

RESOLUTION NO. 24-01

A RESOLUTION MODIFYING CERTAIN FEES AND CHARGES

WHEREAS, the Roseburg Urban Sanitary Authority (“RUSA”) provides for the sanitary sewer conveyance and treatment for the City of Roseburg and the City’s urban growth boundary; and

WHEREAS, RUSA’s Board of Directors (“Board”) by Ordinance No. 2023-01 and Ordinance 2024-01, clarified and ratified the authority of the Board to modify sewer rates and fees by resolution rather than by amending existing ordinances, and the Board has adopted RUSA’s Master Fee Schedule by resolution to provide for such rates and fees; and

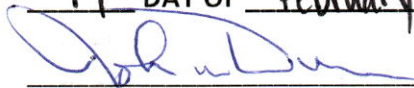
WHEREAS, the Board has determined that it is in the best interests of RUSA and the public to revise the Master Fee Schedule to remove or modify certain fees and charges;

NOW, THEREFORE, the Board hereby resolves as follows:

1. The “Duplicate Billing Fee” of \$5.00 shown on the Master Fee Schedule is hereby eliminated.
2. The Late Payment Fee of \$5.00 is hereby revised to provide for a fee of “\$5.00 or three percent (3%) of the balance owed, whichever is the larger amount”.
3. Delinquent accounts certified to the Douglas County Tax Collector shall be subject to a 20% Certification Charge.
4. Returned Payment fee is revised at \$30.00 per item.
5. Because System Development Charges (SDCs) are established by separate resolution, to avoid duplication SDC fees are hereby removed from the Master Fee Schedule.
6. The revisions to the Master Fee Schedule as provided herein are depicted on Exhibit A, which is attached hereto and incorporated herein by this reference.
7. This resolution shall be effective upon the effective date of Ordinance No. 2024-01.

ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY’S BOARD OF DIRECTORS THIS

14 DAY OF February, 2024.



John Dunn, Board Chair

ATTEST:



James V. Baird, General Manager

Exhibit A

**Roseburg Urban Sanitary Authority (RUSA)
Fee Schedule
(revised March 15, 2024)**

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)	\$20.00 minimum
Additional sheets	\$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

Late Payment Fee (min \$5.00 or 3% of balance, whichever is larger)	\$5.00 or 3%
Title Clearance Fee	\$15.00
Exception: Search conducted on the same parcel of property by the same title company within 45 days of initial search	
New Account Fee (set-up charge)	\$25.00
Returned Payment Fee (NSF, closed accounts, etc.)	\$30.00
Bulk Discharge Fee	\$0.15 per gal
Certification Charge for delinquent accounts certified to Tax Collector	20% of account balance

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 (more than 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

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	\$300.00
Pre-Treatment Application	\$400.00
Pre-Treatment Annual Fee	\$200.00

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

Exhibit A

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)	\$325.00 each
Manhole Coring (4 Inch)	\$500.00 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.

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	\$100.00 per hour
Additional Operator	\$50.00 per hour
Mini-Cam with Pick-up with one Operator	\$175.00 per hour
Additional Operator	\$60.00 per hour
CCTV Truck with one Operator	\$225.00 per hour
Additional Operator	\$50.00 per hour
Combination Flusher Truck with two Operators	\$450.00 per hour
2yd Dump Truck with one Operator	\$100.00 per hour
Additional Operator	\$50.00 per hour
5yd Dump Truck with one Operator	\$200.00 per hour
Additional Operator	\$50.00 per hour
Backhoe/Excavator with one Operator	\$225.00 per hour

Exhibit A

Additional Operator	\$50.00 per hour
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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.