

RESOLUTION NO. 926

A RESOLUTION ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES

WHEREAS, the City of Stayton receives requests from citizens for administrative, police, municipal court, library, public works, planning, parks and facilities and services requiring the expenditure of personnel time and materials; and

WHEREAS, prudent use of the City's financial resources requires that the City charge fees sufficient to recover the cost in personnel time and materials to render the service requested;

NOW, THEREFORE,

BE IT RESOLVED that the City Council directs that the following fees will be charged for services:

Administrative/City Wide

Copies		2014-15 Fee
8.5 X 11 or 8.5 X 14	Per side	\$0.25
11 X 17	Per side	\$0.25
Large Format	Per copy	\$10.00
Audio/Digital Recording	Per CD	\$15.00
Actual if outsourced + admin fee	Per request	\$5.00
Video Tapes		
Actual if outsources + admin fee	Per request	\$5.00
Digital Photos	Per Photo	\$1.00
Additional pages		\$5.00
Lien Search	Per search	\$5.00
Fax Transmittals	Per page	\$0.25
Additional pages	Per page	\$0.00
Returned Checks/items or Autopay	Per item	\$25.00
Billing Administrative Fee		10%
Invoice Late Fee		9%
Mailing cost, cost of item +10%	Minimum	\$2.50
All other services not Identified		Actual Cost

Police

		2014-15 Fee
Open Records check		\$15.00
Copies of Police Reports; 1 st 10 pages		\$10.00
Per page thereafter		\$.50
Copies of Digital Photos	Per Page	\$1.00
CD of digital photos	Each CD	\$5.00
Carnival, Amusement Park & Concession	Per Year	\$300.00
Promotional Event	Per Event	\$35.00
Garage Sale	Per Event	\$5.00
Camping Permit	Each	\$0.00
Solicitor	One Year	\$150.00
Each Additional Employee	One Year	\$25.00
Liquor License		
Processing Fee	Per Application	\$100.00
Change of Ownership	Per Application	\$75.00
License Privilege Change	Per Application	\$75.00
Renewal or Temporary	Per Year	\$35.00
Junk Dealers	Per Year	\$50.00
Police Ordinance Bail		
Nuisances	SMC 8.04	Minimum of \$500.00 Maximum of \$1,000.00
Alarms		
Alarm Permit	SMC 8.08	\$20.00
Late Permit Fee	SMC 8.08	\$25.00
False Alarm	First 5 Alarms	\$0.00
	Alarms 6-15	\$25.00 each
	Alarms 16+	\$50.00 each
Any other Violation of 8.08 Not previously listed	SMC 8.08	\$500.00
Use of Public Parks, Public Property and Waterways	SMC 8.12	\$500.00

Public Peace and Welfare	SMC 9	\$1,000.00
Overtime Parking/prohibited Parking		
Parking Permit Violation	SMC 10.12.240	\$20.00
Parking Wrong Direction	SMC10.12.247	\$20.00
Display of Vehicle for Sale	SMC 10.12.220/ORS 811.570(1)	\$85.00
Displaying of Advertising	SMC 10.12.310	\$25.00
Loading Zone	SMC 10.12.310	\$25.00
Parking on a Sidewalk	SMC 10.12.340	\$85.00
Parking in Alley	SMC 10.40.1040/ ORS 811.550	\$85.00
No Parking Zone	SMC 10.12.240	\$85.00
Unlawful Vehicle Storage	SMC 10.12.240	\$85.00
Unlawful Repairing, Servicing	SMC 10.12.320	\$85.00
Crossing Private Property	SMC 10.12.310	\$85.00
Skateboards, Toboggans and Curbs	SMC 10.40.1010	\$85.00
Damaging Sidewalk and Curbs	SMC 10.40.1030	\$20.00
Truck Routes	SMC 10.40.1040	\$85.00
Pedestrians	SMC 10.40.1060	\$85.00
Bicycles	SMC 10.32.810	\$20.00
Other Violations of Title 10 Not Specifically Listed	SMC 10.28	\$20.00
Impound Charge Per Day for City Owned Storage	SMC 10	\$85.00
	SMC 10.16.430	\$35.00 + Towing fees

Planning

Pre-Application Meeting		2014-15 Fee
First Meeting	Deposit	Free
Subsequent Meeting within one year of first	Deposit	\$300.00
Application that requires only Staff review	Deposit	\$500.00
Application requiring Planning Commission Hearing	Deposit	\$1300.00
Applications requiring two public hearings		
Comprehensive Plan Map and Zone Map Amendment	Deposit	\$1550.00
Subdivision, Master Plan Development, Site Plan Review that includes Annexation	Deposit	1800.00
Major Annexation	Deposit	\$4500.00
Other Planning Department Applications		
Sign Permits	Per Application	\$25.00
Change of Use Permits	Per Application	\$25.00
Appeals		
Of decisions made by Staff without a public hearing	Per Application	\$250.00
Of decisions made by the Planning Commission	Per Application	\$650.00
Vacation of Streets and Alleys	Per Application	\$500.00
Review of Construction Plans	Per Application	\$650.00
Engineering, Plan Reviews & Inspections (for on-site & off-site public improvements) includes ROW Permit		Actual Costs
Minor Partition	Deposit	\$500.00
Site Development	Deposit	\$750.00
Subdivision (under 10 lots)	Deposit	\$2500.00
Subdivision (11+ lots) or Master Planned Development	Deposit	\$4500.00

Municipal Court

		2014-15 Fee
Payment Agreement Fee		\$25.00
License Reinstatement Fee		\$25.00
Failure To Appear for Arraignment		\$10.00
Failure to Appear Trial		\$100.00
Trial Fee		\$30.00
Warrant Fee		\$50.00
Appeal Filing		\$50.00
Translator Service		\$60.00
Collection Fee	Of Fine Assessed	25%

Library

		2014-15 Fee
Printing- Black & White	Per page	\$0.10
Printing- Color	Per page	\$0.25
Overdue items		
Books- Adult	Per day	\$0.25
Books- Youth	Per day	\$0.10
DVD	Per day	\$0.25
Cultural Pass	Per day	\$5.00
Earbuds	Per set	\$2.00
Fees		
Interlibrary loan: mailing & loan cost	Actual cost	Actual cost+ \$1.00
Damage or lost materials	Actual cost	Actual cost
Lost or damaged DVD cases	Per item	\$1.50
Non-resident library Card		
Non-Resident Card	Annual family	\$60.00
	6 mo. family	\$30.00
Out of District Card	Annual family	\$70.00
	6 mo. family	\$35.00

Out of District Child Card	One Card	\$12.00
	Two Card	\$20.00
	Three Cards	\$28.00
Meeting Room key deposit (after hours)		\$25.00
Cleaning fee (no food or beverage)		\$15.00
Cleaning fee with food & beverage		\$25.00
Fee for civic group, one side	Per hour	\$15.00
Fee for civic group, both sides	Per hour	\$20.00
Fee for Private group, one side	Per hour	\$20.00
Fee for Private group, both sides	Per hour	\$25.00
Fee for Commercial group, one side	Per hour	\$25.00
Fee for Commercial group, both sides	Per hour	\$30.00

Public Works

	2014-15 Fee
Vehicles, per hour	FEMA rate
Water Service Deposit	\$75.00
Sewer Deposit	\$75.00
¾ " Meter	Actual Costs (\$350.00 Minimum)
1" Meter or larger	Actual Costs
Late Fee	\$15.00
Delinquent Shut-off Fee for Non Payment of Bill	\$20.00
Water On/Off Service Fee	\$10.00
After Hours Call Out Service (after first annual customer visit)	\$100.00
Water Meter Installation	Actual Cost
Water	Resolution-858
Storm Water	Resolution-908
Sewer	Resolution-859
Building permits	Per Marion County fee schedule

Right of way Permits (ROW)	
Type 1: Street tree replacement or installation	No Charge
Type 2: Repair/replace sidewalk and/or driveway approach	\$40.00
Type 3: Sidewalk, driveway approach and/or utilities where no street cut is needed.	\$100.00
Type 4: Water, sewer, storm drainage and/or street improvements where excavation or utility cut of pavement is required.	Actual Costs \$250.00 Deposit
Type 5: Franchise Utility (NW Natural, SCTC, PacifiCorp, etc.)	Per Franchise Agt. or \$40.00
Type 6: Encroachment Permit to use Public ROW (for a long term use: awning, billboard, structure, etc.)	\$40.00

Facility Rentals

	2014-15 Hourly Rate	2014-15 Cleaning
Community Center		
Civic Organization		
Entire Building	\$18.00	\$80.00
South End	\$14.00	\$50.00
North End	\$10.00	\$30.00
Private Individuals		
Entire Building	\$23.00	\$100.00
South End	\$18.00	\$65.00
North End	\$13.00	\$35.00
Commercial		
Entire Building	\$28.00	\$100.00
South End	\$23.00	\$65.00
North End	\$18.00	\$35.00

Meeting without food are charged the same hourly rate plus \$15.00 cleaning		
Non-resident surcharge rent plus	25%	Above rate
Other Fees		
Key not returned	Per key	\$25.00
Alcohol Beverage Service Permit	Each event	\$50.00
		2014-15 Fee
Alcohol Beverage Cleaning Fee (\$150 refundable if properly cleaned)	Each event	\$300.00
Security (3 hour Min.) (Per officer)	Per hour	\$28.00
Cancellation Fee	Each Event	\$25.00
Jordan Bridge	1 st 3 hrs.	\$100.00
Each additional hour	Per hour	\$20.00
Electrical Panel Key Deposit (cash only)	Per key	\$25.00

This Resolution shall become effective upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 5th day of January, 2015.

CITY OF STAYTON

Signed: 1/5/15, 2015

By: Henry O. Porter
Mayor Henry Porter, Mayor

Signed: 1-5-15, 2015

ATTEST: Keith D. Campbell
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

David A. Rhoten
David A. Rhoten, City Attorney