



TO: Elizabeth Pauli
FROM: Katie Johnston, Budget Officer
Andy Cherullo, Finance Director
COPY: City Council and City Clerk
SUBJECT: Resolution - Miscellaneous Fee Schedule Adjustments - November 24, 2020
DATE: October 30, 2020

SUMMARY AND PURPOSE:

A resolution adjusting the City's General Government fee schedule for the 2021-2022 biennium.

BACKGROUND:

This Department's Recommendation is Based On:

The City Council last approved the fee schedule by Resolution No. 40166 on November 20th, 2018. Biennially, departments review the City's General Government Miscellaneous Fee Schedule for fees related to their services. City departments reviewed the fee schedule and are requesting fee updates, which include the elimination of fees for services not used, minor administrative changes to some current fees, updating fees to better reflect the cost of services, and moving fees in to the fee schedule from other places in the Municipal Code. The new and updated fees will affect customers seeking special event permits, public disclosure of Police body camera videos, use of the Tacoma Police Range, and permits, supplies, or services from the Tacoma Fire Department. The Tacoma Fire Department is both updating and moving fees and permits from the Tacoma Municipal Code to the Fee schedule to better align with this regular update process.

The Fee Schedule was presented at the Government Performance and Finance Committee meeting on November 3, 2020.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The new and updated fees will affect customers seeking special event permits, public disclosure of Police body camera videos, use of the Tacoma Police Range, and permits, supplies, or services from the Tacoma Fire Department. The fee increases are minimal and community engagement is the responsibility of the originating department.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility: *(Mandatory)*

The updated fee schedule will improve City's Departments responses to community service requests and make information related to the fees easily accessible.



ALTERNATIVES:

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Do not approve modified General Government Miscellaneous Fee Schedule	N/A	Departments may face service level impacts, through increased demand for some services or inability to fully recognize costs and update fees.

EVALUATION AND FOLLOW UP:

The General Government Miscellaneous Fee Schedule is reviewed and updated biennially or as otherwise requested by Departments. The next update will occur as part of the 2023-2024 budget development process.

STAFF/SPONSOR RECOMMENDATION:

Staff recommends that the City Council approve this resolution adjusting the City’s General Government Miscellaneous Fee Schedule by removing fees for unused services, making minor administrative changes, and adjusting other fees based on increased costs for services.

FISCAL IMPACT:

This resolution will add a minimal amount to revenues and has no effect on expenditures. For detailed adjustments, please refer to Exhibit “A”.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. Various	Various	Various	Minimal
2.			
TOTAL			



City of Tacoma

City Council Action Memorandum

What Funding is being used to support the expense?

Various

Are the expenditures and revenues planned and budgeted in this biennium's current budget?

YES

The changes in the fee schedule were accounted for in the development of the 2021-2022 proposed budget

Are there financial costs or other impacts of not implementing the legislation?

YES

Will the legislation have an ongoing/recurring fiscal impact?

YES

Will the legislation change the City's FTE/personnel counts?

No

ATTACHMENTS:

- Exhibit "A" - General Government Fee Schedule