



# MONROE CITY COUNCIL

## Agenda Bill No. 20-092

<b>SUBJECT:</b>	<b>Resolution No. 009/2020 Amending Master Fee Schedule</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/23/2020	Finance City Clerk	Becky Hasart	Becky Hasart	New Business #4

**Discussion:** 06/09/2020  
**Attachments:** 1. Resolution No. 009/2020

**REQUESTED ACTION:** Move to approve Resolution No. 009/2020, amending the City of Monroe Master Fee Schedule, and fees, fines, penalties, interest and charges for 2020.

### POLICY CONSIDERATIONS

*The City Council adopts fees which are to be charged to the general public via resolution and maintained through the City of Monroe Master Fee Schedule.*

### DESCRIPTION/BACKGROUND

The following fees are proposed for amendment to the Master Fee Schedule for 2020:

#### Schedule A: General Development Permits and Fees:

- Transportation Impact Fees – amended to come into compliance with Ordinance No. 006/2020, amending MMC 3.54.130, Transportation Impact Fees; updating the City’s codified transportation impact fee schedule pursuant to MMC 3.54.130; to be adopted June 23, 2020 and effective July 1, 2020 (concurrent with the effective date of Resolution No. 009/2020).
- *Staff proposing amendments: S. Peterson, Deputy City Engineer*

#### Schedule E: Municipal Court Fees

- New fee added for use of City facilities for private wedding ceremonies as performed only by the Monroe Municipal Court Judge.
- *Staff proposing amendment: J. Roberts, Deputy Public Works Director & Pam Haley, Municipal Court Administrator*

#### Schedule I: Fire District Related Fees:

- Table A – Added clarification that Snohomish County Fire District No. 7 (SCFD7) fees are not collected for structures built under the International Residential Code (IRC).
- Table I – After hours inspection fee increased to account for TCC OT (overtime rate as expressed as the total cost of compensation) rate.
- Table I – Re-Inspection fee reduced and clarified it can be applied for any re-inspection.
- Table J – Renewal option is removed. SCFD7 has revised the operational permit process to ease the burden upon the applicant and reduced the 2019 operational permit fee to \$50 utilizing the provisions in Table I.
- *Staff proposing amendments: M. Fitzgerald, Deputy Chief, Community Risk Reduction, Snohomish County Fire District 7*

## **FISCAL IMPACTS**

Schedule A Amendments – These proposed changes bring the fees resolution into agreement with the Transportation Impact Fees ordinance which increased fees by 1.4 percent to keep pace with inflation.

Schedule E Addition – The new fee will provide the City with compensation for the use of publicly owned facilities for private purposes (wedding ceremonies) when performed by the Monroe Municipal Court Judge.

Schedule I Amendments – These changes decrease some Fire District fees. The net impact is relatively neutral. Most impactful is that re-inspection fees (decreased to \$50) could be levied for repeat fire inspections where the responsible party has not corrected fire code deficiencies. Rather than a fiscal impact, this change provides a stronger enforcement tool to encourage building and business owners to make their corrections within our two week re-inspection window.

## **TIME CONSTRAINTS**

As soon as possible, to allow for applicable fees to be effective July 1, 2020; in order to be concurrent with the effective date of Ordinance No. 006/2020 (*as noted in Description/Background*).

## **ALTERNATIVES**

Do not approve; and provide direction regarding areas of concern.

**CITY OF MONROE  
RESOLUTION NO. 009/2020**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, AMENDING THE CITY OF MONROE MASTER FEE SCHEDULE, AND FEES, FINES, PENALTIES, INTEREST AND CHARGES FOR 2020

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WHEREAS, the City Council of the City of Monroe has determined that it is in the best interests of the City of Monroe to provide a single, efficient, and convenient listing of all fees, fines, penalties, interest, and charges for permits, licenses, services, applications and filing fees; and

WHEREAS, such a listing better facilitates the updating and uniform review of all such fees, fines, penalties, interest and charges on a periodic basis; and

WHEREAS, previous resolutions provide for fees that require review from time to time; and

WHEREAS, the Master Fee Schedule of Fees, Fines, Penalties, Interest and Charges for 2020 were adopted through Resolution No. 015/2019(A) and subsequently amended by Resolution 023/2019; and

WHEREAS, amendments to the Master Fee Schedule, Schedule A, General Development Permits and Fees, are needed in order to come into compliance with code regulations regarding Transportation Impact Fees; and

WHEREAS, amendments to the Master Fee Schedule, Schedule E, Municipal Court Fees, are needed in order to provide additional services to the general public; and

WHEREAS, amendments to the Master Fee Schedule, Schedule I, Fire Department related Services, are needed in order to provide clarification on current practices and come into compliance with current rates;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Amendment of Master Fee Schedule, Schedule A. The City of Monroe Master Fee Schedule, Schedule A, General Development Permits and Fees, is hereby amended as follows:

<b>Transportation Impact Fees (Per MMC ((20.12))<u>3.54.130</u>)</b>		
<b>Land Use</b>	<b>Unit of Measure</b>	<b>Impact fee Rate</b>
Single Family (1 or 2 dwellings)	Dwelling Unit	\$((3,524)) <u>3,570</u>
Multi Family (3 or more dwellings)	Dwelling Unit	\$((2,009)) <u>2,035</u>
Senior Housing	Dwelling Unit	\$((954)) <u>963</u>
Commercial Services	SF GFA	\$((14.02)) <u>14.20</u>

School	Student	\$((457.69)) <u>463.64</u>
Institutional	SF GFA	\$((2.64)) <u>2.64</u>
Light Industry/Industrial Park	SF GFA	\$((3.20)) <u>3.24</u>
Warehousing/Storage	SF GFA	\$((1.58)) <u>1.60</u>
Restaurant	SF GFA	\$((17.80)) <u>18.03</u>
General Retail	SF GFA	\$((8.63)) <u>8.74</u>
Supermarket	SF GFA	\$((21.39)) <u>21.67</u>
Administrative Office	SF GFA	\$((5.24)) <u>5.31</u>
Medical Office/Dental Clinic	SF GFA	\$((12.58)) <u>12.74</u>

Section 2. Amendment of Master Fee Schedule, Schedule E. The City of Monroe Master Fee Schedule, Schedule E, Municipal Court Fees, is hereby amended to be as follows:

**SCHEDULE E**  
**MUNICIPAL COURT FEES**

<b>Municipal Court Parking Violations</b>	
Parking Violations (except handicap and overweight vehicles)	\$50.00
Handicap Parking Violations	\$250.00
Overweight Vehicle Parking Violations	\$200.00
Parking violations paid within 7 days	Reduced by 50 percent
<b>Municipal Court Administrative Dismissal Fee</b>	
Operating a Motor Vehicle with No Insurance	\$25.00
Municipal Court certified copy- first page	\$5.00
Municipal Court certified copy- each additional page	\$1.00
Municipal Court warrant fee	\$50.00
Municipal Court time payment fee	\$10.00
Municipal Court appeal preparation fee	\$40.00
<b><u>Municipal Court Facility Fee</u></b>	
<b><u>Use of City facilities for Monroe Municipal Court Judge to perform a private wedding ceremony</u></b>	<b><u>\$20.00</u></b>

Section 3. Amendment of Master Fee Schedule, Schedule I. The City of Monroe Master Fee Schedule, Schedule I, Fire Department Related Services, is hereby amended as follows:

**SCHEDULE I**  
**FIRE ((DEPARTMENT))DISTRICT RELATED SERVICE**

**FIRE ((DEPARTMENT))DISTRICT FEES**

Unless otherwise specified, all fees are comprehensive for Permit, Plan Review &
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Inspection Services.

**Table A -- COMMERCIAL PLAN REVIEW**  
New or Tenant Improvement Building Permits –  
Applies to all Occupancies except Groups R-3 & U, **and IRC Structures**

<b>Table I -- MISCELLANEOUS FEES</b>	
After Hours Inspection (Regular Inspection Hours: 7:30am to 3:30pm <b>weekdays</b> )	<del>\$(85))</del> <b>150</b> per hour / 1 hour minimum
Re-Inspection Fee ((for each inspection after the 3rd site visit, or as required by the fire code official.)) <b>(for uncorrected violations at time of re-inspection)</b>	<del>\$(75))</del> <b>50</b>

**TABLE J -- OPERATIONAL PERMITS**

Unless otherwise indicated, Operational Permit Fees are \$100 each. ~~((When a renewal is applied for prior to the expiration of an operational permit, the renewal fee is 50% of the operational fee.))~~ Request for waivers of fees for non-profit events, in accordance with Title 9.28.135, shall be made in writing to the Fire Marshal no less than 7 days before the event.

Section 4. Effective Date. The City of Monroe Master Fee Schedule, and fees, fines, penalties, interest, and charges, as amended, will be effective July 1, 2020.

ADOPTED by the City Council of the City of Monroe, at its regular meeting thereof, and APPROVED by the Mayor this 23<sup>rd</sup> day of June, 2020

Approved: June 23, 2020  
Effective: July 1, 2020

**CITY OF MONROE, WASHINGTON**

(SEAL)

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Geoffrey Thomas, Mayor

ATTEST:

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Rabecca Hasart, Interim City Clerk