



Staff Report

File #: 21-441
Version: 1

Date: 10/11/2021
Item #: 3.2b.

TO: Mayor and City Council
THROUGH: Steve Powers, City Manager
FROM: Josh Eggleston, AIC Chief Financial Officer

SUBJECT:

Modification and addition of Public Works and Community Development Department fees.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Safe, Reliable and Efficient Infrastructure; Welcoming and Livable Community.

SUMMARY:

During the adoption of the Master Fee Schedule in June 2021 there were some fees adopted for the Public Works and Community Development Departments that are no longer adequate to cover the cost of providing the service or need to be modified due to operational needs. Adoption of this resolution will modify or add a total of 38 fees. The other fees adopted in June will remain unchanged with adoption of this resolution.

ISSUE:

Shall the City Council adopt Resolution No. 2021-39 modifying or adding specific fees and charges for the Public Works and Community Development Departments?

RECOMMENDATION:

Adopt Resolution No. 2021-39 modifying or adding specific fees and charges for the Public Works and Community Development Departments.

FACTS AND FINDINGS:

The proposed changes to the Master Fee Schedule include:

- Revision of the fee structure for the Gerry Frank | Salem Rotary Amphitheater.
 - Evolving knowledge about reservable areas at the new Gerry Frank | Salem Rotary Amphitheater caused a reexamination of the fee structure and methodology. The original fees for the amphitheater were based on fees for venues outside of Salem, and the revised rates have been increased to reflect parity with other reservable areas at Riverfront Park. The Gerry Frank | Salem Rotary Amphitheater stage is set at the rate of the Riverfront Pavilion. The Gerry Frank | Salem Rotary Amphitheater upper lawn, lower lawn and esplanade rates are set at the rate of the Riverfront North Meadow.
- Modification of fees to support flexibility in programming and online services.
 - The Center 50+ fee adjustments allow for flexibility as a result of an increase in on-line programs to allow for 30, 45, and 60-minute classes based on classes offered by staff or contractors.
- New or increased passthrough fees occurring after adoption of the fee schedule and additional language regarding non-refundable fees.
 - The Wastewater Services permit increases are due increased contractor pricing received on July 1st and the addition of two new Environmental Regulatory Fees are to support new DEQ requirements.
 - The Event Sound Permits and Traffic Lane Closure fees reflect added language to clarify recovery of staff costs incurred during the application process when an event is canceled and fees are non-refundable.
- Correction of rounding error.
 - The expedited permit fee at \$50 is intended to be twice the regular processing fee at \$25, however when CPI adjustments were applied the fee appeared at \$49 and is being corrected.

BACKGROUND:

The proposed changes are for the services provided by Public Works or relate to those services. With the upcoming completion of the Gerry Frank | Salem Rotary Amphitheater, reservation permits will be issued and these proposed changes to the Master Fee Schedule are needed before that begins.

Kelli Blechschmidt
Management Analyst I

Attachments:

1. Resolution No. 2021-39
2. Resolution No. 2021-39, Exhibit A - List of proposed modifications and additions to the Master Fee Schedule