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June 22, 2023

Board of County Commissioners
Clackamas County

BCC Agenda Date/Item: _____

APPROVAL OF A RESOLUTION ADOPTING CHANGED FEES
FOR CLACKAMAS COUNTY FOR FISCAL YEAR 2023-2024

Previous Board Action/Review	The Board heard from the various departments at a policy session regarding these fees.		
Performance Clackamas	Building public trust through good government.		
Counsel Review	Yes	Procurement Review	No
Contact Person	Stephen L. Madkour	Contact Phone	X5391

EXECUTIVE SUMMARY: All fees are reviewed annually by county departments. After review, departments propose new or changed fees for consideration by the Board in policy session. The attached resolution reflects the new or changed fees for the Fiscal Year 2023-2024. These fees have been previously reviewed by the Board and tentatively approved for adoption.

RECOMMENDATION: Staff recommends the Board of County Commissioners approve and sign the attached resolution adopting changed fees for Clackamas County Fiscal Year 2023-2024.

Respectfully submitted,

Stephen L. Madkour
County Counsel

For Filing Use Only

A RESOLUTION OF THE CLACKAMAS
COUNTY BOARD OF COUNTY
COMMISSIONERS ADOPTING
CHANGED COUNTY FEES FOR
FISCAL YEAR 2023-2024

RESOLUTION NO. _____

NOW, THEREFORE; BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS
THAT:

Section 1: Pursuant to Section 1.01.090 of the Clackamas County Code, the Board adopts the fees shown on the attachment which are incorporated by this reference.

Section 2: The Board hereby directs that the changes to fees shown on the attachment shall be included in Appendix A of the Clackamas County Code.

Section 3: The County shall charge all fees set by state or federal law. If such a fee is changed the County shall charge the new amount when it becomes effective.

Section 4: Pursuant to ORS 310.145, the Board classifies the fees adopted by this resolution as fees not subject to the limits of section 11b, Article XI of the Oregon Constitution.

Section 5: Effective Date. The changes to fees authorized by Section 1 of this resolution and shown on the attachments shall become effective on July 1, 2023.

DATED this 22nd day of June, 2023.

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

Chair

Recording Secretary

Department/Division	AUTH. LEGISLATION	New Auth. Legislation	FEE SET BY ORS	ORS AUTH. FEE	CODE AUTH. FEE	FEE AMOUNT	UPDATED FEE AMOUNT
COMMUNITY CORRECTIONS							
Community Service Fee - set up	Code §1.01.090		x			\$40 per sentence	Remove
Community Service Fee - reset	Code §1.01.090		x			\$15 per reset appointment	Remove
Compact Transfer Application	Code §1.01.090		x			\$50 per account	Remove
SHERIFF							
Public Records Request	ORS 192.440(4)	ORS 192.324			x	All reports \$10.00 & \$0.20 per page after 30 pages. Microfilmed reports \$10.00 & \$0.20 per page after 10 pages. *Also, when more than nominal staff time is necessary to research, review, redact, copy, or compile records: the actual cost of staff time, calculated at the hourly rate of the employee(s) who performs the work. See Public Records Policy and Procedure.	All reports \$15.00 & \$0.25 per page after 30 pages. . *Also, when more than nominal staff time is necessary to research, review, redact, copy, or compile records: the actual cost of staff time, calculated at the hourly rate of the employee(s) who performs the work. See Public Records Policy and Procedure.... Also replace "Public records request with Police Reports"
Body Worn Camera/Vehicle Video					x	\$50 + \$35/hr for each hour after 1st hour	Per Tami - Match with Jail Amount
Address/Name History						\$15	Per Tami - She has been charging the fee for Civil. May be appropriate to add
Electronic Documents	ORS 192.440 (4)	ORS 192.324				\$1.00 per printed page*	
In Car/Body Camera Videos							\$50 + \$35 for each hour after first
Photographs	ORS 192.440 (4)	ORS 192.324				\$10 to be paid at the time of request, plus any add'l cost.*	\$15 to be paid at the time of request, plus any add'l cost.*
Mugshots	ORS 192.440 (4)	ORS 192.324		x		\$5	
Visa Letters, Passport letters, Adoption letters, Background letters	ORS 192.440 (4)	ORS 192.324		x		\$5	\$15
Radar Certificates		ORS 192.324					\$10
Traffic Diagrams	ORS 192.440 (4)	ORS 192.324		x		\$25	
Complete Copy Policy/Procedure Manual (New)							\$50
Officer Notes							\$10
Photo CD's (traffic cases)	ORS 192.440 (4)	ORS 192.324		x		\$50 1 st CD; \$35 add'l CD	
CHL application fee				x			
with fingerprinting				x		\$65	
without fingerprinting	Code §1.01.090			x		\$50	
CHL address change	Code §1.01.090					\$15	
CHL online application administrative fee	Code §1.01.090					\$4	
Fingerprints	Code §1.01.090				x	\$15 per card	
Alcohol Tobacco & Firearm Forms	Code §8.07.030.A				x	\$10 per application	
Alarm User Permits				x			
Residence					x	\$20 per year	
Business	ORS 179.505(10)				x	\$50 per year	
Jail Medical Records	ORS 179.505(10)					1-10 pgs \$6; 11 + pages \$0.50 per page	
Jail Reports or Summaries	ORS 169.166					\$30	
Intoxilyzer logs and records	ORS 169.166			x		\$10	
Jail video footage	ORS 179.505(10)			x		\$50 + \$35/hr for each hour after 1st hour	
Attending physician's statement to insurance company, Welfare, or Worker's Compensations	ORS 169.076			x		\$20	
Hospital/Emergency room	Oregon Jail Stds & Federal				x	Actual cost	
Law library legal material and forms printing from Library computers	Fed Cons Arguello v. Clack. Cty.				x	1-10 pages \$1.00 min fee; \$0.10 each additional page	
Bus passes	Oregon Jail Stds & Federal Law				x	Actual cost	
Restitution, repair or replacement cost	ORS 179.505(10)				x	Actual cost of repair or replacement of damage or item	
Fee to review file on premises	ORS 192.440 (4)			x		\$20 per hour	
Verification or documentation of dates incarcerated	ORS 192.440 (4)			x		\$10	
Verification or documentation of Time Served	ORS 192.440 (4)			x		\$10	
Computer Printouts of Crime Activity	Code §7.01.220.F			x		\$30	
Vehicle Administration Fee for release of towed vehicle	Code §7.01.220.E			x		\$75	
Vehicle Administration Fee for release of vehicle towed from traffic crime	Code §7.01.220(B)(6)			x	x	\$150	
Boot Fee	Code §7.01.070(B)				x	\$10	
Witness deposit fee	Code §8.05.040				x	\$15 per witness	
Social gaming license application	Code §8.03.060				x	\$25 nonrefundable	
Secondhand dealer permit application	Code §8.03.060				x	\$395	
Secondhand dealer permit renewal	Presiding Judge Selander Gen.				x	\$150 per year nonrefundable	
Courthouse Security Bypass card					x	\$50	
Application fee					x	\$25	
Replacement card						\$25	
Sheriff - Civil							
Writ of Garnishment	ORS 18.652(5)					\$25	
Summons, Petition							
Up to two persons at same address	ORS 21.300(1)(a)		x			\$45	
Three or more at the same address	ORS 21.300(1)(a)		x			\$25 per party	
Notice with Enforcement Process - plus costs	ORS 21.300(1)(b)					\$80	
Security and inventory services (after first hour)	ORS 21.300(1)(b)					Actual cost	
Reasonable amount for Keeper's fee	ORS 21.300(1)(b)		x			Actual cost	
Sale of property	ORS 18.930(5)		x				
Advertising, posting, sale preparation, conducting the sale, and	ORS 21.300(1)(a)					Actual cost	
Post sale administration	ORS 21.300(1)(a)					Actual cost	
Posting of sale notices	ORS 21.300(1)(a)		x			\$45	
Copy of any process, order, notice or other instrument in writing, when necessary to complete service	ORS 21.300(1)(d)		x			\$3/per 100 words	
Creating Sheriff's Deed, Certificate of Redemption or conveyance of real	ORS 21.300(1)(c)		x			50	

Mileage for process service (involving travel in excess of 75 miles round trip)	ORS 21.300(4)		x			\$45	
			x				
Sheriff - Public Safety Training Center	Code §1.01.090		x				
Rooms for rent			x				
Room 110						\$50/hour	
Room 111					x	\$50/hour	
Room 214						\$50/hour	
Defensive tactics						\$40/hour	
MILO						\$75/hour	
Armory classroom						\$40/hour	
Computer lab						\$50/hour	
Range							
with ammo						\$50/hour	Remove
without ammo						\$75/hour	\$85/Hour
membership						\$219/year	
Range Fees and Memberships							
Lane Fee						\$18	
Gun rentals						\$12 (\$10 members)	
Targets						\$1 (\$2 for zombie targets)	
General membership						\$219	
Renewal						\$189	
2 person membership						\$319	
Renewal						\$289	
3 person membership						\$419	
Renewal						\$389	
Each additional member after 3 people						\$50/member	
Passport photo (set of 2)						\$15	

Department/Division	AUTH. LEGISLATION	FEE SET BY ORS	ORS AUTH. FEE	CODE AUTH. FEE	CURRENT FEE AMOUNT	1st INCREASE - PROPOSED FEE AMOUNT FOR FY 23-24	2nd INCREASE - PROPOSED FEE AMOUNT FOR FY 24-25	3rd INCREASE - PROPOSED FEE AMOUNT FOR FY 25-26
ENVIRONMENTAL HEALTH - Public Health	Code §1.01.090, ORS 624.510(2), OAR 333-012-0053							
Food Service/Restaurant Licenses								
Full Service Restaurants	ORS 624.490(1)							
0-15 seats			x		\$690	\$794	\$834	\$876
16-50 seats			x		\$765	\$880	\$924	\$970
51-150 seats			x		\$840	\$966	\$1,014	\$1,065
151+ seats			x		\$990	\$1,139	\$1,196	\$1,256
Limited Restaurants	ORS 624.490(1)		x		\$475	\$546	\$573	\$602
License Reinstatement Fee	ORS 624.490(2)	x			\$100	\$100	\$100	\$100
Benevolent Kitchen	ORS 624.490(3)		x		\$40	\$50	\$50	\$50
Bed & Breakfasts	ORS 624.490(1)							
Breakfast only			x		\$465	\$535	\$562	\$590
Full menu			x		*	*	*	*
Temporary Restaurants	ORS 624.490(1)							
Single event			x		\$160	\$184	\$193	\$203
Intermittent			x		\$160	\$184	\$193	\$203
Seasonal			x		\$160	\$184	\$193	\$203
Temporary Restaurant Late Fee			x		\$50	\$50	\$50	\$50
Benevolent	ORS 624.106, ORS 624.490(3)							
1 day event			x		\$50	\$50	\$50	\$50
2 day event			x		\$50	\$50	\$50	\$50
3-4 day event			x		\$50	\$50	\$50	\$50
5-30 day event			x		\$50	\$50	\$50	\$50
90 day event			x		\$50	\$50	\$50	\$50
Mobile Units & Pushcarts	ORS 624.490(1)							
Class I			x		\$600	\$690	\$725	\$761
Class II			x		\$600	\$690	\$725	\$761
Class III			x		\$690	\$794	\$834	\$876
Class IV			x		\$708	\$814	\$855	\$898
Commissaries	ORS 624.490(1)		x		\$705	\$811	\$852	\$895
Comb. commissaries			x		\$465	\$535	\$562	\$590
Warehouses	ORS 624.490(1)		x		\$390	\$449	\$471	\$495
Food Worker Certificate	ORS 624.570(5)	x			\$10	\$10	\$10	\$10
Duplicate	ORS 624.570(5)	x			\$5	\$5	\$5	\$5
Pool/Spa	ORS 448.035(2)							
Year round primary			x		\$840	\$966	\$1,014	\$1,065
Year round secondary			x		\$505	\$580	\$608	\$638
Seasonal primary			x		\$465	\$535	\$562	\$590
Seasonal secondary			x		\$280	\$321	\$337	\$354
Day care	Code §1.01.090							
Family Home (15 children max)				x	\$262	\$301	\$316	\$332
School Care Facility				x	\$262	\$301	\$316	\$332
Child Care Centers (1-40 children)				x	\$337	\$388	\$407	\$427
Child Care Centers (41+children)	Code §1.01.090			x	\$412	\$474	\$498	\$523
Certificates of Sanitation Well/Septic								
Septic Inspections					**	**	**	**
Well Inspections	Code §1.01.090, ORS 448.271			x	\$525	\$525	\$525	\$525
Well/Septic (combination)					**	**	**	**
Wells, second revisit	Code §1.01.090			x	\$187	\$187	\$187	\$187
Duplicate Copy	Code §1.01.090				\$5	\$5	\$5	\$5
Record Search	Code §1.01.090			x	\$10	\$10	\$10	\$10
Public Drinking Water System Review					***	***	***	***
Schools	Code §1.01.090							
Full kitchen				x	\$431	\$496	\$521	\$547
Satellite kitchen				x	\$337	\$388	\$407	\$427
Miscellaneous Fees - Hourly Rate	Code §1.01.090			x				
1st Hour				x	227	\$261	\$274	\$288
2nd & Additional Hours				x	152	\$175	\$184	\$193
Food Service Re-Inspection			x		150	150	150	150
Non County MU Inspection	ORS 624.650	x			25	25	25	25
Tourist Accommodations	ORS 446.321(1)							
1-10 units			x		\$300	\$345	\$362	\$380
11-25 units			x		\$337	\$388	\$407	\$427
26-50 units			x		\$450	\$518	\$544	\$571
51-75 units			x		\$487	\$560	\$588	\$617
76-100 units			x		\$525	\$604	\$634	\$666
101 + units			x		\$562	\$646	\$678	\$712

Recreation vehicle parks	ORS 446.321(1)							
1-10 spaces		x		\$570	\$656	\$689	\$723	
11-25 spaces		x		\$600	\$690	\$725	\$761	
26-50 spaces		x		\$675	\$776	\$815	\$856	
51-75 spaces		x		\$750	\$863	\$906	\$951	
76 + spaces		x		\$825	\$949	\$996	\$1,046	
Organizational camps	ORS 446.321(1)							
no food service		x		\$600	\$690	\$725	\$761	
with food service		x		\$825	\$949	\$996	\$1,046	
Picnic Parks	ORS 446.321(1)	x		\$450	\$518	\$544	\$571	
Job Corps Program (quarterly)	Code §1.01.090		x	\$2,550	\$2,933	\$3,080	\$3,234	
Vending	ORS 624.490(1)							
1-10 units		x		\$375	\$431	\$453	\$476	
11-20 units		x		\$399	\$459	\$482	\$506	
21-30 units		x		\$426	\$490	\$515	\$541	
31-40 units		x		\$450	\$518	\$544	\$571	
41-50 units		x		\$474	\$545	\$572	\$601	
51-75 units		x		\$501	\$576	\$605	\$635	
76-100 units		x		\$546	\$628	\$659	\$692	
101-250 units		x		\$786	\$904	\$949	\$996	
251-500 units		x		\$1,104	\$1,270	\$1,334	\$1,401	
501-750 units		x		\$1,425	\$1,639	\$1,721	\$1,807	
751-1000 units		x		\$1,749	\$2,011	\$2,112	\$2,218	
Plan Review Fees								
Restaurants	ORS 624.630							
0-50 seats		x		\$637	\$733	\$770	\$809	
51-150 seats		x		\$712	\$819	\$860	\$903	
151+ seats		x		\$787	\$905	\$950	\$998	
Temporary restaurant	ORS 624.091	x		\$75	\$86	\$90	\$95	
Schools	Code §1.01.090		x	\$637	\$733	\$770	\$809	
Bed & Breakfasts	ORS 624.630	x		\$487	\$560	\$588	\$617	
Mobile Units & Pushcarts	ORS 624.630							
Class I		x		\$412	\$474	\$498	\$523	
Class II		x		\$412	\$474	\$498	\$523	
Class III		x		\$487	\$560	\$588	\$617	
Class IV		x		\$562	\$646	\$678	\$712	
Commissary	ORS 624.630	x		\$487	\$560	\$588	\$617	
Warehouses	ORS 624.630	x		\$262	\$301	\$316	\$332	
Pools								
Pool, Spa, and Fountains (per basin)	ORS 448.030(4)	x		\$1,200	\$0	\$0	\$0	
Plan permits - minor alterations		x		\$750	**	**	**	
Add'l inspection - const. revisit		x		\$525	\$0	\$0	\$0	
Tourist Facilities	ORS 446.330, Code §1.01.090							
1-10 units		x		\$412	**	**	**	
11-25 units		x		\$412	**	**	**	
26 + units		x		\$487	**	**	**	
RV Parks	ORS 446.330, Code §1.01.090							
1-5 spaces		x		\$337	**	**	**	
6-9 spaces		x		\$337	**	**	**	
10+ spaces		x		\$412	**	**	**	
Picnic Park	ORS 446.330, Code §1.01.090	x		\$412	**	**	**	
Organization camps	ORS 446.330, Code §1.01.090	x		\$562	\$646	\$678	\$712	
Day care centers	Code §1.01.090		x	\$292	\$336	\$353	\$371	

* Remove fee because, If more than breakfast for guest, must be licensed as a restaurant separately

** Remove fee because, no longer offering service

*** Remove fee because, the State sets the fees and charges directly