

City of Blaine
Request for Council Action
Meeting Date: February 28, 2022

Subject: Resolution 1877-22 updating the Unified Fee Schedule

Department: City Clerk

Prepared By: _____
(Digital Signature)

Agenda Location: Consent Agenda Council Action Unfinished Business

Action Needed:

Adopt Resolution 1877-22 updating the Unified Fee Schedule effective March 1, 2022.

Attachments:

1. Resolution 1877-22
2. Unified Fee Schedule Updates

Background/Summary:

Cemetery fees were last updated in 2017, and after a comprehensive review it was determined that adjustments needed to be made to the cost of cremains burials, as well as for niche wall interment, to ensure that the City is properly funding the Cemetery endowment fund for ongoing maintenance and upkeep of the Blaine Cemetery. Rates for cremains burial will be set at \$500, rates for niche purchase will be set at \$2,000, and rates for niche burial will be set at \$100. The Park and Cemetery Board reviewed the study and these changes prior to bringing them to Council.

In 2021, Washington State started requiring all Police Officers to wear body cameras. This update and the accompanying rules and regulations mean that the Police Records Officer will need to review and redact footage for any Public Records Request asking for this footage. Due to the staff time required for these reviews, it was determined that a fee of 66 cents per minute of the employee's time should be charged to help cover these additional operational costs, with a deposit of 10% of estimated cost due prior to request fulfillment. This figure is calculated directly from the salary of the employee(s) doing the required work.

Budget Implications: Current Budget New Budget Request Non-Budgetary

These changes will result in additional revenue to meet increased operating costs for the Cemetery and for the review of body camera footage for Public Records Requests.

Recommendation:

Staff recommends that Council adopt Resolution 1877-22, updating the Unified Fee Schedule for 2022, with changes effective March 1, 2022.

Reviewed By:

City Manager _____ Finance Director _____ City Clerk _____
(Digital Signature) (Digital Signature) (Digital Signature)

RESOLUTION 1877-22

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLAINE,
WASHINGTON, UPDATING THE UNIFIED FEE SCHEDULE FOR 2022**

WHEREAS, the same cemetery rates have been in place since 2017; and,

WHEREAS, police body camera footage can now be requested through a Public Records Request; and,

WHEREAS, the City Council has deemed that these revisions should be added to the Unified Fee Schedule, effective **March 1, 2022**.

THEREFORE, BE IT RESOLVED, that the City Council of the City of Blaine, Washington, adopts the revisions as contained in the attached and adds them to the 2022 Unified Fee Schedule.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF BLAINE, WASHINGTON on this 28th day of February, 2022, and approved by the Mayor on the same day.

MARY LOU STEWARD, Mayor

ATTEST:

SAMUEL CRAWFORD, City Clerk

PARKS & CEMETERY - CITY OF BLAINE					
#	Description	Fee	New Fee	Rate Basis	Authority
Developer Impact Fees - Title 3					
Park Fees					
1	Park Impact Fee	\$ 1,200.00			BMC 3.80.080
1	Marine Park Amphitheater	\$ 20.00		Resident - \$20/hour, \$100/day	City Policy 2-13
2	Marine Park Picnic Shelter- Small	\$ 10.00		Resident - \$10/hour	City Policy 2-13
3	Marine Park Picnic Shelter- Large	\$ 15.00		Resident - \$15/hour	City Policy 2-13
4	H Street or G Street Plaza	\$ 35.00		Resident - \$35/hour (\$50 minimum)	City Policy 2-13
5	Marine Park RV Overnight Use (Requires special use permit)	\$ 20.00		\$20 per RV - Maximum \$100 per group	City Policy 2-13
6	All Other City Parks with Designated Picnic Areas	\$ 100.00		Resident - \$100/day Maximum	City Policy 2-13
7	Marine Park Amphitheater Refundable Damage Deposit	\$ 250.00		Refundable if No Damage	City Policy 2-13
8	Picnic Shelters Refundable Damage Deposits	\$ 50.00		Refundable if No Damage	City Policy 2-13
9	All Other City Parks with Designated Picnic Areas Damage Deposit	\$ 50.00		Refundable if No Damage	City Policy 2-13
1	Cemetery Lots	\$ 1,100.00		Per Lot	Resolution 1706-17
2	Cemetery Endowment Fee - Cemetery Lot	\$ 750.00		Per Lot	Resolution 1706-17
3	Cemetery Services Open/Close	\$ 1,500.00		Per Lot	Resolution 1706-17
4	Cremation Liner Open/Close	\$ 100.00	\$ 500.00	Per Cremation	Resolution 1877-22
5	Casket Set	\$ 50.00		Per Lot	Resolution 1706-17
6	Canopy Rental	\$ 350.00		Flat Rate	Resolution 1706-17
7	Niche Wall Unit		\$ 2,000.00	Per Unit	Resolution 1877-22
8	Niche Wall Burial		\$ 100.00	Flat Rate	Resolution 1877-22
	Saturday Cemetery Services/Cremation Open/Close & Canopy Rental*			Double the regular rate	City Policy 7-02
	*Services may be scheduled on Saturday only with prior approval by the City; see City Policy 7-02.				
POLICE - CITY OF BLAINE					
#	Description	Fee	New Fee	Rate Basis	Authority
1	Concealed Pistol License - Original (5 years)	\$ 55.25		\$36 to City; \$19.25 made out to WSP	Resolution 1475-07
2	Concealed Pistol License - Renewal (5 years)	\$ 32.00		For Each License	Resolution 1475-07
3	Concealed Pistol License - Late Renewal	\$ 42.00		For Each License	Resolution 1475-07
4	Concealed Pistol License - Replacement License	\$ 10.00		For Each License	Resolution 1475-07
5	Photocopies, 8.5 X 11, black & white	\$ 0.15		For Each Page of Photocopy	Resolution 1401-05
6	Collision Reports w/ State Collision Report Form	\$ 5.00		For Each Report	Resolution 1475-07
7	False Alarm Fees - Police Division	\$ 70.00		For the 3rd False Alarm in Any 6 Month Period, and Any Subsequent False Alarms within 6 Months of the 3rd False Alarm	BMC 5.48.030 & Resolution 1128-96
8	Fingerprinting Serices - Up to Two Cards	\$ 15.00		Up to Two Cards	Resolution 1475-07
9	Fingerprinting Serices - Additional Cards	\$ 3.00		For Each Additional Card	Resolution 1475-07
10	Compact Discs with duplicated material	\$ 5.00		For Each Disc	Resolution 1458-07
11	Redacting Body Camera Footage - Public Records Requests		\$ 0.66	Per Minute; Deposit of 10% of Estimated Costs	Resolution 1877-22