

**RESOLUTION NO. 965**

**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**

<b>Copies</b>		<b>2017-18 Fee</b>
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
<b>Video Tapes</b>		
Actual if outsources + admin fee	Per request	\$5.00
<b>Digital Photos</b>		
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**

		<b>2017-18 Fees &amp; Fines</b>
Open Records check		\$15.00
Copies of Police Reports; 1st 10 pages		\$10.00
Per page thereafter		\$.25
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/Processional Event	Per Event SMC 5.44 Per Event SMC 10.36	\$50.00

Recurring Events	Per Event	\$25.00
Event Street Marking Deposit	Per Event	\$200.00
Camping Permit	Each	\$0.00
Solicitor	One Year	\$150.00
Each Additional Employee	One Year	\$25.00
Renewal of Solicitor License	One Year	\$25.00
<b>OLCC / OHA License</b>		
Processing Fee	Per Application	\$100.00
Change of Ownership	Per Application	\$75.00
License Privilege Change	Per Application	\$75.00
OLCC / OHA Background and Renewal	Per Year	\$35.00
Temporary	Per Application	\$35.00
Temp. for OLCC Licensed Business	Per Application	\$15.00
Junk Dealers / Second Hand	Per Year	\$50.00
<b>Police Ordinance Bail for Violations</b>		
Business Regulations	SMC 5.08	\$1,000.00
Medical Marijuana Facilities	SMC 5.12	\$1,000.00
Garage Sales	SMC 5.16	\$500.00
Solicitors	SMC 5.20	\$1,000.00
Private Security Enterprises	SMC 5.28	\$1,000.00
Secondhand Dealers and Pawnbrokers	SMC 5.32	\$1,000.00
Animal Control	SMC 6.04	\$500 (not to exceed)
Nuisances	SMC 8.04	Minimum of \$500.00 Maximum of \$1,000.00
<b>Alarms</b>		
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 listed previously	SMC 8.08	\$500.00
Use of Public Parks, Public Property and Waterways	SMC 8.12	\$500.00
Violation of Public Peace and Welfare	SMC 9	\$1,000.00
Violation of Prohibited Parking Parking in Alley No Parking Zone	SMC 10.12.040 ORS 811.550	\$110.00
Violation of Loading Zone	SMC 10.12.070	\$110.00
Violation of Promotional / Processional / Event Permit	SMC 10.36	\$1,000.00
Parking on a Sidewalk	SMC 10.12.040	\$110.00 or Cost

Damaging Sidewalks and Curbs	SMC 10.40.1040 ORS 811.570(1)	of repairs
Crossing Private Property	SMC 10.40.1010	\$110.00
Violation of Truck Routes	SMC 10.40.1060	\$110.00
Parking for Certain Purposes Prohibited Displaying a Vehicle for Sale Repairing a Vehicle Displaying Temporary Advertising Selling from a Vehicle	SMC 10.12.050	\$110.00
Unlawful Storage on the Street	SMC 10.12.060	\$110.00
Violation of Bus and Taxi SMC	SMC 10.12.080/ 10.12.090	\$110.00
Skateboards, Skis, Toboggans, and Sleds	SMC 10.40.1030	\$25.00
Violation of Bicycle SMC	SMC 10.28	\$25.00
Violation of Pedestrian SMC	SMC 10.32	\$25.00
Overtime Parking	SMC 10.12.040 SMC 10.12.100	\$25.00
Parking Permit Violation	SMC 10.12.150	\$25.00
Parking Spaces – Correct Use Required/Wrong Direction	SMC 10.12.020	\$25.00
Violation of Prohibited Parking contrary to a parking control device	SMC 10.12.040(g)	\$25.00
Other Violations of Title 10 Not Specifically Listed	SMC 10	\$25.00
Impound Charge Per Day for City Owned Storage	SMC 10.16.430	\$50.00 + Tow Fees
Impound Tow Fee		\$125.00

## PLANNING

<b>Pre-Application Meeting</b>		<b>2017-18 Fees</b>
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	\$1050.00
<b>Applications Requiring Two Public Hearings</b>		
Comprehensive Plan Map and Zone Map Amendment	Deposit	\$1300.00
Subdivision, Master Plan Development, Site Plan Review that includes Annexation	Deposit	1550.00
Major Annexation	Deposit	\$4500.00
<b>Other Planning Department Applications</b>		
Sign Permits	Per Application	\$25.00
Temporary Sign	Per Application	No Charge
Change of Use Permits	Per Application	\$25.00

<b>Appeals</b>		
Of decisions made by Staff without a public hearing	Per Application	\$250.00
Of decisions made by the Planning Commission	Per Application	\$400.00
Vacation of Streets and Alleys	Per Application	\$500.00

## **MUNICIPAL COURT**

		<b>2017-18 Fees</b>
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**

		<b>2017-18 Fees</b>
Printing- Black & White	Per page	\$0.10
Printing- Color	Per page	\$0.25
<b>Overdue items</b>		
Books- Adult	Per day	\$0.25
Books- Youth	Per day	\$0.10
DVD	Per day	\$0.25
Cultural Pass	Per day	\$5.00
<b>Fees</b>		
Interlibrary loan: mailing & loan cost	Actual cost	Actual cost + \$1.00
Damage or lost materials	Actual cost + processing fee	Actual cost + \$5.00 processing fee
Lost or damaged DVD cases	Per item	\$1.50
Replace item barcode	Per barcode	\$1.00
Replaced Damaged AV Cover	Per cover	\$2.00
Replace Audiobook	Actual Cost + processing fee	Actual cost + \$8 processing fee
Replace Audiobook Case	Per Case	\$8.00
Replace Cultural Pass	Price of membership	Price of membership
<b>Outside city of Stayton Library Card</b>		
Non-Resident Full Service Card	Annual household	\$60.00
	6 mo. household	\$30.00
Outside of CCRLS District Card	Annual household	\$70.00
	6 mo. family	\$35.00

Outside of CCRLS 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

<p><b>Site Development Permit: Engineering and Plan Review (for on-site and off-site public improvements) includes ROW permit. Prior to Permit issuance, actual plan review costs will be paid by Applicant. Inspection services will be paid for by Applicant after project completion and prior to Notice of Final Completion and Acceptance from the City.</b></p> <p style="text-align: right;"><b>2017-18 Fees</b></p>		
Water, sewer, storm drainage, and street improvements where excavation or utility cuts of pavement are required.	Deposit	\$250.00
Minor Partition (1 – 3 lots)	Deposit	\$500.00
Subdivision (4 – 10 lots)	Deposit	\$2,500.00
Subdivision (11+ lots) or Master Planned Development	Deposit	\$4,500.00
Water Quality and Detention Plan and Calculation Review (infill lots only)	Actual	\$80.00
<b>Right of Way (ROW) Permits</b>		
Type 1: Street tree replacement or installation	No Charge	
Type 2: Repair/replace sidewalk and/or driveway approach where no street cut is needed	\$65.00	
Type 3: Sidewalk, driveway approach and/or utilities where street cut is needed.	\$100.00	
Type 4: Franchise Utility (NW Natural, SCTC, PacifiCorp, etc.)	Per Franchise Agt. or \$40.00	
Type 5: Encroachment Permit to use Public ROW (for a long term use: awning, billboard, structure, etc.)	\$65.00	
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
Street Maintenance Fee	Resolution-864
Sewer	Resolution-907
Building permits	Per Marion County fee schedule
<b>System Development Charges</b>	
Parks – per dwelling unit	\$3,086
Water – per 3/4" meter equivalent	\$3,212
Wastewater – per 3/4" meter equivalent	\$2,393
Transportation – per peak hour trip in downtown area	\$357
per peak hour trip elsewhere	\$2,597
Stormwater	\$2,854

## FACILITY RENTALS

	2017-18 Hourly Rate	2017-18 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
Meetings 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

		2017-2018
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 or Pioneer Park Concession Stand	1 <sup>st</sup> 3 hrs.	\$100.00
Each additional hour	Per hour	\$20.00
Electrical Panel Key Deposit (cash only)	Per key	\$25.00

## SWIMMING POOL

		2017-18	2017-18
		Resident	Non-Resident
<b>Drop-In</b>			
Adult	Per Visit	\$3.50	\$4.55
Youth, under 18	Per Visit	\$2.50	\$3.25
Disabled & Seniors (over 59)	Per Visit	\$2.50	\$3.25
Disabled & Senior Couples	Per Visit	\$3.50	\$4.55
Family	Per Visit	\$12.00	\$15.60
<b>Monthly Memberships (auto-deduct)</b>			
Adult	Per Month	\$35.00	\$45.50
Youth, under 18	Per Month	\$15.00	\$19.50
Disabled & Seniors (over 59)	Per Month	\$22.50	\$29.25
Disabled & Senior Couples	Per Month	\$35.00	\$45.50
Family	Per Month	\$45.00	\$58.50
<b>Monthly Memberships (non-auto-deduct)</b>			
Adult	Per Month	\$45.00	\$58.50
Youth, under 18	Per Month	\$22.50	\$29.25
Disabled & Seniors (over 59)	Per Month	\$30.00	\$39.00
Disabled & Senior Couples	Per Month	\$45.00	\$58.50
Family	Per Month	\$60.00	\$78.00
<b>Annual Memberships</b>			
Adult	Per Year	\$336.00	\$436.80
Youth, under 18	Per Year	\$144.00	\$187.20
Disabled & Seniors (over 59)	Per Year	\$216.00	\$280.80
Disabled & Senior Couples	Per Year	\$336.00	\$436.80
Family	Per Year	\$432.00	\$561.60
<b>Punch Cards for 20 Visits</b>			
Adult	Per Card	\$60.00	\$78.00
Youth, under 18	Per Card	\$50.00	\$65.00
Disabled & Seniors (over 59)	Per Card	\$50.00	\$65.00

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

ADOPTED BY THE STAYTON CITY COUNCIL THIS 7<sup>TH</sup> DAY OF AUGUST, 2017.

CITY OF STAYTON

Signed: 8/7, 2017

By: Henry A. Porter  
Mayor Henry A. Porter, Mayor

Signed: 8/7, 2017

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

APPROVED AS TO FORM:

David A. Rhoten  
David A. Rhoten, City Attorney