

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	December 2, 2024	
Name of Agenda Item:	RES-24-1109 Adoption of the Unified Fee Schedule (UFS)	
Section of Agenda:	Consent	
Department:	Finance	
Council Committee Review:		
<input type="checkbox"/> Community Development <input type="checkbox"/> Public Safety		
<input checked="" type="checkbox"/> Finance <input type="checkbox"/> Public Works		
<input type="checkbox"/> Parks <input type="checkbox"/> Other: _____		
Legal Review:		
<input type="checkbox"/> Yes - Reviewed		
<input type="checkbox"/> No - Not Reviewed		
<input checked="" type="checkbox"/> Review Not Required		
Attachments:		
RES-24-1109 Adoption of the Unified Fee & Rate Schedule and a copy of the schedule.		
Summary Statement:		
<p>City Council authorized the creation of a Unified Fee Schedule in January 2024 under Resolution 24-1089. It was understood as part of that resolution that the Unified Fee Schedule would be reviewed and updated annually in alignment with the annual budget cycle.</p> <p>In preparing the update to the fee schedule for 2025, it was discussed amongst staff that the previous format did not meet the original intentions for ease of use for staff and the public. The presented format is updated to incorporate a larger document but more reader-friendly and searchable for members of the public or staff supporting them.</p> <p>This new format also incorporates other rates not previously includes, such as Utility Rates, Park Rentals and Impact fees.</p> <p>Many fees and rates have been increased by 5% to capture the realized costs of inflation. Each department has run their rates and fees through their respective Council Committees. The format of the schedule was reviewed at Finance Committee on November 18th.</p>		
Recommended Action:		
Approve RES-24-1109 as written and authorize the Mayor's signature.		