

**RESOLUTION NO. 1192**  
**CITY OF GLADSTONE, OREGON**

*A Resolution Adopting a Revised Master Fee Schedule  
Implementing a Meldrum Bar Park Parking Fee for Non-Residents*

**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**, in September 2017 the City Council approved the Gladstone Citywide Parks Master Plan which included implementation of parks utility fees to facilitate funding for ongoing park operations and maintenance.

**WHEREAS**, in 2019, ECONorthwest completed a feasibility study for the City of Gladstone which determined implementation of a parking fee at Meldrum Bar Park would generate revenue to for parks operations and maintenance.

**WHEREAS**, the Gladstone Park and Recreation Advisory Board discussed and recommended implementation of a Meldrum Bar Park parking fee to generate revenue for parks operations and maintenance.

**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 1186 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 May 28, 2021.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 11<sup>TH</sup> day of MAY, 2021.

ATTEST:

  
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Tamara Stempel, Mayor

  
\_\_\_\_\_  
Tami Bannick



Resolution 1192 - Exhibit "A"

City of Gladstone Master Fee Schedule **Effective May 28, 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
<b>FIRE</b>		
Fire and EMS Incident Report		\$20.00
Fire Investigation Report		\$20.00
Fire Investigation Photos		\$10.00
<b>PARKS AND RECREATION</b>		
<b>Meldrum Bar Parking Fee:</b>		
<b>Non-Resident</b>		\$3.00/day
<b>Non-Resident</b>		\$40.00/year
<b>Resident</b>		Free (limit one per household)
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
<b>PLANNING AND BUILDING</b>		
The City of Gladstone contracts with Clackamas County for planning and building services, fees for those applications and services are set by the County		
<b>POLICE</b>		
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
<b>PUBLIC WORKS</b>		
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
	\$3,706 per (EDU) equivalent dwelling unit	\$ 3,743
* Water:	3/4" meter - \$7,847	\$ 7,925
	1" meter - \$13,005	\$ 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
* Sewer Collection (City System)	\$5,638 per (EDU) equivalent dwelling unit	\$ 5,694
* 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
<b>SENIOR CENTER</b>		
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	
<b>RIGHT-OF-WAY (ROW) RATES</b>	
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 ***	
<b>TOTAL LINEAR FEET OF UTILITY FACILITIES IN RIGHT-OF-WAY</b>	
Up to 5,000	\$5,797.00
5,001 to 10,000	\$8,695.00
10,001 to 20,000	\$11,593.00
More than 20,000	\$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
<b>SEWER RATES</b>	
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
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	\$32.26 per month per EDU*
Low Income Rate Reduction - adjusted annually based on HUD Very Low Income	
Limits for Portland-Vancouver-Hillsboro, OR-WA MSA	(50%) reduction of base rates listed above
<b>STORMWATER RATES</b>	
Residential Stormwater Fee per EDU* each month (Class 001 accounts)	\$13.20
Low Income Rate Reduction - adjusted annually based on HUD Very Low Income	
Limits for Portland-Vancouver-Hillsboro, OR-WA MSA	(50%) reduction of base rates listed above
Non-Single Family Residential Stormwater Fee (Per 3,000 square feet of impervious area each month)	





\*\*\*\* 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.  
\*\*\*\* 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.

