BOARD OF COMMISSIONERS REGULAR WORKSHOP
TUESDAY, FEBRUARY 18, 2025 – 7:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MEETING NOTICE AND AGENDA

- THIS MEETING WILL IMMEDIATELY FOLLOW THE 6 PM CITY COMMISSION MEETING -

A. CITY MANAGER AND CITY ATTORNEY REPORT

City Manager Chuck Anderson
City Attorney Jennifer Cowan

B. DISCUSSION

B.1 Discussion on waiving additional permit fees.
2025 0218 Fee Waiver Presentation.pdf

C. PUBLIC COMMENT

D. ADJOURNMENT

For any person desiring to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based [F.S. 286.0105]. NOTE: Any transcript shall be requested and made by the individual requesting same at his or her own expense. Therefore, a court reporter may be desired or required accordingly.

Any person with a disability who needs any accommodation in order to participate in this proceeding is entitled to assistance at no cost. Please contact the Office of the City Clerk in writing at 10451 Gulf Boulevard, Treasure Island, FL, 33706 or by phone at (727) 547-4575 at least two working days prior to the meeting to advise what assistance is needed.

AGENDA ITEM NO. B.1

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	February 18, 2025
SUBMITTED BY:	Kathryn Younkin, Community Development
ITEM TYPE:	For Consideration and Discussion
AGENDA SECTION:	DISCUSSION
SUBJECT:	Discussion on waiving additional permit fees.
BACKGROUND:	At the City Commision meeting of February 7, 2025, the City Commission requested that there be a workshop to discuss a potential waiver of additional permit and plan review fees, including the following fees: • Elevating an existing structure • Replacement (new construction) of a storm damaged structure
POLICY/PURPOSE:	The purpose of this item is for the Commission to discuss and consider extending the waiver of two permit fees. The purpose would be to support residents and businesses in our community during ongoing recovery efforts and to encourage timely compliance with permitting requirements.
STRATEGIC PLAN RELEVANCE:	.
ANALYSIS/DISCUSSION:	Please see the attached presentation.
FUNDING:	Funding options are discussed in the attached presentation.
MOTION:	N/A

ATTACHMENTS:
2025 0218 Fee Waiver Presentation.pdf

Treasure Island Fee Waiver Discussion

COMMUNITY DEVELOPMENT DEPARTMENT / FINANCE DEPARTMENT
FEBRUARY 18, 2025

Waiver of Fees for Storm Damage - Outline

- Fees currently waived
- Discussion of additional fee waivers as mentioned at the 2/7 meeting:
  - Elevating an existing structure
  - Replacement (new construction) of a storm damaged structure
- Fees waived by other cities
- Financial impact
- Discussion

Waived Fees for Storm Damage

At the City Commission meeting of February 7, 2025 the City Commission approved Resolution 2025-03 which extended the previously approved fee waivers for:

- Interior demolition of flood damaged drywall, flooring, baseboards and cabinets
- Fence Installation
- Tree Removal
- Roof Repair/Replacement
- Electrical for meter bases/power surges on appliances

And added a fee waiver for:

- All permit and plan examination fees associated with repair or demolition of storm-damaged residential and commercial buildings but not including any accessory structures

The above fee waivers are in place through May 31, 2025.

In addition the City Commission requested that any fees previously paid for the above permits be rebated for the period from September 27, 2024, through February 6, 2025.

Discussion of other Fees

At the meeting of February 7, 2025 the City Commission requested that there be a workshop to discuss waiver of additional fees, specifically the following fees:

- Elevating an existing structure
- Replacement (new construction) of a storm damaged structure

What Fees have Other Cities Waived

- Pinellas County – “storm recovery repair permits will be waived, except for repairs related to outside amenities such as patios, driveways, and swimming pools” *
- St Pete Beach – “all permit and plans examination fees associated with repair or demolition of storm-damaged residential and commercial properties” Through 4/22/25.
- St Petersburg – “demolition and repair of properties damaged by hurricane” Through 3/29/25. *
- Belleair Beach – “all residential structures” Through 12/31/24.
- Clearwater – “building plan review and permit fees” through 3/31/25. *

* Only some properties are in a floodplain, as compared to the beach cities.

The Building Fund – A Special Revenue Fund

The use of building fees collected is restricted by the State of Florida. These funds are used to pay for salaries, fringe benefits, contracted building services and operating expenses directly related to building inspection, permitting and building related activities.

It is difficult to provide accurate estimates of what the waiver of future permit fees would cost, as we can only use historical data and this is an exceptional situation. The number of permits to be received is unknown.

Based on the fee waivers and refunds already approved it is likely that the building fund will be exhausted about August. Providing any further waiver of fees will likely exhaust the fund earlier.

The Building Fund – a Special Revenue Fund

The use of building fees collected is restricted by the State of Florida. These funds are used to pay for salaries, fringe benefits, contracted building services and operating expenses directly related to building inspection, permitting and building related activities.

It is not possible to provide accurate estimates of what the waiver of future fees would cost, as there is not a way to forecast the number of permit which will be received.
Based on the fee waivers and refunds already approved it is likely that the building fund will be exhausted by the end of May. Providing further waiver of fees will likely exhaust the fund earlier.

FY 2025 Fee Example

Based on a permit value of work of $200,000.00

Building $53 Base Fee
Building Permit 200,000 x $11 per thousand = $2,200
Zoning Permit $35
Zoning Review $17.50
Floodplain Permit $35
Floodplain Review $17.50
Total Above $2,358
State Surcharge 1 = $2,358 x 1% = $23.58
State Surcharge 2 = $2358 x 1.5% = $35.37

Permit Total is $2417.30

The Current State of the Building Fund

000's	FY 22	FY 23	FY24	Jan YTD	Feb-Sept Est	FY 25 Est
Revenues	$777	$796	$642	$418	$369	$787
Expenditures	(687)	(718)	(730)	(370)	(719)	(1,089)
Surplus/(Deficit)	$90	$78	($88)	$48	($350)	($302)
Cash	$834	$934	$842	$866		$866
Surplus/(Deficit)						($302)
Refunds (Mar-May)						($135)
Refund Fees to date						($471)
Cash End of Year*						($42)
* Goes negative about August						

Expenses and Options for Replenishing the Building Fund

- The first quarter financial numbers reflect both decreased revenue due to originally approved waiver of five fees as well as increased costs of personnel (overtime and additional contracted personnel).

- **Options for Replenishing the building fund, timing of replenishment is not known:**
  - Potential Reimbursements of permitting costs through FEMA's 1206 program
  - CDL – Community Disaster **Loan**
  - Transferring funds in from the general fund.
  - **Loan** from the general fund.
  - Increasing fees on applicants in future years.

State Resources and FEMA Section 1206

- Under FEMA's Section 1206 program Florida's Division of Emergency Management has been providing additional staff for review of permits related to storm damage.
- These staff have been provided at no cost to the city and are 100% covered through March 26, 2025, for damages from Helene and through April 9, 2025, for damages related to Hurricane Milton.
- After those dates the cost of these additional personnel would be paid by the city.
- Currently the city has the following full-time personnel provided by FDEM:
  - 3 Permit Techs
  - 4 Administrative Support
  - 2 Property Appraisers
  - 2 Cost Estimators
- The expenses of our existing consultants from M.T.Causley/Safebuilt and JPI related to storm recovery permitting may be reimbursed at 75% under Section 1206. This includes 3 building and 2 part time planning personnel.
- The expenses for Jacobs personnel are also covered under Section 1206 funding and may be reimbursed at 75% under Section 1206.

Commission Guidance on Fee Waiver

Discussion