

RESOLUTION NO. 1163
CITY OF GLADSTONE, OREGON

A Resolution Adopting a Revised Master Fee Schedule

WHEREAS, The Gladstone City Council is authorized by the Gladstone Municipal Code to adopt certain fees; and

WHEREAS, The City Council desires to adopt an updated Master Fee Schedule reflecting periodic updates; and

WHEREAS, The City was advised Oak Lodge Water Services Sewer Charge (pass-through) is increasing by 4.5% and the Tri-Cities Services District Sewer Charge (pass-through) is increasing by 5%.

WHEREAS, The City was advised by North Clackamas County Water Commission (NCCWC) that effective July 1, 2019 wholesale water rates (pass-through) will be increased 3.2%.

WHEREAS, The City is including System Development Charges (SDC's) to the master fee schedule to make the charges more transparent. These are not new charges. The charges are increased annually based on the ENR-CCI (Engineering News Record Construction Cost Index) for Seattle per the City's SDC Methodology Reports and ORS 223.304.

WHEREAS, Changes in fees at the Senior Center reflect the increase of costs associated with meal donations, decreasing billiards room per game fee and adding notary fees.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, a municipal corporation of the State of Oregon, the following:

The City of Gladstone repeals the Master Fee Schedule adopted under Resolution 1154 and replaces it by adopting the Revised Master Fee Schedule, as set forth in the attached Exhibit A. Changes are noted in **highlight**.

This Resolution is effective July 1, 2019

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 11TH day of JUNE 2019.

ATTEST:



Tamara Stempel, Mayor



Tami Bannick

Resolution 1163 - Exhibit "A"

City of Gladstone Master Fee Schedule **Effective July 1, 2019**

ADMINISTRATION

Adopted Budget	\$	45.00
Blasting Permit Fee	\$	5,000.00
Blasting Permit Inspections each (after first two inspections)	\$	2,000.00
Business License Base Fee	\$	100.00
Business License Commencing July-December	\$	50.00
Business License fee per employee over 3 FTE's	\$	5.00
Business License for Rental Property in Gladstone - base fee plus tiered approach below	\$	100.00
1 rental unit	\$	25.00
2 - 5 rental units	\$	50.00
6 - 12 rental units	\$	75.00
13+ rental units	\$	100.00
Business License Past Due Fee per month	\$	10.00
Electronic Copy of a Recorded Meeting	\$	20.00
Home Occupation - Initial Application Fee	\$	50.00
Liquor License Review		
Original Application	\$	100.00
Change in ownership, location, or privilege	\$	75.00
Renewal or temporary application	\$	35.00
Lien Search	\$	30.00
Notary Fee (Non-Resident)	\$	10.00
Notary Fee (Resident)	\$	5.00
NSF Check Charge	\$	35.00
Parking Permits	\$	25.00
Penalty for work commencing before application approval		Investigation fee equal to permit fee
Photocopies B&W up to 8 x 14	\$	0.25
Postage and Handling Flat Fee + actual cost of postage	\$	1.00
Public Records Administrative Research per hour (quarter hour increment charge)		Based on hourly rate
Public Records Clerical Research per hour (quarter hour increment charge)		Based on hourly rate
Public Records Legal Research per hour (quarter hour increment charge)		Based on hourly rate

Public Records Request Deposit (large) toward hourly rate	\$	100.00
Public Records Request Deposit (small) toward hourly rate	\$	25.00
Returned Check Charge/processing	\$	35.00
Road Re-naming	\$	150.00
Special Event Application (plus actual staff costs for employees specifically needed to work the event and barricade fees if needed)	\$	100.00
FIRE		
Fire Log Report	\$	15.00
LIBRARY		
Annual Out-of-District Resident Library Card	\$	95.00
Damaged Items		Replacement Cost
Late Charge (per day); Maximum per item: \$3 children/\$5 adult	\$	0.25
Lost Cultural Pass (varies from \$15.00-\$200.00)		Replacement Cost
Lost Items		Replacement Cost
Lost Library Card	\$	1.00
Photocopies (first two pages of non-circulating materials are free)		
Black and White Copies (per page)	\$	0.10
Color Copies (per page)	\$	0.40
Missing/Damaged Part (Barcode Replacement, CD Booklet or Missing Artwork, CD Case,	\$	2.00
PARKS AND RECREATION		
Softball/Baseball Tournaments (per day/per field)	\$	55.00
Softball/Baseball Non-Gladstone Leagues Only (per team)	\$	27.50
(per field)	\$	11.00
Softball/Baseball Picnic Use (per day/per field)	\$	11.00
Soccer Field Reservation (per day/per field)	\$	44.00
Soccer League Play for Gladstone Residents (per team/per field)	\$	5.00
Soccer League Play for Non-Gladstone Residents (per team/per field)	\$	20.00
PLANNING AND BUILDING		
The City of Gladstone contracts with Clackamas County for planning and building services, fees for those applications and services are set by the County		

POLICE	
A-Frame Sign Permit (initial application fee)	\$ 100.00
Address Record Print (per address)	\$ 5.00
Alarm Permit	
Initial Permit or Renewal	25.00
Late Fee (after 30 days expiration or installation)	25.00
Second False Alarm (within permit year)	50.00
Third False Alarm (within permit year)	100.00
Fourth and Each Subsequent Alarm (within permit year)	150.00
Failure to obtain Alarm Permit	90.00
Animal Permit Application (per year)	\$ 25.00
Block Party	\$ 35.00
ID Theft	Victim Free
Local History Printout (per record)	\$ 5.00
Noise variance	\$ 75.00
Nuisance Property Abatement	Actual Cost
Officer's Notes (per entry)	\$ 5.00
Police Report (first 5 pages)	\$ 10.00
Police Report (page 6 and over) each page	\$ 1.00
Radar Certification (per record)	\$ 5.00
Temporary/Portable Storage Container	50.00
Vehicle Impound (after business hours)	\$ 125.00
Vehicle Impound (during regular business hours)	\$ 100.00
PUBLIC WORKS	
Technical Plan Review-Development Engineering Fee	
Review	\$ 2.5% of the construction cost
Inspection	\$ 2.5% of the construction cost
Barricade Delivery and Pickup Fee	\$ 50.00
Dye Test Residential/Commercial	\$ 100.00
Erosion Control Violation	\$ 300.00
Hydrant Hook-Up Permit Fee (plus water usagae cost)	\$ 50.00
Registration Fee	\$ 50.00

Street Opening Inspection Fee	\$	85.00
Street Opening Permit Fee	\$	150.00
Street Opening Re-Inspection Fee (if necessary)	\$	85.00
System Development Charges (SDC's)		
* Transportation	\$3,706 per (EDU) equivalent dwelling unit	
* Water:	3/4" meter - \$7,847	
	1" meter - \$13,005	
	1 1/2" meter - \$26,132	
	2" meter - \$41,828	
	3" meter - \$83,733	
	4" meter - \$130,819	
	6" meter - \$261,559	
* Sewer Collection (City System)	\$5,638 per (EDU) equivalent dwelling unit	
* Sewer Treatment provided by others (pass-through) to Oak Lodge Water Services or Tri-City (WES) based on the individual district rates that the property is served by.		
* Parks	\$7,836 per (RPE) residential population equivalent	
* Stormwater	\$3,019 per (EDU) equivalent dwelling unit	
SENIOR CENTER		
Building Rental (per hour) Group 1: City of Gladstone Residents.	Planton Room-\$40.00 and Bloye Hall-\$45.00	
Building Rental (per hour) Group 2: Private Parties, individuals, groups, and non-profits.	Planton Room-\$45.00 and Bloye Hall-\$55.00	
Building Rental (per hour) Group 3: Commercial, for-profit professional groups.	Planton Room-\$50.00 and Bloye Hall-\$75.00	
Kitchen Fee	\$	50.00
Meal under 60 years	\$	4.00
Meal (suggested donation) over 60 years	\$	3.00
Fax (per page - staff only)	\$	1.00
Photocopy (per page)	\$	0.25
Van Donation (suggested donation) each way	\$	1.00
Friday Excursions (\$7-\$25)		varies
Billiards Room (suggested donation of per game played)	\$	0.25

Notary Fee- Clackamas County resident age 60 or older	Free
Notary Fee- Gladstone Resident	\$5.00
Notary Fee- Non Resident- Clackamas County	\$10.00
UTILITY BILLING RATES & UTILITY RIGHT OF WAY RATES	
RIGHT-OF-WAY (ROW) RATES	
Franchise Administrative Review	\$ 5,000.00
ROW License Application Fee (Excluding Small Cell Wireless Facilities ****)	\$ 50.00
ROW License Fee (five year term), (Excluding Small Cell Wireless Facilities)	\$ 250.00
ROW Use Fee (Excluding Small Cell Wireless Facilities)	5% of gross revenues** or Minimum Annual Right-of-Way Use Fee, whichever is greater.
Minimum Annual Right-of-Way Use Fee ***	
TOTAL LINEAR FEET OF UTILITY FACILITIES IN RIGHT-OF-WAY	January 1, 2018 January 1, 2019
Up to 5,000	\$5,305.00 \$5,464.00
5,001 to 10,000	\$7,957.00 \$8,196.00
10,001 to 20,000	\$10,609.00 \$10,927.00
More than 20,000	\$15,914.00 \$16,391.00
ROW Attachment Fee (Excluding Small Cell Wireless Facilities)	\$5,150 ***
ROW Application fee for Small Cell Wireless Facilities (1-5 sites)	500.00
Each additional Site	100.00
Small Cell Wireless Facility Attachment Fee	270.00
SEWER RATES	
Sewer Inspection Fee, except mobile homes, motor homes and travel trailers	\$ 100.00
Sewer Insepection Fee for mobile homes, motor homes, and travel trailers	\$ 50.00
<i>Oak Lodge Water Services Sewer Charge (Pass-through)</i>	55.19 per month per EDU
<i>Tri-Cities Services District Sewer Charge (Pass-through)</i>	25.36 per month
<i>Clackamas County Sewer District #1 Sewer Charge (Pass-through)</i>	25.36 per month
City of Gladstone Sanitary Sewer Collection	\$ 10.08

STORMWATER RATES		
Residential Stormwater Fee per EDU each month (Class 001 accounts)	\$	10.00
Non-Single Family Residential Stormwater Fee (Per 3,000 square feet of impervious area each month)		
(Class 002 and 003 accounts)	\$	10.00
(Impervious area is calculated based on the city's GIS system data)		
WATER RATES		
Effective July 1, 2019, minimum charges per month includes first 600 cubic feet of water:		
Meter Size	Inside City	Outside City
3/4"	\$ 22.61	\$ 30.07
1.0"	\$ 32.21	\$ 45.40
1.5"	\$ 50.25	\$ 66.93
2.0"	\$ 89.86	\$ 119.54
3.0"	\$ 111.94	\$ 148.17
4.0"	\$ 134.03	\$ 178.30
6.0"	\$ 148.95	\$ 198.07
8.0"	\$ 186.19	\$ 247.63
Water in excess of the first 600 cubic feet, per each additional 100 cubic feet:	\$ 2.50	\$ 3.26
WATER UTILITY CHARGES		
Low Income Rate Violation Fee	As set forth in ORS 164.125	
Mailed Late Notice/Shut Off Notification	\$	7.00
Shut Off Door Hanger (2nd Late Fee)	\$	25.00
Shut Off Water	\$	25.00
Turn On Water (during business hours)	\$	25.00
Turn On Water (after business hours)	\$	175.00
** Gross revenues shall have the meaning as defined in Chapter 12.24		

*** This rate shall increase 3% annually on January 1st of each year beginning January 1, 2017.

**** Small Cell Wireless Facilities are defined as including an antenna of no more than three cubic feet and equipment totaling no more than 28 cubic feet, placed on a structure that is either no more than 50 feet in height, no more than 10 percent taller than adjacent structure, or no more