



## **CITY OF DORAL COUNCIL MEETING MEMORANDUM**

### **ITEM TITLE:**

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, UPDATING THE LIEN SEARCH AND SPECIAL MAGISTRATE ADMINISTRATIVE FEES FOR THE CODE COMPLIANCE DEPARTMENT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

### **DEPARTMENT RECOMMENDATION:**

Approval

### **BRIEF HISTORY:**

In 2004, the City of Doral established a fixed fee for conducting lien searches and open code violation reviews through Resolution No. 04-45. This fee remained unchanged for over a decade, despite the growing demand for such services. In 2015, through Resolution No. 15-173, the City updated the lien search fee to \$85 per request, aligning it more closely with rates charged by comparable municipalities and helping to offset the administrative costs associated with processing these inquiries.

Additionally, in 2013, Resolution No. 13-134 authorized the imposition of an \$85 administrative fee for Code Compliance and Red Light Camera Special Magistrate Hearings. This fee was established to assist in defraying the increasing costs associated with enforcement proceedings and the operation of the Special Magistrate process.

Since the adoption of these resolutions, the volume and complexity of lien search requests and enforcement hearings have continued to grow, along with the associated administrative and personnel costs. The current resolution seeks to update both fees to \$150.00 to reflect current operational demands and ensure continued cost recovery in line with best practices observed in other jurisdictions.

### **LEGISLATIVE ACTION: (IF APPLICABLE)**

<b>Date:</b>	<b>Resolution/Ordinance No.</b>	<b>Comments</b>

**FINANCIAL INFORMATION: (IF APPLICABLE)**

No.	Amount	Account No.	Source of Funds
1.	\$150	001.7100.000.341900	Lien Search Fees
2.	\$150	001.7100.000.351100	Judgments & Fines
Total:	\$0		

**Fiscal Impact Statement:** The proposed item's fiscal impact on revenues will depend on the number of transactions and Special Magistrate cases, respectively, that occur in a given fiscal year. To provide an estimate, in fiscal year 2023-2024, a total of 1,860 lien and code violation searches were conducted, which yielded \$158,185.00 in revenue. With the proposed fee of \$150.00, the total amount would be \$279,000.00 – an increase in revenue of \$120,815.00.

To provide a similar context for Special Magistrate administrative fees, a total of 133 cases were charged this fee during fiscal year 2023-2024, which resulted in revenues in the amount of \$11,305.00. With the proposed fee of \$150.00, the total amount would have totaled \$19,950.00 – an increase in revenue of \$8,645.00.

**STRATEGIC PLAN ALIGNMENT:**

Implementing updated administrative fees for lien searches and Special Magistrate hearings directly supports the City's strategic priority of maintaining a sustainable and diversified revenue stream. By aligning service fees with the actual cost of providing those services, the City ensures that taxpayer resources are used efficiently, and that revenue generation keeps pace with operational demands.

**ATTACHMENT(S):**

- A. Municipal Fee Comparison.
- B. Draft Resolution.