

City of St. Helens  
**RESOLUTION NO. 1826**

**A RESOLUTION ADOPTING A UNIVERSAL FEE SCHEDULE,  
AND SUPERSEDING RESOLUTION NO. 1810**

**WHEREAS**, the City has amended St. Helens Municipal Code Chapter 5.30 to repeal the community impact agreement for marijuana retail businesses; and

**WHEREAS**, the City finds that it is in the public's interest to revise the marijuana related business license fee.

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

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

**Section 2.** Exhibit A, Fee Schedule, is effective August 15, 2018.

**Section 3.** This Resolution supersedes Resolution No. 1810.

**Approved and adopted** by the City Council on August 15, 2018, by the following vote:

Ayes: 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	



## St. Helens Universal Fee Schedule

### 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



## St. Helens Universal Fee Schedule

### 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
<b>Fees for Lost or Destroyed Materials</b>			
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	
<b>Meeting Room Fees</b>			
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



## St. Helens Universal Fee Schedule

### 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	\$ 5,000.00	
Cap on Business License Charges Other then Marijuana Business	\$ 1,000.00	



## St. Helens Universal Fee Schedule

### 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



## St. Helens Universal Fee Schedule

### 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





## St. Helens Universal Fee Schedule

### 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



## St. Helens Universal Fee Schedule

### 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



## St. Helens Universal Fee Schedule

### PUBLIC WORKS - WWTP

Pretreatment Program Administrative Fee (Choose Option)		
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