

**FIRCREST CITY COUNCIL
SPECIAL MEETING AGENDA**

**MONDAY, OCTOBER 14, 2024
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. [PRELIMINARY 2025 BUDGET – 2nd BUDGET WORK SESSION](#) 2**
- 6. ADJOURNMENT**

Join the Zoom:

Dial-in Information: 1-253-215-8782 Webinar ID: 881 9447 1250 Passcode: 592064



PRELIMINARY 2025 BUDGET

2ND BUDGET WORK SESSION

Monday, October 14, 2024

STREET FUND

STORM OPERATING & CAPITAL FUNDS

WATER & WATER CAPITAL FUNDS

SEWER & SEWER CAPITAL FUNDS

ARPA FUNDS

PERSONNEL CHANGES

STREET FUND

GOALS

- Perform street patching as needed
- Continue crack-seal program
- Paint street, curb, and intersection markings throughout the City
- Grind and overlay project on Regents Blvd. from Alameda to 67th Ave W
- Construct sidewalks and retaining wall on Emerson from Woodside to 67th Ave W
- Install lighted crosswalk at Contra Costa and Electron

TRANSFERS

- \$10,000 from General Fund for Street Beautification
- \$261,533 from General Fund for Street Operations (15% Property Tax)
- \$37,005 from General Fund Light Reserves for Street Light Maintenance
- \$100,000 from REET 1 for minor street improvements

STREET FUND: OPERATING ONLY

Operating Revenue

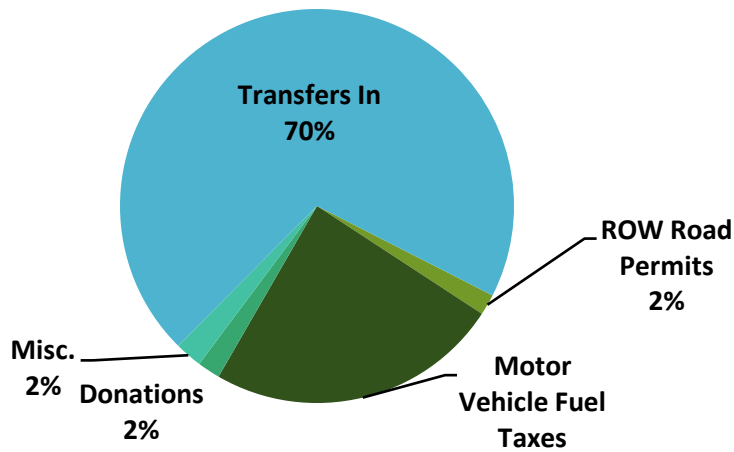
ROW Road Permits	\$10,000	2%
Motor Vehicle Taxes	\$140,623	29%
Donations	\$12,000	3%
Misc./Interest	\$20,100	4%
Transfer In	\$408,538	62%
Total	\$583,161	100%

Operating Expenditures

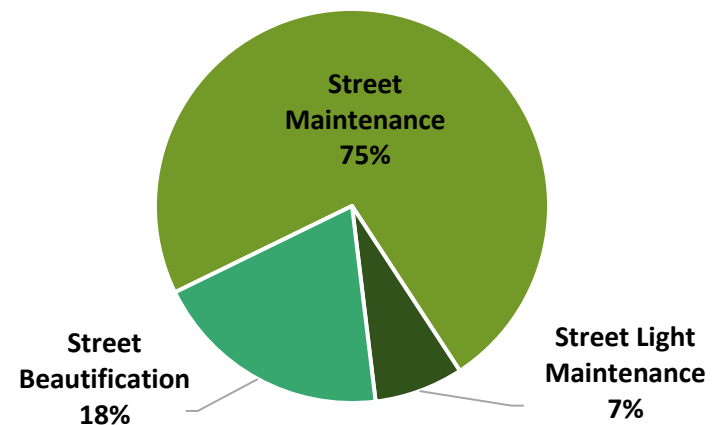
Street Maintenance	\$369,656	75%
Street Light Maintenance	\$37,005	7%
Street Beautification	\$99,730	18%
Total	\$526,014	100%

Decrease in fund balance for Operating Costs: (\$38,885)

Revenue



Expenditures



STREET FUND CAPITAL

CAPITAL REVENUES: \$100,000

- Transfer-In from REET 1: \$100,000

CAPITAL EXPENDITURES: \$100,000

- Minor Street improvements throughout the City funded by REET 1 transfer of \$100,000
- Uncompleted Street projects currently under construction or design in 2024 will carry forward into 2025

STREET FUND ENDING FUND BALANCE

ENDING FUND BALANCE: \$312,323

Net decrease in Fund Balance for Operating Costs: (\$23,230)

Net decrease in Fund Balance for Capital Costs: \$0

Total net decrease in Fund Balance (\$23,230)

Total Ending Fund Balance = \$312,323

STORM DRAIN: OPERATING

GOALS

- Inspect all catch basins in the City
- Clean catch basins that fail inspection
- Complete and obtain DOE approval of the yearly NPDES Annual Report
- Complete updated Storm Water Management Program Plan
- Revamp handouts and delivery of water quality messages for community outreach events

STORM DRAIN FUND: OPERATING ONLY

Operating Revenue

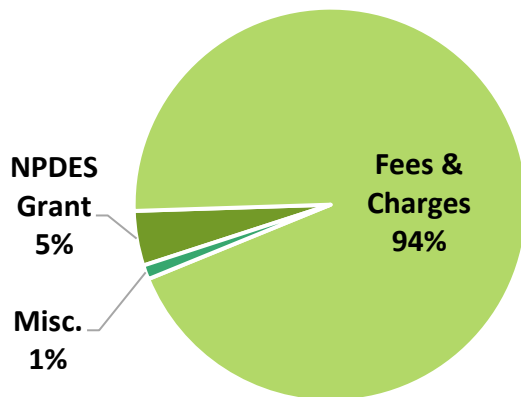
NPDES Grant	\$75,000	5%
Fees & Charges	\$538,165	94%
Interest	\$40,150	1%
Total	\$653,315	100%

Operating Expenditures

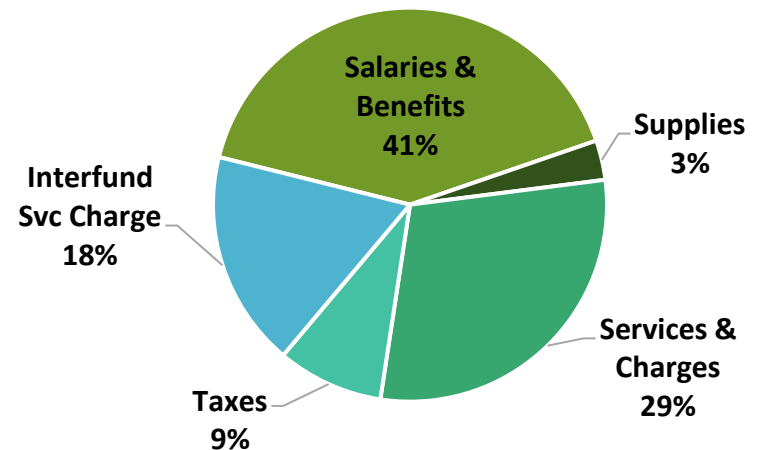
Salaries & Benefits	\$196,030	41%
Supplies	\$15,600	3%
Services & Charges	\$141,259	29%
Taxes	\$41,900	9%
Interfund Svc Charge to GF	\$85,200	18%
Total	\$590,314	100%

Operating Revenues Over Operating Expenses:
Net Ending Fund Balance is an increase of \$148,201
Less \$85,200 Transfer to Capital = \$63,001
Total Ending Fund Balance \$423,541

Revenue



Expenditures



STORM DRAIN CAPITAL FUND

CAPITAL REVENUES: \$135,200

- Transfer-In From Storm Drain Operating Fund: \$85,200
- Pierce County Flood District Grant: \$50,000

CAPITAL EXPENDITURES: \$110,000

- Catch basin upgrades to continue efforts in protecting the headwaters of Leach Creek: \$100,000
- Project Engineering for catch basin upgrades: \$10,000

NET EFFECT ON ENDING FUND BALANCE: \$25,200

Capital Revenues: \$135,200

Capital Expenditures: (\$110,000)

Total net increase of Ending Fund Balance \$25,200

Capital Ending Fund Balance \$506,670

Total Storm Operating and Capital EFB \$930,211

WATER FUND: OPERATING

GOALS

- Continue emphasis on water conservation outreach
- Complete remaining commercial AMI water meter exchanges (larger than 5/8 services).
- Repair and replace existing fire hydrants as needed. Anticipate two hydrants this year.
- Complete and mail 2024 Consumer Confidence report

WATER RATE

- There is not a water rate increase included in the preliminary budget.
 - A rate increase of 3.6% based on CPI would result in a \$1.45 increase to the base rate per billing cycle (every other month) or a \$0.72 increase per month.
 - A rate increase of 3.0% would result in a \$1.21 increase to the base rate per billing cycle (every other month) or a \$0.60 increase per month.
 - A rate increase of 2.0% would result in a \$0.80 increase to the base rate per billing cycle (every other month) or a \$0.40 increase per month.

WATER FUND: OPERATING ONLY

Operating Revenue

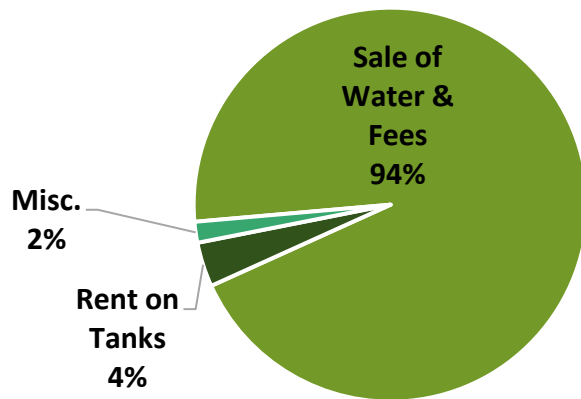
Sale of Water & Fees	\$1,203,800	94%
Rent on Tanks	\$46,553	4%
Miscellaneous	\$21,800	2%
Total	\$1,272,153	100%

Operating Expenditures

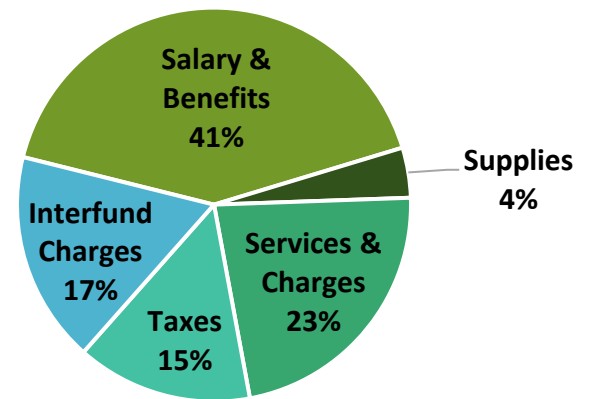
Salary & Benefits	\$430,230	41%
Supplies	\$42,700	4%
Services & Charges	\$235,022	23%
Taxes	\$150,057	15%
Interfund Service Charge	\$180,236	17%
Total	\$1,038,245	100%

Operating Revenues Over Operating Expenses:
Net Ending Fund Balance is an increase of \$233,908
Less \$131,550 Transfer to Capital = \$102,358
Total Ending Fund Balance \$348,564

Revenue



Expenditures



WATER CAPITAL FUND

CAPITAL REVENUES: \$135,550

- Capital Contribution/Tap Fees: \$4,000
- Transfer-In From Water Operating Fund: \$131,550

CAPITAL EXPENDITURES: \$158,960

- Water system upgrades and inspection and cleaning of all three water reservoirs: \$100,000
- Engineering for above projects: \$10,000
- Salaries & Benefits for Capital Projects: \$48,960

NET EFFECT ON ENDING FUND BALANCES: (23,410)

Capital Revenue: \$135,550

Capital Expenditures: \$158,960

Net Decrease to Ending Fund Balance: (\$23,410)

Water Ending Fund Balance \$225,298

Total Water Operating and Capital EFB \$573,862

SEWER FUND: OPERATING ONLY

Operating Revenue

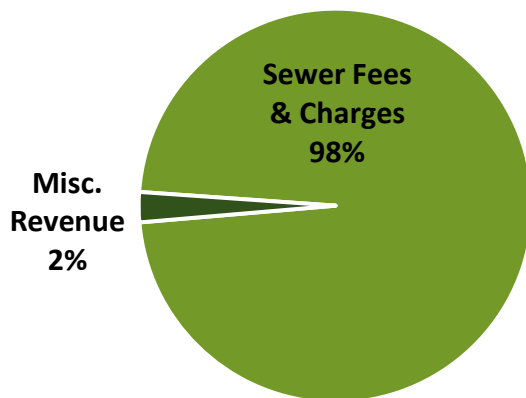
Sewer Fees & Charges	\$2,915,600	98%
Misc. Revenue	\$73,750	2%
Total	\$2,989,350	100%

Operating Expenditures

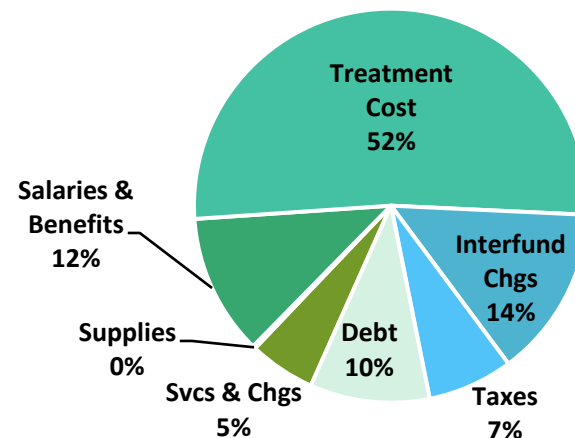
Salary & Benefits	\$368,690	12%
Supplies	\$7,400	0%
Services & Charges	\$173,497	5%
Treatment Cost	\$1,650,000	52%
Taxes	\$223,701	7%
Debt Payments	\$312,530	10%
Interfund Service Charge	\$448,407	14%
Total	\$3,184,225	100%

Operating Revenues Over Operating Expenses:
Net Ending Fund Balance is an increase of \$117,655
Less \$312,530 Debt Payment = (\$194,875)
Less \$230,000 Transfer to Capital = (\$424,875)
Total Ending Fund Balance \$706,370

Revenue



Expenditures



SEWER CAPITAL FUND

CAPITAL REVENUES: \$234,000

- Capital Contribution/Tap Fees: \$4,000
- Transfer In From Sewer Operating Fund: \$230,000

CAPITAL EXPENDITURES: \$222,150

- \$150,000 for pipe bursting on the 700 block of Pasadena and 1200 block of Drake between Contra Costa and Del Monte.
- Project Engineering of \$50,000 for the above-mentioned projects
- Salaries & Benefits for Capital Projects: \$22,150
- \$650,000 to upgrade the 44th Street lift station will be carried forward from the 2024 budget

NET EFFECT ON ENDING FUND BALANCE: \$11,850

Capital Revenues: \$234,000

Capital Expenditures: \$222,150

Net increase to Ending Fund Balance \$11,850

Capital Ending Fund Balance \$732,920

Total Operating and Capital EFB \$1,439,290

ARPA FUNDS

ARPA OBLIGATIONS

- Must be obligated by December 31, 2024, and spent by December 31, 2025.
- Obligated means an order has been placed, a contract has been awarded, or a similar transaction that requires payment has occurred.

ACCOUNTING OF ARPA FUNDS:

- ARPA Proceeds Received: \$1,909,840
- ARPA Proceeds Expended – General Fund: \$447,445
- ARPA Proceeds Expended – Water Fund: \$1,065,730
- ARPA Funds Remaining:
 - General Fund: \$249,395
 - Water Fund: \$147,270

ARPA FUNDS

2024 ARPA BUDGET – OUTSTANDING ITEMS

Budgeted Item	Budget Amount
10 th Police Officer	\$67,612
Police Equipment	\$6,641
City Hall Columns	\$11,000
IT Equipment	\$5,000
General Fund Total	\$90,253

Police Equipment:

- The current budget is for noise suppressors
- Requesting to purchase handguns instead

ARPA FUNDS

2024 ARPA BUDGET – POTENTIAL EXPENDITURES

Budgeted Item	Estimated Amount
Police Vehicle Purchase - balance	\$18,149
Police Handguns Purchase - balance	\$1,936
Website Accessibility Update	\$4,354
Website Update	\$6,170
Court Security – Metal Detector	\$5,000
Copier for Court	\$500
Masko Park – Playground Equipment	\$10,000
Court/City Hall Folding Machine	\$850
Laptop Replacements – City Council	\$8,400
Laptop Replacements – City Staff	\$6,000
City Hall Furniture	Unknown

ARPA FUNDS

2024 ARPA BUDGET – WATER FUND

Potential Projects	Estimated Amount
Princeton Street Service Connections	\$50,000
Reservoir Inspection & Cleaning	\$50,000
Generator Install at Well 6/7	\$50,000
Water Meter Exchange Program	Unknown

Remaining Water Fund Balance: \$147,270

PERSONNEL CHANGES

Proposed Position Changes	Estimated Amount
Promote Recreation Coordinator to Recreation Supervisor	\$3,600
Increase Police Records Tech/CSO I from 0.75 FTE to Full Time	\$13,000
Increase IT Coordinator from 0.50 FTE to 0.75 FTE	\$25,235

REMAINING BUDGET SCHEDULE

October 14th {
• **Study Session:**
• Budget Workshop #3

October 22nd {
• **Public Hearings:**
• Revenue Sources
• 2024 Budget (1st reading)

October 29th {
• **Study Session:**
• Budget (if needed)

November 12th {
• **Public Hearings 2025 Budget (2nd reading)**
• **Ordinances and Resolutions for property tax**
• **Ordinances for Salaries, Judge and Civil Service Examiner**

November 26th {
Ordinance to Adopt 2025 Budget



To: Mayor and Councilmembers
From: Dawn Masko, City Manager
Date: October 14, 2024
Subject: 2024 Preliminary Budget Workshop

As part of the 2024 Preliminary Budget preparation process, Department Directors are requesting position enhancements to existing City personnel and increases for certain fees and charges.

Personnel Changes:

The position enhancement requests are to:

- Promote the Recreation Coordinator to Recreation Supervisor (\approx \$3,600 increase).
- Increase the IT Support Coordinator from 0.50 FTE to 0.75 FTE (\approx \$25,234 increase).
- Increase one Police Records Technician/CSO I from 0.75 FTE to Full Time (\approx \$13,000 increase).

Please see the attached department memos providing additional details on the IT Support Coordinator and Recreation Coordinator requests. Additional information will be provided for the increase in the Police Records Technician position.

Fees & Charges Increases:

One of the Parks & Recreation Department's goals for 2024 is to review current fees and charges and recommend adjustments to them as needed. The attached fee study and proposal memos from Parks & Recreation Director Jeff Grover provide additional information, including the proposed updated fee schedules for both program and rental fees.

Additionally, Community Development Director Mark Newman reviewed the City's building and planning-related fees and charges and is recommending updates to keep pace with inflation and rising costs associated with processing permits and reviewing land use applications. An overview of his review and suggested changes to the 2025 fee schedule is attached.

Furthermore, we are proposing to update the City's animal licensing fees. These fees have not increased since 2011, while animal control fees have risen by over 15% since then. A chart comparing fees with those of surrounding jurisdictions is attached. Staff recommends aligning our fees with those of the City of Lakewood and Pierce County starting in 2025.

Finally, staff will continue to review other fees and charges and will present any other recommendations at a future budget workshop, including any proposed utility fund increases.

Please feel free to contact me with any questions or concerns.

Fircrest Parks & Recreation Department

Date: October 7, 2024

To: Dawn Masko, City Manager

From: Jeff Grover, Parks and Recreation Director

Subject: Proposal for the Promotion of Ryan Brown from Recreation Coordinator to Recreation Supervisor

Proposal: Promotion of Ryan Brown from Recreation Coordinator to Recreation Supervisor

Purpose:

This proposal seeks to promote Ryan Brown from his current position as Recreation Coordinator to Recreation Supervisor, recognizing his expanded responsibilities and exceptional leadership in managing the Fircrest Community Center and its programs.

Background:

Over the past two years operating out of the Roy H. Murphy Community Center, Ryan has consistently taken on duties that exceed the scope of the Recreation Coordinator role. As the department has grown and demand for services has increased, Ryan has demonstrated leadership, operational expertise, and problem-solving abilities that align with the responsibilities of a Recreation Supervisor.

Key Responsibilities Supporting Promotion:

1. **Operational Leadership:**
Ryan has led the day-to-day operations of the Community Center, managing escalated and complex community service issues while providing immediate guidance to staff. His leadership ensures smooth operations and high-quality service delivery, showcasing his supervisory capabilities.
2. **Training and Staff Development:**
Ryan has taken responsibility for training and mentoring staff on the RecDesk system, which is vital for managing program registrations, facility rentals, and other administrative functions. His efforts have significantly improved staff efficiency and overall performance.
3. **Facility Rental Oversight:**
Ryan serves as the primary contact for facility rentals, overseeing follow-ups related to insurance, banquet permits, invoicing, AV support, and preparing staff for event responsibilities. His leadership in this area ensures events run smoothly and meet client and community expectations.
4. **Invoicing and Financial Management:**
Ryan manages invoicing for instructor contracts, including more complex arrangements such as yoga. His meticulous handling of these financial processes reflects the responsibilities of a supervisor.

5. Facility Maintenance Coordination:

Ryan oversees the general maintenance of the Community Center, performing minor repairs and relaying more complex issues to the Maintenance Staff. His coordination helps ensure the center remains in top condition for public use.

6. Program Support and Expansion:

Ryan plays a key role in supporting all recreational programs, assisting with existing activities and helping to develop new programs. His collaboration with the new Specialist position has been critical to the department's continued growth.

7. Leadership in Director's Absence:

Ryan has served as the acting Director during the Recreation Director's absence, demonstrating his ability to lead the department and make key decisions, further justifying his promotion.

Justification for Promotion:

Over the past two years at the Roy H. Murphy Community Center, Ryan Brown has proven himself to be an invaluable leader within the Recreation Department. His ability to train staff, resolve complex challenges, and contribute to the growth of new programs underscores his readiness for the Recreation Supervisor role. Promoting Ryan is a necessary step to continue supporting the department's ongoing success and future growth.

Thank you for your consideration.

Best regards,
Jeff Grover
Parks and Recreation Director

Memo

To: Mayor and Councilmembers
From: Julie Dunbar, Interim Finance Director
CC: Dawn Masko, City Manager
Date: October 7, 2024
Re: Request to increase work hours for the Part-Time Information Technology Systems Coordinator

PROPOSAL: Staff requests increasing the Part-Time Information Technology Systems Coordinator (ITSC) work hours from four hours per day (20 hours per week) to six hours per day (30 hours per week). This equates to a 50% increase in the FTE for this position from 0.50 to 0.75.

FISCAL IMPACT: The ITSC is currently at Step C, which equates to an annual wage of approximately \$39,745. Benefits run approximately 17.6%, which is significantly less than the 30%+ average because the City currently does not pay health benefits for the ITSC as he is covered under his spouse's plan.

The additional annual cost to increase the ITSC from four hours per day to six hours per day would be \$21,568 for wages and \$3,666 for benefits, for a total additional cost of \$25,234.

ADVANTAGES: Adding additional hours would alleviate several problems:

- A severe project backlog. There are dozens of known projects, representing years of effort, that are not being addressed because of under resourcing. Even if the City chose not to initiate any additional IT projects, there would be several years of projects to complete given current staffing levels. Such projects include those categorized as Security and Compliance, Enhancements and Maintenance. Please see attached table.
- The City often takes on new IT projects without consulting the ITSC to learn of the downstream effects. For example, the City purchased approximately two dozen cell phones for business use. The City did not address the compliance or security needs of these devices. The City also did not anticipate needing to replace these items, or otherwise did not verify the carrier's obligation to do so. Subsequently, IT has had to undergo months of effort to backtrack on setting these devices up properly. This is just one example of many.
- IT has a convoluted help desk system due to poor staffing levels. The fact that IT is not available for the entire workday means that service requests are delayed, and

that staff must consult a flow chart to figure out who to contact when and based on what priority level.

- As the City requests additional technology and initiates more projects, the maintenance needs of those systems increase. This includes software as well.
- The City is not well positioned to attract new IT talent should the need arise. Regional government postings that have been seen are all full time and in the range of \$80 to \$120K per year starting salary. The \$40K annual salary currently offered is not enough to attract the kind of talent the City needs to build and maintain effective efficient systems.

It should be noted that increasing the ITSC's hours would not decrease contract hours with the City's MSP Locke Systems. The MSP and the ITSC perform different functions:

- Locke performs the roles of Systems Engineer and Network Engineer, provides an advisory role, a point of escalation and coverage when the ITSC is out of the office.
- The ITSC performs some systems/network administration tasks. Apart from that the ITSC fulfills the roles of Project Manager, IT Coordinator, Business Analyst, Help Desk and Desktop Support Technician. The ITSC also performs Software Administration.

Projects categorized as those with a security/compliance dimension could be considered mission critical for the City.

The ramifications of not having an MSP would be the need to hire additional staff or face an ever-increasing backlog of work.

DISADVANTAGES: The additional annual cost of \$25,234.

ALTERNATIVES: Maintain the ITSC's hours at four hours per day.

- This would negatively impact the ITSC's ability to address security and compliance issues, the upcoming cybersecurity audit, manage and maintain the City's IT infrastructure including both hardware and software and the varying system configurations, which have differing requirements and compliance issues (e.g., Court and Police versus general configurations).
- This would lead to an increased reliance on the City's MSP Locke Systems to address the backlog of projects and address security and compliance concerns at a significantly higher cost than would be incurred by increasing the ITSC's hours from four to six per day. It should be noted that the list of projects is not exhaustive and does not include the ITSC's current workload or projects.

Information Technology Project List

Provided to Council as part of the request to increase the Information Technology Systems Coordinator hours from four to six per day.

[illegible]

Recreation Program Fee Study & Proposal

Prepared by: Jeff Grover, Director

Fircrest Parks & Recreation Department

This fee study report evaluates and proposes adjustments to program fees for the Roy H. Murphy Community Center and the Edwards Family Aquatic Center. The recommendations are based on a thorough review of program costs, registration numbers, and a comparison with local recreation programs. These adjustments aim to ensure the sustainability of our services while remaining affordable to City of Fircrest residents.

Key Findings

Over the past three years, the rising costs of operations, driven by inflation, have significantly impacted staffing, supplies, and facility maintenance expenses. Despite these challenges, our program fees have remained unchanged, leading to a disconnect between operational costs and revenue generation. To address this, a review of our current program fees was conducted, and certain fee adjustments are being proposed.

Proposed Rate Adjustments

The new fee structure is designed to better align program fees with current operational costs while remaining competitive within the local market. Notable proposed changes include:

- Youth basketball fees will increase by ten dollars to accommodate the cost of officials and to offset the expense of entering teams into other leagues if needed. The league fee for Tacoma residents to sign up with Metro Parks Tacoma is currently \$96.00, compared to the proposed rate of \$55.00 for Fircrest residents.
- Swim team fees have been adjusted to better offset the administrative costs associated with the swim team, including registration for the summer swim league.
- The resident season pass is proposed to increase by \$10 per pass. The initial pass costs Fircrest residents \$80.00, with each additional pass priced at \$50.00. Based on the general admission rate, the value of the first season pass is covered within the first 16 visits to the pool. Each additional pass is recouped within the first ten visits.

Projected Impact

If participation numbers remain consistent with previous years, these rate adjustments are projected to increase recreation fee revenue by up to \$10,000 for Fiscal Year 2025. This increase will help offset rising operational costs and allow for continued investment in maintaining and improving our high-quality recreation programs.

Comparison to Surrounding Programs

A comparison to similar facilities in surrounding jurisdictions—**Metro Parks Tacoma, Dupont, and Fife**—confirms that these proposed fees remain competitive while continuing to provide Fircrest Residents a discount rate, which is significant to what residents pay in our neighboring program jurisdictions. Specifically, significant adjustments have been made to the older

basketball programs to cover the costs of officials and/or the admission fee for placing our older teams into another partner league.

Conclusion

These proposed fee adjustments are necessary to align with rising operational costs and ensure the long-term sustainability of our programs. By implementing these changes, we can continue providing high-quality recreation programs for both residents and non-residents while still maintaining affordability compared to similar regional programs.

Community Center Programs

Program	Current Resident Fee	Number of Residents in 2024	Proposed Fee	Increase +	Additional Revenue	Current Non-Resident Fee	Number of Non Residents in 2024	Proposed Fee	Increase +	Additional Revenue
Youth Cross Country	\$50.00	25.00	\$50.00	0.00	0.00	80.00	10.00	80.00	0.00	0.00
Pee Wee T-Ball	\$35.00	39.00	\$40.00	5.00	195.00	55.00	63.00	60.00	5.00	315.00
Youth Baseball k/1st	\$45.00	49.00	\$50.00	5.00	245.00	75.00	92.00	80.00	5.00	460.00
Youth Baseball 2/3	\$45.00	24.00	\$50.00	5.00	120.00	75.00	96.00	80.00	5.00	480.00
Youth Baseball 4/5th	\$45.00	10.00	\$55.00	10.00	100.00	75.00	37.00	85.00	10.00	370.00
Youth Basketball k/1	\$45.00	36.00	\$50.00	5.00	180.00	75.00	87.00	80.00	5.00	435.00
Dupont	\$75.00									
Metro Parks	\$96.00									
Youth Basketball 2/3	\$45.00	33.00	\$50.00	5.00	165.00	75.00	119.00	80.00	5.00	595.00
Dupont	\$100.00									
Metro Parks	\$96.00									
Youth Basketball 4/5	\$45.00	18.00	\$55.00	10.00	180.00	75.00	63.00	85.00	10.00	630.00
Dupont	\$100.00									
Metro Parks	\$96.00									
Youth Basketball 4-6th Girls	\$45.00	4.00	\$55.00	10.00	40.00	75.00	21.00	85.00	10.00	210.00
Dupont	125.00									
Metro Parks	\$96.00									
Indoor PeeWee Soccer	35.00	42.00	40.00	5.00	210.00	55.00	40.00	60.00	5.00	200.00
Youth Swim Lessons	50.00	560.00	50.00	0.00	0.00	75.00	380.00	85.00	10.00	3,800.00
Swim Team	75.00	31.00	90.00	15.00	465.00	125.00	32.00	155.00	30.00	
Fife Swim Team	\$285.00									
Adult Basketball League	225.00	10.00	300.00	75.00	750.00	0.00	0.00	0.00	0.00	0.00
Additional Revenue					2,650.00					7,495.00
Other Programs	Current Resident Fee	Number of Residents in 2024	Proposed Fee	Increase +	Additional Revenue	Current Non-Resident Fee	Number of Non Residents in	Proposed Fee	Increase +	Additional Revenue
Pool Season Pass	70.00	145.00	80.00	10.00	1,450.00					
Aditonal Passes	40.00	576.00	50.00	10.00	5,760.00					
Punch Card	45.00	0.00	50.00	5.00	0.00	90.00	0.00	105.00	15.00	0.00
Open Swim	5.00	No Change	5.00			10.00	No Change	10.00	0.00	No Change
Evening	4.00	No Change	8.00			8.00	No Change	8.00		No Change
Lap Swim / Water Aerobics	4.00	0.00	4.00	0.00	0.00	8.00	0.00	8.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fun Days Event Vendor Fees						
Fun Days	Current Fee	Number of Vendors in 2024	Proposed Fee	Increase +		Additional Revenue
Food	75.00	22.00	90.00	15.00	20.00%	330.00
Art/Craft	35.00	29.00	40.00	5.00	14.29%	145.00
Commercial	80.00	3.00	100.00	20.00	25.00%	60.00
Non-Profit / Political	35.00	5.00	45.00	10.00	28.57%	50.00

585.00

Event Vendor Fees						
Strawberry Fest	Current Fee	Number of Vendors in 2024	Proposed Fee	Increase +		Additional Revenue
Food	75.00	4.00	90.00	15.00	20.00%	60.00
Art/Craft	35.00	8.00	40.00	5.00	14.29%	40.00
Commercial	80.00	0.00	100.00	20.00	25.00%	0.00
Non-Profit / Political	35.00	1.00	45.00	10.00	28.57%	10.00

110.00

Event Vendor Fees						
Concert and Market in the Park	Current Fee	Number of Vendors in 2024	Proposed Fee	Increase +		Additional Revenue
Food	75.00	7.00	90.00	15.00	20.00%	105.00
Art/Craft	35.00	15.00	40.00	5.00	14.29%	75.00
Commercial	80.00	0.00	100.00	20.00	25.00%	0.00
Non-Profit / Political	35.00	0.00	45.00	10.00	28.57%	0.00

180.00

Facility Rental Fee Study & Proposal

Prepared by: Jeff Grover, Director

Fircrest Parks & Recreation Department

This fee study report evaluates and proposes adjustments to rental rates for the **Roy H. Murphy Community Center** and the **Edwards Family Aquatic Center** based on a thorough review of our facility usage and financial performance over the past two full years.

Key Findings

Over the past three years, the rising costs of operations, driven by inflation, have significantly impacted staffing, supplies, and facility maintenance expenses. Despite these challenges, our rental fees have remained unchanged, leading to a disconnect between operational costs and revenue generation. This gap has made it increasingly difficult to maintain high-quality services and facilities. To address this, a rental fee adjustment is necessary.

Proposed Rate Adjustments

The new fee structure is designed to better align rental rates with current operational costs while remaining competitive within the local market. The proposed changes include:

- **Resident rental rate increases:** \$5 to \$12 per hour, depending on the space.
- **Non-resident rental rate increases:** \$8 to \$20 per hour, depending on the space.

Projected Impact

If rental frequency remains consistent with previous years, these rate adjustments are projected to increase rental revenue by **18%** for Fiscal Year 2024. This increase will help offset rising operational costs and allow for continued investment in maintaining and improving our facilities.

Comparison to Surrounding Facilities

A comparison to similar facilities in surrounding jurisdictions—**Metro Parks Tacoma, Pierce County, and Steilacoom**—confirms that these proposed rates remain competitive while more accurately reflecting the value of our spaces. Specifically, significant adjustments have been made to the Gathering Room and Gym Athletic Rental rates to ensure fair pricing relative to market trends and facility value.

Conclusion

These proposed fee adjustments are necessary to align with rising operational costs and ensure the long-term sustainability of our facilities. By implementing these changes, we can continue providing high-quality rental spaces for both residents and non-residents while maintaining competitive rates within the region.

Hourly Resident					Hourly Non-Res.?				Non-Profit			
Space	Previous Rate	Recommended Rate	Increase in \$'s Per Hour	Percentage Increase	Previous Rate	Recommended Rate	Increase in \$'s Per Hour	Percentage Increase	Previous Rate	Recommended Rate	Increase in \$'s Per Hour	Percentage Increase
GYM												
GYM	\$150.00	\$175.00	\$25.00	16.67%	\$200.00	\$250.00	\$50.00	25.00%	\$172.00	\$200.00	\$28.00	16.28%
Metro Parks	\$225 - \$285/hr. +\$380 Additional Fees											
Steilacoom	\$225 + \$150 Additional Fees											
Lakewood	Not Available for Event Rentals											
Gym (Athletic)	\$30.00	\$40.00	\$10.00	33.33%								
1/2 Gym	\$15.00	\$20.00	\$5.00	33.33%	\$22.00	\$30.00	\$8.00	36.36%	\$17.00	\$22.00	\$5.00	29.41%
Metro Parks	\$55-\$100 Depending on activity and team											
Steilacoom	Not Available for Athletic Rentals											
Lakewood	\$50.00											
Multipurpose Room												
Multipurpose Room	\$80.00	\$92.00	\$12.00	15.00%	\$105.00	\$130.00	\$25.00	23.81%	\$92.00	\$105.00	\$13.00	14.13%
1/2 MP Room	\$40.00	\$46.00	\$6.00	15.00%	\$52.00	\$65.00	\$13.00	25.00%	\$46.00	\$53.00	\$7.00	15.22%
Mon-Thursday	\$64.00	\$74.00	\$10.00	15.63%	\$84.00	\$105.00	\$21.00	25.00%	\$74.00	\$85.00	\$11.00	14.86%
1/2 M-Th	\$32.00	\$37.00	\$5.00	15.63%	\$42.00	\$52.00	\$10.00	23.81%	\$37.00	\$60.00	\$23.00	62.16%
Metro Parks (Peoples Ctr.)	\$90 Weekday / \$120 Weekend + \$100 Add on Fee											
Metro Parks (Star Center)	\$85 Weekday - \$145 Weekend + \$100 Add on Fee											
Pierce Co (Environmental Serv.Meet Rm East)	\$60 Weekday / \$85 Weekend +\$50 Add on Fee											
Commercial Kitchen												
Commercial Kitchen	\$35.00	\$40.00	\$5.00	14.29%	\$45.00	\$56.00	\$11.00	24.44%	\$40.00	\$46.00	\$6.00	15.00%
Mon - Thursday	\$28.00	\$32.00	\$4.00	14.29%	\$36.00	\$45.00	\$9.00	25.00%	\$32.00	\$37.00	\$5.00	15.63%
Pierce Co (Environmental Serv.)	\$100 Flat Fee											
Metro Parks (Star Center)	\$65/hr.											
Gathering Room												
Gathering Room	\$35.00	\$50.00	\$15.00	42.86%	\$45.00	\$65.00	\$20.00	44.44%	\$40.00	\$54.00	\$14.00	35.00%
Mon - Thursday	\$28.00	\$37.00	\$9.00	32.14%	\$32.00	\$45.00	\$13.00	40.63%	\$28.00	\$32.00	\$4.00	14.29%
Fitness Room												
Fitness Room	\$30.00	\$34.00	\$4.00	13.33%	\$40.00	\$48.00	\$8.00	20.00%	\$35.00	\$40.00	\$5.00	14.29%
Mon - Thursday	\$24.00	\$28.00	\$4.00	16.67%	\$32.00	\$39.00	\$7.00	21.88%	\$28.00	\$32.00	\$4.00	14.29%
Pool Party Room												
Pool Party Room	\$75.00	\$86.00	\$11.00	14.67%	\$110.00	\$132.00	\$22.00	20.00%	\$86.00	\$98.00	\$12.00	13.95%
Mon - Thursday	\$60.00	\$69.00	\$9.00	15.00%	\$88.00	\$106.00	\$18.00	20.45%	\$70.00	\$80.00	\$10.00	14.29%
Metro Parks (East Side)	\$90/hr.											
Fife Pool	\$325 /2.5hr (includes pool rental & set up)											
Pool Party room Kitchen												
Pool Party room Kitchen	35	40	\$5.00	14.29%	45	55	\$10.00	22.22%	40	50	\$10.00	25.00%
Mon - Thursday	28	32	\$4.00	14.29%	36	44	\$8.00	22.22%	32	40	\$8.00	25.00%
No Comparables												
Pool Rental Base Rate												
Pool Rental Base Rate/ Hr.	100	115	\$15.00	15.00%	147	180	\$33.00	22.45%	115	135	\$20.00	17.39%
Metro Parks (East Side)	\$230/hr											
Metro Parks (Peoples Center)	\$198/hr											
Metro Parks (Norpoint)	\$168/hr											
Fircrest Soccer Club Season-Long Field Rental												

Fircrest Soccer Club	5200	6000	\$800.00	15.38%								
(Recommend a 15% increase over the next 3 years)												
Fircrest Pavilion												
Fircrest Pavilion (Daily Rate)	115	135	\$20.00	17.39%	140	170	\$30.00	21.43%	132	152	\$20.00	15.15%
Lakewood (all parks)	\$200 (Daily Rate)											
Whittier Shelter												
Whittier Shelter (Daily Rate)	115	135	\$20.00	17.39%	140	170	\$30.00	21.43%	132	152	\$20.00	15.15%
Lakewood (all parks)	\$200 (Daily Rate)											
Percentage Increase				19.12%				25.95%				20.75%

Inflation Impact: Rising costs over the past three years have significantly increased expenses for staffing, supplies, and facility maintenance, but rental fees have remained unchanged.

Proposed Fee Adjustments:

- Resident rental rates:** Increase of \$5 to \$12 per hour, depending on the space.
- Non-resident rental rates:** Increase of \$8 to \$20 per hour, depending on the space.

Projected Revenue Increase:

- If rental frequency remains consistent, the new rates are projected to increase facility rental revenue by **18% in FY2024**.

Comparison to Surrounding Facilities:

- The proposed rates are competitive with nearby jurisdictions, including **Metro Parks Tacoma, Pierce County, Lakewood**, and **Steilacoom**.

Specific Rate Adjustments:

- Gathering Room:** Rate adjusted significantly to better reflect market value.
- Gym Athletic Rentals:** Rate adjusted to be more in line with operational costs and market rates.

Conclusion:

- Fee adjustments are necessary to cover increased operational costs while maintaining high-quality facilities and services.



TO: Dawn Masko, City Manager
FROM: Mark Newman, Community Development Director
DATE: October 2, 2023
SUBJECT: Proposed 2024 Fee Schedule Updates

Background

The City of Fircrest's adopted fee schedule was last revised in 2018 without a City Council ordinance. An August 20, 2018 City Council Study Session includes a [Proposed Planning and Building Fee Schedule](#) Presentation.

Since 2018, inflation has risen in the Seattle-Tacoma-Bellevue area by an estimated 28.5%. Staff recommends adjusting land use application and building and permitting fees by 25% and then rounded to the nearest \$5 for a clean fee schedule.

Note that even with this adjustment, fees are still well below neighboring municipalities like University Place. Staff recommends also adding additional line items for a pre-application meeting and staff project management time. The purpose of these new fees is to account for the cost that staff spends reviewing and answering an applicant's design questions and to deter the use of staff time to design an applicant's project in lieu of the applicant hiring an architect or engineer – who typically charge higher hourly review rates.

Sources

<https://www.cityofup.com/250/Fee-Schedule>

<https://www.cityoffircrest.net/wp-content/uploads/2020/06/2018-Fee-Schedule-Expanded.pdf>

Land Use Application Type	Fircrest Fee (Last Adjusted 2018)	University Place Fee (Adjusted Annually)	Higher Fee	Difference	Notes
Binding Site Plans	\$1,250.00	\$4,333.00	UP	\$3,083.00	
Short Plats	\$1,250.00	\$7,221.00	UP	\$5,971.00	
Boundary Line Adjustments	\$350.00	\$1,444.00	UP	\$1,094.00	
Preliminary Plats	\$2,500.00	\$16,441.00	UP	\$13,941.00	
Final Plats	\$1,650.00	\$7,943.00 + \$39.00 per lot	UP	\$6,293.00	(Base Fee Alone)
Minor Variance	\$550.00	\$867.00	UP	\$317.00	
Major Variance	\$2,750 (commercial) \$1,400 (residential)	\$3,566.00	UP	\$816/\$2,166	COM/RES
Sign Permit Review Fee	\$1,250.00	\$84.00	Fircrest	\$1,166.00	
Temporary Sign Permit	\$0.00	\$72.00	UP	\$72.00	
Conditional Use Permit	\$2,750 (commercial) \$1,400 (residential)	\$5,443.00	UP	\$2,693/\$4,043	COM/RES
SEPA Environmental Checklist	\$700.00	\$1,444.00	UP	\$744.00	
SEPA Environmental Impact Statement	\$4,850.00	\$4,333.00	Fircrest	\$517.00	
Staff Time	\$0.00	\$84.00	UP	\$84.00	
Zoning Verification Letter	\$200.00	\$72.00	Fircrest	\$128.00	
Administrative Appeal	\$100.00	\$1,444.00	UP	\$1,344.00	

Sources: https://www.bls.gov/regions/west/news-release/pdf/consumerpriceindex_seattle.pdf
https://www.bls.gov/regions/west/news-release/consumerpriceindex_seattle.htm

Year	Inflation Rate (%)
2018	2.8
2019	2.2
2020	1.4
2021	7.6
2022	9.1
2023	5.4
Total	28.5%

Table A. Seattle-Tacoma-Bellevue, WA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2018		2019		2020		2021		2022	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
February	0.8	3.3	0.7	2.7	1.0	2.5	1.2	1.7	1.7	8.1
April	0.8	3.3	0.5	2.4	-0.6	1.3	1.1	3.4	2.1	9.1
June	0.8	3.3	0.7	2.3	0.2	0.9	2.2	5.5		
August	-0.3	3.1	0.6	3.2	1.4	1.6	1.1	5.2		
October	0.4	3.1	-0.6	2.2	-0.1	2.1	1.1	6.5		
December	0.2	2.8	-0.3	2.2	-0.4	1.4	0.6	7.6		



CITY OF FIRCREST 2024 COMMUNITY DEVELOPMENT FEE SCHEDULE

LAND USE APPLICATIONS

Land use applications shall be assessed by Type as identified in FMC 22.05 unless specified elsewhere. The applicant shall be responsible for the actual cost incurred by the City in processing the application. The Planning Director may adjust the initial deposit depending on size of project. The applicant shall be responsible for the actual cost incurred by the City in processing the application. The actual cost shall be reduced by the amount of the deposit. The applicant shall remit to the City the amount exceeded by the deposit. If the deposit exceeds the City's actual costs, the balance shall be refunded.

Type	Application	2018 Fee	2023 Fee (+25%, rounded to nearest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to nearest \$5)
Type I	Boundary line adjustments	\$100.00	\$125.00	\$250.00	\$315.00
	De minimis variance				
	Minor amendments to development/site plans				
Type II-A	Minor variance	\$250.00	\$315.00	\$300.00	\$375.00
	Minor site plans				
Type II-B	Administrative use permits				
	Short plats	\$250.00	\$315.00	\$1,000.00	\$1,250.00
	Final development/site plans				
	Design review				
	Administrative interpretation				
	Binding site plan				
Type III-A	Major preliminary site plan	\$400.00/\$750.00*	\$500/\$940.00	\$1,000.00/\$2,000.00*	\$1,250/\$2,500
	Conditional use permit				
	Major variance				
	Type II home occupations				
Type III-B	Detached accessory dwelling unit				
	Preliminary plats	\$500.00	\$625.00	\$2,000.00	\$2,500.00
	Preliminary development plans				
	Zoning map amendments				
Type IV	Final plats	\$400.00	\$500.00	\$1,250.00	\$1,565.00
Type V	Legislative action	\$500.00	\$625.00	\$2,000.00	\$2,500.00
<p><i>Note: Alterations and Vacations will be charged at 50% of the fee rate</i></p> <p><i>Single-Family Residential Fee/Commercial Fee*</i></p>					

Other Land Use Fees		2018 Fee	2023 Fee (+25%, rounded to nearest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to nearest \$5)
	Pre-Application Meeting	None	\$150.00	None	\$500.00
	Project Management (Hourly)/Additional Plan Review Fee	None	\$125.00		
	Accessory Dwelling Unit - Attached	\$150.00	\$190.00		
	Accessory Dwelling Unit - Detached	See Type III-A	See Type III-A		
	Home Occupation				
	Type I-A	\$25.00	\$35.00		
	Type I-B	\$50.00	\$65.00		
	Type II	See Type III-A	See Type III-A		
	SEPA Checklist	\$200.00	\$250.00	\$500.00	\$625.00
	SEPA Environmental Impact Study	\$550.00	\$690.00	\$4,300.00	\$5,375.00
	Critical Area Study	\$200.00	\$250.00	\$1,000.00	\$1,250.00
	Short-Term Rentals (<i>includes life safety inspection</i>)	\$150.00	\$190.00		
	Temporary accessory structures listed in FMC 22.58.015	Exempt	Exempt		
	Zoning Verification	\$200.00	\$250.00		
	Freestanding Signs	Type II-B	Type II-B		
	Temporary and Portable Signs	Exempt	Exempt		
	All other Signs	Type I	Type I		
	Outside Consultants	Actual Cost	Actual Cost		
Appeals and Continuations		2018 Fee (+25%, rounded to nearest \$5)			
	Public Hearing Continuation Request	\$100.00	\$125.00	*	
	Reconsideration	\$100.00	\$125.00	*	
	Appeal of Administrative Decision	\$100.00	\$125.00	*	
	Appeal of Planning Commission or Hearing Examiner Decision	\$100.00	\$125.00	*	
	Appeal of SEPA Determination	\$100.00	\$125.00	*	

* Appellants who substantially prevail on appeal or reconsideration shall not be billed for the actual cost of the application. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing, shall be billed for the actual cost of the application.



CITY FIRCREST 2024 COMMUNITY DEVELOPMENT FEE SCHEDULE

BUILDING AND CONSTRUCTION PERMITS

On buildings, structures, signs, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid prior to issuance. Building Permit fees shall be set based upon the project valuation, unless specified elsewhere. Project valuations shall be submitted by the applicant and 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. Project values shall be no less than the valuation determination based on the Square Footage Valuation Table or the most current Building Valuation Data Table published by the International Code Council with a .09 regional modifier. If, in the opinion of the building official, the valuation is underestimated on the application, the applicant may show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

Project Valuation		2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
\$1.00 to \$2,000		\$100.00	\$125.00
\$2,001 to \$25,000	For the first \$2000	\$100.00	\$125.00
	For each additional \$1,000	plus \$17.00	\$25.00
\$25,001 to \$50,000	For the first \$25,000	\$491.00	\$615.00
	For each additional \$1,000	plus \$12.00	\$15.00
\$50,001 to \$100,000	For the first \$50,000	\$791.00	\$990.00
	For each additional \$1,000	plus \$9.00	\$15.00
\$100,001 to \$500,000	For the first \$100,000	\$1,241.00	\$1,555.00
	For each additional \$1,000	plus \$7.00	\$10.00
\$501,000 to \$1,000,000	For the first \$500,000	\$4,041.00	\$5,055.00
	For each additional \$1,000	plus \$5.00	\$10.00
Over \$1,000,000	For the first \$1,000,000	\$6,541.00	\$8,180.00
	For each additional \$1,000	plus \$4.00	plus \$5.00
Appeals and Continuations		2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
Appeal of Building Official Decision		\$100.00	\$125.00
* Appellants who substantially prevail on appeal or reconsideration shall not be billed for the actual cost of the application. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing, shall be billed for the actual cost of the application.			
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CITY FIRCREST 2024 COMMUNITY DEVELOPMENT FEE SCHEDULE

SINGLE-FAMILY DWELLINGS AND DUPLEXES

New Construction	2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
Building Permit (includes clearing and grading)	Value-Based	Value-Based
Plan Review	65% of building permit	65% of building permit
Energy Code Review	\$100.00	\$125.00
Design and Site Review	\$150.00	\$190.00
Site Development (storm and erosion control)	\$300.00	\$375.00
Whole House Mechanical	\$250.00	\$315.00
Whole House Plumbing	\$250.00	\$315.00
Single-Family Dwelling Sprinkler System	\$100.00	\$125.00
Additions and Detached Accessory Structures	2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
Building Permit	Value-Based	Value-Based
Plan Review	65% of building permit	65% of building permit
Energy Code Review	\$50.00	\$65.00
Design and Site Review	\$75.00	\$95.00
Site Development (storm and erosion control)	\$150.00	\$190.00
Mechanical Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item
Plumbing Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item
Additions/Repairs to existing sprinkler systems	\$50.00	\$65.00
Remodel	2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
Building Permit	Value-Based	Value-Based
Plan Review	65% of building permit	65% of building permit
Energy Code Review	\$50.00	\$65.00
Design and Site Review (if required)	\$75.00	\$95.00
Mechanical Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item
Plumbing Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item
Additions/Repairs to existing sprinkler systems	\$50.00	\$65.00
Other Residential Permits	2018 Fee	2023 Fee (+25%, rounded to nearest \$5)
Re-roof	\$55.00	\$70.00
Clearing and Grading prior to permit issuance	\$50.00	\$65.00
Demolition Permit	\$100.00	\$125.00
Other construction requiring a building permit	Value-Based	Value-Based
Adult Family Home Inspection (minimum 2 hours)	\$100.00 per hour	\$125.00 per hour
Non-project Clearing and Grading	See Type II-B	See Type II-B
Outside Consultants	Actual Cost	Actual Cost



CITY FIRCREST 2024 COMMUNITY DEVELOPMENT FEE SCHEDULE

MULTI-FAMILY DWELLINGS AND COMMERCIAL

New Construction	2018 Fee	2023 Fee (+25%, rounded to next highest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to next highest \$5)
Building Permit	Value-Based	Value-Based		
Plan Review	65% of building permit	65% of building permit		
Energy Code Review	\$200.00	\$250.00		
Design and Site Review	See Land Use Types	See Land Use Types		
Site Development	\$350.00	\$440.00	\$1,000	\$1,250.00
Mechanical Permit	Value-Based	Value-Based		
Plumbing Permit	Value-Based	Value-Based		
Tenant Improved and Remodel	2018 Fee	2023 Fee (+25%, rounded to next highest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to next highest \$5)
Building Permit	Value-Based			
Plan Review	65% of building permit	65% of building permit		
Energy Code Review	\$100.00	\$125		
Mechanical Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item		
	<i>Submitt</i> Value-Based	Value-Based		
Plumbing Permit	\$40.00 plus \$15.00 item	\$50 plus \$20.00 item		
	<i>Submitt</i> Value-Based	Value-Based		
Other Commercial Permits	2018 Fee	2023 Fee (+25%, rounded to next highest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to next highest \$5)
Demolition Permit	\$200.00	\$250.00		
Fire Permit	\$150.00	\$190.00		
Non-project Clearing and Grading	See Type II-B			
Plumbing/Mechanical Plan Review	50% of permit fee			
Re-roof	\$150.00	\$190.00		
Site Development Permit	\$375.00	\$470.00	\$1,000	\$1,250.00
Inspections	2018 Fee	2023 Fee (+25%, rounded to next highest \$5)	2018 Deposit	2023 Deposit (+25%, rounded to next highest \$5)
Certificate of Occupancy Only	\$100.00 per hour	\$125.00 per hour	1 hours	
Courtesy During Normal Inspection Hours	\$100.00 per hour	\$125.00 per hour	.5 hours	
Life Safety Inspection	\$100.00 per hour	\$125.00 per hour	2 hours	
Outside Normal Hours	\$100.00 per hour	\$125.00 per hour	2 hours	
Re-inspection Fee	\$50.00	\$65.00		
Other	2018 Fee	2023 Fee (+25%, rounded to next highest \$5)		
Additional Plan Review (minimum .5 hour)	\$100.00 per hour	\$125.00 per hour		
Investigation Fees/Work without Permits	Double Permit Fee	Double Permit Fee		
Permit Extension (if granted over 1 year from issuance)	50% of permit	50% of permit		
Temporary Certificate of Occupancy	\$50.00	\$65.00		
Outside Consultants	Actual Cost	Actual Cost		

2024 ANIMAL LICENSING FEES COMPARISION

	City of University City of Fircrest		City of University Place		City of Lakewood		Pierce County	City of Tacoma		
LICENSE FEE OR RATE										
Dogs: Altered	\$	14.00	\$	24.00	\$	20.00	\$	20.00	\$	30.00
Dogs: Unaltered	\$	50.00	\$	65.00	\$	55.00	\$	55.00	\$	65.00
Cats: Altered	\$	8.00	\$	15.00	\$	12.00	\$	12.00	\$	20.00
Cats: Unaltered	\$	50.00	\$	65.00	\$	55.00	\$	55.00	\$	65.00
Senior Citizen Rates (65 or older)										
Dogs: Altered	\$	8.00	\$	12.00	\$	10.00	\$	10.00	\$	10.00
Dogs: Unaltered	\$	28.00	\$	36.00	\$	30.00	\$	30.00	\$	35.00
Cats: Altered	\$	4.00	\$	7.00	\$	4.00	\$	5.00	\$	5.00
Cats: Unaltered	\$	28.00	\$	36.00	\$	30.00	\$	30.00	\$	35.00