

RESOLUTION NO. 25-2023

A RESOLUTION OF CITY OF MADRAS AMENDING, RESTATING, SUPERSEDING, AND REPLACING RESOLUTION NO. 10-2023, WHICH RESOLUTION ESTABLISHED A FEE RATE AND SCHEDULE FOR CITY SERVICES, PERMITS, APPLICATIONS, LICENSES AND OTHER MISCELLANEOUS CHARGES.

WHEREAS, the City of Madras has incurred increasing expenses for various services provided to residents of the City of Madras; and

WHEREAS, it is necessary to review on a regular basis and to bring current, fees and assessments charged by the City of Madras; and

WHEREAS, by adoption of this Resolution No. 25-2023 (this "Resolution"), the Madras City Council desires to amend, restate, supersede, and replace Resolution No. 10-2023 in its entirety.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Madras as follows:

1. Findings. The above-stated findings contained in this Resolution are hereby adopted.

2. Fee Schedule. City hereby adopts the following fee rate and schedule (as set forth below in this Section 2) as the current fees to be charged by City for City services such as permits, applications, licenses and other miscellaneous charges by City:

ADMINISTRATIVE FEES	AMOUNTS
Building Permit	Uniform Building Code
City Review	\$100.00
Consent to Annex	\$150.00
County Recording Fee	Actual Cost
Demolition Permit	County Building Department
Mechanical Permit	County Building Department
Mobile Home/ Manufactured Home Placement Permit	County Building Department
Non-Remonstrance (recording fee)	\$46.00 plus \$5.00 each additional page
Right-of-Way Permit includes sidewalk (Excludes Franchises)	\$100.00
Sanitary Sewer Connection/ Inspection Permit	\$175.00
Vacation (Streets, Alley Ways)	Actual cost of service
Water Connection/ Inspection Permit	\$125.00
Jefferson County Fire District	10% of amount billed
-administrative fee for billing/ collecting Fire District permit fees)	

City Tax and Business Applications	AMOUNTS
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Auction License	\$125/ day
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Year-Round Business License (annual Fee, pro-rated 50% after January 1	
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For Profit Inside City limits (New Applicant)	\$60.00
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For Profit – Inside City Limits (Renewal)	\$50.00
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For Profit – (Outside City Limits)	\$60.00
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Non-profit/ exempt – Inside / Outside City Limits	0.00
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Food Carts (by location)	\$40.00
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Seasonal Business License (i.e. Street Vendor, fruit stand, etc.)	\$40.00 per Quarter
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Seasonal Business must meet the following: a) operate no longer than 90 days, b) business occurs wholly or primarily during one of the four seasons (e.g. spring, summer, fall, or winter) and c) occurs solely on private property, unless otherwise authorized to operate on public right-of-way.

Temporary Business license	\$40.00
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Temporary Business operates within the city for 30 days or less, and occurs on private property.

Administrative Fee for Replacement and/ or Changes on business license	No Charge
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Business License Late Penalty	10% per month of license balance
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(Per section 12.2 of Business Ordinance, not to exceed balance of license)

Business License list	\$20.00 + Postage
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Liquor License	
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New Applications	\$100.00
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Change in Ownership	\$75.00
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Renewals or temporary Applications	\$35.00
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Medical Marijuana Dispensary Permit Application and investigation fees	
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Initial Permit Application and Investigation Fee	\$200.00
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Permit Renewal Application and Investigation Fee	\$70.00
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Golf Course Rates	Amounts
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Standard Green Fees	
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9 Holes Week Days	\$18.00/Round
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9 Holes Week End	\$20.00/Round
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18 Holes Week Day	\$27.00/Round
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18 Holes Week End	\$29.00/Round
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Junior Rate (Applies To Children Under 18 Years Of Age)	1.00/Round
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Membership Initiation Fee (One Time Fee To New Members) \$100

Annual Membership (Single Payment Option)

Single	\$600.00/Year
Couple	\$700.00/Year
Senior- Single (65 And Older)	\$550.00/Year
Senior Couple (65 And Older)	\$650.00/Year
Add Child To Any Membership (Under18 Living At Home)	\$90.00/Year

Annul Membership

Single	\$54.00/Month
Couple	\$62.00/Month
Senior- Single (65 And Older)	\$49.00/Month
Senior Couple (65 And Older)	\$58.00/Month
Add Child To Any Membership (Under18 Living At Home)	\$10.00/Month

Cart Storage Fee

Electric Cart Storage	\$30.00/Month
Gas Cart Storage	\$20.00/Month

Range Tokens

\$3.00/small
bucket

Trail Fee

Annual	\$100.00/YR
9-Holes	\$5.00/Day
18-Holes	\$8.00/Day

The City has the ability to adjust green fees for, including but not limited to, weekday specials, tournaments, twilight, and winter rates.

Airport

Amounts

Fuel Sales

Jet A	Based on Market Rate set by Airport Manager
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100LL Aviation Gasoline	Based on Market Rate set by Airport Manager
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Hanger Rent

Based on Market Rate set
by Airport Manager

Fuel Flowage Fee (Per Ordinance No.859)

\$0.10 per Gallon

Other fees such as hangar rent, tie down fees, fuel sales, and similar airport use related fees are to be coordinated with airport management.

Airport Billing Late Fee

\$25.00

Land Use Application Ordinances	Amounts
Annexation	\$3,538.00
Accessory Dwelling Unit	\$590.00
Appeals	
Planning Commission	\$590.00
City Council	\$1769.00
Code Enforcement	
10% of Community development Structure building permit fee	
Comprehensive Plan Text Amendment	\$10613.00
Comprehensive Plane Amendment w/Rezone	\$4717.00
Conditional Use (Includes Site Plan Review)	
Project value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,180.00
Project value between \$25,000 - \$50,000	\$1,394.00
Project value between \$50,000 - \$100,000	\$1,608.00
Project value greater than \$100,000	\$1,822.00+
Plus \$56 per each additional \$50,000 value	\$56.00/\$50,000
Copies	
Complete Municipal Code	\$295.00
Comprehensive Plan	\$59.00
Development Code	\$54.00
Public Improvement Design & Construction Standards	\$59.00
Storm Drainage Master Plan	\$30.00
Urban Forestry Management Plan	\$30.00
Transportation System Plan	\$59.00
Wastewater Master Plan	\$59.00
City of Madras Zoning Map	\$30.00
Development Plans & Maps	
Full Size - Color	\$35.00
Full Size - Black and White	\$24.00
Declaratory Ruling	
Type II	\$884.00
Type III	\$1,179.00
DMV License Review Fee	\$27.00
Extension	\$236.00
Request	
Final Plat Review Application	

Major (Subdivision)	\$590.00
Minor (Lot Line Adjustment and Partition)	\$295.00
Administrative Flood Review	\$5,896.00
Floodway Review Floodplain Review	\$590.00
Floodway Review Floodplain Review	\$236.00
Home Occupation	\$3,216.00
Infrastructure Review: Mfg. Home & RV Parks & Cottage Clusters	\$1,769.00
Land Partition	\$89.00
Land Use Application Notification Postage)	\$236.00
Land Use Hearing Public Notice (Newspaper)	\$1,000.00
Landscape Security Deposit (Residential/Commercial/Industrial)	\$590.00
Lot Line Adjustment	\$2,948.00
Lot of Record Determination	\$1,769.00
Master Plan Review, Less than 5 Acres	\$4,717.00
Master Plan Review, More than 5 Acres	\$1,769.00
<u>Medical and/or Recreational Marijuana Land Use Review</u>	
<i>(New Construction will require site plan review and applicable fees will apply)</i>	
Modification of Application	50% of original application fees
Modification of Approval and or Conditions of Approval	50% of original application fees
<i>Modification or Waiver of Residential Development & Design Standards</i>	25% of original site plan review fees
Public Hearing facilitated by Planning Commission and/or City Council	\$590.00
Public Hearing facilitated by Hearings Officer	\$2,358.00
Reimbursement District (plus actual costs)	\$884.00
Sign	
New	\$295.00
Face change	\$118.00
Temporary Special Permit	\$177.00
Site Plan Review	
Project value less than \$12,500	\$858.00
Project value between \$12,500 -	\$1,179.00
Project value between \$25,000 -	\$1,394.00
Project value between \$50,000 -	\$1,608.00
Project value greater than \$100,000	\$1,822.00 +
Plus \$66 per each additional \$50,000 value	\$ 66.00/\$50,000
Subdivision	\$2,358 + \$94/Lot

Temporary Use	\$295.00
Technology Fee (per application)	\$263.00
Urban Reserve Area Development Review	
Subdivision	\$590.00 + \$30.00/lot
Partition	\$590.00
Wireless Communication Tower Review {Type II & Type III):	
Project Value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,179.00
Project value between \$25,000 - \$50,000	\$1,394.00
Project value between \$50,000- \$100,000	\$1,608.00
Project value greater than \$100,000	\$1,822.00
Plus \$55 per each additional \$50,000 in value	\$55.00/\$50,000
Vacation	
Petition Fee	\$118.00
Vacation Fee Deposit*	\$884.00
(*If costs exceed the calculated minimum deposit, the petitioner is responsible to pay the additional services provided by the City)	
Variance	
Major	\$1,769.00
Minor	\$884.00
Development Code Text Amendment	\$4,717.00
Zoning Review	
Land Use Zoning Review	\$295.00
New or Expanded Structures	
\$241.00 + .006 X Valuation \$ 0 to \$300,000	
\$2,171.00 + .005 X Valuation \$300,001 to \$1,000,000	
\$5,630.00 + .004 X Valuation \$1,000,001 to \$5,000,000	
\$23,075.00 + .002 X Valuation Over \$5,000,000	
<i>For Example: A structure valued at \$450,000.00 would be figured as follows:</i>	
\$2,171.00 + (\$450,000.00 X .005 = \$2,250) = \$4,421.00	
No New or Expanded Structures	\$107.00
Zoning Verification	\$236.00 per request

Miscellaneous	Amounts
Equipment Rental/Operator-Equipment rental is operated (1 hour minimum).	
Aqua Tech	\$450.00/Hour
Back hoe	\$200.00/Hour
Boom Truck	\$150.00/Hour

Grader	\$275.00/Hour
Loader	\$200.00/Hour
Roller	\$100.00/Hour
Sander	\$250.00/Hour
Street Sweeper	\$400.00/Hour
Tractor	\$100.00/Hour
Water Truck	\$175.00/Hour
Dump Truck	\$170.00/Hour
Mechanical Weed Sprayer	\$100.00/Hour

**A standard operator fee of \$75.00 per hour is included in the rental price stated above with the exception of the Aqua Tech which includes two operators (time based on 15 minute increments)*

Traffic Control Device Rental

No rental fee; Refundable deposit required.

A \$200.00 security deposit is required for each order of traffic control devices. The deposit will be refunded if returned in good condition within two weeks of drop-off. If items are lost or damaged, and exceed the collected security deposit, applicant is responsible to reimburse the City for actual cost of damages or loss

Conference/Meeting Room Rentals (requires meeting room rental permit)

Available Facilities (When not in use by the City):

- 1) General Aviation Building- Conference Room (Airport)
- 2) City Hall Council Chambers
- 3) City Hall Council Work Room
- 4) Conference Room

Typical Availability:

Monday through Friday (excluding holidays)

Hours Available (if not reserved):

8 a.m. to 5 p.m.

For Profit Organizations

Week Day Room Rental	\$50.00/Day
Week Day Room Rental (incl. any food/drink or catering brought into the room)	\$100.00/Day
Refundable Deposit (required on all room rentals)	\$100.00/Day
Non-Standard- Outside office hours, weekends, holidays	Additional \$50.00/Hour for staff
Non-Sufficient Funds Check Charge	\$35.00

Nuisance Enforcement Fee 20% of required Com. Dev. Structural Bldg Permit Fee

Stop Payment Fee	\$35.00
Weed Abatement	Cost + 10% (not less than \$30 not to exceed \$100)
Weed Abatement (Filing and Collection fee for unpaid bills)	\$100.00
Lien Search Fee (both electronic and manual searches)	\$30.00 per search
Administrative Theft of Services Fee (damage to water meters or sewer services)	\$100.00
(Plus actual costs to replace the damaged property will also be billed to the account)	

SPECIAL EVENT FEES

Events involving public right of ways (i.e. streets, trails, bike paths):

- Non-Profit and Private Events: No charge for non-profit community events that are sponsored by legally established non-profit organizations or by a group of individuals that are sponsoring the event for community benefit and without profit making intent.
- For Profit Events: Private "for profit" organizations will be assessed a \$50 charge for a one day event. Additional event days will be charged at a rate of \$25 per day. Events over 100 persons may be charged additional fees as determined appropriate by the City Administrator.

Events involving city parks:

- Non-Profit and Private Party Events: There is no fee for reserving city parks for non-profit community or private events. It is the responsibility of the permittee to secure the permitted location the day of your event. The City does not rope off or sign reserved areas. Community events that benefit the residents of Madras will take precedence over private party applications.
- For Profit Events: The City of Madras reserves the right to charge "For Profit" entities a fee for utilizing city parks for money making events. Private "for profit" organizations will be assessed a \$50 charge for a one- day event. Additional event days will be charged at a rate of \$25 per day. Events over 100 persons may be charged additional fees as determined appropriate by the City Administrator.
- Use of city water and electricity for events: There is a \$25 fee per event for the use of city utilities for events. Does not apply to Non-Profit Organizations.

POLICE DEPARTMENT	AMOUNTS
Audio Tape Copies	\$30.00/Case File
Impound Fee (Each Offense)	\$75.00Nehicle
Photographic Copies	\$30.00/Case File
Police Protection Service	\$50.00/Hr/Officer
Report Copies (Crime/Incident Reports)	\$10.00/Case File
Video Tape Copies	\$30.00/Case File
Digital Recordings	\$30.00/Case File

PUBLIC RECORDS REQUEST	AMOUNTS
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(Refer to Public Records Request Policy for Additional Information)

Attorney fees		Actual Cost
Audio Tapes (each)		\$15.00
<i>Disks, Compact (each; CDs provided by the City due to risk of viruses)</i>		\$15.00
Fax Machine (limited to 25 pages)	\$2.00 first page; \$0.50/addtl page	
Electronic Mail	No cost to transmit public records requests via E-mail; however, may be	No Cost
Financial Statement/Audit or Budget Reports		\$35.00
Labor Costs (chargeable in quarter hour increments)		\$40.00/hour
Maps and Plans		
Color		\$30.00
Black and white		\$20.00
Photocopies		
Letter (8 1/2" X 11")		\$0.25/page
Legal (8 1/2" X 14")		\$0.25/page
Non-Standard Size (11" X 17" or larger)		Actual Cost
Certified Copies		\$3.75/page
Postage or Delivery		
(Postage or Courier Fees)		Actual Cost

Additional Charges

If a request is of such magnitude and nature that compliance will disrupt City's normal operation, City may impose such additional charges as are reasonably necessary to reimburse City for its actual costs of producing the requested public records.

PUBLIC WORKS **Amounts**

Plan Review, Quality Assurance Administration and Inspection Fee

Deposit required prior to review of plans and will be held by the City thru end of project. Actual costs will be taken from deposit and any remaining amount will be refunded. Eligible costs include but are not limited to City Engineer, City Engineer sub-consultants, geotechnical services, traffic engineering services, structural engineering services, environmental permitting services, legal fees, staff time, equipment costs, office supplies, copying fees, recording fees, postage, additional testing materials, additional testing services, inspection permits and inspection fees. If costs exceed the calculated minimum deposit, the developer/applicant is responsible to pay the additional services provided by the City. Deposit minimum amount determined by using following table.

Estimated Cost of Infrastructure		Deposit
\$0.00to \$10,000		\$1,500.00
10,001 to 20,000	\$1,500+10% over \$10,000	
20,001 to 50,000	\$2,500 + 8% over \$20,000	
50,001 to 80,000	\$4,900 + %6 over \$50,000	
80,001 to 100,00	\$6,700 + 4% over \$80,000	
100,001 to 300,000	\$7,500 + 2% over \$100,000	

300,001 to 500,000	\$11,500 + 1%b over \$300,000
500,001 and Over	\$13,500 + 0.5%

Billing rate for plan review, quality assurance administration, inspection and testing

Public Works Director	\$125.00/Hour
Public Works Inspector (other than Public Works Director) subject to labor	\$75.00/Hour
Administrative Assistant/Clerical	\$50.00/Hour

All hourly rates based on whole hour increments

All other costs, professional services and testing billed at actual cost plus 15%.

Photo Copies

Letter (8 1/2" X 11")	\$0.25/page
Legal (8 1/2" X 14")	\$0.25/page
Non-Standard Size (11" X 17" or larger)	Actual Cost
Certified Copies	\$1.00/page

Postage or Delivery

(Postage or Courier Fees)	Actual Cost
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Reimbursement District Formation Fee

Deposit and actual costs to be paid in same methodology as the Plan Review/Quality Assurance fee, or as approved by the Public Works Director.

Sidewalk in Lieu of Fee \$100.00/per linear feet of street frontage

Fee to be paid in lieu of constructing sidewalks in accordance with the City's Sidewalk Ordinance 921.

Sewer Rates

Camera Fee with Two Operators	\$350.00/Hour
Sewer Service Deposit (Non-Owner Occupied; 2 mo. minimum bill)	\$145.70

Sewer Monthly Fees

1 EDU = 195 Gallons per Day or 782 Cubic Feet per month. New construction may be required to provide a separate meter for landscaping and one for domestic use. Sewer rates for developments with separate domestic use meters will be billed monthly according to the current meter readings. Existing development without a separate meter for domestic use, will be billed for sewer service based on the meter readings taken during the winter months and will be reviewed and adjusted on an annual basis. (Charges are based on a flow rate method.) For seasonal businesses the calculated rates will be established based on a twelve month average use to account for seasonal trends. The City reserves the right to look at commercial/industrial users on a 12 month average

Inside City Limits	72.85
Outside City Limits	2.5 times Inside City Limit rate (unless consent to annex waiver signed)

Initial accounts will be based on the table below

A. Residential

Hotels/Motels/Motor Court/RV Park	1	EDU for Management
Multiple Dwelling (Duplexes Apartments and Trailer Courts)	0.7	EDU per unit
Senior Multi-Housing	1	For management
	0.8	Per additional unit
Single-Family Dwelling	1	EDU
Single-Family Dwelling with ADU	0.7	EDU per additional unit

B. Non Residential

Churches	1	EDU per 200 seats
Kitchens	1	EDU
Government Buildings	1	EDU per 10m individuals operating there
Hospitals/ Nursing Homes	1	EDU Per 3 beds
Administrators and Staff	1	EDU Per 10 employees
Schools	1	EDU per 30 individuals including students, teachers, administration, and other staff.

C. Commercial/ Industrial

Where more than one business occupies a building, each business will be considered separately.

Barber shops	0.3	EDU per chair
Beauty Shops	0.5	EDU per chair
Bowling Alley	1	EDU per 10 lanes
Space for serving food	1	EDU for 600 sq ft gloss floor
Car Wash	1	EDU per two stalls
Civic Clubs, Lodges, Senior Centers -Serving food	1	EDU per 30 seats
Delicatessens	1	EDU per 600 sq ft plus building or other businesses
Dry Cleaners	1	EDU per 500 sq ft
Exercise Salon with no pool or Gym	1	EDU per 1,500 sq ft
Grocery Stores	1	EDU for each 10 employees
	1	EDU for each prep room
Industrial	1	EDU per 10 employees

(Additional charges may be assessed for toxic discharges) Plus: Charges for process waters according to demand where 360.5 gallons@ BOD loading of 200 mg/l and TSS loading of 216 mg/l equals 1 EDU

Laundry, Coin operated	.05	EDU per washing Machine
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Medical, Dental, and veterinary Clinics/Offices	1	EDU per 1,000 Sq Ft
Recreational Vehicle Dump Facility	1	EDU Per dump outlet
Restaurants and Drive-ins	1	EDU per 17-person seating capacity
	1	EDU for each 10 employees
Retail stores, Service & Repair shops, Banks and general Offices (with exception of Medical, dental, and Veterinary)	1	EDU per 10 employees
Service Stations	2	EDUs
Spas and recreational Facilities with Pool or Gym	1	EDU per 1,000 sq ft
Tavern / Lounges	1	EDU per 17 seats

Charges for facilities not listed will be based upon similar listed facilities, expected flows, and concentration of effluent or actual metering of water or wastewater.

SYSTEMS DEVELOPMENT CHARGES

The City adopts the Annual Updates for Inflation for periodic application of a cost index for all System Development Charges administrated by the City. The City adopted on April 23, 2019 additional System Development Exemptions to incentivize residential development, create jobs within the enterprise zone, and establish a schedule of typical transportation impacts within the C2 and C3 zones. Refer to Resolutions 10-2019, 2019, and 13-2019 for those exemptions and programs.

SDC Deferral Application Fee **\$200.00**

Parks

Single-Family Residential (i.e. one EDU)	\$2358.40
Duplex or Multi-Family Residential (per# units)	\$220.00
Commercial (i.e. one EDU)	\$2200.00
Industrial (i.e. one EDU)	\$2200.00

Wastewater SOC shall consist of both a reimbursement fee and an improvement fee.

Per meter capacity equivalent (MCE) per Wastewater System Development Charge Update November 2018.

Wastewater inside city limits (3/4 x 5/8 meter) **\$6500.00MCE**

See chart for additional meter sizes, multiple family & lodging facility unit charges.

Wastewater outside city limits 2.5 times inside city limits rate*

** = unless applicant has signed a Consent to Annex and One Year Waiver*

Transportation **\$3083.00**

Per peak-hour person trip per current ITE manual & SOC Final Report methodology June 2019.

Storm Drainage **\$277.00/RDE**

Residential Drainage Equivalent (ROE) (3,000 Sq. Ft. Impervious Surface)	
Residential/Commercial/Industrial	\$277.00

Water	\$1704.00MCE
Per meter capacity equivalent (MCE) per Water Rate and System Development Charge Update March 2017. (1 MCE = 5/8" x ¾ meter)	
Water Rates	
Backflow Device Testing by City Contractor	Actual Costs
Backflow Device Testing by City Staff- all devices	\$80.00
Cross-Connection Variance	\$45.00
Meter Replacement/Test	
¾-inch Service	\$50.00
Larger Service	Actual Costs
Meter Size Charges on Base (1st 500 cubic feet)	\$43.35
Each 100 Cubic Feet (excess of 500 minimum)	\$2.22/100 cu ft
Repair Service -After 3:30 pm	\$75.00 minimum fee plus (\$25.00 for each additional half hour)
Repair Service - During Office Hours (billed in half hour increments)	\$25.00 per half hour (No Charge if Customer Installs Shut-Off Valve)
Utility Re-Connect Fee	
Water Account	\$40.00
Sewer Account Only	
Sewer Disconnect Cap (must be dug up and capped at property line)	\$250.00
Water/Sewer Service Deposit (Non-Owner Occupied; 2 mo. minimum bill)	\$232.40
Water Meter Installation Fee	\$250.00
¾-inch to 1.5 inch Service	Actual Cost of Meter and Meter setter
Larger Service	
Delinquency Letter Notice Fee	\$5.00
Door Hanger Notice Fee	\$25.00
Other fees and charges may be charged to recover costs for city services as determined by the City Administrator	

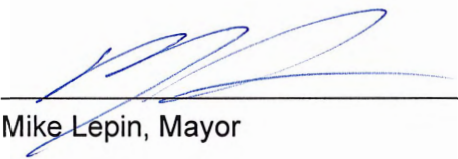
1. Fee Schedule: Effective Date. This Resolution amends, replaces, restates, and supersedes Resolution No. 10-2023 in its entirety. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this Resolution. This Resolution (including the fees contained herein) will be in full force and effect from and after its approval and adoption.

BE IT FURTHER RESOLVED that these fees shall become effective on January 1, 2024.

ADOPTED by the City Council and signed by the Mayor this 12th day of December, 2023.

Ayes: 5
Nays: 0
Abstentions: 0
Absences: 1
Vacancies: 0

ATTEST:



Mike Lepin, Mayor



Keli Pollock, City Recorder