

RESOLUTION NO. 21-04

**A RESOLUTION RESCINDING RESOLUTION NO. 07-01 AND ESTABLISHING A
COMPREHENSIVE FEE SCHEDULE**

RECITAL:

Resolution No. 07-01 established billing rates for labor and equipment and Resolution 19-04 established a Public Records Policy that set fees for public records. Resolution 07-01 states that Roseburg Urban Sanitary Authority intends to review the rates annually and adopt new or revised rates as necessary.

Staff have reviewed the current rates and evaluated the need for new fees for services provided by the staff. Staff developed a comprehensive fee schedule to consolidate the existing and new fees charged.

The Board has provided an opportunity for public comment on the proposed new fees and fee increases included in the Fee Schedule as required by ORS 294.160.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE ROSEBURG URBAN
SANITARY AUTHORITY BOARD OF DIRECTORS AS FOLLOWS:**

Section 1. Resolution No. 07-01 as adopted by the Board on February 14th, 2007, is hereby rescinded.

Section 2. The fee sections, in Resolution 19-04 as adopted by the Board on October 8th, 2014, is hereby incorporated in this Fee Schedule.

Section 3. The Board adopts the attached Exhibit A, Fee Schedule with an effective date of January 01, 2022.

**THIS RESOLUTION IS ADOPTED BY THE ROSEBURG URBAN SANITARY
AUTHORITY BOARD OF DIRECTORS THIS 13TH DAY OF OCTOBER 2021.**

ATTESTED:

**ROSEBURG URBAN SANITARY
AUTHORITY:**


James V. Baird, General Manager


John Dunn, Board Chair

EXHIBIT "A"

Roseburg Urban Sanitary Authority (RUSA)
Fee Schedule

Public Information Requests

Copies:

Miscellaneous photocopies, up to 8-1/2" X 14": 1-5 copies at no charge	\$ 0.25 per page
Aerial Maps-photocopy, large format copy	\$5.00 per sheet
Aerial Maps-digital format, minimum \$20 (up to 4 sheets) Additional sheets	\$20.00 minimum \$5.00 per sheet
As-Built Construction drawing-photocopy, large format	\$5.00 per sheet
Audio digital copy	\$10.00 per meeting
Base Maps-photocopy	\$5.00 each
Digital Photographs	\$5.00 each
USB Flash Drive-8GB	\$10.00 each

Personnel Cost:

Research Fees: Request for records requiring more than 15 minutes - 1 hour minimum.	\$60.00/hr. min
Additional charges in 15-minute increments.	\$15.00
Additional Charges: Requests of a magnitude and nature that disrupt normal operation of RUSA.	Actual Cost
Computer Mapping Time	\$50.00 per hour
Research time requiring attorney review or assistance	Attorney rate

Finance Department

Duplicate Bill Fee (renter copy)	\$5.00
Late Payment Fee (per EDU)	\$5.00
Title Clearance Fee Exception: Search conducted on the same parcel of property by the same title company within 45 days of initial search	\$15.00
New Account Fee (set-up charge)	\$25.00
Returned Payment Fee (NSF, closed accounts, etc.)	\$25.00
Bulk Discharge Fee	\$0.15 per gal

EXHIBIT "A"

Engineering Department

Site Plan Review (excludes Sanitary Sewer Extensions):

Alteration/Remodel:

Single Family Unit/Duplex	\$40.00
Commercial – Industrial	\$50.00

New Construction:

Single Family Unit	\$65.00
Multi-family unit (in excess of a four plex)	\$130.00
Commercial	\$175.00
Industrial (Brewery, Winery, Food Processing, Cannabis Processing/Grow)	\$200.00
Multi-Unit Developments (Condominiums, Manufactured Home Park, etc.)	\$350.00
Subdivision	\$500.00

System Development Charge (SDC) – Set by Resolution:

Single Family Dwelling – 1 Equivalent Dwelling Unit (EDU)	\$3,050.00
Multi-Unit Dwelling	Number of units X \$3,050.00
Commercial/Industrial	Estimated Sewer Flow/ 400-gal X \$3,050.00
<i>(Minimum SDC is (1) one, calculated flow resulting in a fraction larger than (1) one will be charged as the total whole unit plus the fraction greater than the whole number.)</i>	

Permits:

Building Sewer Demo (includes inspection)	\$20.00
Building Sewer Relay/Extension (includes inspection)	\$20.00
Building Sewer Installation (includes inspection)	\$50.00
Sewer Main Extension	\$50.00
Pre-Treatment Application	\$400.00
Pre-Treatment Annual Fee	\$200.00

EXHIBIT "A"

Sanitary Sewer Extension Plans Review:

Sewer Main Extension Feasibility Review	\$100.00
Minor Sewer Main Extension (4 sheets or less)	\$300.00
Major Sewer Main Extension (more than 4 sheets)	\$800.00
New or Modification to Pump Station DEQ Fee will be added based on the current State fee schedule (OAR 340-045-0075 Table 70F)	\$325.00

Engineering Department / Collections Department Service Charges

Inspection and Testing:

All inspection and testing hourly fees will be calculated upon leaving RUSA's Administration and Operations Office and will include the return trip to RUSA's office (door to door). The minimum time charge will be two hours.

Inspection Service	\$60.00 per hour
Pressure Test (Main Line)	\$200.00 per hour
Manhole Vacuum Test	\$100.00 per hour
Mandrel Test	\$100.00 per hour
Tone Wire Test	\$100.00 per hour

All inspections and tests will include Pick-up fee (see Equipment with Operator Fees on next page).

New Service Connection:

Main Line Tap (4 Inch)	\$300.00 each
Manhole Coring (4 Inch)	\$450.00 each
Manhole Inside drop (4 Inch)	\$1,000.00 each

Parts:

All items that are kept in RUSA inventory will be invoiced to the contractor at list price with freight added and a 20% mark-up.

EXHIBIT "A"

Equipment with Operator Fees

Pick-up (testing and inspection)	\$25.00 per hour
Pick-up with one Operator	\$75.00 per hour
Service Truck with one Operator	\$90.00 per hour
Additional Operator	\$50.00 per hour
Mini-Cam with Pick-up with one Operator	\$150.00 per hour
Additional Operator	\$60.00 per hour
CCTV Truck with one Operator	\$200.00 per hour
Additional Operator	\$50.00 per hour
Combination Flusher Truck with two Operators	\$400.00 per hour
2yd Dump Truck with one Operator	\$100.00 per hour
Additional Operator	\$50.00 per hour
5yd Dump Truck with one Operator	\$175.00 per hour
Additional Operator	\$50.00 per hour
Backhoe/Excavator with one Operator	\$200.00 per hour
Additional Operator	\$50.00 per hour

There is a two Operator minimum unless there is additional RUSA equipment on site with operator.

All Equipment with Operator hourly fees will be calculated upon leaving RUSA's Administration and Operations Office and will include the return trip to RUSA's office (door to door). The minimum time charge will be two hours.

Note: After hours and holiday work will reflect an additional charge to accommodate overtime pay.