



CITY COUNCIL MEETING

Tuesday, September 05, 2023 at 6:00 PM
Sandy City Hall and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to Sandy City Hall (lower parking lot entrance) - 39250 Pioneer Blvd., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/82822383783>

Or by phone: (253) 215-8782; Meeting ID: 82822383783

WORK SESSION – 6:00 PM

1. Sandy Winterfest Planning

REGULAR MEETING – 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT (3-minute limit)

The Council welcomes your comments on other matters at this time. The Mayor will call on each person when it is their turn to speak for up to three minutes.

-- **If you are attending the meeting in-person**, please submit your comment signup form to the City Recorder before the regular meeting begins at 7:00 p.m. Forms are available on the table next to the Council Chambers door.

-- **If you are attending the meeting via Zoom**, please complete the online comment signup webform by 4:00 p.m. on the day of the meeting:
<https://www.ci.sandy.or.us/citycouncil/webform/council-meeting-public-comment-signup-form-online-attendees>.

RESPONSE TO PREVIOUS PUBLIC COMMENTS

CONSENT AGENDA

2. City Council Minutes: August 21, 2023

OLD BUSINESS

3. Cascade Creek Parks SDC Dedication Discussion

RESOLUTIONS

4. Changes to the Master Fee Schedule
Resolution 2023-31

REPORT FROM THE CITY MANAGER

COMMITTEE / COUNCIL REPORTS

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



STAFF REPORT

Meeting Type: City Council
Meeting Date: September 5, 2023
From: Rochelle Anderholm-Parsch, Parks and Recreation Director
John Wallace, Recreation Manager
Tiana Rundell, Parks Manager
Subject: Sandy Winterfest Planning

PURPOSE / OBJECTIVE:

Staff to provide an update on the 2023 Sandy Winterfest vision and progress.

Sandy Winterfest Vision

- Expand on the experiences and partnerships from last year by enhancing our decorations and events
- Creatively engage our businesses in the downtown area of Sandy to participate to help create a more centralized and wider ranging holiday feel.
- Sandy to be seen as a Winter destination to help fuel economic activity and tourism while providing free community events to our citizens of Sandy.

BACKGROUND / CONTEXT:

The first holiday focused light display at Meinig Park was in 2022. It was extremely well-received by the community. Due to the popularity, and the prospect that Sandy will become a Winterfest town, staff have been hard at work preparing for an expanded second annual Sandy Winterfest.

Meinig Park Electrical Improvements

The parks team is looking forward to enhancing patrons' experiences! This includes wrapping many more trees in lights, lighting both bridges that cross the creek with an arch and lighting the section of path leading down from City Hall to the lower bridge. Staff has also sourced some fun new additions to the character decorations.

- **June 2023:** 5 receptacles with four outlets each were added to the section of the park behind City Hall which will allow us to light the part of the path that leads to the lowest bridge crossing of the creek and many more of the trees between the creek and the three smaller structures.
- **August 2023:** Installation of an additional five receptacles with four outlets each is almost complete in the large, forested area North of the restrooms.
- The upgrades were completed with a contract not to exceed \$15,000.

Meinig Park Events

Like last year, Meinig Park will be open to the public to walk through from December 1st through early January. Along with our open decorated park, the Parks and Recreation Department will host seven free Community Events:

- **December 1st:** Winterfest Lighting - After turning on the tree in the Plaza, staff will turn on the lights in Meinig for a walk through. We will announce our Sponsors and Businesses who are taking part in the Merry Makeover Challenge and Santa Stroll (see below).
- **December 2nd:** Pet Pictures with the Grinch - Take pictures with your pet and family with the Grinch, enjoy some treats and beverages supplied by an event sponsor, stop by the petting zoo, and enjoy the park.
- **December 9th:** Snow Queen & Ice Princess - A dramatic reading by the Snow Queen and Ice Princess, The High School Choir and Band will play and sing carols and drinks and treats will be supplied by an event sponsor.
- **December 15th:** Stocking Stroll - Families will walk the Downtown section of Sandy, stopping at the businesses that pledged to take part in Winterfest. The businesses will have treats and presents for kids to fill their stockings. This will be the perfect time to take detailed inspections of the decorations and to vote on your favorite.
- **December 16th:** Estampa y Santa - Estampa Mexicana will perform, and Santa will be under the Gazebo. An event sponsor will hand out drinks and treats.
- **December 21st:** Shortest Day Walkway - Similar to the Longest Day Parkway, departments and sponsors will be invited to set up booths throughout Meinig Park. There will be a scavenger hunt put on by the Parks and Recreation Department that will lead them to each booth. An event sponsor will hand out drinks and treats.
- **Holiday Happy Hour:** Vendors will serve adult beverages and snacks for a time to socialize, walk the park and hear the winners of our Merry Makeover Challenge (see below).

Downtown Decorations:

Staff's plan is to expand on the traditional decorations (the trees on Proctor & the plaza) by decorating / lighting the islands on the west and east side of the downtown sector (The green spaces with the waterfall and the Welcome to Sandy sign across from 7-11). We are also looking at tastefully lighting the Veterans Memorial, the green space between Joes and City Hall, the Community Center and its landscape, the Library and City Hall. Along with the lighting, we are hoping to wrap the utility poles & light poles on Pioneer and Proctor with garland and wreaths alternating with a red and white banner topped with a red bow (think candy canes).

Downtown Events:

The goal is to engage with businesses to "pledge" to be a part of Winterfest." By officially taking part, businesses will agree to decorate their storefronts and landscape. Businesses who participate will take part in the first annual downtown business decoration competition (AKA...**Merry Makeover Challenge**) which will be voted on by the citizens of Sandy and finally, open their doors for our Family Friendly Stocking Stroll.

Not only will businesses be taking part in a community event with a long-term goal of increased tourism and economic growth, but they will also be incentivized to participate in Parks and Recreation events

that will bring people to their stores. Finally, there will be a three-tiered reward system for the best decorated businesses.

1st Place Mayor's Award: \$750

2nd Place: \$500

3rd Place: \$250

KEY CONSIDERATIONS / ANALYSIS:

The Parks and Recreation staff are determined to regularly expand the Winterfest experience with the understanding that this will be a signature event for the City of Sandy. The team has high expectations for the growth of this event but there are also certain limitations.

These limitations include existing budgetary parameters, limited parks personnel and the Sandy Municipal Code. Although, the budgeted amount for Winterfest is generous, custom designs and a bigger and better experience is costly. Regarding staff, there are currently only three full time staff in the parks department.

Considerations also exist within the Sandy Municipal Code Chapter 15.32 (the sign code), which is the section of our code regulating not just signs, but also items like banners, lights, and other items affixed to buildings that might straddle the line between signs and decorations. First, staff will bring a recommendation at an upcoming meeting that the Council declare a "Community-Wide Event" (as was done, for example, for the Mt Hood Farmers Market) to generally provide extra latitude and flexibility under the code. The text of the Council's declaration can be written to clearly articulate our intent to promote attractive and tasteful holiday decorations. Additionally, and more particularly, the sign code defines 'signs' very broadly (including as a "device that is affixed to [...] a building, structure or land and which directs attention to [...] an institution or business") and goes on to prohibit items that "rotate, reflect, flash, blink, fluctuate, or have chaser effects." Staff have used this portion of the code in the past to disallow blinking lights in downtown windows for example. For consistency purposes, staff intends to write the Merry Makeover program rules in such a way to disallow decorations that "rotate, reflect, flash, blink, fluctuate, or have chaser effects." Finally, rules will be written to disallow decorations that block the right of way, or that create other safety concerns.

BUDGET IMPACT:

Below is a budget estimate. Staff are waiting on the quote regarding holiday lighting for the downtown sector, and creative displays (large scale/showstopping displays). This includes installation and the purchase of new material for an enhanced experience at Meinig.

Resources Biennium	2023 Expenses	2024 Expenses	Notes
\$125,000	\$70,000	\$55,000	- Annual plaza tree lighting, events - Heaters - Purchase of more decorations (light materials and lasers etc.) - Lighted walk-through experience, - Install costs - Electrical upgrades and equipment - Tree Lighting along Proctor and added decorations on Pioneer
\$55,000	\$27,500	\$27,500	- Enhanced downtown Lighting / Decorating

			-Business engagement / *Merry Makeover*
TOTAL	TOTAL	TOTAL	
\$180,000	\$97,500	\$82,500	

LIST OF ATTACHMENTS / EXHIBITS:

Attachment A: Winterfest Presentation



Item # 1.

Sandy Winterfest

City Council Meeting
September 5th, 2023

Purpose

- To provide you with an update on Winterfest 2023
- To ask and answer any questions
- Align our visions!



Agenda

- Vision
- Where Are We Going?
- Meinig Park Upgrades
- Meinig Park Events
- Downtown Experience
- Budget Update
- Future
- Limitations



Vision

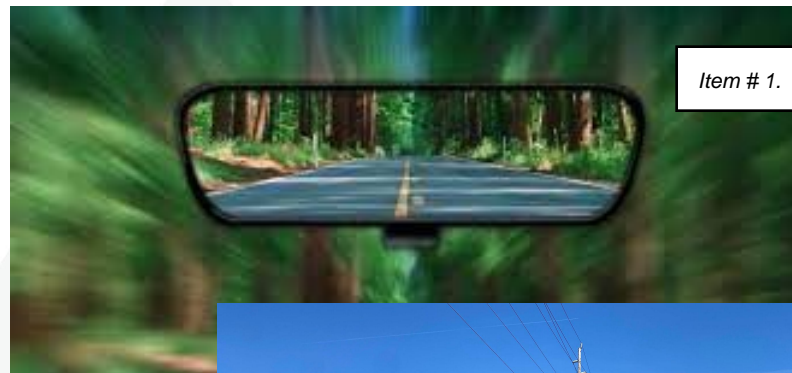
Our **vision** for Winterfest is to **expand on the experiences** from last year by **enhancing our decorations and events**.

Simultaneously, we are trying to **creatively engage our businesses** in the downtown area of Sandy to help create a **more centralized and wider ranging holiday feel**.

Ultimately, we would like Sandy **to be seen as a Winter destination** to help **fuel economic activity and tourism** while providing **free community events to our citizens** of Sandy.

Where we are at

- **Parks and Recreation taking over management of Winterfest**
 - Budgets
 - Contracts
 - Programming
- **Planning, Purchasing & Sponsorships**
 - Events
 - Decor
 - \$15-\$20k Goal
- **Downtown**
 - Getting Business involved
 - Decorating



Meinig Park Electricity Upgrades

- (June 2023) **5 receptacles** with **4 outlets each** were added to the section of the park behind City hall which will **allow us to light the part of the path** that leads to the lowest bridge crossing of the creek and many more of the trees between the creek and the three smaller structures.
- (August 2023) Installation of an **additional 5 receptacles with 4 outlets each** is almost complete in the large forested area North of the restrooms.
- This upgrade was completed through a time and materials contract not to exceed \$15,000 amount.



Meinig Park Bridge Upgrades

- Needed Extensive Repair
 - Safety Hazard
 - Rotting Wood
 - Structural integrity
- ***Will now have the capacity to support a lit archway as a display piece***
(before) (after)

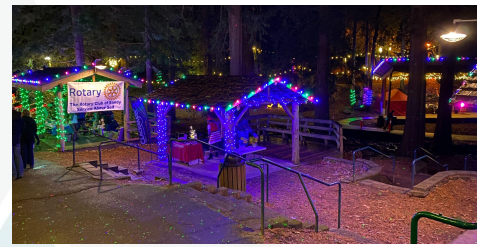


Item # 1.

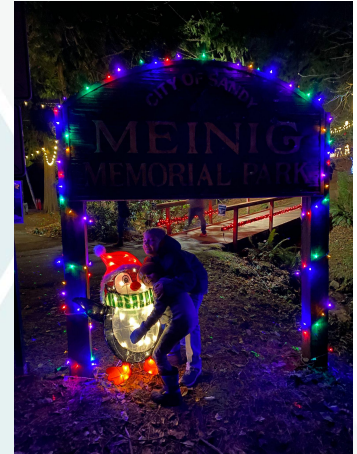


Meinig Park Decoration Upgrades

- Adding New Decorations (Lasers, Lights & Snowflakes) to all newly powered areas
- Including “Show Stopping” or “Picture Worthy” Pieces at Main Entrances



Item # 1.



SANDY
WHERE INNOVATION MEETS ELEVATION™

Other Meinig Park Upgrades

- **Heaters:** 8 heaters around main focal points
- **Data Trackers:** Will track the amount of activity in the park
- **Storage POD:** Will house expensive and moveable items



Downtown Plan

- **Lighting/Decorating:**

- All City Properties

- West and East Island, Community Center and Landscape, Veterans Memorial, City Hall and Landscape, Plaza, Library & Landscape, Utility and Light Poles

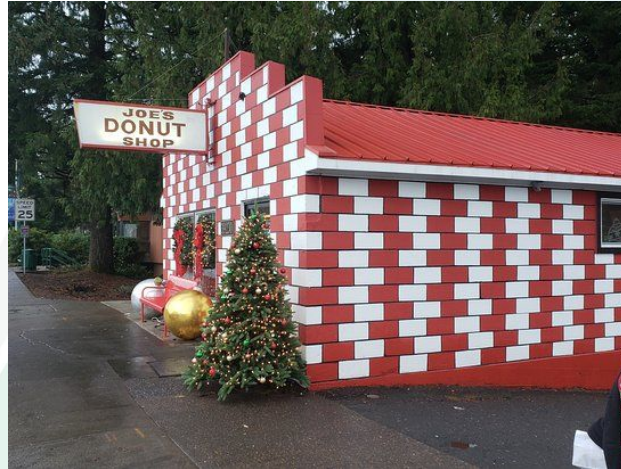
- **Merry Makeover Competition:**

- Incentivize

- Market
- Advertise
- Prizes!
 - Mayoral Prize: \$750
 - 1st Place : \$500
 - 2nd Prize: \$250
 - 3rd Prize: \$150

- **Stocking Stroll:**

- Dec. 15th
- Participating Sponsors
- Free Family Event



Events! Centennial Plaza Tree Lighting - Dec 1st

Description: Pictures with Santa, Tree Lighting at 6pm, Official Start to Winterfest

Participating Partners: Kiwanis, Rotary, Sandy Library, Transit, Parks & Recreation, Public Works, SHS Choir, and Knapp Farms



Events! Pet Pictures with the Grinch - Dec 2nd

Description: Pet pictures with Grinch (on stage) & petting zoo with FFA (under gazebo)

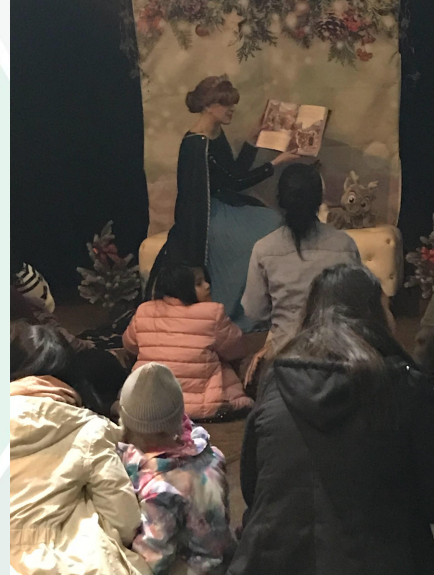
Participating Partners: Kiwanis (cocoa and snacks), FFA (petting zoo) & Sponsors



Events! Snow Queen and Ice Princess - Dec 9th

Description: A theatrical performance/reading from the Snow Queen & Ice Princess. The SHS Band and Choir will perform on the stage.

Participating Partners: Antfarm (drinks and Snacks), Todos Juntos (crafts), SHS Choir & SHS Band



Events! Estampa y Santa - Dec 16th

Description: Watch a Holiday performance by Estampa Mexicana and See Santa

Participating Partners: Estampa Mexicana, Rotary Club...SANTA!



Events! Shortest Day Walkway - Dec 21st

Description: A sister program to Longest Day Parkway

Participating Partners: Sandy Chamber, Sandy Depts & Event Sponsors



Events! Holiday Happy Hour - Dec 28th

Description: Enjoy a cocktail, the lights and some holiday cheer.

Participating Partners: Just Rum, and Jose Cantu (tamales)

This event was cancelled last year due to inclement weather



Current Sponsorships

Embold	\$2000	<i>confirmed</i>	Tractor Supply	\$TBD	<i>waiting</i>
CCB	\$1000	<i>confirmed</i>	Rollis Detail	\$TBD	<i>waiting</i>
Barlow Vet	\$2000	<i>confirmed</i>	Washman	\$1000	<i>confirmed</i>
Just Rum	\$2000	<i>confirmed</i>	Timberline	\$TBD	<i>waiting</i>
Sandy Decor	\$350	<i>pending</i>	<p><u>Total Confirmed Sponsorships</u></p> <p>\$10,000</p>		
Barlow Vet	\$2000	<i>confirmed</i>			
AEC	\$TBD	<i>waiting for response</i>			
Gerens	\$TBD	<i>waiting for response</i>			
Next Adven...	\$TBD	<i>waiting for response</i>			
US Metals	\$TBD	<i>waiting for response</i>			

Budget Update

Below are budget estimates:

- Awaiting detailed quotes
- Safety net
- Increasing 2024



Item # 1.

Resources Biennium	2023 Expenses	2024 Expenses	Notes
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TOTAL	TOTAL	TOTAL	
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Continued/Future Ideas

- OTSD
 - Continue to build Relationships
 - Newspaper
 - Visual Arts
- Commercre
 - Winterfest Discount Coupons
 - Communicate Schedule
 - Added downtown programs
- Long Term
 - Added Electrical
 - Ice Skating Rink
 - Sustainable Plaza Tree



Limitations and Solutions

- **Electric:**

- Upgrades at Meinig Park
- Merry Makeover Competition
- Solar and Battery Power

- **Expectations:**

- Meeting to align visions
- Step by step process
- Long term vision

- **Staffing:**

- Building Monitor
- On Call at Will

- **Weather:**

- Heaters
- Informing

- **Decoration Code**

- Proclamation



Questions

Item # 1.



Thank you!





CITY COUNCIL MEETING

Monday, August 21, 2023 at 6:00 PM
Sandy City Hall and via Zoom

MINUTES

WORK SESSION: 6:00 PM

1. Legislative Session Debrief and Government Relations Priorities

The City's government relations consultant, Nellie deVries, provided a summary of the staff report, which was included in the agenda packet. Ms. deVries recapped the recent legislative session, and provided remarks and observations on the circumstances that led to the City being unsuccessful in its request to secure state funding assistance for the Drinking Water System Reinvestment Project. She also raised the possibility that the City could amend its request to instead seek funding for the Sandy Clean Waters program, especially given the state priorities related to housing development.

Council discussion ensued on the following issues:

- The importance of maintaining relationships with the City's legislative representatives, potentially including inviting them to future work session meetings
- The possibility of the Legislature holding a special session in the coming months
- Other potential avenues for pursuing the City's financial requests, including by working with representatives of neighboring districts as appropriate
- Possibilities for securing grant funding through state agency programs
- Difficulties inherent in securing state funding during short legislative sessions
- Remarks on other jurisdictions that were successful in their funding requests
- Suggestions for right-sizing the City's ask in the future
- Benefits of amending the request to the issue of wastewater instead of drinking water
- Observations on political dynamics
- Importance of advocating on the City's behalf, rather than solely through legislators
- County and regional government relations priorities and opportunities:
 - Advocating for inclusion of the Hwy 26 bypass in the County's TSP
 - Opportunities for staying more connected with regional meetings, committees, and funding avenues
 - Importance of staying engaged and aware of the County's efforts to address homelessness, which potentially includes purchasing property
 - Concern regarding new provisions for converting commercial property to residential uses
 - Risks of further erosion of local control of land use

REGULAR MEETING: 6:30 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor Stan Pulliam
Council President Laurie Smallwood
Councilor Chris Mayton
Councilor Rich Sheldon
Councilor Kathleen Walker
Councilor Carl Exner
Councilor Don Hokanson

CHANGES TO THE AGENDA

PUBLIC COMMENT (3-minute limit)

(none)

RESPONSE TO PREVIOUS PUBLIC COMMENTS

The Interim City Manager stated that blackberries have been trimmed back from the property of the affected resident who raised the concern at the previous meeting, and that management practices will be improved in the future.

CONSENT AGENDA

2. City Council Minutes: August 7, 2023
3. Compact Excavator procurement for the Public Works Department
4. Oregon Department of Transportation Grant Agreement No 35396
5. Oregon Department of Transportation Grant Agreement No 35560

MOTION: Adopt the Consent Agenda

Motion made by Councilor Sheldon, Seconded by Councilor Mayton.

Voting Yea: Mayor Pulliam, Council President Smallwood, Councilor Mayton, Councilor Sheldon, Councilor Walker, Councilor Exner

Voting Abstaining: Councilor Hokanson

MOTION CARRIED: 6-0-1

REPORT FROM THE CITY MANAGER

- Police Chief Roberts is retiring at the end of the month, and Lieutenant Lundry will serve as interim chief while a recruitment process proceeds. Initial steps in the recruitment are being taken now so the process can proceed quickly once the permanent city manager is in place.
- The police staffing study that was funded during the Budget Committee process will be beginning soon

COMMITTEE / COUNCIL REPORTS

Councilor Hokanson

- A Winterfest planning work session should occur soon

Councilor Exner

- Concerns regarding dirt being moved in large quantities in private back yards, especially regarding erosion control when rains return

Councilor Walker

- Susie Jenkins retired from the Library
- Praise for the paving on Pleasant Street; many more needs exist
- A grant application for a Jonsrud live cam was submitted to Travel Oregon
- Many code compliance needs will face the new code compliance officer when they start work

Councilor Sheldon

- Thanks and appreciation for Chief Roberts
- Remarks on the new RV parking permit program
- Congratulations on his 13th anniversary

Council President Smallwood

- Remarks on coordination with the Sandy Mountain Festival regarding the opportunity to hold a parade during the Winterfest celebration

Councilor Mayton

- Reminder on the upcoming Mt Hood Hospice remembrance event

Mayor Pulliam

- Recap of the recent Oregon Mayors Association conference and discussions on homelessness
- Concern regarding the lack of concern about the erosion of home rule authority
- Concern regarding state preemption of local tree ordinances
- Upcoming Steve Duin column on home rule
- Community level non-profits are finding funds available for homelessness services including resource managers and transitional housing; a new homelessness task force meeting is needed
- Council consensus to add the City's logo to a C-4 statement on tolling

RECOGNITION OF CHIEF ERNIE ROBERTS

The Council recognized and expressed its deep appreciation for retiring Chief Roberts and his 20 years of leadership and service to the city. Remembrances and remarks were made regarding the Chief's service, notable memories, and the quality of the department and culture he has cultivated. A gift was presented to the Chief and photos were taken.

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

ADJOURN

EXECUTIVE SESSION: 7:00 PM

The City Council met in executive session pursuant to ORS 192.660(2)(a)

DRAFT



STAFF REPORT

Meeting Type: Sandy City Council
Meeting Date: September 5, 2023
From: Rochelle Anderholm-Parsch, Parks and Recreation Director
Subject: Cascade Creek Parks SDC Dedication Discussion

DECISION TO BE MADE:

Whether Council wants to act upon the Planning Commission’s request that a majority (51% or greater) of the Parks SDC’s from the Cascade Creek Mixed-Use Development is dedicated to Bornstedt Park for Phase 2 improvements.

PURPOSE / OBJECTIVE:

Discuss staff and the Parks and Trails Advisory Board recommendation as it relates to the Planning Commission’s request to dedicate the majority (51% or greater) of the Parks System Development Charges from the Cascade Creek Mixed-Use Development to future park improvements at Bornstedt Park.

BACKGROUND / CONTEXT:

At the [June 26, 2023 Planning Commission meeting](#) a public hearing was held for the Cascade Creek Mixed-Use Development which is located just north of Bornstedt Park. During this meeting there was a formal request from the Planning Commission that the Council consider dedicating a majority of the Parks System Development Charges generated from that development to future park improvements at Bornstedt Park.

At the [July 17, 2023](#) Council meeting, the Planning Commission Council Liaison, Councilor Mayton, brought the Planning Commission’s request to Council. The Council referred the issue to the Parks and Trails Advisory Board to discuss and present a recommendation to the Council.

On [August 9, 2023](#) the Parks Board discussed the Planning Commission’s request and unanimously agreed to recommend against dedicating a majority (51% or greater) of Parks SDC’s to future park improvements at Bornstedt Park. Attachment A is a memo that was crafted by the Parks and Trails Advisory Board summarizing their recommendation.

KEY CONSIDERATIONS / ANALYSIS:

There are several items that the Parks Board considered: the 2022 Master Plan priorities, and the 2023-2025 City Budget and Council Goals.

First, the 2022 Parks and Trails Master Plan lists Bornstedt Park Phase 2 as a Tier 2 priority which is a 5–10-year timeline. In the Master Plan there are higher prioritized projects such as Deer Point Park, which is a Tier 1 priority (0-5 Years).

Second, consideration was given to the newly adopted Capital Improvement Project list as well as 2023-2025 Council Goals. The 2023-2025 Council Goals listed two specific park projects; 1) the design and construction of the Community Campus Park improvements, and 2) complete the design and construct park improvements at Deer Point Park.

Lastly, the 2023-2025 adopted Parks Capital Projects Fund lists capital outlay for the Community Campus Park Project, and Deer Point Park.

Development Agreement

The Parks Board supports the department's efforts in exploring a development agreement with the Cascade Creek developer. This could include ROW improvements such as half street improvements and adding a parking lot at Bornstedt Park. When the property to the west of park is developed, half street improvements connecting Village Blvd and Cascadia Village Drive will be required by the City.

A development agreement would provide Park SDC credits to the developer in exchange for any agreed upon improvements. Any park SDC credits issued would be proportionate to the improvements related to the development of the park or required ROW enhancements.

An established development agreement that coincides with Cascade Creek construction would feasibly: save the city money, check off a priority project listed in the Transportation System Plan (D21F Village Blvd Extension 1), and provide ADA access and parking for the park.

BUDGET IMPACT:

Parks SDC Calculation:

78 multi-family units x \$6,596.61 rate for multi-family dwelling = \$514,535.58

RECOMMENDATION:

Staff proposes that the Council accepts the Parks Board recommendation.

- The Parks board does not recommend the support of the majority (51% or greater) of the Park's SDCs from this development being dedicated to Bornstedt Park
- The Parks Board supports the Parks Department efforts in exploring the option to establish a development agreement.

Staff does not recommend a dedication of a majority of the Parks SDC's assessed from the Cascade Creek Mixed-Use Development.

SUGGESTED MOTION LANGUAGE:

None. If the Council concurs with the Parks and Trails Advisory Board's recommendation not to move forward with the Planning Commission's SDC dedication proposal, no motion is needed.

LIST OF ATTACHMENTS / EXHIBITS:

Attachment A: Memo from the Parks and Trails Advisory Board

To: The Mayor and the Sandy City Council and the Planning Commission

Date: August 21, 2023

From: The Parks & Trails Advisory Board

Subject: Cascade Creek Mixed Use Development

I am sending this communication on behalf of the Parks & Trails Advisory Board.

The board met on [August 9th, 2023](#) and revisited the Cascade Creek Mixed Use Development. This development was revisited due to a motion made by the planning committee at the [June 26th, 2023](#) Planning Commission Meeting. The motion was as follows, "Motion to make a recommendation to City Council that the majority of the parks SDC's collected from the Cascade Creek Mixed-Use Development be used for improvements at Bornstedt Park."

The Parks Board reviewed the recommendation from the Planning Commission and are recommending two items:

- 1) The Parks board does not recommend the support of the majority (51% or greater) of the Park's SDCs from this development being dedicated to Bornstedt Park Phase 2 for the following reasons.
 - a) The Parks board is not in favor of the Majority of the SDCs from this development being dedicated to Bornstedt Park Phase 2 as that would be setting a precedent that does not follow our Parks & Trails Master Plan.
 - b) The department currently has Capital Improvement Project funds and would like to focus upcoming efforts on tier 1 projects. Bornstedt Park Phase 2 is listed as a tier 2 priority.
- 2) The Parks Board still supports the Parks Department in exploring the option to establish a development agreement to build certain amenities as listed in the Bornstedt Park Phase 2 master plan. Items discussed in the meeting include:
 - a) Right of way improvements to accomplish transportation goals as listed in the Transportation System Plan.
 - b) Alleviating the parking situation and lack of ADA access to the park by adding a parking lot, an amenity that is listed in Phase 2.
 - c) Potentially working with the developer to offer playgrounds that fit different demographics than our current one.

Respectfully submitted on behalf of the Parks and Trails Advisory Board.

Don Robertson:

Parks and Trail Advisory Board Chair

Staff Contact:

Rochelle Anderholm-Parsch
503-489-2157 (p) | randersholmparsch@ci.sandy.or.us



STAFF REPORT

Meeting Type: City Council
Meeting Date: September 5, 2023
From: Tyler Deems, Interim City Manager
Subject: Changes to the Master Fee Schedule

DECISION TO BE MADE:

Whether to increase building and planning fees.

BACKGROUND / CONTEXT:

The City annually reviews and updates fees and charges to adjust for inflation. On June 20, 2023 the Council reviewed a number of updates to the fees, held a public hearing, and adopted the changes. Due to a noticing requirement by the State for changes to building fees, the Council was unable to adopt changes to the fees and charges for building and planning fees. Staff has now completed the noticing requirement with the state and is bringing back the changes to Council for adoption.

As indicated in the previous staff report, in an effort to continue making incremental increases based on current CPI, the proposed fee increase for Planning and Building is 6% for all fees. The City has historically been low compared to other cities in many categories and the fees should be updated to cover the city's costs to process and review applications rather than relying on an increasing share of general revenue. The proposed 6% matches the CPI as of January of this year, which was used to develop the budget for the upcoming biennium. The average increase to a building permit for a new single-family home would be approximately \$350.

The new fees will take effect for permits received on or after September 11, 2023.

BUDGET IMPACT:

None. These changes are already reflected in the BN 2023-25 budget.

RECOMMENDATION:

Staff recommends adopting the proposed increase in fees.

SUGGESTED MOTION LANGUAGE:

"I move to adopt Resolution 2023-31, a resolution amending the City's Master Fee Schedule."

LIST OF ATTACHMENTS / EXHIBITS:

- Resolution 2023-31
 - Exhibit A – Master Fee Schedule



RESOLUTION NO. 2023-31

A RESOLUTION ADOPTING CHANGES TO THE MASTER FEE SCHEDULE

WHEREAS, the City imposed municipal fees and charges via resolution; and

WHEREAS, adjustments to fees and charges are necessary to reflect the current costs of service delivery; and

WHEREAS, the City Council has reviewed the proposed changes;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY:

Section 1: The Master Fee Schedule is amended as shown in Exhibit A.

Section 2: These changes shall become effective September 11, 2023.

This resolution is adopted by the City Council of the City of Sandy this 5 day of September, 2023.

Stan Pulliam, Mayor

ATTEST:

Jeffrey Aprati, City Recorder

CITY OF SANDY MASTER FEE SCHEDULE

September 11, 2023

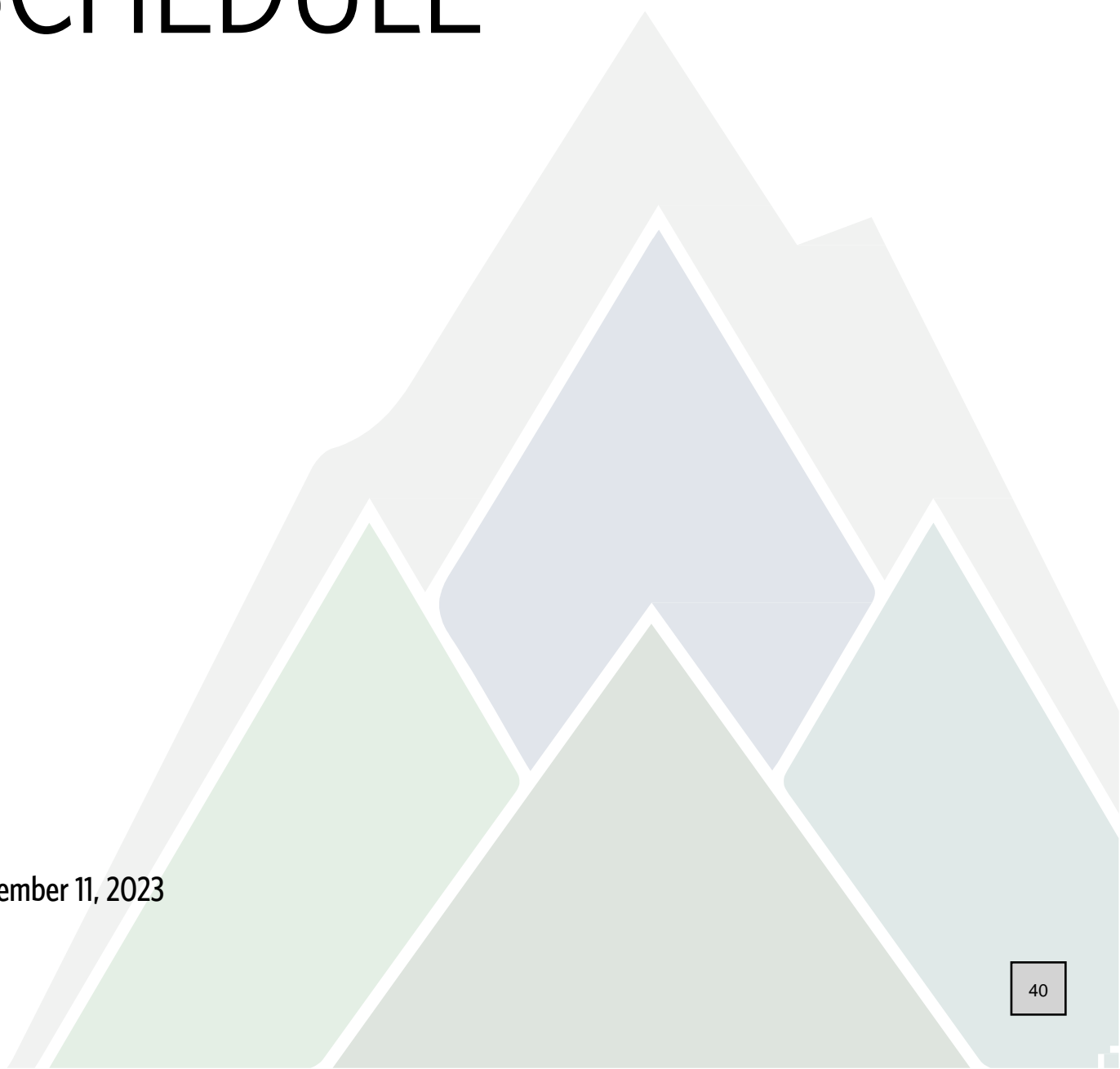


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Fee Name	Amount	Description
1. MISCELLANEOUS CHARGES		
A. Business License		
a. Home-Based Business	\$55.00	
b. Business License - businesses within City limits	\$85.00	
c. Business License - businesses outside City limits	\$115.00	
d. Residential Rental Business	\$85.00	plus \$6 per unit
e. Business License Renewal Late Fee	\$39.00	If renewal is submitted after March 1 st
B. Copies, Maps, and Documents		
a. Copy: 8.5 x 11	\$0.25	
b. Copy: 8.5 x 14	\$0.25	
c. Copy: 11 x 17	\$0.50	
d. Blueline Maps	\$10.00	
e. Comprehensive Plan Map	\$5.00	
f. Zoning Map	\$5.00	
g. Comprehensive Plan	\$30.00	
h. Development Code	\$50.00	
C. Events		
a. Highway Banner	\$50.00	per week
b. Major Community		Actual cost + 20%
D. Liquor License		
a. Initial	\$100.00	
b. Change	\$75.00	
b. Renewal	\$25.00	
E. Miscellaneous		
a. Finding Fee	\$20.00	
b. Interest Past Due		Annual interest rate set by Finance Director at the time the past due balance is accrued. Rate shall be fixed and based on current yields for long-term investments, plus 1%
c. Lien Search	\$30.00	
d. Returned Item Fee	\$25.00	
F. Records Request		
a. Administrative Fee	\$50.00	per hour
b. Executive Fee	\$80.00	per hour
c. Legal Fee		actual cost
2. PLANNING CHARGES		
A. Addressing		
a. Addressing	\$48.00	plus \$6 per lot
b. Readdressing - Residential	\$233.00	per lot (not exceeding two units)
c. Readdressing - Multi-family, commercial/industrial	\$233.00	plus \$6 per lot or unit
B. Administrative		
a. Administrative Fee		10% of total planning and public works fees assessed, excluding building, plumbing, and mechanical structural specialty code permit fees.
b. Land Use Compatibility Statement	\$132.00	
c. Review of Non-Conforming Use	\$850.00	
d. Public Hearing - Type III	\$1,590.00	review not specifically listed elsewhere
e. Public Hearing - Type IV	\$2,120.00	review not specifically listed elsewhere
f. Public Hearing - Reschedule (applicant's request)	\$530.00	
g. Third-Party Review	\$2,120.00	Deposit for each anticipated third-party review shall be collected in conjunction with the initial application fee. Additional charges, if any, shall be assessed and shall be a lien against the property until paid in full.
h. Third Party Review Scope Consultation	\$530.00	
i. Zoning Verification Letter	\$116.00	Bank/Loan Letter
C. Accessory Dwelling Unit		
a. Accessory Dwelling Units	\$318.00	
D. Adjustments and Variances		
a. Type I Adjustment	\$425.00	less than 10% a quantifiable provision
b. Type II Adjustment	\$530.00	less than 20% a quantifiable provision
c. Type II Variance	\$955.00	
d. Type III Special Variance	\$1,590.00	
e. Type III Variance - Land Division	\$1,590.00	

f. Type III Design Deviation	\$530.00
g. Sign Variance	\$530.00
E. Amendments	
a. Comprehensive Plan Map Amendment	\$5,300.00
b. Comprehensive Plan Text Amendment	\$5,360.00
c. Zoning Map Amendment	\$4,240.00
F. Annexation Type IV	
a. Type A	\$3,180.00 assign conceptual zoning
b. Type B	\$5,300.00 Type A, plus Zoning Map Change
c. Type C	\$7,420.00 Type A and B, plus Plan Map
d. De-Annexation	\$3,180.00
G. Appeal	
a. Type I to Type II	\$265.00 Notice
b. Type II to Type III	\$425.00 Planning Commission appeal
c. Type III to Type IV	\$1,060.00 City Council appeal
H. Conditional Uses	
a. Modification, Major	\$1,060.00
b. Modification, Minor	\$530.00
c. Outdoor Display & Storage	\$530.00
d. Type II	\$1,272.00
e. Type III	\$3,180.00
I. Design Review	
a. Type I: \$0.00 - \$10,000.00	\$265.00 staff review only; no notice
b. Type I: \$10,000.01 - \$25,000.00	\$477.00 staff review only; no notice
c. Type I: \$25,000.01 - \$100,000.00	\$800.00 staff review only; no notice
d. Type I: \$100,000.00 and above	\$955.00 staff review only; no notice
e. Type II: \$0.00 - \$10,000.00	\$425.00
f. Type II: \$10,000.01 - \$25,000.00	\$636.00
g. Type II: \$25,000.01 - \$100,000.00	\$2,120.00
h. Type II: \$100,000.00 - \$1,000,000.00	\$5,300.00
i. Type II: \$1,000,000.00 and above	\$9,540.00
j. Type III: \$0.00 - \$10,000.00	\$636.00
k. Type III: \$10,000.01 - \$25,000.00	\$1,060.00
l. Type III: \$25,000.01 - \$100,000.00	\$2,650.00
m. Type III: \$100,000.00 - \$1,000,000.00	\$6,360.00
n. Type III: \$1,000,000.00 and above	\$10,600.00
o. Design Review Minor Modification	\$530.00
p. Design Review Major Modification: \$0.00 - \$25,000.00	\$636.00
q. Design Review Major Modification: \$25,000.01 - \$100,000.00	\$1,060.00
r. Design Review Major Modification: \$100,000.01 and above	\$2,120.00
J. Erosion Control	
a. Single Family/Duplex Addition - Permit Fee	\$138.00
b. Single Family Dwelling/Duplex - Permit Fee	\$160.00
c. Multi-Family - Permit Fee	\$212.00 per structure
d. Commercial/Industrial, Subdivisions - Permit Fee	\$318.00 per acre
a. Single Family/Duplex Addition - Plan Review	\$53.00
b. Single Family Dwelling/Duplex - Plan Review	\$90.00
c. Multi-Family - Plan Review	\$138.00 per structure
d. Commercial/Industrial, Subdivisions - Plan Review	\$138.00 per acre
K. Final Plat Review	
a. Property Line Adjustment Final Review	\$425.00
b. Middle Housing Land Division Plat Review	\$636.00
c. Partition Final Plat Review	\$636.00
d. Subdivision Final Plat Review	\$1,060.00
L. Food Cart Permit	
a. Initial Permit Review	\$1,590.00 per new pad lot; design review fees separate
b. Renewal	\$212.00 single carts in existing pod
M. FSH Overlay	
a. Type I FSH Review	\$265.00 in addition to fees listed, required deposit toward cost of any third-party reviews
b. Type II FSH Review	\$530.00 in addition to fees listed, required deposit toward cost of any third-party reviews
c. Type III or Type IV FSH Review	\$1,060.00 in addition to fees listed, required deposit toward cost of any third-party reviews
N. Hardship Trailer	
a. Type III Initial Review	\$318.00

b. Type II Renewal	\$212.00
O. Historic or Cultural Resource	
a. Type IV Designation of Resource	\$1,060.00
b. Type I Minor Alteration	\$138.00
c. Type II Major Alteration	\$530.00
P. Interpretation of Code	
a. Type II, Director	\$530.00
b. Type III, Quasi-Judicial	\$1,060.00
c. Type IV, Legislative	\$1,590.00
Q. Land Division	
a. Type I Property Line Adjustment	\$636.00
b. Type I Land Division (Minor Partition)	\$1,272.00
c. Middle Housing Land Division	\$2,650.00
d. Type II Land Division (Major Partition)	\$1,590.00 plus \$53 per lot
e. Type II Land Division (Minor Revised Plat)	\$1,590.00 plus \$53 per lot
f. Type III Land Division (Major Partition)	\$3,180.00 plus \$53 per lot
g. Type III Major Replat (revised plat)	\$3,180.00 plus \$53 per lot
h. Type II Subdivision 4 to 10 lots	\$4,240.00 plus \$106 per lot
i. Type II Subdivision 11 or more lots	\$4,240.00 plus \$106 per lot
j. Type III Subdivision 4 to 10 lots	\$5,830.00 plus \$127 per lot
k. Type III Subdivision 11 or more lots	\$5,830.00 plus \$127 per lot
l. Re-naming of Tentative Subdivision	\$370.00
m. Model Home Agreement	\$530.00
n. Phasing Plan Review	\$1,590.00 in addition to subdivision fees
R. Pre-Application Conference	
a. Type I	\$160.00
b. Type II	\$425.00
c. Type III/IV	\$850.00
d. Subdivision	\$1,272.00
S. Request for Time Extension	
a. Type I	\$127.00
b. Type II	\$265.00
c. Type III/IV	\$530.00
T. Specific Area Plan	
a. Development Process: Type IV	\$5,300.00 plus \$64 per acre, plus subdivision fees
b. Administrative Amendment: Type I	\$425.00
c. Minor Amendment: Type II	\$530.00
d. Major Amendment: Type III	\$1,272.00
U. Street Vacation	
a. Street Vacation	Cost plus 20% (\$2,650 deposit required)
V. Temporary Permits	
a. Structure: Type I - Initial	\$138.00
b. Structure: Type II - Renewal	\$265.00
c. Use Permit	\$138.00
W. Tree Removal	
a. Type I	\$116.00
b. Type II	\$233.00
c. Type III	\$636.00
X. Zoning Administration Fee	
a. Single Family Dwelling Addition	\$116.00
b. Single Family Dwelling	\$185.00
c. Duplex	\$318.00
d. Multi-Family	\$318.00 plus \$46 per unit
e. Commercial/Industrial	\$116.00 minimum; up to 25% of design review fee
3. BUILDING CHARGES	
A. Building Permit (valuation)	
a. \$0.01 - \$500.00	\$90.00
b. \$500.01 - \$2,000.00	\$90.00 First \$500.00, plus \$4.00 for each additional \$100 or fraction thereof to and including \$2,000
c. \$2,000.01 - \$25,000.00	\$150.00 First \$2,000.00, plus \$11.00 for each additional \$1,000 or fraction thereof to and including \$25,000
d. \$25,000.01 - \$50,000.00	\$403.00 First \$25,000.00, plus \$9.00 for each additional \$1,000 or fraction thereof to and including \$50,000
e. \$50,000.01 - \$100,000.00	\$628.00 First \$50,000.00, plus \$6.00 for each additional \$1,000 or fraction thereof to and including \$100,000

- f. \$100,000.01 and above
- g. Permit Fee Valuation

\$928.00 First \$100,000.00, plus \$5.00 for each additional \$1,000 or fraction thereof
 The determination of the valuation for permit fees shall be based on the most current ICC Building Valuation Data Table as of April 1 each year and specified in OAR 918-050-0100 and 918-050-0110.

B. Demolition Permits

- a. Demolition Permits, general - State of Oregon

Commercial demolition fees are calculated on the total value of the demolition and are assessed using the building permit fees schedule. Residential demolition fees are based on a flat charge to include building and mechanical elements.

- b. Commercial: Building
- c. Commercial: Public Works
- d. Residential: Building
- e. Residential: Public Works

\$106.00 minimum
 \$75.00 minimum
 \$106.00 minimum
 \$75.00 minimum

C. Derelict Buildings and Structures

- a. Appeal Fee
- b. Application Fee for Rehabilitation Plan

\$318.00
 \$160.00 per application

D. Residential Fire System Plan Review and Inspection Fee

- a. Home Size: 0 - 2,000 square feet
- b. Home Size: 2,001 - 3,600 square feet
- c. Home Size: 3,601 - 7,200 square feet
- d. Home Size: 7,201 square feet and greater
- e. Commercial Fire Sprinklers and Alarms

\$170.00
 \$233.00
 \$297.00
 \$340.00

by valuation - see Structural Permit fee table

E. Foundation Permit

- a. Single Family Dwelling or Addition
- b. Duplex/Multi-Family
- c. Commercial/Industrial

\$53.00
 \$53.00 per dwelling unit
 \$106.00 Minimum. Fees will be calculated by the Building Official based on the size and scope of the project and overall project value.

F. Grading Permit

- a. 50 cubic yard or less
- b. 51 - 100 cubic yards
- c. 101 - 1,000 cubic yards
- d. 1,001 - 10,000 cubic yards
- e. 10,001 - 100,000 cubic yards
- f. 100,001 cubic yards and above

\$43.00
 \$69.00
 \$73.00 First 100 cubic yards, plus \$25 each additional 100 cubic yards up to 1,000
 \$298.00 First 1,000 cubic yards, plus \$26 each additional 1,000 cubic yards up to 10,000
 \$532.00 First 10,000 cubic yards, plus \$99 each additional 10,000 cubic yards up to 100,000
 \$1,432.00 First 100,000 cubic yards, plus \$50 each additional 10,000 cubic yards

G. Grading Plan Review

- a. 50 cubic yard or less
- b. 51 - 100 cubic yards
- c. 101 - 1,000 cubic yards
- d. 1,001 - 10,000 cubic yards
- e. 10,001 - 100,000 cubic yards
- f. 100,001 - 200,000 cubic yards
- g. 200,001 cubic yards and above

\$27.00
 \$53.00
 \$85.00
 \$106.00
 \$106.00 First 10,000 cubic yards, plus \$30 each additional 10,000 cubic yards up to 100,000
 \$376.00 First 100,000 cubic yards, plus \$16 each additional 10,000 cubic yards up to 200,000
 \$520.00 First 200,000 cubic yards, plus \$8.50 each additional 10,000 cubic yards

H. Manufactured Dwellings

- a. Manufactured Dwelling Installation Fee
- b. Manufactured Dwelling Park Fees
- c. Manufactured Dwelling State Fees
- d. Recreational Park and Camps

\$425.00
 Per OAR 918-600-0030.
 \$30.00
 Per OAR 918-650-0030.

I. Mechanical Permit

- a. Mechanical Permit Review Fee

30% of permit issuance fees.

J. Mechanical Permit - Commercial (value)

- a. \$1 - \$1,000
- b. \$1,000.1 - \$10,000.00
- c. 10,000.01 - \$25,000.00

\$90.00
 \$90.00 First \$1,000 plus \$1.50 for each additional \$100 or fraction thereof to and including \$10,000
 \$225.00 First \$10,000 plus \$16.00 for each additional \$1,000 or fraction thereof and including \$25,000

d. \$25,000.01 - \$50,000.00	\$465.00	First \$25,000.00, plus \$14.00 for each additional \$1,000 or fraction thereof to and including \$50,000
e. \$50,000.01 - \$100,000.00	\$815.00	First \$50,000.00, plus \$14.00 for each additional \$1,000 or fraction thereof to and including \$100,000
f. \$100,000.01 and above	\$1,515.00	First \$100,000.00, plus \$7.00 for each additional \$1,000 or fraction thereof

K. Mechanical Permit - Residential

a. Minimum Permit Fee	\$90.00
b. HVAC	\$23.00
c. Air conditioning	\$23.00
d. Alteration of existing HVAC	\$22.00
e. Boiler, compressor	\$43.00
f. Fire/smoke damper/duct smoke detectors	\$16.00
g. Heat pump	\$23.00
h. Install/replace furnace burner	\$23.00
i. Install/replace/relocate heater/suspend wall/floor	\$23.00
j. Vent for appliance other than furnace	\$16.00
k. Environmental exhaust and ventilation (appliance vent)	\$16.00
l. Dryer exhaust	\$16.00
m. Hoods Type I/II residential kitchen/hazmat hood fire suppression	\$16.00
n. Exhaust fan with single duct (bath fan)	\$16.00
o. Exhaust system apart from heating/AC	\$16.00
p. Fuel piping and distribution (up to four outlets)	\$16.00
q. Fuel piping each additional outlet over four	\$2.35
r. Decorative fireplace	\$30.00
s. Fireplace insert	\$30.00
t. Wood/pellet stove	\$30.00

L. Movement of Buildings

a. Movement of Buildings Fee	\$88.00
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M. Other Inspections and Fees

a. Inspections outside of normal business hours	\$127.00	per hour, two hour minimum
b. Reinspection fees	\$90.00	
c. Inspection for which no fee is specifically indicated	\$90.00	
d. Additional plan review required by changes/additions	\$106.00	per hour
e. Permit reinstatement fee	\$90.00	For renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work (plus state surcharge).
f. Temporary certificate of occupancy	\$265.00	per month
g. Penalty for work commencing before permit issuance	\$106.00	
h. Solar Photovoltaic Installation Prescriptive Path Fee	\$170.00	
i. Solar Photovoltaic Installation Non-Prescriptive Path Fee		by valuation - see Structural Permit fee table

N. Plan Review

a. Building		70% of permit issuance fees (residential and commercial)
b. Fire & Life Safety Plan Review Fee		50% of permit issuance fees
c. Seismic Plan Review		1% of permit issuance fees
d. Plumbing		30% of plumbing permit issuance fees
e. Mechanical		30% of mechanical permit issuance fees
f. Phased permit plan review fee	\$265.00	plus 10% of the total project permit fee
g. Deferred submittals	\$250.00	minimum \$250 or 10% of the project valuation, whichever is greater
h. Simple one and two family dwelling plans	\$138.00	
i. Solar Photovoltaic Installation Prescriptive Path Fee	\$170.00	

O. Plumbing Permit

a. Minimum Permit Fee	\$90.00	
b. Each fixture	\$27.00	
c. Catch basin	\$37.00 each	
d. Fire hydrant	\$37.00 each	
e. Footing drain	\$0.30 per foot	
f. Manhole/OWS	\$37.00 each	
g. Manufactured home set-up plumbing fee	\$85.00	
h. Rain drains connector	\$27.00 per 100 feet	
i. Residential fire sprinkler	\$11.00 per head	
j. Sanitary sewer	\$90.00 per 100 feet	
k. Single family one bath	\$477.00	New 1 and 2 family dwellings includes 100 feet for each utility

l. Single family two bath

\$583.00 New 1 and 2 family dwellings includes 100 feet for each utility

m. Single family three bath

\$690.00 New 1 and 2 family dwellings includes 100 feet for each utility

n. Single family additional bath or kitchen

\$116.00

o. Storm sewer

\$90.00 per 100 feet

p. Water service

\$90.00 per 100 feet

q. Commercial Plumbing - Medical Gas

by valuation - see Structural Permit fee table

P. State Surcharge

a. State Surcharge Fee

All building, plumbing, and mechanical permits are subject to a State of Oregon surcharge of 12% payable with the payment of the permit. This surcharge is subject to change at the State's discretion

4. SIGN CHARGES

A. Penalty

a. Signs installed without permit

All sign permit fees doubled if the sign is installed or displayed prior to obtaining a permit.

B. Permanent Sign

a. Sign Permits - Permanent

\$80.00 Plus, fees based on the valuation of the sign, using the building permit fee schedule.

C. Temporary Signs

a. Temporary sign penalty

\$53.00 Fee is waived if the permit is obtained before the sign is installed

b. Copy change or change in panel

\$25.00

c. A-Frame Signs

\$25.00

d. Garage Sale Sign

\$4.00 per sign

D. Zoning Review Fee

a. Zoning Review Fee - Permanent Sign

\$25.00 Does not include banners, A-Frames, or change in panel

5. PUBLIC WORKS CHARGES

A. Right-of-Way Fees

a. Electric Utilities

5% of gross revenues

b. Natural Gas Utilities

5% of gross revenues

c. Garbage Utilities

3% of gross revenues

d. Telephone Utilities

7% of gross revenues

e. Cable Utilities

5% of gross revenues

f. Utilities that do not provide retail service within City

\$2.00 per lineal foot of facility

g. Small Wireless Facilities

i. Sites

\$500.00 for up to five sites, \$100 for each additional site

ii. Application Fee

\$1,000.00 per site (new, replacement, or modification) or actual cost, whichever is higher

iii. Annual Usage Fee

\$270.00 per facility

B. Plan Review

a. Plan Check Fee

\$72.00 per hour

C. Street Approach/Sidewalks

a. Single Family

\$50.00

b. Duplex

\$50.00

c. Multi-Family/Commercial/Industrial

\$300.00 deposit. The deposit shall be collected in conjunction with the permit fee. Additional charges, if any, shall be assessed and paid prior to issuance of any certificates of occupancy.

D. Street Sweeping

a. Street Sweeping Fee

Actual cost + 20%

E. Water/Wastewater

a. Dye Test & Letter

\$25.00

b. Water Meter Test Fee

Actual cost + 20%

c. Penalty Fee

\$5.00 per month

d. Shut-Off Fee

\$50.00 each occurrence

e. Meter Tampering Fee

\$50.00 each occurrence

f. Damaged Padlock Fee

\$65.00 each occurrence

F. Public Improvement Plan Review and Inspection Fees (valuation)

a. Initial Fee

\$150.00

b. \$0.01 - \$10,000.00

12% plus \$150

c. \$10,000.01 - \$50,000.00	8% plus \$150
d. \$50,000.01 - \$100,000.00	6% plus \$150
e. \$100,000.01 - \$500,000.00	5% plus \$150
f. \$500,000.01 - \$1,000,000.00	3% plus \$150
g. \$1,000,000.01 and above	2% plus \$150

6. SYSTEM DEVELOPMENT CHARGES

A. Water

a. Equivalent Dwelling Unit (EDU)	\$4,294.25
b. 5/8" x 3/4" Meter	\$4,294.25
c. 3/4" Meter	\$6,441.22
d. 1" Meter	\$10,735.62
e. 1 1/2" Meter	\$21,471.26
f. 2" Meter	\$34,353.26
g. 3" Meter	\$63,780.02
h. 4" Meter	\$107,353.48
i. 6" Meter	\$214,706.97
j. Meters greater than 6"	calculated based on EDU
k. Meter Cost: 3/4 inch or 1 inch meter and meter box	\$475.00 Larger meters are assessed based on time and material costs.
l. Water Tapping Fees	Costs + 20%

B. Wastewater

a. City wide	\$6,126.36 per equivalent residential unit
b. Wastewater Tapping Fees	Costs + 20%

C. Park

a. Single Family	\$8,897.09
b. Multi-Family	\$6,596.61
c. Mobile Home	\$7,166.22

D. Payment in Lieu of Park Land Dedication

a. Payment in Lieu of Park Land Dedication, Not Deferred	\$869,242.00 per acre
	per acre, plus 10% administration fee on the amount of
b. Payment in Lieu of Park Land Dedication, Deferred	\$869,242.00 the remaining portion owed

E. Street

a. Residential	\$4,826.00 per single family dwelling unit
b. AADPT (Trip) Cost	\$304.10 per adjusted average daily person trip

7. WATER RATES

A. Base by Customer Class

a. Single Family	\$14.97 per month
b. Single Family - Reduced	\$7.49 per month
c. Multi-Family	\$14.97 per month
d. Commercial/Industrial	\$14.97 per month
e. Wholesale	\$17.91 per month
f. Single Family - outside City limits	\$22.51 per month

B. Charge by Meter Size - inside city limits

a. 5/8" Meter	\$0.54 per month
b. 3/4" Meter	\$0.81 per month
c. 3/4" Meter - Reduced	\$0.40 per month
d. 1" Meter	\$1.39 per month
e. 1 1/2" Meter	\$2.65 per month
f. 2" Meter	\$4.25 per month
g. 3" Meter	\$8.06 per month
h. 4" Meter	\$13.36 per month
i. 6" Meter	\$26.78 per month
j. 8" Meter	\$42.83 per month
k. 10" Meter	\$61.61 per month

C. Charge by Meter Size - outside city limits

a. 5/8" Meter	\$0.79 per month
b. 3/4" Meter	\$1.24 per month
c. 1" Meter	\$2.03 per month
d. 1 1/2" Meter	\$4.02 per month
e. 2" Meter	\$6.34 per month
f. 3" Meter	\$11.95 per month
g. 4" Meter	\$19.90 per month
h. 6" Meter	\$39.76 per month
i. 8" Meter	\$66.33 per month
j. 10" Meter	\$91.52 per month

D. Volume Charge by Customer Class

a. Single Family	\$6.01 per 100 cubic feet
b. Single Family - Reduced	\$3.00 per 100 cubic feet
c. Multi-Family	\$5.65 per 100 cubic feet
d. Commercial/Industrial	\$5.18 per 100 cubic feet
e. Wholesale	\$6.34 per 100 cubic feet
f. Single Family - outside City limits	\$9.01 per 100 cubic feet
g. Commercial/Industrial - outside City limits	\$8.06 per 100 cubic feet
h. Skyview Acres	\$1.55 per 100 cubic feet, plus COP pass through

E. Metered Use From Fire Hydrant

a. Deposit	\$300.00
b. Set-up/take-down/billing fee	\$60.00
c. Meter Rental (day 1 to day 30)	\$2.00 per day
d. Meter Rental (day 31 and beyond)	\$5.00 per day
e. Water Rate	Inside or Outside Comm/Ind depending on location

F. Fire Hydrant Flow Test

a. Set-up and observe (without neutralization)	\$75.00 per test
b. Set-up and observe (with neutralization)	\$200.00 per test

8. WASTEWATER RATES**A. Base by Customer Class**

a. Single Family	\$30.24 per month
b. Single Family - Reduced	\$15.13 per month
c. Multi-Family	\$30.24 per month
d. Commercial/Industrial	\$14.41 per month

B. Volume Charges by Customer Class

a. Single Family	\$7.76 per 100 cubic feet
b. Single Family - Reduced	\$3.89 per 100 cubic feet
c. Multi-Family	\$7.76 per 100 cubic feet
d. Commercial/Industrial	\$10.54 per 100 cubic feet
e. Residential - No water service	\$109.09 per month

9. STORMWATER RATES**A. Utility Fee**

a. Equivalent Residential Unit (ERU)	\$8.00 per month, per ERU (ERU = 2,750 sq. ft. of impervious surface)
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10. SANDYNET CHARGES**A. Miscellaneous**

a. Installation Fee	\$100.00 \$300.00 for 10 gbps installation
b. Shut-Off Fee	\$50.00

B. Wireless

a. Residential - 5 mbps	\$24.95 per month
b. Residential - 10 mbps	\$34.95 per month
c. Rural - 5 mbps	\$29.95 per month
d. Rural BIP - 5 mbps	\$39.95 per month
e. Rural Enhanced - 10 mbps	\$49.95 per month

C. Fiber

a. Residential - 500 mbps	\$44.95 per month
b. Residential - 1 gbps	\$59.95 per month
c. Residential - 2 gbps	\$80.00 per month
d. Residential - 5 gbps	\$110.00 per month
e. Residential - 10 gbps	\$280.00 per month
f. Business - 500 mbps	\$44.95 per month
g. Business - 1 gbps	\$59.95 per month
h. Business - other	per contractual agreement, authorized by department director and/or City Manager
i. Rural - 500 mbps	\$64.95 per month
j. Rural - 1 gbps	\$84.95 per month

D. Digital Voice

a. Residential	\$20.00 per month
b. Business	\$28.95 per month

E. Other

a. Static IP address	\$10.00 per month
b. Fax line	\$11.95 per month
c. Mesh unit	\$5.00 per month

11. MUNICIPAL COURT

A. Administrative	
a. File Review Fee	\$25.00
b. Payment Arrangement Fee	\$50.00
c. Suspension Fee	\$15.00
12. PARKING	
A. Citations	
a. Parking in area not allowed	\$50.00
b. Parking in excess of posted time	\$30.00
13. POLICE	
A. Impound	
a. Vehicle Impound Fee	\$100.00
B. Reports	
a. Copy of accident report	\$10.00
b. Copy of other police report	\$15.00
C. Alarm Registration	
a. Residential	\$20.00 no charge for 65 or older with primary resident
b. Business	\$50.00
c. Government	no charge
d. Penalty Fee	\$75.00 failure to obtain registration within 30 days of alarm installation
e. False Alarm - first	\$0.00
f. False Alarm - second	\$50.00
g. False Alarm - third	\$100.00
h. False Alarm - fourth	\$150.00 after the four false alarm the registration is suspended for one year
D. Miscellaneous	
a. Fingerprinting Fee	\$20.00 for first card, \$10 for each additional card
b. Local background check letter	\$5.00 additional \$5 for notarized letter
c. DVD	\$20.00 each
d. Photo CD	\$15.00 each
14. TRANSIT	
A. Fares	
a. SAM Gresham, Estacada, and Shopper Shuttle (in town)	no charge in city limits
b. SAM Commuter Route to Gresham or Estacada	\$1.00 per trip (one-way origin-to-destination including transfers)
c. STAR Dial-A-Ride	\$1.00 per trip (one-way origin-to-destination including transfers)
d. STAR - Seniors or disabled	\$1.00 round trip (in town)
e. STAR Dial-A-Ride Complementary Paratransit	\$1.00 per trip (one-way origin-to-destination including transfers)
f. ED Dial-A-Rode (out of town)	\$2.00 per trip (one-way origin-to-destination)
B. Fare Media	
a. Multi-Trip Pass (24 trips)	\$20.00 per pass
b. Monthly Pass	\$30.00 per month
c. All Day Pass	\$5.00 Redeemable on SAM and Mt. Hood Express
15. LIBRARY	
A. Damaged Items	
a. Damaged book, audio/visual material, or Library of Things item	Full replacement cost
B. Library Fines	
a. Overdue Fines	\$0.10 per day
b. Maximum Overdue Fine	\$1.00
c. Library of Things item	\$1.00 per day
d. All lost Items	Full replacement cost
C. Meeting Space	
a. Community Room	\$25.00 Individual
b. Community Room	\$25.00 per hour - for-profit organizations or groups
c. Community Room	no charge for non-profits
D. Non-Resident Fees	
a. Out of District Fee	\$95.00 per year
E. Prints and Copies	
a. Grey scale	\$0.25 per side
b. Color	\$0.50 per side
16. PARKS & RECREATION	
A. Community/Senior Center	
a. Auditorium	

i. Resident	\$40.00 per hour
ii. Non-Resident	\$60.00 per hour
b. Dining Room	
i. Resident	\$40.00 per hour
ii. Non-Resident	\$60.00 per hour
c. Art Room	
i. Resident	\$15.00 per hour
ii. Non-Resident	\$30.00 per hour
d. Lounge	
i. Resident	\$15.00 per hour
ii. Non-Resident	\$30.00 per hour
e. Kitchen	
i. Resident	\$15.00 per hour
ii. Non-Resident	\$30.00 per hour
f. Building	
i. Resident	\$125.00 per hour
ii. Non-Resident	\$145.00 per hour
g. Custodial Fee	\$20.00
B. Parks	
a. Meinig Park - Gazebo/Ampetheater	
i. Resident	\$200.00
ii. Non-Resident	\$300.00
b. Meinig Park - Small Shelters	
i. Resident	\$10.00 per hour
ii. Non-Resident	\$15.00 per hour
c. Centennial Plaza	
i. Resident	\$200.00
ii. Non-Resident	\$300.00
d. Bornstedt Park - Large Shelter	
i. Resident	\$100.00 11:00 am - 2:00 pm
ii. Non-Resident	\$130.00 11:00 am - 2:00 pm
e. Cascadia Park and Bluff Park - Shelters	
i. Resident	\$50.00 11:00 am - 2:00 pm
ii. Non-Resident	\$70.00 11:00 am - 2:00 pm
f. Community Garden	
i. Resident	\$20.00 first bed, each additional bed \$25
ii. Non-Resident	\$25.00 first bed, each additional bed \$25
C. Fields/Green Spaces	
a. Community Campus - Upper Field	
i. Resident	\$20.00 per hour
ii. Non-Resident	\$30.00 per hour
b. Community Campus - Lower Field	
i. Resident	\$20.00 per hour
ii. Non-Resident	\$30.00 per hour
c. Green Space	
i. Resident	\$20.00 per hour
ii. Non-Resident	\$30.00 per hour