

RESOLUTION NO. 1186
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 adopted a Right-of-Way Ordinance in 2016, the Master Fee Schedule stipulates the minimum annual Right-of-Way fee will increase 3% every year; and

WHEREAS, A Public Open House and Customer Survey regarding Utility Rates was conducted in September 2019. In November 2019 the City Council approved Option B – a \$17.27 monthly increase to a typical single family home to become effective in January 2021.

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 1182 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, 2021.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 8TH day of DECEMBER, 2020.

ATTEST:



Tamara Stempel, Mayor



Tami Bannick

Resolution 1185 - Exhibit "A"

City of Gladstone Master Fee Schedule **Effective January 1, 2021**

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
Home Occupation - Initial Application Fee	\$ 50.00
Declaration of Candidacy Filing Fee	
Electronic Copy of a Recorded Meeting	\$ 20.00
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 and EMS Incident Report		\$20.00
Fire Investigation Report		\$20.00
Fire Investigation Photos		\$10.00
PARKS AND RECREATION		
Softball/Baseball Tournaments (per day/per field)	\$	55.00
Softball/Baseball Non-Gladstone Leagues Only (per team) (per field)	\$	27.50
Softball/Baseball Picnic Use (per day/per field)	\$	11.00
Soccer Field Reservation (per day/per field)	\$	11.00
Soccer League Play for Gladstone Residents (per team/per field)	\$	44.00
Soccer League Play for Non-Gladstone Residents (per team/per field)	\$	5.00
	\$	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
Police Report - No Charge for Victims		0.00
Police Report (first 2 pages)	\$	15.00
Police Report (page 3 and over) each page	\$	1.00
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)		1% increase
* Water:	\$3,706 per (EDU) equivalent dwelling unit	\$ 3,743
	3/4" meter -	\$ 7,925
	1" meter -	\$ 13,135

	1 1/2" meter - \$26,132	\$	26,393
	2" meter - \$41,828	\$	42,246
	3" meter - \$83,733	\$	84,570
	4" meter - \$130,819	\$	132,127
	6" meter - \$261,559	\$	264,175
	\$5,638 per (EDU) equivalent dwelling unit	\$	5,694
* Sewer Collection (City System)			
* 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	\$	7,914
* Stormwater	\$3,019 per (EDU) equivalent dwelling unit	\$	3,049
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		
Up to 5,000	5628	\$5,797.00
5,001 to 10,000	8442	\$8,695.00
10,001 to 20,000	11255	\$11,593.00
More than 20,000	16883	\$17,389.00
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 Inseption Fee for mobile homes, motor homes, and travel trailers	\$	50.00
Oak Lodge Water Services Sewer Charge (Pass-through)*****	—	\$55.47 per month per EDU*
Water Environment Services (WES) Sewer Treatment Charge (Pass-through)*****		\$26.20 per month per EDU*
City of Gladstone Sanitary Sewer Collection Charge		\$20.16 \$32.26 per month per EDU*
Low Income Rate Reduction - adjusted annually based on HUD Very Low Income		(50%) reduction of base rates listed above
Limits for Portland-Vancouver-Hillsboro, OR-WA MSA		
STORMWATER RATES		
Residential Stormwater Fee per EDU* each month (Class 001 accounts)		11 \$13.20
Low Income Rate Reduction - adjusted annually based on HUD Very Low Income		(50%) reduction of base rates listed above
Limits for Portland-Vancouver-Hillsboro, OR-WA MSA		
Non-Single Family Residential Stormwater Fee (Per 3,000 square feet of impervious area each month)		
(Class 002 and 003 accounts)		11 \$13.20
(Impervious area is calculated based on the city's GIS system data)		
WATER RATES (monthly)		

Meter Size	Base Meter Charge (no water included)
3/4"	23.09 \$28.86
1.0"	36.72 \$45.90
1.5"	57.29 \$71.61
2.0"	102.44 \$128.05
3.0"	127.61 \$159.51
4.0"	152.79 \$190.99
6.0"	169.80 \$212.25
8.0"	212.26 \$265.33
Low Income Rate Reduction - adjusted annually based on HUD Very Low Income Limits for Portland-Vancouver-Hillsboro, OR-WA MSA	
Water Rate Unit Cost Per Hundred Cubic Feet Of Water (CCF) 748 gallons	(50%) reduction of base rates listed above
Block Rate 1	Usage Bracket Rate 1 - 6 Units \$1.24/unit \$1.55/unit
Block Rate 2	7 - 10 Units \$1.99/unit \$2.49/unit
Block Rate 3	11 Units and Up \$2.74/unit \$3.43/unit
Water rates for properties outside the city limits	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
* Equivalent Dwelling Unit (EDU)	
** 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 than 10 percent taller than adjacent structure, or no more than 10 percent taller than adjacent structure, or no more than 10 percent taller than adjacent structure, or no more than 10 percent taller than adjacent structure.	
***** These rates are set by Oak Lodge Water Service and Water Environment Services (WES). Any updates to these rates will be brought forward for City Council approval.	