Fence permits; amending Article III – Fence Contractors, by amending Section 60-19-11 – Fence contractor; amending Title 21 – Food and Beverages, Article II – Food Establishment License, by amending Section 60-21-6 – Food establishment license and 60-21-7 – Bottling works, license; amending Article III – Food Handling Establishments Generally, by amending Section 60-21-26 – Special events; amending Article IV – Meat, Poultry, Etc., by amending Sections 60-21-30 – Fish, meat, poultry, rabbits (wild) dealers and 60-21-31 – Slaughterhouse, operation, license; amending Article VI – Frozen Desserts, by amending Section 60-21-47 – Frozen dessert plant license; by amending Article VII – Restaurants, by amending Section 60-21-51 – Restaurant, license; amending Article VIII – Food Sales from Vehicles, by amending Sections 60-21-56 – Food sale, vehicle and 60-21-57 – Vehicle food sales court; amending Title 22 – Garage Sales, Yard Sales, Etc., Article II – Permit, by amending Section 60-22-6 – Residential sales; amending Title 28 – Massage, Article II – Licenses, by amending Section 60-28-6 – Massage establishment; amending Title 31 – Mobile Homes, Mobile Home Parks, Trailers and Trailer Camps, Article III – Trailer or Mobile Home Parks, by amending Section 60-31-11 – Mobile home or trailer park; amending Title 32 – Motor Vehicles and Traffic, Article XII – Loading Zones, by amending

Section 60-32-41 – Parking of passenger vehicle used for commercial purposes in commercial loading zone; amending Title 37 – Oil and Gas, Article II – Administration, Enforcement, and Penalties, by amending Section 60-37-6 – Well permit; amending Title 39 – Peddlers, Outdoor Sellers, Etc., by amending Section 60-39-1 – Peddler’s licenses and permits; amending Title 47 – Sewers and Sewage Disposal, Article XII – Pretreatment Facility Service and Wastewater Transporting and Disposal, by amending Section 60-47-61 – vehicle and equipment inspection and registration fee; amending Title 49 – Solid Wastes, Article IV – Landfills, by amending Section 60-49-17 – Sanitary landfill operation; amending Title 54 – Used or Secondhand Goods Dealers, Junk Dealers, Junkyards, Etc., Article II – Auto Salvage or Used Car or Trailer Dealers, by amending Sections 60-54-6 – Dealers in used trailers and automobiles and 60-54-7 – Dealers in auto salvage; enacting Article IV – Junk Dealers, Recyclers and Secondhand Dealers, by enacting Sections 60-54-16 – Junk dealer’s license and 60-54-17 – Used merchandise dealer; amending Article V – Pawnbrokers, by amending Section 60-54-22 – Pawnbrokers; amending Article VI – Dealers in Used Precious Metals or Gems, by amending Section 60-54-26 – Dealers in used precious metals or gems; amending Title 57 – Water Resources, Article III – Water Well Drilling, by amending Section 60-57-13 – Well driller’s license; and providing for an effective date.

**Purpose:**

The purpose of the ordinance amendment is to update fees for City services that were reviewed during the city-wide fee study. Fee increases are proposed that would better recover costs associated with delivery of those services.

**Background:**

Fees and charges for services provided by the City are set by ordinance. The City periodically reviews these fees to ensure that they are reasonably tied to the actual cost of service delivery. On August 17, 2021 (Item No. IX. AN.), the City Council approved a contract with MGT of America Consulting LLC to provide a citywide fee study. The scope of the project was to review user fees and charges for services provided to residents and recommend a fee that would provide full cost recovery.

MGT and City staff collaborated to review hundreds of fees with the consultant completing its report in early Fiscal Year 2024. MGT found that across City functions, the fees charged were recovering between 7% and 87% of costs; based on Fiscal Year 2022 data. This disparity between actual costs and fee revenue represents an approximate \$21 million-dollar gap between service costs and fee revenue in the general fund. This figure was expected, as it had been over a decade since a prior fee study was completed. Personal Services growth (salaries and benefits) have grown at about 3.6% annually during that same period.

City departments then evaluated and recommended adjustments for reasonableness, consistency with similar services, and impact to City residents. In many cases, an amount less than full recovery is proposed. To further mitigate disruption to the business community and residents the department also proposes implementation over a three-year period.

The Municipal Counselor’s Office has prepared the attached Ordinance to implement the recommended adjustments to fees and charges effective July 1, 2024. Substantial fee increases will be implemented over a three-year period, effective July 1, 2024, July 1, 2025, and July 1, 2026. Those increases will be 80% for the first year and 10% for the two subsequent years.

**Estimated Revenue:**

\$428,942

**Revenue Account:**

General Operations – Various Accounts

**Review:**

Development Services Department

**Recommendation:** Ordinance be adopted.