



**RESOLUTION NUMBER 2019-07**

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON.  
 REPEALING RESOLUTION 2013-17 AND ESTABLISHING APPROPRIATE  
 ADMINISTRATIVE FINANCE CHARGES FOR CITY HALL.**

**WHEREAS,** City of Molalla had established a Resolution that incorporated a fee schedule for all departments; and

**WHEREAS,** The City of Molalla determined the fee schedule is an inaccurate way to track and impose various fees; and

**WHEREAS,** City staff have now separated the fee schedule per each department to better meet the needs of the City.

**Now, Therefore, the City of Molalla Resolves as follows:**

Section 1. The Administrative City Hall fees are as follows;

<u>Fee</u>		<u>New Proposed Fee</u>
<u>Annual Budget/Audit Copies</u>	<u>\$25.00</u>	
<u>Building Rental</u>	<u>\$50.00</u> per hour	Remove no buildings to rent
<u>New Business License</u>	<u>\$70.00</u>	<u>\$100.00</u>
<u>Business License</u>	<u>\$70.00</u> Renewal	
<u>Business License Late Fees</u>	<u>\$25.00</u> per month delinquent	
<u>Business License Copy of List</u>	<u>\$20.00</u>	Remove not needed
<u>Canopy Rental</u>	<u>\$250.00</u> per use	Remove don't have a canopy
<u>Certified Copy</u>	<u>\$5.00</u> per page	
<u>Lien Fee</u>	<u>\$100.00</u>	
<u>Lien Search</u>	<u>\$25.00</u>	<u>\$30.00 not been updated since 2013 cost increase.</u>
<u>FAX</u>		
Local	<u>\$1.00</u> per page	
Long Distance	<u>\$3.00</u> per page	
<u>Liquor License--New License</u>	<u>\$100.00</u>	
<u>Liquor License--Renewal (Primary business selling alcohol)</u>	<u>\$35.00</u>	
<u>Liquor License--Renewal (Retail such as grocery store)</u>	<u>\$15.00</u>	<u>\$35.00 make the same its same at the State level</u>
<u>Photocopying</u>	<u>\$0.25</u> per page	<u>.12 B/W .25 color per contract</u>
<u>Public Records Requests (dep. may be required)</u>	<u>\$25.00</u> +	
<u>Show Licenses (carnival, circus, music fest., etc.)</u>	<u>\$25.00</u> per day	Remove in separate resolution
<u>Tent Rental</u>	<u>\$250.00</u> per use	Pull this fee as we do not currently use except for City



and Chamber events. Cost for a 4 man crew for 3hrs set up is over 1,000 set up fee. So remove fee.

Remove outdated media

Video Tape of Council Meetings

\$20.00

DVD of Council Meetings

\$5.00

Overnight parking

\$5.00 daily

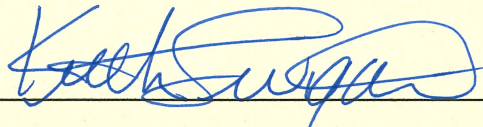
\$25.00  
WK

\$100.00  
Monthly

Per City Manager Approval over 72 Hours rule.

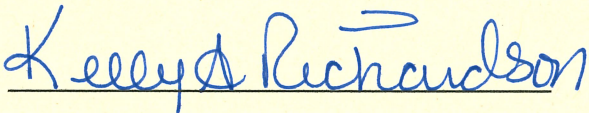
Section 2. Effective immediately upon passage.

Adopted this 10<sup>th</sup> day of April, 2019



Mayor, Keith Swigart

ATTEST:



Kelly Richardson, CMC, City Recorder