

**FIRCREST CITY COUNCIL
STUDY SESSION AGENDA**

**MONDAY, APRIL 15, 2019
6:00 P.M.**

**COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET**

- 1. Call To Order**
- 2. Pledge Of Allegiance**
- 3. Roll Call**
- 4. Agenda Modifications**
- 5. [Tree City USA, Trees, Sidewalks Discussion](#)**
- 6. [Recycling Surcharge Request Discussion](#)**
- 7. [Business Plan Approach, Part 2: Sorting Services](#)**
- 8. Adjournment**

ITEM 5: Tree City USA, Tree Ordinance, and Sidewalks Discussion

FROM: Scott Pingel, City Manager
Angelie Stahlnecker, Planning and Building Administrator

BACKGROUND: Staff provided information on Tree City USA a couple of times in 2018 regarding the basics of the program offered to provide a recommendation to the council by the end of April 2019.

SUMMARY: There are four standards that need to be met in order to be recognized as a Tree City. Below are the standards and staff's comments and recommendations related to each one.

Standard 1: A Tree Board or Department

- Staff recommends designating the Public Works Department as the legally responsible entity.

Standard 2: A Tree Care Ordinance

- Staff has provided a draft of a tree ordinance that would amend/replace FMC 14.08 Tree Planting and Maintenance. Some of the key points include:
 - Gives jurisdiction and control to the Public Works Department for all public plantings
 - Provides definitions
 - Provides guidelines for care, planting and removing – these incorporate what is currently in Title 22 for street trees related to new development
 - Allows, without requiring permits, property owners to plant and maintain vegetation in their planter strip as long as trees meet the guidelines
 - Requires written permission for anyone other than the city to plant or remove trees on public property or along arterials, collectors, and San Juan Avenue
 - Uses the approved street tree palette adopted as part of the Streetscape Standards for approved street trees
 - Amends section on interfering and hazardous trees
 - Consolidations enforcement steps
 - Provides an appeal process to the hearing examiner

Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 per Capita

- The City must provide support at or above \$2 per capita on tree maintenance, replanting, etc. Based on our current expenses and additional expenses that will be required to support the new trees along Emerson Street, the City already meets this standard.

Standard 4: An Arbor Day Observance and Proclamation

The annual event can be simple and brief or an all-day event. The intent is to recognize and celebrate the benefits of trees in the community.

Related Issues: A draft tree ordinance is included in the packet, both a redlined version and a clean version. In researching Tree City USA and looking at various related issues, two of the main related issues have to do with tree replacement and sidewalks.

A couple of city councilmembers have asked about tree replacement and whether we need to enhance our tree replacement requirements. Our current code requires replacement of significant trees for new development, but it does not address trees on private property generally. As we have looked at other cities, we have found that most of their codes are similar to ours in that their tree replacement or new tree planting requirements have to do with new development. We have not found that many cities require trees on private property, generally, to be replaced if they are taken down. Even University Place, who seems to have fairly robust new planting requirements in their development code do not have code language requiring tree replacement for previously developed private property. From a practical standpoint, this can become difficult to enforce, especially from our current mode of complaint-based, or modified complaint-based code enforcement.

When it comes to sidewalks, we had originally thought to have a more in-depth discussion regarding liability and how street trees affect sidewalks along with how aggressive we should be in getting sidewalks fixed. This issue may still be worth discussing briefly to ensure staff and Council are on the same page, but through our ongoing litigation, we have been advised that our current approach is a good one from a risk management standpoint. As pointed out above in Standard 2, the draft tree ordinance amends the section on interfering and hazardous trees, which gives us options in removing trees as needed where they are buckling sidewalks and need to be replaced.

ATTACHMENTS: [Tree City USA Standards](#)
[Draft Tree Ordinance Clean](#)
[Tree Ordinance Redlined](#)
[Street Tree Palette](#)

Tree City USA Standards

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying **community*** would have a viable tree management program and that no community would be excluded because of size.

Four Standards for Tree City USA Recognition

Standard 1

A Tree Board or Department

Someone must be legally responsible for the care of all trees on city- or town-owned property. By delegating tree care decisions to a professional forester, arborist, city department, citizen-led tree board or some combination, city leaders determine who will perform necessary tree work. The public will also know who is accountable for decisions that impact community trees. Often, both professional staff and an advisory tree board are established, which is a good goal for most communities.

The formation of a tree board often stems from a group of citizens. In some cases a mayor or city officials have started the process. Either way, the benefits are immense. Involving residents and business owners creates wide awareness of what trees do for the community and provides broad support for better tree care.

Standard 2

A Tree Care Ordinance

A basic public tree care ordinance forms the foundation of a city's tree care program. It provides an opportunity to set good policy and back it with the force of law when necessary.

A key section of a qualifying ordinance is one that establishes the tree board or forestry department—or both—and gives one of them the responsibility for public tree care (as

reflected in Standard 1). It should also assign the task of crafting and implementing a plan of work or for documenting annual tree care activities.

Ideally, the ordinance will also provide clear guidance for planting, maintaining and removing trees from streets, parks and other public spaces as well as activities that are required or prohibited. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

Standard 3

A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

City trees provide many benefits—clean air, clean water, shade and beauty to name a few—but they also require an investment to remain healthy and sustainable. By providing support at or above the \$2 per capita minimum, a community demonstrates its commitment to grow and tend these valuable public assets. Budgets and expenditures require planning and accountability, which are fundamental to the long-term health of the tree canopy and the Tree City USA program.

To meet this standard each year, the community must document at least \$2 per capita toward the planting, care and removal of city trees—and the planning efforts to make those things happen. At first this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent on tree care. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to reexamine the community's budget priorities and redirect funds to properly care for its tree resources before it is too late.

Standard 4

An Arbor Day Observance and Proclamation

An effective program for community trees would not be complete without an annual Arbor Day ceremony. Citizens join together to celebrate the benefits of community trees and the work accomplished to plant and maintain them. By passing and reciting an official Arbor

Day proclamation, public officials demonstrate their support for the community tree program and complete the requirements for becoming a Tree City USA!

This is the least challenging—and probably most enjoyable—standard to meet. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can include a tree planting event, tree care activities or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Fire prevention messaging can also be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.

Tree City USA is an Arbor Day Foundation program in cooperation with:



Chapter 14.08

TREE PLANTING AND MAINTENANCE*

14.08.010 Purpose.

The purpose of this chapter is to establish standards and guidelines in order to preserve, maintain, protect, and improve the tree plantings in and along city rights-of-way, in planting strips, in public places and parks within the city enhance the beauty, livability, and value of the surrounding environment.

14.08.015 Definitions.

- (1) "City" as used herein means the city of Fircrest acting by and through its authorized representatives.
- (2) "Hazardous tree" means any street tree, or tree located in a park or on other public property, or part thereof, that the city determines is subject to a high probability of failure, due to structural defect or disease, and which poses a potential threat to persons or property in the event of failure. "Hazardous tree" also means any tree which interferes with electrical, telephone or other utility lines. Hazardous trees are not in danger of imminent failure.
- (3) "Hedge" as used herein includes any plant material, shrub or plant, when planted in a dense, continuous line or area, as to form a thicket or barrier.
- (4) "Imminent hazard" or "imminent hazardous tree" means a tree or any significant part thereof which has fallen, become partially uprooted, become split or severely broken apart, or is clearly about to fall in the very near future, due to a storm or other calamity, or disease or insect infestation.
- (5) "Minor pruning" means pruning or cutting of water sprouts, suckers, twigs, or branches less than three inches in diameter and which constitute less than fifteen percent of the tree's foliage-bearing area. The work shall retain the natural form of the tree. Removal of dead wood, broken branches and stubs is included within the definition of minor pruning. Minor pruning may be performed by the property owner without obtaining a street tree permit from the city.
- (6) "Nonconforming tree" means any street tree, or tree located in a park or on other public property, or part thereof, that is not of a type or species included in the approved street tree palette, in accordance with FMC 22.65.
- (7) "Parks" includes all parks to which names have been given by action of the city council.
- (8) "Person" as used herein means individuals, firms, associations and corporations, and agents, employees or representatives thereof.
- (9) "Plant" as used herein includes all other plant material, nonwoody, annual or perennial in nature, not necessarily hardy.
- (10) "Planting strip" as used herein shall mean that area of city right-of-way lying between the sidewalk and the installed curb or edge of the city street or alley.
- (11) "Public places" includes all grounds, other than streets or parks, owned by or leased to and under the control of the city of Hoquiam.
- (12) "Right-of-way" includes streets, alleys, planting strips, sidewalks and platted but unconstructed streets and alleys within the city.

(13) "Shrub" as used herein includes any woody perennial plant, normally low, several-stemmed, adaptable to shaping, trimming and pruning without injury, within the area planted.

(14) "Street" includes all land lying between the boundaries of property abutting on all public streets, boulevards, alleys and walks.

(15) "Street tree" as used herein includes any tree, shrub, bush, or other woody vegetation planted in a planting strip or in a city street or alley right-of-way.

(16) "Substantial pruning" means the pruning or cutting out of branches three inches in diameter or greater, root pruning, or cutting out of branches and limbs constituting greater than fifteen percent of the tree's foliage-bearing area. The work shall retain the natural form of the tree.

(17) "Topping" means the severe cutting back of limbs leaving stubs beyond the branch collar within the tree's crown or to such a degree as to remove a substantial portion of the normal canopy and disfigure the tree.

14.08.020 Applicability.

This chapter applies to all planting or removing of any tree, bush, or shrub on any public parking strip, right-of-way or other public place. The city shall have the power and authority to remove, plant, care for, restrict and maintain any such plantings in the right-of-way.

14.08.025 Jurisdiction.

The city public works department or designee shall have jurisdiction and control of the planting, setting out, location and placement of all trees in the public places, parks and streets of Fircrest and shall likewise have supervision, direction and control of the care, trimming, removal, relocation and replacement thereof.

14.08.030 Tree care, planting, removing and replacement.

(a) The city may plant, prune, maintain and remove any street tree or tree located in a city park, as may be necessary to ensure public safety or to preserve or enhance the appearance of public places. Existing trees shall be retained unless they are deemed to be seriously unhealthy or to cause hazards to public safety in the judgment of the city.

(b) The city endorses and encourages the planting of appropriate trees within planting strips by abutting property owners. In order to ensure that street trees are appropriate for the particular space, are properly maintained, and, when necessary, are replaced, trees must be in the approved street tree palette, in accordance with FMC 22.65. A private property owner may be granted permission to remove a nonconforming tree or trees by the city, provided, that said owner pays for the removal of the nonconforming tree or trees and for the purchase and planting in the same or nearby location of appropriate trees which are listed on the city street tree palette. Hazardous trees removed by utility companies do not require replacement.

(c) It is unlawful for any person other than an authorized city employee, or designee, to destroy, plant, move, remove or replace any tree, shrub, hedge or plant in any public place, park or along any street designated as an arterial or collector, or to cause the same to be done, unless and until a written permit to do so has first been obtained. This requirement shall extend to the street trees planted along San Juan Avenue.

(d) Spacing of street trees, on average, shall be 30 feet on center. Generally, trees should be planted at least 10 feet from utility or light poles or fire hydrants, 20 feet from street corners, and 10 feet from driveways.

(e) Street trees shall be deciduous and should have a caliper of at least one and three-quarters inches at the time of planting.

(f) Street trees shall be high-branching with a canopy that starts at least six feet above finished grade, and have roots which will not break up sidewalks or roadbeds or invade utility lines. For areas without overhead power lines, tree types shall be planted which will achieve a minimum height of 30 feet at maturity.

(g) Street tree types shall be selected in accordance with the approved street tree palette contained in FMC 22.64. Tree types and locations shall take into consideration lighting requirements for streets, parking, and pedestrian circulation areas, and signage requirements. The tree type shall not bear fruit or release sticky substances.

(h) Root deflectors or other planting specifications may be required if recommended by a professional landscape architect or arborist.

14.08.040 Abuse or mutilation of trees prohibited.

It shall hereafter be unlawful for any person to damage, destroy or mutilate any tree, shrub or plant growing on any public parking strip, right-of-way or other public place, or to attach thereto any sign, poster, handbill or other thing, or to attach or place any rope or wire thereto, or to cause or permit any wire charged with electricity to come in contact therewith, or in any other way to mutilate or cause the mutilation of any such tree, shrub or plant; provided, that nothing herein contained shall prevent the owner or occupant of any abutting property from trimming or pruning trees, shrubs or plants in a parking strip, or placing proper support on or around a young or broken tree.

14.08.050 Interfering or hazardous trees.

(a) The city may inspect any tree upon or which overhangs any public street in the city to determine whether the same or any portion thereof is in such a condition as to constitute a hazard or impediment to the progress or vision of anyone traveling on such public street. Any tree or part thereof growing upon private property but overhanging or interfering with the use of any street that in the opinion of the city official endangers the life, health, safety or property of the public shall be declared a public nuisance. If the owner of such private property does not correct or remove such nuisance within fourteen days after receipt of written notice thereof from the public works director, or designee, the city shall cause the nuisance to be corrected or removed and the cost shall be assessed to such owner.

(b) The city may inspect any tree which appears to be, or has been reported to be, dead or suffering from an infectious disease or insect infestation condition, whether said tree is in a public place or on private property. The city shall have the right to cause the removal of any dead, diseased or infected tree located within the city, whether located in a public place or on private property, when the city determines that such tree constitutes a hazard to life or property, or harbors insects or disease which constitutes a potential threat to other trees within the city. This subsection shall apply to any tree upon private property, whether or not the tree interferes with or endangers the use of a public right-of-way.

14.08.060 Enforcement.

If any tree which appears to be, or has been reported to be, dead or suffering from an infectious disease or insect infestation condition is located on private property, the owner(s) shall be notified of such tree in writing of the city's determination that such tree must be removed. Removal of such tree shall be done by said owners at their own expense within fourteen days after the date of mailing of the notice. In the event that the owner(s) fails to remove such trees within fourteen days, and fails to file a written notice of appeal pursuant to FMC 14.08.70, the city shall have the authority to remove such tree, and the costs of removal shall be assessed against the owner(s) and a lien filed against the property.

14.08.070 Appeals.

Any person aggrieved by any act or determination of a city official in the exercise of the authority herein granted shall have the right of appeal to the hearing examiner whose decision, after a public hearing, on the matter shall be final and conclusive. Notice of appeal must be filed in writing with the city administrator within fourteen days from the act or determination complained of. The public hearing before the hearing examiner shall be set no later than thirty calendar days following the receipt by the city administrator of the written notice of appeal. The city administrator shall notify the appellant in writing of the date, time and location of the public hearing at least ten calendar days prior to the hearing.14.08.110 Penalty for violations.

Any person who violates any of the provision of this chapter shall be guilty of a misdemeanor for each offense.

Chapter 14.08

TREE PLANTING AND MAINTENANCE*

14.08.010 ~~Title~~Purpose.

~~This chapter shall hereafter be referred to and known as the tree ordinance of the city of Fircrest.~~

The purpose of this chapter is to establish standards and guidelines in order to preserve, maintain, protect, and improve the tree plantings in and along city rights-of-way, in planting strips, in public places and parks within the city enhance the beauty, livability, and value of the surrounding environment.

14.08.015 Definitions.

(1) "City" as used herein means the city of Fircrest acting by and through its authorized representatives.

(2) "Hazardous tree" means any street tree, or tree located in a park or on other public property, or part thereof, that the city determines is subject to a high probability of failure, due to structural defect or disease, and which poses a potential threat to persons or property in the event of failure. "Hazardous tree" also means any tree which interferes with electrical, telephone or other utility lines. Hazardous trees are not in danger of imminent failure.

(3) "Hedge" as used herein includes any plant material, shrub or plant, when planted in a dense, continuous line or area, as to form a thicket or barrier.

(4) "Imminent hazard" or "imminent hazardous tree" means a tree or any significant part thereof which has fallen, become partially uprooted, become split or severely broken apart, or is clearly about to fall in the very near future, due to a storm or other calamity, or disease or insect infestation.

(5) "Minor pruning" means pruning or cutting of water sprouts, suckers, twigs, or branches less than three inches in diameter and which constitute less than fifteen percent of the tree's foliage-bearing area. The work shall retain the natural form of the tree. Removal of dead wood, broken branches and stubs is included within the definition of minor pruning. Minor pruning may be performed by the property owner without obtaining a street tree permit from the city.

(6) "Nonconforming tree" means any street tree, or tree located in a park or on other public property, or part thereof, that is not of a type or species included in the approved street tree palette, in accordance with FMC 22.65.

(7) "Parks" includes all parks to which names have been given by action of the city council.

(8) "Person" as used herein means individuals, firms, associations and corporations, and agents, employees or representatives thereof.

(9) "Plant" as used herein includes all other plant material, nonwoody, annual or perennial in nature, not necessarily hardy.

(10) "Planting strip" as used herein shall mean that area of city right-of-way lying between the sidewalk and the installed curb or edge of the city street or alley.

(11) "Public places" includes all grounds, other than streets or parks, owned by or leased to and under the control of the city of Hoquiam.

(12) "Right-of-way" includes streets, alleys, planting strips, sidewalks and platted but unconstructed streets and alleys within the city.

(13) "Shrub" as used herein includes any woody perennial plant, normally low, several-stemmed, adaptable to shaping, trimming and pruning without injury, within the area planted.

(14) "Street" includes all land lying between the boundaries of property abutting on all public streets, boulevards, alleys and walks.

(15) "Street tree" as used herein includes any tree, shrub, bush, or other woody vegetation planted in a planting strip or in a city street or alley right-of-way.

(16) "Substantial pruning" means the pruning or cutting out of branches three inches in diameter or greater, root pruning, or cutting out of branches and limbs constituting greater than fifteen percent of the tree's foliage-bearing area. The work shall retain the natural form of the tree.

(17) "Topping" means the severe cutting back of limbs leaving stubs beyond the branch collar within the tree's crown or to such a degree as to remove a substantial portion of the normal canopy and disfigure the tree.

14.08.020 Permission to plant trees in public placeApplicability.

This chapter applies to all planting or removing of any tree, bush, or shrub. It shall hereafter be unlawful for any person to plant or cause to be planted in or remove from on any public parking strip, right-of-way or other public place, any tree, brush or shrub without having first obtained permission therefor from the general superintendent. The city shall have the power and authority to remove, plant, care for, restrict and maintain any such plantings in the right-of-way.

14.08.025 Jurisdiction.

The city public works department or designee shall have jurisdiction and control of the planting, setting out, location and placement of all trees in the public places, parks and streets of Fircrest and shall likewise have supervision, direction and control of the care, trimming, removal, relocation and replacement thereof.

14.08.030 Types of trees prohibited in public places or near sewer or water main.Tree care, planting, removing and replacement.

It shall hereafter be unlawful for any person to plant or cause to be planted on any public parking strip, right-of-way or other public place in the city any of the following kinds of trees, namely: Poplar, Willow, Cottonwood, fruit trees (except ornamental types), nut trees, Ailanthus, Mountain Ash, and Oregon or Big-Leafed Maple. It shall likewise be unlawful for any person to plant or cause to be planted any Poplar, Willow, American Elm or Cottonwood trees within 100 feet of any public sewer or water main.

(a) The city may plant, prune, maintain and remove any street tree or tree located in a city park, as may be necessary to ensure public safety or to preserve or enhance the appearance of public places. Existing trees shall be retained unless they are deemed to be seriously unhealthy or to cause hazards to public safety in the judgment of the city.

(b) The city endorses and encourages the planting of appropriate trees within planting strips by abutting property owners. In order to ensure that street trees are appropriate for the particular space, are properly maintained, and, when necessary, are replaced, trees must be in the approved street tree palette, in accordance with FMC 22.65. A private property owner may be granted permission to remove a nonconforming tree or trees by the city, provided, that said owner pays for the removal of the nonconforming tree or trees and for the purchase and planting in the same or nearby location of

appropriate trees which are listed on the city street tree palette. Hazardous trees removed by utility companies do not require replacement.

(c) It is unlawful for any person other than an authorized city employee, or designee, to destroy, plant, move, remove or replace any tree, shrub, hedge or plant in any public place, park or along any street designated as an arterial or collector, or to cause the same to be done, unless and until a written permit to do so has first been obtained. This requirement shall extend to the street trees planted along San Juan Avenue.

(d) Spacing of street trees, on average, shall be 30 feet on center. Generally, trees should be planted at least 10 feet from utility or light poles or fire hydrants, 20 feet from street corners, and 10 feet from driveways.

(e) Street trees shall be deciduous and should have a caliper of at least one and three-quarters inches at the time of planting.

(f) Street trees shall be high-branching with a canopy that starts at least six feet above finished grade, and have roots which will not break up sidewalks or roadbeds or invade utility lines. For areas without overhead power lines, tree types shall be planted which will achieve a minimum height of 30 feet at maturity.

(g) Street tree types shall be selected in accordance with the approved street tree palette contained in FMC 22.64. Tree types and locations shall take into consideration lighting requirements for streets, parking, and pedestrian circulation areas, and signage requirements. The tree type shall not bear fruit or release sticky substances.

(h) Root deflectors or other planting specifications may be required if recommended by a professional landscape architect or arborist.

14.08.040 Abuse or mutilation of trees prohibited.

It shall hereafter be unlawful for any person to damage, destroy or mutilate any tree, shrub or plant growing on any public parking strip, right-of-way or other public place, or to attach thereto any sign, poster, handbill or other thing, or to attach or place any rope or wire thereto, or to cause or permit any wire charged with electricity to come in contact therewith, or in any other way to mutilate or cause the mutilation of any such tree, shrub or plant; provided, that nothing herein contained shall prevent the owner or occupant of any abutting property from trimming or pruning trees, shrubs or plants in a parking strip, or placing proper support on or around a young or broken tree.

14.08.050 ~~Declaration of public nuisances.~~ *Interfering or hazardous trees.

~~Trees, plants, shrubs or other vegetation, or any parts thereof, which overhang any street, alley or sidewalk, or which are situated on any private property or on the portion of any street, alley or sidewalk abutting thereon in such a manner as to obstruct or impair the free and full use of said street, alley or sidewalk, or which interfere with the clear vision of pedestrians or persons operating motor vehicles upon any street, alley or sidewalk, or which interfere with poles, pole lines, wires, pipes, fixtures, or any other part of any public utility situated on such property or on any such street, alley or sidewalk, or which constitute a fire hazard or a menace to the public health, safety or welfare, and any grass, weeds, brush or other similar vegetation growing on or which has grown and died upon any such property and is a fire hazard or a menace to the public health, safety or welfare, and any infestation of insects on any such trees, plants, shrubs or vegetation or on such property, are hereby declared to be public nuisances.~~

~~* Cities authorized to declare certain acts or things done to be considered as nuisances— See RCW 35A.11.020.~~ (a) The city may inspect any tree upon or which overhangs any public street in the city to determine whether the same or any portion thereof is in such a condition as to constitute a hazard or impediment to the progress or vision of anyone traveling on such public street. Any tree or part thereof growing upon private property but overhanging or interfering with the use of any street that in the opinion of the city official endangers the life, health, safety or property of the public shall be declared a public nuisance. If the owner of such private property does not correct or remove such nuisance within fourteen days after receipt of written notice thereof from the public works director, or designee, the city shall cause the nuisance to be corrected or removed and the cost shall be assessed to such owner.

(b) The city may inspect any tree which appears to be, or has been reported to be, dead or suffering from an infectious disease or insect infestation condition, whether said tree is in a public place or on private property. The city shall have the right to cause the removal of any dead, diseased or infected tree located within the city, whether located in a public place or on private property, when the city determines that such tree constitutes a hazard to life or property, or harbors insects or disease which constitutes a potential threat to other trees within the city. This subsection shall apply to any tree upon private property, whether or not the tree interferes with or endangers the use of a public right-of-way.

14.08.060 Prevention and abatement of nuisances Enforcement.

If any tree which appears to be, or has been reported to be, dead or suffering from an infectious disease or insect infestation condition is located on private property, the owner(s) shall be notified of such tree in writing of the city's determination that such tree must be removed. Removal of such tree shall be done by said owners at their own expense within fourteen days after the date of mailing of the notice. In the event that the owner(s) fails to remove such trees within fourteen days, and fails to file a written notice of appeal pursuant to FMC 14.08.70, the city shall have the authority to remove such tree, and the costs of removal shall be assessed against the owner(s) and a lien filed against the property. It shall hereafter be unlawful for the owner or occupant of any property whereon any such public nuisances exist to maintain the same or to allow the conditions causing the same to continue; and it shall be the duty of any such owner to promptly abate any such nuisance. (Ord. 244 § 6, 1954).

14.08.070 Resolution of abatement Appeals.

The city council may by resolution declare the existence of any public nuisance as herein defined, and require the owner of the property involved to abate the same and correct the conditions which give rise to such nuisance. (Ord. 244 § 7, 1954). Any person aggrieved by any act or determination of a city official in the exercise of the authority herein granted shall have the right of appeal to the hearing examiner whose decision, after a public hearing, on the matter shall be final and conclusive. Notice of appeal must be filed in writing with the city administrator within fourteen days from the act or determination complained of. The public hearing before the hearing examiner shall be set no later than thirty calendar days following the receipt by the city administrator of the written notice of appeal. The city administrator shall notify the appellant in writing of the date, time and location of the public hearing at least ten calendar days prior to the hearing.

14.08.080 Contents of notice to abate.

Upon the passage of any such resolution, notice shall be served upon the owner of the property involved, which notice shall describe the property involved and the condition to be corrected, and specify a time within which the owner may correct such condition, which shall in no event be less than

five days. Such notice shall further provide that if said owner has not corrected such condition within the time specified, a resolution will be presented to the city council to provide for the performance of such work by the city, the date of the meeting at which such resolution shall be presented, that the cost thereof will become a charge against the owner and that a lien for such cost will be filed against his said property. (Ord. 244 § 8, 1954).

14.08.090 Service of notice to abate.

Such notice shall be served by delivering a copy thereof to the owner personally or by leaving the same at his place of residence with a person of suitable age or discretion or, if said owner is not a resident of the city of Fircrest, by leaving the same with the tenant in possession of the property, or if there be no such tenant, by posting a copy of the notice in a conspicuous place on the property involved and mailing a copy thereof to the owner at his last known address, if any. (Ord. 244 § 9, 1954).

14.08.100 Abatement of nuisance by the city — Lien against property.*

In the event the conditions described in said notice have not been corrected prior to the time specified therein, a resolution shall be presented to the city council on the date designated in said notice, which resolution shall provide that the city shall forthwith cause the work specified in said notice to be done, and charge the cost thereof against the property owner in the manner provided by Chapter 113 of the Laws of 1949 of the state of Washington. In the event the work specified in said notice is performed by the city, the cost thereof shall be ascertained, and it shall be the duty of the clerk-treasurer to cause a lien against such property to be filed in the manner and form provided by law. (Ord. 244 § 10, 1954).

*—Lien for cost of abatement authorized by statute — See RCW 35.21.210.

14.08.110 Penalty for violations.

Any person who ~~maintains or permits the existence of any condition which is declared by this chapter to be a public nuisance~~ violates any of the provision of this chapter shall be guilty of a misdemeanor for each offense.

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

3.8.3 Approved Street Tree Palette

The street tree palette for street tree selection includes trees selected for their survivability, drought tolerance, native habitat, ease of maintenance, and appearance. The following table is arranged by planting strip width; selections should consider planting strip width and other site characteristics.

DT – Drought tolerant

WWN – Western Washington

Native HF – Hard to find




T – May need training, multi-stemmed

WCN – West Coast Native




Highlighted – Utility Friendly

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

**TABLE 3-1
APPROVED STREET TREE PALETTE**

Tree Name	Size (H x W)	Notable Features	Attributes	Image
For planting strips 4' wide and up				
Mountain Hemlock (<i>Tsuga mertensiana</i>): WWN, DT	10'x4'	Bluish needles	Not for use on corners	
Swamp Magnolia (<i>Magnolia Virginiana</i>)	15'x15'	Fragrant flowers	Will take damp soils	
Skyrocket Juniper (<i>Juniperus scopulorum</i> 'Skyrocket' or other upright cultivars):DT	15'x5'	Narrow bluish needles	Evergreen	

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Vine Maple (<i>Acer circinatum</i>): WVN, T	15'x6'	Yellow-red fall color	Prefers part sun/shade	
Amur Maple (<i>Acer ginnala</i>): T	18'x20'	Yellow-red fall color	Easy to transplant	
Crape Myrtle (<i>Lagerstroemia indica</i>): DT, T	20'x10'	Variety of flower and leaf colors	Prefers hot, sunny & dry	

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Sentinel Crabapple (Malus 'Sentinel')	20'x20'	White fragrant flower	Bright red fruit	
Witchhazel (Hamamelis virginiana, H. mollis): T	20'x15'	Fragrant late winter flower	Open airy growth	
Star Magnolia (Magnolia stellata): T	20'x15'	White spring flowers	Slow growth	
Butterfly Magnolia (Magnolia 'butterfly')	20'x20'	Yellow flowers	Aromatic blooms	






3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Red Chokecherry (Prunus virginiana 'Canada Red')	25'x20'	Red foliage	Edible fruit, wildlife attractant	
Golden Desert Ash	20'x18'	Golden foliage	Seasonal interest	
Sourwood (Oxydendrum arboreum): DT, HF	25'x20'	Red fall color White summer flowers	Seasonal interest	
Stewartia: (S. koreana, pseudocamellia, monadelphica)	25'x20'	White summer flowers	Winter interest	


3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Amur Maackia (Maackia amurensis)	25'x25'	White summer flower	Peeling bark with maturity	
Japanese Tree Lilac (Syringa reticulata)	25'x20'	White fragrant flowers	Winter fruit	
Dogwoods: (Cornus 'Milky Way,' 'Stellar Pink,' 'Cherokee Brave,' & 'Celestial,' C. kousa)	25'x25'	White spring flowers	Choose disease resistant varieties	
Japanese Snowbell (Styrax japonicus)	25'x25'	White summer flowers	Winter interest	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Redbuds (Cercis canadensis, C. siliquastrum)	25'x30'	Dark pink spring flowers	Airy form Rounded shape	
Trident Maple (Acer buergeranum)	28'x28'	Yellow-red fall color Bronze-purple new leaves	Rounded shape	
Kobus Magnolia (Magnolia kobus): DT	35'x15'	White spring flowers	Often multi-stemmed	
Incense Cedar (Calocedrus decurrens): WCN, DT	40'x15'	Dense foliage with cones	Evergreen Slow-medium growth	
Honey locust (Gleditsia triacanthos 'Inermis'): DT	50'x40'	Open form	Fast growth Can have disease issues	


3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Zelkova (Zelkova serrata): DT	65'x40'	Red fall color	Urban tolerant	
Deodar Cedar (Cedrus deodara): DT	70'x30'	Graceful, pendulous branches	Evergreen Tough tree	
For planting strips 6' wide and up:				
Japanese Maple (Acer palmatum)	20'x20'	Variable fall color	Slow-medium growth	
Paperbark Maple (Acer griseum)	25'x14'	Red fall color	Exfoliating bark	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
American Smoke Tree (Cotinus obovatus): DT, HF	25'x20'	Variable fall color Airy-textured flowers	Rounded shape	
Umbrella Pine (Sciadopitys verticillata)	25'x20'	Handsome conifer	Evergreen	
Dove Tree (Davidia involucrata, aka Handkerchief Tree)	20'x20'	Large white flowers	Bracts (flowers) hang like handkerchiefs	
Katsura (Cercidiphyllum japonicum)	50'x30'	Red-purple/blue green leaves Apricot fall color	Dense foliage	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Alaska Yellow Cedar (Chamaecyparis nootkatensis): WCN	35'x12'	Weeping cultivars exist	Evergreen	
Japanese White Pine (Pinus parviflora)	40'x30'	Bluish needles Nice form	Evergreen	
Carolina Silverbell (Halesia tetraptera): HF	35'x30'	White spring flowers	Can take semi-shade	
Golden Rain Tree (Koelrueteria paniculata)	35'x30'	Yellow summer flower New growth pink	Ornamental seed pods	


3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Evergreen Magnolia (Magnolia grandifolia)	40'x35'	White summer flowers	Evergreen	
Black Tupelo (Nyssa sylvatica): HF	40'x35'	Yellow-red fall color	Best for residential areas	
Hinoki Cypress (Chamaecyparis obtusa)	50'x15'	Fern-like branches Excellent foliage	Evergreen Can be wind sensitive	
Sawara False Cypress (Chamaecyparis pisifera)	50'x15'	Wide range of foliage colors and textures	Evergreen Many cultivars available	





3. STREETScape DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Bald Cypress (Taxodium distichum): DT	50'x15'	Deciduous conifer	Adaptable to many soils	
Cork Oak (Quercus suber)	60'x25'	Great rugged bark	Evergreen	
Oaks: Pin, Red, Scarlet, and Willow (Quercus rubra, Q. coccinea, Q. phellos)	70'x40'	Yellow-red fall color	Great street trees	
Athena elm (Ulmus parvifolia)	30'x35'	Yellow fall color Outstanding bark	Disease resistant	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
For planting strips 8' wide and up:				
Carriere Hawthorn (Crataegus x lavallei)	20'x15'	White spring flowers	Wildlife attractant	
Thorn less Cockspur Hawthorn (Crataegus crusgalli var. inermis)	25'x25'	Red-purple fall color	Wildlife attractant-red fruit Can have disease issues	
Winter King Hawthorn (Crataegus viridis 'Winter King')	25'x25'	Yellow fall color	Sharp thorns	
Blue Ice Smooth Arizona Cypress (Cupressus arizonica var. glabra 'Blue Ice'): DT	30'x15'	Blue foliage	Evergreen Prefers hot, sunny & dry	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Shore Pine (Pinus contorta var. contorta): WCN, DT	30'x15'	Irregular shape	Evergreen Native to shore areas	
Pacific/Norwegian Sunset Maples (Acer 'Pacific Sunset' / 'Norwegian Sunset')	30'x15'	Red-yellow fall colors	Moderate to fast growth	
Persian Ironwood (Parrotia persica): DT	30'x15'	Yellow fall colors	Flaky bark with age	
Silk Tree (Albizzia julibrissin)	30'x30'	Pink fragrant flowers	Seeds easily	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Saucer Magnolia (Magnolia x soulangiana)	30'x30'	Pink spring flowers	Multi-stemmed	
Pillar Crabapple (Malus tschonoskii)	35'x30'	Great fall color	Wildlife attractant - berries	
Jacquemont Birch (Betula utilis var. jacquemontii)	35'x30'	Yellow fall color	Winter interest	
Italian Alder (Alnus cordata): DT	40'x30'	Yellow-brown fall color	Pyramidal shape	




3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Golden Locust (Robinia pseudoacacia 'Frisia'): DT	40'x30'	Golden foliage	Fast growth	
Swedish Whitebeam (Sorbus aria)	40'x30'	White spring flowers	Wildlife attractant-red fruit	
Fruitless Mulberry (Morus - Fruitless Cultivars)	40'x40'	Yellow-green to dark green foliage	Fast growth	
Antarctic Beech (Nothofagus antarctica): DT, HF	45'x25'	Yellow fall color	Attractive bark	

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Swamp White Oak (Quercus bicolor)	45'x25'		Well adapted to wet soils	
Serbian Spruce (Picea omorika)	50'x25'	Light green to blue-green foliage	Evergreen Graceful form Great street tree	
Oriental Spruce (Picea orientalis): HF	50'x25'	Short needles-fine texture	Evergreen	
Oregon Myrtle (Umbellularia californica): DT, WCN	50'x25'	Aromatic leaves	Evergreen native to OR and CA	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Lawson Cypress (<i>Chamaecyparis lawsoniana</i>): DT, WCN	50'x35'	Yellow fall color	Great winter interest	
Hackberry (<i>Celtis occidentalis</i>): DT	50'x40'	Purple berries	Wildlife attractant	
Chinese Paper Birch (<i>Albo-sinensis</i>)	50'x40'	Yellow fall color	Great winter interest	
Paper-Bark Birch (<i>Betula papyrifera</i>)	60'x30'	Yellow fall color	Great winter interest	





3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
River Birch (Betula nigra):	55'x50'	Yellow fall color	Great winter interest	
Spanish Fir (Abies pinsapo): DT, HF	60'x30'	Pale blue-green foliage	Evergreen	
Pagoda Tree (Sophora japonica): HF	60'x40'	White summer flower	Great street tree	
Ginkgo/Maidenhair Tree (Ginkgo biloba)	70'x40'	Yellow fall color	Urban tolerant	




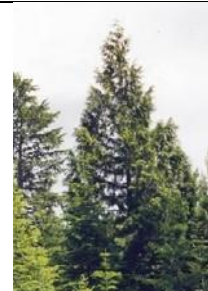
3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
For planting strips 10' wide and up:				
Mugo Pine (Pinus mugo): DT, WCN	20'x20'	Tannenbaum is single-stem variety	Evergreen Growth size is extremely variable	
Cornelian Cherry (Cornus mas): T	25'x20'	Fragrant yellow flower	Suckering may occur	
Hedge Maple (Acer campestre)	28'x28'	Yellow fall color	Slow growth	
Japanese Plume Cedar (Cryptomeria japonica 'Elegans')	30'x10'	Green foliage changes to bronze in winter	Evergreen Fluffy and airy foliage	


3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Sycamore Maple (Acer pseudoplatanus)	45'x45'	Green spring flowers Flaky bark	Shade tree	
Norway Maple (Acer platanoides)	50'x40'	Yellow fall color	Shade tree	
Red Maple (Acer rubrum)	50'x40'	Yellow-red fall color Silvery underside leaves	Adaptable to variety of conditions	
Shingle Oak (Quercus imbricaria): HF	55'x50'	Yellow-red fall color	Slow-medium growth	

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Norway Spruce (<i>Picea abies</i>)	60'x30'	Dark green needles	Evergreen Can have insect problems	
Oregon White Oak (<i>Quercus garryana</i>): WWN	60'x40'	Abundant acorns	Native to Western WA Wildlife attractant	
Sugar Maple (<i>Acer saccharum</i>)	60'x40'	Yellow fall color	Shade tree	
Western Red Cedar (<i>Thuja plicata</i>): WWN, DT	70'x20'	Beautiful form and foliage	Evergreen Prefers moist soils	

3. STREETSCAPE DESIGN FOR PEDESTRIAN ZONE

Tree Name	Size (HxW)	Notable Features	Attributes	Image
Dawn Redwood (Metasequoia glyptostroboides)	70'x25'	Deciduous conifer	Needs little pruning	



Westside Disposal Services, Inc.

Scott Pingel, City Manager
City of Fircrest
115 Ramsdell St.
Fircrest, WA 98466

December 20, 2018

Re: Annual Rate Adjustment, disposal site fee increase, request for recycling commodity surcharge.

Dear Scott:

Enclosed you will find the following:

1. Letter from Pierce County for the disposal fee increase effective March 1, 2019. LRI will raise the rates from the current rate of \$158.38 to \$1164.34 per ton, an increase of \$6.96 per ton, or 4.42%.

2. The Sept. – Sept. Consumer Price Index for figuring the Annual Rate Adjustment. The rate this year is 2.8 %. We then multiply that times 85% as allowed in the contract, resulting in an Annual Rate Adjustment of 2.38%.

3. An Excel Spreadsheet with the following:

Schedule 1. – Worksheet showing the effect of disposal site fee increase and how it gets applied to each level of service.

Schedule 2. – Worksheet showing how the Annual Rate Adjustment is calculated and added along with the disposal fee increase to determine the new rates.

Schedule 3. - This shows the new "Schedule A" rates effective March 1, 2018. They are shown both with and without the 8.5% Fircrest Utility Tax and the 3.6% Washington State Refuse Collection Tax.

4. Recycling Commodity Surcharge Request – Though not addressed in our current contract, we have always relied on the revenue from the sale of the commodities collected in our recycling programs to help offset cost of operations. Average annual revenues from such sales 2005 to 2017 were \$26,421 per year. This past year **WE HAD TO PAY \$32,307** to take it to the recycling facility. That is an annual reversal of \$58,728 off of our average. This is a global market phenomenon that has not occurred ever since we began offering recycling in 1988. We delayed asking for help, thinking that it would turn around. As of this date, there is no sign that it will. We are asking for a 2.57% surcharge to be placed on all base rates for 12 months beginning March 1, 2019. This will recover over the next year only the amount that we had to pay to the recycling facility over the past year, or \$32,307. The cost to customers for the most popular residential garbage service, a 64 gallon cart picked up every-other week, would be \$0.81 per month. As a comparison, Washington Utilities and Transportation Commission gave approval to Murrey's Disposal, Inc. and LeMay, Inc. to charge customers an additional \$3.46 and \$2.56 per month, respectively.

Rate Sample (Taxes not included)

Garbage Service Level	Pickup Frequency	Current Rate 3-1-18	Proposed Rate 3-1-19	Adjustment Amount	Adjustment Percent	Recycling Commodity Surcharge 2.74%
12 gal garbage Toter	1 X per week	\$16.95	\$17.49	\$0.54	3.19%	\$0.50
24 gal garbage Toter	Every-other wk	\$15.76	\$16.26	\$0.50	3.17%	\$0.45
24 gal garbage Toter	1 X per week	\$24.78	\$25.61	\$0.83	3.35%	\$0.70
64 gal garbage Toter	Every-other wk	\$28.56	\$29.48	\$0.92	3.22%	\$0.81
1 Yard Container	1 X per week	\$100.91	\$104.63	\$3.72	3.69%	\$2.87
6 Yard Container	1 X per week	\$470.95	\$489.18	\$18.23	3.87%	\$13.40

Please contact us with any questions you may have regarding this. Thank you.

Sincerely,
Neil Holden, Vice President
Westside Disposal Services, Inc.



STATE OF WASHINGTON
UTILITIES AND TRANSPORTATION COMMISSION
1300 S. Evergreen Park Dr. S.W., P.O. Box 47250 • Olympia, Washington 98504-7250
(360) 664-1160 • TTY (360) 586-8203

October 4, 2018

Re: Customer Notification of Commodity Rate Increases

Solid Waste Collection Company:

Unprecedented disruptions in the international recycling supply chain has resulted in commodity values that are less than the cost of recyclable processing. To ensure customers are aware of these changes and their economic impacts on their bills, the commission is requiring, under WAC 480-70-271(4)(c), a customer notice be sent at least 30 days prior to the effective date of the first commodity adjustment filing resulting in a charge, instead of a credit to customers.

After the initial notice, subsequent commodity adjustments can be noticed to customers per WAC 480-70-271(2)(a)(vi) on, or with, the bill reflecting the adjusted rates.

Notices and other publications provided by the company should make customers aware that new quality standards for recyclables have impacted recycling programs all over the country. New international quality standards for recyclables have resulted in fewer markets for processed material and increased costs at third-party processing facilities as they attempt to meet stricter contamination and quality control standards. Customers should know that these increased recycling costs are passed on to them, resulting in increased recycling rates.

To help reduce costs, companies should educate customers on their role in reducing contamination of recyclables, knowing what types of materials are recyclable in current markets, and which materials, even though recyclable, cannot be processed economically. Finally, it would be helpful to provide links on your company's website to other websites that provide information on the recycling, including links to county recycling programs.

Solid Waste Collection Company
October 4, 2018
Page 2

Notices of a filed recycling charge must be submitted to the commission for review. For staff review, or if you have questions, please contact John Cupp at (360) 664-1113 or john.cupp@utc.wa.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark L. Johnson".

Mark L. Johnson
Executive Secretary and Director
Washington Utilities and Transportation Commission

Cc: John Cupp, Regulatory Analyst, Consumer Protection and Safety Division

Sorting Services Worksheet

Mission

To provide facilities and services that contribute to a high quality of life for our citizens.

City Staff have broken down programs into service areas to create the Department's **Categories of Services**. These are not set, but give a guideline to council to help with the process of developing a pricing philosophy for the Recreation Department. The goal for council is to break these categories into Levels and to come to a consensus amongst the Council. The effort must reflect the community and align with the mission of the Department.

Directions

Take Services below and allocated them to the level in Table 1 on page 2 that you feel best reflects the people the service serves.

Note: please refer to the Pricing Methodology document from the March 18th Study Session Item for additional guidance.

Our Services

1. Camps
2. Citywide Overhead
3. Community Wide Events
4. Concessions and Vending
5. Drop-in Park/Facility Use
6. Equipment Rentals
7. Group Classes, Clinics, Programs/Workshops
8. Leagues
9. Monitored Park/Facility Use
10. Permitted Services
11. Private/Semi-Private Lessons
12. Rentals (Day Use Areas)
13. Rentals (Fields/Courts /Pool – Exclusive Use)
14. Rentals (Fields/Courts/ Pool, Public Use)
15. Rentals (Special Event Facilities, Exclusive Use)
16. Rentals (Special Event Facilities, Public Use)
17. Retail Sales
18. Social Clubs/Support Groups
19. Specialized Events/Activities
20. Support Services
21. Tournaments
22. Trails
23. Volunteer Program

** Refer to pages 3 and 4 for services definitions and examples.*

Table 2. Our Ranking of Services:

Level	Services
5 – Individual	
4 – Mostly Ind.	
3 – Ind/Comm.	
2 – Comm/Ind.	
1 – Community	

1. **Camps:** Non-licensed camps with a social and/or recreational focus which include specific instructional or skills programs.
Examples: Summer Full-Day Camp, Sports, and Themed Camps
2. **Citywide Overhead:** Required allocation of expense to cover the costs of all city government operations.
3. **Community Wide Events:** Community-wide events typically offered on an annual basis that does not require registration.
Examples: Egg Hunt, Fircrest Days, etc.
4. **Concessions and Vending:** Food, beverage, and recreational services, sold for individual use or consumption.
Examples: Ice Cream Sales at the Pool, Vending Machines, etc.
5. **Drop-In Park/Facility Use:** Drop-in use of park/facility/activity that is non-registered and non-instructed, and are not monitored by agency staff/volunteer supervision.
Examples: Trail Use, Playgrounds, Parks, Outdoor Courts, Sports Fields, etc.
6. **Equipment Rentals:** Various agency-owned equipment available to renters.
Examples: Banquet Chair/Tables, Audio/Video Equipment, table linen, etc.
7. **Group Multi-Level Lesson, Class, Clinic, Program and Workshop:** Group recreational and/or instructional programs and activities for families and mixed ages including educational classes and athletics operated, taught, or managed by agency through contract or staff; no pre-requisite for attendance.
Examples: Swimming Lessons; Junior Lifeguards; Lifeguard Training; Dance Classes; Tennis Lessons; Fitness Classes (Yoga/Zumba/Conditioning); Dog Training, Fishing Clinics, Ballet, Swim Team, etc.
8. **Leagues:** Scheduled multi-game athletics for participants of multi-skill levels and various age groups that are organized and/or managed by agency or through partners. May or may not be officiated and/or judged, and may or may not be scored, providing a team experience for participants with the intent to play a game/match-format of to compete on a recreational level.
Examples: Football, Baseball/Softball, Soccer, Basketball
****Should Youth and Adult Sports be separated?***
9. **Monitored Park/Facility Use:** Drop-in use of park/facility/activity that is non-registered and non-instructed, and are monitored by agency staff/volunteer supervision.
Examples: Day Use Parks, Swimming Pool, Summer Drop-In Program, Drop-in Basketball and ping pong, etc.
10. **Permitted Services:** Non-rental permitted Services.
Example: This would apply if the City decided to have vendors come in and provide services with the park, such as selling hot dogs, permits for larger events in which an outside company would make revenue off the city's facilities, etc.
11. **Private/Semi-Private Lessons:** Lessons arranged for one to three students with a specific instructor and/or time.
Examples: Swimming Lessons, Lifeguard Training, Tennis Lessons

12. **Retail Sales:** Merchandise sold for individual or team use.
Examples: Logo Clothing, Sports Equipment, Memorabilia
13. **Rentals (Fields, Courts, and Pools – Exclusive Use):** Rentals of fields, courts, and swimming pools for exclusive use for limited time periods, not open to the general public.
Examples: Swimming Pool, Ball Fields, Tennis Courts, Basketball Courts, etc.
14. **Rentals (Fields, Courts, and Pools - Public Use):** Rentals of fields and courts for limited time periods for use open to the general public.
Example, Whittier Tennis Courts, Fircrest Ball Fields, Swimming Pool, etc.
15. **Rentals (Day Use Areas):** Rentals for limited time periods of picnic areas or other day use facilities.
Examples: Picnics, birthdays, wedding, company gatherings, etc.
16. **Rentals (Special Event Facilities, Exclusive Use):** Rentals of facilities for exclusive use for limited time periods for an event not open to the general public.
Example: Wedding, concerts, events
17. **Rentals (Special Event Facilities, Public Use):** Rentals of facilities for public use for limited time periods for an event open to the general public.
Examples: Fircrest Community Center/Picnic Shelter rented for informational event for the public, farmers market, etc.
18. **Social Clubs/Support Groups:** A sanctioned support or social club for persons with common special interest; may or may not include self-initiated or scheduled activities
Examples: Boy Scouts, Rotary Club, Lions Club, etc.
19. **Specialized Events/Activities:** Targeted annual, individualized activities and events requiring registration that are typically offered on a one-time or limited basis.
Examples: Fishing Derby, Daddy Daughter Dance, Fun Runs & Walks, Concerts, etc.
20. **Support Services:** Services and facilities that are provided to support the overall Department operation.
Examples: Management, Human Resources, Accounting, Financial Services, Information Technology, Training, Risk Management, Planning/Permitting, Project Management
21. **Tournaments:** Scheduled one-time multi-game sporting events for various age groups that are organized and/or managed by agency or through partners, may or may not be officiated and/or judged, and may or may not be scored, providing an individual or a team experience for participants with the intent to play a game/match-format or to compete.
Examples: Tennis, Baseball, Softball, Soccer, etc.
22. **Trails:** Outside of developed parks, open to public access with varying levels of difficulty and use including bicycles, and pedestrians.
Examples: Thelma Gilmur Park, Whittier Trails, etc.
23. **Volunteer Program:** Management of opportunities for individuals or groups to donate their time and effort to a structured or scheduled experience, opportunities may replace essential services or provide enhancements.
Examples: Adopt-a-Natural Area; Adopt-a-Filed/Parks; Trail Maintenance; Program Volunteer; Clean-Up Days; Eagle Scouts, etc.

The background of the slide features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides, framing the central white area where the text is placed.

Pricing Philosophy & Cost Recovery Policy

City of Fircrest Parks and Recreation Department

4/15/19

Distinctions

- ▶ Cost Recovery Philosophy (What the City believes)
- ▶ Cost Recovery Policy (Written articulation of what agency believes)
- ▶ Prices and Costing – ABC's (What are real costs of program, direct and indirect)

Benefits of Having Fees and Charges

- ▶ Creates value for the services and facilities.
- ▶ Allows rationing of high demand services and facilities.
- ▶ Reserves funding for other necessary programs and services.

Benefits of Having Consensus on a Cost Recovery Philosophy

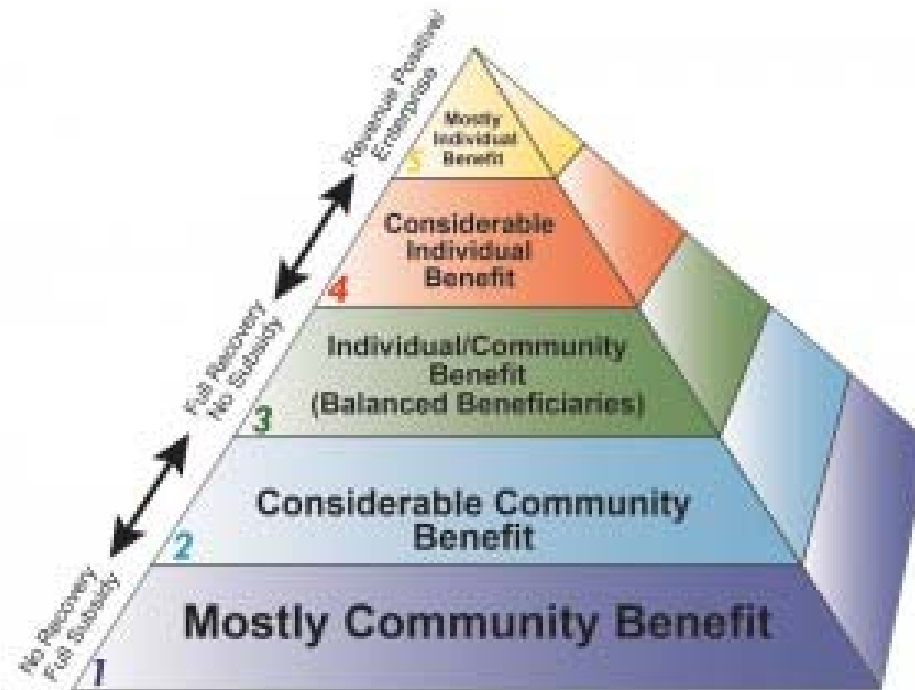
- ▶ Determines a fair, equitable, and simple pricing structure that is based on your agency's mission and helps you meet your revenue goals.

Benefits of Having a Cost Recovery Policy

- ▶ Serves as an implementation guide.
- ▶ Provides a more effective coordination tool, as you grow, you have more programs and more employees creating and pricing those programs.
- ▶ Establishes council “buy-in” for revenue goals and pricing.
- ▶ Keeps policies from straying or having unintended consequences.

Philosophy and Policy

The Pyramid Methodology



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The Filters

- ▶ Who benefits?
- ▶ What is the commitment or intensity of the program?
- ▶ Is it a “time-honored” or trendy program?
- ▶ Is it our “obligation” to provide it?

Sort Our Programs & Services

- ▶ Fun exercise to sort the current programs that are offered through the City of Fircrest, to see how this works in the real world.

Pricing Philosophy Pyramid

Definitions and Filters

This matrix is designed to assist in determining where a program, service, or facility belongs on the Pricing Philosophy Pyramid. The filters are not intended to be the only test, but are a few possible ways of viewing what is offered.

Benefit: Who receives the benefit of the service?

Commitment: What is the intensity of the program?

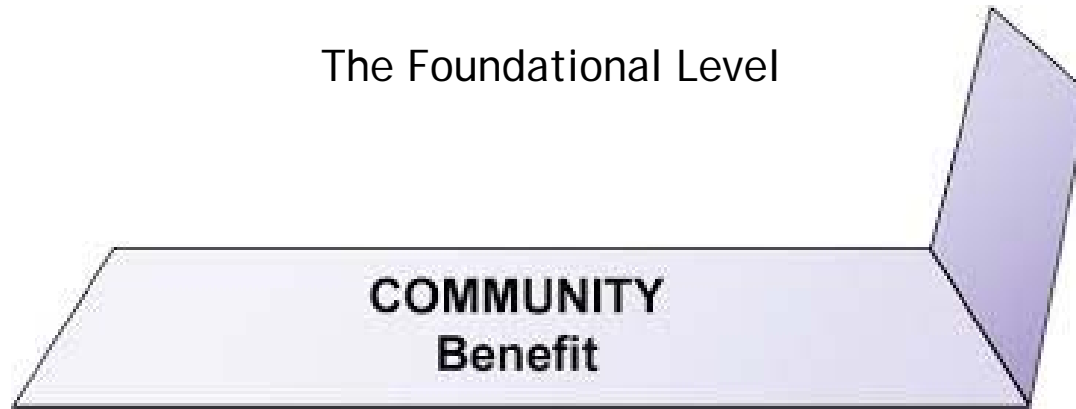
Trends: Is it tried and true or a fad?

Obligation: Is it our role to provide?

Pyramid Levels	FILTERS					
	Benefit	Commitment	Trends	Obligation	Add your Own	% of Cost Recovery
Level 5	Mostly benefits individuals	Specialized	Far out	Highly Questionable		
Level 4	Highly benefits individual	Competitive, not recreational	Cool/cutting edge	Could do		
Level 3	More individual/less community benefit	Instructional, intermediate	Staying current with trends	Should do		
Level 2	Some community, some individual benefit	Instructional, basic	Traditionally expected	Traditionally expected to do		
Level 1	Benefits community as a whole	Drop-in opportunities	Basic	Must Do		

The Levels

The Foundational Level



The foundational level of the Pyramid is the largest, and encompasses those services including programs and facilities that **MOSTLY** benefit the **COMMUNITY** as a whole. These services may increase property values and public safety, address social needs, and enhance quality of life for residents. The community generally pays for these basic services via tax support. These services are generally offered to residents at a minimal charge or with no fee. A large percentage of the agency's tax support would fund this level of the Pyramid.

Examples for these services could include: the existence of the community parks and recreation system, the ability to visit facilities on an informal basis, park and facility planning and design, park maintenance, or others.

The Levels

Considerable Community Benefit

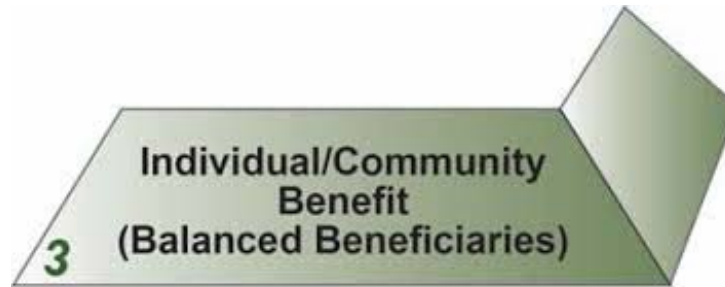


The second level of the Pyramid represents services that promote individual physical and mental well-being, and may begin to provide skill development. They are generally traditionally expected services and/or beginner instructional levels. These services are typically assigned fees based upon a specified percentage of direct (and may also include indirect) costs. These costs are partially offset by both tax investment to account for **CONSIDERABLE COMMUNITY** benefit and participant fees to account for the **Individual** benefit received from the service.

Examples of these services could include: staff facility and park use, therapeutic recreation programs and services, recreation leagues, etc.

The Levels

The Balanced Individual/Community Level



The third level of the Pyramid represents services promoting individual physical and mental well-being, and provides an intermediate level of skill development. The level provides balanced **INDIVIDUAL** and **COMMUNITY** benefit and should be priced accordingly. The individual fee is set to recover a higher percentage of cost than those services falling within lower Pyramid levels.

Examples of these services could include: camps and after school programs, beginning level instructional program and classes, teen programs, etc.

The Levels

Considerable Individual Benefit



The fourth level of the pyramid represents specialized services generally for specific groups, and those that may have a competitive focus. Services in this level may be priced to recover full cost, including all direct and indirect expenses.

Examples of these services could include: trips, advanced level classes, competitive leagues, etc.

The Levels

Mostly Individual Benefit



At the top of the Pyramid, the fifth level represents services that have potential to generate revenues above costs, may be in the same market space as the private sector, or may fall outside the core mission of the agency. In this level, services should be priced to recover full costs in addition to a designated profit percentage.

Examples of these activities could include: private lessons, company picnic rentals, other facility rentals for weddings or other services, concessions and merchandise for resale, restaurant services, etc.