



City Commission
Study Session Agenda
Monday, November 13, 2017 at 2:00pm
Shelton Civic Center

A. Call to Order

B. Commission Reports

- Recognition of Shelby Conklin for 37 years of service to the Shelton Municipal Court – Presented by the Honorable Judge George Steele.

C. General Public Comment (3-minute time limit per person)

The City Commission invites members of the public to provide comment on any topic at this time. City Commissioners and City Staff will not enter into a dialogue during public comment. If the Commission feels an issue requires follow up, staff will be directed to respond at an appropriate time.

D. Business Agenda

1. Equipment Purchase – PureAir Filtration Replacement Media – Presented by Public Works Director Craig Gregory (Tab 1)
2. 2017 Budget Amendment – Presented by Finance Director Nola von Neudegg (Tab 2)
3. Fee Schedule – Presented by Staff (Tab 3)
4. Rotating Art Gallery Recommendations – Presented by Community Development Director Mark Ziegler (Tab 4)

E. Administration Reports

1. Department Updates
 - Administrative Update by Assistant City Manager Vicki Look
 - Finance Department Update by Finance Director Nola von Neudegg
 - Public Works Department Update by Public Works Director Craig Gregory
2. City Manager Report

G. Announcement of Next Meeting – Monday, November 20, 2017, at 6:00 p.m.

H. Adjourn



Looking Ahead

Meeting Date	Agenda Items
Monday, November 13 2:00 pm	<u>Touches</u> <ul style="list-style-type: none"> Legislative Agenda
SMPD Monday, November 20 6:00 pm	SMPD Special Meeting <u>Public Hearing</u> <ul style="list-style-type: none"> 2018 SMPD Budget Review and Ad Valorem Tax Levy Resolution <u>Action Agenda</u> <ul style="list-style-type: none"> 2018 SMPD Budget SMPD Voucher
Monday, November 20 Immediately following the SMPD meeting	<u>Action Agenda</u> <ul style="list-style-type: none"> Budget Amendment 2018 Ad Valorem Tax Levy Second reading of Ordinance Filtration Replacement Media Purchase City of Shelton Strategic Plan
Monday, November 27 1:45 pm	Shelton Metropolitan Parks District Meeting – Possibly cancel?
Monday, November 27 2:00 pm	<u>Commission Reports</u> <ul style="list-style-type: none"> Employee of the Month <u>Business Agenda</u> <ul style="list-style-type: none"> Legislative Agenda <u>Department Updates</u> <ul style="list-style-type: none"> Police, Fire, Courts, Community Development
SMPD Monday, December 4 6:00 pm	<u>Public Hearing</u> <ul style="list-style-type: none"> 2018 SMPD Budget: Final Budget Hearing-Resolution adopting the 2018 SMPD Budget <u>Business Agenda</u> <ul style="list-style-type: none"> Legislative Agenda
Monday, December 4 Immediately following the SMPD meeting	<u>Public Hearing</u> 2018 Final Budget Hearing – First Opportunity to adopt- Ordinance to adopt 2018 Final Budget <u>Action Agenda</u>
Monday, December 11 2:00 pm	<u>Business Agenda</u> <ul style="list-style-type: none"> <u>Department Updates</u> <ul style="list-style-type: none"> Admin, Finance, Public Works
SMPD Monday, December 18 6:00 p.m.	<u>Action Agenda</u> <ul style="list-style-type: none"> Adopt SMPD 2018 Budget
Monday, December 18 Immediately following the SMPD meeting	<u>Action Agenda</u> <ul style="list-style-type: none"> Adopt 2018 budget



Looking Ahead

Tuesday, December 26 2:00 pm	<u>Commission Reports</u> <ul style="list-style-type: none">• Employee of the Month <u>Business Agenda</u> <ul style="list-style-type: none">• "C" Street Consent Decree <u>Department Updates</u> <ul style="list-style-type: none">• Police, Fire, Courts, Community Development
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**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: **November 6, 2107**

Brief Date: **November 13, 2017**

Action Date: **November 20, 2017**

Department: **Public Works**

Presented By: **Craig Gregory, Public Works Director**

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

**Equipment Purchase – PureAir
Filtration Replacement
Media**

☒ Dept. Head

☒ Finance Director

☒ Attorney

☒ City Clerk

☐ City Administrator

☐ Ordinance

☐ Resolution

ATTACHMENTS:

Vendor Award Form

☐ Motion

☒ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The Sewer Department is requesting to purchase odor control scrubber media to be used in the PureAir Biosolids Building (ME-7000), headworks (ME-2100), and the Front Street Pump Station (OCU-1750) odor control systems. This media reduces foul odors generated by sewage and needs to be changed out periodically.

ANALYSIS/OPTIONS/ALTERNATIVES:

This purchase was expected to exceed \$15,000, and therefore fell within the guidelines for a formal, sealed bid process. As such, a request for quotes for the media meeting the City's specifications was advertised in the Shelton-Mason County Journal – October 19 and 26, 2017; the Daily Journal of Commerce— October 16 and 23, 2017; and the City of Shelton website. There were three (3) responsive quotes, 1) Correct Equipment, in the amount of \$62,998.41, 2) Technology International, in the amount of \$52,742.00, and 3) PureAir, in the amount of \$43,165.00.

BUDGET/FISCAL INFORMATION:

This purchase was approved in the 2017 budget as line item #402-640-000-53580-3100 in the amount of \$50,000.00.

PUBLIC INFORMATION REQUIREMENTS:

Requests for bids for odor scrubbing media were advertised in the Shelton-Mason County Journal – October 19 and 26, 2017; the Daily Journal of Commerce— October 16 and 23, 2017; and the City of Shelton website. Information regarding this bid opportunity are available from the Public Works Office.

STAFF RECOMMENDATION:

Staff recommends the Commission concur to place the Vendor Award for PureAir Filtration Replacement Media on the Action agenda for November 20, 2017.

City of Shelton

Vendor Award Form

Name of the vendor purchase awarded to: **PureAir Filtration**

Date awarded: **November 20, 2017**

Amount of the Award: **\$43,165.00** (not including tax)

Description of the equipment to be purchased:

278 Cubic Feet of Sulphasorb XL High capacity Engineered Carbon Media (in sling bags for loading into the unit), 138 Cubic Feet of CPS Blend Odor Scrubbing Media (in sling bags for loading into the unit), Three (3) Real Time Media Bed Monitoring Rods.

Location where the bid quotations are available for public inspection: Information regarding this bid opportunity are available from the Public Works Office.

Authorizing signature(s):

Mayor

Date

Commissioner

Date

Commissioner

Date



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Brief Date: 11/13/2017
Action Date: **11/20/2017**

Department: Finance

Presented By: **Nola von Neudegg, Finance Director**

APPROVED FOR COMMISSION
PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
2017 Amended Budget

☐

Ordinance

☐

Dept. Head

ATTACHMENTS:

☐

Resolution

☐

Finance Director

**Proposed 2017 Amended
Budget**

☐

Motion

☐

Attorney

☒

Other

☐

City Clerk

☐

City Manager

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The City of Shelton has experienced significant change during 2017, including staffing re-configurations, additions and re-allocations, as well as contracting out solid waste services to Mason County Garbage and jail contract service changes. Although these decisions have been individually discussed and approved by the Commission, the resulting budgetary impacts have been incorporated into a single 2017 Proposed Amended Budget.

BUDGET/FISCAL INFORMATION:

The proposed 2017 Amended Budget document is attached to this briefing.

PUBLIC INFORMATION REQUIREMENTS:

Copies of the 2017 Amended Budget document will be available to the public at the 11/13/2017 meeting.

STAFF RECOMMENDATION/MOTION:

Staff recommends that the Commission place the proposed 2017 Amended Budget on the action agenda for November 20, 2017.



2017 Proposed Amended Budget

City of Shelton
2017 Proposed Amended Budget - General Fund (001)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 2,533,158	\$ 2,234,363	\$ 210,389	001 R1	\$ 2,444,752
Total Tax Revenue	\$ 6,713,588	\$ 7,103,183			\$ 7,103,183
Total License & Permit Revenue	\$ 267,387	\$ 216,550			\$ 216,550
Total Intergovernmental Revenue	\$ 931,971	\$ 846,663			\$ 846,663
Total Charges for Goods & Services Revenue	\$ 2,659,436	\$ 2,684,751			\$ 2,684,751
Total Fines & Penalties Revenue	\$ 102,819	\$ 90,070			\$ 90,070
Total Miscellaneous Revenue	\$ 167,642	\$ 104,471			\$ 104,471
Total Non Revenue	\$ 143,166	\$ -			\$ -
Total IFT/Sale of Fixed Assets Revenue	\$ 21,900	\$ -	\$ 906,000	001 R2	\$ 906,000
Total Revenue	\$ 11,007,910	\$ 11,045,688	\$ 906,000		\$ 11,951,688
Total Resources (Beg Cash + Revenue)	\$ 13,541,068	\$ 13,280,051	\$ 1,116,389		\$ 14,396,440
Total Legislative	\$ 195,613	\$ 191,249	\$ -		\$ 191,249
Total Judicial (Municipal Court)	\$ 337,726	\$ 379,074	\$ -		\$ 379,074
Total Executive	\$ 230,100	\$ 220,954	\$ 111,000	001 E1	\$ 331,954
Total Finance	\$ 934,521	\$ 1,069,326	\$ -		\$ 1,069,326
Total Legal	\$ 265,123	\$ 267,092	\$ 52,000	001 E2	\$ 319,092
Total Central Services	\$ 1,654,696	\$ 1,960,924	\$ -		\$ 1,960,924
Total Law Enforcement	\$ 2,670,859	\$ 2,638,582	\$ -		\$ 2,638,582
Total Fire/EMS	\$ 1,241,948	\$ 992,660	\$ -		\$ 992,660
Total Detention/Correction	\$ 401,783	\$ 348,786	\$ 111,000	001 E3	\$ 459,786
Total Code Enforcement	\$ 35,465	\$ 34,489	\$ -		\$ 34,489
Total Streets	\$ 909,570	\$ 942,243	\$ 245,000	001 E4	\$ 1,187,243
Total Nat Res - Pollution Control	\$ 4,498	\$ 7,553	\$ -		\$ 7,553
Total Animal Control	\$ 23,605	\$ 25,926	\$ 2,000	001 E5	\$ 27,926
Total Planning/Development	\$ 635,000	\$ 718,033	\$ -		\$ 718,033
Total Housing/Prop Development	\$ 16,498	\$ 10,601	\$ 6,399	001 E6	\$ 17,000
Total Mental/Physical Health Svs	\$ 2,241	\$ 2,642	\$ -		\$ 2,642
Total Ed/Recreation Services	\$ 85,352	\$ 89,455	\$ -		\$ 89,455
Total Library Facilities	\$ 37,616	\$ 37,558	\$ 4,442	001 E7	\$ 42,000
Total Spectator/Comm Events	\$ 3,270	\$ 4,469	\$ -		\$ 4,469
Total Cultural/Rec Facilities	\$ 33,297	\$ 102,566	\$ -		\$ 102,566
Total Park Facilities	\$ 259,629	\$ 279,544	\$ -		\$ 279,544
Total Debt Principal	\$ 15,072	\$ 15,610	\$ -		\$ 15,610
Total Other Debt Costs	\$ 6,422	\$ 5,884	\$ -		\$ 5,884
Total Capital Expenditures	\$ 147,760	\$ 32,400	\$ 61,000	001 E8	\$ 93,400
Total Non-Expenditures	\$ 3,398	\$ -	\$ -		\$ -
Total Transfers Out	\$ 945,253	\$ 1,028,157	\$ -		\$ 1,028,157
Total Expenditures	\$ 11,096,316	\$ 11,405,777	\$ 592,841		\$ 11,998,618
Total Ending Cash	\$ 2,444,752	\$ 1,874,274			\$ 2,397,822
Total Expenditures + Total Ending Cash	\$ 13,541,068	\$ 13,280,051			\$ 14,396,440
Difference	\$ -	\$ -			\$ -

City of Shelton
2017 Proposed Amended Budget - General Fund (001)

2017 Revenue Amendment Notes

001 R1 - Amendment to reflect actual beginning cash

001 R2 - IFT from Solid Waste Fund

2017 Expenditure Amendment Notes

001 E1 - Retail study, economic development support

001 E2 - Transition to in-house legal counsel, adult misdemeanor public defense adjustments

001 E3 - Detention/correction interlocal agreement adjustments

001 E4 - Grant refunding, downtown vision street projects

001 E5 - Animal Control staffing

001 E6 - Community Development Services staffing

001 E7 - Library facility utility adjustments

001 E8 - Capital Expenditures for technology upgrades, staff vehicles, equipment

City of Shelton
2017 Proposed Amended Budget - Tourism Fund (108)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 110,401	\$ 117,949	\$ 6,755	108 R1	\$ 124,704
Total Revenue	\$ 51,278	\$ 50,540			\$ 50,540
Total Resources (Beg Cash + Revenue)	\$ 161,679	\$ 168,489	\$ 6,755		\$ 175,244
Community Information Services	\$ -	\$ -	\$ 30,000	108 E1	\$ 30,000
Spectator & Community Events	\$ 36,975	\$ 55,810	\$ -		\$ 55,810
Total Expenditures	\$ 36,975	\$ 55,810	\$ 30,000		\$ 85,810
Total Ending Cash	\$ 124,704	\$ 112,679			\$ 89,434
Total Expenditures + Total Ending Cash	\$ 161,679	\$ 168,489			\$ 175,244
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

108 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

108 E1 - Youth baseball world series

City of Shelton
2017 Proposed Amended Budget - Bond Fund (201)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 3,982	\$ 9,550	\$ (2,764)	201 R1	\$ 6,786
Total Tax Revenue	\$ 236,154	\$ 237,062			\$ 237,062
Total Transfers - In	\$ 278,587	\$ 277,418			\$ 277,418
Total Revenue	\$ 514,741	\$ 514,480	\$ -	\$ -	\$ 514,480
<hr/>					
Total Resources (Beg Cash + Revenue)	\$ 518,723	\$ 524,030	\$ (2,764)		\$ 521,266
<hr/>					
Total Debt Principal	\$ 353,929	\$ 360,781			\$ 360,781
Total Other Debt Costs	\$ 158,008	\$ 148,387	\$ -		\$ 148,387
Total Expenditures	\$ 511,937	\$ 509,168	\$ -		\$ 509,168
Total Ending Cash	\$ 6,786	\$ 14,862			\$ 12,098
<hr/>					
Total Expenditures + Total Ending Cash	\$ 518,723	\$ 524,030			\$ 521,266
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

201 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Capital Improvements Fund (302)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 296,076	\$ 378,141	\$ 192,733	302 R1	\$ 570,874
Total Tax Revenue	\$ 145,370	\$ 140,000			\$ 140,000
Total Intergovernmental Revenue	\$ 1,496,936	\$ 1,034,030			\$ 1,034,030
Total Goods and Services Revenue	\$ 120,932	\$ 3,600			\$ 3,600
Total Non-Revenue	\$ 210,143	\$ -			\$ -
Total Transfers In	\$ 498,897	\$ 523,177			\$ 523,177
Total Revenue	\$ 2,472,277	\$ 1,700,807	\$ -		\$ 1,700,807
Total Resources (Beg Cash + Revenue)	\$ 2,768,353	\$ 2,078,948	\$ 192,733		\$ 2,271,681
Total SR3 Park & Ride	\$ 20,788	\$ 272,853			\$ 272,853
Total SR3 Corridor	\$ 277	\$ 162,039			\$ 162,039
Total Chipseal Overlay	\$ 205,848	\$ 209,205			\$ 209,205
Total Lake Blvd Design	\$ 4,780	\$ -			\$ -
Total Lake Blvd Construction	\$ 1,672,084	\$ -			\$ -
Total Franklin Str DT Crk Sidewalk	\$ 782	\$ 459,585			\$ 459,585
Total Evergreen Safe Routes	\$ 3,838	\$ 493,028			\$ 493,028
Total Domino's Alley	\$ 5,080	\$ -			\$ -
Total MTA Crosswalk 5th Franklin	\$ -	\$ 75,000			\$ 75,000
Total Operating Transfers	\$ 48,724	\$ 48,724			\$ 48,724
Accrued Expenses	\$ 235,279	\$ -			\$ -
Total Expenditures	\$ 2,197,479	\$ 1,720,434	\$ -		\$ 1,720,434
Total Ending Cash	\$ 570,874	\$ 358,514			\$ 551,247
Total Expenditures + Total Ending Cash	\$ 2,768,353	\$ 2,078,948			\$ 2,271,681
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

302 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Water Fund (401)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 2,015,524	\$ 2,978,662	\$ (1,241,772)	401 R1	\$ 1,736,890
Total Intergovernmental Revenue	\$ -	\$ -			\$ -
Total Charges for Goods and Services Revenue	\$ 1,915,660	\$ 125,455			\$ 125,455
Total Miscellaneous Revenue	\$ 27,148	\$ 4,022,604			\$ 4,022,604
Total Capital Revenue	\$ 49,248	\$ 7,560			\$ 7,560
Total Non-Revenues	\$ 4,761	\$ 1,843,000			\$ 1,843,000
Fed-DeptofComm DWSRF UMVPZ	\$ 1,038,312	\$ 4,090,439	\$ -		\$ 4,090,439
Total Revenue	\$ 3,035,130	\$ 10,089,058	\$ -		\$ 10,089,058
Total Resources (Beg Cash + Revenue)	\$ 5,050,654	\$ 13,067,720	\$ (1,241,772)		\$ 11,825,948
Total Inter-Fund Transfers	\$ 332,821	\$ 240,751			\$ 240,751
Total General Operations	\$ 893,822	\$ 1,230,479			\$ 1,230,479
Total Environmental Ops	\$ -	\$ 8,900			\$ 8,900
Total Machinery/Eqpm	\$ 6,472	\$ 4,047,680			\$ 4,047,680
Total New Services In-House	\$ 70	\$ 13,000			\$ 13,000
Total Hydrants - In House	\$ -	\$ 30,000			\$ 30,000
Total Angleside Booster Stn	\$ 57,308	\$ -			\$ -
Total UMVPZ Design	\$ 245,895	\$ -			\$ -
Total HS Tank Painting	\$ -	\$ 273,153			\$ 273,153
Total UMVPZ Construction	\$ 1,119,853	\$ 4,259,415			\$ 4,259,415
Total Lake Blvd Water Main Upgrd	\$ 349,891	\$ -			\$ -
Total Debt Principal	\$ 136,000	\$ 135,000			\$ 135,000
Total Interest/Other Debt Costs	\$ 103,190	\$ 110,138			\$ 110,138
Total Non-Expenditures	\$ 68,441	\$ -			\$ -
Total Expenditures	\$ 3,313,763	\$ 10,348,516	\$ -		\$ 10,348,516
Total Ending Cash	\$ 1,736,890	\$ 2,719,204			\$ 1,477,432
Total Expenditures + Total Ending Cash	\$ 5,050,654	\$ 13,067,720			\$ 11,825,948
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

401 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Sewer Fund (402)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 2,731,445	\$ 1,873,205	\$ 1,388,542	402 R1	\$ 3,261,747
Total Intergovernmental Revenue	\$ -	\$ -			\$ -
Total Charges for Goods/Services Revenue	\$ 5,178,276	\$ -			\$ -
Total Miscellaneous Revenue	\$ 2,689	\$ 4,500			\$ 4,500
Total Capital Revenue	\$ 178,138	\$ 5,048,446			\$ 5,048,446
Total Non-Revenues	\$ 21,434	\$ 4,675,000			\$ 4,675,000
Total Loan/Grant Proceeds	\$ -	\$ 2,873,198			\$ 2,873,198
Total Revenue	\$ 5,380,536	\$ 12,601,144	\$ -		\$ 12,601,144
Total Resources (Beg Cash + Revenue)	\$ 8,111,982	\$ 14,474,349	\$ 1,388,542		\$ 15,862,891
Total Operations	\$ 578,634	\$ 261,344			\$ 261,344
Total Sewer Funding Coalition	\$ 176	\$ 25,000			\$ 25,000
Total Collections Main	\$ 148,393	\$ 259,827			\$ 259,827
Total Service Main	\$ 610,709	\$ 806,626			\$ 806,626
Total Other Main	\$ 259,945	\$ 282,028			\$ 282,028
Total Collections Satellite	\$ 8	\$ 9,392			\$ 9,392
Total Service/Satellite Plant	\$ 257,831	\$ 311,857			\$ 311,857
Total Other Satellite	\$ 15,335	\$ 39,213			\$ 39,213
Total Non-Expenditures	\$ 468,985	\$ -			\$ -
Total Debt Principal	\$ 1,635,195	\$ 1,666,309			\$ 1,666,309
Total Interest/Other Debt Costs	\$ 496,295	\$ 791,868			\$ 791,868
Total Capital	\$ 15,123	\$ 245,000			\$ 245,000
Total WWTP Intertie	\$ -	\$ 1,560,145			\$ 1,560,145
Total Basin 3 Design	\$ 482	\$ -			\$ -
Total Basin 3 Construction	\$ -	\$ 6,633,759	\$ -		\$ 6,633,759
Total SWR Main Extension	\$ -	\$ 27,000			\$ 27,000
Total Lake Blvd Sewer Extension	\$ 362,460	\$ -			\$ -
Total 654 Dearborn	\$ 664	\$ 216,625			\$ 216,625
Total Expenditures	\$ 4,850,235	\$ 13,135,993	\$ -		\$ 13,135,993
Total Ending Cash	\$ 3,261,747	\$ 1,338,356			\$ 2,726,898
Total Expenditures + Ending Cash	\$ 8,111,982	\$ 14,474,349			\$ 15,862,891
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

402 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Solid Waste Fund (403)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 214,299	\$ 354,960	\$ 229,772	403 R1	\$ 584,732
Total Intergovernmental Revenue	\$ 26,081	\$ -	\$ 70,481	403 R2	\$ 70,481
Total Charges for Goods and Services	\$ 1,650,116	\$ 1,679,000	\$ (608,000)	403 R3	\$ 1,071,000
Total Miscellaneous Revenue	\$ 6,980	\$ -	\$ 200	403 R4	\$ 200
Total Capital Revenue	\$ -	\$ -	\$ 151	403 R5	\$ 151
Total Non-Revenue	\$ 58,593	\$ -	\$ 37,565	403 R6	\$ 37,565
Total Sale of Cap Assets	\$ -	\$ -	\$ 729,000	403 R7	\$ 729,000
Total Revenue	\$ 1,741,769	\$ 1,679,000	\$ 229,397		\$ 1,908,397
Total Resources (Beg Cash + Revenue)	\$ 1,956,068	\$ 2,033,960	\$ 459,169		\$ 2,493,129
Total IFT for Residual Balance	\$ -	\$ -	\$ 906,000	403 E1	\$ 906,000
Total Indirect Costs	\$ 317,797	\$ 350,240	\$ (58,393)	403 E2	\$ 291,847
Total Operations	\$ 781,637	\$ 1,046,057	\$ (325,127)	403 E3	\$ 720,930
Total Recycling/Environ Ops	\$ 205,449	\$ 295,729	\$ (128,143)	403 E4	\$ 167,586
Total Non-Expenditures	\$ 66,453	\$ 57,240	\$ (16,213)	403 E5	\$ 41,027
Total Machinery/Eqpm	\$ -	\$ 156,000	\$ (148,500)	403 E6	\$ 7,500
Total Expenditures	\$ 1,371,336	\$ 1,905,266	\$ 229,624		\$ 2,134,890
Total Ending Cash	\$ 584,732	\$ 128,694			\$ 358,239
Total Expenditures + Ending Cash	\$ 1,956,068	\$ 2,033,960			\$ 2,493,129
Difference	\$ -	\$ -			\$ -

City of Shelton
2017 Proposed Amended Budget - Solid Waste Fund (403)

2017 Revenue Amendment Notes

403 R1 - Amendment to reflect actual beginning cash

403 R2 - Amendment based on YTD actuals

403 R3 - Amendment based on YTD actuals

403 R4 - Amendment based on YTD actuals

403 R5 - Amendment based on YTD actuals

403 R6 - Amendment based on YTD actuals

403 R7 - Amendment based on sale of capital assets

2017 Expenditure Amendment Notes

403 E1 - IFT for sale of capital assets, reimbursement of grant refunding

403 E2 - Amendment based on YTD actuals

403 E3 - Amendment based on YTD actuals

403 E4 - Amendment based on YTD actuals

403 E5 - Amendment based on YTD actuals

403 E6 - Amendment based on YTD actuals

City of Shelton
2017 Proposed Amended Budget - Storm Drainage Fund (404)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 549,035	\$ 656,576	\$ 59,291	404 R1	\$ 715,867
Total Charges for Goods and Services	\$ 765,743	\$ -			\$ -
Total Capital Revenue	\$ 842,026	\$ 8,952			\$ 8,952
Total Transfers - In	\$ -	\$ -			\$ -
Total Non-Revenue	\$ 118,330	\$ 750,000			\$ 750,000
Total Revenue	\$ 1,726,099	\$ 758,952			\$ 758,952
Total Resources (Beg Cash + Revenue)	\$ 2,275,134	\$ 1,415,528	\$ -		\$ 1,517,904
Total Indirect Costs	\$ 65,309	\$ 116,149			\$ 116,149
Total General Operations	\$ 310,820	\$ 380,500	\$ 64,000	404 E1	\$ 444,500
Total Environmental Operations	\$ -	\$ 2,099			\$ 2,099
Total Non-Expenditures	\$ 139,961	\$ -			\$ -
Total Machinery/Eqpm	\$ 5,302	\$ -			\$ -
Total SR3 Other Services	\$ 1,307	\$ 18,000			\$ 18,000
Total Stormpipe Impl SR3 Design	\$ 57	\$ 153,567			\$ 153,567
Total Stormpipe G (Laurel/King)	\$ -	\$ 33,900			\$ 33,900
Lake Blvd Stormwater Design	\$ 3,007	\$ -			\$ -
Total Lk Blvd/Pioneer Way Constr	\$ 1,012,878	\$ -			\$ -
Total C Str Pond Overflow Pipe	\$ 15,137	\$ -			\$ -
Total Dominos Alley Storm	\$ 5,489	\$ -			\$ -
Total Expenditures	\$ 1,559,267	\$ 704,215	\$ 64,000		\$ 768,215
Total Ending Cash	\$ 715,867	\$ 711,313			\$ 749,689
Total Expenditures + Ending Cash	\$ 2,275,134	\$ 1,415,528			\$ 1,517,904
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

404 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

404 E1 - Grant refund

City of Shelton
2017 Proposed Amended Budget - Payroll Benefits Fund (502)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 210,516	\$ 207,286	\$ 17,515	502 R1	\$ 224,801
Total Charges for Services	\$ 35,383	\$ 37,500			\$ 37,500
Total Miscellaneous Revenue	\$ 682	\$ 400			\$ 400
Total Capital Revenue	\$ -	\$ -			\$ -
Total Non-Revenues	\$ 311	\$ -			\$ -
Total Transfers In	\$ 72,569	\$ 111,918			\$ 111,918
Total Revenue	\$ 108,944	\$ 149,818	\$ -		\$ 149,818
Total Resources (Beg Cash + Revenue)	\$ 319,460	\$ 357,104	\$ -		\$ 299,636
Miscellaneous Sub-Total	\$ 175	\$ -			\$ -
Personnel Benefits Sub-Total	\$ 75,041	\$ 106,589			\$ 106,589
Intergov'l Svs Sub-Total	\$ 2,070	\$ 20,000	\$ 35,000	502 E1	\$ 55,000
SLBB Sub-Total	\$ 17,372	\$ 22,000			\$ 22,000
Total Non-Expenditures	\$ -	\$ -			\$ -
Total Expenditures	\$ 94,659	\$ 148,589	\$ 35,000		\$ 183,589
Total Ending Cash	\$ 224,801	\$ 208,515			\$ 116,047
Total Expenditures + Ending Cash	\$ 319,460	\$ 357,104			\$ 299,636
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

502 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

502 E1 - Amendment based YTD actuals - unemployment claims

City of Shelton

2017 Proposed Amended Budget - Equipment Maintenance/Rental Fund (503)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 825,795	\$ 1,007,189	\$ 63,636	503 R1	\$ 1,070,825
Total Charges for Services	\$ 725,871	\$ 785,285			\$ 785,285
Total Miscellaneous Revenue	\$ -	\$ -			\$ -
Total Capital Revenue	\$ -	\$ -			\$ -
Total Non-Revenues	\$ -	\$ -			\$ -
Total Sale of Cap Assets	\$ -	\$ -			\$ -
Total Revenue	\$ 725,871	\$ 785,285	\$ -		\$ 785,285
					\$ -
Total Resources (Beg Cash + Revenue)	\$ 1,551,665	\$ 1,792,474			\$ 1,856,110
Total General Operations	\$ 425,457	\$ 558,337			\$ 558,337
Total Environmental Operations	\$ 233	\$ 5,100			\$ 5,100
Total Non-Expenditures	\$ (7,530)	\$ -			\$ -
Total Machinery/Equipment	\$ 62,680	\$ 300,000			\$ 300,000
Total Expenditures	\$ 480,840	\$ 863,437	\$ -		\$ 863,437
Total Ending Cash	\$ 1,070,825	\$ 929,037			\$ 992,673
Total Expenditures + Ending Cash	\$ 1,551,665	\$ 1,792,474			\$ 1,856,110
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

503 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Firemen's Pension Fund (611)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 341,647	\$ 384,247	\$ 9,817	611 R1	\$ 394,064
Total Tax Revenue	\$ 8,611	\$ 6,209			\$ 6,209
Total Miscellaneous Revenue	\$ 1,451	\$ 1,200			\$ 1,200
Total Non-Revenues	\$ 579	\$ -			\$ -
Total Transfers In	\$ 143,925	\$ 145,364			\$ 145,364
Total Revenue	\$ 154,566	\$ 152,773	\$ -		\$ 152,773
					\$ -
Total Resources (Beg Cash + Revenue)	\$ 496,213	\$ 537,020			\$ 546,837
Total Pension Administration	\$ 102,149	\$ 112,249			\$ 112,249
Total Expenditures	\$ 102,149	\$ 112,249	\$ -		\$ 112,249
Total Ending Cash	\$ 394,064	\$ 424,771			\$ 434,588
Total Expenditures + Ending Cash	\$ 496,213	\$ 537,020			\$ 546,837
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

611 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes

City of Shelton
2017 Proposed Amended Budget - Library Endowment Fund (707)

Description	2016 Actual	2017 Original Budget	2017 Amendment	Note	2017 Amended Budget
Total Beginning Cash	\$ 112,274	\$ 113,240	\$ (124)	707 R1	\$ 113,116
Total Revenue	\$ 842	\$ 900	\$ -		\$ 900
Total Resources (Beg Cash + Revenue)	\$ 113,116	\$ 114,140			\$ 114,140
Total Expenditures	\$ -	\$ -	\$ -		\$ -
Total Ending Cash	\$ 113,116	\$ 114,140			\$ 114,140
Total Expenditures + Ending Cash	\$ 113,116	\$ 114,140			\$ 114,140
Difference	\$ -	\$ -			\$ -

2017 Revenue Amendment Notes

707 R1 - Amendment to reflect actual beginning cash

2017 Expenditure Amendment Notes



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 11/06/17
Brief Date: 11/13/17
Action Date:

Department: Executive
Presented By: Ryan Wheaton

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
Fee Schedule Update

☐

Ordinance

☒ Dept. Head

ATTACHMENTS:

☐

Resolution

☒ Finance Director

Proposed Fee Schedule Changes

☐

Motion

☐ Attorney

☒

Other

☒ City Clerk

☒ City Manager

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The City has created a Fee Schedule by resolution so that costs can be reviewed annually and fees can be updated to recover costs with little administrative burden.

This update includes Commission approved building permit fees (see info below), as well as list of comprehensive fee changes to better align with current business costs.

Throughout this first draft of the fee schedule update, changes have been highlighted for Commission review.

The information below is based on project valuation of \$193,000, which is the same valuation provided during the 2016 discussion.

Fee	2015	Current	Option A	Option B	
			+20% from Current	Renewal Properties	Other Properties
State Surcharge	4.50	4.50	4.50	0.00	4.50
Plan Review	984.00	688.80	984.00	0.00	984.00
Building Permit	1,515.00	1,060.50	1,515.00	0.00	1,515.00
Mechanical Permit	121.00	84.70	121.00	0.00	121.00
Plumbing Permit	165.00	115.50	165.00	0.00	165.00
Water Utility Application	117.00	0.00	0.00	0.00	117.00
Water GFC	2,800.00	1,260.00	1,260.00	0.00	2,800.00
Water Connection Charge	1,500.00	0.00	0.00	0.00	1,500.00
Sewer Utility Application	109.00	0.00	0.00	0.00	109.00
Sewer GFC	7,240.00	3,258.00	3,258.00	0.00	7,240.00
Transportation Impact Fee	3,700.00	2,664.00	3,700.00	0.00	3,700.00
TOTAL	\$18,255.50	\$9,136.00	\$11,007.50	\$0.00	\$18,255.50

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

See attached information for fee schedule changes (highlighted for Commission review).

PUBLIC INFORMATION REQUIREMENTS:

N/A

STAFF RECOMMENDATION/MOTION:

Staff recommends feedback from the Commission to allow a final proposed fee schedule to move forward during an upcoming Commission meeting.

RESOLUTION N0.1088-0316

A RESOLUTION OF THE CITY OF SHELTON AMENDING RESOLUTION #1083-0715, THE CITY FEE SCHEDULE, REVISING FEES AND ADOPTING NEW FEES

WHEREAS, Shelton Municipal Code 3.01 allows fees to be fixed by resolution; and

WHEREAS, to the extent possible, the City desires to work toward establishment of all fees of an administrative nature by resolution in a document referred to as the fee schedule; and

WHEREAS, to the extent possible, the City desires to recover its administrative costs of providing services to the public, costs above those already paid by taxpayer dollars;

WHEREAS, the City Commission has determined that local economic conditions warrant removal of the Water and Sewer application and connection charges, a 55% reduction of Water and Sewer General Facility Charges, and a 30% reduction in building fees, grading plan review and permit fees, mechanical permit fees, and plumbing permit fees;

NOW, THEREFORE BE IT RESOLVED, by the City Commission of the City of Shelton, Washington, as follows:

Section 1.

The City of Shelton adopts the fee schedule outlined in Attachment "A" together with Exhibits "A through G".

Section 2.

This Resolution shall become effective on the second day of April 2016.

INTRODUCED AND PASSED by the City Commission of the City of Shelton on the 21st day of March 2016.

ATTEST:

Commissioner. Moore

CITY OF SHELTON DEPARTMENT FEE SCHEDULE

General Government Fees and Charges	Page 1
Animal Shelter Fees and Charges	Page 2
Building Department Fees and Charges	Page 3 - 4
Civic Center Rental Fees and Charges	Page 5
Code Enforcement Fees and Charges	Page 6
Fire Department Fees and Charges	Page 6
Parks and Recreation Fees and Charges	Page 6
Planning Department Fees and Charges	Page 7 - 8
Police Department Fees and Charges	Page 9
Public Works Department Fees and Charges	Page 10-11
Sewer Fees and Charges	Page 12
Water Fees and Charges	Page 13

CITY OF SHELTON DEPARTMENT FEE SCHEDULE

DEPARTMENT AND TYPE OFFEE OR CHARGE	April 2, 2016
<u>General Government Fees and Charges</u>	
Annual Report	\$10.00
Documents provided at Public Hearings	No Fee When requested within one year of hearing.
Audio Reproduction (other than Police):	
Tape or CD	\$10.00
Copies of Public Records-	
Copies	\$0.15 per page
Page scanned into electronic format	\$0.10 per page
Files or attachments provided by electronic delivery	\$0.05 per 4 files or attachments
Gigabyte of electronic records transmission	\$0.10 per gigabyte
Storage media, container, envelope, postage and delivery charge	Actual costs
RCW 42.56.120(2)(b), (c) and (e)	
Parking Lot Permit (City Lot)	
Annual billing	\$150.00 per year
Semi-Annual billing	\$175.00 per year
Quarterly billing	\$200.00 per year
Lost Permit replacement fee	\$10.00
Regular Business Licenses - New	\$35.00
Regular Business Licenses - Renewals	\$30.00
Returned Check Charge	\$40.00
VISA/MC Chargeback Fee	\$35.00
Sexually Oriented Business License	\$100.00
Sexually Oriented Manager or Entertainer License	\$50.00
Special EventsPermits	
Permit Application	\$35.00 per application
Late Application	\$25.00 one-time penalty for missed deadline (25 days prior to event)
Event Set-up and Clean-up	Labor & Material
Taxi Operator License	\$40.00 Per Operator
Taxi Vehicle License	\$40.00 Per Vehicle
Video Reproduction (other than Police):	
Tape or DVD	\$10.00
Map Reproduction	
Colored:	
36x48	\$18.00
24x36	\$12.00
Special Order:	
36x48	\$30.00
24x36	\$20.00
Black Line:	\$1.00 Per Square Foot

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Animal Shelter Fees and Charges</u>		
Adoption Fee	\$80.00	
Adoption Fee - with Rabies Vaccine	\$112.50	
Animal License	\$15.00	
Rabies Vaccination	\$32.50	
Surrender of Dog (City Residents Only)	\$25.00	
Animal Impound Fee - First Impound	\$30.00	Plus Unpaid Animal License
Animal Impound Fee - Second Impound.	\$50.00	Plus Unpaid Animal License
Animal Impound Fee - Third & Subsequent Impound	\$ 100.00	Plus Unpaid Animal License
Boarding Fee (over 48 hours of impound)	\$15.00	Per Day
Lost license or transfer of license	\$5.00	
Non-resident Animal Impound Fee - First Impound	\$80.00	
Non-resident Animal Impound Fee - Second Impound	\$130.00	
Non-resident Animal Impound Fee-Third & Subsequent Impound	\$180.00	

Attachment A

DEPARTMENT AND TYPE OFFEE OR CHARGE	April .2,2016
<u>Building Department Fees and Charges</u>	
After Hours Inspection	Per Exhibit A (attached)
Building Permit	Per Exhibit G and Exhibit A (attached)
<u>Residential (and accessory) building valuations</u>	
<u>1) New construction, and remodels greater than 50%, of "R" occupancies (including finished basements and additions) are valued per the most current August version of the (ICC) International Code Council's Building Valuation Data for the specified occupancy.</u>	
<u>2) Private garages, storage buildings, green houses and similar structures shall be valued as Utility, Miscellaneous</u>	
<u>3) Remodels less than 50% shall be valued at 50% of the table value from the ICC Building Valuation Data for the occupancy specified</u>	
<u>NOTE: all footnotes of Building Valuation Data as published by ICC shall apply</u>	
Building Permit Expiration	Per Exhibit E(attached)
Building Code Advisory Appeal	\$400.00
Bulkheads	\$20.00 Per Cubic Square Foot
Decks	Per Exhibit G - Utility Miscellaneous (attached)
Demolition Permit	\$12073.00 (plus state surcharge)
Duplicate (stock) Residential Plan Check	50% of ICC UBC Fee
Fences	\$75.00
Fill and Grade Permit	See Exhibit B (attached)
Solid Fuel/Gas Insert	\$14058.00
Fireplace	
Double	\$3,800.00 (Valuation)
Single	\$3,200.00 (Valuation)
Garages	
Wood Frame	Per Exhibit G - Utility Miscellaneous (attached)
Open Carports	Per Exhibit G - Utility Miscellaneous (attached)
Garage Conversion to Living Area	\$70,2362.29 Per sq. ft. of valuation per Exhibit G and Exhibit A (attached)
Hearings Examiner Appeal (Building Related)	\$1,000.00 500.00
Request for Reconsideration	\$500.00
Investigation Fee	\$70.00 54.00 Per Hour
Mechanical Permit	Per Exhibit C (attached)
Mobile/Manufactured Homes Set-Up:	
Individual Lot	\$472.00 Base Fee (includes 4'x4' landing)
Park Set	\$165.00 Base Fee (includes 4'x4' landing)
<u>Mobile Home Title Eliminations</u>	<u>\$30.00</u>
Miscellaneous Inspection	Per Exhibit A (attached)
Plan Review:	Plan review fees include the initial plan review plus one (1) recheck. When substantial revisions occur, additional fees shall be charged at the hourly rate

Comment [MZ1]: One hour of building & one hr of pw

Comment [MZ2]: See 2015 staff briefing for true costs: \$3,400

Comment [MZ3]: Mobile homes are governed by L&I. Propose adoption of property maintenance code to help regulate health, safety, & appearance

of \$70.00 per hour* with a one hour minimum.

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

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
Building/Commercial/Industrial	65% of building permit fee per Exhibit A	
IMC/ME	25% of the mechanical permit fee per Exhibit C for commercial	
UPC	65% of the plumbing permit fee per Exhibit D for commercial	
Note: Commercial kitchen based on project valuation of engineer's written estimate.		
Plumbing Permit	Per Exhibit D (attached)	
Porches	Per Exhibit G - Utility Miscellaneous (attached)	
Propane Tanks and Piping (above and below ground)	\$12.00 Per Tank	
Out Buildings (Residential Storage)	Per Exhibit G - Utility Miscellaneous (attached)	
Refund	Per Exhibit F (attached)	
Reissuance of Lost Permit Card	\$30.00 \$5.00	
Replacement of Issue Plan Pack	\$140.00 20.00 Plus Copies	
Reroof Permit	Note: Per square fee is used to determine valuation of project to apply to IBC fee schedule.	
Class A&B (Hotmop, Torchdown)	\$275.00 21.00 Per Square	
Composition (Roll, 3-tab)	\$250.00 21.00 Per Square	
Composition with Plywood Replacement	\$325.00 65.00 Per Square	
Metal	\$300.00 65.00 Per Square	
Shake	\$275.00 65.00 Per Square	
Shingle	\$300.00 87.00 Per Square	
Siding (commercial only)	Valuation	
Signs	\$50.00 When no Building Permit is required	
	\$55.00 Per Square Foot Valuation, with Building Permit	
Sign Permit - Sandwich Board/Sidewalk Sign	\$25.00 Per Year	
State Surcharge Fee	\$4.50 Each Building Permit	
	\$2.00 Each Additional Residential Unit, Not Including the First Residential Unit in Each Building	
Stop Work Posting & Investigation Fee	\$67.00 Double permit fee Per Posting	
Temporary Use Building Permit (Modular, Commercial, Coach)	\$429.00 Per Year (1 year minimum fee)	
Structure Moving Permit	\$110.00	
Change of Use, No Construction	\$140.00 46.00 Plus Additional Plan Reviews if needed	
Valuation:	Per Exhibit G (attached)	
Valuations of new structures and remodels >50% of the assessed value are based upon the current ICC Building Standards Valuation Data Recommendations without regional modifier. (All basements shall be valued as per dwelling). Remodels <50% of the assessed value shall be based on engineer's and/or architects certified cost breakdown as per 2009 IBC Section 109.3.		
Residential (and accessory) building valuations		
1) New construction, and remodels greater than 50% of "R" occupancies (including finished basements and additions) are valued per the most current August version of the (ICC) International Code Council's Building Valuation Data for the specified occupancy.		
2) Private garages, storage buildings, green houses and similar structures shall be valued as Utility, Miscellaneous		
3) Remodels less than 50% shall be valued at 50% of the table value from the ICC Building Valuation Data		

for the occupancy specified

Variance to Flood Ordinance

\$1,000,00400.00

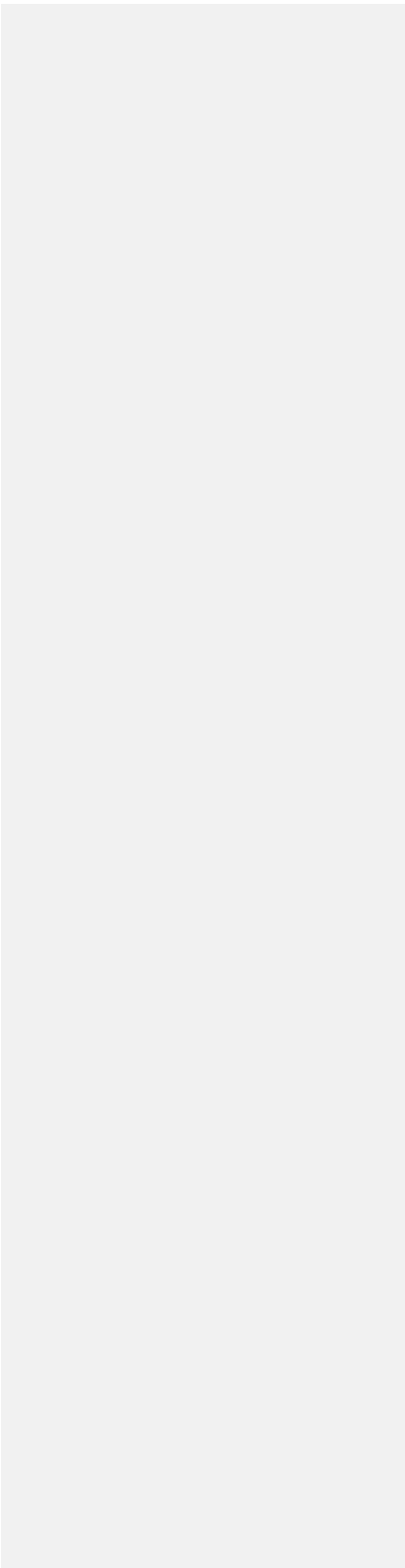
Windows

Valuation

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Civic Center Rental Fees and Charges</u>		
Damage Deposit	\$300.00	
Kitchen	\$50.00	
Event Serving Alcohol	\$100.00	
Black Drapery	\$2.00 Per 10' section	
Staging	\$10.00 Use of 1-4 Sections	
Equipment Rental:		
25" TV Monitor/VCR	\$107.00 Per day Hour	
Analog Port of Internet Access	\$25.00 Each Day/Each Plug	
Multimedia Projector	\$1020.00 Per day Hour	
Slide Projector	\$10.00 Per Day	
Overhead Projector	\$10.00 Per Day	
Coffee Service:		
\$20.00 per	\$12.50	
gallon 25 Cups	\$25.00	
50 Cups 100-	\$50.00	
Cups 150 Cups	\$75.00	
200 Cups	\$100.00	
250 Cups	\$125.00	
300 Cups	\$150.00	
350 Cups-	\$175.00	
400Cups 450-	\$200.00	
Cups	\$225.00	
500 Cups	\$250.00	
One Meeting Room (600 sq. ft.)		
Two Meeting Rooms (1200 sq. ft.)		
Three Meeting Rooms (1800 sq. ft.)	\$15.00 Per Hour	
Main Meeting Room (7040 sq. ft.)	\$30.00 Per Hour	
	\$45.00 Per Hour	
	\$5045.00 Per Hour	

Note: Non-profit and public entities receive a 50% discount on room rentals when used between 8:00 a.m. and 5:00 p.m.



Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Code Enforcement</u>		
Fees Property Improvement Eas	\$19.50	Per Hour
<u>Fire Department Fees and Charges</u>		
Automatic Fire Alarm Permit, Plan Review, Inspection	\$265.00	
Flow Test (one-time analysis)	\$40.00	First Hydrant
	\$20.00	Second Hydrant
	\$10.00	Each Additional
Fixed Fire Suppression Permit, Plan Review, Inspection	\$140.00	
Auto Sprinkler System Permit , Plan Review, Inspection	\$205.00	
Commercial Project Plan Reviews:		
Plan Review for project up to 3,600 square feet	\$100.00	
Plan Review for project 3,600 to 10,000 square feet	\$250.00	
Plan Review for project over 10,000 square feel	\$500.00	
Overtime Plan Review (Fire)	\$94.00	Per Hour
CPR/First Aid Classes (Adult)	\$25.00	
CPR/First Aid Classes (Student) w/out first aid kit	\$10.00	
CPR/First Aid Classes (Student) w/first aid kit	\$15.00	
Public Fireworks Display Permit	\$100.00	
<u>Parks & Recreation Fees</u>		
Parks Master Plan	\$actual cost	40.00
Ball fields and Playfields (Callanan Park/Loop Field):		
Field Rental	\$129.00	Per Hour
Softball Field Preparation	\$204	5.00
	each	
City Recreation Programs	Fee Based on Cost of Doing Program.	
Refunds:		
Before First Class	100%	
Before Second Class	80%	
Before Third Class	50%	
After Third Class	No Refund	
Picnic Shelters	\$2540.00	per two hours use minimum Plus Applicable Fees for Garbage labor & misc.
Commercial park use: Use by individual, corporation, company, or business for purposes of selling, distributing, promotion.....\$25 per hour. Plus applicable fees for garbage, labor, & misc.		

Attachment A

DEPARTMENT AND TYPE OFFEE OR CHARGE		April 2, 2016
<u>Planning Department Fees and Charges</u>		
Annexation:	\$1,200,399.00	Base Fee Plus \$40.00 For Each Acre
Appeal to the Hearings Examiner	\$1,000.00	
Appeal to the City Commission	\$250.00	
Boundary Line Adjustment	\$350.00	Plus recording fees
Comprehensive Plan Amendment	\$450,389.00	Plus Pro-rata Share of SEPA Cost
Comprehensive Plan Copies	\$37.00	Primary Document Plus Copy Cost for Supplemental Documents
Conditional Use <u>Permit</u>	\$3,400,099.00	
Displays/Notices on City Message Boards	\$30.00	Application Fee
EIS (SEPA)	\$900.00	Plus Consultant Costs
Environmental Checklist (SEPA)	\$350,245.00	
Review of Supplemental Environmental Info	\$350.00	Plus Consultant Costs
Legal Notice Publication	Actual Costs To Be Billed To Applicant	
Note: This cost applies to all actions requiring legal notice publication.		
Limited Use Application	See Rezone Fees	
Plat / Binding Site Plan:		
Preliminary	\$1750,459.00	Plus \$40.00 Per Lot
Extension	\$175.00	
Final	\$550.00	Plus \$30.00 Per Lot
Amendments for Short Plats and Subdivisions	\$55.00	Per Hour Plus Recording Fees
Planned Unit Development:		
Preliminary	\$900.00	Plus \$40.00 Per Lot
Extension	\$175.00	
Final	\$550.00	Plus \$30.00 Per Lot
Plan Adjustment		
Administrative Approval	\$130.00	Plus Recording fees
Commission Approval	\$600.00	Plus Recording fees
Parcel Combination	\$120.00	Plus Recording fees
Pre-submission <u>Conference</u>		
Plat Review	\$300.00	
Proposals Requiring Site Plan Review < 2 acres	\$150.00	
Proposals Requiring Site Plan Review >2 acres	\$300.00	
One Single Family/Minor Land Use	\$100.00	
Shoreline Management Program Copy	Actual costs \$10.00	

Comment [MZ9]: Average cost of hearing examiner and staff time

Comment [MZ10]: Required prior to all permit submittals

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
Shoreline Management Application		
SDP, CUP, Variance:		
1-2 Dwelling Units	\$500.00	\$400.00
3+ Dwelling Units		\$400.00
Commercial/Industrial/Other		\$400.00
SDP that requires a public hearing before the Hearings Examiner		\$1,000.00
Short Plat	\$750.00	Plus Recording Fees
Sign Permit - Sandwich Board/Sidewalk Sign		\$25.00
Site Plan Review*		
Per 1,000 square feet of non-residential floor area	\$50.00	(\$400 minimum)
Per residential unit	\$50.00	(\$400 minimum)
Per 1,000 square feet of impervious coverage	\$20.00	(\$400 minimum)
* Note: Civil Review Fees will also apply.		
Site Plan Amendments	\$53.00	Per Hour
Special Use Permit		\$1,200.00
Subdivision Alterations	\$350.00	Plus \$5.00 Per Lot and Recording Fees
Variance Application		\$1,000.00
Wetlands Permit	\$400.00	\$50.00
Zone Change Application		\$950.00
Zoning Ordinance Text Amendment	\$450.00	Plus Codification Costs
Address Assignment		\$47.00
Forest Practices Application	\$	\$350.00 up to 20 acres. Additional \$10.00 per acre 21 acres and more

Comment [MZ11]: Added 2 hrs public works @ \$50 p/hr

Comment [MZ12]: Included average 4 hrs public works review @ \$50 p/hr

Comment [MZ13]: Added 1 hr public works review @ \$50 /hr

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Police Department Fees</u>		
Fingerprints (per card)		\$10.00
Fingerprints for Taxi Driver's License		\$52.75
Video Reproductions:		
Tape or DVD	Time & Materials	
Audio Reproductions:		
Tape or CD		\$10.00 for first 30 minutes, Time and Materials thereafter
Weapons Permit-Renewal		\$32.00
Weapons Permit-Late Renewal		\$42.00
Weapons Permit		\$50.75 <u>these fees are set by the state at \$48.00</u>
Weapons Dealer Permit		\$125.00
Copies of Photographs (scanned, digital, digital disks)	Time and Materials	
Excess Alarm Fee		\$25.00 after three false alarms

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Public Works Department Fees and Charges</u>		
Right of Way & Easement Access Permits:		
Short-term Maintenance Permit	\$15.00	
Temporary Construction Permit	\$75.00	Application Fee plus Inspection Fees
Fixture and Encroachment Permit	\$30.00	Application Fee plus \$15.00 Renewal Fee
Heavy Use Permit	\$100.00	Application Fee plus Inspection Fees
<u>Rental of Barricades, Signs</u>	<u>\$5.00</u>	<u>Includes two barricade signs for up to one week</u>
<u>Commercial Permit</u>		<u>\$200.00</u>
Special Development Studies	Contracted Consultant Charges plus Applicable Indirect Costs	
(Traffic Impact Studies, Hydraulic Modeling, etc.)		
Traffic Impact Fee	As Identified in Traffic Impact Ordinance# 1733-1008	
Civil Review:		
<u>Civil Plan Review</u>	<u>\$750.00 +185.00 per</u>	
<u>Hr after first four</u>		
Inspection Fees:		
Pump Station	\$500.00	
Street or Street with curb, gutter, walk, Alley	\$135.00	1st 100' + .25/lf thereafter
Curb, Gutter & Sidewalk Only	\$135.00	1st 100' + .25/lf thereafter
Lighting	\$135.00	+ \$5.00 per pole
Signals	\$513.00	Per Intersection
Overhead	\$50.00	1st 100' + .03/lf thereafter
Underground	\$135.00	1st 100' + .25/lf thereafter
Sediment & Erosion Control/BMP's	\$25.00	for 0-.5 acres
Sediment & Erosion Control/BMP's	\$25.00	for each additional .5 acre or portion thereof
Latecomer Agreement Application	\$300.00 Plus \$50.00 Per Parcel	
Fee for Work in Right of Way without Permits	<u>\$250.00 + Permit Fee</u> Double Permit Fee	
Design & Construction Standards Details (digital w/hardcopy)	\$25.00	
Sediment & Erosion Control Permit	\$50.00 for 0 -.5 acres	
	\$25.00 for each additional .5 acre or portion thereof	
Street or Alley Vacation Application	<u>\$2000.00</u> \$600.00	
Bonds, Cash Deposits and Letter of Credit Agreements	\$275.00	
for the purposes of securing City Required improvements		
<u>Transportation Impact Deferral Fee</u>	<u>\$250</u>	

Comment [CG14]: New Charge to ROW

Comment [CG15]: New Civil review fee based on City engineer review cost.

Comment [CG17]: Fee includes appraisal and processing

Comment [CG16]: Cost of tracking and processing

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE	April 2, 2016
Vehicle Price for Work Orders	
Boom Truck	\$43.00 Per Hour, plus Operator Costs
Bucket Truck	\$43.00 Per Hour, plus Operator Costs
Camera Truck	\$60.00 \$52.40 Per Hour, plus Two Operator
CSI Water Truck	\$40.00 Per Hour, plus Operator Costs
Dump Truck-6 Yard	\$28.00 Per Hour, plus Operator Costs
Dump Truck-12 Yard	\$60.00 Per Hour, plus Operator Costs
Flat Bed Truck	\$17.00 Per Hour
Garbage/Recycle Truck	\$85.00 Per Hour, plus Operator Costs
Patch Truck	\$33.00 Per Hour
Roll Off Truck	\$65.00 Per Hour, plus Operator Costs
Service Truck	\$35.00 Per Hour
Sludge Truck	\$53.00 Per Hour, plus Operator Costs
Standard Truck	\$15.00 Per Hour
Standard Van	\$15.00 Per Hour
Utility Truck	\$20.00 Per Hour
Vacuum Truck	\$105.00 Per Hour, plus Operator Costs (2)
Water Truck	\$53.00 Per Hour, plus Operator Costs
Equipment Price for Work Orders	
Air Compressor	\$15.00 Per Hour
Backhoe	\$36.00 Per Hour
Backhoe w/hoe pack or breaker	\$40.00 Per Hour
Boring Mole	\$32.00 Per Hour
Box Paver (Layton)	\$30.00 Per Hour, plus Operator costs (2)
Chain, Chop, Extension Saw	\$10.00 Per Hour
Chipper	\$30.00 Per Hour
Concrete Saw	\$10.00 Per Hour
Crack Sealer	\$20.00 Per Hour
Fork Lift	\$15.00 Per Hour
Grader	\$58.00 Per Hour Plus Operator Cost
Hand Push Mower	\$7.50 Per Hour
Loader	\$46.00 Per Hour Plus Operator Cost
Mid Mount Broom	\$30.00 Per Hour
Paint Machine	\$30.00 Per Hour, plus Operator Costs
Pipe Pusher	\$32.00 Per Hour
Riding Mower (Parks)	\$20.00 Per Hour
Roller	\$19.00 Per Hour
Scissor Lift	\$5.00 Per Hour
Shoring	\$10.00 Per Hour
Small Tractor (Parks)	\$28.00 Per Hour
Sweeper	\$40.00 Per Hour, plus Operator Costs
Tack Oil Sprayer	\$20.00 Per Hour
Tow Master Trailer	\$10.00 Per Hour
Tractor Mower	\$40.00 Per Hour, plus Operator Costs
Weed Eater	\$8.00 Per Hour

Comment [CG18]: Increased maintenance and overall cost to operate-Need two operators

Comment [CG19]: Need Operator for this equipment

Comment [CG20]: Need Operator for this equipment

DEPARTMENT AND TYPE OF FEE OR CHARGE	April 2, 2016
<u>Sewer Fees</u>	
Sewer Connection Charges:	
Utility Application Permit	\$0.00 Plus Applicable GFC's
City Crew Work	No charge

General Facility Charges (Grandview Heights Development Only)		
Water Meter Size:	Weighting Factor	
3/4"	1.00	\$1,629.00
1"	2.50	\$4,072.50
1 1/2"	5.00	\$8,145.00
2"	8.00	\$13,032.00
3"	16.00	\$24,435.00
4"	25.00	\$40,725.00
6"	50.00	\$81,495.00
8"	80.00	\$130,320.00

General Facility Charges		
Water Meter Size:	Weighting Factor	
3/4"	1.00	\$3,258.00
1"	2.50	\$8,145.00
1 1/2"	5.00	\$16,290.00
2"	8.00	\$26,064.00
3"	16.00	\$48,870.00
4"	25.00	\$81,495.00
6"	50.00	\$162,900.00
8"	80.00	\$260,640.00

Attachment A

DEPARTMENT AND TYPE OF FEE OR CHARGE		April 2, 2016
<u>Water Fees</u>		
Water Turn On (minimum charge after hours)	\$155.00	
Water Turn On (charge per hour after three hours)	\$50.00	
		Water Turn off (Regular Business hours) \$100.00 Water Turn off (minimum charge after hours) \$155.00 Water Turn on (after 2 month time period) \$250
Annual Hydrant Water Usage Permit	\$100 \$25.00	Per Year
Hydrant Water Load	\$42.00	Quarterly Fee, if water used, plus \$1.40 per 100 cubic ft. of water used
Hydrant Meter Fee & Deposit	\$25.00	Plus \$750.00 Refundable Deposit
Hydrant Gate Valve Fee & Deposit	\$25.00	Plus \$300.00 Refundable Deposit
Hydrant Wrench Fee & Deposit	\$10.00	Plus \$50.00 Refundable Deposit
Water Connection Charges:		
Utility Application Permit	\$0.00	Plus Applicable GFC's
3/4" Meter	No charge	
1" Meter	No charge	
1 1/2" Meter	No charge	
2" Meter	No charge	
4" Meter	No charge	
6" Meter	No charge	
Above 6" Meter	No charge	
General Facility Charges		
Water Meter Size	Weighting Factor	
3/4"	1.00	\$1,260.00
1"	2.50	\$3,150.00
1 1/2"	5.00	\$6,300.00
2"	8.00	\$10,080.00
3"	16.00	\$18,900.00
4"	25.00	\$31,500.00
6"	50.00	\$63,000.00
8"	80.00	\$100,800.00
<u>Commercial Fire line</u>	<u>\$400.00</u>	
Backflow Device Testing	Contractor Charges Plus Additional Staff Time & Indirect Cost	

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Comment [CG21]: No GFC charge for current fire lines

Res #1088-0316

EXHIBIT A

Building permit and plan review fees are based upon the building valuation. The City of Shelton will utilize the International Code Council's "Building Valuation Data Table" as published in the August edition of the Building Safety Journal. The square footage valuations from this table will be implemented on the first day of September following publication and remain in force through August of the following year. For occupancies or structure types not addressed by the building valuation table, please refer to Table 1 below. The building permit fees are based on Table 1 below and the plan review fee is calculated at 65% of the building permit fee.

TABLE 1

TOTAL VALUATION	FEE ³
\$ 1.00 to \$500.00	\$23.50
\$ 501.00 to 2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the First \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof to and including \$2,500.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof to and including \$1,000,000.00
\$ 1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours.....	\$ 70.00 54.00 per hour ¹ (minimum charge-two hours)
2. Reinspection fees	\$70 54.00 per hour ¹
3. Inspections for which no fee is specifically indicated.....	\$70 54.00 per hour ¹ (minimum charge-one-half hour)
4. Additional plan review required by changes, additions or revisions to plans.....	\$70 54.00 per hour ¹ (minimum charge-one-half hour)
5	

Comment [MZ22]: \$70 minimum fee refers to one hour of building inspector only. No other staff time, materials etc. included

¹Or the total; hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Actual costs include administrative and overhead costs.

³~~Calculated fees shall be seventy (70) percent of fee indicated, as enacted by resolution #1088-0316.~~

Exhibit A is adopted by reference in attachment A of resolution #1088-0316

EXHIBIT B
TABLE A-33-A-GRADING PLAN REVIEW FEES²

0 to 100 cubic yards (40 m ³ to 76.5 m ³).....	\$23.50
101 to 1,000 cubic yards (77.2 m ³ to 764.6 m ³)	\$37.00
1,001 to 10,000 cubic yards (765.3 m ³ to 7645.5 m ³).....	\$49.25
10,001 to 100,000 cubic yards (7646.3 m ³ to 76455 m ³)-\$49.25 for the first 10,000 cubic yards (76455 m ³), plus \$13.25 for each additional 10,000 cubic yards (7645.5 m ³ or fraction thereof.	
100,001 to 200,000 cubic yards (76456 m ³ to 152911 m ³)- \$269.75 for the first 100,000 cubic yards (76455 m ³), plus \$13.25 for each additional 10,000 cubic yards (7645.5 m ³ or fraction thereof.	
200,001 cubic yards (152912 m ³) or more-\$402.25 for the first 200,000 cubic yards (152911 m ³), plus \$7.25 for each additional 10,000 cubic yards (7645.5 m ³ or fraction thereof.	
Other Fees:	
Additional plan review required by changes, additions or revisions to approved plans\$7054.00 per hour* (minimum charge- one half hour)	

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

TABLE A-33-B- GRADING PERMIT FEES^{1,2}

50 cubic yards (38.2 m ³ or less).....	\$23.50
51 to 100 cubic yards (40 m ³ to 76.5 m ³).....	\$37.00
101 to 1,000 cubic yards (77.2 m ³ to 764.6 m ³)-\$37.00 for the first 100 cubic yards (76.5 m ³) plus \$17.50 for each additional 100 cubic yards (76.5 m ³ or fraction thereof.	
1,001 to 10,000 cubic yards (765.3 m ³ to 7645.5 m ³ - \$194.50 for the first 1,000 cubic yards (764.6 m ³) plus \$66.00 for each additional 1,000 cubic yards (764.6 m ³ or fraction thereof.	
10,001 to 100,000 cubic yards (7646.3 m ³ to 76455 m ³) -\$325.00 for the first 10,000 cubic yards (7645.5 m ³), plus \$14.50 for each additional 10,000 cubic yards (7645.5 m ³ or fraction thereof.	
100,001 cubic yards (76456 m ³) or more-\$919.00 for the first 100,000 cubic yards (76455 m ³), plus \$36.50 for each additional 10,000 cubic yards (7645.5 m ³ or fraction thereof.	
Other Inspections and Fees:	
1. Inspections outside of normal business hours.....	\$7054.00 per hour* (minimum charge- two hours)
2. Reinspection fees.....	\$7054.00 per hour*
3. Inspections for which no fee is specifically indicated	\$7054.00 per hour* (minimum charge-one half hour)

¹ The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

~~² Calculated fees shall be seventy (70) percent of fee indicated, as enacted by resolution #1088-0316.~~

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

Exhibit B is adopted by reference in attachment A of resolution #1088-

EXHIBIT C¹
TABLE 1-A MECHANICAL PERMIT FEES

Permit Issuance and Heaters

1. For the issuance of each mechanical permit.....\$25.85
2. For issuing each supplemental permit for which the original permit for the original permit has not expired, been canceled or final.....\$8.00

Unit Fee Schedule

(Note: the following do not include permit- issuing fee.)

1. **Furnace**
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3k W).....\$16.28
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3k W).....\$20.00
For the installation or relocation of each floor furnace, including vent.....\$16.28
For the installation or relocation of each suspended heater, recessed wall heater on floor-mounted unit heater.....\$16.28
 2. **Appliance vents**
For the installation, relocation or replacement of each appliance vent and not included in an appliance permit.....\$8.00
 3. **Repairs or additions**
For the repair of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical code.....\$15.00
 4. **Boilers, Compressors and Absorption Systems**
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)..... \$15.00
For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)..... \$30.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW).....\$41.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW).....\$61.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)..... \$101.70
 5. **Air Handlers**
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto\$11.70
Note: This fee does not apply to an air-handling unit, which is a portion of a factory- assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code for each air-handling unit over 10,000 cfm (4719 L/s).....\$19.90
 6. **Evaporative Coolers**
For each evaporative cooler other than portable type.....\$11.70
 7. **Ventilation and Exhaust**
For each ventilation fan connected to a single duct.....\$8.00
For each ventilation system which is not portion of any heating or air-conditioning system authorized by a permit.....\$11.70
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.....\$11.70
 8. **Incinerators**
For the installation or relocation of each domestic-type incinerator.\$20.00
For the installation or relocation of each commercial or industrial-type incinerator \$15.95
 9. **Miscellaneous**
For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table..... \$11.70
- Other Inspections and Fees:**
1. Inspection outside of normal business hours, per hour (minimum charge- two hours).....
~~\$70~~\$4.00 2.Reinspection fees assessed*.....
~~\$70~~\$4.00
 3. Inspections for which no fee is specifically indicated per hour (minimum charge- one half hour)
~~\$70~~\$4.00
 4. Additional plan review required by changes, additions or revisions to plans for which an initial review has been completed (minimum charge- one ~~half~~ hour).....~~\$70~~\$4.00
 5. Solid or gas fireplace systems
.....~~\$70~~\$4.00

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

¹ ~~Calculated fees shall be seventy (70) percent of fee indicated, as enacted by resolution # 1088-0316.~~

~~Exhibit C is adopted by reference in attachment A of resolution #1088-0316~~

Exhibit D
Table 1-1
Plumbing Permit Fees¹

Permit Issuance

- | | |
|--|---------|
| 1. For issuing each permit..... | \$22.00 |
| 2. For issuing each supplemental permit..... | \$11.00 |

Unit Fee Schedule (in addition to items 1 and 2 above)

- | | |
|--|---------|
| 1. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)..... | \$7.70 |
| 2. For each building sewer and each trailer park sewer..... | \$16.50 |
| 3. Rainwater systems per drain (inside building)..... | \$7.70 |
| 4. For each cesspool (where permitted)..... | \$27.50 |
| 5. For each private sewage disposal system | \$44.00 |
| 6. For each water heater and/or vent | \$7.70 |
| | |
| 7. For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps..... | \$7.70 |
| 8. For each installation, alteration or repair of water piping and/or water treating equipment, each | \$7.70 |
| 9. For each repair or alteration of drainage or vent piping, each fixture..... | \$7.70 |
| 10. For each lawn sprinklers system on any one meter including backflow protection devices therefore..... | \$7.70 |
| 11. For atmospheric-type vacuum breakers not included in item 12: | |
| 1 to 5..... | \$5.50 |
| over 5, each..... | \$1.10 |
| 12. For each backflow protective device other than atmospheric type vacuum breakers: | |
| 2 inch (51 mm) diameter and smaller | \$7.70 |
| over 2 inch (51 mm) diameter | \$16.50 |

Other Inspections and Fees

- | | |
|---|----------------------|
| 1. Inspections <u> </u> outside of normal business hours (minimum charge - two hours,..... | \$7054.00 |
| 2. Re-inspection fee | \$7054.00 |
| 3. Inspections for which no fee is specifically indicated | \$7054.00 |
| 4. Additional plan review required by changes, additions or Revisions to approved plans (minimum charge- one half hour)..... | \$7054.00 |

*Per hour for each hour worked or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, hourly wages and fringe benefits of all the employees involved.

*A medical gas system shall be reviewed per Engineers valuation and fees assessed per Exhibit A

~~¹Calculated fees shall be seventy (70) percent of fee indicated, as enacted by resolution #1088-0316.~~

~~Exhibit D is adopted by reference in attachment A of resolution #1088-0316~~

Exhibit E
Permit Expiration

Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time the work authorized by such permit is suspended or abandoned at any time the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefore shall be one half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee.

Any permittee holding an unexpired permit may apply for an extension of the time within which the work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The building official may extend the time for action by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.

Exhibit E is adopted by reference in attachment A of resolution #1088-0316

EXHIBIT F
Refund

201503-IBC Section ~~109.6108.6~~ / 201503-IRC Section ~~R~~108.5

The building official may authorize refunding on not more than ~~80~~fifty percent (~~80~~50%) of the permit fee paid when no work has been done under a permit issued in accordance with this code. The building official may authorize refunding of not more than ~~seventy-five~~80 percent (~~75~~80%) of the plan review fee paid when an applicant for a permit for which a plan review fee has not been paid is withdrawn or canceled before any plan reviewing is done. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee no later than 180 days after the date of fee paid.

Exhibit F is adopted by reference in attachment A of resolution #1088-

EXHIBIT G

Square Foot Construction Costs — a—b—A—B—C—

Group (2012 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	229.03	221.51	216.10	207.06	194.68	189.07	200.10	177.95	171.21
A-1 Assembly, theaters, without stage	209.87	202.35	196.94	187.90	175.62	170.01	180.94	158.89	152.15
A-2 Assembly, nightclubs	177.89	172.85	168.07	161.49	151.98	147.78	155.80	137.68	132.99
A-2 Assembly, restaurants, bars, banquet halls	176.89	171.85	166.07	160.49	149.98	146.78	154.80	135.68	131.99
A-3 Assembly, churches	211.95	204.43	199.02	189.98	177.95	172.34	183.02	161.22	154.48
A-3 Assembly, general, community halls, libraries, museums	176.88	169.36	162.95	154.91	141.73	137.12	147.95	125.00	119.26
A-4 Assembly, arenas	208.87	201.35	194.94	186.90	173.62	169.01	179.94	156.89	151.15
B Business	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
E Educational	195.85	189.10	183.56	175.25	163.21	154.58	169.21	142.63	137.99
F-1 Factory and industrial, moderate hazard	108.98	103.99	97.83	94.17	84.37	80.56	90.16	69.50	65.44
F-2 Factory and industrial, low hazard	107.98	102.99	97.83	93.17	84.37	79.56	89.16	69.50	64.44
H-1 High Hazard, explosives	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	0.00
H234 High Hazard	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	58.67
H-5 HPM	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	308.50	301.79	295.93	287.50	272.14	0.00	281.10	254.09	0.00
I-2 Institutional, nursing homes	213.56	206.85	200.99	192.56	179.22	0.00	186.16	161.17	0.00
I-3 Institutional, restrained	208.37	201.66	195.80	187.37	174.54	167.98	180.97	156.48	148.74
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.61	127.57	121.79	116.21	106.35	103.15	110.52	92.05	88.36
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.491	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	101.01	96.02	89.86	86.20	76.60	72.79	82.19	61.73	57.67
S-2 Storage, low hazard	100.01	95.02	89.86	85.20	76.60	71.79	81.19	61.73	56.67
U Utility, miscellaneous	77.10	72.64	68.12	64.64	58.13	54.28	61.62	45.49	43.33

- a. — Private Garages use Utility, miscellaneous
b. — N.P. = not permitted

A Valuation of new commercial structures and remodels >50% of the county assessed value (not inclusive of land value) shall be based upon the most current ICC Building Valuation Data sheet Exhibit "G".

All basements shall be valued an R-3 Residential occupancy.

Valuation of new commercial structures and remodels <50% of the county assessed value (not inclusive of land value) shall be based on an engineer's and/or architect certified cost estimate and section 109 of the 2012 International Building Code and section R109 of the 2012 International Residential Building Code and other related fees as adopted by the City of Shelton fee schedule.

Exhibit G is adopted by reference in attachment A of resolution #1088-0316

Comment [M223]: Remove table. Referenced above valuation chart



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 11/6/17
Brief Date: 11/13/17
Action Date: **11/20/17**

Department: Community Development
Presented By: **Mark Ziegler**

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

**Civic Center Rotating Art
Gallery recommendations**

☐

Ordinance

☐

Resolution

☐

Motion

☐

Other

☐ Dept. Head

☐ Finance Director

☐ Attorney

☐ City Clerk

☐ City Manager

ATTACHMENTS:

Copies of proposed art

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The Shelton Arts Commission is recommending the latest installation of the civic center rotating art gallery project. As approved by the City Commission, the civic center rotating art gallery policy and procedure has been followed with the following tasks:

- 1) Call for Artists - The call for artists were distributed to local artists through press releases, arts organizations, and galleries. The deadline for artist submittals was November 3, 2017. Three artists submitted proposals for the gallery
- 2) The Shelton Arts Commission met on November 7, 2017 to jury the submittals.
- 3) On November 13, 2017 the Shelton Arts Commission is presenting the recommended art to the City Commission for approval. Upon approval, the art will be installed on November 21, 2017 and in place through January 31, 2018.

The selected artists and work includes:

ARTIST	MEDIUM	TITLES
Teresa Marie Staal-Cowley	Oil, Acrylic	Mourning Cloak's Sunflowers, Monarch's Sunflower, Swallowtail's Journey, Admiral's Coneflowers
Hilma Josal	Charcoal, Oil	Moai Totem, Plein Air Medieval Fair, Inside Arcade, Piano in Hansee Hall

ANALYSIS/OPTIONS/ALTERNATIVES:

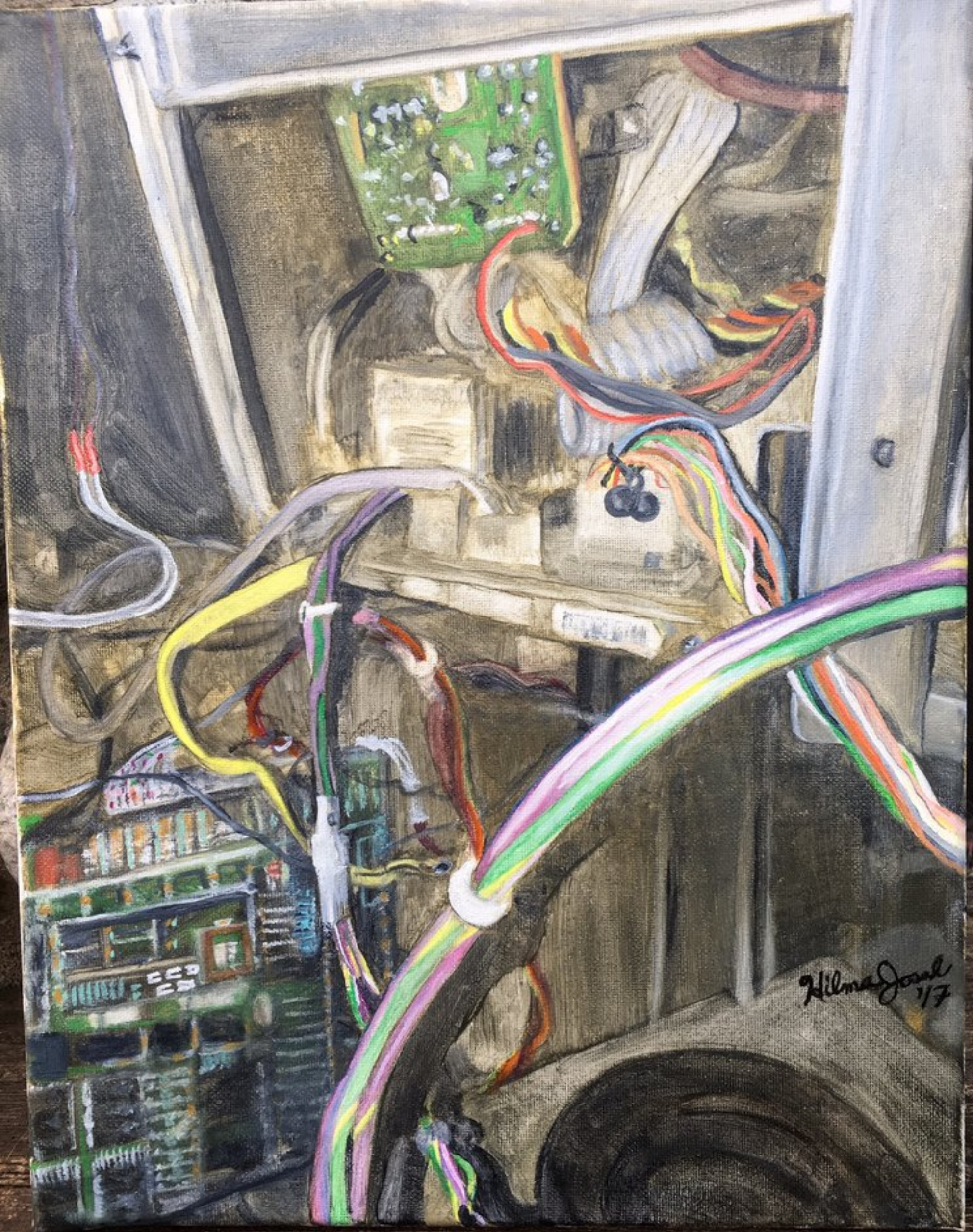
BUDGET/FISCAL INFORMATION:

PUBLIC INFORMATION REQUIREMENTS:

STAFF RECOMMENDATION/MOTION:

With commission concurrence, place the recommended art on the November 20, 2017 City Commission meeting action agenda.















Nilma Josal '17



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