



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	November 20, 2025
Originating Department	Finance Department
Contact Person	Lindsey Vaughn
Title	Resolution 25-2047/Adopting 2026 User Fee Schedule

Legislative History

- First Presentation November 13, 2025, Regular Meeting
 - Second Presentation November 20, 2025, Special Meeting
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Attachments:

1. Resolution 25-2047
 2. 2026 User Fee Schedule with Markups
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Executive Summary

The City updates the User Fee Schedule annually for the various user fees that are charged for City services. The proposed update includes increases for passport photos, adding a new digital passport photo fee, sewer rates, surface water management fees, and building fees.

Background

The City reviews the User Fee Schedule annually during biennial or mid-biennial budget proceedings and requests input from all departments. The purpose of this annual review is to ensure that the user fees are appropriate and consistent with policy and accurately recover costs incurred by the City.

Passport Fees

The City is increasing the passport photo fee to capture increasing costs. The City is also adding a new digital photo fee to offer photo services for those who are eligible to renew their U.S. passport online.

Building Fee Updates

The building code fees are based on the International Code Council Building Valuation Table of August 2025 and are being updated to stay in compliance with current code for the standard home and utility

building and/or garage. The administration fee for building permits under \$500 will be removed at \$120 and note the change to align with the \$145 current administration fee.

Sewer Utility Rate

The proposed Sewer Utility Rate increase for 2026 has two portions of the proposed increase. King County's portion of the sewer utility rate is set to increase by 7.5% in 2026 (per King County Ordinance 19942) and will be a pass-through for all residential and commercial customers. The City is requesting to increase the City's portion of the sewer rate by 5% for 2026 for increasing costs related to operations, maintenance, and future capital infrastructure needs.

The 2026 Sewer Utility Rate will increase the Residential sewer rate from \$80.74 to \$86.24, a total increase of \$5.50 per month. The Commercial/Multi-Family Residential rate per hundred cubic feet (ccf) increases from \$11.90 to \$12.68, a total increase of \$0.78 per month. The table below details the sewer utility rate increases:

Class No.	Description	Rate
I.	Residential (single-family and housing units with four or less residential units per building),	\$80.74 \$86.24 per month per unit
II.	Multi-family Residential (housing units with five or more units per building)	\$11.90 \$12.68 per hundred cubic feet (ccf) per month
III.	Commercial	\$11.90 \$12.68 per hundred cubic feet (ccf) per month per unit of business

The sewer also has a 10% service tax meaning the total monthly fee for residential customers will be \$94.86.

Surface Water Management Fee

The proposed surface water rate increase for 2026 is 15% - 10% for operational purposes and 5% for the Stormwater Program Coordinator. The stormwater and surface water service tax of 10% is included in addition to the 2026 surface water rate as shown in the table below.

Surface Water					
Class	Class Description	Type	2026 Surface Water Rate	10% Service Tax	Total 2026 Surface Water Rate
1	single family residential	house	\$ 358.21	\$ 35.82	\$ 394.03
2	very light (0-10 IA)	commercial unit	\$ 358.21	\$ 35.82	\$ 394.03
3	light (10-20% IA)	commercial unit	\$ 861.00	\$ 86.10	\$ 947.10
4	moderate (20-45% IA)	commercial unit	\$ 1,731.62	\$ 173.16	\$ 1,904.78
5	moderately heavy (45-65% IA)	commercial unit	\$ 3,343.77	\$ 334.38	\$ 3,678.14
6	heavy (65-85% IA)	commercial unit	\$ 4,239.36	\$ 423.94	\$ 4,663.30
7	very heavy (85-100% IA)	commercial unit	\$ 5,553.02	\$ 555.30	\$ 6,108.32

Fiscal & Policy Implications

The 2026 User Fee Schedule increases allow the City to charge appropriately to cover expenses for City services on an annual basis.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Adopt the user fee schedule with current updates	User fees will be established for 2026, and full cost recovery will be achieved
<ul style="list-style-type: none">• Do not increase any fees	Will not achieve full cost recovery, and alternate measures may need to be taken for financial stability.

Staff Recommendation

Adopt Resolution 25-2047 establishing the 2026 User Fee Schedule