

RESOLUTION NO. 1169
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 is implementing a new Water Rate Structure to include a conservation block rate which incorporates a new base meter charge and a new consumption based charge as shown in Exhibit A; and

WHEREAS, Clackamas County Sewer District #1 (CCSD#1) and Tri-Cities Sewer District (TCSD) are now combined into Water Environment Services (WES); and

WHEREAS, The City adopted a Right-of-Way Ordinance in 2016, the Master Fee Schedule stipulates the minimum annual Right-of-Way use fee will increase 3% every year; and

WHEREAS, Changes in the sanitary sewer collection fee reflects a \$10.08 increase per equivalent dwelling unit per month; and

WHEREAS, Changes in the stormwater fee reflects a \$1.00 increase per equivalent dwelling unit per month; and

WHEREAS, The City is implementing a new water meter tampering charge of \$250 to discourage residents from tampering with the City's infrastructure; and

WHEREAS, Changes in fees at the Police Department reflect the increase of costs associated with police reports, eliminating charges for officer's notes and radar certification.

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 1163 and replaces it by adopting the Revised Master Fee Schedule, as set forth in the attached Exhibit A. Changes/additions are noted in **highlight** and deletions are noted in ~~strikethrough~~.


This Resolution is effective January 1, 2020.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 12TH day of ~~NOVEMBER~~ 2019.



Tamara Stempel, Mayor

ATTEST:



Tami Bannick

Resolution 1169 - Exhibit "A"

City of Gladstone Master Fee Schedule **Effective January 1, 2020**

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
CD's including photos/videos	\$ 25.00
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 - No Charge for Victims	0.00
Police Report (first 5 2 pages)	\$ 15.00
Police Report (page 6-3 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	\$ 2.5% of the construction cost
Review	\$ 2.5% of the construction cost
Inspection	\$ 50.00
Barricade Delivery and Pickup Fee	\$ 100.00
Dye Test Residential/Commercial	\$ 300.00
Erosion Control Violation	\$

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		
* Water:	\$3,706 per (EDU) equivalent dwelling unit	
	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, 2019	January 1, 2020
Up to 5,000	\$5,464.00	\$5,628.00
5,001 to 10,000	\$8,196.00	\$8,442.00
10,001 to 20,000	\$10,927.00	\$11,255.00
More than 20,000	\$16,391.00	\$16,883.00
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 Insepction Fee for mobile homes, motor homes, and travel trailers	\$	50.00
Oak Lodge Water Services Sewer Charge (Pass-through)		55.19 per month per EDU
Fri-Cities-Services-District-&-Clackamas-County-Sewer-District-#1-Sewer-Charge-(Pass-through)		
Water Environment Services (WES) Sewer Treatment Charge (Pass-through)		25.36 per month
City of Gladstone Sanitary Sewer Collection Charge		\$10.08 \$20.16

STORMWATER RATES			
Residential Stormwater Fee per EDU each month	(Class 001 accounts)		\$10.00 \$11.00
Non-Single Family Residential Stormwater Fee (Per 3,000 square feet of impervious area each month)			
	(Class 002 and 003 accounts)		\$10.00 \$11.00
(Impervious area is calculated based on the city's GIS system data)			
WATER RATES			
minimum charges per month includes first 600 cubic feet of water:			
	Meter Size	Inside City	Outside City (no water included)
	3/4"	\$22.61	\$30.07 \$23.09
	1.0"	\$32.21	\$45.40 \$36.72
	1.5"	\$50.25	\$66.93 \$57.29
	2.0"	\$89.86	\$119.54 \$102.44
	3.0"	\$111.94	\$148.17 \$127.61
	4.0"	\$134.03	\$178.30 \$152.79
	6.0"	\$148.95	\$198.07 \$169.80
	8.0"	\$186.19	\$247.63 \$212.26
Water in excess of the first 600 cubic feet, per each additional 100 cubic feet:			
		\$ 2.50	\$ 3.26
Water Rate Unit Cost Per Hundred Cubic Feet Of Water (CCF) 748 gallons			
	Block Rate 1	Usage Bracket	Rate
	Block Rate 2	1 - 6 Units	\$1.25
	Block Rate 3	7 - 10 Units	\$2.00
Water rates for properties outside the city limits			
		11 Units and Up	\$2.75
		Add 33% to above rates	
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
Water Meter Tampering Charge			
		\$	250.00

**	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		

