

DIAL-IN CONTACT PHONE NUMBER: (US) +1(253) 215-8782/MEETING ID: 891 4401 3547

The Granite Falls City Council will hold an in-person and online meeting in the Civic Center at 7:00 PM on May 3, 2023. Please use the phone number above for joining the meeting by telephone. You can also join by computer at the Zoom meeting link: https://us06web.zoom.us/j/89144013547. Comments may be emailed to the City Clerk in advance of the meeting, given in person, by telephone or computer connection and are encouraged.

CITY COUNCIL MEETING MAY 3, 2023 7:00 PM AGENDA

- 1. CALL TO ORDER
- 2. FLAG SALUTE
- 3. ROLL CALL
- 4. CONSENT AGENDA
 - A. AB 039-2023 Approval of April 5, 2023 Minutes
 - B. AB 040-2023 Approval of April 12, 2023 Minutes
 - C. AB 041-2023 Approval of April 19, 2023 Minutes
 - D. AB 042-2023 Approval of April 20, 2023 through May 3, 2023 claims checks #413322 through 413354 totaling \$106,424.50
 - E. AB 043-2023 Approval of April 1, 2023 through April 15, 2023 payroll claims consisting of Eighteen EFT's totaling \$62,342.68
- 5. STAFF REPORTS
- 6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON ACTION ITEMS
 (Speakers must sign up prior to the meeting. Individual comments will be limited to three minutes. Group comments shall be limited to five minutes.)
- 7. NEW BUSINESS
 - A. AB 044-2023 Public Hearing 7:10 PM, or soon thereafter For consideration of approval of Resolution 2023-02 - Fee Resolution
 - B. AB 045-2023 Discussion of Funding Request by the Granite Falls Senior Center

- C. AB 046-2023 Consideration of Re-Appointment of Ron Stephenson to the City's Planning Commission
- 8. CURRENT BUSINESS
- 9. MAYOR'S COMMENTS (5 minutes)
- 10. COUNCIL COMMENTS (15 minutes)
- 11. CITY MANAGER (5 minutes)
- 12. EXECUTIVE SESSION per RCW 42.30.110(1)(b) to discuss purchase of real estate if disclosure would decrease price (10 minutes)
- 13. ADJOURNMENT

The City of Granite Falls strives to provide access and services to all members of the public.

Notice - All proceedings of this meeting are sound recorded Except Executive Sessions.

Agenda Bill # 039-2023



CITY COUNCIL AGENDA BILL

Subject: AB 039-2023 Approval of April 5, 2023 Minutes	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 5, 2023	
	Originating Departm	nent: City Clerk
Action Required: Approval of consent agenda	Clearances:Mayor	Police
	Public Works	Attorney
Exhibits: 04/05/2023 Minutes	Engineering Other:	Planning
Budgeted Amount:		
Summary Statement: The city council minutes are the official action	on taken and direction of	riven at the meetings of the

The city council minutes are the official action taken and direction given at the meetings of the city council. Any councilmember may remove items from the consent agenda for discussion and the items would be voted on separately from the other consent agenda items.

Background:

Recommended Motion:

- 1) Motion to approve the minutes as written. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Move to amend the [state date] minutes and approve the minutes as amended.





CITY COUNCIL MEETING MINUTES APRIL 5, 2023 7:00 PM

1. CALL TO ORDER (Via In-Person & Online Via Zoom)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council		City Staff
Mayor Matthew Hartman	Present	City Clerk Darla Reese
Steven Glenn	Present	City Manager Brent Kirk
Tom FitzGerald	Present	Deputy City Manager Jeff Balentine
Erin Hogan	Present	Community Dev. Director Eric Jensen
David Griggs	Present	
		Consultants
		Thomas Graafstra – Thompson, Guildner & Assoc.
		Police Chief Tom Dalton – S.C.S.O.

4. CONSENT AGENDA

- A. AB 027-2023 Approval of February 15, 2023 Minutes
- B. AB 028-2023 Approval of March 1, 2023 Minutes
- C. AB 029-2023 Approval of March 8, 2023 Minutes
- D. AB 030-2023 Approval of March 15, 2023 Minutes
- E. AB 031-2023 Approval of March 16, 2023 through April 5, 2023 claims checks #413232 through #413283 and totaling \$197,806.96
- F. AB 032-2023 Approval of March 1, 2023 through March 15, 2023 payroll claims checks #27503 and Nineteen EFT's totaling \$64,123.85

Councilmember Hogan moved to approve the Consent Agenda. Councilmember Glenn seconded. Motion carried.

5. STAFF REPORTS

City Clerk Reese described her Washington Municipal Clerk's Conference experience this year and what she had learned from it.

Deputy City Manager Balentine will present his report after the Public Hearing and will be listed on the Agenda under item 8A.

Consultant Police Chief Dalton reported on recent police calls, alarm calls, traffic enforcement and investigations.

Community Dev. Director Jensen gave the following updates:

- Draft Community Survey (Planning Commission review)
- University of Washington Evans School (Recommendations)
- Hazard Management Plan update (Completed Will meet with Sno. County)
- Western Washington Student Asher Shopeflin (internship)
- Mountain Loop Subarea Plan (Completed)
- Planning Commission meeting (next week)
 - Land Use Code Matrix code update

City Manager Kirk gave a Public Works update on the following items:

- Sewer Department
 - Problem with Smoots lift station pumps (debris being flushed causing issues)
 - Suncrest Farms Lift Station pressure transducer went out, was fixed on Monday

Parks Department

- CCTV camera update at Frank Mason Park
- REET money for Frank Mason Park bathrooms (out to bid)
- Trees at Little League field need to be taken down (bids came in this week)

Water Department

- Water service to Middle School (leaking)
 - Found an isolation valve
- Gun Club master meter (isolation valve in PRV)
- Alder Avenue project set to be repaired this year

Streets Department

Third flag pole – to be placed in round-a-bout on April 13th

Project Updates

- Gas Station project update bore line underground for sewer
- McDaniel's Hardware and restaurant
- o Galena St. signal/right hand turn lane bid April 17th
- Alder Avenue Water line and Overlay = TIB funded

- Wastewater Treatment Plant Advertise May 16th, open bids June
 - State Legislature set to approve loan at the end of the month
 - Ask = Federal funds to help offset loan hear end of April

Other Discussion Items

 Trip – Mayor and City Manager took last minute trip to State to meet with representatives and ask for funding

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

Justin Thoreson, 111 Noble Way

Mr. Thoreson expressed his feelings regarding the new development in town and environmental concerns.

Brenda Ramsey, 712 S. Granite Ave.

Mrs. Ramsey spoke about traffic safety concerns at her property.

Fred Cruger, 7020-230th Ave SE

Mr. Cruger spoke about saving Bridge #102 and asked the Council for Staff support. He also added the Museum found the original 1913 blueprints for City sewer.

7. NEW BUSINESS

A. 033-2023 Public Hearing 7:10 PM, or soon thereafter

For consideration of Ordinance No. 1039-2023, an interim Ordinance of the City of Granite Falls, Washington, Extending for Six Months a Previous Six-Month Moratorium on Filing with and Processing by the City of Applications for Development Activities requiring connection to the City's Sewer System and Ratifying Ordinances 1021-2022, 1024-2022, and 1032-2022 and Chapter 19.12.010 relating to Concurrency Determinations and Sewer Connections within the City with Exceptions; Declaring an Emergency; Providing for Severability; and Establishing an Effective Date

Councilmember Glenn moved to open the Public Hearing. Councilmember Hogan seconded. Motion carried.

City Clerk Reese submitted the following Exhibits into the record:

Exhibit 1 – Public Hearing Notice dated March 24, 2023, 1 page

Exhibit 2 – Verification of Public Hearing Posting dated March 24, 2023, 1 page

Exhibit 3 – Affidavit of Publication from the Everett Daily Herald dated March 24, 2023, 2 pages

Exhibit 4 – Ordinance No. 1039-2023, 6 pages

City Manager Kirk gave an update on the status of the Wastewater Treatment Plant now at a 100% completed design. He mentioned the City work now has a way to be funded and is moving forward.

Mayor Hartman moved to open the public testimony portion of the Public Hearing.

No one from the audience or on-line chose to comment.

Mayor Hartman moved to close the public testimony portion of the Public Hearing.

Councilmember Griggs moved to close the Public Hearing. Councilmember Glenn seconded. Motion carried.

Councilmember Griggs moved to adopt Ordinance No. 1039-2023, an Ordinance of the City of Granite Falls, Washington, extending for six months a previous six-month moratorium on the filing with and processing by the City of applications for Development Activities Requiring Connections to the City's Sewer System and Ratifying Ordinances 1021-2022, 1024-2022 and 1032-2022 and Chapter 19.12.010 relating to Concurrency Determinations and Sewer Connections within the City with Exceptions; Declaring an Emergency; providing for severability; and establishing an effective date. Councilmember Glenn seconded. Motion carried.

8. CURRENT BUSINESS

A. Deputy City Manager Balentine's Staff Report

Deputy City Manager Balentine shared the following information with the Council and attendees:

- Reviewed the compliance report for AARPA and gave first quarter fund updates
- Submitted Annual Report for 2022
- Submitted the Annual Street Report
- Under the direction of the City Manager, we have issued an RFP for property and liability insurance
- Workshop in May regarding City land and buildings (strategic uses)
- Thanked Fred Cruger for helping develop the Passport lobby and help on the work
- Senior Center (Wendy) dropping off ledger tomorrow. Looking to help come up with a plan to support them
- Passport dashboard update

9. MAYOR'S COMMENTS

Mayor Hartman gave an update on the following items:

- Went on trip to Olympia and met with 39th District Representatives as well as Neighboring State Representatives Fosse, Robinson, Cortes, Berg, Lovick and Liias.
- Cadman/Heidelberg Conditional Use Permit April 25th
- Snohomish County Mayors Meeting April 24th
- Chamber of Commerce Breakfast Meeting April 17th at 7:30 AM (Lyla's Café)

- Play at Granite Falls High School April 21st and 22nd (evenings)
- Funko Field (Aquasox) open on Friday

10. COUNCIL COMMENTS

Councilmember Glenn discussed the following:

- Funko Field family area (beautiful park)
- Kudos to Police Chief and other officers in helping deal with students "threatening to use police" situations

Councilmember Hogan had no comments

Councilmember Griggs mentioned the Show N' Shine registration is up and available

Councilmember FitzGerald stated the Granite Falls School Board chose Bill Dane to fill the School Board Director Seat #2

11. CITY MANAGER

City Manager Kirk mentioned Chief Dalton was chosen to receive "The Community Leadership Award by the Washington Association of School Administrators." The awards ceremony will be held on April 27th at 1pm at the Sno-Isle Technical Skills Center.

12. ADJOURNMENT

Mayor Hartman adjourned the meet	
City Clerk Darla Reese, MMC	
Mayor Matthew Hartman	5.

Agenda Bill # 040-2023



CITY COUNCIL AGENDA BILL

Subject: AB 040-2023 Approval of April 12, 2023 Minutes	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 12, 2023	
	Originating Departme	ent: City Clerk
Action Required: Approval of consent agenda	Clearances:Mayor	Police
	Public Works	Attorney
Exhibits: 04/12/2023 Minutes	Engineering Other:	Planning
Budgeted Amount:		
Summary Statement: The city council minutes are the official action city council. Any councilmember may remove the items would be voted on separately from Background:	items from the consen	t agenda for discussion and

Recommended Motion:

- 1) Motion to approve the minutes as written. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Move to amend the [state date] minutes and approve the minutes as amended.



CITY COUNCIL MEETING MINUTES APRIL 12, 2023 7:00 PM

1. CALL TO ORDER (Online and In-Person)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. ROLL CALL

City Council		City Staff
Mayor Matthew Hartman	Present	City Clerk Darla Reese
Steven Glenn	Present	City Manager Brent Kirk
Erin Hogan	Present	Deputy City Manager Jeff Balentine
Tom FitzGerald	Present	
David Griggs	Absent	

3. NEW BUSINESS

A. City Water Usage Analysis

Deputy City Manager Balentine presented the City Water Usage Analysis which included discussion regarding the following slides:

- City Water Usage Analysis Assumptions
- City Water Usage Analysis Definitions
- City Water Usage Analysis Seasonality
- City Water Usage Analysis Category Distribution
- City Water Usage Analysis Residential
- City Water Usage Analysis Seasonality
- City Water Usage Analysis Residential
- City Water Usage Analysis Water Sales by Usage @ 500ft³
- City Water Usage Analysis Water Sales by Usage @ 400ft3
- City Water Usage Analysis Water Sales by Usage @ 300ft³
- City Water Usage Analysis Water Sales by Usage @ 200ft³
- City Water Usage Analysis Staff Recommendations

After discussion, the City Council discussed the following items:

- Have staff give one more big push on the Senior Discount information
- Use social media, newsletter as avenues to get the information out to the public
- Staff recommended to stay at 500 ft³ base rate

B. Discussion of FCS Group Water and Wastewater Rate Study Draft Final Report

- Staff looking for direction and which methodology to use
- Staff to research when plats/homes were built in City
 - o Staff to look at putting a price on donated facility
- Keep item on top of radar to reconvene on issue (before 6-months timeframe)

3. CURRENT BUSINESS

There were no Current Business items on the Agenda.

9. ADJOURNMENT

Mayor Pro Tem Glenn adjourned the r	meeting.	
City Clerk Darla Reese, MMC		
Mayor Matthew Hartman		



Subject: AB 041-2023 Approval of April 19, 2023 Minute	Barra Calamitra at A	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 19, 2023	
	Originating Departr	ment: City Clerk	
Action Required: Approval of consent agenda	Clearances:Mayor	Police	
	Public Works	Attorney	
Exhibits: 04/19/2023 Minutes	Engineering Other:	Planning	
Budgeted Amount:			
Summary Statement: The city council minutes are the office city council. Any councilmember may the items would be voted on separate Background:	y remove items from the conse	ent agenda for discussion and	

Recommended Motion:

- 1) motion to approve the minutes as written. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Move to amend the [state date] minutes as approve the minutes as amended.



CITY COUNCIL MEETING MINUTES APRIL 19, 2023 7:00 PM

1. CALL TO ORDER (Via In-Person & Online Via Zoom)

Mayor Pro Tem Glenn called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Pro Tem Glenn led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council		City Staff
Mayor Matthew Hartman	Absent	City Clerk Darla Reese
Steven Glenn	Present	City Manager Brent Kirk
Tom FitzGerald	Present	Deputy City Manager Jeff Balentine
Erin Hogan	Absent	Community Dev. Director Eric Jensen
David Griggs	Present	20.40
		Consultants
		Thomas Graafstra – Thompson, Guildner & Assoc.
		Police Chief Tom Dalton – S.C.S.O.

Councilmember Glenn moved to excuse Councilmember Hartman due to family affairs. Councilmember Griggs seconded. Motion carried.

Councilmember Glenn moved to excuse Councilmember Hogan due to emerging family problems. Councilmember Griggs seconded. Motion carried.

4. CONSENT AGENDA

- A. AB 034-2023 Approval of April 6, 2023 through April 19, 2023 claims checks #413284 through #413321 and One EFT totaling \$198,041.94
- B. AB 035-2023 Approval of March 16, 2023 through March 31, 2023 payroll claims checks #27504 through #27507 and Twenty-Seven EFT's totaling \$134,484.80

Councilmember Griggs moved to approve the Consent Agenda. Councilmember Glenn seconded. Motion carried.

5. STAFF REPORTS

Consultant Police Chief Dalton reported that the Pilchuck Foundation was dissolving. However, the Community Coalition is going to pick up the donations and will handle it. He thanked the Pilchuck Foundation for their past support and purchases for the Police Department. He also discussed police calls, and current traffic emphasis.

Community Dev. Director Jensen gave the following updates:

- Worked on Parking and Signage for the new Mexican grocery store
- Planning Commission Meeting cancelled last week (lack of quorum)
 - Planning Commission Special Meeting (tomorrow)
 - Commission review and discussion on Land Use Matrix and Definitions section (code amendments)
 - Proposed Draft Community Outreach Survey (to be reviewed & discussed)
- Hazard Management Plan update (met with County Staff on process for update)
- Snohomish County Planning Advisory Committee (met last week)
- Met yesterday on Mountain Loop Sub-Area Plan (met yesterday to review with property owners)

City Manager Kirk gave a Public Works update on the following items:

- Maintenance
 - Mowing lawns/trimming/cleaning out catch basins, etc.
- Wastewater Treatment Plant
 - Design was Approved by Department of Ecology (out to bid May, expected to award bid in June)
 - Won award by State Department of Ecology (need picture of sewer plant crew)
- Miscellaneous
 - Working with Snohomish County on new ILA for Solid Waste
 - Trying to get an exemption from Snohomish County on fine screen waste
- Parks Department
 - Camera update at Frank Mason Park
 - Jim Holm Park (working on cameras)
 - Mailbox bought for City (work with Post Office)
- Project Updates
 - Galena St. complete (out to bid next week)
 - Bid to Council on May 17th for approval
 - o Pre-Construction meeting held on gas station project
- Other Discussion Items
 - Representative Kim Schrier mentioned the City WWTP made the top end of the 15 funded projects list
 - Retire/Rehire bill (died)

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

Sondra Novak, N. Indiana Ave.

Mrs. Novak asked for an estimated time on when the cameras will be put up in Frank Mason Park as well as a list of conduct rules.

7. NEW BUSINESS

A. AB 036-2023 Consideration to Award the Tree Removal Project at 10317 Jordan Rd. Property

Councilmember FitzGerald moved to continue to May 3, 2023 the Consideration to Award the Tree Removal Project at 10317 Jordan Rd. Councilmember Griggs seconded. Motion carried.

B. AB 037-2023 Consideration to Award the Frank Mason Restroom Renovation Project

Councilmember FitzGerald moved to award the Frank Mason restroom rehab project to the lowest responsive bidder, YJ Construction, in an amount not to exceed \$38,626.86 including WSST. Councilmember Griggs seconded. Motion carried.

C. AB 038-2023 Discussion of Changes to the City's Master Fee Schedule for May 2023

City Staff discussed proposed changes to the fee resolution which includes the following:

- City fee structure adopt the current Snohomish County fee structure (staff recommendation)
- Change Building Permits to expire in 24 months to match current IBC standard
- Add "Site Development Permit" for Public Works inspections on residential and commercial sites

A Public hearing on this will be held on the next meeting of May 3, 2023.

8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

9. MAYOR'S COMMENTS

There were no Mayor comments as he was absent from the meeting.

10. COUNCIL COMMENTS

Councilmember FitzGerald had no comments.

Councilmember Griggs mentioned the Show N' Shine registration is up and available. He will bring in paper applications to City Hall next week.

Councilmember Glenn shared his feelings about the Pilchuck Foundation. He also mentioned how nice it is to see people outside in the nicer weather.

11. CITY MANAGER

City Manager Kirk discussed the following items:

- FCS Group rate study and amendment to scope of work (depending on Council direction)
- Snohomish County Cities Dinner (tomorrow)
- Small Cities Connector in La Conner on June 1st (invited Council to attend)
- Insurance RFQ's
- Pilchuck Foundation utilizing storage area at old City Hall

12. ADJOURNMENT

Mayor Pro Tem Glenn adjourned th	ne meeting.
City Clerk Darla Reese, MMC	
Mayor Matthew Hartman	

Agenda Bill # 042-2023



CITY COUNCIL AGENDA BILL

Subject: AB 042-2023 Approval of April 20, 2023 through May 3, 2023 claims checks #413322 through 413354 totaling	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 28, 2023		
\$106,424.50	Originating Departmen	nt: City Treasurer	
Action Required: Approval of consent agenda	Clearances:	Police	
	Public Works	Attorney	
Exhibits:	Engineering Other: City Manag	Planning er & Deputy City Manager	
Budgeted Amount:			
001 Current Expense = \$18,754.29			
101 Streets = \$7,017.80			
303 Cif/Streets = \$5,948.09			
401 Water = \$4,260.02			
402 Cif/Water = \$59,270.11			
403 Sewer = \$9,825.73			
405 Storm Drainage = \$258.31			
630 Trust Agency = \$1.090.15			

Summary Statement:

Claims are for April 20, 2023 through May 3, 2023.

Background:

Recommended Motion:

- 1) Motion to accept the claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the claims and approve the [state change] claims as amended.



Subject:	Meeting Date: Wedne	sday, May 3, 2023
AB 043-2023 Approval of April 1, 2023 through April 15, 2023 payroll claims consisting of Eighteen EFT's totaling \$62,342.68	Date Submitted: April 14, 2023	
202,342.00	Originating Departme	nt: City Treasurer
Action Required:	Clearances:	
Approval of consent agenda	Mayor	Police
	Public Works	Attorney
Exhibits:	Engineering ✓ Other: City Manag	Planning er & Deputy City Manager
Budgeted Amount:		
001 Current Expense = \$25,624.63		
101 Streets = \$5,322.39		
401 Water = \$10,172.63 403 Sewer = \$18,611.09		
405 Storm Drainage = \$2,611.94		
Summary Statement:		
Payroll is from April 1, 2023 through April 15,	2023.	
Background:		
Recommended Motion: 1) Motion to accept the payroll claims as presented.	ented. This can be accor	mplished as part of the

- motion to approve the consent agenda.
- 2) Motion to amend the payroll [state change] and approve the payroll as amended.

Agenda Bill # N	IA
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Staff Report - Passport Services	Date Submitted: April 28, 2023		
	Originating Department: City Treasurer		
Action Required: None	Clearances: Mayor	Police	
	Public Works	Attorney	
Exhibits: Passport Dashboard	✓ Engineering ✓ Other: Passports	✓ Planning	
Budgeted Amount: \$270,000 Revenue			

Summary Statement:

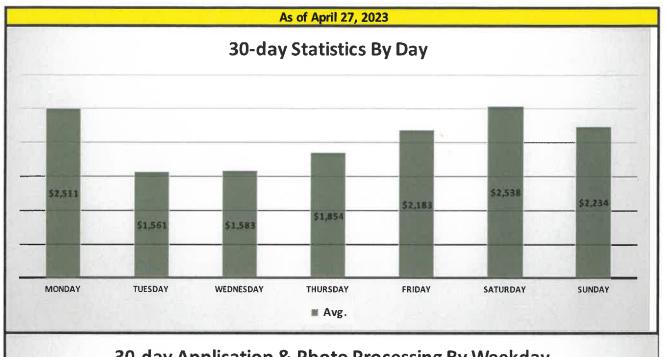
Passport Services Dashboard through April 27, 2023.

Background:

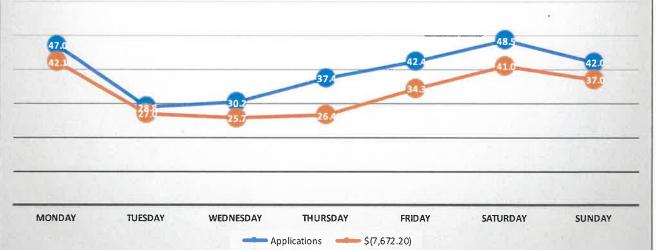
The City of Granite Falls has processed 7,929 passport applications since June 6, 2022. We have realized \$230,456 or 85.4% of our 2023 revenue budget and have a gross margin of \$100,414.

Recommended Motion:

/A







	Revenue since 6-6-2022	Revenue YTD 2023	Gross Margin
Total Revenue (since 6-6-2022)	\$ 414,311.75	\$ 230,455.75	\$ 100,414.0
30-day Annualized Revenue Trend	\$ 718,943.15		43.6
	Gross Margin	% Sales	
Total Gross Margin (since 6-6-2022)	\$ 159,742.87	38.6%	
30-day Annual Projected Gross Margin	\$ 311,989.31	43.4%	
		Last 30 day	
	# Processed	Avg. per day	Break Even
Total Passport Applications Processed	7,929	38.7	22.:
Total Passport Photos Taken	6,649	32.5	18.

Agenda	Bill#	



Subject: Staff Reports	_	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 28, 2023		
	Originating Departn	nent: City Clerk		
Action Required: N/A	Clearances:Mayor	Police		
	Public Works	Attorney		
Exhibits: 05/03/2023 City Clerk Staff Report	Engineering ✓ Other: City Clerk	Planning k		
Budgeted Amount:				
Summary Statement: Attached please find the City Clerk's Background:	Staff Report for your review ar	nd information.		
Recommended Motion:				

City Clerk Staff Report May 3, 2023

Business Licenses (Inside City):

Clearview Window Cleaning (Affre, Joshua Kyle)
17807 Mill Valley Rd.
Granite Falls, WA 98252
Interior and exterior window washing and cleaning

Onnit Construction LLC

106 W. Alpine St.
Granite Falls, WA 98252

Construction, demolition-construction, framing-construction, remodeling

Karie Weldon (Weldon, Karie) 106 N. Indiana Ave. Granite Falls, WA 98252 Cleaning service

Nollek Aerotech LLC

1009 Hughes Lane
Granite Falls, WA 98252

Aircraft parts, aircraft maintenance, testing devices, equipment sales, aircraft repair

Proline Paintworks LLC 508 Manor Way Granite Falls, WA 98252 Painting-construction, pressure washing

Business Licenses (Outside City):

Fang Landscaping (JR Mason LLC) 2904-182nd Ave. NE Snohomish, WA 98290 Landscaping, landscape design

MPM Contracting, LLC 18113-80th St. NE Granite Falls, WA 98252 Contracting, general business, construction, contractor, construction

Tyree Oil, Inc. 1303 S. 13th Ave., Ste. 101 Kelso, WA 98626 Petroleum products company, lubricant sales

-Over-

Local Tree Service (Hyva Wood Tree Service)
22020 N. River Dr.
Granite Falls, WA 98252
Tree cutter, tree removal service, tree service, no stump removal

Edmonds Plumbing LLC 229 S. Davies Rd., Apt. C Lake Stevens, WA 98258 Plumbing

Exterra Excavation Inc. 10308 – 90th St. NE Lake Stevens, WA 98258 Excavation for building construction

North Sound Pest Control LLC 11231 – 228th St. NE Arlington, WA 98223 Pest control services

Fullwiler Construction Inc. 24926-59th Ave. NE Arlington, WA 98223 Residential remodeling

Ricks Stump and Tree Service, LLC 11318-184th Dr. NE Granite Falls, WA 98252 Stump grinding, tree trimming, tree removal

Fowl Mood Farm (Kish Farm) 15108-108th St. NE Granite Falls, WA 98252 Farmers market

Building Permits Issued:

Shon Serles

Building Permit #2023-020

301 Prospect Ave.

Residential Heat Pump & Air Handler

Marta Aquino Cruz

Building Permit #2023-022

503 W. Stanley St.

Installation of (1) Electric Water Heater (1) Handwashing Sink (1) Mop Sink

Heather Buchholz

Building Permit #2023-023

507 W. Stanley St.

(2) Gas piping outlets



AB 044-2023 Public Hearing - 7:10 PM, or soon thereafter	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 2023	
For consideration of approval of Resolution 2023-02 - Fee Resolution	Originating Departmen	nt: City Clerk
Action Required: Public Hearing Consideration of Approval of Resolution 2023-02	Clearances: Mayor	Police
	Public Works	Attorney
Exhibits: Exhibit 1 - Public Hearing Notice Dated April 21, 2023 Exhibit 2 - Verification of Public Hearing Posting - Dated April 21, 2023 Exhibit 3 - Affidavit of Publication from the Everett Daily Herald dated April 21, 2023 Exhibit 4 - Proposed Resolution 2023-02	Engineering ✓ Other: City Manag	Planning er
Budgeted Amount:		

Summary Statement:

A recent review of the City's methodology for calculating building permit fees based on the valuation of Building Structures revealed that the fees charged per \$1,000 of valuation had not been updated in several years and were lower than fees being charged using the same methodology in other neighboring jurisdictions.

After looking at the current fee structures used in various cities and Snohomish County, city staff is recommending that the City adopts the fee structure used by Snohomish County as it is equitable and consistent with what builders/contractors are paying for construction projects in the surrounding unincorporated Snohomish County areas around the City. (See page 11 redline of Table 1A for recommended changes to the permit fees)

Staff also recognized that the current International Building Code states that building permits shall expire 24 months from the date of issuance. The City's current fee schedule states 18 months, so staff recommends that this be changed to match the current IBC code. (See page 12 addition in redline).

The City's Public Works Supervisor created a 'Site Development Permit' for public works in 2019 to help re-coop the cost of staff time related to the inspection of infrastructure being put into residential and commercial sites that must be inspected by public works employees to confirm proper installation and compliance with standards. This permit fee was not included in the 2023 Master Fee Schedule. (See page 17 addition to redline)

Background:

Recommended Motion:

After close of public hearing -

1) Motion to approve Resolution 2023-02, A Resolution establishing, setting and imposing fees due to the city as allowed by law and city code updating and amending certain fees and deadlines for certain fees in a revised 2023 master fee schedule to be effective: May 3, 2023; ending the effective date of all prior resolutions of the city setting and imposing fees and confirming the absence of vesting in any fee of the city.



City of Granite Falls 215 S. Granite Avenue / P.O. Box 1440 Granite Falls, Washington 98252 P (360) 691-6441 F (360) 691-6734 www.ci.granitefalls.wa.us

PUBLIC HEARING NOTICE

City of Granite Falls
MAY 3, 2023
7:10 p.m., or soon thereafter

BEFORE THE GRANITE FALLS CITY COUNCIL

NOTICE IS HEREBY GIVEN THAT, in the Granite Falls City Hall Council Chambers at 215 S. Granite Avenue, Granite Falls, WA on Wednesday, the 3rd day of May, 2023, at 7:10 p.m., or soon thereafter, a public hearing will occur to receive comments regarding Resolution 2023-02, the Fee Resolution.

Any person may appear at the Zoom Meeting online hearing, or in person, or may call in at the designated meeting number +1 (253) 215-8782, Meeting ID: 891 4401 3547. Comments may be submitted in advance in writing or by e-mail to the attention of the City Clerk at Granite Falls City Hall, 215 S Granite Avenue, Granite Falls, WA, 98252, or may be made in person, or by telephone or computer connection at the time of the meeting. in order for your comments to be considered as part of the formal record. Additional information may be obtained at City Hall from 8:30 a.m. to 5:00 p.m. by calling 360-691-6441.

GRANITE FALLS CITY COUNCIL

Darla Reese, City Clerk

Dated this 21st day of April, 2023.

Notice - All Proceedings of this meeting are sound recorded



City of Granite Falls 215 S. Granite Avenue / P.O. Box 1440 Granite Falls, Washington 98252 P 360/691-6441 F 360/691/6734 www.cityofgranitefalls.com

VERIFICATION OF PUBLIC HEARING POSTING FOR CONSIDERATION OF RESOLUTION 2023-02 — "FEE RESOLUTION"

I, Darla Reese, City Clerk for the City of Granite Falls, WA hereby certifies the Notice of Public Hearing for the Granite Falls City Council was posted in three

public places as described below. This Public Hearing will be held on Wednesday,

Everett Daily Herald

Affidavit of Publication

State of Washington }
County of Snohomish } ss

Michael Gates being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH975443 PH FEE RESOLUTION as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 04/21/2023 and ending on 04/21/2023 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount the fee for 1ch publication is \$39.56.

Subscribed and swom before me on this

J/S/ day

day of

pefore me on t

2023

Notary Public in and for the State of

Washington.

City Of Granite Falls/LEGAL ADS | 14102095 DARLA REISE Linda Phillips Notary Public State of Washington My Appointment Expires 8:29/2025 Commission Number 4417

APR 28 2023

ि ज Granite Falls

Classified Proof

PUBLIC HEARING NOTICE
City of Granite Falls
MAY 3, 2023
7:10 p.m. or 330n thereafter
BEFORE THE GRANITE FALLS CITY COUNCIL
NOTICE IS HEREBY GIVEN THAT, in the Granite Falls City Hall
Council Chambers et 215 S. Granite Avenue, Granite Falls City Hall
Council Chambers et 215 S. Granite Avenue, Granite Falls, WA on
Wednesday, the 3rd day of May, 2023, at 7:10 p.m., or soon
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Wednesday, the 3rd day of May and the certification.
Any person may appear at the Zoom Meeting online hearing, or in
person, or may call in at the designated meeting number +1
(263) 215-8782, Meeting ID: 891 4401 3547. Comments may be
submitted in advance in writing or by e-mait to the attention of the
City Clerk at Granite Falls City Hall, 215 S Granite Avenue, Granite
Falls, WA, -98252, or may be made in person or by telephone-or
computer connection at the lime of the meeting, in order for your
comments to be considered as part of the formal record. Additional
information may be obtained at City Hall from 8:30 a.m. to 5:00
p.m. by calling 360-591-6441.
GRANITE FALLS CITY COUNCIL
Darla Reese, City Clerk
Published: April 21, 2023.

RESOLUTION 2023-02

A RESOLUTION OF THE CITY OF GRANITE FALLS ESTABLISHING, SETTING AND IMPOSING FEES DUE THE CITY AS ALLOWED BY LAW AND CITY CODE AND UPDATING AND AMENDING CERTAIN FEES AND DEADLINES FOR CERTAIN FEES IN A REVISED 2023 MASTER FEE SCHEDULE TO BE EFFECTIVE: MAY 3, 2023; ENDING THE EFFECTIVE DATE OF ALL PRIOR RESOLUTIONS OF THE CITY SETTING AND IMPOSING FEES AND CONFIRMING THE ABSENCE OF VESTING IN ANY FEE OF THE CITY

WHEREAS, general law and adopted City Code allow code cities such as Granite Falls to set fees associated with utilities, permits and a myriad of other application to and services of the City; and

WHEREAS, the City has from time to time adopted resolutions establishing, setting and imposing fees, the most recent of which is Resolution 2023-01 enacted and approved on February 1, 2023 when a new Master Fee Schedule was established; and

WHEREAS, the City wishes to revise the 2023 Master Fee Schedule with amendments to be effective May 3, 2023, ending the effectiveness of fees set in prior resolutions of the City as of 11:59 PM January 31, 2023 for those fees that are revised and amended; and

WHEREAS, the City wishes to clarify that there is no vesting to any fee set and imposed by the City and therefore no vesting in any fee as established by any fee set in a resolution prior to this Resolution;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANITE FALLS, WASHINGTON, does hereby resolve, adopt, set and establish as follows:

Section 1. New Fee Schedule

Effective as of the first moment of May 3, 2023 (the "effective date and time") all fees established, set, imposed and due the City of Granite Falls are those fees in the 2023 Master Fee Schedule Effective May 3, 2023 attached hereto as attachment A. The fees set out in attachment A are adopted as the fees of the City of Granite Falls as of the effective date and time. A copy of the 2023 Master Fee Schedule shall be on file with the City Clerk.

Section 2. No repeal of prior fee Resolutions; no vesting.

Resolutions of the City of Granite Falls prior to this resolution establishing, setting and imposing fees are not hereby repealed and remain in effect for sums due under those resolutions but not paid. The fees set in said prior resolutions shall not apply to services or transactions with the City occurring on or after May 3, 2023 but the fees and the limitations on those fees set out in Attachment A shall apply.

Exhibit 4, page of 44

RESOLVED thisday of	2023	
		Matthew Hartman, Mayor
ATTEST:		
Darla Reese, City Clerk		
APPROVED AS TO FORM:		
Toro II. Carafatus, City, Attauran		
Tom H. Graafstra, City Attorney Emily Guildner, City Attorney		





2023 Master Fee Schedule

Effective: February 1 May 3, 2023

Resolution No. 2023-0102



2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

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2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

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2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

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Effective Date: February 1 May 3, 2023

General Policies

Fees and Deposits

Fees are intended to cover the normal, recurring administrative costs associated with said action, such as administrative staff time, advertising, mailings, file distribution, etc. and project review. Fees are non-refundable. Deposits are intended to cover reviews by city staff or consultants, which exceed normal costs, and any remaining deposit, at the conclusion of the review and/or permit process, will be refunded to the payee. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review. If reviews go above and beyond the fees and deposits specified, the City shall notify the applicant and provide an estimate of the amount necessary to complete the permit processing, and the applicant shall pay for any additional costs upon invoicing by the City. No final land use action, short plat acceptance or final plat acceptance shall occur until all fees have been paid to the city.

Payment Due

Fees and deposits are due at the time the action is requested (e.g., at the time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits or a multiphased project in advance; however, doing so does not vest the amount of the applicable fees due. Fees due are those in effect at the time the specific action or phase of action is requested or occurs.

Late Payment Penalties

If payment is not received within 30 days of the due date specific on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month from the date the fee became due until the date payment is actually made.

Waivers

Upon petition by the applicant, the City Council may waive any of the fees or portions thereof, for any non-profit organization that provides services for the necessary support of the poor or inform.





Effective Date: February 1 May 3, 2023

Animal Licenses

Animal Code Fees

Fees for various other services, actions related to Animal Control as per GFMC Title 8.04, shall be listed as follows:

Cat Registration

Unaltered	
Dog Registration	
Unaltered	\$30.00 per year
Neutered or spayed	\$15.00 per year
Altered and micro chipped	
Replacement metal tag	\$3.00 each
Neutered or spayed belonging to 62 years or older senior citizen	\$10.00 Lifetime
Service dogs	No Charge
Dangerous dog	\$250.00
Kennel Permit Fees	
Hobby kennel	. \$10.00 per year
(No more than 6-8 animals, must be spayed, neutered & licensed)	
Private kennel	.\$50.00 per year
(Total of 8 animals, all animals must be licensed)	
Commercial kennel\$75.00 per year +	business license
Total of 12 animals	
Special permit: 13-24 dogs or cats	\$250.00 per year
Special permit: 25-36 dogs or cats	\$500.00 per year

NOTE: Documentation from a veterinarian or other sufficient medical proof must be provided when licensing a neutered or spayed dog or registering a neutered cat. The City Council may revise any of the licensing fees by resolution (Ord. 535 §12, 1995)



Effective Date: February 1 May 3, 2023

Impoundment Fees

First offense	\$25.00
Second offense	\$50.00
Third offense	\$150.00

If the animal(s) are not licensed at the time of impound, the owner will be responsible for paying the proper licensing fee before the animal(s) is/are released.

Dogs, cats and other animals (at or transported to animal shelter) as set forth by the Everett Animal Shelter animal impound fee schedule.

Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatments, and destruction of the animal(s) and fees owing, and any cost of damage caused by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.





Effective Date: February 1 May 3, 2023

Business License Fees

General Business Licenses

Applicable fees apply to Resident and Non-Resident business licenses. Applications are submitted through the Department of Revenue website. Additional Washington State fees may apply and shall be automatically amended by the State. You can apply for a business license by entering the following link into your search engine:

https://dor.wa.gov/open-business/apply-business-license

Business license registration - Application	.\$45.00 per year		
Business license registration – Home Occupation	.\$45.00 per year		
Business license registration – Annual Renewal	.\$45.00 per year		
Business license processing fee (handled and charged by Washington State			
Department of Revenue	00 or current fee		

Additional Licenses

The licenses listed below are required in addition to the City of Granite Falls General Business License and any other Washington State license, fee or tax.

Adult Entertainment (Cabaret) base license	.\$100.00 per year
Adult Entertainment (Cabaret) music license w/o dancing	.\$135.00 per year
Adult Entertainment (Cabaret) live music and dance	.\$150.00 per year

Note: Peddler, Pawnbroker and Secondhand Dealers licenses are handled by the City of Granite Falls.

Peddler's license	\$20.00 per week
Peddler's license	\$45.00 seasonal (3 months)
Pawnbroker and Secondhand dealers license	\$150.00 per year

Miscellaneous Business License Fees

Appeal	. \$250.00
DSHS Adult Family Home Inspection, First Inspection	•
DSHS Adult Family Home Inspection Two or More Inspections	. \$150.00



Effective Date: February 1May 3, 2023

Development Fees and Charges - Building

Projects may require multiple fees, depending on the scope and complexity. Please contact the city for a fee estimate. All review fees shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees have been paid.

Electrical, Mechanical and Plumbing Permit Information

An electrical, mechanical and plumbing permit is required for most work.

- An electrical permit is required for any change in wiring system
- A mechanical permit is required to replace a furnace, add an air conditioning system, etc.
- A plumbing permit is required for any new plumbing work or replacing a water heater.

NOTE: If you have questions on whether a permit is needed, please contact city hall and ask (360) 691-6441.

Why Do I Need These Permits?

Washington State Code and the City of Granite Falls regulates construction to ensure it is safe and code compliant. City consultants provide inspections for permitted work and verify compliance with the appropriate code.

In addition, permits and inspectors help to safeguard persons and property from hazards that arise from improper installation. Examples of the benefits of pulling a permit include:

Mechanical Permit

• Improper venting of an applicant may cause exhaust gases from a fuel burning appliance to enter occupied areas. Your inspector can help to prevent this.

Plumbing Permit

- Inspections ensure that drainage fittings, water piping, gas piping, and water heaters are all installed properly.
- For a water heater, earthquake straps are inspected because they prevent structural damage and the gas pipe from rupturing during an earthquake.

Electrical Permit

The City of Granite Falls does not permit or inspect for electrical permits. You can apply online at the following link: https://lni.wa.gov/licensing-permits/electrical/electrical-permits-fees-and-inspections/purchase-permits-request-inspections



Effective Date: February 1 May 3, 2023

Miscellaneous Building Permit Information

- Building size limitations which require a building permit = 200 SF or higher
- Snow Load = 25 pounds per square foot
- Wind = 110 mph
- Exposure B
- 3 second gust
- Frost depth = 18"
- Seismic Zone = D-1
- Elevation = 391 ft. (survey monument next to old city hall)

Building Codes Adopted (Ordinance 1002-2021 – Adopted the 2018 Building Codes)

♦ 2018 International Building Code (IBC)

♦ 2018 International Residential Code

2018 International Existing Building Code
2018 International Property Maintenance Code

♦ 2018 International Mechanical Code

♦ 2018 Uniform Plumbing Code

♦ 2018 International Fuel Gas Code

♦ 2018 International Swimming Pool & Spa Code

◊ 2018 International Fire Code

♦ 2018 Washington State Residential Energy Code

Valuation for Calculating Building Permit Fees

Any building or structure not addressed in the table below shall be determined according to the International Code Council Building Valuation Data which is hereby adopted and incorporated by reference. The Building Valuation Data including modifiers, is found in the Building Safety Journal, which is published quarterly by the International Code Council. Subsequent semiannual revisions of the Building Valuation Data shall be automatically adopted and incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in the following Table 1A:



Effective Date: February 1 May 3, 2023

(Building Code) Table 1A: Total Building/Structural Valuation Permit Fees

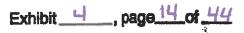
Total Valuation	Fee		
\$1.00 to \$499.99500.00	\$ 23.50 45.00		
\$ 500 <u>501</u> .00 to	\$ 23.50 45.00 for the first \$499.99500.00 plus \$3.05-70 for each		
\$ 1,999.99 2,000.00	additional \$100.00, or fraction thereof, up to and including		
	\$1,999.992,000.00		
\$2, 000 001.00 to	\$ 69.25 100.50 for the first \$1,999.992,000.00 plus \$14.0017.50 for		
\$24,999.99 <u>25,000.00</u>	each additional \$1,000.00, or fraction thereof, up to and including		
	\$ 24,999.9925,000.00		
\$25, 000 001.00 to	\$391.25503.00 for the first \$24,999.9925,000.00 plus \$10.10 50 for		
\$4 9,999.99 50,000.00	each additional \$1,000.00, or fraction thereof up to and including		
	\$ 49,999.9950,000.00		
\$50, 000 001.00 to	\$643.75765.50 for the first \$49,999.9950,000.00 plus \$7.009.75 for		
\$99,999.99100,000.00	each additional \$1,000.00, or fraction thereof, up to and including		
	\$9 9,999.99 100,000.00		
\$100, 000 001.00 to	\$993.751,253.00 for the first \$99,999.99100,000.00 plus \$6.507.00 for		
\$499,999.99500,000.00	each additional \$1,000.00 or fraction thereof, up to and including		
	\$499,999.99500,000.00		
\$500, 000 001.00 to	\$3,233.754,053.00 for the first \$499,999.99500,000.00 plus \$4.756.50		
\$999,999.991.000.000.00	for each additional \$1,000.00, or fraction thereof, up to and including		
	\$999,9991,000,000.00		
\$1,000, 000 001.00 and up-	\$5,608.757,453.00 for the first \$999,999.991,000,00.00 plus \$3.654.30		
\$5,000,000.00	for each additional \$1,000.00 or fraction thereof		
Over \$5,000,000.00	\$24,503.00 for the first \$5,000,000.00 plus \$4.00 for each additional		
	\$1,000.00, or fraction thereof		

Plan Review Fees

- Building Residential: 65% of the building permit fee using Table 1A
- Commercial: 85% of the building permit fee using Table 1A
- Plumbing and Mechanical: 25% of permit fee or city's hourly cost or \$75.00 per hour, whichever is greater.

Other Inspections and Fees

- See Building Safety Journal, Section II Tables D and E for sprinkler and alarm fees.
- Inspections during business hours: \$30.00 per hour, 4 hours minimum
- Reinspection fees assessed at \$30.00 per hour, 4 hours minimum
- Penalty for commencing work prior to permit issuance = <u>double</u> permit fee
- Inspections for which no fee is specifically indicated: \$30.00 per hour, 4 hours minimum
- Plan Review and Additional plan review required by changes, additions or revisions to plans: ½ of the value of the plan check fee (amount determined off of valuation of project).





Effective Date: February 1 May 3, 2023

Miscellaneous Building Permit Fees

Table B2 and the Mechanical and Plumbing list specify those fees charged for permits to be issued pursuant to Washington State Building Code, which are not included in the provisions of Subsections A and B.

Expiration of Building Permits

Every permit issued shall expire 24 months from the date of issuance. The Building Official is authorized to grant, in writing, one extension of time for a period of not more than 12 months for an additional fee of one half of the permit fee for a total of 36 months. The extension shall be requested in writing and justifiable cause demonstrated.



Effective Date: February 1 May 3, 2023

Table B2: Schedule of Miscellaneous Building Permit Fees

		Fee (\$)		
Permit	Permit Fee	Plan Check	Total	
Accessory Structures/Porch Cover	Valued as for carport or garage per IRC, whichever it more closely resembles			
State Building Code Fee (each permit including residential)	\$6.50		\$6.50	
Each additional Residential Unit (per RCW 19.27.085)	\$2.00		\$2.00	
Commercial permits including residential	\$25.00		\$25.00	
Each residential unit (per RCW 19.27.085)	\$2.00		\$2.00	
Deck	Refer to Table 1A	65% of permit fee	Permit fee + plan check fee	
Demolition Permit	\$75.00		\$75.00	
Dock	Refer to building standards valuation list			
Fence/Retaining Wall	\$75.00		\$75.00	
Manufactured home placement (& skirting)	\$225.00		\$225.00	
Certificate of Occupancy	\$100.00		\$100.00	
Reroof:				
Residential w/o sheathing	\$40.00		\$40.00	
Residential w/ sheathing	\$90.00		\$90.00	
Commercial	Refer to Table 1A			



Effective Date: February 1 May 3, 2023

Mechanical Fees

*Base Fee (charged on each application)	\$35.00
AC Unit <100,00k	\$20.00
AC Unit >100,00k to 499,99k	\$20.00
AC Unit 500,00k and up	\$40.00
Air Handlers <10,000 CFM	\$13.00
Air Handlers 10,000 CFM	\$23.00
Boilers	*
Commercial Incinerator	\$30.00
Condensers	•
Domestic Incinerator	\$20.00
Duct Work	
Evaporative Cooler	•
Forced Air System <100,000 BTU	\$18.00
Forced Air System >100,000 BTU	
Gas Clothes Dryer	\$15.00
Gas Piping 1-5 Outlets	\$11.00
Each additional outlet	\$10.00
Heat Exchanger	\$15.00
Heat Pump	•
Man. Fireplace/Log Lite	
Miscellaneous Appliance	\$15.00
Range Hood – Residential	\$15.00
Range Hood – Commercial	\$150.00
Refrigeration Unit <100,00K	\$20.00
Refrigeration Unit 100K-499K	\$30.00
Refrigeration Unit 500K and up	\$40.00
Relocation Repair	•
Stove Appliance	\$15.00
Supplemental Permit	\$15.00
Vent Systems	\$15.00
Vent w/o Appliance	\$10.00
Ventilation Fans	•
Wall/Unit Heaters	
Wall Heater (Gas)	•
Wood Stove	\$18.00



Effective Date: February 1 May 3, 2023

Plumbing Fees *Base Fee (charge)

*Base Fee (charged on each application)	\$35.00
Back Flow Preventer	\$10.00
Bath Tub	
Commercial Dishwasher	\$15.00
Drinking Fountain	\$10.00
Floor Sink or Drain	\$10.00
Grease Interceptor	\$50.00
Grease Traps	\$10.00
Hose Bibs	\$10.00
Ice Makers	\$10.00
Interior Plumbing	\$50.00
Kitchen Sink	\$10.00
Laundry Tray	\$10.00
Lavatory	\$10.00
Lawn Sprinkler System	•
Medical Gas 1-5	
Each additional	- -
Other	
Pedicure Chair	
Reclaimed Water System	
Residential Dishwasher	
Roof Drains	
Shower	-
Specialty Fixtures	
Supplemental Permit	
Testing of Reclaimed Water System	•
Urinal	
Vacuum Breakers 1-5	
Each additional	
Washing Machine	· · · · · · · · · · · · · · · · · · ·
Waste Interceptor	-
Water Closet (toilet)	-
Water Heater (electric)	\$15.00



Effective Date: February 1 May 3, 2023

Development Fees and Charges - Engineering

Projects may require multiple fees, depending on the scope and complexity. Please contact the city for a fee estimate.

All review fees and charges shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees and charges have been paid.

direct 9		4000		
Urai	nage	Ke	vie	W

Plan Review	. \$225.00 Fee + \$325.00* Deposit
Inspection	. \$125.00 Fee + \$200.00* Deposit

Engineering Review

Civil plan review	. Consultant hourl	/ rate
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Fill & Grade

Application Fee (up to 30 cubic yards)	\$25.00
Application Fee (over 30 cubic yards)	
Yardage Fee (larger of cut or fill amounts)	\$*0.33/cubic yard
Issuance Fee (up to 30 cubic yards)	\$25.00
Issuance Fee (over 30 cubic yards)	\$50.00
Work commencing without permit	Double all fees
Consultant review of applications (when required) Consultant hourly rate	

Final Subdivisions

Review documentation Final subdivision maps,	\$1,000.00 Fee + \$5,000.00 Deposit
Bonding, as-built drawings	· · ·
Final Construction Inspection	\$250.00 Fee + \$2,000.00* Deposit
Maintenance Bond Release	\$500.00* Deposit
Final Subdivision Alteration	\$600.00 Fee + \$1,500.00 Deposit
Subdivision Vacation	\$600.00 Fee + \$1,500.00 Deposit

Request of Utility Services Outside City

Single-Family Residence/Duplex	\$100.00 Fee
Other Development	\$100.00 Fee + \$1,000.00 Deposit

Residential Building Permit Fees and Deposits/Miscellaneous Fees

Site Plan Review	\$100.00 Fee + \$150.00* Deposit
Site Plan with Grading Permit	\$800.00 Fee + \$800.00* Deposit



Right of Way Construction Permit

2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

Driveway Cut \$25.00 Permit Fee \$75.00 Right of Way Permit \$50.00 Application Fee \$50.00 Permit Fee (includes first 50 feet) \$100.00 Additional LF Per Foot \$100.00

Overhead......\$0.25
Annual Maintenance Permit.....\$350.00
(Per PUD Electric Agreement)

 Open Cut
 \$1.00

 Trenchless
 \$0.50

Right-Of-Way Use - Food Trucks \$50.00 Per Day

Site Development Permit (Public Works)

Application Fee	.00
Permit Fee	ion

^{* =} City Contract Consultant Review of Application (when required)



Effective Date: February 1 May 3, 2023

Stormwater Management Utility Fees

Fees for the Stormwater Management Utility as per Title 13 GFMC shall be listed in the following table.

Classification	Monthly Rate	Annual Rate
Residential	1	
Single-Family Residential	\$10.00	\$120.00
Condominium	\$10.00 per unit*	\$120.00
Mobile/Manufactured Home	\$10.00	\$120.00
Multifamily (2 + units attached)	\$6.00 per unit*	\$72.00 per unit*
Mobile Home Parks (multiple units)	\$6.00 per unit*	\$72.00 per unit*
Jndeveloped		
Undeveloped Land (less than 2%	6 No Charge	No Charge
impervious)		_
Undeveloped Land with	\$10.00	\$120.00
Impervious Surface		
	>	
Commercial		
05 Acre	\$20.00	\$240.00
0.51-1.0 Acre	\$30.00	\$360.00
1.01-2.0 Acre	\$40.00	\$480.00
2.01 + Acres	\$50.00	\$600.00

^{*}Unit = 1.0 ERU (Equivalent Residential Unit)

In the event that an industrial use encompasses multiple adjacent parcels of land, then the stormwater assessment shall be calculated based on the total number of acres for all the parcels and the fee shall be distributed throughout the individual parcels accordingly.

Retirement Homes, Schools and Churches, etc., will be charged under the commercial rate structure.

Stormwater Connection Fees

Residential Connection = \$0.5% of building valuation with a \$300.00 minimum Residential Commercial/Industrial Connection* = \$1.25 per SF new impervious surface within area draining to Lake Gardner

Senior/Disabled Discount = Fee waived if owner qualifies for Snohomish County property tax exemption



Page 18 of 42





Effective Date: February 1 May 3, 2023

* = Reference GFMC 13.20.040 for applicability

Development Fees and Charges – Land Use

Projects may require multiple fees, depending on the scope and complexity. Please contact the city for a fee estimate.

All review fees and charges shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees and charges have been paid.

Schedule of Land Use Fees

Amendment to Title 19	\$500.00 Fee + \$1,000.00 Deposit
Amendment of Zoning Map (Rezone) <5 Acres > or = 5 Acres	
Annexations Submission of 10% Petition	
Appeals To City Council To Hearing Examiner To Shorelines Hearing Board	\$500.00 + Hearing Examiner Costs
Binding Site Plan Binding Site Plan Review and Approval	\$3,000.00 Fee + \$5,000.00 Deposit
Boundary Line Adjustment	\$750.00 Fee + \$1,000.00 Deposit
Comprehensive Plan Amendment Minor Amendment (Annual Cycle)	
Community Facilities District Formation	\$300.00 Fee + \$1,700.00 Deposit
Conditional Use Permits Residential	\$1,500.00 + Hearing Examiner Costs



Commercial
Developer Agreement Review and Approval
Developers Extension AgreementVariable Deposit is Required
Environmental Review Residential
Residential Multi-Family\$3,500.00 + Consultant Fees + \$7,500.00 Deposit (200 Units or Greater)
Commercial/Industrial
Fill/Excavation
Critical Area Study Review
Habitat Management Plan Review
Fireworks Permits Fireworks Stand\$100.00 Fee
Forest Practices Permits Permit Review
Review Fee to Lift FPA Moratorium \$200.00 + \$200.00 per Acre Inspection Fee \$200.00 + \$400.00 per Acre
Impact Fees Parks Mitigation \$230.00 per ERU School Mitigation No Charge Traffic Mitigation \$2,500.00 per ERU
Master Signage Plan Application + Review Fee \$500.00 Permit Fee \$250.00 Fee + \$150.00 Deposit



Sign Permits
Application and Permit Fee\$100.00
Miscellaneous Actions/Items
Zoning Interpretation\$100.00 Fee
Zoning Text Amendment\$1,000.00 Deposit
Miscellaneous engineering reviewStaff Consultant Hourly Wage + Estimated Hours
(e.g., storm drainage plans for single family residential and duplexes)
Miscellaneous Research or other Staff TimeStaff Consultant Hourly Wage + Estimated Hours
Temporary Permits
Window Communication Facility
Wireless Communication Facility\$2,000.00 Fee
Official Site Plans
Official Site Plan: Planned Residential Development (PRD), Residential Condominium, or
Manufactured or Mobile Home Park\$2,500.00 Fee + \$5,000.00 Deposit
Downit Extension
Permit Extension\$250.00 Fee
Dro Application Davious 9 Mantings
Pre-Application Review & Meetings
Initial Pre-Application Review & One Hour Meeting
Subsequent Pre-Application Review & MeetingsStaff Rate 15% Admin. Charge
Reconsideration of Decision
Hearing Examiner
City Council
Review of Other Studies
Review of Requested Studies
(Other than those listed)
Shoreline Development Permit
Conditional Use
Exemptions
Substantial Development
·
Variance





Effective Date: February 1 May 3, 2023

Special Event Permit Fees & Deposits

Half Day Event (4 Hours or Less)	
Public Works Deposit (\$) ¹	\$50.00 Maximum ²
Police Services Deposit (\$)1	Police Fees
All Day Event (4 Hours or More)	\$50.00 Application Fee
All Day Event (4 Hours or More) Public Works Deposit (\$)¹	

¹ If the actual costs for city services and equipment provided for the special event is less than the deposit, the city shall refund the difference to the applicant/sponsor. If the actual cost for city services and equipment is greater than the deposit, the city shall bill and the applicant/sponsor is required to pay the difference.

Subdivisions (Preliminary Review)

Preliminary Short Subdivision	\$1,000.00 Fee + \$4,000.00 Deposit
Preliminary Long Subdivision	\$10,000.00 Fee + Hearing Examiner
	& Consultants Costs
Preliminary Construction Drawing Review	Actual Engineering/Planning Review Costs
Preliminary Construction Inspections	Fee Varies – Typically 2.5% of Estimated
	Construction Costs +\$3,000,00 Deposit

Vacations of:

Right-of-Way	\$500.00 Fee + \$750.00 Deposit
Subdivisions	\$500.00 Fee + \$750.00 Deposit

Variance

² Deposit amount may vary depending upon estimate of Public Works/Police staff time and equipment required to adequately provide city services for event.

^{* =} City Contract Consultant Review of Application (when required)



Effective Date: February 1 May 3, 2023



Utility Charges

Inside Utilities - SEWER

The City of Granite Falls does own its own water and wastewater utilities. The following are fees for various services, actions, permits and violations, regarding sewer utility services and regulations under Title 13 GFMC, shall be listed in the following section.

Schedule of Sewer Service Rates, Fees and Fines

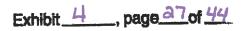
Sewer Disconnect Inspection – Capping	\$100.00 Fee
Sewer Re-Connecting	\$200.00 Fee
Sewer – Private Seage Disposal Permit & Application (septic)	\$100.00 Each
Side Sewer Inspection/Modification Permit Fee\$250.00 Ea	och – Includes Camera spection Prior to Final

Side Sewer Inspection for new services or modified services such as an existing side sewer servicing a building where such modification or addition is done entirely on private property. Charge is per connection.

Sewer Stub Fee

Costs and expenses incident to the installation, connection and disconnection of the building sewer shall be borne by the owner.

Illegal Connections to City Sewer Syste	em \$20.00 Fine pe	er Dav
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Effective Date: February 1 May 3, 2023

Sewer General Facility Connection Charges (GFC)



Effective Date: February 1 May 3, 2023

ERU count for Commercial/Industrial properties shall be determined by water meter size per American Waterworks Associations Standards as Follows:

5/8" - 3/4" Meter = 1 ERU

1" Meter = 2.5 ERU

1.5" Meter = 5 ERU

2" Meter = 8 ERU

3" Meter = 16 ERU

4" Meter = 25 ERU

*The City Manager may reduce the charge for commercial connections up to 25% from the amount calculated for facts related to the discharge quantities and quality for the applicable property and use.

Local Facility Charges (LFC) SEWER (Charges in addition to GFC per ERU)

Westside LFC Hook Up Fee (Suncrest LS)	\$3,785.00 per ERU		
Smoots Latecomer Fee: (see Exhibit B)	\$2,372,30 per ERU		
Trinity Latecomer Fee: (see Exhibit B) Area AArea B	\$3,274.16 per ERU \$1,056.04 per ERU		
Monthly Sewer Service Rate (ERU) = Equivalent Dwelling Unit			

Residential Uses \$81.00 per ERU Effective 01/01/2023

Commercial & Industrial

Residential rate per ERU as listed above for the first 1,000 ft³ of water consumption/unit plus \$3.83 per 100 ft³ (or part thereof) of water consumption per unit over 1000 ft³

Commercial (unmetered) Self-Serve Car Wash......1 Residential ERU per Wash Bay



Effective Date: February 1 May 3, 2023

\$49.00 per ERU effective 05/01/2017

Sewer Service – Commercial & Industrial Consumption Overage Charge Methodology

\$3.83 per 100 ft³ (or part thereof) of water consumption per unit over the 1000ft³ allowance in a one-month period.

Water meters are read monthly. Consumption charges are calculated based on one (1) month of usage. Accounts are charged for overage based on the actual monthly consumption over the 1000ft³ allowance.

The fee for filing/releasing liens shall include the cost set by the Snohomish County Auditor's Office plus the city administrative fee

Collection of Delinquent Accounts

The fee shall be set by the collection agency

Foreclosure\$2,500.00 Fee

(Attorney and Administrative Fees



Granite Falls Wastewater Facility



Effective Date: February 1 May 3, 2023

Inside Utilities - WATER

The City of Granite Falls does own its own water and wastewater utilities. The following are fees for various services, actions, permits and violations, regarding water utility services and regulations under Title 13 GFMC, shall be listed in the following section.

Schedule of Water Service Rates, Fees and Fines

Water Service Fee - Monthly - Senior/Disabled Discount

5/8" Meter Size

Per unit monthly base fee (500 ft³ included)\$23.45 Fee
Per 100ft ³ per month in excess of 500 ft ³ \$2.38 Fee
Additional unit monthly base fee
Per 100ft ³ in excess of amount included in base\$2.38 Fee (As determined by the number of units)
Surcharge\$2.00 Fee
Water Service Fee – Monthly Metered Users
5/8" Meter Size
Per unit monthly base fee (500 ft³ included)\$33.50 Fee
Per 100ft ³ per month in excess of 500 ft ³ \$3.40 Fee
Additional unit monthly base fee\$20.80 Fee (Includes 400 ft³ per month per additional unit)
Per 100ft³ in excess of amount included in base\$3.40 Fee (As determined by the number of units)
Surcharge\$2.00 Fee



Effective Date: February 1 May 3, 2023

1" Meter Size

Per unit monthly base fee (900 ft³ included)\$44.10 Fe
Per 100ft ³ per month in excess of 900 ft ³
Additional unit monthly base fee
Per 100ft ³ in excess of amount included in base
Surcharge\$2.00 Fee
1 ½" Meter Size
Per unit monthly base fee (2900 ft³ included)\$84.09 Fee
Per 100ft ³ per month in excess of 2900 ft ³ \$3.40 Fee
Additional unit monthly base fee\$20.80 Fee (Includes 400 ft³ per month per additional unit)
Per 100ft ³ in excess of amount included in base
Surcharge\$2.00 Fee
2" Meter Size
Per unit monthly base fee (5400 ft³ included)\$157.93 Fee
Per 100ft ³ per month in excess of 5400 ft ³ \$3.40 Fee
Additional unit monthly base fee\$20.80 Fee (Includes 400 ft³ per month per additional unit)
Per 100ft ³ in excess of amount included in base\$3.40 Fee (As determined by the number of units)
Surcharge\$2.00 Fee





Effective Date: February 1 May 3, 2023

3" Meter Size

Per unit monthly base fee (12500 ft³ included)\$338.42 Fee
Per 100ft ³ per month in excess of 12500 ft ³ \$3.40 Fee
Additional unit monthly base fee\$20.80 Fee (Includes 400 ft ³ per month per additional unit)
Per 100ft ³ in excess of amount included in base\$3.40 Fee (As determined by the number of units)
Surcharge\$2.00 Fee
4" Meter Size
Per unit monthly base fee (12500 ft³ included)\$465.87 Fee
Per 100ft ³ per month in excess of 12500 ft ³ \$3.40 Fee
Additional unit monthly base fee
Per 100ft ³ in excess of amount included in base\$3.40 Fee (As determined by the number of units)
Surcharge\$2.00 Fee
Out of Town Customers
5/8" Meter Size
Per unit monthly fee\$43.07 Fee
Per 100ft ³ per month in excess of 500 ft ³
Additional 400 ft ³ when in excess of initial 500 ft ³
Surcharge\$2.00 Fee



Effective Date: February 1 May 3, 2023

Water Service – Residential, Commercial & Industrial Consumption Overage Charge Methodology

Water meters are read monthly. Consumption charges are calculated based on one month of usage. Accounts are charged for overage based on the actual monthly consumption over the $500 \, \mathrm{ft}^3$ allowance.

City System Water Connection Fee/General Facility Charge

Single-Family Residential Dwelling Unit – 1 ERU	\$4,500.00
Multi-Family Residential Dwelling Unit – 0.778 ERU	\$3,501.00
Commercial/Industrial:	
1 ERU = 5/8" Meter	\$4,500.00
2.5 ERU = 1" Meter	
5 ERU = 1.5" Meter	\$22,500.00
8 ERU = 2" Meter	\$36,000.00
Snohomish County PUD #1 General Facility Charge = 5/8" Meter	\$3,645.00*
	, ,
Multi-Family Residential Dwelling Unit – 0.778 ERU	\$2,835.81*
,	, .,

^{* = 5/8&}quot; Meter only. Current fee as of April 2017

<u>Please Note:</u> PUD GFC charge is in addition to the City's GFC Charge and both must be paid in full prior to permit issuance.

The General Facility Charge for 2 connections requiring meters larger than 2-inch shall be determined on a case-by-case basis.

Local Facility Charges (LFC) WATER

(Charges in addition to GFC per ERU)

Westside LFC Hook Up Fee (see Exhibit C)

Section 1:	\$115.70 per Front Foot
Section 2:	\$511.00 per ERU
Section 3:	\$774.00 per ERU
Trinity Latecomer Fee: (see Exhibit B)	
Area A	\$2,010.67 per ERU
Area B	\$639.76 per ERU







Effective Date: February 1 May 3, 2023

Water Service Inspection Fee	ć400 00
Water service inspection for new services or modified services, such as existing water	r service
servicing a building where such modification or addition is done entirely on private particles is each connection.	roperty.
Water Meter Drop Fees	
5/8"	
1"	•
1.5"	
2"	\$1,362.00
Metered Hydrant Use	
Meter and backflow preventer installation	¢400 00
(Includes initial 500 ft ³ of water)	\$400.00
Per 100ft ³	\$3.40
	,,,,,,,,
Late Payment Charge	
If the monthly water/sewer service charge is not received by the City on or by 15 day	s after the
current utility bill due date, there will be a \$15.00 late fee charge on the current mor	
outstanding charges.	
Water Reconnect/Reinstatement Fee	
When water service is disconnected\$75.00 Fee per Ordinance	No. 777-09
Lien Fee	ee + \$60.00
The fee for filing/releasing liens shall include the cost set by the Snohomish County A	
Office plus the city administrative fee	
Collection of Delinquent Accounts	
The fee shall be set by the collection agency	
Foreclosure\$2	.500.00 Fee
Ψ_)	

(Attorney and Administrative Fees



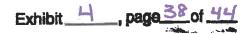
Effective Date: February 1 May 3, 2023



Outside Utilities

The City of Granit	e Falls does not ow	n or operate	e the local	electric, ga	as or solid	waste services.
Please contact the	e appropriate utility	y for any dev	velopment	charges ar	nd rates:	

Electric	Snohomish County Public Utility District No. 1
Gas	Puget Sound Energy
Garbage/Recycling/Yard Waste	Waste Management NW





Effective Date: February 1 May 3, 2023

Miscellaneous Fees and Charges

Fees for those services not specifically listed below, that in the determination of the Finance Director should be charged, shall be established by the Finance Director to recover the reasonable costs of providing the service. When applicable, the current State Sales tax in effect shall be charged.

General Charges

Duplication of Public Records

In-House Copying of City Documents for Public
Unified Development Code\$35.00 Full Document
Comprehensive Plan\$35.00 Full Document
Public Works Standards – Development Guidelines\$35.00 Full Document
Land Use "Permit Process" User's Manual\$25.00 Full Document
Landscape Requirements\$25.00 Full Document
In-House Copying of City Documents to PDF when Original Document is not in PDS Format
In-House Duplication of City Documents to CD, such as Comprehensive Plan, Granite Falls Municipal Code, etc
Documents or CD printed by Outside PartyActual Costs to Reproduce
Maps – Duplication of Maps less than 11" X 17"\$2.50 each
Maps – Duplication of Maps greater than 11" X 17"\$6.50 each
Colored Zoning Map – 11" X 17"
Special requests for plotted maps, aerials, plans, etc
CD Recording of Meeting
CD Recording of Meeting



Color Photos	
Duplication of all other types of city media (i.e. photographs, audio/video tapes, blueprints) shall include the cost of duplication, postage/delivery costs and actual staff time.	
Faxing \$3.00 for complete document	
Facility Use Fees (Civic Center) Damage Deposit	
Usage Rate: Part Day\$94.00 per hour (3 hour minimum) Full Day\$750.00 total	
Fire Department Life Safety Inspections	
Mailing Container/Envelope	
PostageActual Rate	
Nonsufficient Check Fine-NSF (in payment of City services)	
Notary Services Non-City Business	
City BusinessNo Charge	
Passports Passport Book Cover	
Foreign Photograph\$30.00 each	
U.S. Passport Photograph\$20.00 each	
Passport Execution (Acceptance) Fee\$35.00 each	
Passport Book Execution (Acceptance) Fee\$35.00 each	
Passport Book & Card Execution (Acceptance) Fee\$35.00 each	





Effective Date: February 1 May 3, 2023

Permitium

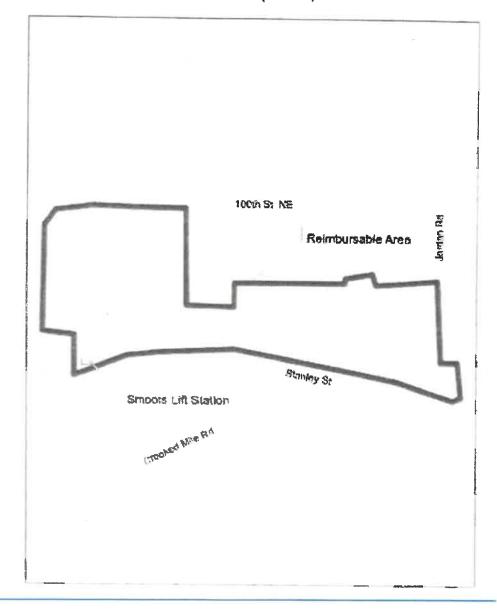
Concealed Weapons Applications	\$5.00 fee
Other Fingerprint Applications	\$5.00 fee
Credit Card Fee	\$0.30 plus 3.3% per transaction
Police ReportsPer curren	t Snohomish County Sheriff Office fee schedules



Effective Date: February 1 May 3, 2023

Exhibit B Reimbursement Area Assessment Map

Smoots Latecomer Fee (SEWER)



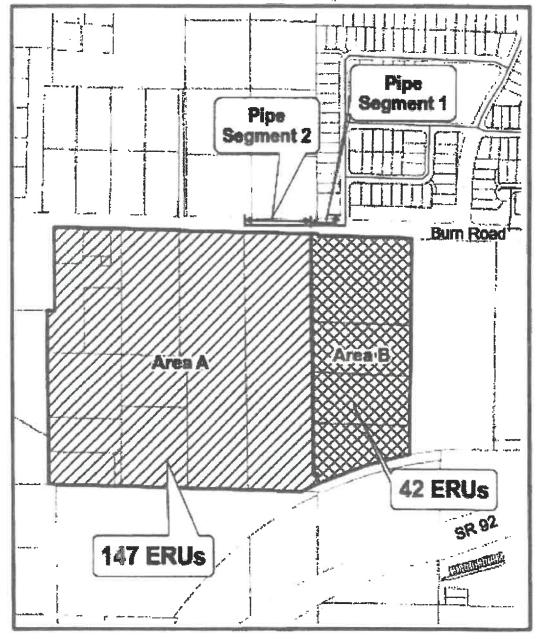


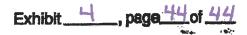
2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

Exhibit B
Reimbursement Area Assessment Map

Trinity Latecomer Fee (SEWER)



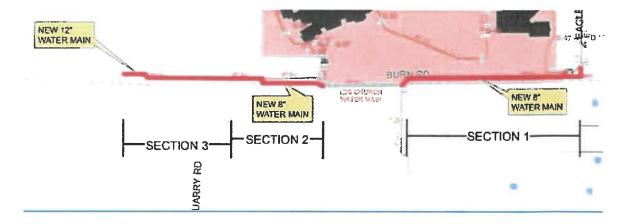




2023 Master Fee Schedule Resolution No. 2023-0102

Effective Date: February 1 May 3, 2023

Exhibit C Reimbursement area Westside LFC hook up fee





CITY COUNCIL AGENDA BILL

Subject: AB 045-2023 Discussion of Funding Request by the Granite Falls Senior Center	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 28, 2023 Originating Department: City Treasurer		
Action Required:	Clearances:		
Discussion and possible motion	⊻ Mayor	⊻ Police	
	✓ Public Works	✓Attorney	
Exhibits:	Engineering	✓ Planning	
Granite Falls Senior Center Financial Review	✓ Other: Finance and Clerk		

Budgeted Amount:

\$591,533 518.30.31.99 ARPA \$750.00 569.69.41.00 Aging/Disability Svcs - Senior Center

Summary Statement:

- On March 15, 2023 the Granite Falls Senior Citizens Center (Senior Center) requested ARPA funds from the City of Granite Falls
- The Senior Center submitted a letter received by the City on February 27, 2023
- The letter indicated the following:
 - Due to the COVID pandemic and the resulting imposed restrictions from April 2020 to Nov 2022, the Senior Center was not able to raise money as they did prior to the Pandemic
 - The letter states the Senior Center was doing okay prior to the Pandemic, and they want the membership to get back to 50 to 75 members per year
 - The letter cited \$27,472.10 of expense from March 2020 to November 2022
- At the March 15, 2023 City Council meeting, the Senior Center Vice-President, Erika Maynard indicated to the City Council:
 - o The Senior Center is struggling financially

- o They are asking for help to keep their doors open
- o Most money they have comes directly from their membership
- The City currently provides \$750.00 per year to help with the water/sewer bill
- Due to ARPA funding requirements, the City Council asked the Senior Center for the following:
 - Copies of billing invoices
 - Look into title information on Center
 - Meet with Deputy City Manager and other community members who may be willing to help
 - o Place this item on the April 12th work session meeting to discuss further
 - City Manager reach out to the Volunteers of America and other Senior Centers for help/options

Background:

Financial Analysis

- The Senior Center provided the City with hand-written ledgers from January 2019 –
 December 2022 and monthly bank statements from January 2020 through March 2023.
- The City reached out to Lake Stevens and Cascade Senior Centers for information about their operations, grant funding opportunities, and local government support practices/infrastructure
- The City reviewed the provided ledgers and bank statements from January 2019 through March 2023
 - Analyzed ledgers Jan 2019 through Dec 2022
 - Analyzed bank statements Jan 2020 through Mar 2023
- Analyzed deposits and withdrawals during the periods of:
 - Pre-COVID (Jan 2019 Feb 2020)
 - COVID (WA State business restrictions Mar 2020 Jun 2021)
 - Post-COVID (Jul 2021 Mar 2023)
- · Results:
 - The Senior Center was using a Line of Credit prior to the COVID Pandemic
 - Monthly Revenues grew 15.8% during the COVID-restrictions
 - Resulting end balances were positive during the COVID period
 - Since the restrictions were lifted, the Senior Center has grown it's average monthly revenue by 57.5% versus the pre-COVID period
 - The Senior Center routinely greeted revenue through dues, donations, raffles, BINGO, Auctions, and Bazaars
 - Expenses in line with revenue and consistent with a non-profit
 - The analysis does not support the criteria required for ARPA relief funding

Other Senior Centers report:

- FTE Count Cascade: None Lake Stevens: None
- PTE Count Cascade: None Lake Stevens: None
- Volunteers Cascade: 25 Lake Stevens: 5 (400 hours)
- Grant Funding Cascade: Yes Lake Stevens: Yes
- Grant Agency Cascade: Snohomish County Human Services Lake Stevens: Snohomish County
- City Operational Funding? Cascade: No Lake Stevens: City (one year)
- City provided bldg./land Cascade: No Lake Stevens: Yes (25 year lease @ \$1.00 annually)

Recommended Motion:



Granite Falls Senior Center Financial Review Summary

Jeff Balentine April 28, 2023

Background

- On March 15, 2023 the Granite Falls Senior Citizens Center (Senior Center) requested ARPA funds from the City of Granite Falls
- The Senior Center submitted a letter received by the City on February 27, 2023
- The letter indicated the following:
- Due to the COVID pandemic and the resulting imposed restrictions from April 2020 to Nov 2022, the Senior Center was not able to raise money as they did prior to the Pandemic
- The letter states the Senior Center was doing okay prior to the Pandemic, and they want the membership to get back to 50 to 75 members per year
- The letter cited \$27,472.10 of expense from March 2020 to November 2022

Background

- At the March 15, 2023 City Council meeting, the Senior Center Vice-President, Erika Maynard indicated to the City Council:
- The Senior Center is struggling financially
- They are asking for help to keep their doors open
- Most money they have comes directly from their membership
- The City currently provides \$750.00 per year to help with the water/sewer bill
- Due to ARPA funding requirements, the City Council asked the Senior Center for the following:
- Copies of billing invoices
- Look into title information on Center
- Meet with Deputy City Manager and other community members who may be willing to help
 - Place this item on the April 12th work session meeting to discuss further
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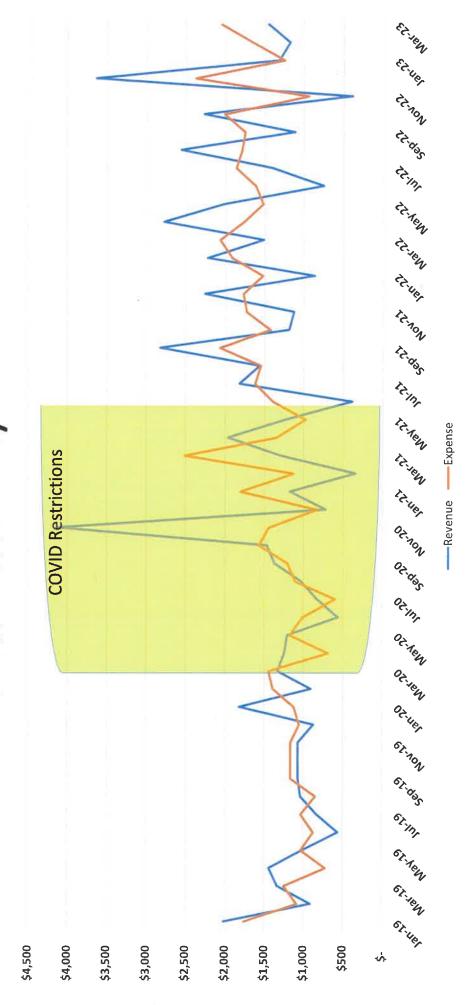
Background

- The Senior Center provided the City with hand-written ledgers from January 2019 – December 2022 and monthly bank statements from January 2020 through March 2023.
- information about their operations, grant funding opportunities, and The City reached out to Lake Stevens and Cascade Senior Centers for local government support practices/infrastructure

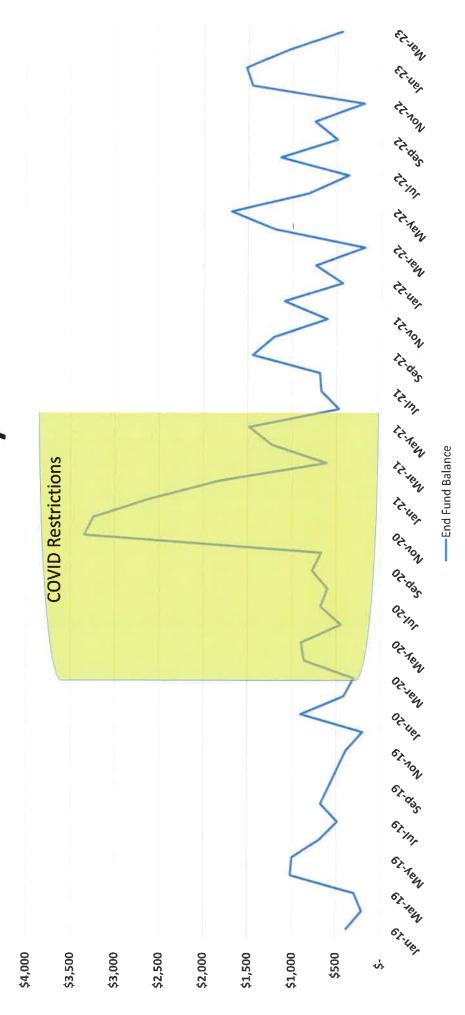
Financial Review

- The City reviewed the provided ledgers and bank statements from January 2019 through March 2023
 - Analyzed ledgers Jan 2019 through Dec 2022
- Analyzed bank statements Jan 2020 through Mar 2023
- Analyzed deposits and withdrawals during the periods of:
- Pre-COVID (Jan 2019 Feb 2020)
- COVID (WA State business restrictions Mar 2020 Jun 2021)
- Post-COVID (Jul 2021 Mar 2023)

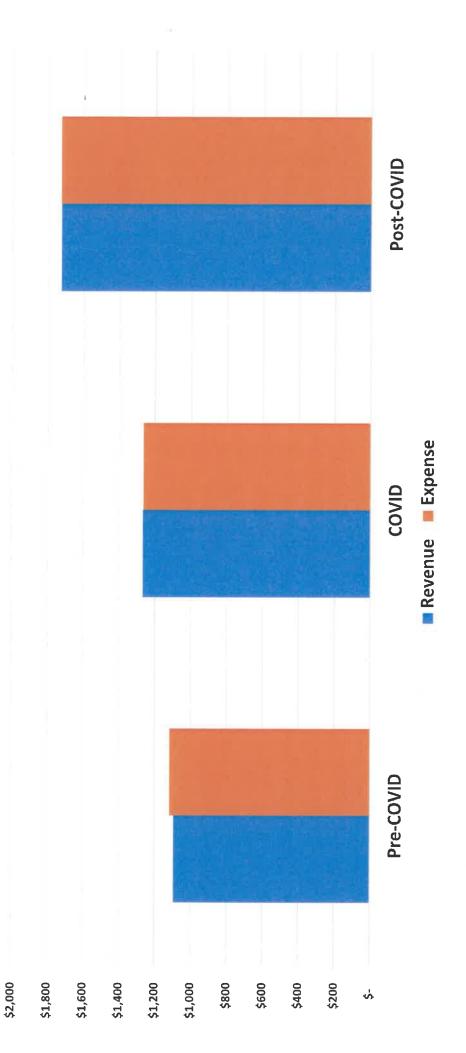
Financial Review - Monthly Results



Financial Review - Monthly Results

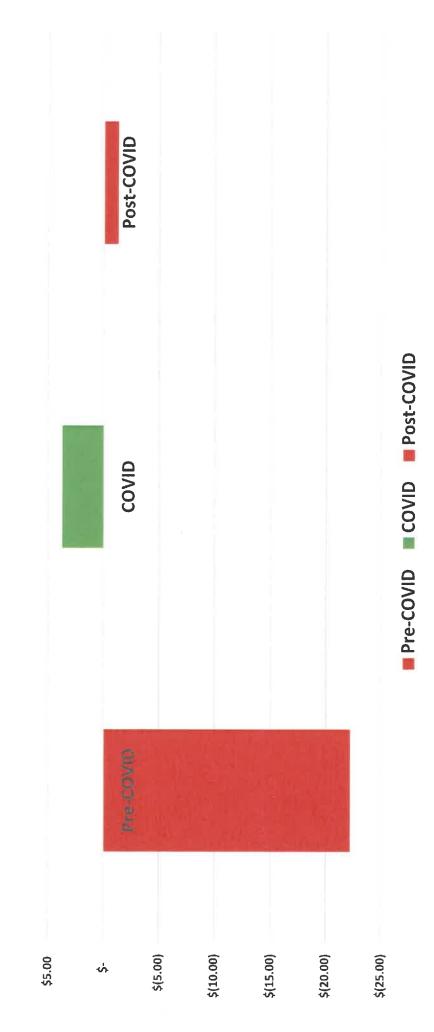


Financial Review – Average Monthly Results



Financial Review – Average Monthly Results

\$10.00



Financial Review Notes and ARPA Funding Criteria

- The Senior Center was using a Line of Credit prior to the COVID Pandemic and serviced the debt throughout the Pandemic
- Monthly Revenues grew 15.8% during the COVID-restrictions
- The Senior Center routinely greeted revenue through dues, donations, raffles, BINGO, Auctions, and Bazaars
 - Resulting end balances were positive during the COVID period
- Since the restrictions were lifted, the Senior Center has grown its average monthly revenue by 57.5% versus the pre-COVID period
- Expenses in line with revenue and consistent with a non-profit
- The analysis does not support the criteria required for ARPA relief funding

	PreCOVID	COVID		Post COVID
Revenue	\$ 1,094.48	\$ 1,267.54	7.54	\$ 1,723.98
Expense	\$ 1,116.67	\$ 1,263.82	3.82	\$ 1,725.20
Balance	\$ (22.19)	\$	3.72	\$ (1.22)

Other Senior Centers

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 PTE Count FTE Count

None

None

None 25 Yes SnoCo

None 5 (400 hours)

Yes

SnoCo

City (one year)

City provided bldg./land

City Operational Funding?

Grant Funding

Volunteers

Grant Agency

Yes (25 year lease @ \$1.00 annually)



Granite Falls Senior Center Q&A

Agenda Bill # 046-2023



CITY COUNCIL AGENDA BILL

AB 046-2023 Consideration of Re-Appointment of Ron Stephenson to the City's Planning Commission	Meeting Date: Wednesday, May 3, 2023 Date Submitted: April 28, 2023		
	Originating Department: City Clerk		
Action Required: Mayor Motion = Appoint	Clearances: Mayor	Police	
Council Motion = Confirm Appointment	Public Works	Attorney	
Exhibits:	Engineering Other:	Planning	
Budgeted Amount:			

Summary Statement:

Per GFMC 2.24.020 - Terms of Office:

2.24.020 Terms of office. SHARE

(A) Effective January 1, 2014, the terms of office of each new member appointed (except to fill unexpired terms) shall be for six years. The mayor shall appoint such members as are necessary so that there will be five members for terms of such length that the term of one member shall expire each year.

Background:

Commissioner Stephenson was appointed to the City's Planning Commission on June 3, 2015 to serve an unexpired term.

Commissioner Stephenson was reappointed to his seat on December 20, 2017 to serve a six-year term.

Commissioner Stephenson has indicated that he would like to serve another six year term. However, he has been out of town and not been able to be reappointed until this Council meeting.

Recommended Motion:

First Motion -

Mayor Hartman: 'I appoint Ron Stephenson to Seat #2 of the City's Planning Commission for a six year term.'

Second Motion -

Council's Motion: 'I move to confirm the appointment of Ron Stephenson to Seat #2 of the City's Planning Commission for a six-year term.'