



Meeting Agenda

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Monday, October 28, 2019

5:30 PM

Council Chambers

Special Meeting

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

(Estimated Time: 0-15 Minutes)

During this portion of the meeting, citizens may address the Committee for up to three (3) minutes regarding the Committee's business meeting topics.

5. APPROVAL OF MINUTES

5.A [19-0983](#) Approval of September 19, 2019 Finance Committee Meeting Minutes

Attachments: [Minutes](#)

6. COMMITTEE BUSINESS

6.A [19-0970](#) Budget Snapshot - Impact Fees

Attachments: [Link to MRSC Impact Fees Webpage](#)

6.B [19-0388](#) Discussion with Utility Advisory Committee

Attachments: [UAC Website](#)

6.C [19-0220](#) Preliminary Review of 2020 Utility Rates and General Facility Charges

Attachments: [UAC Letter](#)

6.D [19-0964](#) Review of 2020 Development Fee Adjustments

Attachments: [Ordinance](#)

6.E [19-0907](#) Briefing of the Preliminary 2020 Operating Budget

7. REPORTS AND UPDATES

8. ADJOURNMENT

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council Committee meeting, please contact the Council's Executive Assistant at 360.753.8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Finance Committee

Approval of September 19, 2019 Finance Committee Meeting Minutes

Agenda Date: 10/28/2019
Agenda Item Number: 5.A
File Number: 19-0983

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of September 19, 2019 Finance Committee Meeting Minutes



Meeting Minutes - Draft

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, September 18, 2019

5:30 PM

Room 207

1. CALL TO ORDER

Chair Cooper called the meeting to order at 5:31 p.m.

2. ROLL CALL

Present: 3 - Chair Jim Cooper, Committee member Jessica Bateman and Committee member Lisa Parshley

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT

The following people spoke: Lizzie Carp, Anders Scholl, Luke Noble, and Kenny Farver.

5. APPROVAL OF MINUTES

5.A [19-0830](#) Approval of August 21, 2019 Finance Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [19-0819](#) Budget Snapshot - Investment Policy

Fiscal Services Director Nanci Lien presented information on the City's investment policy including objectives and prohibited investments. Finance Committee reviews the policy every two years and they were last updated in 2017.

The report was received.

6.B [19-0825](#) Discussion of Recommended Updates to City's Investment Policy

Fiscal Services Director Nanci Lien introduced Dave Westcott, Senior Portfolio Advisory with Government Portfolio Advisors. Mr. Westcott reviewed the current Investment Policy and presented recommended policy changes based on State statute. Finance Committee discussed the current investment policy and the City's *Guideline Portfolio Strategy*.

Committee Member Bateman moved, seconded by Committee Member Parshley, to forward the recommended changes to the Investment Policy to the City Council for approval.

Aye: 3 - Chair Cooper, Committee member Bateman and Committee member Parshley

6.C [19-0814](#) Discussion of the Preliminary 2020 Olympia School District Impact Fees

Discussion of the Preliminary 2020 Olympia School District Impact Fees Community Planning and Development Deputy Director Leonard Bauer introduced Jennifer Priddy. Ms. Priddy is the Assistant Superintendent of Finance & Operations with the Olympia School District. Ms. Shared potential options for eliminating or reducing the 100 percent discount for impact fees for residential development in downtown Olympia. Finance Committee provided feedback for Ms. Priddy to share with the School Board as they develop their final 2020 Impact Fees.

The report was completed.

6.D [19-0804](#) Report on Input from the *2020 Budget - Your Priorities* Public Engagement Process

Senior Planner Stacey Ray shared the results of this year's public engagement process including, demographics of who responded and analysis of the results. Information on priorities, where the City is performing well, and what needs attention were shared with Finance Committee. This information will be used to inform the 2020 budget.

The information was provided.

6.E [19-0812](#) Briefing on House Bill (HB) 1406 Funding Recommendations

Home Fund Manager Cary Retlin briefed Finance Committee on the Home Fund Advisory Board's discussions and preliminary ideas on how to use an estimated \$330,000 of new revenue in 2020. This revenue is the result of legislation passing in 2019. House Bill 1406 was approved by the State Legislature to provide a local option for cities and counties to receive a portion of the State's existing sales and use tax revenue for specific affordable housing uses.

The discussion was completed.

7. REPORTS AND UPDATES

Ms. Sullivan provided background on the second quarter budget amendments scheduled for City Council approval and shared the October Finance Committee agenda.

8. ADJOURNMENT

The meeting was adjourned at 7:58 p.m.



Finance Committee

Budget Snapshot - Impact Fees

Agenda Date: 10/28/2019
Agenda Item Number: 6.A
File Number: 19-0970

Type: information **Version:** 1 **Status:** In Committee

Title

Budget Snapshot - Impact Fees

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive a briefing on Impact Fees. Briefing only; No action required.

Report

Issue:

Whether to receive a briefing on Impact Fees

Staff Contact:

Nanci Lien, Fiscal Services Director, 360.756.8465

Presenter(s):

Nanci Lien, Fiscal Services Director, Administrative Services Department

Background and Analysis:

Impact fees are one-time charges assessed by a local government to new development projects. The purpose of the fees are to help pay for new or expanded public facilities that are a direct result of new growth.

Washington State local governments, planning under the Growth Management Act, are authorized by RCW 82.02.050-110 to assess and collect impact fees for transportation, parks, schools, and fire public facilities identified in the Capital Facilities Plan. The City of Olympia collects transportation and parks impacts fees for City-owned capital projects and also collects school impact fees on behalf of the Olympia School District.

Staff will present information on the collection and use of impact fees as well as deadlines, refunds, and exceptions.

Neighborhood/Community Interests (if known):

Because impact fees are intended to address a development project's proportionate share of capital

Type: information **Version:** 1 **Status:** In Committee

projects that also serve the community at large, there is community-wide interest in this topic.

Options:

Information only.

Financial Impact:

N/A

Attachments:

MRSC Impact Fees web page



Contact Us
Partners
Rosters

Have a Research
Question?

Ask MRSC

All Sections

GO

SECTIONS

[Home](#) > [Explore Topics](#) > [Planning](#) > [Impact Fees](#)



Impact Fees

On this Page ▾

This page provides a general overview of impact fees for cities and counties in Washington State, including information on how they may be used and sample documents from selected jurisdictions.

What Are Impact Fees?

Impact fees are one-time charges assessed by a local government against a new development project to help pay for new or expanded public facilities that will directly address the increased demand for services created by that development.

What Can Impact Fees Be Used For?

[RCW 82.02.050 - .110](#) and [WAC 365-196-850](#) authorize counties, cities, and towns planning under the [Growth Management Act](#) (GMA) to impose impact fees for:

- Public streets and roads
- Publicly owned parks, open space, and recreation facilities
- School facilities
- Fire protection facilities

These impact fees may only be imposed for “system improvements” - public capital facilities in a local government’s capital facilities plan that are designed to provide service to the community at large (not private facilities), are reasonably related to the new development, and will benefit the new development ([WAC 365-196-850](#)).

[▲ Back to top](#)

Impact fees cannot exceed a proportionate share of the cost of the system improvements, and municipalities must have additional funding sources and may not rely solely on impact fees to fund the improvements ([RCW 82.02.050](#)).

Impact fees may not be used to correct existing deficiencies. For instance, a school district may use the impact fees from a development to pay for construction of new classrooms at specific schools to accommodate the increased enrollment anticipated from that specific development. But the district *may not* use the impact fees to build new classrooms to reduce overcrowding caused by existing residents.

An impact fee ordinance, however, “may provide for the imposition of an impact fee for system improvement costs previously incurred by a county, city, or town to the extent that new growth and development will be served by the previously constructed improvements provided such fee shall not be imposed to make up for any system improvement deficiencies” ([RCW 82.02.060\(8\)](#)). For example, if a public works maintenance facility was designed and constructed to address both existing deficiencies (say, 60%) and future growth needs (say, 40%), impact fees could be used to pay for up to 40% of the debt service on the bond issued for that facility.

Transportation Impact Fees

Transportation impact fees must be used for “public streets and roads” that are addressed by a capital facilities plan element of a comprehensive plan adopted under the GMA ([RCW 82.02.050\(4\)](#) and [RCW 82.02.090\(7\)](#)).

It is unclear whether state law allows these impact fees to be used to fund multimodal improvements, but such use is probably acceptable as long as the improvement is within the street right-of-way - such as bus lanes, sidewalks, or bike lanes - and there is a strong transportation-related justification. However, it is doubtful that impact fees could pay for buses, vanpool vehicles, recreational trails, or other projects outside the right-of-way.

Since impact fees are restricted to capital facilities, they cannot be used to fund transportation studies or operating and maintenance costs.

Bellingham has compiled a [comparison of 2017-18 transportation impact fee base rates in Western Washington](#).

Note: This information only applies to transportation impact fees authorized by [RCW 82.02.050 - .110](#) and [WAC 365-196-850](#) for jurisdictions planning under GMA.

Separate legislation (the Local Transportation Act, [chapter 39.92 RCW](#), whose initial passage predated GMA by two years) authorizes all counties, cities, towns, and [transportation benefit districts](#) across the state - including those not planning under GMA - to impose transportation impact fees, but MRSC is not aware of any jurisdictions that currently do so under that authority.

Park Impact Fees

Park impact fees must be used for “publicly owned parks, open space, and recreation facilities” that are addressed by a capital facilities plan element of a comprehensive plan adopted under the GMA ([RCW 82.02.050\(4\)](#) and [RCW 82.02.090\(7\)](#)).

Most cities and counties in Washington only charge park impact fees to residential construction or the residential portion of a mixed use building or development, but a few also charge commercial or industrial developments, since employees (and not just residents) can directly benefit from nearby parks and recreational facilities. (See Tukwila's example in the [sample documents section](#).)

School Impact Fees

School impact fees must be used for “school facilities” that are addressed by a capital facilities plan element of a comprehensive plan adopted under the GMA ([RCW 82.02.050\(4\)](#) and [RCW 82.02.090\(7\)](#)). Typically, school impact fees apply only to residential construction or the residential portion of a mixed use building or development.

School districts are responsible for expending the impact fees but are not authorized to collect the fees. As a result, school impact fees require cooperation between school districts and the cities, towns, or counties administering the impact fee program. This cooperation should take the form of an interlocal agreement (ILA) that specifically identifies each party's role.

Any exemption for school impact fees that would otherwise be distributed to a school district must first be approved by the school district ([RCW 82.02.060\(3\)](#)).

Fire Impact Fees

Fire impact fees must be used for “fire protection facilities” that are addressed by a capital facilities plan element of a comprehensive plan adopted under the GMA ([RCW 82.02.050\(4\)](#) and [RCW 82.02.090\(7\)](#)). Because state law provides no further statutory

or administrative definitions, some jurisdictions have taken it upon themselves to define “fire protection facilities” in their own municipal codes. (See Auburn's example in the [sample documents section](#), which includes fire engines and equipment.)

Determining Impact Fee Rates

Local governments must establish a rate schedule for each type of development activity that is subject to impact fees, specifying the fee to be imposed for each type of system improvement ([RCW 82.02.060](#)). The schedule must be based on a formula or other calculation that incorporates, among other things:

- The cost of public facilities necessitated by new development
- The cost of existing public facilities improvements
- Adjustments to the cost of the public facilities for past or future payments made or reasonably anticipated to be made by new development
- The availability of other public funding sources
- The method by which public facilities improvements were financed

These rate studies should be updated periodically to reflect changes in the cost of facilities. While local governments are not required to hold a public hearing before adopting or increasing impact fees, it may be prudent to do so, especially if the decision might be controversial.

Local governments may provide exemptions for low-income housing and other development activities with “broad public purposes” ([RCW 82.02.060](#)). Some jurisdictions reduce or waive certain types of impact fees for certain types of development, either to incentivize development or because the development places no significant burden on existing facilities.

Practice Tip: Some jurisdictions automatically adjust their impact fees by indexing them, which protects future revenues and can potentially eliminate the need for the legislative body to go through a formal rate setting process again. For instance, see:

- [Federal Way Municipal Code Sec. 19.91.160](#) - Transportation impact fees indexed to a three-year moving average of the WSDOT Transportation Construction Cost Index. Rate study must be updated every three years, unless city determines that circumstances have not changed to warrant an update.
- [Ridgefield Municipal Code Sec. 18.070.090](#) - Park impact fees indexed annually to Portland Consumer Price Index for first half of the year, but may only increase

automatically for three consecutive years. If fees are set to automatically increase for a fourth consecutive year, city council must hold a public hearing and establish new impact fee rates. **Note that the Portland-Salem CPI index has been eliminated effective January 1, 2018.**

- **West Richland Municipal Code Sec. 16.14.105** - Park impact fees indexed annually to Seattle Metropolitan Area Consumer Price Index and rounded to the nearest five dollar increment. (Similar provision for transportation.)

Please note: There have been several geographic changes to the CPI indexes beginning January 1, 2018. For more information, see our page [Consumer Price Index](#).

Collecting Impact Fees

Impact fees generally must be paid before construction begins. The money must be earmarked and retained in special interest-bearing accounts, with a separate account for every type of facility for which the fees are collected (schools, fire, etc.). Each agency that imposes impact fees must provide an annual report on each of the accounts showing the source and amount of revenues, as well as the improvements financed with the revenue ([RCW 82.02.070](#)). For information on accounting requirements for impact fees, see the [GAAP BARS Manual, section 3.6.7](#) (no equivalent section in the Cash Basis BARS Manual).

Effective September 1, 2016, [ESB 5923](#) (codified at [RCW 82.02.050](#)) required cities, towns, and counties to adopt an impact fee payment deferral system for small single-family residential developments, allowing developers to pay the fees after construction instead of beforehand. For details and examples, see [Impact Fee Payment Deferral Programs](#).

Deadline for Expending Impact Fees

Impact fees must be expended or encumbered within 10 years of receipt, unless there is an “extraordinary and compelling reason” for fees to be held longer, which must be documented in writing by the governing body ([RCW 82.02.070](#)).

[RCW 82.02.080](#) requires each jurisdiction to refund the impact fees, plus earned interest, to the developer if:

- The impact fee is not expended or encumbered within 10 years of collection;

- The jurisdiction ends its impact fee program and the funds have not yet been expended or encumbered; or
- The developer does not proceed with the proposed development activity and requests a refund.

Examples of Impact Fee Provisions

Below are selected examples of impact fee ordinances, codes, and rate studies from cities and counties in Washington State.

Some of these examples may not be updated yet to comply with a new state law ([ESB 5923](#), codified at [RCW 82.02.050](#)), which requires impact fee deferral programs for small single-family residential developments to be in place by September 1, 2016. For examples of impact fee deferral programs, see our page on [Impact Fee Payment Deferral Programs](#).

Rate Studies and Calculations

- [Bainbridge Island Impact Fee Rate Study](#) (2015) - Transportation
- [Bellingham Comparison of Transportation Impact Fee Rates](#) (2017) - Examines 2017-2018 transportation impact fee base rates in Western Washington, with jurisdictions near Bellingham highlighted.
- [Lake Washington School District Capital Facilities Plan](#) (2015) - Schools (see appendices)
- [Renton Rate Study for Impact Fees](#) (2011) - Transportation, parks, fire
- [Sequim Impact Fee Program](#) (2013) - Transportation
- [Thurston County Impact Fee Rate Study](#) (2012) - Parks

Impact Fees for Multiple Capital Facilities - Cities

- [Redmond Municipal Code Ch. 3.10](#) - Highlighted in a [2008 State Auditor's Office report](#) for using leading practices in fire and transportation impact fees, including calculating, charging, and maintaining transportation impact fees and taking into account fire impacts by land use type.
- [Olympia Municipal Code Title 15](#) - Transportation, schools, parks - Good, consolidated format of the Impact Fee provisions, and includes a Chapter on Transportation Concurrency.

Transportation Impact Fees - Cities

- **Bellingham Municipal Code Sec. 19.06.040(E)** - Received the [2012 APA-PAW Award for Transportation Planning](#) for incentivizing fewer auto trips through reduced impact fees for certain types of development. For details, see Bellingham's webpage on [Transportation Impact Fees](#).
- **Ellensburg City Code Ch. 14.04** - Any development activity in central commercial district is considered to be redevelopment (not new development), so exempt from paying transportation impact fees; 5% administrative fee; public works director makes determination about whether a particular development activity falls within a transportation impact fee exemption.
- **Spokane Municipal Code Ch. 17D.075** - Lots of detail included within the code, including a "four service areas" map and impact fee project list; severability clause.

Park Impact Fees - Cities

- **Bothell Municipal Code Ch. 21.08** - Broad focus on parks and recreation facility needs; includes a detailed fee schedule.
- **Tukwila Municipal Code Ch. 16.28** - Charges park impact fees to new office, retail, and industrial development.
- **Tumwater Municipal Code Ch. 3.52** - Includes a detailed fee schedule; impact fees are assessed for two types of service areas: regional/citywide and local.

School Impact Fees - Cities

- **Vancouver Municipal Code Sec. 20.915.060** - Highlighted in a [2008 State Auditor's Office report](#) for leading practices in school impact fees, particularly the rate schedule and calculations.
- **Mukilteo Municipal Code Ch. 3.100** - Requires city council to adopt by reference the school district's capital facilities plan into the city's comprehensive plan; district's capital facilities plan must be readopted by City at least once every two years and must meet city's requirements; impact fee calculation formulation included as Attachment A.
- **Pasco Municipal Code Ch. 3.133** - Credit for in-kind contributions

Fire Impact Fees - Cities

- **Auburn Municipal Code Ch. 19.06** – Definition of "fire protection facilities" includes fire trucks and apparatus, fire stations, furnishings, and equipment.
- **DuPont Municipal Code Ch. 26.05** - Mentions fire capital facilities plan and six-year

capacity; includes actual fee amount in the code.

County Impact Fees

The examples listed below contain most of the provisions included in the other examples cited above, but are from various counties in Washington.

- [Kitsap County Code Ch. 4.110](#) - Roads, parks, schools.
- [Pierce County Code Title 4A](#) - Transportation, schools, parks.
- [Thurston County Code Title 25](#) - Transportation, parks, schools, and fire
 - [Thurston County and Rochester School District ILA for School Impact Fees \(2013\)](#) - Identifies roles and responsibilities for collecting, distributing, and expending school impact fees.
 - [Ordinance Nos. 15340, 15463, and 15573 \(2016-2018\)](#) - Adopting impact fee deferral system and authorizing interlocal agreements for county to collect impact fees on behalf of fire protection districts and regional fire authorities

Frequently Asked Questions

For answers to selected questions MRSC has received about impact fees, see the [Ask MRSC Archives](#).

Court Decisions

For selected court decisions affecting impact fees, see our page on [Impact Fee Court Decisions](#).

Recommended Resources

- [Impactfees.com](#) - Comprehensive website provided by national impact fee consultants Duncan Associates. Includes news, state and local links, surveys, publications, and case law - but no new information posted since 2014.

Last Modified: February 05, 2019

[Sample Documents](#)

[Topics](#)

Budgets
Contracts/Agreements
Fee/Rate Schedules
Forms
Franchises
Job Descriptions
Ordinances/Resolutions
Other Documents
Policies/Procedures
RFP/RFQ/Bid Documents

Economic Development
Environment
Finance
Governance
Legal
Management
Parks and Recreation
Personnel
Planning
Public Safety
Public Works and Utilities
Transportation

Subscribe To Newsletters

Receive the latest research news, answers to selected questions, and other timely information.

Privacy by  SafeSubscribeSM

[LEARN MORE ABOUT NEWSLETTERS](#) ▶

Related Services



www.mrscrosters.org



© 2019 MRSC of Washington. All rights reserved. [Privacy & Terms](#).



Finance Committee

Discussion with Utility Advisory Committee

Agenda Date: 10/28/2019
Agenda Item Number: 6.B
File Number: 19-0388

Type: discussion **Version:** 1 **Status:** In Committee

Title

Discussion with Utility Advisory Committee

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Hold the annual check in with the Utility Advisory Committee. Discussion only. No action requested

Report

Issue:

Annual check in between the Finance Committee and the Utility Advisory Committee (UAC)

Staff Contact:

Eric Christensen, Water Resources Director, Public Works, 360.570.3741

Presenters:

Mike Buffo, Utility Advisory Committee Chair,
Eric Christensen, Water Resources Director

Background and Analysis:

The Utility Advisory Committee (UAC) advises the City Council, City Manager and the Public Works Department on utility rates, new programs, utility management plans, and policy matters for the City's four public utilities: Drinking Water, Wastewater, Storm and Surface Water, and Waste ReSources.

For information sharing purposes, each advisory committee has a Council Committee that serves as the City Council's liaison to the advisory committee. The Finance Committee is the liaison to the UAC. The Finance Committee and the UAC meet at least once a year to discuss business items and to relay information. UAC Chair Mike Buffo will attend the meeting on behalf of the UAC.

Neighborhood/Community Interests (if known):

The UAC is a Council-appointed citizen advisory committee. There is public comment period at every UAC meeting. The UAC meets at 5:40 p.m. at Olympia City Hall the first Thursday of every month (except July and January).

Options:

None, discussion only.

Financial Impact:

None, discussion only.

Attachments:

Link to UAC website

[Home](#) » [City Government](#) » [Advisory Committees](#) » [Utility Advisory Committee](#)

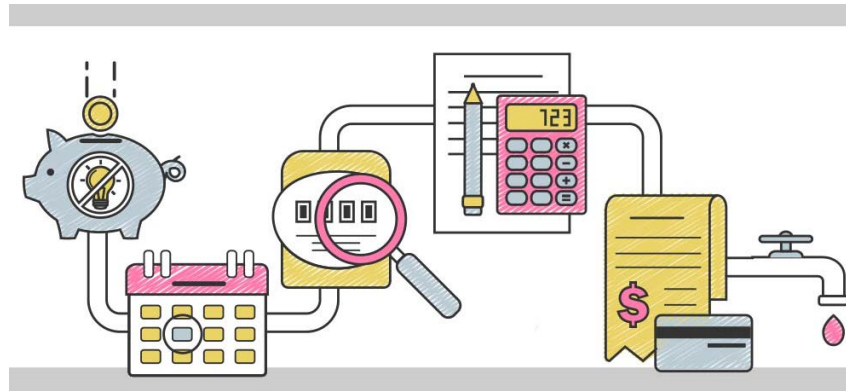
Utility Advisory Committee

Featured Links

- [Advisory Committees](#)
- [Committee Member Roles and Expectations](#)
- [Committee Rules of Procedure](#)

Navigation

- [Advisory Committees](#)**
- [Arts Commission](#)
- [Bicycle & Pedestrian Advisory Committee](#)
- [Civil Service Commission](#)
- [Design Review Board](#)
- [Heritage Commission](#)
- [Health & Human Services Council](#)
- [LEOFF Disability Board](#)
- [Lodging Tax Advisory Committee](#)
- [Parking & Business Improvement Area Board](#)
- [Parks & Recreation Advisory Committee](#)
- [Planning Commission](#)
- [TCTV Board](#)
- **[Utility Advisory Committee](#)**



Purpose

The Utility Advisory Committee (UAC) was established in 1998 to act as a public advisor to the City Council, the City Manager's office and the Public Works Department on utility policy matters for the City's four public utilities: Water, Wastewater, Storm and Surface Water, and Waste ReSources. In consultation with Public Works staff, the UAC makes recommendations on items, such as establishing rates based on levels of service and revenues, that are critical in supporting utility operations and infrastructure.

Click on the links below to review the UAC's 2019-2020 work plan:

- [Official UAC Work Plan](#) (Long-version, approved by City Council)
- [Condensed UAC Work Plan](#) (Short-version, chronological order)

Meeting Information

The Utility Advisory Committee meets the 1st Thursday of the month, at 5:40 p.m., in Olympia City Hall Room 207, 601 4th Avenue East (unless otherwise noted below).

[View 2019 Meeting Dates](#)

- January 3
- February 7
- March 7
- April 4
- May 2 (begin in room 207, then in the field)
- June 6
- No meeting July
- August 22 Location: Maintenance Center, 1401 Eastside Street SE
- September 5
- October 3
- November 7
- December Meeting TBD

Get additional meeting details, agendas, and minutes on our [online meeting calendar](#).

Members

Nine members of which a majority reside in the City of Olympia or Olympia's Urban Growth area:

- Mike Buffo, Chair - term expires 2021
- Luke Bowerman, Vice Chair - term expires 2020
- Dennis Bloom - term expires 2021

City Calendar January 2019

S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

CITY OF OLYMPIA
EVENTS AND
MEETINGS

Pick Up Schedule

CHECK YOUR PICK UP DAY FOR GARBAGE, RECYCLING & ORGANICS

Auto Payments

LEARN ABOUT AUTOMATIC PAYMENTS AND DOWNLOAD FORMS

City Calendar

10/24 - 6:30 p.m.
[Design Review Board ** No Meeting **](#)

10/26 - 9:00 a.m.
[Homeless Response Community Workshop](#)

10/28 - 5:30 p.m.
[Finance Committee](#)

10/28 - 6:30 p.m.
[Hearing Examiner ** No Meeting **](#)

10/29 - 5:30 p.m.
[Study Session](#)

[View full calendar...](#)

City Updates

APPLY NOW TO SERVE ON A CITIZEN ADVISORY COMMITTEE The City is looking for citizens to fill vacancies on a variety of advisory boards, commissions and committees. Apply by 5 p.m. December 15, 2019. [Apply now...](#)

SHORT TERM RENTAL REGULATIONS We are beginning to develop regulations for short term rentals (AirBnb, VRBO, etc.) in Olympia and need your input. Tell us what you think about six identified goals and share your stories about short term rentals at [Engage Olympia](#).

2020-2025 PRELIMINARY CFP The [2020-2025 Preliminary Capital Facilities Plan](#) is now available for review and public comment. [More...](#)

MEETINGS [Agendas and Minutes](#) for City Council and most advisory committees.

Dever Haffner-Ratliffe - term expires 2020

- Steve Fossum - term expires 2022
- Cullen Stephenson - term expires 2022
- Arland D. Schneider - term expires 2021
- Roger Wilson - term expires 2022
- Eleanor Vernon - term expires 2022

Questions?

Contact Staff Liaison, Eric Christensen, 360.570.3741 or publicworks@ci.olympia.wa.us

[back to top...](#)

Copyright © 2019. All rights reserved. Last Updated: Sep 25, 2019

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

City of Olympia, Washington
PO Box 1967
Olympia, WA 98507-1967

[Home](#) [Contact Us](#) [Jobs & Volunteering](#) [Online Services](#) [Website Support](#) [Privacy](#) [Sitemap](#)



Finance Committee

Preliminary Review of 2020 Utility Rates and General Facility Charges

Agenda Date: 10/28/2019
Agenda Item Number: 6.C
File Number: 19-0220

Type: recommendation **Version:** 1 **Status:** In Committee

Title

Preliminary Review of 2020 Utility Rates and General Facility Charges

Recommended Action:

Committee Recommendation:

The Utility Advisory Committee (UAC) recommends the proposed 2020 utility rates and general facility charges.

City Manager Recommendation:

Move to recommend the proposed 2020 utility rates and general facility charges and forward to Council for further consideration.

Issue:

Whether to recommend a proposed 2.48 percent increase for the 2020 utility rates and a \$318 increase to the General Facility Charges and forward to Council for further consideration, as recommended by staff and the Utility Advisory Committee (UAC).

Staff Contact:

Gary Franks, Waste ReSources Director, Public Works Department, 360.753.8780
Eric Christensen, Water Resources Director, Public Works Department, 360.570.3741

Presenters:

Eric Christensen, Water Resources Director
Gary Franks, Waste ReSources Director
Mike Buffo, UAC Chair

Background and Analysis:

City Utilities are expected to provide uninterrupted public health services for our community. Our responsibilities include ensuring drinking water is healthy; sewer infrastructure safely conveys waste to the LOTT treatment facility; solid waste is managed for reuse or disposal; flooding is minimized; and our urban natural resources are protected.

Given these core public health mandates, Utilities are structured as municipal enterprise funds. Enterprise funds are financially self-supporting, rather than supported by general tax funds. The

Utilities pay a fair share of various City overhead costs (e.g., building mortgage, insurance, administrative overhead).

Typical single-family residences pay a bi-monthly utility bill totaling \$265 for the four City Utilities and LOTT Clean Water Alliance. Multifamily, commercial, and institutional customers are charged on a similar rate structure that incorporates their variable use of utility services. Annual rate increases are expressed to the Utility Advisory Committee (UAC) and Council as changes to single family accounts, acknowledging that non-single family accounts see similar percentage changes in their bills.

Consistent with national trends, City utility rates often increase in excess of inflation. Many State and Federal mandates feed into these increases. Fortunately, our programs and infrastructure are in overall good shape compared to many cities. Still, we need to keep up with new needs while maintaining and upgrading our increasingly aging infrastructure.

General facility charges (GFCs) are also reviewed during the annual budget process. GFCs are a one-time charge collected from new development. The charges reflect the financial value of the existing utility infrastructure and the benefits the system provides to new development. Each of the water-related Utilities collects a unique GFC. GFCs are determined by a State-guided set of calculations that define the value of the existing and planned infrastructure and the distribution of costs among current and future users. Every few years, City staff hires independent financial consultants to evaluate the GFCs.

The LOTT Clean Water Alliance (LOTT) charges monthly rates for operating the wastewater treatment facility. LOTT also has a capacity development charge (CDC) that is similar to the City's GFC. The rate and CDC increases are approved by the LOTT Board, collected by the City, and passed on to LOTT. LOTT's 2020 rates and CDC were set in 2018 by the LOTT Board of Directors with the 2019-2020 biennial budget.

Summary of Proposed 2020 Rates

With few exceptions, costs associated with providing the City's core utility services are relatively flat for 2020. Economic growth in Olympia is generating additional revenue that helps offset these annual cost increases (e.g., salary, benefits, energy, insurance). Our revenue projections for 2020 include a one percent growth-related increase for Waste ReSources and the three water Utilities.

Even with additional revenue, we are bringing forward rate increases in three of the four City Utilities for 2020. LOTT is also proposing a rate increase of three percent. Overall key drivers to potential rate increases include:

- An approximately two percent salary cost of living allowance (COLA) for City employees.
- The need to increase depreciation funding in the Drinking Water utility.
- Deterioration of commodity markets for recyclables.
- A new operations and maintenance staff position (half-funded) to support a grant-funded street sweeper.
- Additional vehicle (\$6,600 annually) to support the Storm and Surface Water habitat program.
- Increases to in-house costs, (rent, fleet, software, services, taxes, etc.)
- No change in the municipal tax on utilities.

The specific potential cost increases for each utility are discussed in the following sections.

2020 Budget and Rate Analysis

Storm and Surface Water Utility: 2.51 percent rate increase proposed.

The Storm and Surface Water Utility is guided by the 2018 Storm and Surface Water Plan. The Utility responds to flood mitigation, water quality improvement, and aquatic habitat enhancement needs. The Utility also leads City-wide implementation of the regulatory requirements of the State's National Pollution Discharge Elimination System (NPDES) Phase II municipal stormwater permit.

Total expenditures for 2020 are projected to be \$5,919,066, a \$202,000 increase from 2019. The expenditure increase is partially offset by increasing revenue.

Major new expenditures include:

- Salary COLA at two percent: \$35,000.
- New operations vehicle: \$6,600 annually.
- New half-funded operations and maintenance staff position to operate a grant-funded street sweeper: \$47,000.

Storm and Surface Water GFCs: 10 percent increase proposed.

Based on an independent financial analysis, Storm and Surface Water GFCs could justifiably be increased from the current base charge of \$1,309 per new single family residence to \$2,383. Also, the vehicle trip component of the GFC could be increased from \$6.00 per vehicle trip to \$19.04 per vehicle trip. The GFC was increased 10 percent in 2019.

Staff propose phasing in increases; a 10 percent base charge increase (\$131) and a \$0.60 per trip increase (totaling \$5.66 for new single family residences). GFCs for non-residential developments would see proportional increases.

Wastewater Utility: 2.0 percent rate reduction proposed.

The proposed operating budget for City wastewater services reflects the goals and policies of the City's 2013 - 2018 Wastewater Management Plan. A new Wastewater Management Plan, to be adopted in 2020, will guide the Utility moving forward.

The 2020 proposed budget for the City's Wastewater Utility is anticipated to increase by approximately \$173,000 to \$7,235,826. Additional expenditures are being offset by projected revenue growth and historical excess revenues. The total Wastewater Utility expenditures also include payments to LOTT (\$13,661,578 in 2019).

New expenditures include:

- Salary COLA at two percent: \$26,000.
- Utility tax on both the City's Wastewater Utility and on LOTT new pass-through revenue (\$42,250).
- A shift of 1.25 construction staff positions from Storm and Surface Water to Wastewater (\$114,000).

With increasing and consistent extra revenues helping offset costs, staff and the UAC recommend a

rate reduction of 2 percent in Wastewater for 2020. Revenues and expenditures will be monitored in 2020 and a rate increase may be considered for 2020.

Wastewater GFCs: No proposed increase.

Wastewater GFCs are currently \$3,442 per single-family residence and have not increased since in 2016. A recent financial analysis performed for the update to the Wastewater Management Plan justifies an increase to \$4,999. Staff recommends waiting for the adoption of the Wastewater Management Plan and considering GFC increases in future years when projects are reflected in the Capital Facilities Plan.

LOTT Clean Water Alliance: 3 percent rate increase and a 3 percent increase in the CDC.

The LOTT Clean Water Alliance (Lacey, Olympia, Tumwater, and Thurston County) collects revenue for its operations and capital projects through the utility bills of the local jurisdictions. LOTT charges are approved by the LOTT Board of Directors, which is comprised of one elected official from each of the four partner jurisdictions.

LOTT's budgeting and revenue decisions are largely driven by infrastructure costs, including major upgrades to LOTT's Budd Inlet Treatment Plant. Infrastructure investments, including debt service, represent 70 percent of LOTT's total projected expenses.

On October 10, 2018, the LOTT Board adopted their 2019-2020 biennial budget establishing a 3 percent (\$1.40/month) rate increase. With this rate increase, LOTT charges for Olympia customers would increase approximately for a total of \$390,000 in 2020. The 2020 CDC will increase \$181(3 percent) to \$6,230.69.

Drinking Water Utility: 5.25 percent rate increase proposed.

Although drinking water rates have increased appreciably in recent years (18 percent between 2015 and 2018) to primarily pay for debt service on several large capital projects, there was no rate increase last year. Instead, a rate increase was "bought down" using cash on hand. As a result, the Utility will begin 2020 with a revenue deficiency of \$565,000.

The proposed Utility expenditures for 2020 are \$15,079,630, a \$328,000 increase over 2019. A projected one percent growth in account revenue (\$142,000), combined with the revenue deficiency (-\$565,000), generates a current balancing position (revenue less expenditures) of -\$751,000.

New expenditures for the Drinking Water Utility include:

- Salary COLA at two percent: \$43,400.
- An increase in capital depreciation funding of \$100,000.
- An increase in meter replacement costs (\$15,000) and pavement reimbursement (\$21,200).

The Utility is financially stable and meets its mandates. Our community's water quality is excellent and our water rights are adequate for at least 50 years.

Drinking Water GFCs: No proposed increase.

The current GFC of \$4,433 per single family residence reflects recent capital investments. Drinking Water GFCs were increased 6.7 percent in both 2015 and 2016. In 2020, the City will hire a consultant to perform a 20-year capital plan and financial analysis as part of an update to the Water

System Plan, which may result in justified increases to the GFC.

Waste ReSources Utility: Varying rate increases proposed (see table below).

The Waste ReSources Utility provides a wide range of waste reduction, recycling and disposal services. It implements programs for residential, commercial, drop box, and organics customers. Policy direction is set by the Towards Zero Waste: Olympia's Waste ReSources Plan 2015-2020.

The proposed Waste ReSources 2020 expense budget is \$13,377,932, a \$437,994 increase over 2019. Overall expenses are up 3.4 percent, a little above the Seattle Consumer Price Index (CPI) at 3.2 percent (August 2019). And, while expenses are up, revenue is down in the residential sector due to volatile recycling commodity markets and Drop Box Sector revenue remains flat. Recycle markets have reached historic lows, ultimately impacting the Utility financially. While revenue continues to be strong in the commercial sector it's not enough to balance the fund.

The 2019 adopted budget required use of cash resources in order to keep rates low in Residential Sector and still balance the fund. This equated to an expense budget of \$12,939,938 and revenue budget of \$12,717,152, or a use of \$222,786 dollars to balance the budget. Overall, since 2018, the total loss of recycling revenue has created a budgetary impact of around \$400,000. Uncertainty about commodity values is expected to continue for the near future, possibly another 18-24 months.

In addition to faltering recycle markets, Drop Box Sector revenue has not been pacing with expense and will need a rate increase to balance the program.

Based on projected 2020 revenues minus expenditures, the Waste ReSources budget is out of balance by approximately \$645,329. Staff and the UAC recommend implementing rate increases in all four sectors (i.e. Drop Box, Residential, Commercial, and Organics). Preceding rate recommendations balance the fund while keeping rates manageable for our rate payers. Based on the above, the proposed 2020 Waste ReSources rate increases are as follows:

Customer Class	Rate Increase
Drop Box	6.6%
Residential	2.3%
Commercial	2.3%
Organics	2.3%

Waste ReSources GFCs: N/A. Waste ReSources does not collect a GFC.

Implications of Potential Rate Increases

The combined expenditures for the four utilities and LOTT in 2020 is projected to be \$55,897,000. With the recommended rate increases, typical residences and businesses would see a 2.48 percent increase in their bills. For residences, this increase would be approximately \$6.42 every two months. Optional yard waste service will also increase 2.3 percent (\$20.97 bi-monthly), but is not included in these estimates.

Overall, utility GFCs and the CDC would increase from \$15,290 to \$15,608 for a single family home.

Neighborhood/Community Interests (if known):

City Utilities provide essential public health services to Olympia residents.

Options:

1. Move to recommend the proposed 2020 utility rates and general facility charges and forward to Council for further consideration. These rate and GFC increases will allow the Utilities to continue to provide necessary services to our community and are supported by both staff and the UAC.
2. Propose alternative rate recommendations.

Financial Impact:

Under Option 1, the typical single-family residential customers will experience a 2.48 percent increase (\$6.42 bi-monthly) in their 2020 utility bill.

Attachments:

UAC Letter



October 21, 2019

Olympia City Council
PO Box 1967
Olympia, WA 98507-1967

Dear Mayor Selby and Council Members:

SUBJECT: UAC 2020 Utility Rates, GFCs, and 2020-2025 CFP Recommendations

Thank you for the opportunity to provide citizen committee recommendations on 2020 City of Olympia utility rates, general facility charges (GFCs) and the 2020-2025 Capital Facilities Plan (CFP). The members of the Utility Advisory Committee (UAC) understand that this work is a fundamental responsibility of our committee. The UAC also understands and supports the important public and environmental health work of the City's four utilities. The UAC believes that City staff work hard to use resources wisely thereby minimizing customer costs. And we realize that rate increases must occur in order to maintain the level of service demanded by the community, to meet regulatory requirements and to account for changes in costs beyond the utilities' control.

When considering usage rates and GFCs, the UAC seriously considers the impact these increases may have on community members. When considering GFCs, the UAC also considers analyses provided by staff regarding the financial value of the existing utility infrastructure and the benefits of the infrastructure to new development since GFC charges are imposed at the time of initial development. GFC revenues are dedicated to capital budgets.

Summary of Proposed Rates and GFCs

For budgetary purposes the City's three water-related utilities and Waste ReSources assume a growth for 2020 of one-percent revenue. These revenue growth assumptions are consistent with growth rates experienced in recent years. Ongoing growth-related revenue increases help offset rate changes. The proposed rates are expected to cover 2020 expenditures, including a City staff cost-of-living adjustment.

The UAC recommends the following utility rate increases in 2020:

- Storm and Surface Water 2.51%
- Wastewater -2.00%
- Drinking Water 5.25%
- Waste ReSources 2.30%

We understand that City staff also support these specific increases. In addition, the LOTT Board of Directors has also approved rates and capacity development charges (CDCs) for 2020, which will both increase 3.0 percent.

Including the LOTT rate increase, the combined, weighted rate increase would be approximately 2.5 percent (\$6.42/bi-monthly bill) for a typical single-family residence.

Storm and Surface Water

Utility Rate: 2.51% increase

The Storm and Surface Water utility is responsible for flood mitigation, water quality improvement and aquatic habitat enhancement. The utility anticipates total expenses to increase by about \$289,000 above estimated revenue.

GFC rate: 10% increase

The UAC supports an incremental increase the Storm and Surface Water GFC. Further increases are financially justified and could be considered in future years.

Wastewater

Utility Rate: 2.00% reduction

The Wastewater utility is responsible for safe conveyance of sewage from homes and business to the LOTT (Lacey, Olympia, Tumwater, and Thurston) Clean Water Alliance treatment facility in downtown Olympia. Although the utility has increased expenses, cash on hand combined with consistent surplus revenues (\$300,000 annually) will allow the utility to reduce the current rate 2 percent and meet 2020 expenses.

GFC rate: No increase

The wastewater GFC will be kept at the current rate \$3,442. The financial analysis performed for the Wastewater Management Plan (Plan) to be adopted in 2020, justifies increasing the wastewater GFC to \$4,999. The UAC supports waiting for the adoption of the Plan in 2020 and considering increases to the wastewater GFC in future years.

Drinking Water

Utility Rate: 5.25% increase

The Drinking Water utility provides and protects healthy drinking water for the community as part of a long-term vision that sustains present and future water supplies for our community while protecting the environment.

In 2019, rather than increasing the Drinking Water rates, approximately \$565,000 of available funds were used to cover a justified increase. As a result, the 2020 Drinking Water budget starts with a revenue shortfall. The utility is also requesting an increase in depreciation funding of \$100,000 and anticipates additional expenses to increase by about \$228,000.

GFC rate: No increase

Substantial capital investments have been made during recent years. Drinking water GFCs were consistently increased between 2015 and 2018. An increase is not warranted in 2020 and no further increases are anticipated until the new Water System Plan is developed in 2020/2021.

Waste ReSources

Utility Rate: Varying rate increases

Waste ReSources provides waste reduction, recycling and disposal services for residential, commercial, drop-box, and organics customers.

While projected revenues are relatively flat in 2020, revenue is strong in the commercial sector. Overall expenses are up 3.4%, which is supported by the Seattle Consumer Price Index (CPI) of 3.2% (August 2019). And, while expenses are up slightly, revenue is down in the residential sector due to volatile recycling commodity markets. Recycle markets have reached historic lows, ultimately impacting the utility financially. The UAC recognizes that reducing contamination in the recycle stream, and adjusting the acceptable items list to remove glass and poly coated products, may improve marketability of materials and reduced processing/trans-hauling expenses. These steps will help the utility offer fair, equitable rates.

The UAC supports staff proposals to manage the resultant financial challenge as a short-term dynamic. However, a rate increase for all sectors to balance the fund is necessary. The UAC recommends the following increased rates for 2020:

- Residential 2.30%
- Commercial 2.30%
- Drop Box 6.60%
- Organics 2.30%

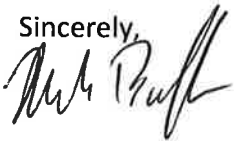
Capital Facilities Plan 2020-2025

The UAC supports the proposed 2020 – 2025 Capital Facilities Plan (CFP). The CFP is guided by and consistent with the various utility management plans. In general, the CFP (pertinent to the utilities) anticipates that current projects can be funded with the estimated revenues. However, the UAC is aware of the capital project challenges faced by all of the utilities. Financial analyses for the Water Resources utilities justify increasing capital depreciation funding for Drinking Water by an additional 40 percent, for Wastewater an additional 320 percent, and for Storm and Surface Water an additional 67 percent. Recent discoveries of insufficient wastewater pipe capacities and deteriorating water tank coatings may also result in a future discrepancy between needs and resourcing.

Thank you again for the opportunity to provide our recommendations. These proposals will support the important public health mandates of the four City utilities. The proposed utility rates reflect our responsibility to maintain and improve our essential public infrastructure while remaining cognizant on the impact rate increases may have upon community members.

On behalf of the members of the UAC, please let me know if you have any questions. I can be reached via email at mbuffo@ci.olympia.wa.us

Sincerely,



MIKE BUFFO

Chair, Utility Advisory Committee

ec: UAC Members
Debbie Sullivan, Administrative Services Director
Gary Franks, Waste ReSources Director
Eric Christensen, Water Resources Director



Finance Committee

Review of 2020 Development Fee Adjustments

Agenda Date: 10/28/2019
Agenda Item Number: 6.D
File Number: 19-0964

Type: recommendation **Version:** 1 **Status:** In Committee

Title

Review of 2020 Development Fee Adjustments

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to recommend approval of proposed 2020 Development Fee Adjustments and forward to full Council for consideration.

Report

Issue:

Whether to adjust development fees in 2020 as shown in the attached draft ordinance.

Staff Contact:

Leonard Bauer, Deputy Director, Community Planning and Development, 360.753.8206

Presenter(s):

Leonard Bauer, Deputy Director, Community Planning and Development

Background and Analysis:

City Council's adopted policy for the Development Services Fund includes a target of 85 percent of the City's cost for review and inspection of development permit applications is to be recovered through application fees. Development engineering fees are adopted in Olympia Municipal Code (OMC) 4.04.010. Building code review and inspection fees are adopted in OMC 4.36.010. Land use development review fees are adopted in OMC 4.04.010.

Annual review of these fees is conducted for closer alignment with this adopted cost recovery target and other City policy goals, as well as comparison with neighboring jurisdictions' fees.

Based on this review, staff recommends the adjustments to land use, engineering and building review/inspection fees included in the attached draft ordinance for 2020.

[Note: ordinance also includes proposed changes to document recording fees, to reflect increases in

fees assessed by the Thurston County Auditor.]

Neighborhood/Community Interests (if known):

Development review and inspection fees are of interest primarily to applicants for those services.

Options:

1. Recommend approval of proposed 2020 Development Fee Adjustments in attached ordinance.
2. Recommend revised 2020 Development Fee Adjustments.
3. Do not recommend approval of proposed 2020 Development Fee Adjustments in attached ordinance.

Financial Impact:

The proposed fee adjustments move closer to, but do not completely reach, the adopted policy of 85 percent cost recovery in all cases, due to consideration of neighboring jurisdictions' fees and other policy goals.

Attachments:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE RELATING TO FEES, SPECIFICALLY FEES FOR ENGINEERING APPLICATIONS AND INSPECTIONS, DOCUMENT RECORDING, BUILDING PERMIT INSPECTIONS, AND LAND USE APPLICATION REVIEWS; AND AMENDING SECTIONS 4.04.010, 4.36.010, AND 4.40.010 OF THE OLYMPIA MUNICIPAL CODE.

WHEREAS, property tax limits are creating greater pressure for development review costs to be fee supported;

WHEREAS, the Development Fee Revenue Fund was created by the Olympia City Council's adoption of Ordinance No. 6983 to more accurately record the fee-supported portion of the City's costs to provide permit review and inspection services; and

WHEREAS, Ordinance No. 6983 also states that the Olympia City Council shall establish a Target Fund Balance and policies for management of the Target Fund Balance for the Development Fee Revenue Fund; and

WHEREAS, Resolution No. 1864 established policies to manage the Development Fee Revenue Fund, including a cost recovery target of 85% of City costs to provide review and permit services; and

WHEREAS, this creates a need to increase certain fees to more closely align them with the target adopted in Resolution No. 1864 for recovery of the City's cost to provide permit review and inspection services;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Amendment of OMC 4.04.010. Section 4.04.010 of the Olympia Municipal Code is hereby amended to read as follows:

4.04.010 Assessment of fees.

A. Commencing ~~August~~ January 1, 2018 2020, the following fee schedule is in full force and effect.

Application Type

Plan Check Fees

Engineering Fee Schedule

Water Main Extension (For projects outside city limits, fees will increase by 25%) \$452.00 + \$0.50 per linear foot or part thereof

Sewer Main Extension (For projects outside city limits, fees will increase by 25%) \$452.00 + \$0.50 per linear foot or part thereof

Reclaimed Water Main or Service Extension \$452.00 + \$0.50 per linear foot or part thereof

Streets \$452.00 + \$0.50 per linear foot or part thereof

Curb and Sidewalk \$452.00 + \$0.50 per linear foot or part thereof

Application Type

Plan Check Fees

Engineering Fee Schedule

Storm On-Site	\$600.00 + \$37.00 per Acre Gross Parcel Area
Storm Pipe	\$452.00 + \$0.50 per linear foot or part thereof
Street Lighting (For projects outside city limits, fees will increase by 25%)	\$452.00 + \$0.50 per linear foot or part thereof
Driveway: Commercial	\$678.00 each
STEP Sewer System: Commercial	\$1,355.00 each
Sewer Pump Station	\$1,355.00 each
On-Site Community Septic System (For projects outside city limits, fees will increase by 25%)	\$1,355.00 each
Traffic Signal	\$1,355.00 each
Solid Waste Pad and/or enclosure	\$350.00
Landscape Plan Review	\$450.00 <u>650.00</u>
Resubmittal Fee	50% of plan review fee starting with second resubmittal after the initial application

Application Type

Permit/Inspection Fees

Single Family Residential Erosion Control Inspection (up to and including 5,000 sq ft)	\$205.00 each
Single Family Residential Erosion Control Inspection (5,001 to 20,000 sq ft)	\$255.00
Residential Subdivision and Commercial Site fee	
Erosion Control and LID Inspection (based on lot size) (new building sites only)	
5,001 – 20,000 sq ft	\$255.00
20,001 – 40,000 sq ft	\$355.00
40,001 – 220,000 sq ft	\$455.00
Over 220,000 sq ft	\$575.00

*Note: Subdivision is based on total subdivision until all improvements are accepted by the City, then individual lot fees apply if a permit is being issued for work that disturbs ground or requires LID

Streets and/or Alleys	\$2.30 per linear foot or part thereof
-----------------------	--

Application Type

Permit/Inspection Fees

Curb and/or sidewalk	\$2.30 per linear foot or part thereof
Sidewalk Fee-in-lieu	City Engineer's estimate of actual cost
Street lighting (For projects outside city limits, fees will increase by 25%)	\$1.60 per linear foot or part thereof
Driveways: Residential	\$158.00 each
Driveways: Commercial	\$788.00 each
Sanitary Sewer Main (For projects outside city limits, fees will increase by 25%)	\$3.10 per linear foot or part thereof plus \$1.00 <u>1.50</u> per linear foot for Television Inspection
STEP Sewer System: Residential (For projects outside city limits, fees will increase by 25%)	\$509.00 each
STEP Sewer System: Commercial (For projects outside city limits, fees will increase by 25%)	\$1,019.00 each
Sewer Pump Station	\$1,019.00 each
On-Site Community Septic System (For projects outside city limits, fees will increase by 25%)	\$1,019.00 each
Sewer Lateral Connection at Main	\$368.00 each
Sewer Lateral Connection on Property	\$147.00 each
Storm Sewer Main	\$3.10 per linear foot or part thereof plus \$1.00 <u>1.50</u> per linear foot for Television Inspection
Storm On-Site System	\$677.00 each
Water Main (For projects outside city limits, fees will increase by 25%)	\$3.10 per linear foot or part thereof
Water Connection (New)	\$200.00 each
Water Purity Sampling Test (Collected for second and subsequent tests for the same system)	Actual Costs to be Assessed
Water Main Shutdown (collected for second or subsequent request for the same system)	Actual Costs to be Assessed
Reclaimed Water Main or Service Connection	\$3.10 per linear foot or part thereof
Reclaimed Water Connection (new)	\$200.00 each
Reclaimed Water Sampling Test (Collected for second and subsequent tests for the same system)	Actual Costs to be Assessed

Application Type

Permit/Inspection Fees

Reclaimed Water Main or Service Connection Shutdown (collected for second or subsequent request for the same system)	Actual Costs to be Assessed
Traffic Signal	\$1,575.00 each
Solid Waste Pad and/or enclosure	\$250.00
Landscape	\$375.00
Bicycle Parking	\$125.00
Paving of Parking Lots (including re-paving)	\$0.06 per square foot or part thereof
Right-of-Way Obstruction Permit (No Traffic Control Plan Required)	\$184.00 each
Right-of-Way Obstruction Permit	\$562.00 each
Right-of-Way Obstruction Permit (Traffic Control Plan Required, and on-site signage, cones, or flaggers needed)	
Right-of-Way Excavation/Restoration (Completion Bond Required before Issuance of a Permit equal to 125% value of the work)	\$184.00 each
Right-of-Way Vacation Request	\$1,943.00 each
Latecomer Reimbursement Contract	\$1,943.00 + 5% Administrative Fee (5% of the reimbursement amount shall be deducted by the city for administrative fees each time the city collects a latecomer fee from a property owner within the reimbursement area)
UGA City Utility Availability Authorization	\$175.00 each
Long Term Right-of-Way Use Authorization for Open Right-of-Way Use per Year	\$420.00 per year
Street Closure Permit for Temporary Moving of Structures or Equipment	\$850.00 each
Recording Fees for Bills of Sale, Easements, Deeds	\$80.00 <u>103.00</u>
Recording Fees for Stormwater Maintenance Agreements	\$115.00 <u>153.00</u>

Private Utilities

Application Type

Permit/Inspection Fees

Private Utility (power, natural overhead, gas, telecommunications, CATV) (New development of systems):

New Short Plat – (2-9 Lots)

Plan Check: \$158.00

Permit Fees: \$26.00

New Long Plat – (10-25 Lots)

Plan Check: \$315.00

Permit Fees: \$53.00 + \$0.20 per linear foot or part thereof

New Long Plat – (26+ Lots)

Plan Check: \$525.00

Permit Fees: \$79.00 + \$0.20 per linear foot or part thereof

New Commercial:

Plan Check: \$315.00

Permit Fees: \$53.00

New R-O-W Utilities (New or Extension)

Plan Check: \$263.00 + \$0.9 per linear foot or part thereof

Permit Fees: \$26.00

Repair/Replace Existing

Plan Check: \$0.00

Permit Fees: \$26.00 + \$0.10 per linear foot or part thereof

New/Replace Pole: \$26.00 per Each

Resubmittal fees starting with second resubmittal after the initial application

50% plan check fees

Pavement Restoration Fee

Base Fee

\$25.00 per square foot or part thereof

Year 1 (new pavement)

5X base fee

Year 2

4X base fee

Year 3

3X base fee

Year 4

2X base fee

Year 5

1X base fee

Application Type

Permit/Inspection Fees

Tree Protections and Replacement Ordinance Fee Schedule

Tree Plan Review for New Commercial Development	\$1,575.00 each
Tree Plan Review for New Multi-family Residential Development	\$1,575.00 each
Tree Plan Review for New Subdivisions - 9 lots and less	\$525.00 each
Tree Plan Review for New Subdivisions - 10 lots and more	\$1,575.00 + \$26.00 per lot
Tree Plan Field Inspection for New Commercial Development	\$1,575.00 each
Tree Plan Field Inspection for New Multi-family Residential Development	\$1,575.00 each
Tree Plan Field Inspection for New Subdivisions - 9 lots and less	\$525.00 each
Tree Plan Review for New Subdivisions - 10 lots and more	\$1,575.00 + \$26.00 per lot
Tree Plan Review for Tree Trimming by Private Utility	\$210.00 + \$0.10 per linear foot, or part thereof, of project
Tree Plan Field Inspection for Tree Trimming by Private Utility	\$210.00 + \$0.10 per linear foot, or part thereof, of project
Tree Conversion Option Harvest	\$150.00 per acre, or part thereof, to \$3,000.00 maximum
Technology Fee – applicable to all permits and plan review fees	

Section 2. Amendment of OMC 4.36.010. Section 4.36.010 of the Olympia Municipal Code is hereby amended to read as follows:

4.36.010 Building code review and permit fees

A. The determination of value or valuation under any of the provisions of this code shall be made by the building official based on the valuation data established by the International Code Council under the provisions of building standards valuation data or other supporting data. The value to be used in computing the building and building plan review fees shall be the total of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent equipment. Single-family and duplex dwellings of wood frame construction having an area of more than 2,500 square feet per unit shall be valued at "good construction" rate. All others will be valued at "average construction" rate. Remodels shall be valued based on the contract price of the project or as determined by the building official.

B. Payment of fees. A permit shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid.

C. Schedule of permit fees. On buildings, structures, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required using the current fee schedule.

D. Plan Review Fees: When submittal documents are required a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The current fee schedule as adopted shall establish said plan review fee. The actual permit fees and related plan review fee shall be determined upon completion of the plan review and the balance owing shall be paid at the time of permit issuance.

The plan review fee shall be a separate fee from the permit fees specified in this section and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged at the rate shown in the current fee schedule.

E. Building permit valuations. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. Contractor's overhead and profit is also included. The Valuation factor will be used in assessing the building permit for installation of Sign and Commercial Landscaping permits (plan review for Signs and Commercial landscaping will be 65% of the permit).

F. Investigation Fees: Work without a Permit.

1. Investigation. Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.
2. Fee. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee set forth in the currently adopted fee schedule. This fee is an additional, punitive fee and shall not apply to any Grading or Building Permit Fee that may subsequently be issued. Payment of the investigative fee does not vest the illegal work with any legitimacy, nor does it establish any right to a Permit for continued development of that project. If the work done remains illegal for 90 days after service of the Stop Work Order, it shall be considered hazardous and shall be abated per the Olympia Municipal Code.
3. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

G. Fee Refunds.

The building official may authorize the refunding of:

1. 100% of any fee erroneously paid or collected.
2. Up to 80% of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Up to 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

H. Fee Exempt Permits:

1. Agricultural/deer fences up to eight (8) feet tall

FEE TABLE -- BUILDING PERMIT FEES

Building Permit Fees (based on valuation)

Total Valuation	Fee
\$1.00 to \$500.00	\$105.00

FEE TABLE -- BUILDING PERMIT FEES

Building Permit Fees (based on valuation)

Total Valuation	Fee
\$501.00 to \$2,000.00	\$105.00 for the first \$500.00 plus \$5.30 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$184.50 for the first \$2,000.00 plus \$16.80 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$570.90 for the first \$25,000.00 plus \$12.71 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$888.65 for the first \$50,000.00 plus \$9.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,361.15 for the first \$100,000.00 plus \$7.98 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,553.15 for the first \$500,000.00 plus \$7.09 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$8,098.15 for the first \$1,000,000.00 plus \$5.93 for each additional \$1,000.00 or fraction thereof

Other Building Inspections and Fees

Inspections outside of normal business hours	\$125.00 per hour* (minimum charge - two hours)
Reinspection fees	\$125.00 per hour*
Inspections for which no fee is specifically indicated	\$125.00 per hour* (minimum charge - one-half hour)
Additional plan review required by changes, additions or revisions to approved plans	\$125.00 per hour* (minimum charge - one-half hour)
For use of outside consultants for plan checking and inspections, or both	Actual Costs*
Certificate of occupancy inspection not related to building permit and as required by Section 110	\$125.00 per hour* (minimum 2 hours)
Inspections requested on expired permits	\$125.00 per hour* (minimum charge - two hours)

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Including administrative and overhead costs.

Other Building Inspections and Fees

For Stop Work issued (work being done without a permit) \$175 per hour (minimum charge – one hour)

State of Washington State Building Code Council charges \$4.50 on every building permit issued

Temporary Certificate of Occupancy (TCO) ~~\$225.00~~ Application filing fee (nonrefundable):
Residential (single-family) \$100

Commercial and multi-family residential \$150 (interior remodel)

Commercial and multi-family residential \$500 (new construction and substantial exterior and interior remodel)

Building Plan Review Fees

SF Plan Review	68% of building permit fee
Tree removal permit	\$25.00 per tree up to \$250.00 total
Commercial Review	68% of building permit fee
Addition/remodel SF, duplex	68% of building permit fee
Sign Review Fee	\$35.00

Mobile/Manufactured Housing or Commercial Permit Fees

*Temporary use (single wide)	\$150.00
*Temporary use (double wide)	\$175.00
Permanent use (single wide)	\$200.00
Permanent use (double wide)	\$225.00
Permanent use (triple wide)	\$250.00
Add-a-room (pre-manufactured addition)	\$150.00
*Temporary commercial use (single)	\$200.00
Permanent commercial use (double)	\$225.00
Permanent commercial use (triple)	\$250.00

Plan check fee of 65% of permit fee will be required for commercial use only.

*Temporary use is considered 180 unless otherwise approved through written request

Demolition Permit Fees

Buildings less than 3,000 sq ft	\$55.00
Buildings between 3,001 and 5,000 sq ft	\$100.00
Buildings between 5,001 and 10,000 sq ft	\$150.00
Buildings greater than 10,000 sq ft	\$200.00
Technology Fee – applicable to all permits and plan review fees	3.9% of permit/plan review

Electrical Permit and Inspection Fees

See OMC 4.36.020.

Mechanical Permit Fees (plus applicable unit fees)

Permit Issuance Fee

For the issuance of each permit	\$105.00
---------------------------------	----------

Single Family Residential (flat fee no permit issuance fee)

New SFR Mechanical Heating system including ducts and vents attached thereto (first unit, up to and including 2,500 sq ft)	\$245.00
Additional Unit/s and/or associated ducts and vents attached thereto (over 2,500 sq ft)	\$280.00

Unit Fee Schedule

Note: The following includes permit issuance fee.

Furnaces

For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance	\$55.00
---	---------

Appliance Vents

For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$35.00
--	---------

Repairs or Additions

For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$55.00
---	---------

Boilers, Compressors and Absorption Systems

For the installation or relocation of each boiler or compressor	\$95.00
---	---------

Air Handlers

For each air-handling unit to and including 10,000 cubic feet per minute (4,720 L/s), including ducts attached thereto \$55.00

Note: This fee does not apply to an air-handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.

For each air-handling unit exceeding 10,000 cubic feet per minute (4,720 L/s) \$55.00

Evaporative Coolers

For each evaporative cooler other than portable type \$55.00

Ventilation and Exhaust

For each ventilation fan connected to a single duct \$35.00

For each ventilation system which is not a portion of heating or air conditioning system authorized by a permit \$35.00

For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood \$35.00

Wood or Gas Stove Insert including vent \$65.00

Incinerators \$125.00

Miscellaneous

For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the code \$35.00

Permit fees for fuel-gas piping shall be as follows:

Single gas pipe repair or connection including flexible connector for up to the first 5 connections \$35.00

Multiple gas pipe repair or connections including flexible gas connectors for 6 or more connections, additional fee of \$2.50 ea

Other Inspections and Fees

Inspections outside of normal business hours, *per hour (minimum charge - two hours) \$175.00*

Reinspection fees \$175.00*

Inspection for which no fee is specifically indicated, per hour (minimum charge - one-half hour) \$175.00*

Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge - one-half hour)	\$175.00*
---	-----------

For use of outside consultants for plan checking and inspections, or both.	Actual Cost
--	-------------

For Stop Work issued (work being done without a	\$175 per hour (minimum charge – one hour)
---	--

* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Plumbing Permit Fees

Permit Issuance

For issuing each permit	\$105.00
-------------------------	----------

Single Family Residential (flat fee no permit issuance fee)

New SFR Plumbing system (up to 3 bathrooms, one kitchen, over 3/1 use unit schedule for additional fixtures)	\$245.00
--	----------

Swimming Pools*

For each in-ground swimming pool or spa	\$125.00 (fencing requirements apply)
---	---------------------------------------

For each above ground swimming pool over 5000 gallons	\$62.50 (fencing requirements apply)
---	--------------------------------------

*All pools over 24 inches in depth require approved fencing

Plumbing Permits for New Single Family Residential	\$225.00
--	----------

Unit Fee Schedule

Note: The following requires a permit issuance fee in addition to unit fees

Gas Piping System

Single gas pipe repair or connection including flexible gas connector for up to the first 5 connections	\$35.00
Multiple gas pipe repair or connections including flexible gas connectors for 6 or more connections, additional fee of	\$2.50 ea
For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection)	\$15.00
For each building sewer and each trailer park sewer	\$35.00
Rainwater systems - per drain (inside building)	\$10.00
For each private sewage disposal system/grinder pump (when allowed)	\$75.00
For each water heater and/or vent	\$25.00
For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture trap	\$21.00
For each installation, alteration or repair of water piping and/or water treating equipment, each	\$20.00
For each repair or alteration of drainage or vent piping, each fixture	\$20.00
For each lawn sprinkler system on any one meter including backflow protection devices therefor	\$35.00
For atmospheric-type vacuum breakers not included in lawn sprinkler system	\$35.00

Other Inspections and Fees

Inspections outside of normal business hours, per hour (minimum charge - two hours)	\$125.00*
Reinspection fees	\$125.00*
Inspection for which no fee is specifically indicated	\$125.00*

Other Inspections and Fees

Additional plan review required by changes, additions or revisions to approved plans, per hour (minimum charge - one hour)	\$175.00*
For the use of outside consultants for plan checking and/or inspections	*Actual Costs
For Stop Work being issued (work being done without permit)	\$175.00

Grading Plan Permit Fees

\$250.00 base fee plus \$.01 per cubic yard

Other Inspections and Fees

Inspections outside of normal business hours, per hour (minimum charge - two hours)	\$175.00*
Reinspection fees	\$175.00*
Inspection for which no fee is specifically indicated, per hour (minimum charge one-half hour)	\$175.00*

*Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Grading Plan Review Fees

65% of the permit fee

Other Fees

Additional plan review required by changes, additions or revisions to approved plans, per hour (minimum charge - one-half hour)	\$175.00*
---	-----------

* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Section 3. Amendment of OMC 4.40.010. Section 4.40.010 of the Olympia Municipal Code is hereby amended to read as follows:

4.40.010 Land use application review fees

A. Commencing January 1, 2013~~20~~, the following fee schedule is in full force and effect.

Certifications and Appealable Letters

Land Use and Planning Applications¹

Independent Confirmation of Critical Areas Report	\$650 plus any consultant costs
Wetland Report prepared by City staff	\$800 plus any consultant costs
Zoning, Occupancy Status, Flood Hazard, and other staff confirmations	\$200
Staff-Researched Letter, Shoreline Permit Exemption, Discretionary Time Extension, or Appealable Opinion ²	\$360 plus any consultant costs

Actions Independent of Development Review

Presubmission Conference	\$240
SEPA Review (only)	\$480
Variance (staff level)	\$300
Variance and/or Reasonable Use Exception (by Examiner)	\$480 <u>\$850</u> + \$1,000 Hearing Examiner deposit ⁵

Code and Plan Amendments

Comprehensive Plan Amendment (post-screening without rezone)	\$320 <u>\$2,500</u>
Shoreline Program	\$3,200
Original Master Plan (Villages & Centers) (See OMC Chapter 18.05)	\$3,200 + \$ 140 per acre or part thereof + \$2,500 Hearing Examiner deposit ⁵
Master Plan Revision	\$1,600 + \$1,500 Hearing Examiner deposit ⁵
Development Agreement	\$3,200 + \$2,000 Hearing Examiner deposit if referred to examiners ⁵
Zoning and Development Code Maps or Text	\$3,200 + if a site-specific rezone, a \$1,500 Hearing Examiner deposit ⁵

Annexations

Notice of Intent to Annex	\$320
Petition to Annex	\$2,880

Temporary Uses

Temporary Use Permit for three or less consecutive days \$50

Temporary Uses for four or more consecutive days \$200

Subdivision Actions

Lot Consolidation \$360

Boundary Line Adjustment \$320 plus \$160 per boundary line

Preliminary Short or Large-Lot Plat \$600 + \$ 300 per lot

Final Short or Large-lot Plat \$600

Preliminary Full (ten or more lots) Plat \$ 3,600+ \$ 600 per acre, or part thereof + \$2,500 Hearing Examiner deposit⁵

Final Full (ten or more lots) Plat³ \$2,600

Binding Site Plan Any land use review fee; plus sum equivalent to platting fee - latter reduced by 1/2 if concurrent with initial development

Improvements deferral review by Examiner (OMC 17.44.020(E)) \$1,800+ \$2,000 Hearing Examiner deposit⁵

Land Use (Site Plan) Review³

No new structure to 5,000 square feet new gross floor area \$2,600

5,001 to 8,000 square feet of new gross floor area \$4,700

8,001 to 16,000 square feet of new gross floor area \$6,800

16,000 to 24,000 square feet of new gross floor area \$9,200

24,001 or more square feet of new gross floor area \$11,500

Wireless Communication Facility \$3,700, plus any consultant costs of City

Supplemental Actions

Traffic modeling or distribution by City staff No charge, except any consultant fees

Additional SEPA Review (WAC 197-11-335) No charge, except any consultant fees

Environmental Impact Statement \$3,200+ preparation at contract rate to be determined

Design Concept Review --Board Level \$900

Design Details Review-- Board Level \$900

Design Review--Staff Level	\$240
Sign (Design) Review	\$55 per sign to \$330 maximum per occupancy
Examiner Review--Project Subject to SEPA	\$1,200 + \$2,000 Hearing Examiner deposit ⁵
Wireless Communication Facility -- Subject to SEPA	\$4,600+ \$2,000 Hearing Examiner deposit ⁵ plus any consultant costs of City
Examiner Review--Project SEPA Exempt	\$900 + \$750 Hearing Examiner deposit ⁵
Wireless Communication Facility -- SEPA Exempt	\$3,700 + \$750 Hearing Examiner deposit ⁵ plus any consultant costs of City
Modification of an approved application	50% of standard fee plus any Examiner deposit
Consolidated Review (RCW 36.70B.120) ⁴	\$5,000
Impact Fee Appeal to Examiner	\$1,000 + \$500 Hearing Examiner deposit ⁵
Other Appeal to Examiner	\$1,000
Appeals to Council (only if authorized)	\$500
Request for Reconsideration or Clarification by Examiner (OMC 18.75.060 and 070)	\$240 + \$500 Hearing Examiner deposit ⁵

Historic Rehabilitation Tax Exemption

Commercial	\$880
Residential	\$260
Technology Fee – applicable to all planning applications	3.9% of planning fee

NOTES:

1. Additional fees may be applicable, including tree plan and engineering fees.
2. Staff certification or researched letter fees, and need for third-party consultation are at the discretion of the Planning Manager.
3. There is no extra charge for Planned Residential Development Approval.
4. The Consolidated Review Fee is an additional fee that applies to requests to merge review of preliminary development applications with construction permit applications, such as land use review and engineering permits.
5. Where Examiner deposit is required, applicant is responsible and required to pay actual Hearing Examiner costs, which may be higher or lower than the deposit amount.

Section 4. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. The provisions of this ordinance are declared separate and severable. If any provisions of this ordinance or its application to any person or circumstances is held invalid, the remainder of this ordinance or application of the provision to other persons or circumstances, is unaffected.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This ordinance takes effect January 1, 2020.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



Finance Committee

Briefing of the Preliminary 2020 Operating Budget

Agenda Date: 10/28/2019
Agenda Item Number: 6.E
File Number: 19-0907

Type: discussion **Version:** 1 **Status:** In Committee

Title

Briefing of the Preliminary 2020 Operating Budget

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive a briefing on the Preliminary 2020 Operating Budget. Briefing only. No action requested.

Report

Issue:

Whether to receive a briefing on the Preliminary 2019 Operating Budget; including, revenues, expenses, and critical needs.

Staff Contact:

Debbie Sullivan, Administrative Services Director, 360.753.8499

Presenter(s):

Steve Hall, City Manager

Debbie Sullivan, Administrative Services Director

Background and Analysis:

In preparation for the adoption of the 2020 Operating Budget, staff will share estimated revenues, expenses, and critical needs.

The 2020 Preliminary Operating Budget will be presented to the City Council on October 29, 2019.

Neighborhood/Community Interests (if known):

Options:

1. Accept information without further action.
2. Request additional information for staff to bring back to Finance Committee for further

discussion.

Attachments:

None