

City of St. Helens
RESOLUTION NO. 1810

A RESOLUTION ADOPTING A UNIVERSAL FEE SCHEDULE
AND SUPERSEDING RESOLUTION NO. 1804

WHEREAS, the City wishes to clarify a fee schedule that is updated as a more universal fee schedule for the City of St. Helens; and

WHEREAS, this fee schedule will not pertain to the Building and Planning Departments of the City of St. Helens because there is a more in-depth and state-approved process for Building and Planning Fees. All other fees for other departments are represented on this resolution; and

WHEREAS, the intention of this resolution is to add new fees for utility billing inserts.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. Exhibit A, Fee Schedule, is hereby adopted as amended.

Section 2. Exhibit A, Fee Schedule, is effective March 21, 2018

Section 3. This Resolution supersedes Resolution No. 1804.

Approved and adopted by the City Council on March 21, 2018, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Scholl

Nays: None


Rick Scholl, Mayor

ATTEST:



Kathy Payne, City Recorder



St. Helens Universal Fee Schedule

POLICE DEPARTMENT

Vehicle Impound Fee	\$	100.00	Per vehicle
Bicycle Impound Fee	\$	1.00	Per bicycle
Parking Citation	\$	25.00	per ticket
Handicap Zone Violation	\$	250.00	per ticket
False Alarm Response Fee, if exceeds 2 within a 12-month period	\$	50.00	
False Alarm Response Fee, if exceeds 4 within a 12-month period	\$	125.00	



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MISCELLANEOUS FEES

Appeals Fee - General	\$	175.00	Per appeal
Non-Sufficient Check Charge	\$	25.00	Per check
Permit - Parade	\$	50.00	Per event
Permit - Public Assembly	\$	50.00	Per event
Permit - To Amplify Sound	\$	50.00	Per event
Permit - Engage in Commercial Activity	\$	50.00	Per event
Permit - To Use City Property During Hours of Closure	\$	50.00	Per event
Permit - To Use Electrical Connections Owned by City	\$	25.00	Per day
Permit - To Use Special Use Area	\$	50.00	Per event
Permit - To Use Sidewalk Area for Furniture	\$	50.00	Per 50 feet of street frontage used, rounded up.
Photocopies & Printouts			
8.5" x 11"	\$	0.50	
8.5" x 14"	\$	0.75	
11" x 17"	\$	1.00	
Up to 36" x 36"	\$	6.00	
Color Copies: 8.5" x 11"	\$	1.00	
Color Copies: 8.5" x 14"	\$	1.25	
Reproduction of Audio/Video from City Meetings	\$	20.00	Per Cassette/CD/DVD
Police Reports	\$	20.00	Per case (Up to 30 pages)
Reproduction of Digital Photos/Audio/Video from Police Department	\$	20.00	Per Cassette/CD/DVD
Public Records Request	\$	20.00	Deposit. If staff time is less than 15 min, deposit is refunded. If staff time is more than 15, labor is charged to the 1/4 hour
Lien Search	\$	26.00	Per Lien Search
Declaration of Candidacy Fee	\$	50.00	
Advertising Bench - Annual Inspection Fee	\$	5.00	Per bench
Reinspection Fee by CRFR for noncompliance with code provisions	\$	50.00	Per reinspection
Special Abatement of Illegal Notices or Advertisements	\$	10.00	Per notice or advertisement



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LIBRARY FEES

Fines for overdue adult books, magazines, audio recordings and CDs	\$	0.15	Per item per day. Max fine \$10 per item
Fines for overdue DVDs and other video recordings	\$	0.50	Per item per day. Max fine \$10 per item
Fines for overdue Cultural Pass	\$	1.50	Per pass per day. Max fine of \$10 per pass.
Nonresident Borrower Card Fee	\$	35.00	Per year
	\$	10.00	Per three (3) months
Interlibrary Loan	\$	3.00	Per item
Fees for Lost or Destroyed Materials			
Books, magazines, recordings, DVDs, CDs, or any other material		->	Original list price
Cultural Pass	\$	30.00	
Replacing a borrower's lost card	\$	2.00	
Missing bar code label	\$	2.00	
Covers damaged or missing - DVD, CD or any other digital or electronic material/media	\$	7.00	
Meeting Room Fees			
Auditorium		\$25.00	Per hour
		\$75.00	Per half day (up to 4 hours)
		\$150.00	All day (Open hours)
Armstrong		\$20.00	Per hour
		\$50.00	Per half day (up to 4 hours)
		\$95.00	All day (Open hours)
Both Rooms		\$40.00	Per hour
		\$110.00	Per half day (up to 4 hours)
		\$210.00	All day (Open hours)
Use of one or both meeting rooms outside normal Library hours	\$	45.00	Per hour



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COURT FEES

Civil Compromise Costs	\$	300.00	
Collection Fee per ORS 137.118 (3) (Maximum \$250)		25%	
Community Service Fee	\$	2.00	Per hour
Default Judgment	\$	20.00	
Discovery	\$	20.00	Per case number (up to 30 pages)
Driver's License Reinstatement/Offense (City Portion)	\$	20.00	
Driving Record - Traffic Offenses Only (non-certified)	\$	1.00	
Failure to Appear for Bench Trial	\$	150.00	
Failure to Appear for Jury Trial	\$	300.00	
Installment Fee - for 6 month plan	\$	25.00	
Installment Fee - for 12 month plan	\$	50.00	
Warrant Issued	\$	100.00	
Withholding on County Assessment		10%	at monthly distribution
Expungements	\$	252.00	
Probation Violation	\$	50.00	



St. Helens Universal Fee Schedule

BUSINESS LICENSE FEES

Resident Business	\$ 65.00	cap of \$1,000
Per Employee	\$ 5.00	If business location is inside City limits
Non-Resident Business	\$ 120.00	
Residential Rentals	\$ 15.00	Per unit
Commercial Rentals	\$ 45.00	Per unit
7-Day License (non-residents only)	\$ 40.00	
Taxicab Company Permit - Initial Fee	\$ 65.00	
Taxicab Driver Permit - Initial Fee	\$ 65.00	
Taxicab Driver Permit - Renewal Fee	\$ 65.00	
Taxicab Driver Permit - Replacement Fee	\$ 10.00	Per event
Late Renewal Fee	\$ 40.00	
Transfer of License / Change of Business Ownership / Location Change	\$ 25.00	
Non-Refundable Appeals Fee	\$ 150.00	
OLCC Original Application Processing Fee	\$ 100.00	
OLCC Change in Ownership, Location, or Privilege Processing Fee	\$ 75.00	
OLCC Renewal or Temporary Applciaiton Processing Fee	\$ 35.00	
Sidewalk Vendor Application Fee	\$ 65.00	
Sidewalk Vendor Permit Fee	\$ 65.00	
Sidewalk Vendor Appeal Fee	\$ 150.00	
Marijuana Business License Fee	\$ 2,500.00	
Cap on Business License Charges Other then Marijuana Business	\$ 1,000.00	



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PARKS FEES

Park Use / Reservation		
McCormick Park Areas 2, 3, 4 & Soccer Field	\$20 / \$35	Half Day / Full Day
Campell Park Areas 1, 2	\$20 / \$35	Half Day / Full Day
Godfrey Park	\$20 / \$35	Half Day / Full Day
Park Use / Reservation		
Columbia View Park Gazebo / Amphitheater	\$30 / \$40	Half Day / Full Day
McCormick Park Veterans Pavillion (area 1)	\$30 / \$40	Half Day / Full Day
Athletic Fields	\$	10.00 Per day Per Field
Use of Field Lights	\$	10.00 Per day Per Field
Late Fees		
General Park Use (7 business days)	\$	10.00 Currently no late fee
Public Assembly (30 business days)	\$	25.00 Currently no late fee
Parade & Walks (45 business days)	\$	50.00 Currently no late fee
Tournament Fee	\$	10.00 Per team



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SOCIAL GAMES FEES

Non-refundable Application Fee	\$	50.00	per 12 month lease
License Fee for 1-10 Tables	\$	50.00	per 12 month lease
License Fee for each additional table over 10	\$	10.00	per table per 12 month lease



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ENGINEERING FEES

Design Review Fee		1% Based on Engineer's Estimate
Permit for Construction of Public Improvements & Project Inspection		2% Based on Revised Engineer's Estimate
Right-Of-Way Permit	\$ 50.00	
Pavement Disturbance Fee	\$ 50.00	Fee waived for projects < \$1,000 or if part of Construction Permit
Erosion Control Permit & Inspection		> Included with Construction Permit
Other Special Services	\$ 30.00	Per hour labor, if in excess of 15 minutes



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UTILITY BILLING FEES

Water Service Shut off/on: Mon-Fri 830 AM - 430 PM	\$	-	No Charge
Water Service Shut off/on: During off business hours	\$	150.00	Per request
Failed Payment Arrangement	\$	50.00	
Late Fee	\$	25.00	Fee waived if bill is < \$25
Reconnection Fee (if Shutoff due to non-payment)	\$	75.00	Fee applied on Shut-off Day
Temporary Service for New Construction	\$	25.00	
Tampering with Meter Fees			
Tampering: Turning water on/off without City Personnel	\$	50.00	Up to and possibly including cost of meter replacement & Labor
Tampering: Turning water on while on the current shut-off list	\$	100.00	Up to and possibly including cost of meter replacement & Labor
Tampering: Breaking installed Lock to turn on meter	\$	200.00	Up to and possibly including cost of meter replacement & Labor & Ticket from Police
Utility Billing Insert - B&W, 1-Sided, 8.5x11	\$	500.00	Available to Non-Profits Only
Utility Billing Insert - B&W, 2-Sided, 8.5x11	\$	650.00	Available to Non-Profits Only
Utility Billing Insert - Color, 1-Sided, 8.5x11	\$	1,100.00	Available to Non-Profits Only
Utility Billing Insert - Color, 2-Sided, 8.5x11	\$	1,550.00	Available to Non-Profits Only



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PUBLIC WORKS - WWTP

<u>Pretreatment Program Administrative Fee (Choose Option)</u>		
Annual	\$ 1,500.00	New Fee
Monthly	\$ 125.00	New Fee
Annual DEQ Fees Assessed to the City	\$ -	Actual cost of DEQ
New Industrial Discharge Permit Issuance	\$ 500.00	New Fee
Renewal Industrial Discharge Permit Issuance	\$ 300.00	New Fee
Demand Inspection Fee	\$ 100.00	New Fee
Demand Sampling and Monitoring Fee	\$ -	Actual cost of service
Enforcement Activities	\$ -	Actual cost of service