



## RESOLUTION 2020-075

### AMENDING THE CITY'S FY2020-21 FEE SCHEDULE

**WHEREAS**, the Sherwood Municipal Code authorizes certain administrative fees and charges to be established by Resolution of the City Council; and

**WHEREAS**, the current Fee Schedule was adopted on June 16, 2020 through Resolution 2020-038, with an effective date of July 1, 2020; and

**WHEREAS**, the City wishes to add an incentive program to encourage and support certain categories of businesses through business license fee reductions; and

**WHEREAS**, due to the COVID-19 Pandemic, no changes to core business license fee amounts are recommended at this time; and

**WHEREAS**, classroom rental time blocks listed in the Master Fee Schedule are incorrect; and

**WHEREAS**, staff would like to correct this mistake to reflect the accurate rental time blocks.

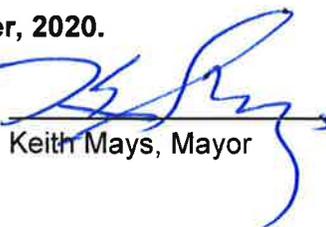
**NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:**

**Section 1.** The City of Sherwood FY2020-21 Fee Schedule is hereby amended as follows:

1. The cover page of the Fee Schedule is amended to read as set forth in the first page of Exhibit A, attached hereto.
2. Section 1 (B) of the Fee Schedule is amended to read as set forth in the second page of Exhibit A, attached hereto.
3. Page 11 of the Fee Schedule is amended to read as set forth in the third page of Exhibit A, attached hereto.
4. In all other respects, the Fee Schedule currently in effect shall remain in full force and effect.

**Section 2.** This Resolution shall become effective October 7, 2020.

**Duly passed by the City Council this 6th day of October, 2020.**

  
\_\_\_\_\_  
Keith Mays, Mayor

Attest:

  
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Sylvia Murphy, MMC, City Recorder



*Home of the Tualatin River National Wildlife Refuge*

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## **The City of Sherwood, Oregon Master Fees and Charges**

Effective 10/7/2020

## **SECTION 1: GENERAL**

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### **SECTION 1:**

### **GENERAL CHARGES FOR SERVICE**

#### **B) Business License:**

*Businesses subject to being licensed under the provisions of SMC 5.04 shall pay a business license fee as follows:*

1. *Business with a physical location in Sherwood - \$75 base fee*
2. *Business without a physical location in Sherwood - \$107.50 base fee*
3. *In addition to the applicable base fee, \$6 per full-time employee as defined in SMC 5.04.*
4. *Incentives – 5% reduction in total fee for each of the following that are applicable to the business (maximum 15% total reduction):*
  - a. *Small/new business - Business has been in business less than one year or has fewer than five (5) full-time employees as defined in SMC 5.04.*
  - b. *Business is headquartered (including U.S or North American headquarters) or has its principle place of business in Sherwood.*
  - c. *Manufacturing/technology business – Business is in NAICS code categories 31, 32, 33, or 51, or otherwise qualifies as a manufacturing/technology business as determined by City Manager.*
5. *Temporary license fee is the same as a regular business license fee.*
6. *Late fee for renewals - \$5 per month or portion of a month late.*

## SECTION 5: PARKS AND RECREATION

### K) Sherwood Center for the Arts Fees:

#### Standard Facility Rentals

A fully refundable deposit in the amount of \$200 will be required for all Standard Facility Rentals and must be submitted with a signed contract to secure the facility rental. For rentals under \$200 in total fees, a deposit of \$50 must be submitted with a signed contract to secure the facility rental.

#### Main Hall

*Includes use of dressing room, lobby, and all seating & tables. Linens are not provided.*

	Resident	Non-Res
<b>Partial day</b> (4 hours or less)	\$700	\$750
<b>Full day</b> (up to 8 hours)	\$1,300	\$1,400
<b>Extended day</b> (up to 16 hours)	\$2,400	\$2,600
 <b>20% Non-Profit Discount</b>		
<b>Partial day</b> (4 hours or less)	\$560	\$600
<b>Full day</b> (up to 8 hours)	\$1,040	\$1,120
<b>Extended day</b> (up to 16 hours)	\$1,920	\$2,080

#### Equipment & Additional Services

*All fees are one-time charges based on usage as listed*

<b>Chairs</b>	Included
<b>Tables</b>	Included
<b>Theatre Seating</b>	Included
<b>Stage Riser</b>	\$100
<b>Pipe and Drape System</b>	\$175
<b>Kitchen</b>	\$50
<b>Piano</b>	\$50
<b>Carnival Games (charged per game, per day of use)</b>	\$35/ea
<b>Basic Av (sounds &amp; lights controlled from stage, mic, screen, projector, and podium)</b>	\$50
<b>Advanced Tech (additional mics, monitors, special lights) <i>requires an AV Technician for the event</i></b>	\$120
<b>Lift (Must provide operator certification)</b>	\$200
<b>Classroom(s) added to Main Hall rental</b>	\$50/ea partial day    \$100/ea Full day +
<b>Facility Monitor**</b>	\$15/hr
<b>AV Technician (required if using Advanced Tech)</b>	\$35/hr

**\*\*Events may require additional Facility Monitors as determined by Manager.**

#### Classroom

*Includes use of classroom furniture and whiteboard. Can accommodate 25 in chair rows or 16 at tables.*

	Resident	Non-Res
<b>Meeting</b> (2 hours or less)	\$80	\$90
<b>Partial day</b> (up to 4 hours)	\$150	\$170
<b>Full day</b> (up to 10 hours)	\$350	\$390
 <b>20% Non-Profit Discount</b>		
Meeting (2 hours or less)	\$64	\$72
Partial Day (up to 4 hours)	\$120	\$136
Full Day (up to 10 hours)	\$280	\$312