

RESOLUTION NO. 1404
A RESOLUTION ESTABLISHING FEES AND CHARGES FOR THE
CITY OF PRINEVILLE FOR FISCAL YEAR 2019-2020

The Prineville City Council specifically finds that:

WHEREAS, various City Ordinances and state statutes allow the City to establish certain fees by Resolution; and

WHEREAS, the City of Prineville desires to establish and recover certain City costs from fees and charges levied in providing City services, products, and regulations; and

WHEREAS, the City Manager has caused review of all City fees and charges and determined the costs of such fees and charges; and

NOW, THEREFORE, it is hereby resolved that the fee and charge schedule attached to this Resolution as Exhibit A is hereby adopted with said fees and charges to be effective July 1, 2018, and continue in effect until modified by the Prineville City Council.

APPROVED BY THE CITY COUNCIL ON THE 25th DAY OF JUNE, 2019

Steve Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder

Rate Schedule FY 19-20

Exhibit A		Base 19-20 Charge	Additional Charges / Comments
1.0	Police		
1.1	Police Personnel Outside Services		
1.1.1	Sergeant	76.75	Per hour
1.1.2	Officer	64.00	Per hour
1.1.3	Reserve Officer	32.75	Per hour
1.1.4	Vehicle	31.75	Per hour
1.2	Diversion Class for Failure to Yield for Pedestrians	45.50	Per person
1.3	Copies of Documents / Reports		
1.3.1	Copies of Documents / Reports (Minimum Charge)	10.00	Additional fees may apply
1.3.2	Per Page (After 10 Pages)	0.25	
1.4	Copies of Tapes	33.00	Per hour (one hour minimum)
1.5	Tow Fees	126.00	Per vehicle, per incident
1.6	Bicycle License	-	Per bicycle
1.7	Burn Barrel Permits	32.75	Annual permit
1.8	Transient Vendor's License		
1.8.1	Annual License	158.00	
1.8.2	Three Day License	35.00	
1.8.3	Thirty Day License	50.00	per 30 consecutive days
1.9	Social Gaming License	205.00	Annual
1.10	Liquor License		
1.10.1	New Application for Permanent License	100.00	
1.10.2	Change of Ownership	75.00	
1.10.3	Annual Renewal of Permanent License	35.00	
1.10.4	Temporary (Event)	100.00	
1.10.5	Renewal of Temporary License (Within 18 months after paying initial temporary license fee.)		May be reduced to 35.00 per event under authority and discretion of the Chief of Police or his designee.
1.11	Taxicab License		
1.11.1	Annual License	50.00	
1.11.2	Additional Vehicle	25.00	
1.12	Administrative Research	63.00	Per hour (one hour minimum)
1.13	Alarm Monitoring		
1.13.1	Direct Alarm Monitoring	56.75	
1.13.2	Auto-dial Monitoring	56.75	
1.13.3	Alarm Response Calls	-	
1.13.3.1	First & Second Response Call		Charges for police response to alarms.
1.13.3.2	Third Response Call	28.50	Charges are assessed after the second call within the same month.
1.13.3.3	Fourth Response Call	56.75	
1.13.3.4	Fifth Response Call	85.00	
1.14	Conference Room Rental		
1.14.1	Conference Room Rental Fee	15.00	Per four hour block
1.14.2	Multimedia / Projector Fees for Conference Room	15.00	Per four hour block
1.14.3	Network Access (Internet) for Conference Room	25.00	Per day
1.15	Second Hand Pawn Review Fee		
1.15.1	1 - 25 Items	28.50	
1.15.2	Anything Over Initial 25 Items	28.50	
1.16	Overnight Camping Permit	50.00	

			Base 19-20 Charge	Additional Charges / Comments
2.0	Community Development			
2.1	Sign Permits			
2.2	Site Plan Review - New Residential Buildings		3.00	Per sqft.
2.2.1	1 - 2 units		141.00	
2.2.2	Multi-family (3 - 4 units)		410.00	
2.2.3	Mobile Home in Park		50.00	
2.2.4	Non-dwelling Addition		50.00	
2.2.5	Dwelling Addition		100.00	
2.3	Site Plan Review - New Commercial and Industrial Buildings			
2.3.1	1 - 20,000 sqft.		1,414.00	
2.3.2	20,001 - 100,000 sqft.		2,402.00	
2.3.3	100,001 sqft. and Over		3,260.00	
2.4	Site Plan Review - Commercial and Industrial Buildings			
2.4.1	Expansion of Existing Approved Outright Use < 25.00%		50.00%	of fee listed above
2.4.2	Change of Use		150.00	
2.5	Conditional Use Permits - Residential Zones			
2.5.1	1 - 2 Family		251.00	Plus 200.00 if hearing required
2.5.2	Multi-family		1,698.00	
2.5.3	Mobile Park		3,654.00	
2.5.4	Use Change		484.00	
2.6	Conditional Use Permits - New Commercial and Industrial Zones			
2.6.1	1 - 20,000 sqft.		1,887.00	
2.6.2	20,001 - 100,000 sqft.		2,786.00	
2.6.3	100,001 sqft. and Over		3,907.00	
2.7	Conditional Use Permits - Commercial and Industrial Zones			
2.7.1	Expansion of Existing Approved Conditional Use < 25.00%		50.00%	of fee listed above
2.7.2	Change of Use		641.00	
2.7.3	Hearings Fee for Type I, II, III and IV In Addition to CUP Fee		767.00	
2.8	Other Applications			
2.8.1	Home Occupations		250.00	Plus 200.00 if hearing required
2.8.2	Telecommunications Tower / Co-locate		3,575.00	
2.8.3	Revision / Amendment		75.00%	of new application fee
2.8.4	Reconsideration		841.00	
2.8.5	Declaratory Ruling by Planning Director		1,051.00	Plus hearings fee if required
2.8.6	Street Renaming		351.00	Plus cost of sign(s)
2.8.7	Measure 49 Claim		2,345.00	Refundable if approved
2.8.8	Miscellaneous Requests		252.00	Plus 200.00 if hearing required
2.8.9	Other Miscellaneous Requests			Charged at actual cost per hour
2.9	Nonconforming Use Determination			
2.9.1	Administrative		200.00	
2.9.2	Planning Commission		500.00	
2.10	Variance Application			
2.10.1	Major		1,577.00	
2.10.2	Minor		257.00	Plus 200.00 if hearing required
2.10.3	Riparian Adjustment - Single Family and Duplex Residential		447.00	
2.10.4	Riparian Adjustment - Multi-family and Commercial		641.00	
2.11	Land Partitioning Applications			
2.11.1	Major Partition		3,260.00	

3.7		Outside Consultant Review	Actual cost of consultant	
			Base 19-20 Charge	
				Additional Charges / Comments
4.0		System Development Charges (SDC)		
4.1		Transportation SDC Fees		
4.1.1		Single Family Dwelling (One Peak Hour Trip)	4,545.80	May meet 10.00% rule
4.1.2		Per Peak Hour Trip*	4,545.80	No Transportation SDC charged to accessory dwellings
4.2		* Based on Institute of Transportation Engineers Trip Generation Manual		
4.2		Water SDC Fees		
4.2.1		3/4" Meter (1 EDU) - Maximum 810 gpd	4,820.53	No Water SDC charged to accessory dwellings unless meter added or size increased
4.2.1.1		Water SDC Breakdown - 3/4" Meter		
4.2.1.2		Improvement Fee	3,986.58	82.70%
4.2.1.3		Reimbursement Fee	604.49	12.54%
4.2.1.4		Administration Fee	229.46	4.76%
		Total Water SDC	4,820.53	
4.2.2		1" Meter (1.67 EDU) - Maximum 1,353 gpd	8,050.29	
4.2.3		1.5" Meter (3.33 EDU) - Maximum 2,697 gpd	16,052.36	
4.2.4		2" Meter (5.33 EDU) - Maximum 4,317 gpd	25,693.42	
4.2.5		3" Meter (10 EDU) - Maximum 8,100 gpd	48,205.30	
4.2.6		4" Meter (16.67 EDU) - Maximum 13,503 gpd	80,358.24	
4.2.7		6" Meter (33.33 EDU) - Maximum 26,997 gpd	160,668.26	
4.2.8		8" Meter (53.33 EDU) - Maximum 43,197 gpd	257,078.86	
4.2.9		Per Additional 81.0 Gallons per Day (gpd) Over Maximum	4,820.53	
4.3		Wastewater SDC Fees		
4.3.1		3/4" Meter (1 EDU) - Maximum 260 gpd	2,465.27	No Wastewater SDC charged to accessory dwellings unless water meter added or size increased
4.3.1.1		Wastewater SDC Breakdown - 3/4" Meter		
4.3.1.2		Improvement Fee	757.58	30.73%
4.3.1.3		Reimbursement Fee	1,590.34	64.51%
4.3.1.4		Administration Fee	117.35	4.76%
		Total Wastewater SDC	2,465.27	
4.3.2		1" Meter (1.67 EDU) - Maximum 434 gpd	4,117.00	
4.3.3		1.5" Meter (3.33 EDU) - Maximum 866 gpd	8,209.35	
4.3.4		2" Meter (5.33 EDU) - Maximum 1,386 gpd	13,139.89	
4.3.5		3" Meter (10 EDU) - Maximum 2,600 gpd	24,652.70	
4.3.6		4" Meter (16.67 EDU) - Maximum 4,334 gpd	41,096.05	
4.3.7		6" Meter (33.33 EDU) - Maximum 8,666 gpd	82,167.45	
4.3.8		8" Meter (53.33 EDU) - Maximum 13,866 gpd	131,472.85	
4.3.9		Per Additional 81.0 Gallons per Day (gpd) Over Maximum	2,465.27	
5.0		Water Rates & Fees		
5.1		Residential Rates		
5.1.1		Senior Citizen / Disabled Persons Discount		
5.1.2		Monthly Water Rates (Minimum Charges)	(4.38)	Per month (income must qualify), 24.00% of base fee
5.1.2.1		3/4" Meter	18.23	
5.1.2.2		1" Meter	26.78	
5.1.2.3		1.5" Meter	49.86	

5.1.2.4	2" Meter	78.07	
5.1.2.5	3" Meter	134.58	
5.1.2.6	4" Meter	209.29	
5.1.2.7	6" Meter	414.03	
5.1.2.8	Commodity Charge	2.04	Per unit (100 cubic feet) of water used
5.1.3	Suspension Fee		
5.1.3.1	During Business Hours	75.00	
5.1.3.2	Suspension Reconnect After Business Hours (Charged in addition to business hours suspension fee)	25.00	Charged Monday - Friday 3:00pm to 8:00am. All hours on weekends/holidays.
5.1.4	Service Charge		
5.1.4.1	After Business Hours	50.00	
5.1.4.2	After Unauthorized Use	50.00	
5.2	Commercial & Industrial Rates		
5.2.1	Monthly Water Rates (Minimum Charges)		
5.2.1.1	3/4" Meter	18.23	0 units included
5.2.1.2	1" Meter	28.73	5 units (500 cubic feet) included
5.2.1.3	1.5" Meter	64.50	14 units (1,400 cubic feet) included
5.2.1.4	2" Meter	99.00	20 units (2,000 cubic feet) included
5.2.1.5	3" Meter	183.85	38 units (3,800 cubic feet) included
5.2.1.6	4" Meter	306.24	65 units (6,500 cubic feet) included
5.2.1.7	6" Meter	594.12	123 units (12,300 cubic feet) included
5.2.1.8	Commodity Charge	2.04	Per unit (100 cubic feet) of water used
5.2.2	Suspension Fee		
5.2.2.1	During Business Hours	75.00	
5.2.2.2	Suspension Reconnect After Business Hours (Charged in addition to business hours suspension fee)	25.00	Charged Monday - Friday 3:00pm to 8:00am. All hours on weekends/holidays.
5.2.3	Service Charge		
5.2.3.1	After Business Hours	50.00	
5.2.3.2	After Unauthorized Use	50.00	
5.2.4	Bulk Water Rates		
5.2.4.1	First 24 units	12.91	Per unit (100 cubic feet) used up to 24 units
5.2.4.2	Additional	11.59	Per unit (100 cubic feet) used over 24 units
5.2.5	Monthly Standby Fire Protection		
5.2.5.1	2" or Less	18.88	
5.2.5.2	3"	24.09	
5.2.5.3	4"	29.21	
5.2.5.4	6"	39.54	
5.2.5.5	8"	45.54	
5.2.5.6	10" or Above	54.90	
5.3	Water Connection		
5.3.1	3/4"	670.45	Plus actual cost of meter
5.3.2	1"	764.58	Plus actual cost of meter
5.3.3	1.5"	1,746.14	Plus actual cost of meter
5.3.4	2"	2,104.32	Plus actual cost of meter
5.3.5	3"	3,461.28	Plus actual cost of meter
5.3.6	4"	3,538.19	Plus actual cost of meter
5.3.7	6"	4,988.15	Plus actual cost of meter
5.4	Water Meters		
5.4.1	3/4" Meter	236.71	
5.4.2	1" Meter	344.92	
5.4.3	1.5" Meter	578.93	

5.4.4	2" Meter		695.26		
5.4.5	Larger Sizes		Call for pricing		
5.5	Water Account Deposit		40.00		
5.6	Meter Test Fee		85.00		
5.7	Delinquent Fee (Late Fee)		1.50%		
5.8	Penalty Fee (For Items Sent to Lien)		10.00%		
	***Note: The base charge for water service shall apply at all times whether or not the property is occupied. ***				
			Base 19-20		
			Charge		Additional Charges / Comments
6.0	Sewer Fees and Charges				
6.1	Residential Rates				
6.1.1	Senior Citizen / Disabled Persons Discount		(6.35)		Per month (income must qualify), 12.00% of base fee
6.1.2	Monthly Flat Rate		52.93		Per dwelling unit
6.2	Commercial Rates				
6.2.1	General Service Uses		52.93		Per dwelling unit
6.2.1.1	Monthly Flat Rate		4.65		Per excess unit (100 cubic feet)
6.2.2	Large General Service Uses		To be determined on a case by case basis		
6.2.2.1	Flat Rate		794.84		
6.2.2.2	Metered or Estimated Water Usage in Excess of 5 Units per Month		100.00		
6.2.3	Industrial Use		5.00		Plus 1.00%
6.3	Connection Fee		10.00%		
6.4	Sewer Deposit				
6.5	Delinquent Fee (Late Fee)				
6.6	Penalty Fee (For Items Sent to Lien)				
	***Note: The base charge for sewer service shall apply at all times whether or not the property is occupied. ***				
			Base 19-20		
			Charge		Additional Charges / Comments
7.0	Franchise Fees and Other Taxes				
7.1	Transient Room Tax		8.50%		
7.1.1	Transient Room Tax				
7.2	Franchise Fees				
7.2.1	Cascades Natural Gas		5.00%		
7.2.2	Crestview Cable		5.00%		
7.2.3	Pacific Power		5.00%		
7.2.4	Prineville Disposal		5.00%		
7.2.5	CenturyLink		7.00%		
7.3	Privilege Tax				
7.3.1	Third-party Electricity / Natural Gas Suppliers		5.00%		
			Base 19-20		
			Charge		Additional Charges / Comments
8.0	Administrative Fees and Charges				
8.1	Photocopies / Printed Reports		0.40		Per page after first five pages
8.2	Fax Charges				
8.2.1	First Page		2.50		
8.2.2	Each Additional Page		1.30		Per page
8.3	Public Records Fees (Non-Police)				
8.3.1	Transmitted by Email (per page to 10MB in Size)		5.00		For records relating to the Police Department, refer to fees in section 1.0
8.3.2	Transmitted by Fax (First Page)		2.50		

8.3.3	Transmitted by Fax (Each Additional Page - 10 Page Limit)	1.30				
8.3.4	Records Copied to CD (each CD)	5.00				
8.3.5	True Copy Certification	5.00				
8.4	NSF Charges	33.00				
8.5	Notary Fee	10.00	Per page notarized			
8.6	Research / Accounting		Actual cost incurred			
8.7	Lien Search Fee	25.00				
		Base 19-20				
		Charge	Additional Charges / Comments			
9.0	Citywide Standard Hourly Billing Rate					
9.1	Multiplier	2.75 x employee hourly pay rate				