



# City of Somerville, Massachusetts

## Legislation Details (With Text)

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**Type:** Officer's Communication      **Status:** Approved

**File created:** 5/21/2024      **In control:** City Council

**On agenda:** 5/23/2024      **Final action:** 6/27/2024

**Enactment date:** 6/27/2024      **Enactment #:** 217349

**Title:** City Clerk submitting recommendations for adjustments to certain fees charged by the City Clerk's Office, effective July 1, 2024.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Clerk Fees Current (FY24), 2. Clerk Fees Proposed (FY25)

| Date      | Ver. | Action By         | Action                      | Result |
|-----------|------|-------------------|-----------------------------|--------|
| 6/27/2024 | 1    | City Council      | Approved                    | Pass   |
| 6/25/2024 | 1    | Finance Committee | Recommended to be approved  | Pass   |
| 5/23/2024 | 1    | City Council      | Referred for recommendation |        |

### Agenda Summary

City Clerk submitting recommendations for adjustments to certain fees charged by the City Clerk's Office, effective July 1, 2024.

### Official Text

To the Honorable City Council:

In this communication I present recommendations for adjustments to certain fees charged by the City Clerk's Office, effective July 1, 2024. The Clerk's Office collects fees for more than fifty types of licenses, records, and certificates. These fees generate over \$300,000 in revenue annually for the city.

These recommendations are consistent with the municipal costing principles used by this Office. We review the costs to the city of processing license and permit applications, and we try to adjust the fees to account for the effort involved.

| <i>Records and Certificates</i> | <i>Current</i> | <i>Proposed</i> | <i>Impact</i> |
|---------------------------------|----------------|-----------------|---------------|
| Replacement Dog Tag             | \$0            | \$5             | \$125         |

Three fees were updated in FY 2024, and the prior update was FY2016.

I am available at your convenience to answer any questions you may have. I appreciate your consideration of this matter.

Respectfully Submitted,  
Kimberly M. Wells

City Clerk