

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
SUBJECT: PROPOSED DECREASE IN PENALTY FOR LATE
PAYMENTS
STAFF PRESENTER: SCOTT MOON, SENIOR FIRE INSPECTOR
SANTA ROSA FIRE DEPARTMENT
AGENDA ACTION: RESOLUTION

ISSUE(S)

Shall the City Council, by resolution, approve the proposed decrease for Fire Department late payment penalty charge from 15% to 2%, compounded every 30 days?



COUNCIL GOALS AND STRATEGIES

Goal 1: Create a strong, sustainable economic base.

BACKGROUND

1. The Fire Department administers several programs including the Fire Permit and Certified Unified Program Agency (CUPA) programs. These programs are funded with permits, inspections and other fees established by Council resolution. The Fire Department is requesting a decrease in the late payment penalty charge from 15% to 2%, compounded every 30 days. The 15% late penalty was originally established in 2003 by Resolution No. 25680. The Fire Department surveyed other departments within the City and they are averaging about 2% for their late payment penalty charges, compounded, every 30 days. The Fire Department would like to be in line with others in the City and decrease the late payment penalty charge to 2%.

ANALYSIS

1. The Fire Department wants to lower its current late penalty charge from 15% to 2%, compounded every 30 days to be in line with current industry standards. This rate is applied to the total cost of the permit fees each month until the permit fees are paid in full.

RECOMMENDATION

It is recommended by the Fire Department that the Council, by resolution, approve the proposed decrease of the Fire Department's late payment penalty charge from 15% to 2%, compounded every 30 days.

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Attachments: None