

# MARSHALLTOWN

— I O W A —

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**TO:** Mayor Greer and City Council  
**FROM:** Alicia Hunter, City Clerk  
**DATE:** October 19, 2022  
**RE:** City Fee Schedule

**Policy Issue:** All fees shall be established by City Council.

<input type="checkbox"/> Goal 1: Expand and improve development	<input checked="" type="checkbox"/> Goal 3: Continually improve the City's organization & services
<input type="checkbox"/> Goal 2: Enhance Marshalltown's public image	<input type="checkbox"/> Goal 4: Partner with others to improve quality of life

**Specific Objective/Action:** Objective 1: Review policies, procedures, and ordinances for updates and Objective 5: Maintain a financially health organization-review city fees and charges.

**Recommendation:** Implement a \$20 late fee on unpaid Illegal Burn violations over 30 days past due.

**Budget Impact:** Possible revenue increase if violations are paid past 30 days.

**Description/Background:** The Marshalltown Fire Department responses to complaints for illegal burn violations. Currently, violators are issued an invoice after the call for service and it is collected through Accounts Receivable which has an interest rate of 1.5% per month. Legal council has recommended a change in the process for issuing violations which requires personnel to issue the violation on site. This moves collections to another accounting system that charges a flat rate late fee. Staff are recommending implementing a \$20 late fee on violations that are unpaid past 30 days. The updated fee schedule is attached.

**CITY COUNCIL**

Al Hoop, Gabriel Isom, Barry Kell, Mike Ladehoff,  
Jeff Schneider, Gary Thompson, Dex Walker

