# CITY OF SALEM

## Legislation Details (With Text)

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| **File #:** | 18-258 | **Version:** 2 | | |
| **Type:** | Resolution | | **Status:** | Agenda Ready |
| | | | **In control:** | City Council |
| **On agenda:** | 6/11/2018 | | **Final action:** | 6/11/2018 |

**Title:** Fees and charges for services

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s):  All Neighborhoods

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2018-19 Budget Proposal for Increased Planning Fees, 2. Resolution 2018-27, 3. Resolution 2018-27, Exhibit A, Fees and Charges, 4. Resolution 2018-27, Exhibit B, Resolutions to Rescind or Supercede, 5. 2018-19 REVISED - Budget Proposal for Increased Planning Fees

| Date | Ver. | Action By | Action | Result |
|---|---|---|---|---|
| 6/11/2018 | 2 | City Council | adopted | Pass |

**TO:** Mayor and City Council

**THROUGH:** Steve Powers, City Manager

**FROM:** Kacey Duncan, Deputy City Manager

## SUBJECT:

Fees and charges for services

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s):  All Neighborhoods

## ISSUE:

Shall the City Council adopt Resolution 2018-27, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution 2018-27?

## RECOMMENDATION:

Adopt Resolution 2018-27, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution 2018-27.

## SUMMARY AND BACKGROUND:

The City of Salem offers and performs certain services where the cost is borne by residents accessing the service. Those services include zoning, site plan, and dwelling plan review; multi-generational recreation opportunities; rights-of-way access; code enforcement; ambulance contracting and fire safety; airplane fueling and landing; water and sewer usage; building permitting and inspections; parking rent; and apartment licensing. Fees and charges support both the direct provision of services as well as provide funding to maintain the underlying infrastructure. The FY 2019 recommended budget estimates $140.8 million realized from 81 different fees. Revenue generated from fees and charges represents 35.2 percent of total revenues anticipated in the upcoming fiscal year.

Many City departments have a schedule of fees or charges to support services provided to the community. In past years, departments would present individual staff reports and recommend adoption of a fee resolution. As preparation for FY 2019, this same action is being managed through a single resolution with a combined presentation of fees and charges.

## FACTS AND FINDINGS:

### City of Salem Fees and Charges, Resolution 2018-17

*City of Salem Fees and Charges*, which is attached as Exhibit A of Resolution No. 2018-27, includes seven sections, one for each City department represented in the schedule. In some cases, a department's section is divided by fee types. Each department's section or subsection begins with a brief explanation of the fees and charges and highlights any changes to existing fees or new fees being requested. In addition, this introductory section notes any exceptions or exclusions related to the action requested in Resolution 2018-27.

Through the public comments section of the agenda for the June 11, 2018 City Council meeting, the City has met the requirement for providing an opportunity for public comment prior to the adoption of this fee resolution as required by ORS 294.160.

### 2018-19 Budget Proposal for Increased Planning Fees

As additional context for the Community Development section of the *City of Salem Fees and Charges* document, a memo from Director Norman Wright is attached to this staff report.

### Master Fee Schedule

The combined presentation of fees and charges is a subset of a newly generated master fee schedule for the City of Salem. The full master schedule includes fees, such as system development charges, which are established by ordinance, and as such, not included in the exhibit to Resolution 2018-27. The master fee schedule is accessible online from the link:
<https://www.cityofsalem.net/citydocuments/city-of-salem-fees.pdf>.

Attachments:
1. Attachment 1, 2018-19 Budget Proposal for Increased Planning Fees
2. Resolution 2018-27
3. Resolution 2018-27, Exhibit A
4. Resolution 2018-27, Exhibit B