



MYRTLE CREEK CITY COUNCIL
REGULAR COUNCIL MEETING AGENDA
MYRTLE CREEK COUNCIL CHAMBER

AGENDA PACKET 5/2/2023

All city public meetings are being digitally recorded for sound and video camera surveillance.

The City Council of the City of Myrtle Creek will meet on **Tuesday, May 2, 2023, at 5:30 PM** (immediately following the Budget Committee Meeting) in the Myrtle Creek Council Chamber, 207 NW Pleasant Street, Myrtle Creek, Oregon.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for other accommodations for persons with disabilities, or for remote access should be made at least 48 hours in advance of the meeting to the City Recorder at 541-863-3171.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and or/meeting.

REGULAR COUNCIL MEETING – 5:30 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-Agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Public Presentations – *Items that do not require immediate council action, such as presentations, discussions of potential future action items.*

4. Consent Agenda – *Requires a motion*

The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately upon request.

4.1 Approval of minutes of the Regular City Council Meeting for April 4, 2023.

5. Regular Agenda

Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.

5.1 Park Commission Resignations

- a) Patti Turner
- b) Beverly Powell
- c) Alvin Ankle

5.2 Park Commission Applications

- a) Jim Davies
- b) Mark Pavlak
- c) Olivia See

6. Resolutions & Ordinances

Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.

6.1 Resolution 23-04 -A Resolution extending the City of Myrtle Creek Worker's Compensation Coverage to Volunteers of the City of Myrtle Creek During Policy Year 2023-2024

6.2 Resolution 23-05 – A Resolution Amending the City of Myrtle Creek Handbook of Fees and Charges

7. Citizens Heard on Non-Agenda Items

8. City Administrator Report

9. Mayor and Councilor – Committee Reports and Councilor Comments

10. Executive Session

The Myrtle Creek City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660 but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

11. Adjournment



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE CITY COUNCIL

DATE: April 4, 2023

PLACE: Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

PRESIDING OFFICER: Council President Susan Harris

COUNCILORS PRESENT: Councilors: Bill Burnett, Diana Larson, Luke Dillon, Robert Chaney, Sr.

COUNCILORS ABSENT: Mayor Matthew Hald

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey

CALL TO ORDER: Mayor Matthew Hald called the April 4, 2023 meeting to order at 5:30 PM

PUBLIC PRESENTATION

Serena Theiss – Community Garden

Serena Theiss shared about the newly started Seed Library at the local library. Serena would like to start a small community garden on the City lot on Oak Street. The Community Garden would be covered by the Friends of the Myrtle Creek Library's insurance and water would be provided by the Theiss property. They would have space for 10 participants which will be decided by the first individuals to meet all the qualifications. Council discussed approving the garden on a one year trial basis.

Motion was made by Councilor Burnett to approve the City (Community) Garden for one year. Motion seconded by Councilor Larson. Discussion: Councilor Harris asked if the garden is successful does the City have other land that could be used to expand the garden.

Vote: Motion passed unanimously.

CONSENT AGENDA

Part 1

Motion was made by Councilor Larson and seconded by Councilor Burnett to approve the Meeting Minutes for March 21, 2023 as presented. Discussion: None

Vote: Motion passed unanimously.

REGULAR AGENDA

Request from the Myrtle Creek Lions Club for Hanging Flower Basket Donation

City Recorder Joanna Bilbrey presented a request from the Myrtle Creek Lions Club for a donation to the Hanging Flower Basket Project.

Motion was made by Councilor Burnett to donate \$500 to the Hanging Basket Project. Motion seconded by Councilor Larson. Discussion: None

Vote: Motion passed unanimously.

Budget Committee Resignations

Robert Chaney Sr. and Diana Larson were both members of the Budget Committee and once elected to the Council became part of the Council Budget Committee. Their letters of resignation are housekeeping for the records.

Motion made by Councilor Burnett to accept the Budget Committee resignation letters from Robert Chaney Sr. and Diana Larson. Motion seconded by Councilor Harris. Discussion: None

Vote: Motion passed unanimously.

Budget Committee Applications

The following residents submitted applications to volunteer for the Budget Committee: Olivia See, Sharon Umphlett, Lori Proctor, Cathy Wragg. The applications were presented in the order that they were received.

Motion was made by Councilor Chaney to appoint Olivia See to the Budget Committee. Motion seconded by Councilor Larson. Discussion: None

Vote: Motion passed unanimously.

Motion was made by Councilor Larson to appoint Sharon Umphlett to the Budget Committee. Motion seconded by Councilor Harris. Discussion: None

Vote: Motion passed unanimously.

Motion was made by Councilor Harris to appoint Lori Proctor to the Budget Committee. Motion seconded by Councilor Burnett. Discussion: None

Vote: Motion passed unanimously.

Motion was made by Councilor Larson to appoint Cathy Wragg to the Budget Committee. Motion seconded by Councilor Harris. Discussion: None

Vote: Motion passed unanimously.

Discussion to rescind the motion to obtain RFP's for the Creekside Parking Lot

City Administrator Lonnie Rainville spoke to Council that based on community feedback he suggested that Council may want to rescind the request to obtain RFP's to expand the Creekside parking lot and remove it from the project list.

Myrtle Creek City Council Minutes

April 4, 2023

Page 2 of 4

Motion was made by Councilor Chaney to rescind the motion to go out for RFP's. Motion was seconded by Councilor Larson. Discussion: Councilor Chaney noted that Council may want to remove parking from their goals. Councilor Burnett shared that one of the original goals was to improve signage to direct visitors to available parking. Councilor Larson said that it was good to hear from the public. A request was made to add signage for the charging station.

Vote: Motion passed unanimously.

ORDINANCES & RESOLUTIONS

Ordinance 847 – SECOND READ – An Ordinance Establishing a Public Safety Fee to Equitably Spread the Cost of Public Safety Services.

This is the second read of Ordinance 847, it has gone through the first read and the public comment meeting.

Motion was made by Councilor Burnett to approve Ordinance 847 – An Ordinance Establishing a Public Safety Fee to Equitably Spread the Cost of Public Safety Services. Motion was seconded by Councilor Chaney. Discussion: Clarification that this will start July 2023.

Vote: Motion passed unanimously.

CITIZENS HEARD ON NON-AGENDA ITEMS

Karen Held – Woodhouse Drive, Myrtle Creek - ARPA Funds

Karen asked for information on the use of the ARPA funds.

CITY ADMINISTRATOR REPORT

City Administrator Lonnie Rainville shared that the City has been working with the National Parks Service on the Applegate Trail and they have completed the rendering of the trail marker that will be placed. This is a combined effort by the City, the Cow Creek Tribe, and the National Parks Service. Hopefully it will be completed and we will have a dedication in the next couple of months. The City will be having an Arbor day celebration on April 28th in Millsite Park. The Airport Fly-In BBQ is May 13th from 11 am to 4 pm. Councilor Burnett asked about the hospital project. Demolition staging will begin in the coming week. Councilor Harris asked about the savings from the street lights moving to LED and about being able to add some lights back. Chief Brewster has a list of locations that the Police Department has identified as needing lights. Councilor Chaney asked about the light at the entrance to town.

MAYOR AND COUNCILOR – COMMITTEE REPORTS AND COUNCILOR COMMENTS

Councilor Chaney reminded everyone that the Citizen of the Year Banquet is April 15th.

ADJOURNMENT

Mayor Matthew Hald adjourned the regular meeting of the City Council for April 4, 2023 at 6:08 P.M.

Matthew Hald, Mayor

Attest:

Joanna Bilbrey
City Recorder

October 7th, 2022

It is with regret that I must tender my resignation immediately as member and President of the Park Commission at this time. I have some medical issues in the family and am unable to continue. It has been a pleasure to have served.

Sincerely,

A handwritten signature in cursive script that reads "Patti Turner". The signature is written in dark ink and is positioned above the printed name.

Patti Turner

From: [Beverly](#)
To: [Joanna Bilbrey](#)
Subject: Re: Letter of Resignation
Date: Thursday, March 9, 2023 9:07:36 PM
Attachments: [image001.png](#)

Thank you Joanna,

The letter is perfect and I would like to be my letter. I appreciate your assistance in this matter. I have been really sick this week and this makes it easier on me.

Beverly Powell

On 3/9/2023 at 9:51 AM, "Joanna Bilbrey" <jbilbrey@myrtle creek.org> wrote:

February 10, 2023

Beverly Powell
Park Commissioner
P.O. Box 136
Myrtle Creek, OR 97457

RE: Letter of Resignation

Dear Myrtle Creek Park Commission:

It is with great regret that I am submitting my letter of resignation from the Myrtle Creek Parks Commission. I am currently struggling with medical conditions that render me unable to participate in the way that I see fit.

I would like to thank the City of Myrtle Creek for the opportunity to serve the citizens of Myrtle Creek as a Park Commissioner, and I am hopeful that the Park Commission will remain dedicated to the preservation and care of the parks within the City of Myrtle Creek.

Sincerely,

Beverly Powell

Joanna Bilbrey

From: Al Ankle <alvinankle@gmail.com>
Sent: Wednesday, April 19, 2023 2:54 PM
To: Joanna Bilbrey
Subject: Resignation

Dear Joanna

Because of health and my age I feel I should resign from the Park Commission. It has been a good experience.

Thank You
Alvin Ankle



APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application MUST be completed to be valid

Name: Jim DAVIES Date: 9/28/2022

Address: [REDACTED]

City: Myrtle Creek State: Oregon Zip: 97457

Home Phone: Cell Phone: [REDACTED] Work Phone:

Email Address: jada40@ATT.net

Occupation: Retired Place of Employment:

Are you a registered voter? Yes ☒ No ☐

Please mark all Boards, Commissions and Committees for which you are applying:

- ☐ City Council..... (Vacancies appointed by Council)
- ☒ Park Commission... (3 year term, appointed by Council)
- ☐ Budget Committee..... (3 year term, appointed by Council)
- ☐ Planning Commission..... (4 year term, appointed by Council)
- ☐ Friends of Pool Task Force (until project complete, appointed by Council)

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

Enjoy being out door, like being involved in the community. Parks are an intricate part of the well being of all the people in the area. They should be maintained for the present and future generations to enjoy.

Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:

I was the park's chair on Herron Island, Washington for 4 years.

Member of Herron Island Washington H.M.C board until moving to Myrtle Creek.

Any additional information you would like to provide:

Volunteer service on boards, committees, task force and commissions does require effort and time from members.
Your interest and participation can help your community, and is greatly appreciated.
Appointments to committees and commissions are made by the Mayor with the consent of the City Council.

Applicants Signature

The City of Myrtle Creek
P. O. Box 940
Myrtle Creek, Oregon 97457
www.cityofmyrtlecreek.com

Phone: 541-863-3171
Fax: 541-863-6851

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application **MUST** be completed to be valid

Name: MARK PAVLAK Date: 3-6-2023

Address: [REDACTED]

City: Myrtle Creek State: OR. Zip: 97457

Home Phone: _____ Cell Phone: [REDACTED] Work Phone: _____

Email Address: mpavlak@sbcglobal.net

Occupation: Retired Place of Employment: _____

Are you a registered voter? Yes ☒ No ☐

Please mark all Boards, Commissions and Committees for which you are applying:

- ☐ City Council..... (Vacancies appointed by Council)
- ☒ Park Commission... (3 year term, appointed by Council)
- ☐ Budget Committee..... (3 year term, appointed by Council)
- ☐ Planning Commission..... (4 year term, appointed by Council)
- ☐ Friends of Pool Task Force (until project complete, appointed by Council)

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

I have been a Myrtle Creek resident for almost 3 yrs. and have enjoyed our parks on a daily basis. I feel a desire to contribute more to our community and feel the park commission is a good place to start.

Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:

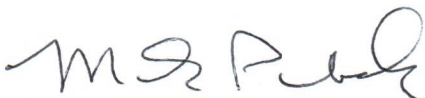
Any additional information you would like to provide:

I have facilitated and participated in various committees and meetings in my professional career.

Volunteer service on boards, committees, task force and commissions does require effort and time from members.

Your interest and participation can help your community, and is greatly appreciated.

Appointments to committees and commissions are made by the Mayor with the consent of the City Council.



Applicants Signature

The City of Myrtle Creek
P. O. Box 940
Myrtle Creek, Oregon 97457
www.cityofmyrtlecreek.com

Phone: 541-863-3171
Fax: 541-863-6851

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application **MUST** be completed to be valid

RECEIVED
3/24/23
9/3

RECEIVED
3/22/23

Name: Olivia RAE SEE Date: 3/22/23

Address: [REDACTED] - [REDACTED]

City: MYRTLE CREEK State: OR. Zip: 97457

Home Phone: [REDACTED] Cell Phone: [REDACTED] Work Phone: [REDACTED]

Email Address: RAESEESPLACE@MSN.COM

Occupation: FILM TECH Place of Employment: BOYRS - RETIRED

Are you a registered voter? Yes ☒ No ☐ in Calif.

Please mark all Boards, Commissions and Committees for which you are applying:

- ☐ City Council..... (Vacancies appointed by Council)
- ☒ Park Commission... (3 year term, appointed by Council)
- ☒ Budget Committee..... (3 year term, appointed by Council)
- ☐ Planning Commission..... (4 year term, appointed by Council)
- ☐ Friends of Pool Task Force (until project complete, appointed by Council)

I AM CURIOUS ABOUT THE OTHERS

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

I WAS INVITED BY BEV. TO MAKE A QUORUM. I ALSO LOOKED AT TAICHI & GARDEN CLUB. I STAYED THRU THE CHANGES

I LOVE PARKS MY WHOLE LIFE YOU HAVE (4) MY HEARTS DELIGHT. I THINK I COULD CONTRIBUTE. I'M SMART ENOUGH I CATCH ON QUICK. I FELL IN LOVE WITH M.C. HOWEVER THERE ARE A LOT OF PEOPLE DYING THAT I JUST MET.

Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:

NOPE. I HAVE 30 YRS IN THE FILM INDUSTRY AND AM RETIRED RAISED 2 KIDS AND THEY HAVE KIDS.

Any additional information you would like to provide:

I GOT HERE, MY HOME AND EVERYTHING BURNED DOWN IN THE PARADISE, CALIF IN 2018. I STAYED BUT SO MY INSURANCE DOESN'T GET LOST IN THE MAIL. I LOVE THE PARKS, BOUGHT SMALL HOUSE

Volunteer service on boards, committees, task force and commissions does require effort and time from members.

Your interest and participation can help your community, and is greatly appreciated.

Appointments to committees and commissions are made by the Mayor with the consent of the City Council.


Applicants Signature

City of Myrtle Creek, Oregon
RESOLUTION 23-04

A RESOLUTION EXTENDING THE CITY OF MYRTLE CREEK WORKER'S
COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF
MYRTLE CREEK DURING POLICY YEAR 2023-2024

Whereas, the City of Myrtle Creek elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers listed below.

1. An assumed monthly wage will be used for public safety volunteers and other unpaid volunteers as follows:

Volunteer Firemen	assumed wage of \$1200 per month
Unpaid Reserve Police Officer	assumed wage of \$800 per month
Unpaid RV Park Caretaker	assumed wage of \$25 daily
Summer Youth Work Program	Oregon minimum wage
Community Service/Work Crew	Oregon minimum wage
Airport Support Group	Oregon minimum wage
Volunteer Office Clerk	Oregon minimum wage
Golf Course Volunteer	Oregon minimum wage; and
2. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code for the type of work being performed using Oregon minimum wage; and
3. A roster of active volunteers (public safety and non-public safety) will be kept monthly for reporting purposes. It is acknowledged that CityCounty Insurance Services/Saif may request copies of these rosters during year-end audit; and
4. Unanticipated volunteer projects or exposure not addressed herein will be added onto City of Myrtle Creek's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be back dated.

NOW, THEREFORE, BE IT RESOLVED THAT that City Council of the City of Myrtle Creek elects to provide for worker's compensation insurance coverage as indicated above. This resolution will be updated annually.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MYRTLE CREEK THIS 2nd DAY OF MAY, 2023.

APPROVED BY THE MAYOR THIS 2nd DAY OF MAY, 2023.

Mayor Matthew Hald

ATTEST:

Joanna Bilbrey
City Recorder

**CITY OF MYRTLE CREEK
OREGON
RESOLUTION NO. 23-05**

**A RESOLUTION AMENDING THE CITY OF MYRTLE CREEK
HANDBOOK OF FEES AND CHARGES**

WHEREAS, Ordinance #572 provides that all fees and charges will be set forth in a Handbook of Fees and Charges which will be established by City Council Resolution; and

WHEREAS, it appears to be in the best interest of the City to update the Fees & Charges in some areas; and

WHEREAS, the City Council Adopted Ordinance No. 847 establishing a Public Safety Fee; and

WHEREAS, the City Council recommends a \$4 per unit Public Safety Fee; and

WHEREAS, the City currently provides notary services to the residents of Myrtle Creek and has seen an increasing need for notarial services for individuals outside of the Myrtle Creek city limits; and

WHEREAS, the City would like to make this service available to the public in general. The service will remain free for residents of the City of Myrtle Creek. A \$10 fee is recommended for non-residents as noted in Exhibit A, City of Myrtle Creek Handbook of Fees and Charge.

NOW, THEREFORE, BE IT RESOLVED that the Myrtle Creek City Council hereby approves the recommended changes to the Handbook of Fees & Charges effective July 1, 2023.

PASSED AND APPROVED THIS 2nd DAY OF MAY, 2023

Matthew Hald, Mayor

ATTEST:

Joanna Bilbrey, City Recorder

CITY OF MYRTLE CREEK



HANDBOOK OF FEES & CHARGES

**Adopted by Resolution No. RES-23-05
Effective July 1, 2023**

ADMINISTRATION

Business License annually	General	\$ 55.00/year pro-rated semi- Late Fee - 5% per month
	Peddler/Solicitor	\$ 50.00 - Annual One Person \$ 20.00 - Each Additional Person
Document or Report Copies		\$ 0.50 each (single sided) \$ 0.75 each (double sided)
Council Packet		\$ 5.00
Liquor License		\$ 20.00
Liquor Offsite License		10.00
Liquor License Renewal		\$ 20.00
Notarize Documents		No Charge to City Residents \$ 10.00 Non-Resdient
CD rom (Audio copies of public meetings)		\$ 10.00
Temporary Trailer Sleeping Permit		\$ 25.00
Charge for checks returned for insufficient funds		\$ 25.00
Derelect Building Registration Fee		\$250.00
Derelect Building Monthly Registration		\$125.00
Derelect Payment Penalty		\$125.00
Lien Search Fee		\$ 25.00
Public Records Request	*minimum charge	\$ 8.00
*Additional fee when staff and attorney charges are applied		

PLANNING AND COMMUNITY DEVELOPMENT

Annexation

Annexation Fee	\$0	Ord. No. 652
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Land Use and Subdivision Application

Appeal Administrative Decision	½ of Application Fee
Comprehensive Plan Amendment – Map/Text	\$900
Comprehensive Plan Amendment - UGB	\$1200
Conditional Use Permit *	\$450
Lot Line Adjustment	\$200
Land Partition (Administrative)	\$350
Land Partition (Planning Commission)	\$500
Manufactured Home Park Application	\$400.00 + \$20.00/Space
Planned Development	\$750 +20/Unit
Planned Unit Amendment	\$375 +\$10/Unit
Planning Clearance Work Sheet for County Building Permit	\$75
Site Plan Review (Commercial)	\$350
Site Plan Review (Residential)	\$200
Subdivision	\$700-+ \$10.00/lot
Subdivision (Final Plat)	\$500
Temporary Use Permit*	\$200
Property Vacation Fee	\$300
Variance (Administrative)*	\$300
Variance (Planning Commission)*	\$400
Zone Change*	\$750

** Application fee may be waived when the request is processed simultaneously with an application carrying a similar or higher fee.*

DEVELOPMENT and CONSTRUCTION PERMITS

Sidewalk Improvement Permit	\$10.00
Curb & Gutter Permit	\$10.00
Sign Permit	\$10.00
Curb cut Permit	\$10.00
Sidewalk Installation Permit	\$10.00
Fence Permit (30" - 72")	No Charge
*Demolition Permit	Actual Cost
Alteration of Historic Structure	No Charge
*Structure Relocation Permit	Actual Cost

*Ordinance No. 474, Section 5, SPECIAL PERMIT FEES

POLICE DEPARTMENT SERVICES

Report Copies	\$5.00 for first five pages and .50 for each additional page
Antiabuse/Intoxilizer	\$50.00/month
Dog Impound	\$20.00 first offense \$30.00 second offense \$40.00 third offense \$50.00 fourth offense & each offense thereafter
Animal Board & Keep	\$5.00/day
Dog Disposal	\$20.00
Sale of Dog	\$15.00
Fingerprinting (non criminal)	\$25.00 for first 2(two) cards \$10.00 for all additional cards after first
Bicycle License	No Charge
Administrative Fee for Impounded Vehicle	\$100.00
Audio Tape Copies & CD's	\$10.00 each

Public Safety Fee

Single Family Residential Unit:	1 unit x \$4.00 = \$4.00 per month
Multi-family Residential Unit:	Number of units x \$4.00 = \$ x per month
Commercial/Industrial Unit:	Number of units x \$4.00 = \$ x per month

SEWER DEPARTMENT SERVICES

Basic Monthly Rate - Residential	\$68.00 per unit
Basic Monthly Rate - Multi-Family	\$68.00 per unit
Basic Monthly Rate - Commercial	\$68.00 +.57 for each additional 100 cu ft of water usage
<u>Irrigation Adjustment – Commercial Resolution # 162</u>	<u>Not to be less than 150% of winter avg</u>
Monthly Rate - Outside City Limits	Double Inside City Limits Rates
New Sewer Connection Fee Inside or Outside City Limits	Materials and labor
System Development Charge	
Single-family home	\$ 2,412.00
Multi-family project, per unit*	\$ 1,737.00
Shopping ctrs and stores per 1,000 sq ft	\$ 844.00
Hotels/Motels without kitchen, per room	\$ 868.00
Restaurants, per seat	\$ 338.00
Travel trailer park, per space	\$ 1,185.00
Churches, assembly halls, theaters, per seat	\$ 24.00
Offices and warehouses, 1000 sq ft	\$ 121.00
Nursing homes, per resident	\$ 868.00
Hospital, per bed	\$ 2,147.00
Fast food, per employee	\$ 145.00
Building Sewer Permit & Inspection Fee	No Charge
Repair Permit	No Charge
Late Fee/Delinquent Letter	\$ 10.00

*According to Ordinance No. 214, Section 8, a unit is described as each separate store, office, or occupied space or rental on the same premises of every name, nature, and description.

WATER DEPARTMENT SERVICES

Water Deposit	
Inside City Limits	\$125.00
Outside City Limits	\$125.00

Reconnect Fee	\$35.00
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Late Fee/Delinquent Letter	\$10.00
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Water Rate - Inside City Limits

3/4" pipe	\$52.00 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$47.00; 7/1/2015: \$52.00]</i>	
1" pipe	\$53.25 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$48.25; 7/1/2015: \$53.25]</i>	
1 1/4" - 1 1/2" pipe	\$56.75 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$51.75; 7/1/2015: \$56.75]</i>	
2" and larger pipe	\$60.25 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$55.25; 7/1/2015: \$60.25]</i>	

Water Rate - Outside City Limits	Double Inside City Limits Rates
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New Water Installation Fee

Inside or Outside City Limits	Materials and labor
System Development Charge	
5/8" x 3/4" Meter	\$ 6,257.00
1" Meter	\$ 15,643.00
1 - 1 1/2" Meter	\$ 31,235.00
2" Meter	\$ 50,056.00
3" Meter	\$ 100,112.00
4" Meter	\$ 156,425.00
6" Meter	\$ 312,850.00
8" Meter	\$1,251,400.00

Temporary Turn-On Fee	\$ 5.00
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Bulk Water	
Under 100 Gallons	\$.20/gallon - minimum charge \$ 5.00
100 Gallons and over	\$.30/100 gallons - minimum charge \$20.00

Park Services

Millsite & Evergreen Park Rentals

Non-Youth Baseball or Softball Tournaments	\$25.00/day/field
Commercial Uses	Determined by the Park Commission
Clean-Up Deposit	\$100.00
Electrical Use Fee	\$10.00/day
Recreational Vehicle Park	\$25.00/space/night *
Extra Vehicle	\$1.00/night
Dump Station Fee	\$5.00/discharge
Shower (non-campers)	\$1.00/shower
Tent Camping	\$25.00/space/night *

*Effective August 1, 2017

Picnic Shelter & Band Shell	\$100.00 per usage
Non shelter areas	\$30.00 per usage

Evergreen Park Gazebo	\$100.00 per usage
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Disc Golf Tournament Fee	\$100.00 plus \$1 per person
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Maggie Steinbaugh Park Gazebo	\$100.00 per usage
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Field Reservations for Organized Sports Teams	\$5.00/player up to \$10.00/family
Team roster and practice/game times must be submitted at time of payment.	

Groups of over 100 persons and or the exchange of any funds (donations or otherwise) will require a Special Event Permit.

Note: Same clean-up deposit fees for all parks. Camping is not permitted in parks without permission from the City Administrator.

Swimming Pool

ADMISSION

\$ 1.00

LAP SWIM

\$ 2.00/CLASS

ADULT CLASSES

\$ 2.00/CLASS

LESSONS

\$30.00/session

PRIVATE LESSONS

\$12.00 per lesson

SEMI-PRIVATE LESSONS

\$16.00 per lesson

SWIM CLUB SEASONAL

\$60.00 per person

PASSES (RESIDENT)

10 – VISIT PASS FOR SWIMMERS

\$ 10.00

20-VISIT PASS FOR SWIMMERS

\$ 20.00

20-VISIT PASS FOR LAP SWIM/WORKOUT

\$ 35.00

UNLIMITED INDIVIDUAL SEASON PASS

\$ 75.00

(cannot be used by multiple swimmers)

Pool Rental Fees

\$75.00/hour includes 2 lifeguards; over 50 swimmers
requires an additional lifeguard at \$25.00/hour

Community Center

Daily Use	\$100.00/day
Commercial Use	\$125.00/day
Refundable cleaning/damage deposit	\$ 100.00
Youth Groups	\$ 10.00/meeting
Public Health Groups	\$ 10.00/meeting
Non-Profit Groups	\$ 25.00/meeting
For Profit Groups	
6 month lease	\$ 30.00/meeting
1 year lease	\$ 25.00/meeting
City Sponsored Events	No Charge
Alcohol and/or Drug Prevention Groups	No Charge

Note: Other fees and leases may be determined by the City Administrator

PUBLIC WORKS DEPARTMENT SERVICES

Street Sweeper	\$100.00 /hour
Vactor Truck	\$180.00/hour
Bucket Truck	\$80.00/hour
Backhoe	\$90.00/hour
Dump Truck	\$100.00/hour
Tractor with Flail Attachment	\$85.00/hour

- *A 15% administrative fee will be added to the above charges.*

* *All equipment charges include an operator and a minimum charge of one (1) hour.*

AIRPORT DEPARTMENT SERVICES

Landing and Parking	No Charge
Tie Down - Overnight	No Charge for first night
Per Day/space	\$ 3.00/day SEL
Per Month/space	\$ 25.00/month
Ground Lease	
Private	\$0.21/sq ft per year
Commercial	\$0.21/sq ft per year
Auto Parking	
Up to 10 days while flying	No Charge
Per month/vehicle	\$ 10.00
Ag Operations	
Daily Use	\$ 25.00
Aviation related trailer parker	\$50.00 per month
Airport Crew Quarter Space	\$365.00 per month

STREET DEPARTMENT SERVICES

Single Family Residential Unit: 1 unit x \$4.00 = \$4.00 per month

Multi-family Residential Unit: Number of units x \$4.00 = \$ x per month

Commercial/Industrial Unit: Number of units x \$4.00 = \$ x per month