

**ORDINANCE NO. 2005-05-039**

**AN ORDINANCE RELATING TO FINANCE, AMENDING BELLINGHAM MUNICIPAL CODE CHAPTER 4.15 TO CHANGE THE NAME OF THE BUILDING SERVICES FUND TO THE DEVELOPMENT SERVICES FUND AND TO MODIFY ITS PURPOSE AND FUNCTION.**

**WHEREAS**, the City is authorized by State law to establish and collect fees associated with administering a mandated regulatory compliance and permitting program; and

**WHEREAS**, the City Council has directed, and the state has authorized, that the regulatory fees collected shall be sufficient to cover the full costs of administering the regulatory program; and

**WHEREAS**, the City has undertaken several studies to identify the full scope of staffing, resources, and costs required to perform these regulatory functions; and

**WHEREAS**, the City has established a Permit Center to respond to the responsibilities of administering the regulatory program and to deliver these services to the public as efficiently and effectively as possible; and

**WHEREAS**, the creation of the Permit Center required the re-assignment of staff and/or re-allocation of resources as approved by the City Council; and

**WHEREAS**, the scope, range, and nature of the regulatory program and the costs to provide these regulatory activities exceed the scope of the current Building Services Fund:

**NOW THEREFORE, THE CITY OF BELLINGHAM DOES ORDAIN:**

**Section 1.** The title of Bellingham Municipal Code Chapter 4.15 "Building Services Fund" is changed to "Development Services Fund" to reflect the new purpose of the fund.

**Section 2.** Bellingham Municipal Code Section 4.15.010 is amended as follows:

**4.15.010 - Establishment And Purpose**

A. The purpose of the Permit Center is to administer the City's mandated permitting and regulatory program. The City Council shall annually review and assess Permit Center work load, service delivery, and costs to administer the permitting and regulatory program. The City Council shall set, and periodically review, the Permit Center's fees to ensure the fees are reasonable to cover the City's costs of administering this permitting and regulatory program.

B. There is established a fund, to be known as the Development Services Fund, to receive, account for, and disburse as appropriate all the fees generated by the permitting and

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regulatory program. Fees in the fund shall be disbursed to cover the costs of providing these permitting and regulatory activities.

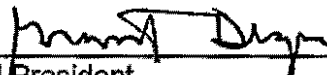
**Section 3.** Bellingham Municipal Code Section 4.15.020 is repealed in its entirety.

**Section 4.** A new section is added to Bellingham Municipal Code Chapter 4.15 as follows:


**4.15.040 - Fund reserves**

In addition to funding the permitting and regulatory program of the Permit Center, the Fund shall maintain a reserve balance for the purpose of covering the Permit Center's working capital, workload liability, core staffing, and technology and capital expenditures. The Fund's reserve balance should be managed to retain, as nearly as practical, a balance equal to fifty percent of the annual Permit Center operating budget.

**PASSED** by the Council this 9<sup>TH</sup> day of MAY, 2005.

  
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Council President

**APPROVED** by me this 12<sup>th</sup> day of May, 2005.

  
\_\_\_\_\_  
Mayor

**ATTEST:**   
\_\_\_\_\_  
Finance Director

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Office of the City Attorney

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