



City of Prineville

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November 10, 2009

STAFF REPORT

Staff: Lisa Morgan

Subject:

Consideration of a Resolution to Amend the City of Prineville Fee and Charge Schedule for 2009-2010

Background:

There have been two inquiries related to repeat temporary liquor license fees this last year which prompted staff to research our records and resulted in the following findings:

On November 14, 2006, Council considered a request from Police Chief Eric Bush to modify the fee structure for repeat temporary OLCC liquor license applications. Chief Bush recommended that a new category should be added for repeat temporary liquor licenses and that the repeat fee be \$35.00 if they apply within 18 months of the first application. Council agreed to have a resolution brought back to amend the fee as presented. (See Attachment "A").

On November 28, 2006, Resolution No. 1052 (Attachment "B") was approved by Council. This Resolution established a new fee category under liquor licenses for renewals of temporary OLCC liquor licenses. The fee was reduced to \$35.00 per event for a renewal within 18 months after paying the initial \$100.00 temporary license fee.

The new category for repeat temporary liquor licenses was not included in the fee schedule for subsequent fiscal years 2007-2008, 2008-2009 or 2009-2010. It appears that the Council's intent was to have this fee established, therefore the purpose of this amendment.

Fiscal Impact:

Depending on the Council's decision, this could result in approximately \$325.00 worth of credit memos being issued for future use.

Recommendation:

- Deny request for amendment to fee schedule by resolution, or
- Approve request for amendment to fee schedule by resolution effective from this date forward, or
- Approve request for amendment to fee schedule by resolution and issue credit memos to those who meet the requirements of "repeat" temporary liquor license from December, 2006 through October, 2009.

Attachments:

Attachment "A" – Council Minutes from November 14, 2006

Attachment "B" – Resolution 1052 approved 11/28/06

Attachment "C" – Resolution 1115 – Amending 2009-2010 Fee and Charges Schedule

Council Member Roppe suggested passing the ordinance being presented tonight because it can be repealed later if the Council decides to do so.

City Manager Robb Corbett reported we are due to have another survey and this could be one of the issues addressed on the survey.

Council Member Roppe moved to adopt Ordinance No. 1139 with the stipulation that we gather public information on the issue of banning burning. Council Member Petersen seconded and the motion passed unanimously.

REPORT ON SHALLOW GROUNDWATER IN THE DOWNTOWN CORE AREA, FOR DRINKING WATER: City Manager Robb Corbett stated the Council received a report in their packets. Approximately 250 letters were sent out and there were no negative responses to banning the use of shallow wells for drinking water. The concern expressed was that they would like to continue the use of these shallow wells for the purpose of irrigation.

The Council decided to go with Option #2 as presented in the staff report, which is to direct staff to move forward in adopting such an ordinance for prohibiting the use of shallow wells for drinking water.

COUNCIL POLICY AMENDMENT - INCORPORATING FISCAL & ANNEXATION POLICIES: City Manager Robb Corbett stated it is important that we are consistent in recording policy. Recently the Council adopted a Fiscal and Annexation policies that need to be included in the Council Policies as well. A copy of Executive Limitations Policy 2.0b, which amends the current policy 2.0a is included in the Council packet.

Council Member Petersen moved to approve policy amendment 2.0b as presented. Council Member Roppe seconded and the motion passed unanimously.

OLCC LIQUOR LICENSE APPROVAL MODIFICATION: Police Chief Bush reported the Council adopted a fee structure geared towards cost recovery for services. We are currently charging a fee of \$100 for permanent and temporary OLCC license Applications. This fee is appropriate, but he feels a new category should be established for "repeat temporary licenses" because after the first temporary license is issued the repeat request requires less time. Chief Bush is suggesting the fee for repeat temporary OLCC licenses be \$35 if they apply within 18 months of the first application.

Additionally, they have been busier with temporary OLCC licenses since the annexation of the fairgrounds. Chief Bush is also recommending that the Council delegate authority for the recommendation of temporary OLCC licenses to him to approve since the event dates are not always consistent with Council Meetings.

There was a brief discussion regarding charging the fee to a non-profit organization. It was stated these organizations usually hire a cater to do the event, so this would be an expense of the cater, not the organization.

The Council agreed to have a resolution brought back to the Council amending the fee as presented.

The Council also delegated authority for recommendation of temporary OLCC licenses to the Police Chief.

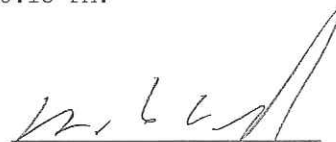

APPROVAL TRANSFER OF OWNERSHIP OF PRINEVILLE DISPOSAL, INC.:
Gary Goodman gave a brief history of Prineville Disposal since he and Sally purchased the business in June, 1977. Now it is time to pass the business on to his daughter and son-in-law, Emily and Steve Holiday. It is with pride that they want to keep the business in the family, so they have set up a buy/sell agreement for Emily and Steve to assume ownership of Prineville Disposal, Inc.

Gary Goodman formally requested the Council's written approval in transferring ownership of Prineville Disposal, Inc. from Gary and Sally Goodman to Emily and Steve Holiday.

Mayor Wendel stated he looks forward to continuing Prineville Disposal's contributions to the community and being a real asset to Prineville.

Council Member Roppe moved to approve the transfer of ownership of Prineville Disposal from Gary and Sally Goodman to Emily and Steve Holiday. Council Member Petersen seconded and the motion passed unanimously.

There being no further business to come before the Council at this time, the meeting was adjourned at 8:15 PM.


Mike K. Wendel, Mayor
Robb Corbett, City Manager
Recorder

RESOLUTION NO. 1052

**A RESOLUTION AMENDING THE CITY OF PRINEVILLE
2006-2007 FEES AND CHARGES SCHEDULE**

IT IS HEREBY RESOLVED by the Prineville City Council that the following fees and charges for fiscal year 2006-2007, as established by Resolution 1048, are amended to read as follows:

1.10 Liquor License.

1.10.1 New Application for Permanent License - \$100

1.10.2 Change of Ownership - \$75

1.10.3 Annual Renewal of Permanent License - \$35

1.10.4 Temporary (event) - \$100

1.10.5 Renewal of Temporary License (within 18 months after paying \$100 temporary license fee) - \$35 per event

Community Development

2.0.1 Miscellaneous Planning fee \$50 plus time and materials

2.0.2 Application Extension \$150

2.2.3 Revocable Permit \$150

Site Plan Review

2.2.1.1 Non dwelling add. or acc. use <1000sq. ft. \$50

2.2.1.2 Dwelling Addition \$50

2.2.1.3 1-2 Family \$100

2.2.1.4 Multi-Family \$150 25/unit (City)

2.2.1.5 Mobile \$165

Conditional Use Permits

2.3.1.1 1-2 family \$800

2.3.1.2 Multi-family \$1500 \$25/unit (City)

2.3.1.3 Mobile Park \$1500 \$25/unit (City)

2.3.2.1 Use change \$1200 plus traffic review fee

Variance application

2.5.1 Minor Variance \$250

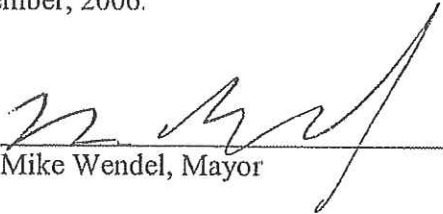
GIS Fees - In addition all GIS fees were updated per Crook County GIS Department. As shown on the new fee schedule.

All other fees and charges for fiscal year 2006-2007 as established by Resolution 1048 shall remain in full force and effect.

The above modification shall be in full force and effect upon passage of this Resolution.

Passed by City Council this 28th day of November, 2006.

Signed by the Mayor this 28th day of November, 2006.


Mike Wendel, Mayor

ATTEST


Robb Corbett, City Recorder/Manager

RESOLUTION NO. 1115

**A RESOLUTION AMENDING THE CITY OF PRINEVILLE 2009-2010 FEES
AND CHARGES SCHEDULE**

IT IS HEREBY RESOLVED by the Prineville City Council that the following fees and charges for fiscal year 2009-2010, as established by Resolution 1108, are amended to read as follows:

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 \$100.00 temporary license fee) - \$35.00 per event.

All other fees and charges for fiscal year 2009-2010 as established by Resolution 1108 shall remain in full force and effect.

The above modification shall be in full force and effect upon passage of this Resolution.

Passed by City Council this 10th day of November, 2009.

Signed by the Mayor this 10th day of November, 2009.

Mike Wendel, Mayor

ATTEST

Steve Forrester, City Manager/Recorder