

RESOLUTION NO. 1208
CITY OF GLADSTONE, OREGON

***A Resolution Adopting a Revised Master Fee Schedule
Updating Unified Sports User “Reserved Use” Fees***

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 2017 the City Council approved the Gladstone Citywide Parks Master Plan. This plan includes implementation of parks utility fees to facilitate funding for ongoing park operations and maintenance; and

WHEREAS, In 2019 the Park & Recreation Advisory Board began discussion regarding updating and implementing park user fees; and

WHEREAS, In October 2019, members of Gladstone youth associations (Gladstone Girls Softball, Gladstone Junior Baseball, Gladstone Soccer) attended the Park & Recreation Advisory Board meeting to discuss user fees; and

WHEREAS, In January 2020 it was determined the City would begin implementation of current user fees; however, due to the COVID-19 pandemic, the parks were closed and youth associations were unable to schedule and utilize the parks; and

WHEREAS, In July 2021, staff brought this matter back to the Park & Recreation Advisory Board as requested by City Council were it was decided to continue to suspend fees until after the completion of the Meldrum Bar Park site plan; and

WHEREAS, City staff further discussed with the “unified sports user group” (Councilors Alexander, Hartman and Todd, Parks Board members Turner and Phipps, and members of baseball, softball, soccer and Pickleball) the matter of fair and equitable user fees for reserved use for Gladstone sports user groups; and

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 1203 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 ~~strike through~~.

This Resolution is effective April 13, 2022.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 12th day of April, 2022.

ATTEST:



Tamara Stempel, Mayor



Tami Bannick

Resolution 1208 - Exhibit "A"
City of Gladstone Master Fee Schedule Effective April 13, 2022

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	\$	50.00
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

	Based on hourly rate
Public Records Legal Research per hour (quarter hour increment charge)	
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	
Meldrum Bar Parking Fee:	
Non-Resident	\$3.00/day
Non-Resident	\$40.00/year
Non-Resident Visiting Sports Teams	Free (in designated area)
Resident	Free (limit one per household)
Card Replacement fee	\$5.00 per card
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
GLADSTONE USER GROUP FEES FOR RESERVED PLAY	
Baseball/Softball User Groups:	
Gladstone Junior Baseball Association	\$20.00 per registered player/year
Gladstone Girls Softball Association	\$20.00 per registered player/year
Soccer User Group:	

Gladstone Youth Soccer Association (2 rosters a year for per player charge)	\$15.00 per registered player/year
Tournament Fees: Baseball/Softball Soccer:	
Meldrum Bar Park Fields - all fields/3-day cap	\$500.00
Dierickx Fields - all fields/3-day cap	\$200.00
Banners: Sponsor banners allowed during tournament play only. Banners must be removed at the end of play	
Pickleball User Group:	
Gladstone Pickleball Club (2 rosters a year for per player charge)	\$15.00 per registered player/year
Tournament Fees: Pickleball/Tennis	
Max Patterson Courts - All Courts all day/3-day cap	\$200.00
Banners: Sponsor banners allowed during tournament play only. Banners must be removed at the end of play	
<u>NON-GLADSTONE USER GROUP FEES FOR RESERVED PLAY</u>	
Baseball/Softball Ballfields Use (per field/per hour)	
Resident Team*	\$10.00 per hour/per field
Non-Resident Team	\$15.00 per hour/per field
Soccer Field (per field/per hour) Does not include goals	
Resident Team*	\$5.00/per hour/per field
Non-Resident Team	\$10.00 per hour/per field
Tournament Fees: Baseball/Softball/Soccer	
Meldrum Bar Park Fields - all fields/per day	\$500.00
Dierickx Fields - all fields/per day	\$200.00
Pickleball/Tennis Courts (per court/per hour)	
Resident**	\$5.00/hour
Non-Resident	\$10.00/hour
*Resident team must consist of 85% Gladstone residents	
**Resident must show identification	
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
	\$	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)		
	\$4,005 per (EDU) equivalent dwelling unit	
* Water:	3/4" meter - \$8,480	
	1" meter - \$14,054	
	1 1/2" meter - \$28,241	
	2" meter - \$45,203	
	3" meter - \$90,490	
	4" meter - \$141,376	
	6" meter - \$282,667	
* Sewer Collection (City System)	\$6,093 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	\$8,468 per (RPE) residential population equivalent	
* Stormwater	\$3,262 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	
Up to 5,000	\$5,971.00
5,001 to 10,000	\$8,956.00
10,001 to 20,000	\$11,941.00
More than 20,000	\$17,911.00
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
Oak Lodge Water Services Sewer Charge (Pass-through)*****	\$54.64 per month per EDU*
Water Environment Services (WES) Sewer Treatment Charge (Pass-through)*****	\$26.60 per month per EDU*
City of Gladstone Sanitary Sewer Collection Charge	\$33.55 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
STORMWATER RATES	
Residential Stormwater Fee per EDU* each month (Class 001 accounts)	\$13.73
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) (Class 002 and 003 accounts)	\$13.73
(Impervious area is calculated based on the city's GIS system data)	
WATER RATES (monthly)	
<u>Meter Size</u>	<u>Base Meter Charge</u> (no water included)
3/4"	\$30.01
1.0"	\$47.74
1.5"	\$74.47
2.0"	\$133.17
3.0"	\$165.89
4.0"	\$198.63
6.0"	\$220.74
8.0"	\$275.94
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
Water Rate Unit Cost Per Hundred Cubic Feet Of Water (CCF) 748 gallons	<u>Usage Bracket</u> <u>Rate</u>
Block Rate 1	1 - 6 Units \$1.63/unit
Block Rate 2	7 - 10 Units \$2.61/unit
Block Rate 3	11 Units and Up \$3.59/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
Disconnect/Reconnect Charge (if greater than 30 Days for Water & Sewer base charges)	\$25.00 each time
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

**** 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.