

PRELIMINARY AGENDA
REGULAR SESSION
CITY OF NORTH PLAINS, CITY COUNCIL MEETING
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Monday, April 15, 2013
7:00 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL**
4. **CONSENT AGENDA:** *(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)*
 - A. Approval of regular session agenda
 - B. Approval of minutes of 4/01/2013 Council meeting
5. **PUBLIC COMMENT:** *(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a "Public Comment Registration form" on the information table and return it to the City Recorder. You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to five minutes.)*
6. **PRESENTATION:**
None Scheduled
7. **PUBLIC HEARING:**
None Scheduled
8. **NEW BUSINESS:**
 - A. Discussion of Master Fee Schedule
 - B. Council to consider approval of DR Horton Development Agreement
 - C. March Check Register
9. **UNFINISHED BUSINESS:**
10. **ORDINANCES:**

FIRST READING:

A. None Scheduled

SECOND READING:

B. None Scheduled

11. STAFF REPORTS

Staff reports will be provided by the City Manager, Public Works Director, Police Chief, and Library Director

12. COUNCIL REPORTS

A. Council reports will be provided by the Mayor and City Councilors on meetings attended and other items.

B. April 2013 Council Calendar

13. ADVICE/INFORMATION ITEMS:

- Country Western Music Show: Saturday, April 27 @ 6:30 Jessie Mays Community Hall
- Playdate: Sunday, April 28 @ 1:30-5:00 at Jessie Mays Community Hall
- Garage Sale Madness: Saturday, May 4 ~8:00-3:00
 - City Wide Garage Sale
 - Garden Club Plant Sale
 - Library Bake Sale
 - Friends Book Sale
- City Clean-Up Day: Saturday, May 11 from 8:00 – 11:30 a.m.
- Memorial Day: Monday, May 27, 2013

14. ADJOURNMENT

North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at (503)647-5555

City Council Meetings are scheduled to be held at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon, on the following dates at 7:00 p.m.:

Monday, May 6, 2013

Monday, May 20, 2013

Monday, June 3, 2013

CITY OF NORTH PLAINS
City Council Meeting—Regular Session
Monday, April 1, 2013 – 7:00 P.M.
MINUTES

1. **CALL TO ORDER:** Mayor David Hatcher called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher conducted the flag salute.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Michael Broome, Michael Demagalski, Charlynn Newton, Robert Kindel, Jr.
Absent: Glen Warren

Staff present: City Manager Martha DeBry, Public Works Director Blake Boyles, Chief of Police Bill Snyder, Library Director Debra Brodie, Account Clerk Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 3/18/2013 Council meeting

Motion by Broome, seconded by Lenahan to approve the Consent Agenda as presented. The motion was approved unanimously.

5. **PUBLIC COMMENT:**
There was none forthcoming.
6. **PRESENTATION:**
None Scheduled
7. **PUBLIC HEARING:**
None Scheduled
8. **NEW BUSINESS:**
 - A. Discussion of 2013-14 Budget Schedule

City Manager DeBry presented the staff report. The draft budget will be out by the end of this week. The Finance Manager has distributed reports to the department heads. DeBry explained the budget process to the Council directing them to the public notice schedule and the end result of the Council adopting a resolution adopting the budget for Fiscal Year 2013-14.

DeBry stated she will check with the City Attorney regarding the legality of spouses serving on the Budget Committee.

Council agreed to schedule the Budget Committee Meeting on Monday, April 22, 2013 at 7:00 p.m. This meeting will be held at Jessie Mays Community Hall.

- B. Council to consider Resolution No. 1781 Appointment of Anapreet Kaur Gill to Budget Committee

Mayor Hatcher invited Anapreet Kaur Gill forward to address the Council. Council proceeded to interviewed Ana for this position. Motion by Demagalski, seconded by Lenahan, to adopt Resolution No. 1781 appointing Anapreet Kaur Gill to Budget Committee. The motion was approved unanimously.

- C. Council to consider Resolution No. 1782 Accepting Bids and Awarding the Bid for the NW Claxtar Street Waterline and Roadway Improvements.

Public Works Director Blake Boyles presented his staff report to the Council. Boyles and the City Engineer have reviewed the 12 bids received for the construction of the NW Claxtar Street Waterline and Roadway Project. The recommendation is to award the contract to Subcom Excavation & Utilities. Boyles asked the Council to authorize the City Manager to negotiate the final contract and execute the documents necessary for the City to enter into an agreement between the City of North Plains and Subcom Excavation & Utilities.

Discussion ensued. Boyles will give notice to the homeowners of the project. A Town Hall meeting will be scheduled to address any questions/concerns the homeowners may have with the project.

Motion by Demagalski, seconded by Broome, to adopt Resolution No. 1782 Accepting Bids and Awarding the Bid for the NW Claxtar Street Waterline and Roadway Improvements. The motion was approved unanimously.

- D. Discussion on placement of agenda packet material on City website before the Council meets.

Mayor Hatcher asked Councilor Newton to explain this agenda item as she had commented on the issue at the previous meeting. Newton referred to the March 18, 2013 Council meeting discussion regarding agenda material being released to the public before the Council acts upon it—specifically a letter being drafted by the Council to the Sunset Park Association in Banks. Her concern is that information is out before the public that could be personal in nature. She suggested waiting until the day after the meeting to publish background materials for items on the agenda. Discussion ensued. Council was in agreement that transparency is critically important and the public should have documents available when the Council receives it. It was agreed that agenda materials would be made available to the public in advance of meetings.

9. UNFINISHED BUSINESS:
None Scheduled

10. ORDINANCES:

FIRST READING:

- A. Ordinance No. _____ Municipal Chapter 16.80.045; An Ordinance of the City Council of the City of North Plains, Oregon, Amending Municipal Chapter 16.80.045 of Municipal Code regarding Signs. **(12-009-01-ZDA)**

DeBry informed the Council of a change in procedure that staff will not assign a number to ordinances until after the first reading. This is a tool to keep the permanent records clean and not assign a number to an ordinance that may be postponed or not considered.

DeBry presented the staff report to the Council. The Planning Commission has looked at the sign ordinance twice. The Planning Commission did not recommend a change to the ordinance for highway signs. McDonald's had requested relief from a requirement that the tall highway sign be brought into conformance. The City Attorney informed DeBry that a variance for a non-conforming use would not be appropriate in this instance but recommended an amendment to the ordinance for this issue.

DeBry stated that McDonalds could not appeal the decision of the planning commission, and so Staff was taking an unusual step to present ordinance options not recommended by the Planning Commission. DeBry presented five options for the Council to consider. Discussion ensued. Council decided to consider the various aspects of this proposal and discuss it at another meeting. It was suggested that representatives of the Planning Commission and other owners of non-conforming highway signs be invited to attend when the issue is rescheduled before the City Council.

SECOND READING:

- B. Ordinance No. 415 Municipal Chapter 1.40 — Parks Board; An Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board. (First reading was at March 18, 2013 Council meeting.)

Motion by Demagalski, seconded by Kindel, to read Ordinance No. 415, an Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board, by title only for the second time. The motion was approved unanimously.

Mayor Hatcher read Ordinance No. 415 for the second time by title only.

Motion by Broome, seconded by Demagalski, to adopt Ordinance No. 415, an Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board. The motion was approved unanimously.

11. STAFF REPORTS

Boyles noted the Highland Court project is underway. The entire pipe for the waterline was laid down on 307th in a day and a half.

Boyles spoke with Dave Taylor, Project Manager for ODOT, regarding the trail tunnel project being installed under the overpass. ODOT suggested the City write a letter to Senator Starr to ask him what funds are available from the Glencoe Interchange Project that the City could use to extend the trail project further east. Mayor Hatcher, Boyles and DeBry will meet at 8:00 a.m. Tuesday morning to discuss the easements and compose the letter.

The Community Garden will continue again this year. There are 15 people on a waiting list for a garden spot. Boyles is investigating some other properties that may be available to use for additional plots.

Chief Snyder reported they are wrapping up in-service training.

Snyder has been approached by ODOT to re-up with patrol assistance on the next phase of the overpass construction project.

Snyder had inquired with Washington County about extending the school zone on North Avenue and was told that couldn't happen. Snyder will install a solar LED speed detection device. This device will be on North Avenue for the month of May. It has a speed display panel that notifies drivers of their speed. It will also gather data to establish statistical analysis.

Library Director Brodie reported the spring tulip sale at the library was very successful. She also advised one of the final maintenance projects is painting the computer room. The Friends of the Library have purchased an art display hanging system that will simplify installing each art exhibit. Art donated from artist Tom Jacquemin will be displayed during April and May. The Library will hold the first in a line of receptions for the displaying artist on April 19th at the library.

Children's illustrator Sarah Twitty's work will be displayed at the Library in June.

WCCLS is sponsoring their annual "Art of the Story" storytelling (formerly known as Hearing Voices) event in April. North Plains Public Library is co-hosting nationally renowned storyteller Kim Weitkamp, with the North Plains Elementary School. This program is scheduled for April 18th at 6:30 p.m. at the North Plains Elementary School.

Brodie also informed the Council that there will be an opening for a Library Board member in July. Janelle Beuley is resigning from her position.

12. COUNCIL REPORTS

Council reviewed the April 2013 Council Calendar.

Hatcher reported legislation continues on composting sites. Hatcher expressed his

disappointment in the direction the committee is going. It is being approached by revising the pre-application for composting sites rather than the direction of zoning.

Councilor Lenahan asked Jon Thomas, the Recology representative attending the meeting, of the status of finding sites to deposit commercial food waste. Mr. Thomas responded it is Metro's responsibility to make a decision on the four locations they are considering. Councilor Broome reminded Council of the next country music show, a benefit for the Senior Center on Saturday, April 27th at 6:30 p.m. at Jessie Mays Community Hall.

Mayor Hatcher reported a concerned citizen approached him in regard to an issue that is developing around Claxtar and 311th with many rabbits running loose. DeBry explained the City does not have an ordinance regarding rabbits. She stated that staff has looked at the place of origination and the rabbits appear to be properly penned. The citizen approached City Hall and stated he may appear before Council to raise the issue.

13. ADVICE/INFORMATION ITEMS:

- Volunteer Recognition Event-April 11 @ 6:30 p.m. at Jessie Mays Community Hall
- Author Visit: Chantal Kelly-April 11 @ 7:30 p.m. at North Plains Public Library
- Country Western Music Show-April 27@ 6:30 p.m. at Jessie Mays Community Hall
- Playdate-April 28: 1:30-5:00 p.m. at Jessie Mays Community Hall

14. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 9:02 p.m.

David Hatcher, Mayor

Martha DeBry, City Manager/Recorder

Date approved _____

CITY OF NORTH PLAINS FEE SCHEDULE 2013/2014

The user fees are established to lessen the amount of property taxes by charging the cost of providing a service directly to the person utilizing the service. Fees are minimum payments for services, and cannot be discounted. In some cases, additional fees may be required to be negotiated for complex projects.

Deposits are used when the City seeks to recover its actual costs for a service, but due to the uniqueness of each application setting a fixed fee is not practical. These costs include, but are not limited to: services rendered by the City Planning Consultant, City Engineer, City Attorney, administrative costs covering staff reports, correspondence, financial accounting, public works review, supplies, postage, copying and clerical time. If the actual costs exceed the deposit, the City reserves the right to request an additional deposit and/or the applicant will receive an invoice for any other

ADMINISTRATIVE FEES				
Fee	FEE DESCRIPTION	Fee Type	2012	2013
Business Licenses (Revenue raising)				
A. Annual fee				
1101	1. First year (waived for new businesses until December 2013)	Fee	\$0.00	\$0
1102	2. Renewal	Fee	\$50.00	\$50
1103	B. Business License Appeal fee	Fee	\$107.00	\$109
1104	C. Delinquent payment if paid after February 1 or 30 days of operation		20% of license fee for every 30 day period	20% of license fee for every 30 day period
1105	D. Peddlers Permit/Solicitor/Temporary Vendor Permit Door to Door	Fee	\$42.00	\$123
1105s	E. Peddlers Permit/Solicitor/Temporary Vendor Permit - Stationary	Fee		\$83
1106	F. Set up (waived for new business until December 2013)	Fee	\$0.00	\$0.00
1107	G. Business License - Trailer Park	Fee	\$50 + \$25/pad	\$50 + \$25/pad
1120	Collection agency fee	Fee	25% of amount owed	
Copies				
1130	A. B&W 8.5 x 11 each	Fee	\$0.55	\$0.70
1131	B. B&W 8.5 x 14 each	Fee	\$0.55	\$0.70
1132	C. B&W 11 x 17 each	Fee	\$0.55	\$0.70
1133	D. Color	Fee	add \$0.10/page	add \$0.10/page
Amplified Music				
1135	A. Small event	Fee	\$0.00	\$0
1136	B. Large event	Fee	\$88.00	\$118
Electronic Reproduction				
1140	A. Audio recordings SD card	Fee	\$16.00	\$16
	B. CD's	Fee	NA	NA
1142	C. USB Flash drive	Fee	\$16.00	\$16

1143 Faxing per sheet	Fee	\$1.25	
Franchise/Priviledge Tax/Host Fee			
A. Electricity PGE - 1.5% priveledge 3.5% franchise (expires 2022)	Fee	5.0%	5.0%
B. Refuse & Recycling - Garbarino (renewal 2014)	Fee	3.0%	3.0%
C. Natural Gas - NW Natural Gas (expires 2014)	Fee	3.0%	3.0%
D. Sewage - Clean Water Services (annual renewal until 2028)	Fee	5.0%	5.0%
E. Compost - Nature's Needs	Fee	\$0.50/ton	\$1/ton
Fees for mailing (A+B+C) other than public hearing to be negotiated at time work scope is developed.			
A. Staff time	Fee	Actual cost	Actual cost
B. Postage	Fee	Actual cost	Actual cost
C. Copies	Fee	Actual cost	Actual cost
1160 Filming Permit (Commercial activity)	Fee	\$123/day	\$128
1170 Returned Check Charge	Fee	\$25.00	\$25
1171 Notary Fee	Fee	\$5.00/Signature	\$5.00/Signature
1175 Lien search	Fee	\$20/lot searched	\$20/lot searched
Liquor License Application			
1180 A. Change in ownership, location or priveledge	Fee	\$71.00	\$71
1181 B. New outlet application	Fee	\$106.00	
1182 C. Renewal	Fee	\$43.00	\$29
1183 D. Temporary Application	Fee	\$12.00	\$12
Public Records			
A. Staff time	Fee	Actual cost	Actual cost
1186 B. Administrative charge	Fee	15%	15%
C. Inspection of public records	Fee	Actual cost	Actual cost
1189 D. Annual Budget	Fee	\$23 or free online	\$23 or free online
1190 E. Annual Audit	Fee	\$16 or free online	\$16 or free online
1191 F. Capital Improvement Program	Fee	\$11 or free online	\$13 or free online
1142 G. Zoning and Development Code (.pdf electronic format)	Fee	\$16 or free online	\$16 or free online
1193 H. Comprehensive Plan	Fee	\$21 or free online	\$21 or free online
I. Zoning Map	Fee	free online	free online
1142 J. City code (pdf electronic format, same as USB flash fee)	Fee	\$16.00 or free online	\$16.00 or free online

CODE ENFORCEMENT

FEE DESCRIPTION		Fee Type	2012	2013
Nuisance				
1201	A. Notice of abatement	Fee	\$224.00	\$247
1202	B. Administrative Hearing	Fee	\$90.00	\$116
Dangerous Building				
1203	A. Notice of abatement	Fee	\$155.00	\$174

1204	B. Public Hearing	Fee	\$442.00	\$471
1205	C. Citation	Fee	\$72.00	\$72

LAND USE, PLANNING		Admin Decision	Public Hearing	Fee Type	2012	2013
1401	Annexations	*		Deposit	\$10,000.00	\$10,000
1402	Annexation Election Deposit	*		Deposit	\$9,000.00	\$9,000
Appeal of Administrative or Planning Commission Decision		*		Deposit		
1405	A. Appeal	*		Fee	\$226.00	\$218
1406	B. 2nd (continued) hearing at request of applicant			Fee	\$191.00	\$326
1142	Appeal Hearing Transcripts - City will provide digital audio recording				\$16.00	\$16
Building Permits Land Use Approval Residential Zone (R-7.5, R-5 and R-2.5)						
1415	A. Single Family Residence	+		Fee	\$41.00	\$46
1416	B. Multi-Family Residence (Per Unit)	+		Fee	\$41.00	\$46
1417	C. Remodel/Alteration Any Residence	+		Fee	\$41.00	\$46
1418	D. Detached Accessory Structure 121 to 200 Square Feet (City does not review applications under 200 square feet)	+		Fee	\$0.00	NA
1415	E. Detached Accessory Structure Over 200 Square Feet	+		Fee	\$31.00	\$46
1420	F. Demolition Any Structure	+		Fee	\$29.00	\$34
Commercial Zone (C-1 and C-2)						
1425	A. Commercial New Structure (Fee reduced until December 2013)	+		Fee	\$44.00	\$49
1426	B. Remodel/Alteration Existing Structure (Fee reduced until December 2013)	+		Fee	\$44.00	\$49
1425	C. Detached Accessory Structure	+		Fee	\$42.00	\$49
1420	D. Demolition Any Structure	+		Fee	\$29.00	\$34
Industrial Zone (M-1 and M-2)						
1430	A. Industrial New Structure (Fee reduced until December 2013)	+		Fee	\$44.00	\$49
1431	B. Remodel/Alteration Existing Structure (Fee reduced until December 2013)	+		Fee	\$44.00	\$49
1430	C. Detached Accessory Structure	+		Fee	\$44.00	\$49
1420	D. Demolition Any Structure	+		Fee	\$29.00	\$34
1435	Change of Address request for reasons other than fire and life safety			Fee	\$131.00	\$136
Conditional Use Permits				Deposit		
1440	A. Residential zone	*		Fee	\$391.00	\$328
1441	B. Commercial or industrial zone	*		Fee	\$525.00	\$544

1442 C. Minor Alterations of Conditional Use Permits		*	Fee	\$172.00	\$186
FEE DESCRIPTION			Fee Type	2012	2013
Comprehensive Plan Document/Map Amendments			*	Deposit	
1445	A. Legislative Amendment		*	Deposit	\$8,000.00
1446	B. Zone change only		*	Deposit	\$5,000.00
Design Review					
Residential Zone (R-7.5, R-5, R-2.5, and NC)					
1455	A. Single family dwelling/duplex		*	Deposit	
			*	Fee	\$390.00
1456	B. Multifamily 3 or more units		*	Fee	\$784.00
					\$397
					\$940
Commercial and Industrial					
1462	A. Type II	+	*	Deposit	
			*	Fee	\$137.00
1463	B. Type III		*	Fee	\$726.00
					\$173
					\$879
Fence Permits					
1470	A. Fence Permit (All Types and Zones)			Fee	\$36.00
	B. Fence Permit Variance - Refer to Variance Permit	+			\$40
1473	Flood Plain Fill Permit	+		Fee	\$1,047.00
					\$1,699
Historic Overlay District (Applies to Pythians, Lower, 379 Kaybern)					
1475	A. Certificate of Appropriateness		*	Fee	\$133.00
1476	B. Demolition Permit		*	Fee	\$155.00
					\$133
					\$155
1485	Home Occupation Permit (R-7.5, R-5 and R-2.5)	+	*	Fee	\$83.00
					\$83
1490	Land Partitions - Street dedication		*	Deposit	\$669.00
1491	Land Partitions - No street dedication		*	Fee	\$331.00
					\$669
					\$331
1495	Letter of zoning verification	+		Fee	\$15.00
					\$15
1500	Letter of verification of compliance with zoning and development codes of an existing development	+		Fee	\$186.00
					\$190
1505	Lot Line Adjustments	+		Fee	\$312.00
					\$202
1510	Mechanical Permits (All Types and Zones)	+		Fee	\$8.00
					\$10
1515	Non-Conforming Use or Structure (All Zones)Reinstatement, Enlargement or Alteration of Use		*	Fee	\$200.00
					\$200
1525	Public Facility Standards Exception		*	Deposit	\$3,500.00
					\$3,500
Public Hearing Notice					
1526	A. Adjoining properties			Fee	\$53.00
					\$61
1527	B. 250 feet			Fee	\$81.00
					\$90
1528	C. City Wide			Fee	\$674.00
					\$708
1529	D. Publication in newspaper Argus			Fee	\$240.00
					\$349
1530	E. Publication in newspaper Oregonian			Fee	\$240.00
					\$625
1535	Reimbursement District Formation		*	Fee	\$8,131.00
					\$8,070

1540 Street Name Change		*	Fee	\$6,844.00	\$6,883
FEE DESCRIPTION			Fee Type	2012	2013
<i>Subdivisions</i>					
1545	A. Development Other Than Single Family	*	Fee	\$1,895.00	\$2,528
1546	B. Extension of subdivision agreement	*	Fee	\$131.00	\$146
1547	B. Final Subdivision Plat	*	Fee	\$1,895.00	\$2,615
1548	C. Manufactured Home Parks and Subdivisions	*	Fee	\$2,910.00	\$3,372
1549	D. Modification of approved development plan - Minor	+	Fee	\$134.00	\$142
1550	E. Modification of approved development plan - Major	*	Fee	\$1,423.00	\$1,941
1551	F. Pre-Application Conference (Major Projects)		Fee	\$530.00	\$1,171
1552	G. Preliminary Design Review (Engineer/Public Works)		Fee	\$523.00	\$727
1553	H. Preliminary (Tentative) Subdivision Plat	*	Fee	\$2,279.00	\$4,480
1554	I. Conditions of Approval Modification - Major		Fee		\$661
1555	J. Conditions of Approval Modification - Minor				\$310
<i>Sign Permits</i>					
1560	A. New Permanent Sign Permit (All Types and Zones) (Fee reduced until December 2013)	+		\$27.00	\$32
1561	B. Replacement Permanent Sign Permit (All Types and Zones) (Fee reduced until December 2013)	+		\$27.00	\$32
1562	C. New Temporary Sign Permit (All Types and Zones)	+		\$27.00	\$32
1565	Significant Natural Resources Permit	*	Fee	\$1,047.00	\$1,486
1570	Significant Natural Resource permit modification - minor	+	Fee	\$245.00	\$191
1571	Similar Use Determination (Fee waived until December 2013)	*	Fee	\$403.00	\$567
1575	Street Dedication	*	Fee	\$651.00	\$1,643
1580	Street Vacation	*	Fee	\$1,169.00	\$1,441
<i>Temporary Structure Permits</i>					
1585	A. Buildings not connected to water/sewer service	+	Fee	\$64.00	\$69
1590	B. Building connected to water/sewer service	*	Fee	\$368.00	\$383
1591	C. Renewal of Temporary Structure Permit	+	Fee	\$40.00	\$45
1592	Urban Growth Boundary Expansion Application	*	Deposit	\$28,000.00	\$28,000
<i>Variance Permits</i>					
1595	A. Administrative	+	Fee	\$98.00	\$105
1596	B. Requiring Planning Commission Hearing	*	Fee	\$450.00	\$1,078
1597	Zoning and Development Code Interpretation	+	Fee	\$282.00	\$291
1598	Zoning Development Code Amendments/Zone Change	*	Fee	\$1,474.00	\$2,621

LIBRARY

FEE DESCRIPTION			Fee Type		
Copies					
1601	A. Black and White		Fee	\$0.10	\$0.10

1604	B. Color	Fee	\$0.40	\$0.40
1605	Earbuds/Headphones	Fee	\$2.00	\$2.00
1606	Flash drive	Fee	\$10.00	\$10.00
Printed Pages				
1608	A. Black and White	Fee	\$0.10	\$0.10
1608	B. Color	Fee	\$0.40	\$0.40
Fines		Fee	Per WCCLS schedule	Per WCCLS schedule
FEE DESCRIPTION		Fee Type	2012	2013

PARKS

FEE DESCRIPTION		Fee Type	2012	\$2,013
Jessie Mays Community Hall Rental				
A. Hourly rental				
1701	1. Resident	Fee	\$35.00	\$35
1702	2. Non resident	Fee	\$55.00	\$55
3. Non-profit organizations, community fund raisers. City will provide in-kind donation of hall rental. Subject to City Manager or Council approval. Not subject to cleaning fee.		Fee	Waived	Waived
1703	4. Instruction - No set up (requires booking multiple dates)	Fee	\$7.00	\$10
1704	5. Instruction with set up (requires booking multiple dates)	Fee	\$31.00	\$36
B. Cleaning Fee (Formerly included with security deposit)				
1705	1. Events with food and drink	Fee	\$100.00	\$100
1706	2. Meetings without food or drink	Fee	\$50.00	\$50
1710	C. Security Deposit (Resolution 1706)	Deposit		
	1. Meeting or class (under 25 people) with no food or drink	Deposit	NA	NA
	2. Small event (between 26 and 75 persons) no food or drink	Deposit	\$150.00	\$150.00
	3. Large event with no food or drink	Deposit	\$300.00	\$300.00
	4. Meeting (under 25 people) with food or drink	Deposit	\$150.00	\$150.00
	5. Small event (between 26 and 75 persons) with food or drink	Deposit	\$300.00	\$300.00
	6. Large event with food or drink	Deposit	\$400.00	\$400.00
	7. Event with alcohol	Deposit	\$400 in addition to deposit above	\$400 in addition to deposit above
1711	D. After hours access fee	Fee	\$75.00	\$81
E. Insurance (proof required) -- TULIP			Varies	Varies
1715	Park System Development Charge (each dwelling unit)	Fee	\$3,910.00	\$3,910
Public Assemblies				
A. Under 150 persons				
1721	B. 150-500 persons	Fee	NA	
1722	C. 501-1000	Fee	\$132.00	\$132
1723	D. Over 1,000	Fee	\$432.00	\$432
	E. Over 5,000	Fee	\$1,507.00	\$1,507
		Fee	Delete	

Public Assembly Bond/Deposit Fees

	A. Under 150 persons	Fee	NA NA	
1725	B. 150-500 persons	Fee	\$150.00	\$150
1726	C. 501-1000	Fee	\$500.00	\$500
1727	D. 1001-5000	Fee	\$1,500.00	\$1,500

POLICE				
	FEE DESCRIPTION	Fee Type	2012	\$2,013
1801	Fingerprinting	Fee	\$15.00	\$15
	Police Report			
1802	A. First page	Fee	\$15.00	\$15
1803	B. Additional pages	Fee	\$0.25	\$0
	Police discovery for municipal court			
1804	A. First five pages	Fee	\$22.00	\$22
1805	B. Additional pages	Fee	\$0.25	\$0.03
	Overtime charge for special events requiring police services			
1810	A. Police Officer (4 hour minimum)	Fee	\$198.00	\$198.00
1811	B. Reserve Police Officer (4 hour minimum)	Fee	\$138.00	\$138.00
1812	C. Police Chief (4 hour minimum)	Fee	\$269.00	\$269.00

PUBLIC WORKS				
	FEE DESCRIPTION	Fee Type	2012	\$2,013
1901	Grading Permits Separate From Building Permit (All Types and Zones)	Fee	\$47.00	\$52
	Public Facilities Damage (street signs, water lines)	Fee	Billed at cost + 15%	Billed at cost + 15%
	<i>Right-Of-Way Permits</i>			
	Engineering Services - Public Improvements			
1905	A. Culvert/Driveway Permits (Plus Bond Amount Per Resolution)	Fee	\$127.00	\$127.00
1906	B. Developer must provide performance bond unless one the following exceptions apply:		100% of estimated construction costs	100% of estimated construction costs
1907	1. Rock driveway with 16" or under culvert not over 20' long	Deposit	\$250.00	\$250.00
1908	2. Asphalt concrete or concrete driveway 16" or under culvert not over 20' long	Deposit	\$600.00	\$600.00
1909	3. Driveway with curb cut and sidewalk approach not longer than 24' and 16" or under culvert	Deposit	\$500.00	\$500.00
1915	Sewer Lateral Connections (Plus Bond Amount Per Resolution)	Fee	\$34.00	\$34
1916	Sewer Taps (Plus Bond Amount Per Resolution)	Fee	\$34.00	\$34
	Water/Sewer Line Extensions		Determined by City Engineer	Determined by City Engineer

		125% City Engineers estimate	125% City Engineers estimate
Performance Bond (deposit prior to start of public improvements)	Deposit		
Security Maintenance Bond	Deposit	40% of actual cost or engineers estimate	40% of actual cost or engineers estimate
Street Closure			
1935 A. Block Party	Fee	\$0.00	\$0
1936 B. Special Event	Fee	\$211.00	\$250
1937 C. Street Obstruction Permit (lane closure)	Fee	\$123.00	\$139
Community Garden			
1940 A. Rental 20x20 plot	Fee	\$20.00	\$20
1941 B. Rental 10x20 plot	Fee	\$15.00	\$15
1942 C. Rental raised bed 4x12	Fee	\$10.00	\$10

TRANSPORTATION				
	FEE DESCRIPTION	Fee Type	2012	2013
2101	Transportation Development Tax (<i>Set by Washington County</i>)		Varies	Varies
2102	Transportation System Development Fee	Fee	\$518/pm peak hour trip	\$518/pm peak hour trip
Street Improvements fee in lieu				
2103	A. Half street improvements 16' from curb to centerline	Fee	\$114.02/lineal ft	\$114.02/lineal ft
2104	B. Half street improvements 16' from curb to centerline, with 12" storm drain	Fee	205.04/lineal ft	205.04/lineal ft
2105	C. Street improvements from existing edge of pavement to new curb line, assume 3' from pavement to new curb line	Fee	\$82.34/lineal ft	\$82.34/lineal ft
	D. Street improvements from existing edge of pavement to new curb line, assume 3' from pavement to new curb line with 12" storm drain	Fee	\$173.35/lineal ft	\$173.35/lineal ft
2106	curb line, assume 3' from pavement to new curb line with 12" storm drain	Fee	\$173.35/lineal ft	\$173.35/lineal ft
2107	Transportation Utility Fee (TUF)	Fee	1.33/trip	1.33/trip

WATER				
	FEE DESCRIPTION	Fee Type	2012	2013
5101	Application Fee - Utility Account	Fee	\$15.00	\$15
<i>Deposit for Utility Account</i>				
5102	A. Residential or Apartment per unit	Deposit	\$75.00	\$75
5103	B. Manufactured Home (per lot or pad)	Deposit	\$75.00	\$75
5104	C. Commercial/Industrial/Schools	Deposit	1.5 x minimum rate for meter size	1.5 x minimum rate for meter size
5105	D. Hydrant with City meter	Deposit	\$1,000.00	\$1,000.00
5106	E. Hydrant without City meter	Deposit	\$300.00	\$300.00
5107	F. Hydrant wrench	Deposit	\$25.00	\$25.00
Hydrant Flow Information				
A. On file				
5110	1. First hydrant	Fee	\$25.00	\$25.00

5111	2. Each additional hydrant B. Requiring testing	Fee	\$20.00	\$20.00
5112	1. First hydrant	Fee	\$107.00	\$107.00
5113	2. Each additional hydrant	Fee	\$72.00	\$72.00
5115	Hydrant relocation	Fee	Actual cost plus 15%	
	FEE DESCRIPTION	Fee Type	2012	\$2,013
	<i>Joint Water Commission System Development Charge (fees for information only, set by JWC)</i>			
5120	A. 5/8 and 3/4"	Fee	\$20,908.00	\$20,908.00
5121	B. 1"	Fee	\$7,253.00	\$7,253.00
5122	C. 1.5"	Fee	\$14,498.00	\$14,498.00
5123	D. 2"	Fee	\$23,190.00	\$23,190.00
5124	E. 3"	Fee	\$46,372.00	\$46,372.00
5125	F. 4"	Fee	\$72,449.00	\$72,449.00
5126	G. 6"	Fee	\$144,889.00	\$144,889.00
5127	H. 8"	Fee	\$231,815.00	\$231,815.00
5130	Late payment fee (accounts not paid by 20th of month)	Fee	10% of bill	10% of bill
	Meter testing			
5135	A. 3/4-1" meter	Fee	\$50.00	\$50.00
5136	B. 1"-1.5" meter	Fee	\$100.00	\$100.00
5137	C. Over 1.5" meter	Fee	Determined by PW Dir	Determined by PW Dir
	Monthly Water Charges			
				Effective 10/1/13
5140	A. 3/4" meter	Fee	\$47.50	\$48.93
5141	B. 1" meter	Fee	\$79.19	\$81.57
5142	C. 1.5" meter	Fee	\$158.30	\$163.05
5143	D. 2" meter	Fee	\$253.23	\$260.83
5144	E. 3" meter	Fee	\$553.70	\$570.31
5145	F. 4" meter	Fee	\$949.82	\$978.31
5146	G. 6" meter fire protection surcharge	Fee	\$23.93	\$24.65
5147	H. 8" meter fire protection surcharge	Fee	\$31.90	\$32.86
5150	Notice of shut off	Fee	\$15.00	\$23
5155	Outside City Water Rates (extraterritorial) applies to meters, hydrants, and unit rates	Fee	1.5 x regular rates	1.5 x regular rates
5160	Reactivation Fee - Dormant account	Fee	\$60.00	\$63
5165	Temporary Service	Fee		
	Turn on fee			
5170	A. After 5 p.m. Mon-Fri	Fee	\$40.00	\$44
5171	B. Weekends	Fee	\$96.00	\$109
	Water System Development Charge			
5175	A. 3/4" Displacement and low velocity turbine meters	Fee	\$4,298.00	\$4,298.00
5176	B. 1" Displacement and low velocity turbine meters	Fee	\$10,744.00	\$10,744.00
5177	C. 1.5" Displacement and low velocity turbine meters	Fee	\$21,487.00	\$21,487.00
5178	D. 2" Displacement and low velocity turbine meters	Fee	\$34,379.00	\$34,379.00

5179	E. 3" Displacement and low velocity turbine meters	Fee	\$68,758.00	\$68,758.00
5180	F. 4" Displacement and low velocity turbine meters	Fee	\$107,434.00	\$107,434.00
5181	G. 6" Displacement and low velocity turbine meters	Fee	\$214,866.00	\$214,866.00
5182	H. 8" Displacement and low velocity turbine meters	Fee	\$343,786.00	\$343,786.00
5183	I. 3" Large diameter compound meters	Fee	\$72,836.00	\$72,836.00
5184	J. 4" Large diameter compound meters	Fee	\$124,861.00	\$124,861.00
5185	K. 6" Large diameter compound meters	Fee	\$260,127.00	\$260,127.00
5186	L. 8" Large diameter compound meters	Fee	\$374,583.00	\$374,583.00
5187	M. 3" High velocity meters	Fee	\$72,836.00	\$72,836.00
5188	N. 4" High velocity meters	Fee	\$131,105.00	\$131,105.00
5189	O. 6" High velocity meters	Fee	\$291,342.00	\$291,342.00
5190	P. 8" High velocity meters	Fee	\$499,444.00	\$499,444.00
	FEE DESCRIPTION	Fee Type	2012	2013
5195	Water meter relocation	Fee	Actual Cost	Actual Cost
	<i>Water rates per unit cf</i>			
5201	A. 00-25 cf	Fee	\$3.91	\$4.03
5202	B. 26-50 cf	Fee	\$4.24	\$4.37
5203	C. 51 cf and up	Fee	\$4.79	\$4.93
5204	D. Extra territorial customers	Fee	1.5 x regular rates	1.5 x regular rates
5210	3/4 inch meter - connection fee	Fee	\$2,000.00	
5215	3/4 inch meter - drop fee	Fee	\$200.00	\$280
5220	72 hour notice Service Charge	Fee	\$21.00	\$23

HOURLY RATES (Salary/hours worked + 42% burden cost)	Hourly	Hourly
	The greater of \$15 or 15%	The greater of \$15 or 15%
Administrative Overhead fee		
Assistant Planner	\$19.88	\$19.88
City Attorney	\$175.00	\$175.00
City Engineer	\$182.00	\$182.00
City Manager/City Planner	\$61.85	\$61.85
City Recorder	\$34.43	\$34.43
Contract Planner	\$85.00	\$85.00
Police Chief	\$60.55	\$60.55
Police Officer	\$44.66	\$44.66
Public Works Director	\$66.02	\$66.02
Public Works Maintenance Worker II	\$35.73	\$35.73
Public Works Maintenance Worker III	\$44.66	\$44.66
Account Clerk	\$31.59	\$33.18

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1103

Name of Fee: Business License Appeal

Fund: Budget Department:

Form Submitted by: New Fee?

Purpose:

Appeal of denial of business license. Preparation of staff report, presentation to Council and filing.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	\$19.88	1	\$19.88
Account Clerk - letter, file	hourly	\$33.18	0.25	\$8.29
City Manager	hourly	\$64.62	1	\$64.62
SUBTOTAL:				\$92.80

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Letter	sheet	\$0.04	1	\$0.04
Postage/Envelope	stamp	\$0.50	1	\$0.50
				\$0.00
SUBTOTAL:				\$0.54

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hour	\$0.88	2	\$1.77
				\$0.00

SUBTOTAL: \$1.77

Total Fee \$95.10

Admin \$14.27

Total Fee \$109.37

% of Cost Recovery 100%

Proposed Fee \$109

Last Updated:

Current Fee \$107.00

Difference \$2.37

% Change

Estimated number of times fee is charged in year:

Current Revenue: \$0.00

Estimated Future Revenue: \$0.00

Difference in Revenue **0**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1105 s

Name of Fee: Peddler permit - Door to door

Fund:

Budget Department:

Form Submitted by: Mdeby

New Fee?

Purpose:

Receive application, consult with Police Chief, City Manager and if needed Public Works Director, enter information into computer, notice to staff, post payment, issue permit, file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Police Chief	hours	\$60.55	1	\$60.55
Account clerk	hours	\$33.18	0.75	\$24.88
				\$0.00
SUBTOTAL:				\$85.44

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
License	sheet	\$0.50	1	\$0.50
Letter	sheet	\$0.04	1	\$0.04
ID	card	\$20.00	1	\$20.00
Postage/Envelope	stamp	\$0.50	1	\$0.50
Application	sheet	\$0.25	1	\$0.25
SUBTOTAL:				\$21.29

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	2	\$0.18
				\$0.00
				\$0.00
SUBTOTAL:				\$0.18

Total Fee \$106.91

Admin \$16.04

TOTAL \$122.95

% of Cost Recovery 100%

Proposed Fee \$123

Last Updated:

Current Fee \$42.00

Difference \$80.95

% Change 293%

Estimated number of times fee is charged in year:

Current Revenue: \$126.00

Estimated Future Revenue: \$368.84

Difference in Revenue **\$242.84**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1105 s

Name of Fee: Peddler permit - Stationary

Fund: Budget Department:
 Form Submitted by: Mdeby New Fee?

Purpose:

Receive application, consult with Police Chief, City Manager and if needed Public Works Director, enter information into computer, notice to staff, post payment, issue permit, file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Police Chief	hours	\$60.55	0.75	\$45.41
Account clerk	hours	\$33.18	0.75	\$24.88
				\$0.00
SUBTOTAL:				\$70.30

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
License	sheet	\$0.50	1	\$0.50
Letter	sheet	\$0.04	1	\$0.04
Postage/Envelope	stamp	\$0.50	1	\$0.50
Application	sheet	\$0.25	1	\$0.25
SUBTOTAL:				\$1.29

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	2	\$0.18
				\$0.00
				\$0.00
SUBTOTAL:				\$0.18

Total Fee	\$71.77
Admin	\$10.77
TOTAL	\$82.54
% of Cost Recovery	100%
Proposed Fee	\$83

Last Updated: <input type="text" value="03/13/13"/>	Current Fee	<input type="text" value="\$42.00"/>
	Difference	<input type="text" value="\$40.54"/>
	% Change	<input type="text" value="197%"/>

Estimated number of times fee is charged in year:	<input type="text" value="3"/>
Current Revenue:	<input type="text" value="\$126.00"/>
Estimated Future Revenue:	<input type="text" value="\$247.61"/>
Difference in Revenue	<input type="text" value="\$121.61"/>

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1130

Name of Fee: Copy B & W
 Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Copy 8x 11 document in black and white for resident or vendor.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hours	\$33.18	0.016	\$0.53
				\$0.00
SUBTOTAL:				\$0.53

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	\$0.01	1	\$0.01
				\$0.00
SUBTOTAL:				\$0.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
				\$0.00
SUBTOTAL:				\$0.09

Total Fee	\$0.63
Admin	\$0.09
TOTAL	\$0.73
% of Cost Recovery	97%
Proposed Fee	\$0.70

Last Updated:

Current Fee	\$0.55
Difference	\$0.15
% Change	128%

Estimated number of times fee is charged in year:	100
Current Revenue:	\$55.00
Estimated Future Revenue:	\$70.41
Difference in Revenue	\$15.41

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1131

Name of Fee: Copy B & W 8x 14

Fund: Budget Department:
 Form Submitted by: Mdeby New Fee?

Purpose:

Copy 8x 14 document in black and white for resident or vendor.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hours	\$33.18	0.016	\$0.53
				\$0.00
SUBTOTAL:				\$0.53

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Per copy fee	1	\$0.01	1	\$0.01
				\$0.00
SUBTOTAL:				\$0.01

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Paper	sheet	\$0.01	1	\$0.01
				\$0.00
				\$0.00
				\$0.00

SUBTOTAL:	\$0.10
Total Fee	\$0.64
Admin	\$0.10
TOTAL	\$0.74
% of Cost Recovery	95%
Proposed Fee	\$0.70

Last Updated:

Current Fee	<input type="text" value="\$0.55"/>
Difference	<input type="text" value="\$0.15"/>
% Change	<input type="text" value="127%"/>

Estimated number of times fee is charged in year:	<input type="text" value="100"/>
Current Revenue:	<input type="text" value="\$55.00"/>
Estimated Future Revenue:	<input type="text" value="\$69.91"/>
Difference in Revenue	<input type="text" value="\$14.91"/>

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1132

Name of Fee: Copy B & W 11x 17

Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Copy 11 x 17 document in black and white for resident or vendor.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hours	\$33.18	0.016	\$0.53
				\$0.00
SUBTOTAL:				\$0.53

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	\$0.01	1	\$0.01
				\$0.00
SUBTOTAL:				\$0.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	1	\$0.01	1	\$0.01
				\$0.00
				\$0.00
				\$0.00

SUBTOTAL: \$0.10

Total Fee \$0.64

Admin \$0.10

TOTAL \$0.74

% of Cost Recovery 95%

Proposed Fee \$0.70

Last Updated:

Current Fee \$0.55

Difference \$0.15

% Change 127%

Estimated number of times fee is charged in year:

Current Revenue: \$55.00

Estimated Future Revenue: \$69.91

Difference in Revenue **\$14.91**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1136

Name of Fee: Amplified Music permit - large event

Fund: Budget Department:

Form Submitted by: New Fee?

Purpose:

Permit to allow amplified music in outdoors at public facilities, including street rights of way. Requires review by City Manager and Police Chief. Presentation to Council.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	64.62	1	\$64.62
Police Chief	hourly	60.55	0.5	\$30.28
SUBTOTAL:				\$94.90

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
letter	sheet/env	\$1.00	1	\$1.00
Permit	sheet	\$1.00	1	\$1.00
Application	sheet	\$0.50	1	\$0.50
SUBTOTAL:				\$2.50

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hour	\$0.88	1	\$0.88
SUBTOTAL:				\$4.88

Total Fee	\$102.28
Admin	\$15.34
TOTAL	\$117.62
% of Cost Recovery	100%
Proposed Fee	\$118

Last Updated:

Current Fee	\$88.00
Difference	\$29.62
% Change	134%

Estimated number of times fee is charged in year:	0
Current Revenue:	\$0.00
Estimated Future Revenue:	\$0.00
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1160

Name of Fee: Filming Permit

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Permit to film for commercial purposes on public facilities including parks or public rights of way, that result in limiting public access to those facilities. Permit is good for entire day.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Public Works Director	hourly	69.32	1	\$69.32
Account Clerk	hourly	33.18	0.25	\$8.30
Police Chief	hourly	60.55	0.5	\$30.28
SUBTOTAL:				\$107.89

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	sheet	1	1	\$1.00
Reproduction	sheet	0.01	2	0.02
SUBTOTAL:				\$1.02

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Per copy cost	sheet	0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	2	\$0.18
computer	hourly	0.88	0.25	\$0.22
truck	hourly	2.67	1	\$2.67
				\$0.00

SUBTOTAL: \$3.09

Total \$112.00

Administrative Overhead \$16.80

Total Fee \$128.80

% of Cost Recovery 100%

Proposed Fee \$128.80

Current Fee \$123.00

Difference \$5.80

% Change

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue: 123

Estimated Future Revenue: 128.8

Difference in Revenue **5.8**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1143

Name of Fee: Fax
 Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Send fax via copier, enter phone number, print confirmation. Fee applies to first page of each fax sent to a phone number. Separate fee for additional page.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hours	\$33.18	0.04	\$1.33
				\$0.00
SUBTOTAL:				\$1.33

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
confirmation copy	sheet	\$0.01	1	\$0.01
SUBTOTAL:				\$0.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
per copy cost	sheet	\$0.01	1	\$0.01
				\$0.00

SUBTOTAL: \$0.10

Admin Fee \$0.22

Total Fee \$1.65

% of Cost Recovery 100%

Proposed Fee \$1.65

Last Updated:

Current Fee \$1.00

Difference \$0.65

% Change 165%

Estimated number of times fee is charged in year:

Current Revenue: \$100.00

Estimated Future Revenue: \$165.28

Difference in Revenue **65.278**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 144

Name of Fee: Fax - additional pages

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Cost of faxing second and additional sheets to same number.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
SUBTOTAL:				\$0.00

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
per copy cost	sheet	\$0.01	1	\$0.01
				\$0.00

	SUBTOTAL:	\$0.10
	Admin Fee	\$0.02
	Total Fee	\$0.12
	% of Cost Recovery	100%
	Proposed Fee	\$0.25

Last Updated: 03/13/13

	Current Fee	\$1.00
	Difference	-\$0.75
	% Change	25%

Estimated number of times fee is charged in year:	100
Current Revenue:	\$100.00
Estimated Future Revenue:	\$25.00
Difference in Revenue	-75

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1191

Name of Fee: Public Records - Copy of capital improvement program

Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:
 Printed copy of capital improvement program. Document is available free online.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk - letter, file	hours	\$33.18	0.25	\$8.30
				\$0.00
SUBTOTAL:				\$8.30

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Per copy fee	copy	\$0.01	25	\$0.25
				\$0.00
SUBTOTAL:				\$0.25

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	25	\$2.25
Computer	hour	\$0.88	0.25	\$0.22
				\$0.00
				\$0.00
SUBTOTAL:				\$2.47
Total Fee				\$11.02
Admin				\$1.65
Total Fee				\$12.67
% of Cost Recovery				100%
Proposed Fee				\$13

Last Updated: Current Fee
 Difference
 % Change

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1201

Name of Fee: Code Enforcement - Nuisance

Notice of Abatement

Fund: Budget Department:
 Form Submitted by: New Fee?

Purpose:

Notice of abatement is issued after nuisance has been investigated two times, property owner is contacted and provided opportunity to voluntarily comply. A third inspection is needed to ensure compliance after the notice is issued.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	\$33.18	2.5	\$82.95
City Manager	hourly	\$64.62	2	\$129.24
				\$0.00
SUBTOTAL:				\$212.19

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Documentation of issue photos	sheet	\$0.01	4	\$0.04
Letter	sheet	\$0.04	3	\$0.12
Postage/Envelope	stamp	\$0.50	1	\$0.50
color copies	sheet	\$0.07	4	\$0.28
SUBTOTAL:				\$0.94

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	7	\$0.63
Computer	hourly	\$0.33	2	\$0.66
pictures	hourly	\$0.20	2	\$0.40

SUBTOTAL:	\$1.69
Total Fee	\$214.82
Admin	\$32.22
TOTAL	\$247.04
% of Cost Recovery	100%
Proposed Fee	\$247

Last Updated: Current Fee
 Difference
 % Change

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1202

Name of Fee: Code Enforcement - Nuisance Hearing

Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Hearing can be requested by person who has received a notice of abatement . If hearing results in determination no nuisance is found, fee is refunded to applicant.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	\$33.18	1	\$33.18
City Manager	hourly	\$64.62	1	\$64.62
				\$0.00
SUBTOTAL:				\$97.80

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Documentation of issue	sheet	\$0.01	4	\$0.04
Letter	sheet	\$0.04	3	\$0.12
Postage/Envelope	stamp	\$0.50	1	\$0.50
color copies	sheet	\$0.08	4	\$0.32
SUBTOTAL:				\$0.98

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	7	\$0.63
Computer	hourly	\$0.33	2	\$0.66
pictures	hourly	\$0.20	2	\$0.40
				\$0.00

SUBTOTAL: \$1.69

Total Fee \$100.47

Admin \$15.07

TOTAL \$115.54

% of Cost Recovery 100%

Proposed Fee \$116

Last Updated:

Current Fee

Difference

% Change

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1203

Name of Fee: Code Enforcement - Dangerous Building

Notice of Abatement

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Notice of abatement is issued after property is inspected two times, property owner is contacted and provided opportunity to voluntarily comply. A third inspection is needed to ensure compliance after the notice is issued.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	\$33.18	2.5	\$82.95
City Manager	hourly	\$64.62	1	\$64.62
				\$0.00
SUBTOTAL:				\$147.57

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Documentation of issue	sheet	\$0.01	4	\$0.04
Letter	sheet	\$0.01	1	\$0.01
Postage/Envelope	stamp	\$0.50	1	\$0.50
color copies	sheet	\$0.08	4	\$0.32
SUBTOTAL:				\$0.87

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	9	\$0.81
Computer	hourly	\$0.88	2	\$1.76
pictures	hourly	\$0.20	2	\$0.40
				\$0.00

SUBTOTAL:	\$2.97
Total Fee	\$151.41
Admin	\$22.71
TOTAL	\$174.12
% of Cost Recovery	100%
Proposed Fee	\$174

Last Updated: 03/13/13

Current Fee	\$0.00
Difference	
% Change	

Estimated number of times fee is charged in year:	0
Current Revenue:	\$0.00
Estimated Future Revenue:	
Difference in Revenue	

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1204

Name of Fee: Code Enforcement - Dangerous Building
Public Hearing Notice

Fund: Budget Department:
Form Submitted by: New Fee?

Purpose:
Subsequent to Notice of abatement and citation, the City Attorney is consulted, a staff report is written, a public hearing date before Council is set, a fifth inspection is conducted on the date of the hearing, and a presentation made to Council. A subsequent inspection will determine if compliance is achieved.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	\$33.18	3	\$99.54
City Manager	hourly	\$64.62	2	\$129.24
City Attorney	hourly	\$175.00	1	\$175.00
SUBTOTAL:				\$403.78

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Letter	sheet	\$0.01	2	\$0.02
Postage/Envelope	stamp	\$0.50	2	\$1.00
SUBTOTAL:				\$1.02

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	\$0.88	5	\$4.40
pictures	hourly	\$0.20	2	\$0.40

SUBTOTAL:	\$4.80
Total Fee	\$409.60
Admin	\$61.44
TOTAL	\$471.04
% of Cost Recovery	100%
Proposed Fee	\$471

Last Updated: Current Fee
Difference
% Change

Estimated number of times fee is charged in year:
Current Revenue:
Estimated Future Revenue:
Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1405

Name of Fee: Appeal of administrative or Plan Comm decision

Fund: Budget Department:

Form Submitted by: New Fee?

Purpose:

Accept application to appeal, post payment, set up file, staff review and report prepared for council, packets prepared, 1 hearing before council, follow up letter to applicant.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	61.55	1	\$61.55
Contract Planner	hourly	85	1	\$85.00
Account Clerk	hourly	33.18	1.25	\$41.48
SUBTOTAL:				\$188.03

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	0.88	2	\$1.76
SUBTOTAL:				\$1.76

Total	\$189.79
Administrative Overhead	\$28.47
Total Fee	\$218.25
% of Cost Recovery	100%
Proposed Fee	\$218

Last Updated:

Deposit used in lieu of fee	Current Fee	\$0.00
	Difference	\$218.25
	% Change	

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1406

Name of Fee: Appeal of decision additional hearing

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Fee for appeals that are continued from first hearing at request of applicant in order to present additional information.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	61.55	0.5	\$30.78
Contract Planner	hourly	85	2	\$170.00
assistant Planner	hourly	19.88	2	\$39.76
Account Clerk	hourly	33.18	1.25	\$41.48
SUBTOTAL:				\$282.01

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
				\$0.00
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	0.88	2	\$1.76
				\$0.00
SUBTOTAL:				\$1.76

Total \$283.77

Administrative Overhead \$42.57

Total Fee \$326.34

% of Cost Recovery 100%

Proposed Fee **\$326**

Last Updated:

Deposit used in lieu of fee

Current Fee \$0.00

Difference \$326.34

% Change

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1415

Name of Fee: Building Permit -Single Family Residence

Fund:

Budget Department:

Form Submitted by: Mdeby

New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
				\$0.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Springbrook	hourly	2.56	0.5	\$1.28
Computer	hourly	0.88	1.5	\$1.32
				\$0.00

SUBTOTAL: \$2.70

Total \$40.18

Administrative Overhead \$6.03

Total Fee \$46.20

% of Cost Recovery 100%

Proposed Fee \$46

Last Updated:

Current Fee

Difference

% Change

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1416

Name of Fee: Building Permit -Multifamily Unit

Fund: Budget Department:
 Form Submitted by: Mdeby New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
				\$0.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Computer	hourly	0.88	1.5	\$1.32
Springbrook	hourly	2.56	0.5	\$1.28
				\$0.00

SUBTOTAL: \$2.70

Total \$40.18

Administrative Overhead \$6.03

Total Fee \$46.20

% of Cost Recovery 100%

Proposed Fee \$46

Last Updated:

Current Fee

Difference

% Change

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1417

Name of Fee: Building Permit -Remodel residential

Fund:

Budget Department:

Form Submitted by: Mdebry

New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
				\$0.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Springbrook	hourly	2.56	0.5	\$1.28
Computer	hourly	0.88	1.5	\$1.32
				\$0.00
SUBTOTAL:				\$2.70
Total				\$40.18
Administrative Overhead				\$6.03
Total Fee				\$46.20
% of Cost Recovery				100%
Proposed Fee				\$46

Last Updated:

Current Fee	\$250.00
Difference	-\$203.80
% Change	18%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1420**

Name of Fee: Building Permit - Demolition

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	0.5	\$9.94
SUBTOTAL:				\$26.53

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
computer	hourly	0.88	0.5	\$0.44
springbrook	hourly	2.56	0.5	\$1.28
				\$0.00

SUBTOTAL:	\$1.82
Total	\$29.36
Administrative Overhead	\$4.40
Total Fee	\$33.76
% of Cost Recovery	100%
Proposed Fee	\$34

Last Updated: 12/21/2012	Current Fee	\$29.00
	Difference	\$4.76
	% Change	116%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1425

Name of Fee: Building Permit - Commercial New Structure

Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Computer	hourly	0.88	1.5	\$1.32
springbrook	hourly	2.56	1.5	\$3.84
SUBTOTAL:				\$5.26

Total \$42.74
 Administrative Overhead \$6.41
 Total Fee \$49.15
 % of Cost Recovery 100%
Proposed Fee \$49

Last Updated:

Current Fee	\$44.00
Difference	\$5.15
% Change	112%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1426

Name of Fee: Building Permit -Commercial Remodel

Fund:

Budget Department:

Form Submitted by: Mdeby

New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Computer	hourly	0.88	1.5	\$1.32
springbrook	hourly	2.56	1.5	\$3.84
				\$0.00

SUBTOTAL: \$5.26

Total \$42.74

Administrative Overhead \$6.41

Total Fee \$49.15

% of Cost Recovery 100%

Proposed Fee \$49

Last Updated:

Current Fee \$44.00

Difference \$5.15

% Change 112%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1430

Name of Fee: Building Permit -Industrial New structure
 Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
				\$0.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	\$0.01	1	\$0.01
Springbrook	hourly	2.56	1.5	\$3.84
computer	hourly	0.88	1.5	\$1.32
				\$0.00

SUBTOTAL: \$5.26
 Total \$42.74
 Administrative Overhead \$6.41
 Total Fee \$49.15
 % of Cost Recovery 100%
Proposed Fee \$49

Last Updated:

Current Fee
 Difference
 % Change

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1431

Name of Fee: Building Permit - Industrial remodel

Fund:

Budget Department:

Form Submitted by: Mdebry

New Fee?

Purpose:

Accept building permit, review for conformance with municipal code and approved design, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Assistant Planner	hourly	19.88	1	\$19.88
				\$0.00
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
paper	sheet	\$0.01	1	\$0.01
File	file	1	1	\$1.00
				\$0.00
SUBTOTAL:				\$1.01

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	1	\$0.09
Per copy fee	sheet	0.01	1	\$0.01
Springbrook	hourly	2.56	1.5	\$3.84
computer	hourly	0.88	1.5	\$1.32
				\$0.00

SUBTOTAL: \$5.26

Total \$42.74

Administrative Overhead \$6.41

Total Fee \$49.15

% of Cost Recovery 100%

Proposed Fee \$49

Last Updated:

Current Fee \$44.00

Difference \$5.15

% Change 10%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1435

Name of Fee: Change of address

Fund: Budget Department:
 Form Submitted by: New Fee?

Purpose:

Receive application, research plat, prepare notice to County, file. Update address records in Springbrook.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	\$19.88	2	\$39.76
Account Clerk	hours	\$33.18	0.5	\$16.59
				\$0.00
SUBTOTAL:				\$56.35

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Reproduction	sheet	\$0.01	70	\$0.70
file	each	\$1.00	1	\$1.00
county recording fee	each	\$50.00	1	\$50.00
SUBTOTAL:				\$51.70

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	70	\$6.30
Computer	hour	\$0.88	2.5	\$2.20
Per copy fee	copy	\$0.01	70	\$0.70
Springbrook	hourly	\$2.56	0.5	\$1.28
				\$0.00

SUBTOTAL: \$10.48

Total Fee \$118.53

Admin \$17.78

Total Fee \$136.31

% of Cost Recovery 100%

Proposed Fee \$136

Last Updated:

Current Fee \$131.00

Difference \$5.31

% Change 4%

Estimated number of times fee is charged in year:

Current Revenue: \$0.00

Estimated Future Revenue: \$0.00

Difference in Revenue **0**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1440

Name of Fee: Conditional Use Permit - Residential

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, prepare staff report, prepare public notices to property owners, post and advertise hearing notice, present at hearing before planning commission, written notice of decision, and file documents. Field visit to verify conditions are met. Additional planner hours may be required for complex projects, to be negotiated at time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	2	\$39.76
City Manager	hourly	64.62	0.5	\$32.31
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$88.66

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Permit	sheet	0.01	1	\$0.01
reproduction of report/notices	sheet	0.01	85	\$0.85
Mail and postage	letter	0.5	25	\$12.50
Publish notice	print ad	170	1	\$170.00
SUBTOTAL:				\$183.36

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	87	\$7.83
Per copy charge	sheet	0.01	87	\$0.87
computer	hourly	0.88	5	\$4.40
SUBTOTAL:				\$13.10

Total \$285.12

Administrative Overhead \$42.77

Total Fee \$327.89

% of Cost Recovery 100%

Proposed Fee \$328

Last Updated:

Deposit used

Current Fee \$391.00

Difference -\$63.11

% Change -19%

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1441

Name of Fee: Conditional Use Permit - Commercial and Industrial

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, prepare staff report, prepare public notices to property owners, post hearing notice, present at hearing before planning commission, written notice of decision, and file documents. Field visit to verify conditions are met. Additional planner hours may be required for complex projects, to be negotiated with applicant.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	8	\$159.04
City Manager	hourly	64.62	1	\$64.62
Account Clerk	hourly	33.18	1.5	\$49.77
SUBTOTAL:				\$273.43

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Permit	sheet	0.01	1	\$0.01
Mail and postage	letter	0.5	25	\$12.50
Publish notice	print ad	170	1	\$170.00
				\$0.00
SUBTOTAL:				\$182.51

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	87	\$7.83
Per copy charge	sheet	0.01	85	\$0.85
Computer	hourly	0.88	10	\$8.80
				\$0.00
				\$0.00

SUBTOTAL: \$17.48

Total \$473.42

Administrative Overhead \$71.01

Total Fee \$544.43

% of Cost Recovery 100%

Proposed Fee \$544

Last Updated:

Deposit used

Current Fee \$525.00

Difference \$19.43

% Change 4%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1442

Name of Fee: Conditional Use Permit - Minor alteration

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Accept application for minor revision due to site conditions learned during construction, site visit if needed, review for conformance with municipal code, provide letter regarding administrative decision.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	3	\$59.64
City Manager	hourly	64.62	1	\$64.62
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$157.44

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
letter	sheet	0.04	1	\$0.04
Mail and postage	letter	0.5	1	\$0.50
				\$0.00
				\$0.00
SUBTOTAL:				\$0.54

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	4	\$3.52
				\$0.00
				\$0.00
SUBTOTAL:				\$3.52

Total \$161.50

Administrative Overhead \$24.23

Total Fee \$185.73

% of Cost Recovery 100%

Proposed Fee **\$186**

Last Updated:

Deposit used

Current Fee \$172.00

Difference \$13.73

% Change 7%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1455

Name of Fee: Design Review - Single Family Dwelling type III

Fund: Budget Department:

Form Submitted by: MDebry New Fee?

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, prepare staff report, prepare public notices to property owners, post hearing notice, present at hearing before planning commission, written notice of decision, and file documents. Field visit to verify conditions are met.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	5	\$99.40
City Manager	hourly	64.62	0.5	\$32.31
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$148.30

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
reproduction	sheet	0.01	85	\$0.85
Permit	sheet	0.01	1	\$0.01
Mail and postage	letter	0.5	25	\$12.50
Publish notice	print ad	170	1	\$170.00
				\$0.00
SUBTOTAL:				\$183.36

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	85	\$7.65
Per copy charge	sheet	0.01	85	\$0.85
Computer	hourly	0.88	6	\$5.28
				\$0.00

SUBTOTAL: \$13.78

Total \$345.44

Administrative Overhead \$51.82

Total Fee \$397.26

% of Cost Recovery 100%

Proposed Fee \$397

Last Updated:

Deposit used Current Fee \$390.00

Difference \$7.26

% Change 2%

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1456

Name of Fee: Design Review - Multi Family Dwelling 3+ units

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, prepare staff report, prepare public notices to property owners, post and advertise hearing notice, present at hearing before planning commission, written notice of decision, and file documents. Field visit to verify conditions are met. Additional planning hours may be required for complex projects to be negotiated with applicant.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	\$64.62	1	\$64.62
Assistant Planner	hourly	\$19.88	12	\$238.56
Contract Planner	hourly	\$85.00	1	\$85.00
Public Works Director	hourly	\$69.32	1	\$69.32
Account Clerk	hourly	\$33.18	1	\$33.18
SUBTOTAL:				\$490.68

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Permit	sheet	\$0.04	1	\$0.04
Reproduction	sheet	\$0.01	25	\$0.25
Mail and postage	letter	\$0.50	25	\$12.50
Publish notice	print ad	\$300.00	1	\$300.00
File	file	\$1.00	1	\$1.00
SUBTOTAL:				\$313.79

VEHICLE and EQUIPMENT																								
Description	Unit	Unit Cost	# of Units	Cost																				
computer	hourly	\$0.88	15	\$13.20																				
SUBTOTAL:				\$13.20																				
Total				\$817.67																				
Administrative Overhead				\$122.65																				
Total Fee				\$940.32																				
% of Cost Recovery				100%																				
Proposed Fee				\$940																				
Current Fee				\$784.00																				
Difference				\$156.32																				
% Change				17%																				
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Last Updated:</td> <td style="border: 1px solid black; text-align: center;">12/21/2012</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Deposit used</td> <td></td> <td>Current Fee</td> <td style="border: 1px solid black; text-align: center;">\$784.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Difference</td> <td style="border: 1px solid black; text-align: center;">\$156.32</td> <td></td> </tr> <tr> <td></td> <td></td> <td>% Change</td> <td style="border: 1px solid black; text-align: center;">17%</td> <td></td> </tr> </table>					Last Updated:	12/21/2012				Deposit used		Current Fee	\$784.00				Difference	\$156.32				% Change	17%	
Last Updated:	12/21/2012																							
Deposit used		Current Fee	\$784.00																					
		Difference	\$156.32																					
		% Change	17%																					
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Estimated number of times fee is charged in year:</td> <td style="border: 1px solid black; text-align: center;"> </td> </tr> <tr> <td>Current Revenue:</td> <td style="border: 1px solid black; text-align: center;">0</td> </tr> <tr> <td>Estimated Future Revenue:</td> <td style="border: 1px solid black; text-align: center;">0</td> </tr> <tr> <td>Difference in Revenue</td> <td style="border: 1px solid black; text-align: center;">0</td> </tr> </table>					Estimated number of times fee is charged in year:		Current Revenue:	0	Estimated Future Revenue:	0	Difference in Revenue	0												
Estimated number of times fee is charged in year:																								
Current Revenue:	0																							
Estimated Future Revenue:	0																							
Difference in Revenue	0																							

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1462

Name of Fee: Design Review - Type II

Fund: Budget Department:

Form Submitted by: MDebry New Fee?

Purpose:

Administrative approval of change of occupancy, minor development and alterations. Accept application, review for conformance with municipal code, physical visit to site, written notice of decision, and file documents.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	64.62	0.5	\$32.31
Assistant Planner	hourly	19.88	4	\$79.52
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$145.01

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Reproduction	sheet	0.5	1	\$0.50
Mail and postage	letter	0.5	1	\$0.50
File	file	1	1	\$1.00
SUBTOTAL:				\$2.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	2	\$0.18
Computer	hourly	0.88	3.5	\$3.08
SUBTOTAL:				\$3.26

Total		\$150.27
Administrative Overhead		\$22.54
Total Fee		\$172.81
% of Cost Recovery		100%
Proposed Fee		\$173
Current Fee		\$137.00
Difference		\$35.81
% Change		21%

Last Updated:

Deposit used

Estimated number of times fee is charged in year:	<input type="text" value=""/>
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1463

Name of Fee: Design Review - Type III

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, prepare staff report, prepare public notices to property owners, post and advertise hearing notice, present at hearing before planning commission, written notice of decision, and file documents. Field visit after construction to verify conditions are met. Additional planner, engineer and public works hours may be required for complex projects to be negotiated with applicant.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	\$64.62	2	\$129.24
Assistant Planner	hourly	\$19.88	6	\$119.28
Contract planner	hourly	\$85.00	1	\$85.00
City Engineer	hourly	\$150.00	0.5	\$75.00
Account Clerk	hourly	\$33.18	1	\$33.18
SUBTOTAL:				\$441.70

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Permit	sheet	\$0.01	1	\$0.01
Mail and postage	letter	\$0.50	25	\$12.50
Publish notice	print ad	\$300.00	1	\$300.00
File	file	\$1.00	1	\$1.00
SUBTOTAL:				\$313.51

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	25	\$2.25
computer	hourly	\$0.88	8	\$7.04
SUBTOTAL:				\$9.29
Total				\$764.50
Administrative Overhead				\$114.68
Total Fee				\$879.18
% of Cost Recovery				100%
Proposed Fee				\$879
Current Fee				\$726.00
Difference				\$153.18
% Change				17%
Last Updated: 12/21/2012				
Deposit used				
Estimated number of times fee is charged in year:				
Current Revenue:				0
Estimated Future Revenue:				0
Difference in Revenue				0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1470

Name of Fee: Fence permit
 Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Accept application, review for conformance with municipal code, site visit, written notice of decision, and file documents.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Maintenance Worker inspection	hourly	39.39	0.5	\$19.70
Account Clerk	hourly	33.18	0.4	\$13.27
SUBTOTAL:				\$32.97

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Permit/copy/letter	sheet	0.01	3	\$0.03
Mail and postage	letter	0.5	1	\$0.50
				\$0.00
SUBTOTAL:				\$0.53

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Truck	hourly	2.67	0.25	\$0.67
computer	hourly	0.88	0.75	\$0.66

SUBTOTAL: \$1.33

Total \$34.82

Administrative Overhead \$5.22

Total Fee \$40.05

% of Cost Recovery 100%

Proposed Fee \$40

Last Updated:

Deposit used Current Fee \$35.00

Difference \$5.05

% Change 13%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1473

Name of Fee: Flood plain fill permit

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Review technical studies related to flood plain, evaluate application for conformance with municipal code, develop mitigations as needed, prepare staff report, present to planning commission. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of application.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	8	\$159.04
City Manager	hourly	64.62	6	\$387.72
City Engineer	hourly	150	3	\$450.00
Public Works Director	hourly	69.32	2	\$138.64
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$1,151.99

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Correspondence	sheet	0.01	20	\$0.20
Advertisement	ad	300	1	\$300.00
notice	sheet	0.01	25	\$0.25
postage and envelopes	each	0.5	30	\$15.00
SUBTOTAL:				\$315.45

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	11	\$9.68

SUBTOTAL:	\$9.68
Total	\$1,477.12
Administrative Overhead	\$221.57
Total Fee	\$1,698.69
% of Cost Recovery	100%
Proposed Fee	\$1,699

Last Updated: 12/21/2012

Deposit used

Current Fee	\$1,047.00
Difference	\$651.69
% Change	38%

Estimated number of times fee is charged in year:	0
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1500

Name of Fee: Letter of compliance with zoning code and development codes for existing development

Fund: Budget Department:
 Form Submitted by: New Fee?

Purpose:

Accept request, staff review of zoning code and development agreement, site visit, write and post letter, and add to file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	64.62	0.5	\$32.31
Assistant planner	hourly	19.88	6	\$119.28
Account Clerk	hourly	33.18	0.25	\$8.30
SUBTOTAL:				\$159.89

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
letter	sheet	0.04	8	\$0.32
postage	each	0.5	1	\$0.50
SUBTOTAL:				\$0.82

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	8	\$0.72
Per copy charge	sheet	0.01	8	\$0.08
computer	hourly	0.88	4.5	\$3.96
SUBTOTAL:				\$4.76

Total		\$165.47
Administrative Overhead		\$24.82
Total Fee		\$190.28
% of Cost Recovery		100%
Proposed Fee		\$190
Current Fee		\$186.00
Difference		\$4.28
% Change		2%

Last Updated:

Estimated number of times fee is charged in year:	<input type="text" value=""/>
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1505

Name of Fee: Lot line adjustment

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Written authorization to move property line between two parcels. Accept application, review for conformance with municipal code, site visit, written notice of decision, and file documents. Additional planner or engineer hours may be charged for more complex projects, which will be negotiated at the time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	1	19.88	4	\$79.52
City Manager	hourly	64.62	1	\$64.62
Account Clerk	hourly	33.18	0.75	\$24.89
SUBTOTAL:				\$169.03

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Permit application	sheet	0.5	1	\$0.50
Mail and postage	letter	0.5	1	\$0.50
File	file	1	1	\$1.00
SUBTOTAL:				\$2.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	5	\$4.40
SUBTOTAL:				\$4.40

Total		\$175.43
Administrative Overhead		\$26.31
Total Fee		\$201.74
% of Cost Recovery		100%
Proposed Fee		\$202
Deposit used		Current Fee \$312.00
		Difference -\$110.26
		% Change -183%
Estimated number of times fee is charged in year:		<input type="text"/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1510

Name of Fee: Mechanical Permit

Fund: Budget Department:
 Form Submitted by: New Fee?

Purpose:

Accept building permit, review for conformance with municipal code, provide comments if needed, accept and post fees, contact applicant, and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
				\$0.00
SUBTOTAL:				\$8.30

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	0.01	2	\$0.02
SUBTOTAL:				\$0.02

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	2	\$0.18
Per copy fee	sheet	\$0.01	2	\$0.02
				\$0.00
SUBTOTAL:				\$0.20

Total	\$8.51
Administrative Overhead	\$1.28
Total Fee	\$9.79
% of Cost Recovery	100%
Proposed Fee	\$10

Last Updated:

Current Fee	\$8.00
Difference	\$1.79
% Change	122%

Estimated number of times fee is charged in year:	<input type="text"/>
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1526

Name of Fee: Public Hearing notices adjoining properties

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Notices provides to properties adjoining a parcel. Receive request, prepare mailing list, prepare written notice, post notice.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	1	\$19.88
Account Clerk	hourly	33.18	0.75	\$24.89
SUBTOTAL:				\$44.77

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
notice	sheet	0.01	10	\$0.10
Mail and postage	letter	0.5	10	\$5.00
File	file	1	1	\$1.00
SUBTOTAL:				\$6.10

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	10	\$0.90
Computer	hourly	0.88	1	\$0.88
Per copy charge	sheet	0.01	10	\$0.10
SUBTOTAL:				\$1.88

Total \$52.75

Administrative Overhead \$7.91

Total Fee \$60.66

% of Cost Recovery 100%

Last Updated:

Proposed Fee \$60.66

Current Fee

Difference \$60.66

% Change

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1527

Name of Fee: Public Hearing notices 250 ft

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Notices provides to properties within 250 feet of a parcel. Receive request, prepare mailing list, prepare written notice, post notice.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	1	\$19.88
City Manager	hourly	64.62	0.25	\$16.16
Account Clerk	hourly	33.18	0.75	\$24.89
SUBTOTAL:				\$60.92

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
notice	sheet	0.01	26	\$0.26
Mail and postage	letter	0.5	25	\$12.50
File	file	1	1	\$1.00
SUBTOTAL:				\$13.76

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	26	\$2.34
Computer	hourly	0.88	1	\$0.88
Per copy charge	sheet	0.01	26	\$0.26
				\$0.00

SUBTOTAL: \$3.48

Total \$78.16

Administrative Overhead \$11.72

Total Fee \$89.88

% of Cost Recovery 100%

Proposed Fee \$90

Current Fee \$81.00

Difference \$8.88

% Change 10%

Last Updated: 12/21/2012

Estimated number of times fee is charged in year: 0

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

1528

FEE

Name of Fee: Public notices - city wide

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Notices provided to all property owners in community. Receive request, prepare mailing list, prepare written notice, post notice.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	0.5	\$9.94
City Manager	hourly	64.62	0.25	\$16.16
Account Clerk	hourly	33.18	3	\$99.54
SUBTOTAL:				\$125.64

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
notice reproduction paper	sheet	0.01	800	\$8.00
Mail and postage	letter	0.5	800	\$400.00
File	file	1	1	\$1.00
SUBTOTAL:				\$409.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	800	\$72.00
Computer	hourly	0.88	1	\$0.88
Per copy charge	sheet	0.01	800	\$8.00
SUBTOTAL:				\$80.88

Total		\$615.52
Administrative Overhead		\$92.33
Total Fee		\$707.84
% of Cost Recovery		100%
Proposed Fee		\$708
Current Fee		\$674.00
Difference		\$33.84
% Change		5%
Estimated number of times fee is charged in year:		
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated: 12/21/2012

Deposit used

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1529 a

Name of Fee: Public notices - advertisement in Argus

Fund:	<input type="text" value="1"/>	Budget Department:	<input type="text" value="410"/>
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Preparation and advertisement of public hearing notice.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	1	\$19.88
City Manager	hourly	64.62	0.25	\$16.16
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$52.63

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Advertisement cost	ad	250	1	\$250.00
SUBTOTAL:				\$250.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	1	\$0.88
SUBTOTAL:				\$0.88

Total		\$303.51
Administrative Overhead		\$45.53
Total Fee		\$349.03
% of Cost Recovery		100%
Proposed Fee		\$349
Actual cost		Current Fee \$0.00
		Difference \$349.03
		% Change
Estimated number of times fee is charged in year:		<input type="text"/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1530

Name of Fee: Public notices - advertisement Oregonian

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Preparation and advertisement of public hearing notice.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	0.5	\$9.94
City Manager	hourly	64.62	0.25	\$16.16
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$42.69

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Advertisement cost	ad	500	1	\$500.00
SUBTOTAL:				\$500.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	1	\$0.88
SUBTOTAL:				\$0.88

Total **\$543.57**

Administrative Overhead **\$81.53**

Total Fee **\$625.10**

% of Cost Recovery **100%**

Proposed Fee \$625

Last Updated:

Actual cost Current Fee **\$240.00**

Difference **\$385.10**

% Change **62%**

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1535

Name of Fee: Reimbursement district formation

Fund: Budget Department:
 Form Submitted by: Mdebry New Fee?

Purpose:

Recieve application, City Engineer review of project and related costs, notification to property owners, hearing before council, creation of district with county, recordation of agreement for affected properties.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
City Manager	houlry	64.62	10	646.2
Account Clerk	hourly	33.18	9	\$298.62
Public Works Director	hourly	69.32	6	\$415.92
City Engineer	hourly	182.00	12	\$2,184.00
Assistant Planner	hourly	19.88	12	\$238.56
Contract Planner	hourly	85.00	4	\$340.00
City Attorney	hourly	\$175.00	10	\$1,750.00
SUBTOTAL:				\$4,928.48

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Letters	sheet	\$0.04	50	\$2.00
file	each	\$1.00	1	\$1.00
Recording with county	each	\$40.00	50	\$2,000.00
Postage/Envelope	stamp	\$0.50	50	\$25.00
SUBTOTAL:				\$2,028.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	290	\$26.10
Computer	hourly	\$0.88	36	\$31.68
Per copy fee	hourly	\$0.01	290	\$2.90
				\$0.00

SUBTOTAL: \$60.68
 Total Fee \$7,017.16
 Admin \$1,052.57
 Total Fee \$8,069.73
 % of Cost Recovery 100%
Proposed Fee \$8,070

Last Updated:

Deposit 2500

Current Fee \$8,131.00
 Difference -\$61.27
 % Change -1%

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1540

Name of Fee: Street name change

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	Y

Purpose:

Recieve application, review of project and related costs, notification to property owners, hearing before council, recordation of agreement for affected properties. Replace street signs.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	64.62	8	516.96
Account Clerk	hourly	34.43	9	\$309.87
Public Works Director	hourly	69.32	6	\$415.92
City Engineer	hourly	182.00	2	\$364.00
Assistant Planner	hourly	19.88	12	\$238.56
Maintenance Worker 2	hourly	39.39	6	\$236.34
Contract Planner	hourly	85.00	6	\$510.00
City Attorney	hourly	\$190.00	6	\$1,140.00
SUBTOTAL:				\$2,904.82

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Letters	sheet	\$0.04	50	\$2.00
file	each	\$1.00	1	\$1.00
signs and posts	each	\$125.00	8	\$1,000.00
Recording with county	each	\$40.00	50	\$2,000.00
Reproduction	sheet	\$0.09	50	\$4.50
Postage/Envelope	stamp	\$0.50	50	\$25.00
SUBTOTAL:				\$3,032.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	\$0.88	36	\$31.68
truck	hourly	\$2.67	6	\$16.02
SUBTOTAL:				\$47.70
Total Fee				\$5,985.02
Admin				\$897.75
Total Fee				\$6,882.77
% of Cost Recovery				100%
Proposed Fee				\$6,883
Current Fee				\$6,840.00
Difference				\$42.77
% Change				1%
Estimated number of times fee is charged in year:				1
Current Revenue:				
Estimated Future Revenue:				
Difference in Revenue				0

Last Updated: 12/21/12

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1545**

Name of Fee: Subdivision other than residential

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Creation of multiple parcels from one parcel to be recorded with Washington County. Accept application, review for conformance with municipal code, review survey, write staff report, present to planning commission, notice to adjoining properties, post public notice, written notice of decision, and file documents. Additional planner or engineer hours may be charged for more complex projects, which will be negotiated at the time of application.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	12	\$238.56
City Manager	hourly	64.62	6	\$387.72
City Attorney	hourly	175	3	\$525.00
City Engineer	hourly	150	4	\$600.00
Public Works Director	hourly	69.32	1	\$69.32
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$1,853.78

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Miscellaneous correspondence	sheet	0.04	25	\$1.00
Mail and postage	letter	0.5	50	\$25.00
File	file	1	1	\$1.00
Public Notice	news ad	300	1	\$300.00
SUBTOTAL:				\$327.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	50	\$4.50
Computer	hourly	0.88	15	\$13.20
SUBTOTAL:				\$17.70

Total		\$2,198.48
Administrative Overhead		\$329.77
Total Fee		\$2,528.25
% of Cost Recovery		100%
Proposed Fee		\$2,528
Last Updated:	3/13/2013	
Deposit used	Current Fee	\$1,895.00
	Difference	\$633.25
	% Change	25%
Estimated number of times fee is charged in year:		
Current Revenue:		
Estimated Future Revenue:		0
Difference in Revenue		0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1546

Name of Fee: Extension of subdivision approval

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Accept request, post payment, staff review and report prepared for planning commission, packets prepared, present to commission, follow up letter to applicant.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
City Manager	hourly	64.62	1	\$64.62
Assistant Planner	hourly	19.88	1	\$19.88
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$117.68

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Reproduction of staff report	sheet	0.01	60	\$0.60
letter	sheet	0.04	1	\$0.04
				\$0.00
SUBTOTAL:				\$0.64

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	61	\$5.49
Per copy charge	sheet	0.01	61	\$0.61
computer	hourly	0.88	2.5	\$2.20
SUBTOTAL:				\$8.30

Total \$126.62

Administrative Overhead \$18.99

Total Fee \$145.61

% of Cost Recovery 100%

Proposed Fee **\$146**

Current Fee \$131.00

Difference \$14.61

% Change 10%

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1547**

Name of Fee: Subdivision Final Plat
 Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Creation of multiple parcels from one parcel to be recorded with Washington County. Accept application, review for conformance with municipal code, review survey, write staff report, present to planning commission, notice to adjoining properties, post public notice, written notice of decision, and file documents. Additional planner or engineer hours may be charged for more complex projects, which will be negotiated at the time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	4	\$258.48
City Attorney	hourly	175	3	\$525.00
City Engineer	hourly	150	5	\$750.00
Public Works Director	hourly	69.32	2	\$138.64
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$1,784.82

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Mail and postage	letter	0.5	50	\$25.00
File	file	1	1	\$1.00
Public Notice	news ad	450	1	\$450.00
SUBTOTAL:				\$476.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	15	\$13.20
SUBTOTAL:				\$13.20

Total		\$2,274.02
Administrative Overhead		\$341.10
Total Fee		\$2,615.12
% of Cost Recovery		100%
Proposed Fee		\$2,615
Current Fee		\$1,895.00
Difference		\$720.12
% Change		28%
Estimated number of times fee is charged in year:		<input type="text"/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:

Deposit used

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1548

Name of Fee: Subdivision manufactured homes and subdivisions

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Creation of multiple parcels from one parcel to be recorded with Washington County. Accept application, review for conformance with municipal code, review survey, write staff report, present to planning commission, notice to adjoining properties, post public notice, written notice of decision, and file documents. Additional planner or engineer hours may be charged for more complex projects, which will be negotiated at the time of application.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	12	\$238.56
City Manager	hourly	64.62	6	\$387.72
City Attorney	hourly	175	4	\$700.00
City Engineer	hourly	150	6	\$900.00
Public Works Director	hourly	69.32	6	\$415.92
Account Clerk	hourly	33.18	2	\$66.36
SUBTOTAL:				\$2,708.56

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Miscellaneous correspondence	sheet	0.04	50	\$2.00
Mail and postage	letter	0.5	50	\$25.00
File	file	1	1	\$1.00
Public Notice	news ad	170	1	\$170.00
SUBTOTAL:				\$198.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Copier lease	\$690/mo	\$0.09	50	\$4.50
Computer	hourly	0.88	24	\$21.12
SUBTOTAL:				\$25.62

Total		\$2,932.18
Administrative Overhead		\$439.83
Total Fee		\$3,372.01
% of Cost Recovery		100%
Proposed Fee		\$3,372
Current Fee		\$2,910.00
Difference		\$462.01
% Change		14%
Estimated number of times fee is charged in year:		0
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated: 3/13/2013
 Deposit used

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1551

Name of Fee: Pre application conference - Major projects

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Fee for pre application conference. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	2	\$129.24
City Engineer	hourly	150	4	\$600.00
Public Works Director	hourly	69.32	2	\$138.64
Account Clerk	hourly	33.18	2	\$66.36
SUBTOTAL:				\$1,013.76

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	4	\$3.52
Copier lease	\$690/mo	\$0.09	10	\$0.90
				\$0.00
SUBTOTAL:				\$4.42

Total		\$1,018.18
Administrative Overhead		\$152.73
Total Fee		\$1,170.91
% of Cost Recovery		100%
Proposed Fee		\$1,171
Deposit used	Current Fee	\$530.00
	Difference	\$640.91
	% Change	55%
Estimated number of times fee is charged in year:		<input type="text"/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1552

Name of Fee: Preliminary design review

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Fee for preliminary review of construction plans for public improvements at 35% - 65% design. Additional engineering hours may be required depending on complexity of project, and fees will be negotiated at time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	2	\$39.76
City Engineer	hourly	150	3	\$450.00
Public Works Director	hourly	69.32	2	\$138.64
				\$0.00
SUBTOTAL:				\$628.40

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	4	\$3.52
				\$0.00
SUBTOTAL:				\$3.52

Total
 Administrative Overhead
 Total Fee
 % of Cost Recovery
Proposed Fee

Last Updated:

Deposit used
 Current Fee
 Difference
 % Change

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1553

Name of Fee: Subdivision Tentative Plat

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Creation of multiple parcels from one parcel. Accept application, review for conformance with municipal code, site visit, write staff report, present to planning commission, notice to adjoining properties, post public notice, written notice of decision, and file documents. City Attorney review of staff reports, and development agreement. Additional attorney planner or engineer hours may be charged for more complex projects, which will be negotiated at the time of application.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	12	\$238.56
City Manager	hourly	64.62	8	\$516.96
City Engineer	hourly	150	6	\$900.00
City Attoney	hourly	175	8	\$1,400.00
Public Works Director	hourly	69.32	4	\$277.28
Account Clerk	hourly	33.18	2	\$66.36
SUBTOTAL:				\$3,399.16

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Miscellaneous correspondence	sheet	0.04	25	\$1.00
Mail and postage	letter	0.5	50	\$25.00
File	file	1	1	\$1.00
Public Notice	news ad	450	1	\$450.00
SUBTOTAL:				\$477.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Computer	hourly	0.88	22	\$19.36
				\$0.00
				\$0.00

SUBTOTAL:	\$19.36
Total	\$3,895.52
Administrative Overhead	\$584.33
Total Fee	\$4,479.85
% of Cost Recovery	100%
Proposed Fee	\$4,480

Last Updated: 12/21/2012

Deposit used	Current Fee	\$2,279.00
	Difference	\$2,200.85
	% Change	49%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1554

Name of Fee: Conditions of Approval Modification

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application to modify permit based on site conditions, visit site, evaluate technical studies and conformance with municipal code, develop mitigations as needed and prepare letter amending permit.--Decision requiring Planning Commission Review

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	5	\$99.40
City Attorney	hourly	175	1	\$175.00
City Manager	hourly	64.62	2	\$129.24
City Attorney	hourly	150	1	\$150.00
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$570.23

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	5	\$4.40

SUBTOTAL: \$4.40

Total \$574.63

Administrative Overhead \$86.19

Total Fee \$660.82

% of Cost Recovery 100%

Last Updated:

Proposed Fee \$661

Current Fee

Difference

% Change

Estimated number of times fee is charged in year:

Current Revenue: #VALUE!

Estimated Future Revenue: 0

Difference in Revenue #VALUE!

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1555

Name of Fee: Modification of conditions of approval Plan Comm

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Accept application, review for conformance with municipal code, physical visit to site, and file documents. Field visit to verify conditions are met.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	6	\$119.28
City Manager	hourly	64.62	2	\$129.24
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$265.11

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
letter	sheet	0.04	1	\$0.04
SUBTOTAL:				\$0.04

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	0.88	5	\$4.40
SUBTOTAL:				\$4.40

Total				\$269.55
Administrative Overhead				\$40.43
Total Fee				\$309.98
% of Cost Recovery				100%
Proposed Fee				\$310
Deposit used				Current Fee
				\$0.00
				Difference
				\$309.98
				% Change
				100%
Estimated number of times fee is charged in year:				
Current Revenue:				0
Estimated Future Revenue:				0
Difference in Revenue				0

Last Updated:

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1560

Name of Fee: Sign permit - new/replacement

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application for conformance with municipal code, provide written decision, and file documentation.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	0.5	\$9.94
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$26.53

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	0.01	2	\$0.02
				\$0.00
SUBTOTAL:				\$0.02

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	1	\$0.88
Copier lease	\$690/mo	\$0.09	2	\$0.18
Per copy cost	sheet	0.01	2	\$0.02
				\$0.00
				\$0.00

SUBTOTAL:	\$1.08
Total	\$27.63
Administrative Overhead	\$4.14
Total Fee	\$31.77
% of Cost Recovery	100%
Proposed Fee	\$32

Last Updated:

Current Fee	\$27.00
Difference	\$4.77
% Change	15%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1561

Name of Fee: Sign permit - new/replacement

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application for conformace with municipal code, provide written decision, and file documentation.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	0.5	\$9.94
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$26.53

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Paper	sheet	0.01	2	\$0.02
				\$0.00
SUBTOTAL:				\$0.02

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	1	\$0.88
Copier lease	\$690/mo	\$0.09	2	\$0.18
Per copy cost	sheet	0.01	2	\$0.02
				\$0.00
				\$0.00
SUBTOTAL:				\$1.08

Total \$27.63

Administrative Overhead \$4.14

Total Fee \$31.77

% of Cost Recovery 100%

Proposed Fee \$32

Last Updated:

Current Fee \$27.00

Difference \$4.77

% Change 15%

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1565**

Name of Fee: Significant natural resources permit

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Review technical studies related to significant natural resources, evaluate application for conformance with municipal code, develop mitigations as needed, prepare staff report, present to planning commission. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	8	\$159.04
City Manager	hourly	64.62	2	\$129.24
City Attorney	hourly	175	2	\$350.00
City Engineer	hourly	150	2	\$300.00
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$954.87

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Advertisement	ad	300	1	\$300.00
notice	sheet	0.5	25	\$12.50
postage and envelopes	each	0.5	30	\$15.00
SUBTOTAL:				\$327.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	11	\$9.68
SUBTOTAL:				\$9.68

Total		\$1,292.05
Administrative Overhead		\$193.81
Total Fee		\$1,485.86
% of Cost Recovery		100%
Proposed Fee		\$1,486
Deposit used		Current Fee \$1,047.00
		Difference \$438.86
		% Change 30%
Estimated number of times fee is charged in year:		
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1565

Name of Fee: Significant natural resources permit

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review technical studies related to significant natural resources, evaluate application for conformance with municipal code, develop mitigations as needed, prepare staff report, present to planning commission. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	8	\$159.04
City Manager	hourly	64.62	2	\$129.24
City Attorney	hourly	175	2	\$350.00
City Engineer	hourly	150	2	\$300.00
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$954.87

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Advertisement	ad	300	1	\$300.00
notice	sheet	0.5	25	\$12.50
postage and envelopes	each	0.5	30	\$15.00
SUBTOTAL:				\$327.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	11	\$9.68
SUBTOTAL:				\$9.68

Total		\$1,292.05
Administrative Overhead		\$193.81
Total Fee		\$1,485.86
% of Cost Recovery		100%
Proposed Fee		\$1,486
Current Fee		\$1,047.00
Difference		\$438.86
% Change		30%
Estimated number of times fee is charged in year:		<input type="text"/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:
 Deposit used

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1570

Name of Fee: Significant natural resources permit - minor change

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application to modify permit based on site conditions, visit site, evaluate technical studies and conformance with municipal code, develop mitigations as needed and prepare

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	1	\$64.62
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$160.73

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
postage and envelopes	each	0.5	2	\$1.00
SUBTOTAL:				\$1.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	5	\$4.40
Copier lease	\$690/mo	\$0.09	2	\$0.18

SUBTOTAL: \$4.58

Total \$166.31

Administrative Overhead \$24.95

Total Fee \$191.26

% of Cost Recovery 100%

Proposed Fee \$191

Current Fee \$245.00

Difference -\$53.74

% Change -28%

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue: 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1571

Name of Fee: Similar Use Determination

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review of municipal code to determine that proposed use is compatible with existing zoning requirements. Review application for conformance with municipla code, prepare staff report, notice to adjoining property owners, and present to planning commission. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of application.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	2	\$129.24
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$225.35

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
public notice publication	news ad	250	1	\$250.00
mail and postage	sheet	0.5	25	\$12.50
SUBTOTAL:				\$263.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	5	\$4.40
SUBTOTAL:				\$4.40

Total		\$493.25
Administrative Overhead		\$73.99
Total Fee		\$567.24
% of Cost Recovery		100%
Proposed Fee		\$567
Current Fee		\$403.00
Difference		\$164.24
% Change		29%
Estimated number of times fee is charged in year:		<input type="text" value=""/>
Current Revenue:		0
Estimated Future Revenue:		0
Difference in Revenue		0

Last Updated:

Deposit used

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1580

Name of Fee: Street vacation

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Review application and survey for conformance with municipal code, prepare staff report, notice to adjoining property owners, and present to planning commission and council.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	8	\$159.04
City Manager	hourly	64.62	2	\$129.24
Public Works Director	hourly	69.32	3	\$207.96
City Attorney	hourly	175	3	\$525.00
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$1,037.83

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
public notice publication	news ad	170	1	\$170.00
notice	sheet	0.01	25	\$0.25
mail and postage	sheet	0.5	25	\$12.50
SUBTOTAL:				\$183.75

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	13	\$11.44
Copier lease	\$690/mo	\$0.09	25	\$2.25
				\$0.00

SUBTOTAL: \$13.69

Total \$1,235.27

Administrative Overhead \$185.29

Total Fee \$1,420.56

% of Cost Recovery 100%

Proposed Fee \$1,421

Last Updated:

Deposit used Current Fee \$1,169.00

Difference \$251.56

% Change 18%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1585

Name of Fee: Temporary structure not connected to utility

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application for conformance with municipal code, prepare decision, issue permit and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	2	\$39.76
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$56.35

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
mail and postage	sheet	0.5	1	\$0.50
SUBTOTAL:				\$1.50

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	2	\$1.76
Copier lease	\$690/mo	\$0.09	2	\$0.18
				\$0.00
				\$0.00

SUBTOTAL: \$1.94

Total \$59.79

Administrative Overhead \$8.97

Total Fee \$68.76

% of Cost Recovery 100%

Proposed Fee \$69

Last Updated:

Deposit used Current Fee \$64.00

Difference \$4.76

% Change 7%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1590

Name of Fee: Temporary structure connected to water/sewer

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application for conformance with municipal code, public notice of hearing, presentation to planning commission, prepare decision, issue permit and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	1	\$64.62
Public Works Director	hourly	69.32	2	\$138.64
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$299.37

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
staff report reproduction	sheet	0.01	120	\$1.20
notice of hearing	each	0.5	25	\$12.50
advertisement	ad	250	1	\$250.00
file	file	1	1	\$1.00
mail and postage	sheet	0.5	26	\$13.00
SUBTOTAL:				\$14.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	7	\$6.16
Copier lease	\$690/mo	\$0.09	146	\$13.14
				\$0.00

SUBTOTAL: \$19.30

Total \$332.67

Administrative Overhead \$49.90

Total Fee \$382.57

% of Cost Recovery 100%

Proposed Fee \$383

Last Updated:

Deposit used Current Fee \$368.00

Difference \$14.57

% Change 4%

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1591**

Name of Fee: Temporary structure permit renewal

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Review application for conformance with municipal code, prepare decision, issue permit and file.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	1	\$19.88
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$36.47

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
mail and postage	sheet	0.5	1	\$0.50
SUBTOTAL:				\$1.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	1.5	\$1.32
Copier lease	\$690/mo	\$0.09	2	\$0.18
				\$0.00

SUBTOTAL: **\$1.50**

Total **\$39.47**

Administrative Overhead **\$5.92**

Total Fee **\$45.39**

% of Cost Recovery **100%**

Proposed Fee **\$45**

Last Updated: 12/21/2012

Deposit used **Current Fee** **\$40.00**

Difference **\$5.39**

% Change **12%**

Estimated number of times fee is charged in year:

Current Revenue: **0**

Estimated Future Revenue: **0**

Difference in Revenue **0**

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1595

Name of Fee: Variance administrative

Fund:

Budget Department:

Form Submitted by: MDebry

New Fee?

Purpose:

Review application for conformance with municipal code, prepare decision, issue permit and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	2	\$39.76
City Manager	hourly	64.62	0.5	\$32.31
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$88.66

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
mail and postage	sheet	0.5	1	\$0.50
SUBTOTAL:				\$1.50

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	1	\$0.88
Copier lease	\$690/mo	\$0.09	2	\$0.18
				\$0.00
				\$0.00
SUBTOTAL:				\$1.06

SUBTOTAL: \$1.06

Total \$91.22

Administrative Overhead \$13.68

Total Fee \$104.90

% of Cost Recovery 100%

Proposed Fee \$105

Last Updated:

Deposit used

Current Fee

Difference

% Change

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1596

Name of Fee: Variance approved by planning commission

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Review application for conformance with municipal code, prepare staff report, commission packets, present to commission, prepare decision, issue permit and file.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	6	\$119.28
city Attorney	hourly	175	2	\$350.00
City Manager	hourly	64.62	2	\$129.24
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$615.11

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
advertisement	each	300	1	\$300.00
file	file	1	1	\$1.00
mail and postage	sheet	0.5	25	\$12.50
SUBTOTAL:				\$313.50

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	7	\$6.16
Copier lease	\$690/mo	\$0.09	25	\$2.25
				\$0.00
				\$0.00

SUBTOTAL: \$8.41

Total \$937.02

Administrative Overhead \$140.55

Total Fee \$1,077.57

% of Cost Recovery 100%

Proposed Fee \$1,078

Last Updated:

Deposit used Current Fee \$450.00

Difference \$627.57

% Change 58%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1597**

Name of Fee: Interpretation of zoning code

Fund:	<input type="text" value="1"/>	Budget Department:	<input type="text" value="410"/>
Form Submitted by:	<input type="text" value="MDebry"/>	New Fee?	<input type="text" value="N"/>

Purpose:

Formal interpretation of zoning and development code as requested by applicant.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	4	\$79.52
City Manager	hourly	64.62	1	\$64.62
Contract planner	hourly	85	1	\$85.00
Account Clerk	hourly	33.18	0.5	\$16.59
SUBTOTAL:				\$245.73

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
file	file	1	1	\$1.00
mail and postage	sheet	0.5	1	\$0.50
SUBTOTAL:				\$1.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	5	\$4.40
Copier lease	\$690/mo	\$0.09	11	\$0.99
				\$0.00

SUBTOTAL:	\$5.39
Total	\$252.62
Administrative Overhead	\$37.89
Total Fee	\$290.51
% of Cost Recovery	100%
Proposed Fee	\$291
Current Fee	\$282.00
Difference	\$8.51
% Change	3%

Last Updated:
 Deposit used

Estimated number of times fee is charged in year:	<input type="text" value=""/>
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1598**

Name of Fee: Zoning code amendment

Fund:	1	Budget Department:	410
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Fee to consider request to amend code. Additional engineering or planning hours may be required depending on complexity of project, and fees will be negotiated at time of application. Code changes require a public hearing. Some code amendments may require city wide notification of code change.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Assistant Planner	hourly	19.88	12	\$238.56
City Manager	hourly	64.62	4	\$258.48
Contract Planner	hourly	85	2	\$170.00
City Attorney	hourly	175	6	\$1,050.00
Account Clerk	hourly	33.18	1	\$33.18
SUBTOTAL:				\$1,750.22

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
envelope and mail	each	0.5	25	\$12.50
advertisement	each	500	1	\$500.00
SUBTOTAL:				\$512.50

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	16	\$14.08
Copier lease	\$690/mo	\$0.09	25	\$2.25

SUBTOTAL:	\$16.33
Total	\$2,279.05
Administrative Overhead	\$341.86
Total Fee	\$2,620.91
% of Cost Recovery	100%
Proposed Fee	\$2,621
Current Fee	\$1,474.00
Difference	\$1,146.91
% Change	44%

Last Updated: 3/13/2013

Deposit used

Estimated number of times fee is charged in year:	0
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1703**

Name of Fee: Jesse Mays Hall Rental - Instruction no set up

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Accept application for use and payment, calendar event, provide key to facility or open facility. Applicant is responsible for maintaining facility in clean condition, no food or drink is permitted.

Fee is available when a series of dates is booked (minimum 4).

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
				\$0.00
SUBTOTAL:				\$8.30

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
SUBTOTAL:				\$0.00
Total				\$8.30
Administrative Overhead				\$1.24
Total Fee				\$9.54
% of Cost Recovery				100%
Proposed Fee				\$10

Last Updated: 12/21/2012
 Fee is \$50 non resident, \$35 resident

Current Fee	\$7.00
Difference	\$2.54
% Change	136%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1703**

Name of Fee: Jesse Mays Hall Rental - Instruction no set up

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Accept application for use and payment, calendar event, provide key to facility or open facility. Applicant is responsible for maintaining facility in clean condition, no food or drink is permitted.

Fee is available when a series of dates is booked (minimum 4).

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
				\$0.00
SUBTOTAL:				\$8.30

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
SUBTOTAL:				\$0.00

Total	\$8.30
Administrative Overhead	\$1.24
Total Fee	\$9.54
% of Cost Recovery	100%
Proposed Fee	\$10

Last Updated: 12/21/2012

Fee is \$50 non resident, \$35 resident

Current Fee	\$7.00
Difference	\$2.54
% Change	136%

Estimated number of times fee is charged in year:	0
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1704

Name of Fee: Jesse Mays Hall Rental - Instruction w/ set up

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Accept application for use and payment, calendar event, provide key to facility or open facility, set up and take down of chairs and tables.
 Rate is available if hall is rented for a series of 4 dates.
 Fee can be reduced by \$5/hour for each 10% discount up to \$15/hour.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
Maintenace Worker	hourly	39.39	0.5	\$19.70
				\$0.00
SUBTOTAL:				\$27.99

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
Chairs	each	0.1	15	\$1.50
tables	each	0.1	3	\$0.30
SUBTOTAL:				\$1.80

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Truck	each	2.67	0.5	\$1.34
				\$0.00

SUBTOTAL: \$1.34

Total \$31.13

Administrative Overhead \$4.67

Total Fee \$35.79

% of Cost Recovery 100%

Proposed Fee \$36

Last Updated: 12/21/2012

Fee is \$50 non resident, \$35 resident

Current Fee \$31.00

Difference \$4.79

% Change 115%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue: 0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1705

Name of Fee: Jesse Mays Community Hall Cleaning Fee - No food or drink

Fund:	1	Budget Department:	410
Form Submitted by:	Mdebry	New Fee?	N

Purpose:

Sweep prior to set up, sweep and mop after event, remove trash, clean restrooms before and after event, pick up parking lot, clean kitchen if needed.

LABOR				
Description	Unit	Unit Cost	# of Units	Cost
Maintenance Worker	hourly	\$39.39	1	\$39.39
				\$0.00
SUBTOTAL:				\$39.39

MATERIALS (PRODUCTS)				
Description	Unit	Unit Cost	# of Units	Cost
Cleaning/janitorial supplies	materials	\$2.00	1	\$2.00
				\$0.00
SUBTOTAL:				\$2.00

VEHICLE and EQUIPMENT				
Description	Unit	Unit Cost	# of Units	Cost
Truck to transport worker and trash	hourly	\$2.67	2	\$5.34
				\$0.00
SUBTOTAL:				\$5.34
Total				\$46.73
Administrative Overhead				\$7.01
Total Fee				\$53.74
% of Cost Recovery				100%
Proposed Fee				\$54

Last Updated: 12/21/2012
 \$100 subtracted from \$400 deposit

Current Fee	\$100.00
Difference	-\$46.26
% Change	54%

Estimated number of times fee is charged in year:	0
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1711

Name of Fee: After hours access fee

Fund: Budget Department:
 Form Submitted by: Mdeby New Fee?

Purpose:

Fee only applies if a staff member must report to work solely for the purpose of opening the hall.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
Maintenace Worker	hourly	39.39	1.5	\$59.09
				\$0.00
SUBTOTAL:				\$67.38

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
				\$0.00
				\$0.00
SUBTOTAL:				\$0.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Truck	each	2.67	1	\$2.67
				\$0.00
SUBTOTAL:				\$2.67

Total	\$70.05
Administrative Overhead	\$10.51
Total Fee	\$80.56
% of Cost Recovery	100%
Proposed Fee	\$81

Last Updated:

Current Fee	\$75.00
Difference	\$5.56
% Change	7%

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1901

Name of Fee: Grading permit separate from building permit

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Sign off on grading permit approved by Public Works.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Public Works Directpr	hourly	69.32	0.5	\$34.66
Account Clerk	hourly	33.18	0.25	\$8.30
				\$0.00
SUBTOTAL:				\$42.96

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	sheet	1	1	\$1.00
Paper	sheet	0.01	2	\$0.02
				\$0.00
SUBTOTAL:				\$1.02

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
computer	hourly	\$0.88	0.75	\$0.66
Copier lease	\$690/mo	\$0.09	2	\$0.18
per copy cost	sheet	0.01	2	\$0.02
				\$0.00
SUBTOTAL:				\$0.86

Total	\$44.84
Administrative Overhead	\$6.73
Total Fee	\$51.56
% of Cost Recovery	100%
Proposed Fee	\$52
Current Fee	\$47.00
Difference	\$4.56
% Change	9%

Last Updated:

Estimated number of times fee is charged in year:	
Current Revenue:	0
Estimated Future Revenue:	0
Difference in Revenue	0

CITY OF NORTH PLAINS FEE WORKSHEET

FEE 1936

Name of Fee: Street Closure - special event

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Permit to close public right of way for purpose of large community event. Additional police and public works hours may be required for events where alcohol is served, to be negotiated at time of application.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Public Works Director	hourly	69.32	1	\$69.32
Account Clerk	hourly	33.18	1	\$33.18
Maintenace Worker	hourly	39.39	0.5	\$19.70
Police Chief	hourly	60.55	1	\$60.55
SUBTOTAL:				\$182.75

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	sheet	1	1	\$1.00
barricades	barricade	1	6	\$6.00
notice to property owners	sheet	0.1	27	\$2.70
mailing and postage	sheet	0.5	25	\$12.50
SUBTOTAL:				\$22.20

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Per copy cost	sheet	0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	27	\$2.43
truck	hourly	2.67	0.5	\$1.34
computer	hourly	0.88	2	\$1.76
police vehicle	hourly	7	1	\$7.00

SUBTOTAL: \$12.55

Total \$217.49

Administrative Overhead \$32.62

Total Fee \$250.11

% of Cost Recovery 100%

Proposed Fee \$250

Current Fee \$211.00

Difference \$39.11

% Change 16%

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

FEE **1937**

Name of Fee: Street Closure - Street obstruction

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Permit to close public right of way for commercial purpose (eg repair of private facilities). Street obstructions require closure of at least one traffic lane for more than 2 hours, submission of traffic control plan, detour plan, and monitoring on the day of closure.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Public Works Director	hourly	69.32	1	\$69.32
Account Clerk	hourly	33.18	0.5	\$16.59
Police Chief	hourly	60.55	0.5	\$30.28
				\$0.00
SUBTOTAL:				\$116.19

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
file	sheet	1	1	\$1.00
Reproduction	sheet	0.01	2	0.02
SUBTOTAL:				\$1.02

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
Per copy cost	sheet	0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	2	\$0.18
computer	hourly	0.88	1	\$0.88
truck	hourly	2.67	1	\$2.67
				\$0.00

SUBTOTAL: \$3.75

Total \$120.96

Administrative Overhead \$18.14

Total Fee \$139.10

% of Cost Recovery 100%

Last Updated:

Proposed Fee \$139

Current Fee \$123.00

Difference \$16.10

% Change 12%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

~~5150~~ 5150

FEE

Name of Fee: Notice of shut off
 Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Notice provided to resident when meter is turned off for non-payment of water bill.
 Maintenance staff physically shuts off meter and locks box.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
Maintenance Worker	hourly	39.39	0.25	\$9.85
				\$0.00
SUBTOTAL:				\$18.14

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
door hanger	sheet	0.05	1	\$0.05
workorder	sheet	0.5	1	\$0.50
SUBTOTAL:				\$0.55

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
cost per copy	sheet	\$0.01	1	\$0.01
Copier lease	\$690/mo	\$0.09	1	\$0.09
truck	hourly	2.67	0.25	\$0.67
springbrook	hourly	2.56	0.25	\$0.64
				\$0.00
SUBTOTAL:				\$1.41

Total \$20.10
 Administrative Overhead \$3.02
 Total Fee \$23.12
 % of Cost Recovery 100%
Proposed Fee \$23

Last Updated:

Current Fee
 Difference
 % Change

Estimated number of times fee is charged in year:
 Current Revenue:
 Estimated Future Revenue:
 Difference in Revenue

CITY OF NORTH PLAINS FEE WORKSHEET

5160

FEE

Name of Fee: Reactivation Fee

Fund: Budget Department:
 Form Submitted by: MDebry New Fee?

Purpose:

Maintenance staff physically opens meter after suspended account is made active.
 Accounts may be suspended after documenting 3 months of no water use.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
Maintenance Worker	hourly	39.39	0.25	\$9.85
				\$0.00
SUBTOTAL:				\$18.14

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
monthly water meter base fee	monthly	12	3	\$36.00
				\$0.00
SUBTOTAL:				\$36.00

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
per copy fee	sheet	0.01	1	\$0.01
Copier lease	\$690/mo	\$0.09	1	\$0.09
truck	hourly	2.67	0.25	\$0.67
computer	hourly	0.88	0.25	\$0.22
				\$0.00
SUBTOTAL:				\$0.99

Total \$55.13
Administrative Overhead \$8.27
Total Fee \$63.40
% of Cost Recovery 100%
Proposed Fee \$63

Last Updated:

Current Fee \$60.00
Difference \$3.40
% Change 5%

Estimated number of times fee is charged in year:
Current Revenue: 0
Estimated Future Revenue: 0
Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

5170

FEE

Name of Fee: Turn on fee - Mon - Fri 7 am to 4 pm

Fund:

Budget Department:

Form Submitted by:

New Fee?

Purpose:

Maintenance staff physically opens meter subsequent to shut off. Includes cost for notice of non-payment, running delinquent account report, and work order set up.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.5	\$16.59
Maintenance Worker	hourly	39.39	0.5	\$19.70
				\$0.00
				\$0.00
SUBTOTAL:				\$36.29

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
reproduction	sheet	0.01	2	\$0.02
mail and postage	sheet	0.5	1	\$0.50
				\$0.00
				\$0.00
SUBTOTAL:				\$0.52

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
per copy fee	sheet	\$0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	2	\$0.18
truck	hourly	2.67	0.5	\$1.34
				\$0.00
				\$0.00

SUBTOTAL: \$1.54

Total \$38.34

Administrative Overhead \$5.75

Total Fee \$44.09

% of Cost Recovery 100%

Proposed Fee \$44

Current Fee \$40.00

Difference \$4.09

% Change 9%

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue:

Estimated Future Revenue:

Difference in Revenue:

CITY OF NORTH PLAINS FEE WORKSHEET

8171

FEE

Name of Fee: Turn on fee - Mon - Fri 4 pm to Mon 7 am

Fund: Budget Department:
 Form Submitted by: New Fee?

Purpose:

Maintenance staff physically opens meter subsequent to shut off and after regular working hours. Includes cost for notice of non-payment, running delinquent account report, and work order set up.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.3	\$9.95
Maintenance Worker	hourly	39.39	2	\$78.78
				\$0.00
SUBTOTAL:				\$88.73

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
mail and postage	sheet	0.5	1	\$0.50
				\$0.00
				\$0.00
SUBTOTAL:				\$0.50

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
per copy fee	sheet	0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	2	\$0.18
truck	hourly	2.67	2	\$5.34
				\$0.00
				\$0.00

SUBTOTAL: \$5.54

Total \$94.77

Administrative Overhead \$14.22

Total Fee \$108.99

% of Cost Recovery 100%

Proposed Fee \$109

Current Fee \$96.00

Difference \$12.99

% Change 14%

Last Updated:

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue 0

CITY OF NORTH PLAINS FEE WORKSHEET

5820

FEE

Name of Fee: 72 hour notice

Fund:	5	Budget Department:	461
Form Submitted by:	MDebry	New Fee?	N

Purpose:

Hand delivery of notice three days in advance of turning off water.

LABOR

Description	Unit	Unit Cost	# of Units	Cost
Account Clerk	hourly	33.18	0.25	\$8.30
Maintenance Worker	hourly	39.39	0.5	\$19.70
				\$0.00
				\$0.00
SUBTOTAL:				\$27.99

MATERIALS (PRODUCTS)

Description	Unit	Unit Cost	# of Units	Cost
door hanger	sheet	0.1	1	\$0.10
				\$0.00
SUBTOTAL:				\$0.10

VEHICLE and EQUIPMENT

Description	Unit	Unit Cost	# of Units	Cost
per copy fee	sheet	0.01	2	\$0.02
Copier lease	\$690/mo	\$0.09	2	\$0.18
truck	hourly	2.67	0.25	\$0.67
computer	hourly	0.88	0.25	\$0.22
Springbrook	hourly	2.56	0.25	\$0.64

SUBTOTAL: \$1.73

Total \$29.82

Administrative Overhead \$4.47

Total Fee \$34.29

% of Cost Recovery 100%

Last Updated: 12/21/2012

Proposed Fee \$34

Current Fee \$21.00

Difference \$13.29

% Change 63%

Estimated number of times fee is charged in year:

Current Revenue: 0

Estimated Future Revenue: 0

Difference in Revenue: 0



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: April 10, 2013
To: City Council
From: City Manager Martha DeBry
Subject: Approval of Development Agreement with DR Horton regarding Highland Court

Request: Council to consider approval of development agreement with DR Horton.

Background:

In September 2012, Council approved a series of incentives related to the development of the Highland Court subdivision. The incentives included:

- Credits for water system development charges (SDC's)
- Credits for parks SDC's
- Support for Washington County Transportation Development Tax Credits
- A replacement dwelling credit and
- Credits for Transportation SDC's

At that time Council also provided direction that sidewalks and curbs should be addressed at the corner of Highland and 307th.

The agreement included in Council's packet has been reviewed by the City Attorney and representatives of DR Horton and includes the incentives as approved by Council.

DR Horton has begun the process of installing off-site improvements and grading the property. A public works bond was posted in advance of the work. The developer has also asked for the City's land use approval of model homes. No homes will be sold or occupied until the map of the subdivision is recorded with the County, which is anticipated to be complete by May. The construction of the park is expected to be complete by August.

Fiscal Impact: Approval of this agreement effects the administration of fees for the project. Additionally the City will make a contribution from the public works

budget towards improvements on tax lot 1500 at the corner of Highland and 307th in order to finish the street. This is likely to occur in the next fiscal year.

Recommendation: Council approve the development agreement with DR Horton.

Sample Motions:

I move to approve the development agreement with DR Horton.

After Recording, Return to:

**City of North Plains
31360 NW Commercial Street
North Plains, Oregon 97133**

DEVELOPMENT AGREEMENT

CITY OF NORTH PLAINS

THIS AGREEMENT, made this _____ day of _____, 2013, by and between D.R. Horton, Inc.-Portland (“DEVELOPER”) a Delaware corporation, and the CITY OF NORTH PLAINS, OREGON, an Oregon municipal corporation (“CITY”).

RECITALS

A. The DEVELOPER owns the property identified as Tax Lots 1N301DD1400 and 1N301DD1900, depicted on the attached Exhibit “A” and described more fully in the attached Exhibit “B”. (“Property”). The subject property is located on the west side of 307th Avenue, north of Highland Court in the City of North Plains, and contains approximately 2.41 acres.

B. The former owners of the property Highland Court Holdings LLC submitted Subdivision and Variance applications with file number SD/VAR-06-0024, (“Application”) to the CITY for approval. The City Planning Commission approved the Application on March 14, 2007.

C. The CITY entered into a Development Agreement affecting the Property with Highland Court LLC dated March 27, 2007 which Agreement was recorded in the deed records of Washington County, Oregon (Document 2007-037158) and which is still in effect and contains certain terms and conditions governing the development of the Property based on the approved Application.

D. The City Planning Commission approved a one-year time extension of the otherwise applicable expiration date for the Application on March 12, 2008, and further approved a phasing schedule to allow the approved development to be constructed in phases. The revised approval was memorialized in a Development Agreement dated April 1, 2008 which was recorded in the deed records of Washington County, Oregon (Document 2008-029438) and which is still in effect and contains certain terms and

conditions governing the development of the property based on the approved Application as modified.

E. The City Planning Commission approved a second one- year time extension of the Application on March 6, 2009 and based on the decline in the economy the City Council of the CITY of North Plains then amended the Municipal Code to allow the further extension of the otherwise applicable expiration date for approved developments in February, 2012.

F. Based on the authority granted by the City Council, the City approved an extension the otherwise applicable expiration date for the Application on July 11, 2012 which now expires May 11, 2014.

G.A single family dwelling addressed 10005 NW 307th Avenue was removed from the Property in preparation for development.

H. The CITY Council of the CITY of North Plains approved reductions in system development charges and credits for public improvements proposed to be made by DEVELOPER by Resolution No. 1769, adopted on September 4, 2012, a copy of which is appended hereto as Exhibit C.

I.DEVELOPER acquired the property from Highland Court Holdings LLC, subject to the prior approvals as extended and to the conditions of those approvals and the recorded Development Agreements described above.

J. The parties have reached agreement on a proposal from the DEVELOPER for completion of the approved project on the Property, and based on the condition that the DEVELOPER undertake and maintain certain improvements and satisfy certain requirements as specified herein. The parties recognize that changes to the approved Application would require approval from the City Planning Commission.

AGREEMENT

IN CONSIDERATION of the mutual covenants and agreements herein contained the CITY and the DEVELOPER hereby agree as follows:

I. Subdivision Design and Development Conditions

A. The conditions of the Approval for the Subdivision and Variance applications SD/VAR-06-024 remain obligations of DEVELOPER with respect to the Property. In addition, the following general terms and conditions apply to the Project:

1. The DEVELOPER shall comply with all applicable CITY of North Plains Public Works Design Standards.
2. The DEVELOPER shall comply with the Municipal Code including Zoning and Development Code Chapter 16.30 (Zone R-2.5) and 16.135 (Subdivisions.)

3. The DEVELOPER shall submit construction plans that meet all Conditions of Approval prior to the approval of the final plat and the start of construction.
4. The DEVELOPER shall submit 3 sets of complete construction plans for all public improvements and an electronic copy of plans in .pdf format for preliminary review and comment. The design engineer shall submit a construction cost estimate for the required public improvements with the preliminary construction plans for review and comment. The engineer's estimate is to be presented in a "schedule of unit prices" format, reflecting cost estimates for the various anticipated construction bid items. A non-refundable deposit in the amount of 5% of the total accepted engineer's estimated value of the public improvements must be provided to the CITY prior to review, approval and construction of public improvements.
5. Following receipt of the CITY review and comment on preliminary construction plans and after the required revisions are made, the DEVELOPER shall circulate construction plans to all franchised utility companies, the CITY and other interested agencies. Prior to final approval of construction plans all proposed utility and agency comments, revisions, and drawings must be received and approved by the CITY. A revised engineer's construction cost estimate for public improvements shall be submitted with the final construction plans for review and acceptance by the CITY prior to the final approval of the construction plan.
6. A public improvement performance bond shall be provided to the CITY prior to construction in an amount equal to 125% of the final accepted engineer's estimate.
7. A maintenance bond of 40% of the final accepted engineer's estimate is required prior to final acceptance of constructed public improvements. The maintenance bond shall remain in effect for a period of not less than one year after all public improvements are accepted by the CITY.
8. It shall be the responsibility of the DEVELOPER or its representative to comply with conditions of approval required by Washington County Fire District No. 2.
9. It shall be the responsibility of the DEVELOPER or its representative to comply with conditions of approval required by Washington County.
10. DEVELOPER must comply with all conditions of approval and code requirements of Clean Water Services for sanitary sewer, water quality, environmentally sensitive areas and storm sewer improvements. DEVELOPER must provide copies of all approvals and permits to the CITY prior to construction of sanitary sewer, water quality, environmentally sensitive areas and storm sewer improvements.
11. DEVELOPER is to coordinate with the CITY and all appropriate utilities and other agencies throughout the application, review and construction process.
12. The DEVELOPER shall coordinate improvements to meet the design requirements of franchised utilities including:
 - a. Portland General Electric
 - b. Northwest Natural Gas
 - c. Centurylink

- d. Comcast
- e. Garbarino Disposal

DEVELOPER must provide copies of all franchise utility plans, designed by such franchised utilities, and any applicable approvals and permits to the CITY prior to construction of franchised utilities improvements.

13. DEVELOPER is to notify CITY of any potential design conflicts, and/or potential conflicts identified after the various utilities and agencies complete review and provide comments. It is the responsibility of the DEVELOPER to resolve all conflicts to the satisfaction of the CITY.
14. The DEVELOPER shall have a licensed land surveyor prepare a final plat of the proposed subdivision. The final plat shall be submitted to the CITY for approval, and then it shall be recorded at the Washington County Surveyor's Office and the County Clerk's Office. The DEVELOPER shall then send a copy of the recorded final plat to the CITY. Approval and recording of the final plat is required prior to the start of construction PROVIDED, however, if DEVELOPER applies for CITY approval of construction of model homes and CITY approves such permits DEVELOPER shall be allowed to start approved model home construction prior to approval and recording of the final plat and final acceptance of the public improvements, but subject to any conditions of CITY's approval of the construction of the model homes.
15. Modifications to approved plans must be approved by the CITY and applicable agencies prior to continuing with any relevant construction activities.
16. Per the extension granted by the Planning Commission on July 11, 2012, all conditions of approval must be completed by May 14, 2014 unless substantial construction has taken place or the DEVELOPER requests and is granted another extension of the subdivision approval.
17. The DEVELOPER hereby agrees to waive its right to remonstrate against the formation of a local improvement district or other mechanism to construct future improvements to the streets, storm water, water and sewer systems that may be assessed against the Property.

II. Street Improvements

18. The proposed full street improvements of Curtis Street, excluding a sidewalk on the west side of Curtis Street, shall be dedicated to the CITY prior to approval of the final plat.
19. The DEVELOPER shall install full street improvements along the full length of Curtis Street abutting the subdivision, including extension to meet NW Highland Court, except that a sidewalk on the west side of Curtis Street will not be required. All street improvements shall meet or exceed City of North Plains Public Works Design Standards dated December 2012. The street improvement on Curtis Street shall include curb-tight sidewalks on the east side of Curtis Street. City's acceptance of the public improvements is subject to the improvements meeting applicable standards.

20. The DEVELOPER shall construct full half-street improvements along NW 307th Avenue from the existing improvements at the southeast corner of Tax Lot 1N301DD 3100 to Highland Court and from 307th to the westerly limits of the subdivision along Highland Court. These improvements will include frontage of Tax Lot 1500 so as to provide a continuous street network.
21. The DEVELOPER will construct two private driveways that shall provide access to lots 17, 18, 19 and 20.
 - a. Driveways will have a minimum concrete paved width of 12feet., and easement width of 20 feet.
 - b. To ensure that the driveways are maintained in good order into the future, the DEVELOPER must provide a deed covenant for lots 17, 18, 19, and 20 that requires the property owners to pay the cost of maintenance and rehabilitation of the driveways used in common and associated driveway aprons to public streets. Costs will be shared on an equal basis between property owners.
 - c. The DEVELOPER shall design driveways between lots 18 and 19 in a manner that prevents automobile traffic between the lots.
 - d. Commercial driveway approaches, per the City standards,
22. A minimum 8 foot wide public utility easement (PUE) shall be required across the frontage of all lots adjacent to the public rights-of-way. Lots 17, 18, 19, and 20 shall have a minimum 8 foot wide PUE along the northern most boundary of the lots.
23. Curtis Street shall be limited to parking only on the east side. The DEVELOPER shall post no parking signs on the west side of the street.
24. The DEVELOPER will install at least one accessibility ramp in the frontage of Tract A along NW Highland Court near the terminus of Curtis Street so as to provide access to the park being constructed by the DEVELOPER on Tract A.
25. The DEVELOPER shall dedicate the ownership of street lights to PGE.
26. The DEVELOPER shall install street lights that minimize light pollution and conserve energy. Street lights must meet PGE standards:
 - a. Cutoff or Full Cutoff
(<http://www.pge.com/mybusiness/customerservice/otherrequests/streetoutdoorlighting/aboutlightpollution/>)
 - b. Poles must from the PGE Decorative Series Broadway, Chesapeake, Charleston, Corsican styles
(<http://www.pge.com/mybusiness/customerservice/otherrequests/streetoutdoorlighting/lightingproducts/decorativepoles.shtml/>)
 - c. Light products must be from PGE Vandermore, Epic or Memphis Teardrop styles
(<http://www.pge.com/mybusiness/customerservice/otherrequests/streetoutdoorlighting/lightingproducts/decorative.shtml/>)

- d. Street lights should incorporate LED technology if possible.

III. Storm Drainage Improvements

27. The DEVELOPER shall construct a permanent public storm drainage system to serve the proposed subdivision, including all public streets and roof, footing and area drains in accordance with CWS and CITY standards.

IV. Sanitary Sewer Improvements

28. The DEVELOPER shall construct permanent public sanitary sewer system facilities to serve the proposed subdivision in accordance with CWS and CITY standards.

V. Water System Improvements

29. The DEVELOPER will install service laterals and water meter boxes for all dwelling units within the subdivision, and for lots with frontages in parallel with the replacement 8 inch main in 307th.
30. The DEVELOPER shall install fire hydrants on Curtis Street on the west side of the street.
31. The DEVELOPER shall install an 8 inch water main and appurtenances in the Curtis Street right-of-way between the water main at the south end of the existing Curtis Street right-of-way, immediately north of the development, and the replacement 8 inch water main being installed by the DEVELOPER in Highland Court.
32. The DEVELOPER shall install an 8 inch water main and appurtenances in the 307th right-of-way between the existing water main in Pacific Avenue, at the intersection of 307th Ave and Pacific Ave, and the new 8 inch water main being installed by the DEVELOPER in Highland Court.
33. The DEVELOPER shall be responsible for all costs associated with inspection and health testing of new water mains.
34. Reflective markers shall be installed near all hydrants.

IV. Park Improvements

35. The DEVELOPER shall design and construct a public park on Tract A located between Lots 21 and 24. Construction of all improvements shall be completed prior to issuance of any building permits for homes in the project, with the exception of model homes described herein. All park improvements must be complete by July 30, 2013.
36. All improvement plans for the park shall be approved by the CITY prior to the submission of any application for permit(s) to construct the improvements.
37. The park will include a water play feature that meets identified community park needs as approved by the CITY.
38. The DEVELOPER will provide training to CITY staff on operation and maintenance of water feature.
39. The DEVELOPER will provide park equipment including play structures, benches, water fountain, and the water feature.

40. All play structures and equipment shall meet national standards for playground safety.
41. Prior to accepting the park as complete, the DEVELOPER must provide the CITY with a report from a certified playground safety inspector stating that the park meets national safety standards found at <http://www.cpsc.gov/PageFiles/116134/325.pdf>.
42. The DEVELOPER must maintain park landscaping and equipment for 12 months after its acceptance by the CITY. The DEVELOPER will be responsible for the replacement of plants and trees that die during this period.
43. A maintenance bond of 40% of the cost of the plantings shall be provided by the DEVELOPER during the plant establishment period.

V. Fees

A. General

44. The DEVELOPER is responsible for payment of all fees applicable to the Project as set forth in the CITY'S Master Fee Schedule.
45. Nothing in this agreement requires the City to appropriate funds for this project. However, the City hereby agrees to reductions in system development charges and credits for public improvements proposed to be made by DEVELOPER as previously approved by the North Plains City Council and as set forth below.

B. Systems Development Charges and Credits

The DEVELOPER agrees to remit to CITY all applicable Systems Development Charges required under the CITY's regulations based on the Project. Systems Development Charges are payable upon issuance of a building permit, or a permit to commence construction of a public improvement to the system for which the charge is attributed. Credits are issued at the time of acceptance of the applicable public improvement following its construction. Prior to issuance of credits, the DEVELOPER is required to apply for credit and to provide satisfactory documentation of the cost of improvements claimed to be eligible for credit. Prior to being eligible for SDC credit, the improvements must be listed on the CITY's project plan and meet other applicable requirements of the CITY Municipal Code.

46. The CITY will issue SDC credits to DEVELOPER for up to 100% of Park System Development Charges, estimated at \$102,000, in consideration of the construction of the new community park.
47. The CITY will issue SDC credits to DEVELOPER for Transportation System Development Charges for half street improvements including sidewalks for those properties on Highland Court and 307th Avenue that are not a part of the subdivision. This credit value is estimated at \$21,300.
48. The DEVELOPER may claim one replacement dwelling unit credit, estimated at \$18,299, for the single family dwelling removed prior to 2008.

49. The Washington County Transportation Development Tax Ordinance 691-allows Developers to receive credit for certain Over-capacity improvements, as identified in the Ordinance. The CITY will support the DEVELOPER'S application for Transportation Development Tax (TDT) credit for the Over-Capacity portions of the half street improvements on 307th and Highland Court which are designated as collector streets so long as the request is in compliance with the Ordinance. This credit value is estimated at \$16,500. The parties recognize that the TDT is administered by Washington County and not by the CITY.
50. The CITY will issue Water System Development Charge credits for the construction of an 8 inch main, and associated improvements, in 307th between Pacific Avenue and Highland Court. The credit value is estimated at \$56,812.

51.

VI. General Terms and Conditions

A. No Assignment. The DEVELOPER may not assign any of its obligations under this Agreement without the prior written approval of the CITY. In case of such assignment, all obligations of DEVELOPER under this Agreement will be assumed by the approved assignee.

B. Effective Date. This Agreement is effective when all Parties have executed the Agreement, and this Agreement shall have an effective date which is the Effective Date first set forth above. The execution will be subject to entity authorization, which in CITY's case will include City Council's approval.

C. Termination. This Agreement may be terminated by the mutual written agreement of the parties. It will otherwise terminate upon performance of all required obligations by both parties hereunder, or in any event no later than May 1, 2016.

D. Agreement may be recorded, runs with the land. The parties agree that this Agreement will be recorded in the Deed Records of Washington County and that it constitutes an obligation running with the Property.

E. Enforcement

If the DEVELOPER fails to keep and execute any of the terms of this Agreement, the CITY may, after 30 days written notification, perform the terms and conditions including, but not limited to, the improvement and maintenance of the provisions described above, and may charge the same as a valid and enforceable lien upon the property described above. In enforcing this agreement, the CITY Council of the CITY may use any of the remedies proscribed in Municipal Code Section 16.00.030 The cost, plus any additional costs incurred by the CITY in enforcing performance may be charged as a lien against

the Property described above, and shall be collectable as other CITY liens. Additionally, the CITY shall have the right to pursue all other remedies allowed at law or in equity arising out of, or related to, or caused by, the uncured default.

F. Hold harmless and Indemnification

DEVELOPER acknowledges responsibility for any and all liability arising out of the performance of this agreement and shall hold CITY harmless from and indemnify CITY for any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from DEVELOPER'S acts, omissions, activities, or services in the course of performing this agreement.

G. Law of Oregon

The agreement shall be governed by the laws of the State of Oregon. Venue shall be in Washington County, Oregon.

H. Modification

Any modification of the provisions of this agreement shall be reduced to writing and signed by the parties.

I. No Waiver of Legal Rights

A waiver by a party of any breach by the other shall not be deemed to be a waiver of any subsequent breach.

J. Dispute Resolution

Should any dispute arise between the parties regarding the terms of this Agreement or work or services covered thereby, it is agreed that such dispute will be submitted to a mediator prior to any litigation. The parties shall exercise good faith efforts to select a mediator who shall be compensated equally by both parties. Mediation will be conducted in Portland, Oregon, unless both parties agree otherwise. Both parties agree to exercise good faith efforts to resolve disputes through this mediation process.

K. Notices

Notices regarding this agreement shall be sent via First Class Mail to:

CITY OF NORTH PLAINS
31360 NW Commercial Street
North Plains, Oregon 97133-7101

D.R. Horton, Inc.-Portland
4380 SW Macadam Avenue, Suite 100
Portland, OR 97239

L. No Third Party Beneficiaries. CITY and DEVELOPER are the only parties to this Agreement and are the only parties entitled to enforce its terms. There are no third-party beneficiaries of this Agreement.

M. Time of the Essence. Time is of the essence in the performance of and adherence to each and every provision of this Agreement.

N. Non-Waiver of Governmental Rights. Subject to the terms and conditions of this Agreement, by making this Agreement, City is specifically not obligating itself, or any other agency with respect to any police power or regulatory actions relating to development or operation of the Projects, including, but not limited to, rezoning, variances, environmental clearances or any other governmental approvals which are or may be required.

O. Survival. Any covenant or condition set forth in this Agreement, the full performance of which is not specifically required prior to the expiration or earlier termination of the Agreement but which by its terms is to survive the termination of this Agreement, shall survive the expiration or earlier termination of this Agreement and shall remain fully enforceable thereafter.

P. Partial Invalidity. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If a material provision of this Agreement is held invalid or unenforceable such that a Party does not receive the benefit of its bargain, then the Parties shall renegotiate in good faith terms and provisions that will effectuate the spirit and intent of the Parties' agreement herein.

Q. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

R. Authority. The Parties each warrant and represent to the other that this Agreement constitutes a legal, valid, and binding obligation of that Party. Without limiting the generality of the foregoing, each Party represents that its governing authority and, in the case of City, its City Council, has authorized the execution, delivery, and performance of this Agreement by it. The individuals executing this Agreement warrant that they have full authority to execute this Agreement on behalf of the entity for whom they purport to be acting.

S. Effect of Prior Agreements. This Agreement replaces and supersedes the terms of (1) that Development Agreement between the DEVELOPER's predecessor-in-interest and the CITY dated March 27, 2007, and recorded at Washington County document recording number 2007-037158, and (2) that Development Agreement between the DEVELOPER's predecessor-in-interest and the CITY dated April 1, 2008 and recorded at Washington County document recording number 2008-029438. As set forth above, the Property remains subject to the terms of this Agreement, and to the conditions applicable to prior CITY land use approvals affecting the Property.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date set forth below.

FOR THE CITY OF NORTH PLAINS:

FOR THE DEVELOPER:

Martha DeBry, City Manager

M. Scott Clark, Vice President and City
Manager of the Division

DATE: _____

DATE: _____

APPROVED AS TO FORM:

Paul Elsner, City Attorney
Beery, Elsner and Hammond

DRAFT

State of Oregon)

County of _____)

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____, 2013
BY _____ AS _____
OF _____.

NOTARY PUBLIC SEAL:

Notary Public State of Oregon.

State of Oregon)

County of _____)

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____, 2013
BY _____ AS _____
OF _____.

NOTARY PUBLIC SEAL:

Notary Public State of Oregon.

State of Oregon)

County of Multnomah)

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____, 2013
BY M. SCOTT CLARK AS VICE PRESIDENT AND CITY MANAGER OF D.R. HORTON, INC.-PORTLAND.

NOTARY PUBLIC SEAL:

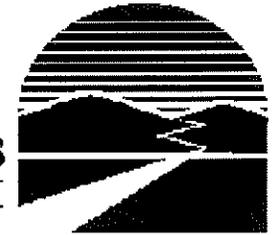
Notary Public State of Oregon.

Auto Pay
March
Accounts Payable

Transactions by Account and Department

User: pam
Printed: 04/08/2013 4:04 PM
Batch: 000-00-0000

NORTH PLAINS
City to the Sunset



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-000-200003	ING - State of OR Plan	TThurber xx-xxx-1634	Uncommitted	274	276.92	
110-000-200003	ING - State of OR Plan	T Thurber xx-xxx-1634	Uncommitted	281	276.92	
110-000-200005	CIS - EBS TRUST	April Premiums	Uncommitted	305	44.08	
Subtotal for Dept: 000					597.92	
110-421-210000	CIS - EBS TRUST	April Premiums	Uncommitted	305	1,139.79	
110-421-610224	CHEVRON	PD 2/6/13 - 3/5/13	Uncommitted	308	731.75	
Subtotal for Dept: 421					1,871.54	
110-452-310000	PORTLAND GENERAL EL	30975 NW Hillcrest 1/30 - 2/28	Uncommitted	284	83.60	
Subtotal for Dept: 452					83.60	
110-455-210000	CIS - EBS TRUST	April Premiums	Uncommitted	305	23.81	
110-455-310000	CLEAN WATER SERVICE	31334 Commercial 1/1/13- 2/28/13	Uncommitted	303	140.57	
110-455-310000	NW NATURAL GAS CO.	31334 Commercial 1/30/13 - 2/28/13	Uncommitted	301	170.87	
Subtotal for Dept: 455					335.25	
Subtotal for Fund: 110					2,888.31	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
111-433-640000	PORTLAND GENERAL EL	AT NW Main/Wascoe 1/30 - 2/28	Uncommitted	282	13.03	
111-433-640000	PORTLAND GENERAL EL	ABT ES NW Main 1/30 - 2/28	Uncommitted	287	13.03	
111-433-640000	PORTLAND GENERAL EL	Glencoe/Highland Ct 1/30/13 - 2/28/13	Uncommitted	288	20.86	
111-433-640000	PORTLAND GENERAL EL	31360 Commercial 1/30 - 2/28	Uncommitted	306	1,736.52	
Subtotal for Dept: 433					1,783.44	
Subtotal for Fund: 111					1,783.44	
113-463-770000	COLUMBIA COMMUNIT	URA March Principal Due	Uncommitted	271	142.12	
113-463-770000	COLUMBIA COMMUNIT	URA March Principal Due	Uncommitted	272	633.17	
113-463-831000	COLUMBIA COMMUNIT	URA March Interest Due	Uncommitted	271	357.88	
113-463-831000	COLUMBIA COMMUNIT	URA March Interest Due	Uncommitted	272	302.28	
Subtotal for Dept: 463					1,435.45	
Subtotal for Fund: 113					1,435.45	
210-433-310000	NW NATURAL GAS CO.	32150 Commercial 1/30 - 2/28	Uncommitted	298	44.59	
210-433-310000	PORTLAND GENERAL EL	32150 NW Commercial 1/30 - 2/28	Uncommitted	289	631.01	
210-433-310000	PORTLAND GENERAL EL	Water Fund 1/30/13 - 2/28/13	Uncommitted	290	87.36	
210-433-310000	PORTLAND GENERAL EL	BT NW 314/Pacific 1/30 - 2/27	Uncommitted	285	12.54	
210-433-610600	CITY OF HILLSBORO (Uti	JWC Water Purchase 01/31/2013 - 02/28/2	Uncommitted	297	7,270.89	
Subtotal for Dept: 433					8,046.39	
Subtotal for Fund: 210					8,046.39	
610-000-200001	ASIFlex	Pay Date 3/1/13	Uncommitted	273	137.91	
610-000-200001	ASIFlex	Pay Date 1/18/2013	Uncommitted	276	51.72	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
610-000-200001	ASIFlex	Pay Date 2/1/2013	Uncommitted	277	160.98	
610-000-200001	ASIFlex	Pay Date 2/15/2013	Uncommitted	278	160.98	
610-000-200001	ASIFlex	Pay Date 3/15/2013	Uncommitted	279	160.98	
610-000-200004	PERS Deposit	Wage and Contribution 3/6/13 - 3/20/13	Uncommitted	304	6,504.42	
610-000-200004	PERS Deposit	UAL 3/6/13 - 3/20/13	Uncommitted	304	1,337.87	
610-000-200005	CIS - EBS TRUST	April Premiums	Uncommitted	305	22.28	
610-000-555555	OR. DEPT. OF REVENUE	State Unemployment Tax 3/20	Uncommitted	280	5,883.66	
610-000-555555	OR. DEPT. OF REVENUE	Worker's Benefit Fund Assessment 3/20	Uncommitted	280	168.64	
Subtotal for Dept: 000					14,589.44	
610-413-210000	CIS - EBS TRUST	April Premiums	Uncommitted	305	1,603.68	
Subtotal for Dept: 413					1,603.68	
610-415-210000	CIS - EBS TRUST	April Premiums	Uncommitted	305	1,128.15	
610-415-330000	ADP, INC.	Processing Chrgs for pd ending 2/24/13	Uncommitted	275	171.70	
610-415-330000	ADP, INC.	Process Chrg for pd ending 3/10/13	Uncommitted	307	171.70	
Subtotal for Dept: 415					1,471.55	
610-419-310000	CLEAN WATER SERVICE	UR Kaybern 08000 1/1/13 - 2/28/13	Uncommitted	294	19.55	
610-419-310000	CLEAN WATER SERVICE	UR Kaybern 08101 1/1/13 - 2/28/13	Uncommitted	295	6.90	
610-419-310000	CLEAN WATER SERVICE	32150 Commercial 1/1/13 - 2/28/13	Uncommitted	296	23.00	
610-419-310000	NW NATURAL GAS CO.	30975 Hillcrest 1/30/13 - 2/28/13	Uncommitted	299	242.85	
610-419-310000	NW NATURAL GAS CO.	31360 Commercial 1/30/13 - 2/28/13	Uncommitted	302	128.60	
610-419-310000	PORTLAND GENERAL EL	31311 NW Commercial 1/29 - 2/28	Uncommitted	283	56.29	
610-419-310000	PORTLAND GENERAL EL	City Hall 1/30 - 2/28	Uncommitted	286	297.87	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
				Subtotal for Dept: 419	775.06	
610-433-210000	CIS - EBS TRUST	April Premiums	Uncommitted	305	4,469.20	
610-433-230000	PERS Deposit	Wage and Contribution 3/6/13 - 3/20/13	Uncommitted	304	1,108.51	
610-433-230000	PERS Deposit	UAL 3/6/13 - 3/20/13	Uncommitted	304	256.89	
610-433-310000	CLEAN WATER SERVICE	31311 Commercial 1/1/13 - 2/28/13	Uncommitted	291	86.16	
610-433-310000	CLEAN WATER SERVICE	30975 Hillcrest 1/1/13 - 2/28/13	Uncommitted	292	246.60	
610-433-310000	CLEAN WATER SERVICE	31360 Commercial 1/1/13 - 2/28/13	Uncommitted	293	166.10	
				Subtotal for Dept: 433	6,333.46	
				Subtotal for Fund: 610	24,773.19	
				Report Total:	38,926.78	

Computer Checks

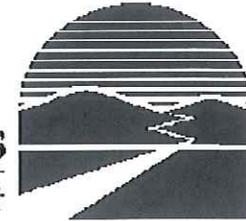
March

Accounts Payable

Transactions by Account and Department

User: pam
 Printed: 04/08/2013 4:02 PM
 Batch: 000-00-0000

NORTH PLAINS
City to the Sunset



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-421-300000	VISA/ CARDMEMBER SE	Paypal OPOA	03/06/2013	20970	210.00	
110-421-300000	VISA/ CARDMEMBER SE	McDonalds	03/06/2013	20970	6.50	
110-421-300000	VISA/ CARDMEMBER SE	Izzy's Pizza	03/06/2013	20970	6.99	
110-421-300000	VISA/ CARDMEMBER SE	Pops Branding Iron Restaurant	03/06/2013	20970	15.20	
110-421-300000	VISA/ CARDMEMBER SE	Paypal OPOA REFUND	03/06/2013	20970	-20.00	
110-421-300000	VISA/ CARDMEMBER SE	Izzy's Pizza	03/06/2013	20970	6.99	
110-421-300000	VISA/ CARDMEMBER SE	Pops Branding Iron Restaurant	03/06/2013	20970	16.40	
110-421-300000	VISA/ CARDMEMBER SE	Izzys Pizza	03/06/2013	20970	6.99	
110-421-300000	VISA/ CARDMEMBER SE	Jordys	03/06/2013	20970	12.90	
110-421-330000	OREGON STATE POLICE	Fingerprints - Library - Sheila Nelson	03/20/2013	20992	38.00	
110-421-330000	USA MOBILITY	TThurber pager 3/1/13 - 5/31/13	03/06/2013	20969	25.95	
110-421-330000	VERIZON WIRELESS	PD 03/07/13 - 04/06/13	03/20/2013	21000	240.08	
110-421-330000	VERIZON WIRELESS	February 8, 2013 - March 7, 2013	03/20/2013	21000	113.43	
110-421-330912	WCCCA	4th Qtr Dispatch Fees	03/06/2013	21015	2,927.00	
110-421-340000	DAILEY'S GOODYEAR A	2012 Dodge - 4 balance	03/27/2013	21005	58.00	
110-421-340000	DUYCK'S GARAGE	2012 Charger - Oil Change, Battery	03/13/2013	20978	187.38	
110-421-340000	DUYCK'S GARAGE	2005 Crown Vic - Rear Brakes, Check up	03/13/2013	20978	197.75	
110-421-340000	DUYCK'S GARAGE	2009 Tahoe - Oil Change	03/13/2013	20978	46.00	
110-421-340000	DUYCK'S GARAGE	2005 Crown Vic - Front Brakes	03/13/2013	20978	179.60	
110-421-340000	RON-JONS UNLIMITED, I	Weekly Service Standard Toilet	03/06/2013	20962	166.00	
110-421-340000	SAFETY VEHICLE SYSTE	7" monitor, 75 amp relay, 130 amp relay	02/27/2013	20963	1,850.95	
110-421-340000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	15.04	
110-421-340000	VISA/ CARDMEMBER SE	Just Blinds	03/06/2013	20970	474.00	
110-421-340000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	48.00	
110-421-340000	VISA/ CARDMEMBER SE	Home Depot	03/06/2013	20970	39.64	
110-421-340000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	18.56	
110-421-610000	AMERICAN EXPRESS	Costco	02/27/2013	20959	159.99	
110-421-610000	VISA/ CARDMEMBER SE	USPS	03/06/2013	20970	3.56	
110-421-610000	VISA/ CARDMEMBER SE	Kroll Int'l	03/06/2013	20970	81.91	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-421-610000	VISA/ CARDMEMBER SE	Fred Meyer	03/06/2013	20970	59.99	
110-421-610100	911 Supply LLC	Shipping	03/13/2013	20971	12.00	
110-421-610224	SUNSHINE INC.	PD February Fuel	03/06/2013	20964	234.85	
110-421-610224	SUNSHINE INC.	PD February Fuel discount	03/06/2013	20964	-2.35	
110-421-610224	VISA/ CARDMEMBER SE	Shell Oil	03/06/2013	20970	55.99	
Subtotal for Dept: 421					7,493.29	
110-452-310000	PORTLAND GENERAL EL	NP Chamber 1/30/13 - 2/28/13	03/20/2013	20995	13.97	
110-452-310000	PORTLAND GENERAL EL	NP Chamber 1/30/13 - 2/28/13	03/20/2013	20995	12.93	
110-452-340000	VISA/ CARDMEMBER SE	Precision Outdoor Power	03/06/2013	20970	79.70	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	486.78	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	126.43	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	148.97	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	33.24	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	19.41	
110-452-340000	VISA/ CARDMEMBER SE	Lowes	03/06/2013	20970	6.32	
110-452-340000	VISA/ CARDMEMBER SE	Falk Ace Hardware	03/06/2013	20970	23.98	
110-452-610000	VISA/ CARDMEMBER SE	Great America Business - Pet Waste Bags	03/06/2013	20970	150.99	
Subtotal for Dept: 452					1,102.72	
110-455-310000	CENTURY LINK	LIBR 2/16/13 - 3/16/13	03/13/2013	20975	107.78	
110-455-310000	PORTLAND GENERAL EL	LIBR 1/30/13 - 2/27/13	03/13/2013	20983	337.03	
110-455-330000	TYCO INTEGRATED SEC	Library 04/01/2013 - 04/30/2013	03/27/2013	21002	63.98	
110-455-330000	UNIQUE MANAGEMENT	3 Placements	03/20/2013	20999	26.85	
110-455-340000	CANON SOLUTIONS AM	Monthly Maint Bill Meter 2/14/13 - 3/14/	03/27/2013	21004	50.69	
110-455-340000	DeLAGE LANDEN	Copier Payment 2/15/13 - 3/14/13	03/13/2013	20977	137.00	
110-455-340000	TEMP CONTROL MECHA	WO#88012 - ign boot, flame rod kt, gaskt	03/06/2013	20968	750.00	
110-455-340000	TEMP CONTROL MECHA	Prof LINC Serv Preventive Maintenance	03/13/2013	21010	315.00	
110-455-610000	VISA/ CARDMEMBER SE	PO	03/13/2013	20984	2.83	
110-455-610000	VISA/ CARDMEMBER SE	Best Buy	03/13/2013	20984	39.99	
110-455-610000	VISA/ CARDMEMBER SE	Fannie May	03/13/2013	20984	165.99	
110-455-610000	VISA/ CARDMEMBER SE	PO	03/13/2013	20984	2.83	
110-455-610000	VISA/ CARDMEMBER SE	Office Depot	03/13/2013	20984	11.97	
110-455-610000	VISA/ CARDMEMBER SE	PO	03/13/2013	20984	2.83	
110-455-610000	VISA/ CARDMEMBER SE	The Container Store	03/13/2013	20984	11.99	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-455-610000	VISA/ CARDMEMBER SE	Gallery System Art Display	03/13/2013	20984	60.76	
110-455-610000	VISA/ CARDMEMBER SE	Amazon	03/13/2013	20984	419.96	
110-455-640000	BAKER & TAYLOR	Library Materials	03/27/2013	21003	20.58	
110-455-640000	BAKER & TAYLOR	Library Materials	03/27/2013	21003	314.27	
110-455-640000	INGRAM LIBRARY SERV	Library Materials	03/27/2013	21008	19.50	
110-455-640000	INGRAM LIBRARY SERV	Library Materials	03/27/2013	21008	16.21	
110-455-640000	OREGON SECRETARY OF	2013-2014 Oregon Blue Book	03/20/2013	20993	18.00	
110-455-640000	VISA/ CARDMEMBER SE	amazon	03/13/2013	20984	17.99	
110-455-640000	VISA/ CARDMEMBER SE	GPO Bookstore	03/13/2013	20984	23.00	
110-455-640000	VISA/ CARDMEMBER SE	Amazon	03/13/2013	20984	176.82	
110-455-640000	VISA/ CARDMEMBER SE	CREDIT	03/13/2013	20984	-5.00	
110-455-640000	VISA/ CARDMEMBER SE	adjustment for last month - Amazon	03/13/2013	20984	0.50	
Subtotal for Dept: 455					3,109.35	
110-465-360000	HILLSBORO ARGUS	Notice of Budget Hearing	03/13/2013	20979	184.23	
Subtotal for Dept: 465					184.23	
Subtotal for Fund: 110					11,889.59	
113-463-770000	AMERICAN EXPRESS	Costco	02/27/2013	20959	447.77	
113-463-770000	VISA/ CARDMEMBER SE	Home Depot	03/06/2013	20970	525.87	
113-463-770000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	181.73	
113-463-770000	VISA/ CARDMEMBER SE	RETURN	03/06/2013	20970	-29.04	
Subtotal for Dept: 463					1,126.33	
Subtotal for Fund: 113					1,126.33	
210-000-555555	STEVEN PRINCE HOMES	Refund check	03/22/2013	21012	38.01	
210-000-555555	VANESSA & TONY HANS	Refund check	03/22/2013	21013	22.13	
210-000-555555	JASON ANDERSON	Refund check	03/22/2013	21014	18.73	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					Subtotal for Dept: 000	78.87
210-433-310000	GENERAL PACIFIC, INC.	18 - BAD M25-x-1C81-F-10	02/27/2013	20966	899.64	
210-433-330000	DAILY JOURNAL COMM	Bids/Construction	03/13/2013	20976	592.80	
210-433-340000	FERGUSON ENTERPRISE	12 Cvr strt lev hdl w/pin	03/20/2013	20991	72.12	
210-433-340000	FERGUSON ENTERPRISE	Carb Tip Hole Saw	03/27/2013	21006	59.97	
210-433-340000	FERGUSON ENTERPRISE	mipxcomp ball, drill bit, hole saw, etc	03/27/2013	21006	343.09	
210-433-610000	FERGUSON ENTERPRISE	12 - FIP x MTR	03/20/2013	20991	777.36	
210-433-610000	HD SUPPLY WATERWOR	Bell Harness	03/20/2013	21007	48.00	
210-433-610000	VISA/ CARDMEMBER SE	Wilco-Cornelius	03/06/2013	20970	29.96	
					Subtotal for Dept: 433	2,822.94
					Subtotal for Fund: 210	2,901.81
610-000-200002	AFLAC	April premiums	03/20/2013	20986	243.09	
					Subtotal for Dept: 000	243.09
610-411-300100	VISA/ CARDMEMBER SE	Amazon	03/06/2013	20970	187.60	
610-411-300100	VISA/ CARDMEMBER SE	Herbst Hilltop Florist / Pollard Baby	03/06/2013	20970	57.95	
610-411-300101	VISA/ CARDMEMBER SE	EIG iPage	03/20/2013	21001	67.92	
610-411-300101	VISA/ CARDMEMBER SE	EIG iPage	03/20/2013	21001	35.40	
610-411-300101	VISA/ CARDMEMBER SE	Pay Pal	03/20/2013	21001	1.00	
610-411-300103	VISA/ CARDMEMBER SE	Amazon Market Place	03/20/2013	21001	31.88	
					Subtotal for Dept: 411	381.75
610-412-330000	BEERY, ELSNER & HAM	McDonalds, Sign Code	03/20/2013	20989	666.10	
610-412-330000	BEERY, ELSNER & HAM	Broadband Users Group IGA	03/20/2013	20989	1.12	
610-412-330000	BEERY, ELSNER & HAM	Westlaw Research	03/20/2013	20989	147.71	
610-412-330000	BEERY, ELSNER & HAM	Changes to Sanitary Sewer Code	03/20/2013	20989	399.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					Subtotal for Dept: 412	1,213.93
610-413-300000	VISA/ CARDMEMBER SE	Geneva Health Center	03/06/2013	20970	100.00	
					Subtotal for Dept: 413	100.00
610-415-300000	BAKER, SARAH A.	REIMBURSEMENT Smell Rngr Class	03/13/2013	20974	15.25	
610-415-330000	MOONLIGHT BPO	February Newsletter	03/13/2013	20980	462.00	
610-415-330000	MOONLIGHT BPO	February Statement Processing	03/13/2013	20980	232.61	
610-415-330000	MOONLIGHT BPO	February Postage	03/13/2013	20980	287.26	
610-415-330000	PAULY, ROGERS AND C	June 30, 2012 Audit	03/20/2013	20994	2,770.00	
610-415-330000	PAULY, ROGERS AND C	Financial Statement Preparation	03/20/2013	20994	510.00	
610-415-330000	SECRETARY OF STATE	Summary of Rev and Exp report	03/20/2013	20996	250.00	
					Subtotal for Dept: 415	4,527.12
610-416-330000	MURRAY, SMITH & ASS	McKay Fields - SD-VAR-07- 0006	03/06/2013	20961	829.47	
610-416-330000	MURRAY, SMITH & ASS	Highland Ct - SD/VAR 06-0024	03/06/2013	20961	686.00	
610-416-330000	MURRAY, SMITH & ASS	Engineering Highland Ct SD/VAR 06-0024	03/27/2013	21009	739.45	
					Subtotal for Dept: 416	2,254.92
610-419-310000	TYCO INTEGRATED SEC	Burgler/Fire Alarm Installation Charge	03/13/2013	20972	63.24	
610-419-310000	VISA/ CARDMEMBER SE	7-Eleven	03/06/2013	20970	25.00	
610-419-310000	XO COMMUNICATIONS	02/18/13 - 03/17/13	02/27/2013	20965	590.39	
610-419-310000	XO COMMUNICATIONS	3/18/13 - 4/17/13	03/27/2013	21017	590.39	
610-419-330000	TYCO INTEGRATED SEC	City Hall 2/26/13 - 3/31/13	03/06/2013	20958	67.15	
610-419-330000	TYCO INTEGRATED SEC	City Hall, Library	03/20/2013	20985	201.98	
610-419-330000	TYCO INTEGRATED SEC	JMCH	03/20/2013	20985	49.78	
610-419-330000	SERVICE AMERICA COM	March Janitorial - City Hall	03/06/2013	20997	195.00	
610-419-330000	SERVICE AMERICA COM	March Janitorial - Library	03/06/2013	20997	175.00	
610-419-330000	TEMP CONTROL MECHA	Contract Billing 3/1/13 - 3/31/13	03/06/2013	20998	309.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
610-419-340000	ABS, FINANCE	Contract Payment - 2 copiers	02/27/2013	20957	690.00	
610-419-340000	ASSOC. BUSINESS SYST	Monthly Copies (2 machines) 2/22 - 3/22	03/20/2013	20987	99.54	
610-419-340000	ASSOC. BUSINESS SYST	Monthly Copies 2/22 - 3/22	03/20/2013	20987	2.05	
610-419-340000	PAPE MACHINERY EXCH	Parts	03/13/2013	20982	62.53	
610-419-340000	VISA/ CARDMEMBER SE	Paypal BadMonkey	03/06/2013	20970	13.78	
610-419-350000	VISA/ CARDMEMBER SE	American Waterworks	03/06/2013	20970	339.00	
610-419-610000	COASTWIDE LABORATO	Mop	02/27/2013	20960	47.88	
610-419-610000	OR. COFFEE ROASTER, I	5# coffee	03/13/2013	20981	37.50	
610-419-610000	THAYER COMPANY	Office Supoplies	03/13/2013	21011	281.92	
610-419-610000	VISA/ CARDMEMBER SE	USPS	03/06/2013	20970	6.11	
610-419-610000	VISA/ CARDMEMBER SE	Displays2go	03/06/2013	20970	225.08	
610-419-621000	ASIFlex	Admin fee for Pd bginning 2/1/13	03/13/2013	20973	15.00	
610-419-621002	CITY/COUNTY INS. SERV	Workmans Comp Renewal Payment 4	09/21/2012	20990	4,867.43	
610-419-621002	CITY/COUNTY INS. SERV	Worman's Comp Audit Invoice	12/26/2012	20990	-63.88	
Subtotal for Dept: 419					8,890.87	
610-433-310000	AT&T WIRELESS SERVIC	PW Mobile Phones 2/6/13 - 3/5/13	03/20/2013	20988	31.65	
610-433-340000	VISA/ CARDMEMBER SE	Millers Mini Mix Concrete	03/06/2013	20970	349.00	
610-433-340000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	58.18	
610-433-340000	VISA/ CARDMEMBER SE	int to be removed/not authorized to help	03/06/2013	20970	11.81	
610-433-340000	VISA/ CARDMEMBER SE	Lowe's	03/06/2013	20970	32.26	
610-433-340000	VISA/ CARDMEMBER SE	Napa Auto Parts	03/06/2013	20970	17.98	
610-433-340000	VISA/ CARDMEMBER SE	Harbor Freight Tools	03/06/2013	20970	33.94	
610-433-340000	WSR WESTSIDE ROCK	Tickets 9062/9077 3/4" minus	03/20/2013	21016	450.64	
610-433-610000	MT HOOD SOLUTIONS	Omni Gel Cherry Freshen	03/06/2013	20967	201.12	
610-433-610000	VISA/ CARDMEMBER SE	Harbor Freight Tools	03/06/2013	20970	5.98	
610-433-610224	SUNSHINE INC.	PW February Fuel	03/06/2013	20964	538.66	
610-433-610224	SUNSHINE INC.	PW February Fuel discount	03/06/2013	20964	-5.39	
Subtotal for Dept: 433					1,725.83	
Subtotal for Fund: 610					19,337.51	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
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Report Total:

35,255.24

May 2013 Council Calendar

Meeting	Primary	Alternate	Note	Date
Garage Sale Madness			<ul style="list-style-type: none"> City Wide Garage Sale Garden Club Plant Sale Library Bake Sale Friends Book Sale 	5/4
City Council			7:00 p.m.	5/6
Planning Commission	Lenahan		2 nd Wednesday @ 7 p.m.	5/8
Clean Up Day			Jessie Mays	5/11
Washington County Coordinating Committee (WCCC)	Hatcher	DeBry	2 nd Monday @ 12 noon	5/13
Washington County Office of Community Development: Policy Advisory Board	Kindel	Demagalski	2 nd Thursday @ 7 p.m.	5/9
<i>Library Board</i>	<i>Newton</i>		<i>3rd Wednesday @ 7 p.m.</i>	<i>5/15 Cancelled</i>
City Council			7:00 p.m.	5/20
Metro Policy Advisory Committee (MPAC)	Hatcher	Newton	4 th Wednesday @ 5 p.m.	5/22
Holiday: Memorial Day			City Offices & Library Closed	5/27
Parks Board	Warren		4 th Wednesday @ 6 p.m.	5/22
Metropolitan Area Communications Commission (MACC)	Warren	Lenahan		
Northwest Oregon Area Commission on Transportation (NWACT)	Lenahan	DeBry		