

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: RESOLUTION AMENDING THE COMPREHENSIVE FEE SCHEDULE

DATE: June 22, 2016

Background

The City has established a Comprehensive Fee Schedule which was created to include a listing of all the fees for the various goods or services provided by the City.

This resolution amends the fee schedule by adjusting the Water, Wastewater and Storm Drain rates that are included as a part of the 2016-17 Budget. The adjusted rates reflect the utility rates in the adopted 5 year financial plan.

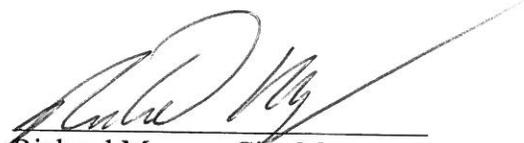
There are a number of other fees were also amended with the resolution. Many of the fees have not been adjusted for a number of years. For codification purposes, all the existing fees in the sections were listed even though no changes were made. Fees that were changed are highlighted in yellow.

Recommendation

That the City Council adopt the resolution amending the Comprehensive Fee Schedule.

Cost

No cost



Richard Meyers, City Manager

RESOLUTION NO. _____

A RESOLUTION AMENDING THE FEE SCHEDULE
ADOPTED BY ORDINANCE NO. 2361

WHEREAS, Ordinance No. 2361 establishes a Comprehensive Fee Schedule for various City-supplied services; and

WHEREAS, it is deemed reasonable to amend said Comprehensive Fee Schedule periodically to reflect the costs of providing services; and

WHEREAS, the City Council has provided an opportunity for public comment on the proposed increase, as required by ORS 294.160.

NOW, THEREFORE, BE IT RESOLVED, that the Comprehensive Fee Schedule established by Ordinance No. 2361, Exhibit A, I GOVERNMENT be amended in its entirety as follows.

<u>Ordinance</u>	<u>Title</u>	
2629	<u>Library</u>	
Sec. 2 (2.16.060)	Library cards for patrons of the library who reside outside the city limits	
	A. Annual family library card	\$60.00
	B. Senior citizen card (age 62 & over)	\$40.00
	Computer use without Library Card (hourly)	\$1.00/hour
	Copying (per page)	
	Black	\$0.25 per page
	Color	\$1.00 per page
	Computer printing	
	Black	\$0.25 per page
	Color	\$1.00 per page
	Late Fees (Maximum late fee - \$4.00)	
	Books and materials except videos	\$0.20/day
	Videos	\$0.50/day
	Inter-library loans	Actual cost of return postage
	Lost or damaged materials	Replacement cost
	<u>Finance/Administration</u>	
	Research – current hourly billing rate (Min. ½ hour)	
	Competitive Franchise Agreement Application Rule (CFAR) Fee	\$1,000.00
	Computer Aided Drafting (CAD) – current hourly billing rate (Min. ½ hour)	
	Lien Search	\$15.00

Returned check for nonsufficient funds \$25.00

Parking Permits - \$7.00/month + 10% discount
10% discount on a purchase of three or more permits

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Audio Tapes	\$6.00 each
VHS/DVD	\$12.00 each
Municipal Code book	\$150.00
Municipal Code book supplements	\$0.25 per page

Police Department

Fingerprinting	\$15.00
Police Reports – per printed document	\$10.00
Computer Aided Dispatch (CAD) report or log note	\$10.00
Arrest Sheet/Citations Prior to Adjudication	\$10.00
Address Contacts	\$10.00
Evidence Photos on Compact Disc	\$10.00
9-1-1 Calls – Copies on compact disc	\$40.00
False Alarm Response	
\$25 for the fourth in a 12-month period	
\$50.00 for each one thereafter in the same Period	

BE IT FURTHER RESOLVED that the Comprehensive Fee Schedule established by Ordinance No. 2361, Exhibit A, III UTILITIES shall be amended in its entirety as follows:

III. UTILITIES

A. WATER SYSTEM

(13.04.020) **Residential Monthly Rates - Inside City Limits:**

<u>Meter Size</u>	<u>Fixed Rate*</u>	<u>1-5,999 Gallons**</u>	<u>6,000-15,000 Gallons**</u>	<u>over 15,000 Gallons**</u>
5/8" x 3/4"	\$17.04	\$1.35	\$1.66	\$1.94
1"	34.97	1.35	1.66	1.94
1 1/2"	64.88	1.35	1.66	1.94
2"	100.75	1.35	1.66	1.94
3"	196.40	1.35	1.66	1.94
4"	304.04	1.35	1.66	1.94
6"	603.01	1.35	1.66	1.94
8"	961.76	1.35	1.66	1.94

Residential Monthly Rates - Outside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Volume Rate 1-5,999 Gallons**</u>	<u>Volume Rate 6,000-15,000 Gallons**</u>	<u>Volume Rate over 15,000 Gallons**</u>
5/8" x 3/4"	25.56	2.03	2.49	2.91
1"	52.46	2.03	2.49	2.91
1 1/2"	97.32	2.03	2.49	2.91
2"	\$151.13	2.03	2.49	2.91

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Volume Rate 1-5,999 Gallons**</u>	<u>Volume Rate 6,000-15,000 Gallons**</u>	<u>Volume Rate over 15,000 Gallons**</u>
3"	294.60	2.03	2.49	2.91
4"	456.06	2.03	2.49	2.91
6"	904.52	2.03	2.49	2.91
8"	1,442.64	2.03	2.49	2.91

Commercial Monthly Rates - Inside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Commodity**</u>
5/8" x 3/4"	\$28.74	\$1.68
1"	60.70	1.68
1 1/2"	114.02	1.68
2"	177.96	1.68
3"	348.49	1.68
4"	540.34	1.68
6"	1,073.27	1.68
8"	1,712.76	1.68

Commercial Monthly Rates - Outside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Commodity**</u>
5/8" x 3/4"	\$43.11	\$2.52
1"	91.05	2.52
1 1/2"	171.03	2.52
2"	266.94	2.52
3"	522.74	2.52
4"	810.51	2.52
6"	1,609.91	2.52
8"	2,569.14	2.52

Industrial Monthly Rates - Inside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Commodity**</u>
5/8" x 3/4"	\$22.42	\$1.68
1"	41.69	1.68
1 1/2"	73.83	1.68
2"	112.37	1.68
3"	215.16	1.68
4"	330.81	1.68
6"	652.04	1.68
8"	1,037.52	1.68

Industrial Monthly Rates - Outside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Commodity**</u>
5/8" x 3/4"	\$33.63	\$2.52
1"	62.54	2.52
1 1/2"	110.75	2.52
2"	168.56	2.52
3"	322.74	2.52
4"	496.22	2.52
6"	978.06	2.52
8"	1,556.28	2.52

Irrigation Monthly Rates - Inside City Limits:

<u>Water Meter Size</u>	<u>Fixed Rate*</u>	<u>Commodity**</u>
5/8" x 3/4"	\$25.11	\$2.84
1"	57.52	2.84
1 1/2"	111.51	2.84
2"	176.34	2.84
3"	349.16	2.84
4"	543.62	2.84
6"	1,083.71	2.84
8"	1,731.84	2.84

Irrigation Monthly Rates - Outside City Limits:

5/8" x 3/4"	\$37.67	\$4.26
1"	86.28	4.26
1 1/2"	167.27	4.26
2"	264.51	4.26
3"	523.74	4.26
4"	815.43	4.26
6"	1,625.57	4.26
8"	2,597.76	4.26

* Fixed Rate shall be prorated to the number of days of service in that particular month.
 ** For each 1,000 gallons or fraction thereof.

(13.04.020) Special Monthly Rates:

Assisted Rates	Meter Size	Fixed Rate*	1-5,999 Gallons**	6,000-15,000 Gallons**	over 15,000 Gallons**
Inside City Limits	5/8" x 3/4"	\$7.00	\$1.35	\$1.66	\$1.94
Outside City Limits	5/8" x 3/4"	\$10.50	\$2.03	\$2.49	\$2.91

* Fixed Rate shall be prorated to the number of days of service in that particular month.
 ** For each 1,000 gallons or fraction thereof.

Miscellaneous Water Fees:

04.020) Water meter sizing: \$27.00
 Temporary construction water service: \$71.00

Meter Downsizing Fees:

1" to 3/4" \$83.36
 1 1/2" to 3/4" . . . \$186.29
 2" to 3/4" \$188.49
 1 1/2" to 1" \$222.15
 2" to 1" \$224.35
 2" to 1 1/2" \$441.42

Downsizing not listed above will be performed on a time and materials basis.

(13.04.070) Delinquent Bill Turn on Fee: \$35.00
 (13.04.040) Turn on Fee: \$35.00 (Non-refundable)
 (13.04.070) Tampering with locks: \$100.00 plus costs, if any
 (13.04.080) After-hour turn on fee: \$75.00
 (13.04.110) Testing meters: \$27.00 minimum
 (13.04.030) Connection fees - domestic:

(1) a. Water main tapped and service line has been extended with proper fitting to the meter box:

<u>Meter Size</u>	<u>Fee</u>
3/4"	\$275.00
1"	\$325.00

Over 1" Actual Costs

- (2) b. Main needs to be tapped and service line extended to private property:

<u>Meter Size</u>	<u>Fee</u>
3/4"	\$1,000.00
1"	\$1,200.00
Over 1"	Actual Costs

- c. Connection Fees - Outside City Limits:
1.5 x fees in subsections (a) and (b) above.

(13.04.230) Fire Protection - Connection Fee:
All actual costs + 10% restocking fee for all parts used.

(13.04.220) Fees for Temporary Water Service from Fire Hydrants

Nonrefundable service installation fee	\$ 81.00
Refundable Deposit	\$150.00
Base Rate for 3" water meter	\$173.55
Commercial Consumption fee	\$1.68/1,000 gallons

(13.04.040) Cash Deposit for Water and Water/Wastewater Service: \$150.00
All actual costs + 10% restocking fee for all parts used.

B. WASTEWATER SYSTEM

Monthly Rates

Residential

1. Inside City Limits:

- a. For the billing cycles during mid-November through mid-April, actual usage will determine the amount of the bill based on monthly base charge and current metered water consumption at the rates listed below:

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 8.29	\$ 4.26

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

- b. For the billing cycles during mid-May through mid-October, the sewer billing shall be the lesser of the following:
 - (1) the average of the customer's monthly water consumption, during the billing period of mid-November to mid-April of the previous winter except when the customer had less than two months of sewer service during that same period; or
 - (2) based on the current metered water consumption using rates in (a) above.
- c. If a customer notifies the City in writing that he will be spending some part of the winter months, mid-November to mid-April, in a different locale, the customer's account will be labeled as a "snowbird account". This customer's sewer shall be the less of the following:
 - (1) the average of the customer's monthly water usage, where the average shall be defined as the actual water consumption divided by the number of months of consumption, during the billing period of mid-November to mid-April of the previous winter except when the customer had less than two months of sewer service during that same period; or
 - (2) based on the current metered water consumption using rates in (a) above.

2. Outside City Limits:

- a. For the billing cycles during mid-November through mid-April, actual usage will determine the amount of the bill based on monthly base charge and current metered water consumption at the rates listed below:

<u>Monthly Base</u> Charges per Account*	<u>Volume Rate</u> per 1,000 Gallons**
\$ 12.44	\$ 6.39

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

- b. For the billing cycles during mid-May through mid-October, the sewer billing shall be the lesser of the following:
 - (1) the average of the customer's monthly sewer bill, during the billing period of mid-November to mid-April of the previous winter except

when the customer had less than two months of sewer service during that same period; or

(2) based on the current metered water consumption using rates in (a) above.

c. If a customer notifies the City in writing that he will be spending some part of the winter months, mid-November to mid-April, in a different locale, the customer's account will be labeled as a "snowbird account". This customer's sewer shall be the less of the following:

(1) the average of the customer's monthly water usage, where the average shall be defined as the actual water consumption divided by the number of months of consumption, during the billing period of mid-November to mid-April of the previous winter except when the customer had less than two months of sewer service during that same period; or

(2) based on the current metered water consumption using rates in (a) above.

Commercial

1. Inside City Limits:

a. The billing cycle is based on established current metered water consumption.

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 8.29	\$ 4.26

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

2. Outside City Limits:

a. The billing cycle is based on established current metered water consumption.

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 12.44	\$ 6.39

* Fixed Rate shall be prorated to the number of days of service in that

particular billing cycle.
** For each 1,000 gallons or fraction thereof.

Industrial

1. Inside City Limits:

a. The billing cycle is based on established current metered water consumption.

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 8.29	\$ 4.26

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.
**For each 1,000 gallons or fraction thereof.

2. Outside City Limits:

a. The billing cycle is based on established current metered water consumption.

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 12.44	\$ 6.39

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.
**For each 1,000 gallons or fraction thereof.

Schools

1. Inside City Limits:

a. For the billing cycles during mid-November through mid-April, actual usage will determine the amount of the bill based on monthly base charge and current metered water consumption at the rates listed below:

<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 Gallons**</u>
\$ 8.29	\$ 4.26

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

b. For the billing cycles during mid-May through mid-October, the sewer billing shall be the lesser of the following:

(1) the average of the customer's monthly sewer bill, during the billing period of mid-November to mid-April of the previous winter except when the customer had less than two months of sewer service during that same period; or

(2) based on the current metered water consumption using rates in (a) above

2. Outside City Limits:

a. For the billing cycles during mid-November through mid-April, actual usage will determine the amount of the bill based on monthly base charge and current metered water consumption at the rates listed below:

<u>Monthly Base</u> <u>Charges per</u> <u>Account*</u>	<u>Volume Rate</u> <u>per 1,000</u> <u>Gallons**</u>
\$ 12.44	\$ 6.39

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

b. For the billing cycles during mid-May through mid-October, the sewer billing shall be the lesser of the following:

(1) the average of the customer's monthly sewer bill, during the billing period of mid-November to mid-April of the previous winter except when the customer had less than two months of sewer service during that same period; or

(2) based on the current metered water consumption using rates in (a) above

Sewer Only Accounts

Inside City Limits residential sewer-only,

a. Flat rate of \$33.84/month*.

Outside City Limits residential sewer-only,

a. Flat rate of \$50.76/month*.

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

Special Monthly Rates:

<u>Assisted Rates</u>	<u>Monthly Base Charges per Account*</u>	<u>Volume Rate per 1,000 gallons</u>
Inside City Limits	\$3.40	\$4.26
Outside City Limits	\$5.10	\$6.39

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

** For each 1,000 gallons or fraction thereof.

Assisted Rate - Inside City Limits residential sewer-only.

a. Flat rate of \$16.20/month*.

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

Miscellaneous Wastewater Fees:

- (13.05.050) Sewer only service connection: \$22.00
Grease/oil intercept: \$71.00
Clean-outs: \$27.00
- (13.08.090) Inspection Fee: \$55.00
- (13.08.140) Sewer Dump Charge:
Tank Capacity
100 gallons or less (RV type): \$5.00/load

C. STORM DRAINAGE SYSTEM

Monthly Rates – All Water and/or Sewer Customers will be charged on a equivalent service unit basis. One equivalent unit (ESU) is equal to one single family customer or 2,650 sq. ft. of impervious surface area for other customers.

Residential

Monthly rate per ESU: \$3.93/month*

Commercial & Industrial (All Non-Residential Users)

Monthly rate per ESU: \$3.93/month*

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

D. SYSTEM IMPROVEMENT OR DEBT SERVICE FEES

Water System:

System Improvement or Debt Retirement Monthly Rates

(1) Monthly Rates – Inside City Limits:

Water <u>Meter Size</u>	<u>Monthly Rate*</u>
5/8" x 3/4"	\$ 24.36
1"	60.92
1 1/2"	121.83
2"	194.94
3"	389.87
4"	609.17
6"	1,218.35
8"	1,949.36

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

(2) Monthly Rates – Outside City Limits:

Water <u>Meter Size</u>	<u>Monthly Rate*</u>
5/8" x 3/4"	\$ 36.54
1"	91.38
1 1/2"	182.75
2"	292.41
3"	584.81
4"	913.76
6"	1,827.53
8"	2,924.04

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

Wastewater System:

(13.08.060)

System Improvement or Debt Retirement Monthly Rates

(1) Monthly Rates – Inside City Limits:

Water

<u>Meter Size</u>	<u>Monthly Rate*</u>
Sewer Only Accounts	\$ 19.50
5/8" x 3/4"	19.50
1"	48.75
1 1/2"	97.50
2"	156.01
3"	312.00
4"	487.51
6"	975.01
8"	1,559.11

(2) Monthly Rates – Outside City Limits:

<u>Water Meter Size</u>	<u>Monthly Rate*</u>
Sewer Only Accounts	\$ 29.25
5/8" x 3/4"	29.25
1"	73.13
1 1/2"	146.25
2"	234.02
3"	468.00
4"	731.27
6"	1,462.52
8"	2,338.67

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

Storm Drainage System:

(13.08.060) System Improvement or Debt Retirement Monthly Rates

Residential

Monthly rate per ESU: \$6.00/month*

Commercial & Industrial (All Non-Residential Users)

Monthly rate per ESU: \$6.00/month*

* Fixed Rate shall be prorated to the number of days of service in that particular billing cycle.

E. MISCELLANEOUS UTILITY FEES

(13.12.010) Formation of zone of benefit: \$251.00

Zone of benefit assessment: \$196.00

BE IT FURTHER RESOLVED that the Comprehensive Fee Schedule established by Ordinance No. 2361, Exhibit A, VI PLANNING shall be amended in its entirety as follows:

VI. PLANNING

Planning fees—Title 14, Development Code—

TYPE I

Type 1 application (general)	\$ 50	
Land Use Review	\$ 25	
Land Use Review (bldg permit)	.0015% of value of work/\$20 minimum	
Sign Permit	\$ 25	
Variance Class A	\$100	
Subdivision and Partition (Final Plat)	\$150	
Home Occupation	\$0	
Hillside Development Level 1	\$100	
Floodplain Development	\$150	
Temporary Use (seasonal)	\$ 50	(\$0 for non-profits)
Food Cart Annual Temporary Use	\$100	
Floodplain Development - 1	\$150	
Lot of Record	\$100	

TYPE II

Type II application general	\$400
Code Interpretation	\$100
Temporary Use	\$100
Variance Class B	\$200
Historic Alteration (Minor)	\$ 50
Historic Sign Permit	\$ 50
Modification to Approval (Minor)	\$400
Property Line Adjustment/Lot Consolation	\$150
Partition (Tentative)	\$400
Hillside Development Level 2	\$200
Hillside Development Level 3	\$300
Temporary Medical Hardship	\$ 50
Floodplain Development -2	\$200

TYPE III

Type III application (general)	\$800
Conditional Use Permit	\$800
Site Design Review	\$800
Subdivision (Tentative)	\$2,000 + \$50/du
Master Planned Development	\$2,000 + \$50 du
Variance Class C	\$800
Historic Alteration (Major)	\$250
Modification to Approval (Major)	\$800

Land Use District Map Change (w/o Plan Amendment)	\$800
 <u>TYPE IV</u>	
Type IV Application General	\$1,200 + actual cost
Comprehensive Plan Amendment	\$1,200 + actual cost
Development Code Text Amendment	\$1,200 + actual cost
Land Use District Map Change (with Plan Amendment)	\$1,200 + actual cost
 <u>OTHER</u>	
Appeal to Planning Commission	\$200
Appeal to City Council	\$200
Vacation	\$500 + actual costs
Annexation – Expedited	\$800
- CC Public Hearing	\$1,200
Pre-application Conference	\$250
State Land Use Compatibility Statement	\$ 50

BE IT FURTHER RESOLVED that the Comprehensive Fee Schedule established by Ordinance No. 2361, Exhibit A, VII O.L.C.C. LICENSE INVESTIGATION shall be amended in its entirety as follows:

A.	Taverns	\$25.00
B.	Stores	\$25.00
C.	Temporary License/Event	\$25.00

BE IT FURTHER RESOLVED that the Comprehensive Fee Schedule established by Ordinance No. 2361, Exhibit A, XI COMMUNITY CENTER, SPECIAL EVENT AND PARK FEES AND POLICIES shall be amended in its entirety as follows:

XII. COMMUNITY CENTER, SPECIAL EVENT AND PARK FEES AND POLICIES

- A. City government, governmental and city sponsored/co-sponsored events.
- B. Regularly scheduled meetings of local non-profits, civic groups and clubs, youth and senior organizations.
- C. Special Events. Examples: Weddings, birthday parties, religious organization gatherings (not regular services), non-commercial social gatherings such as auctions and banquets.
- D. Local commercial usage.
- E. Non-local commercial usage.

Proof of non-profit status required. Must be recognized by the state.

Fees

The purpose of fees charged by the City for use of the facility is to help offset the costs of operations. Fees cover only a small portion of the operation and upkeep of the Community Center. Category B groups may apply for a partial or complete waiver of fees if payment would

cause undue hardship on the sponsoring organization or make it impossible for the group to use the facility. Decisions on granting waivers will be made by the City Manager or the Community Coordinator. Groups receiving waivers may be asked to perform volunteer service at the Community Center to qualify for a waiver. All rooms must be scheduled for use with the Community Coordinator and are subject to availability.

Facility (Community Center)	A	B**	C	D	E
Shepard Room	\$0	\$25 per use	\$25/hour	\$35/hour	\$40/hour
Small Meeting Room	\$0	\$5 per use	\$10/hour	\$25/hour	\$30/hour
Kitchen	\$0	\$5 per use	\$20 per use	\$30 per use	\$35 per use
Reception Hall	\$0	\$25 per use	\$25/hour	\$35/hour	\$40/hour

** The above apply to category B groups using the facility 12 times a year or less. Kitchen fees are not included in the refund policy.

Fees for frequent use (more than 12 per year) by category B groups.

Annual fees are required for category B groups that use the facility more than 12 times per year. The per use fees do not apply to category B users paying annual fees. Annual fees are based on usage and are due before the initial use of the year. Annual fees will not be refunded.

Annual Fee Schedule for Frequent Category B users:

13-26 uses	\$200
27-52 uses	\$300
more than 53	\$350

Annual fees are not required of category B** groups using the building 12 times a year or less.

Fees for local groups holding classes per session at the Community Center will be based on the number of participants and space required.

Facility	One Hour Classes	Multi-Hour Classes
Large Meeting Room	\$1/person/ class	\$5/person/class
Small Meeting Room	\$1/person/class	\$5/person/class

Therapy Pool:

Commercial/Business	\$10 per person per class
Non Commercial	1-4 people = \$12/Flat Fee; 5-8 people = \$15/Flat Fee

Fees are for typical hours of operation. Additional fees may be charged if staff is required during non-business hours.

Custodial services will be charged at time and one half wages when city staff is required to clean up after an event. Outstanding custodial fees must be paid before a group can schedule the building.

A \$50 cleaning deposit is required of all users of the building for each use. The deposit is due five days in advance of the event. Deposit will be refunded 48 hours after usage if all conditions and requirements are met. Users are responsible for maintaining the room they have rented. Custodial and repair fees will be charged to users that damage rooms, equipment or do not clean up. Groups may pay one time/refundable cleaning deposit of \$50 covering all events at the beginning of the year. However, any custodial or repair fee charged during the year must be paid prior to next use.

Groups serving alcohol must meet all OLCC regulations and are required to submit a \$200 refundable deposit. Refunds are determined under the same circumstances as cleaning deposits.

Fees for Canopies, Street Barricades and Signs

For canopy rental a deposit is required of which a portion is refunded when the canopies are returned in good conditions.

Canopies	A	B	C	D	E
10' x 10'	\$0	\$50/\$25 returned	\$50/\$25 returned	\$75/\$45 returned	\$100/\$45 returned
10' x 20'	\$0	\$50/\$25 returned	\$50/\$25 returned	\$75/\$45 returned	\$100/\$45 returned

Barricades are rented in groups of 12 for Type 1 and groups of 2 for the larger Type 3. Traffic cones/candlesticks are rented in groups of 10. The same deposit and refund formula for canopies is in force for barricades.

Barricades	A	B	C	D	E
Type 1	\$0	\$5/\$2 returned	\$5/\$2 returned	\$10/\$5 returned	\$12/\$5 returned
Type 3	\$0	\$5/\$2 returned	\$5/\$2 returned	\$20/\$10 returned	\$25/\$10 returned
Traffic Cones	\$0	\$5/\$2 returned	\$5/\$2 returned	\$10/\$5 returned	\$10/\$5 returned

Signs	A	B	C	D	E
Full*	\$0	\$0	\$75/\$25 returned	\$125/\$50 returned	\$175/\$100 returned
Partial**	\$0	\$0	\$10/\$5 returned	\$12/\$5 returned	\$15/\$10 returned

Full* - denotes a price for complete set of signs, including stands, needed for traffic control for a closure of Main Street near Highway 99.

Partial** - denotes a price per individual sign, including stand, needed for traffic control at special event.

Canopies, barricades and signs are intended for use within the Urban Growth Boundary of the City.

Fees for Bohemia Park Equipment and Facilities

Spider Box (Electrical Distribution Box with 50' cord) Spider Box can only be used for events in Bohemia Park. Renter is responsible for replacement of spider box or cord if lost or damaged.

A	B	C	D	E
\$0	\$15/day	\$20/day	\$40/day	\$40/day

Bohemia Park Restroom Facilities Cleaning Deposit

Anyone holding an event or activity in Bohemia Park may request the key to open restrooms for the event. A cleaning deposit will be collected prior to issuing the key for the restrooms. If the restrooms are clean upon return of key the entire deposit will be refunded. Depending on the size of the event, additional restroom facilities may be required as a part of the special event permit. Call out of City staff to repair or service restroom due to failure of person responsible for the event to clean and monitor restrooms during event will result in loss of deposit, callout fee of \$250, immediate lock down of restrooms and may be responsible for all costs to repair damage.

A	B	C	D	E
For events with estimated attendance of 250 or less				
\$0	\$50	\$100	\$250	\$300
For events with estimated attendance of more than 250				
\$0	\$100	\$200	\$500	\$600

BE IT FURTHER RESOLVED, that this resolution shall become effective upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 27TH DAY OF JUNE, 2016.

Thomas C. Munroe, Mayor
Dated:_____

ATTEST:

Richard Meyers, City Manager
Dated:_____