



**CITY COUNCIL JUNE 5<sup>th</sup>, 2017 AGENDA**  
**REGULAR MEETING 7:00 PM**  
City Hall, 1001 Bridge St. Vernonia OR 97064

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**Mission Statement**

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

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- 1. Call to Order and Pledge of Allegiance – Mayor Leonetti**
- 2. Additions or Corrections to Agenda**
- 3. Councilor Committee Meeting Reports**
- 4. Public Hearing – Adoption of FY 2016-2017 Budget, Tax Appropriations..... Pg. 1-2**
- 5. Topics from the Floor/Audience Participation**
- 6. Consent Agenda for Approval**
  - A. Budget Committee Meeting Minutes for May 2<sup>nd</sup>, 2017..... Pg. 3-5
  - B. City Council Meeting Minutes for May 15<sup>th</sup>, 2017 ..... Pg. 6-8
  - C. City Council Work Session Minutes for May 15<sup>th</sup>, 2017..... Pg. 9-10
- 7. Unfinished Business**
- 8. New Business**
  - A. Vernonia Library Revised Computer and Internet Use Policy ..... Pg. 11
  - B. Food for Fines October 2017 ..... Pg. 12
  - C. Library Surplus Items ..... Pg. 13
- 9. Business from Departments**
  - A. Police Department – Chief Conner
  - B. City Administrator Report – J. Mitchell
- 10. Ordinances/Resolutions**
  - A. Resolution 03-17: Declaring Surplus Property..... Pg. 14-15
  - B. Resolution 04-17: Adopting the Fiscal Year 2017-2018 Budget ..... Pg. 16-19
  - C. Resolution 05-17: Amending Resolution 14-08, The Master Fee Schedule ..... Pg. 20- 28
- 11. Correspondence**
- 12. Items from Mayor and Councilors**
- 12. Action Item Summary**
- 13. Adjournment**

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**CITY OF VERNONIA**  
**CITY COUNCIL AGENDA ITEM**

**June 6, 2017**

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**From:** Angie Handegard, Finance Director  
**To:** Mayor and City Council  
**Re:** FY 2017-2018 Budget

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**Agenda Item Summary:**

Attached is the FY 2017-2018 City of Vernonia Budget for adoption.

After the final budget meeting and the recommendation to Council from the Budget Committee, an error was discovered in the Sewer Debt Fund. The payments for DEQ loan # R93643 were left out of the budget. I have included a corrected budget for this fund. It increases sewer debt by \$49,709.00 and decreases Unappropriated Ending Fund Balance by the same amount. This will have no effect on any other funds.

**Previous Council Action:**

N/A

**Attachments:**

Proposed Budget for FY 2017-2018

**Recommendation:**

Staff recommends that Council adopt the proposed budget as recommended by the Budget Committee and as amended by staff.

**Motion:**

- I would like to make a motion to approve the FY 2017-2018 Budget as approved by the Budget Committee of the City of Vernonia on May 2<sup>nd</sup>, 2017, as amended tonight with all funds totaling \$8,125,020.00 and to make appropriations and impose property taxes.

## 2017-2018 Appropriations

|                                    |           |
|------------------------------------|-----------|
| <b>General Fund</b>                |           |
| Administration                     | 515,377   |
| Police                             | 525,062   |
| Library                            | 111,994   |
| Transfer                           | 10,000    |
| Contingency                        | 61,458    |
| Total                              | 1,223,891 |
| <b>Airport Fund</b>                |           |
| Airport                            | 6,723     |
| Transfer                           | 0         |
| Contingency                        | 6,479     |
| Total                              | 13,202    |
| <b>Cemetery Fund</b>               |           |
| Cemetery                           | 13,098    |
| Contingency                        | 4,568     |
| Total                              | 17,666    |
| <b>Parks Fund</b>                  |           |
| Parks                              | 139,611   |
| Transfer                           | 10,000    |
| Contingency                        | 11,658    |
| Total                              | 161,269   |
| <b>Water Fund</b>                  |           |
| Water                              | 431,140   |
| Transfer                           | 75,000    |
| Contingency                        | 62,816    |
| Total                              | 568,956   |
| <b>Sewer Fund</b>                  |           |
| Sewer                              | 410,709   |
| Transfer                           | 70,000    |
| Contingency                        | 64,224    |
| Total                              | 544,933   |
| <b>Streets &amp; Pathways Fund</b> |           |
| Streets                            | 220,696   |
| Contingency                        | 9,518     |
| Total                              | 230,214   |
| <b>Parks SDC Fund</b>              |           |
| Contingency                        | 30,631    |
| <b>Water SDC Fund</b>              |           |
| Contingency                        | 158,529   |
| <b>Sewer SDC Fund</b>              |           |
| Contingency                        | 190,855   |
| <b>Sewer Rehab Fund</b>            |           |
| Sewer                              | 981,583   |
| <b>Storm SDC Fund</b>              |           |
| Contingency                        | 62,806    |
| <b>Streets SDC Fund</b>            |           |
| Contingency                        | 36,019    |
| <b>Water Debt Service Fund</b>     |           |
| Debt Service                       | 119,949   |
| Contingency                        | 10,311    |
| Total                              | 130,260   |
| <b>Sewer Debt Service Fund</b>     |           |
| Debt Service                       | 498,760   |
| Transfer                           | 300,000   |
| Total                              | 798,760   |
| <b>Timber Fund</b>                 |           |
| Timber                             | 5,774     |
| <b>Water Reserve Fund</b>          |           |
| Water                              | 105,000   |
| <b>CDBG Fund</b>                   |           |
| CDBG                               | 1,988,000 |



BUDGET MEETING, May 2<sup>nd</sup>, 2017 MINUTES  
MEETING 6:30 PM  
Cabin in Vernonia, Park Dr. Vernonia OR 97064

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**Mission Statement**

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**Call to Order – Committee Chair – Jill Hult**

Jill Hult called the meeting to order at 6:33pm

**Additions or Removal of Agenda Items**

George Tice made a motion to approve the agenda with the addition of potentially recommending the Budget for approval. The motion was seconded by Mike Seager, motion carried.

**Approval of Minutes – Budget Committee Meeting Minutes April 25, 2017**

George Tice made a motion to approve the meeting minutes as presented. The motion was seconded by Mario Leonetti, motion carried.

**Budget Deliberation by Fund**

A. Library

Mr. Tice inquired about 1615-00 Building O&M and that it mentions roof repair. Shannon Romtvedt explained that roof repair is not in that line item rather it is repairing water damage by the security door. The roof repair is covered in facilities. Bruce McNair inquired about what the plan is for replacing the carpet. Staff explained that depending on what the roof ends up costing, any extra funds will go toward carpet replacement.

Mr. Tice noted that the total expense for the fund has increased roughly 10% every year. Mrs. Romtvedt explained that last year staffing was increased and this year the increase was due to increased building maintenance/repairs. Staff does not expect the fund to continually increase in the coming years.

Tony Schrader inquired as to how many FTE hours there are. Mrs. Romtvedt explained that there is occasionally overlap in staffing with roughly 10-12 staff hours a day.

George Tice made a motion to tentatively approve the Library Fund. The motion was seconded by Tony Schrader.

Votes: Jill Hult: Aye                      Mario Leonetti: Aye                      George Tice: Aye                      Dale Webb: Aye  
         Mike Seager: Aye                      Tony Schrader: Aye                      Bruce McNair: Aye

Motion passes.

B. Police

Chief Conner presented the budget to the Committee. He explained that line item 1700-00 Equipment Purchase is earmarked for vehicle purchases. He is hoping to purchase a couple surplus vehicles as it is cheaper to purchase fully equipped surplus vehicles than outfit a new vehicle. George Tice inquired as to if the radios and computers need upgraded every couple years. Chief Conner stated that they do not and explained to the committee what the current upgrades are.

Mr. Tice inquired about Code Enforcement and whether or not we can afford a full time Code Enforcement Officer. Staff explained that the officer was moved to full time in the current fiscal year and waived her benefits. Staff recommends keeping her at full time as if she was reduced in hours the position would end up being covered by an Officer at a higher wage.

George Tice inquired about line item 1506-00 Holiday pay and why the drastic increase this year. Mrs. Handgard explained that the holiday pay structure has been changed since last year. Instead of paying

everyone the holiday rate on holidays as done previously, the officer on duty is at the holiday rate and everyone else is on straight time. In order to ensure this change is accounted for in the budget, staff used the highest rate for the budget. They are actually paid based off of their regular rate.

George Tice made a motion to tentatively approve the Police Fund. The motion was seconded by Mike Seager.

Votes: Jill Hult: Aye            Mario Leonetti: Aye            George Tice: Aye            Dale Webb: Aye  
Mike Seager: Aye            Tony Schrader: Aye            Bruce McNair: Aye

Motion passes.

### C. Admin

George Tice inquired as to why line item 1508-00 Insurance Benefits has had such a huge increase. Mrs. Handegard explained that the city pays 85% of the premium and the cost should go down slightly as we are losing the current Kaiser plan this year.

Mr. Tice brought back to the committee's attention the possibility of taking the Natural Gas franchise fees from this fund and using them for streets (As proposed by Jeff Burch at a previous meeting). Mrs. Handegard explained that the only franchise fee she could see being removed from this fund would be Waste Management as the trucks wear on the roads. Mrs. Mitchell added that taxes and franchise fees are what make up the General Fund. Mrs. Handegard proposed that rather than take the franchise fees from the General Fund, we let Streets lend from it when needed. The Committee then discussed the fact that the Streets in the City need repair and that they would like to see this addressed in the coming year. Mrs. Mitchell explained that staff will be bringing the street survey to the Public Works Committee and Council to develop a plan. Mike Seager stated that we need to ensure that all franchises are paying the same percentage of fees.

### Recess

The Committee recessed for a break at 7:44 PM.

The committee reconvened at 7:57PM.

George Tice inquired about line item 1680-00 Miscellaneous income and what is spent in this line item. Mrs. Handegard explained that the income correlates with miscellaneous expenses and gave the committee some examples.

Mr. McNair inquired about line item 1680-02 VCLC Expense and the donation to the Seniors. Mrs. Mitchell explained that this donation is  $\frac{1}{4}$  or  $\frac{1}{3}$  of their total budget. She attends all of their board meetings and they turn in expense receipts for reimbursement. The board is currently discussing the potential of doing meals on wheels 5 days a week when the new Senior Center is complete. Mr. McNair feels that if the city is contributing to them, the City should have a vote on the board. Mrs. Mitchell explained that this would be difficult as they just finish elections and whomever served on the board would have to be a senior. Even though she does not have a vote on the board, they listen to her advice. Mr. Leonetti and Mrs. Mitchell explained to the committee how the meals on wheels voucher system works and that they are based off of donation. Mr. McNair and Ms. Hult explained that providing the service is tied to receiving the funding for the new building. After a brief discussion, no changes were made.

Mr. Tice inquired about line item 5645-00 Copier Contract and the great reduction in cost. Mrs. Handegard stated that the copier has been paid off and is now only a maintenance contract.

Mr. Schrader inquired about line item 1645-01 Contract Services. Staff explained that the owner had walked away from the property and the condition was a huge nuisance issue. Mrs. Mitchell added that the property should be in the next fire sale and the City should recoup some of the costs at that time.

Tony Schrader inquired about the transfer out to the Timber Fund and if there was any more discussion about logging behind the cemetery. Mrs. Mitchell explained that Council had decided to only drop the trees around the towers and deck them up for fire wood for now.

George Tice made a motion to tentatively approve the Administrative Fund. The motion was seconded by Bruce McNair.

Votes: Jill Hult: Aye            Mario Leonetti: Aye            George Tice: Aye            Dale Webb: Aye  
         Mike Seager: Aye        Tony Schrader: Aye            Bruce McNair: Aye

Motion passes.

#### D. SDC Fund

Josette Mitchell presented handouts to the Committee explaining restrictions to SDC funds (See File). She explained that SDC Funds could have been used for ammonia treatment before starting the project. If we used the funds now, and got challenged, we would have to pay back the funds within 1 year. Staff does not recommend any changes to the budget, the Committee is in agreement.

#### **Approval and Recommendation to City Council of Budget**

George Tice made a motion to accept all funds for fiscal year 2017-2018 as corrected and recommend to City Council for adoption. The motion was seconded by Mike Seager.

Votes: Jill Hult: Aye            Mario Leonetti: Aye            George Tice: Aye            Dale Webb: Aye  
         Mike Seager: Aye        Tony Schrader: Aye            Bruce McNair: Aye

Motion passes.

#### **Recommend to City Council for Adoption**

George Tice made a motion to present to Council a balanced budget for adoption for the Fiscal Year 2017-2018. The motion was seconded by Bruce McNair.

Votes: Jill Hult: Aye            Mario Leonetti: Aye            George Tice: Aye            Dale Webb: Aye  
         Mike Seager: Aye        Tony Schrader: Aye            Bruce McNair: Aye

Motion passes.

#### **Accept State Revenue Shares and Approve Tax Rate**

George Tice made a motion to accept State Share Revenues and Property Tax rate of \$5.8163 per \$1000 of assessed value and recommend to City Council for acceptance and approval. The motion was seconded by Bruce McNair.

Votes: Jill Hult: Aye            Mario Leonetti: Aye            George Tice: Aye            Dale Webb: Aye  
         Mike Seager: Aye        Tony Schrader: Aye            Bruce McNair: Aye

Motion passes.

#### **Adjourn**

Jill Hult adjourned the Budget Meeting at 8:30 PM.

These minutes were approved at the June 6<sup>th</sup>, 2017 City Council Meeting.

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Stephanie Borst, City Recorder

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Mario Leonetti, Mayor



**CITY COUNCIL MAY 15<sup>th</sup>, 2017 MINUTES**  
**REGULAR MEETING 7:00 PM**  
City Hall, 1001 Bridge St. Vernonia OR 97064

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**Mission Statement**

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**Call to Order and Pledge of Allegiance – Mayor Leonetti**

Mayor Leonetti called the meeting to order at 7:02 PM

**Additions or Corrections to Agenda**

Councilor McNair made a motion to approve the agenda as presented. The motion was seconded by Councilor Hult. Motion carried.

Votes: Councilor Seager: Yes      Councilor Hult: Yes      Councilor Wagner: Yes  
      Councilor McNair: Yes      Mayor Leonetti: Yes

**Councilor Committee Meeting Reports**

There were none

**Topics from the Floor/Audience Participation**

**Consent Agenda for Approval**

- A. City Council Meeting Minutes for May 1<sup>st</sup>, 2017
- B. Library Board Meeting Minutes for April 2017

Councilor Seager corrected the City Council meeting minutes for May 1<sup>st</sup> to reflect that the County fixed Airport road, not Public Works.

Councilor Seager made a motion to approve the meeting minutes as listed above, with the correction. The motion was seconded by Councilor Wagner, motion carried.

Votes: Councilor Seager: Yes      Councilor Hult: Yes      Councilor Wagner: Yes  
      Councilor McNair: Abstained (Did not read the minutes)      Mayor Leonetti: Yes

**Unfinished Business**

**New Business**

- C. Bargain and Sale Agreement – Creps property

City Administrator Mitchell presented the agreement to Council. She explained that a title report was run and there were no issues or liens on the property.

Councilor Seager made a motion to authorize the City Administrator to sign the agreement on behalf of the City. The motion was seconded by Councilor Wagner, motion carried.

Votes: Councilor Seager: Yes      Councilor Hult: Yes      Councilor Wagner: Yes  
      Councilor McNair: Yes      Mayor Leonetti: Yes

## **Business from Departments**

### **D. Police Department – Chief Conner**

Chief Conner stated that Officer Pesio is expecting a baby soon and will be taking some time off to be with his family.

### **E. City Administrator Report – J. Mitchell**

*Wastewater Treatment Plant:* The walk through for substantial completion was held today. Present were myself, George Tice, Jeff Burch, Del Bibler (R & G), Michael Byer (USDA), Trish Cousins (USDA), and Erik Nordholm (Tetra Tech). The pressure grouting was completed on the DAF, however it was not overseen by the engineer as the subcontractor did not notify the contractor whom would notify the engineer. So the City will be requiring the contractor to provide an extended warranty over that part of the DAF for the period of 48 months. The extended warranty will cover any issues related to the seeping from the crown of the DAF an additional 36 months past the standard warranty period of 12 months. With only a few minor items outstanding the City will sign substantial completion letter. Attached to that letter will be the remaining punch list items. The City will hold back 200% of the cost estimates of remaining items on punch list from retainage and release the remaining retainage. We are awaiting the change order that outlines the ammonia infrastructure that will come from Tetra Tech, they plan to have it completed by next week.

There are a few changes with the paving now that the California Avenue project is no longer slated to happen. We are going to pave around the infrastructure as well as potentially pave the linear trail where it connects to the new pavement.

Councilor McNair inquired about when we will start dumping into the hyporheic chamber. City Administrator Mitchell explained that tonight is the deadline for dumping into the river. Before R&G receives final completion DEQ is requiring them to perform a 3 or 4-day test of the chamber. This is waiting for the water table to be low enough. Staff's hope is to do the test and empty lagoon 3 for placement of the biodomes. The hyporheic can be operated with the temporary permit, discharging is prohibited until the bio domes are installed. The final operating permit should be obtained by the end of August.

*Rose Avenue Project:* The final architecture meeting was held today with representatives from SEA, Seniors, and Vernonia Cares. The architect will be delivering the documents three weeks from today to Planning, CDBG, NW Code Pros for approval. Once the approval of the plans is obtained the City can start the formal bid process to find a contractor.

*Nickerson Ridge Estates:* No correspondence.

*Creek Issues:* The state authorities have been notified of the continued violation in Bear Creek. The City received a letter noting the initial violation in mid-April. The State representatives were onsite last week documenting the issues. The City has not received any new communication.

*Picnic Shelter / Tree Donation Spencer Park:* The cutouts for the foundation piers happened on Saturday and the electrical conduit was placed in the ground. Next will be the forming of the concrete pier forms, construction of the trusses continues this week. Roofing materials will be delivered May 30<sup>th</sup>. The project is expected to be close to hitting its June 30<sup>th</sup> grant funding deadline. Of the 9 trees slated to be planted, 7 have been donated.

*Cemetery Shed Demo:* The cemetery shed has been demolished. The lot line adjustment from KLS is scheduled.

*Storm drain Issue Rose Avenue:* Columbia County has approved the giving of the strip of land between Rose



Avenue and First Avenue. Once the paperwork gets to City Hall the City will sign and pay the recording fee. Once recorded the City Public Works crew will install new storm water line within that strip from First Avenue to Rose Avenue, solving the storm water issues for the neighbors adjacent to the property.

### **Ordinances/Resolutions**

#### **Correspondence**

Mayor Leonetti explained that next Monday the Cemetery Committee will be having a meeting here at City Hall to finalize Memorial Day planning.

#### **Items from Mayor and Councilors**

Councilor McNair would like to thank Casey Mitchell for his effort on the Picnic Shelter and Cemetery Shed this weekend. City Administrator Mitchell added to the list of volunteers this weekend: Ben Fousek, James McMahon, and Desmond Hines.

Consensus of Council is for City Administrator Mitchell to write a Thank You letter to the volunteers on behalf of Council and the City of Vernonia.

Councilor Hult notified Council that she has accepted a job with Columbia County Mental Health. She starts on May 22<sup>nd</sup>. She also saw that Ginger is leaving the City. City Administrator Mitchell stated that she is and her last day is June 2<sup>nd</sup>. Her position will be posted in the Vernonia Voice on Thursday, May 18<sup>th</sup>. Council consensus is to get a card to thank Ginger for her years of service.

#### **Action Item Summary**

#### **Adjournment**

Mayor Leonetti adjourned the meeting at 7:29PM

These minutes were approved at the June 6<sup>th</sup>, 2017 City Council Meeting.

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Stephanie Borst, City Recorder

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Mario Leonetti, Mayor



CITY COUNCIL May 15<sup>th</sup>, 2017

WORKSESSION

Time: 7:37 PM

City Hall, 1001 Bridge St. Vernonia, OR 97064

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**Mission Statement**

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**MINUTES**

**Call to Order -- Mayor Leonetti**

Mayor Leonetti called the work session to order at 7:37 PM

**Additions or Removal of Agenda Items**

**New Business**

- Open Space Parking

City Administrator Mitchell presented maps to Council of all vacant city lots and parks. The main objective of the work session is to decide how to regulate truck parking and where/if to provide it. Ben Fousek explained that providing truck parking had been discussed previously. City Administrator Mitchell stated that discussions at the previous Council meeting had expressed concern over blocking the Rose Avenue lot to parking and where the truck drivers whom currently park there would go.

Council then discussed potential trucking companies who may use a designated truck parking lot. If the City decided to move forward with designated truck parking, signs could be put up explaining what is expected and allowed at the site.

Potential truck parking areas discussed were as follows:

- Adams Avenue

One of the potential sites discussed was the paved city lot off of Adams Avenue and Maple Street. One potential issue with the site is that the only access is from the alley. Council Seager stated that truck parking at this lot would be difficult without access off of Adams Avenue. Councilor McNair stated that one of the advantages this site has over others is that it is paved and would sustain less damage from heavy truck parking compared to a gravel lot. This site is also not in a residential area so noise would be less of an issue. If this site was chosen for designated truck parking, we could stipulate that trucks would have to move for festival parking.

Council then discussed how many trucks could fit at the lot and different methods for managing them.

- Rose Avenue Gravel Lot

Councilor Seager stated that in order to prevent people from parking at the site, it would need to be fenced. As far as he has seen, its mostly out of town truck drivers who park there. City Administrator Mitchell explained that if Council chose to, the lot could be designated no parking.

Mr. Fousek stated that the lot should be marketed as it is a prime location. City Administrator Mitchell explained that it couldn't be sold but someone could ground lease it.

Councilor Seager is in favor of post and cabling the lot to prevent parking. Councilor McNair stated that Council should direct Staff to do whatever they feel is needed to make the lot look good.

➤ California Avenue (Old Photo Solutions Lot)

Ben Fousek proposed that the designated truck parking site could be at the old Photo Solutions site. Councilor McNair expressed concern that it may affect the tenants at Blue Herron. City Administrator Mitchell stated that truck noise is expected in a timber town. The current problem with the Rose Avenue lot is all of the broke down cars, campers, and vehicles posted for sale. Councilor McNair is interested in finding a lot that will have the least impact. One potential problem with this site is the limited traffic and lighting, which could lead to vandalism.

Councilors Seager and McNair spoke in favor of this location if lighting was put in to reduce potential vandalism.

➤ Birch Street

City Administrator Mitchell stated that a potential site may be the empty lot at the beginning of Birch Street.

➤ Old West Oregon Lot

Councilor Seager proposed the old West Oregon site. Councilor McNair explained that this lot was discussed as a pay to park previously and with lighting, may be a good option. City Administrator Mitchell stated that we could start with this site as a temporary parking site and direct those currently parking trucks on Rose Avenue to the site. Staff can put up barricades for festivals and notify truck drivers that they cannot park there on festival days.

After brief discussion, Consensus of Council is for staff to move forward with post and cabling the gravel lot on Rose Avenue and direct trucks to park at the old West Oregon lot.

Council would then like for staff to bring them a DRAFT Parking Ordinance for regulation of parking on city lots. They would like to prohibit vehicles marketed for sale from being on the lots. City Administrator Mitchell explained that Council will need to designate areas that are truck parking and where parking is allowed with a park sticker.

## **Adjournment**

Mayor Leonetti adjourned the work session at 8:48pm

These minutes were approved at the June 6<sup>th</sup>, 2017 City Council Meeting.

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Stephanie Borst, City Recorder

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Mario Leonetti, Mayor

# CITY OF VERNONIA

## CITY COUNCIL AGENDA ITEM

JUNE 5, 2017

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**From:** Shannon Romtvedt, Library Director  
**To:** Mayor and City Council  
**Re:** Vernonia Library Revised Computer and Internet Use Policy

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### **Agenda Item Summary:**

Library Board approved revisions to the Computer and Internet Use Policy to fit with Time Limit Management (TLM) Software to be installed on Library Public Computers June 2017, along with other minor wording changes. The Computer Policy will be displayed on each Public Computer screen and patrons will have to accept the policy directly on the computer with each use. Changes to wording on the policy are highlighted.

### **Previous Council Action:**

Computer and Internet Use Policy approved March 16, 2015

### **Attachments:**

Original Computer and Internet Use Policy  
Revised Draft of the Computer and Internet Use Policy

### **Recommendation:**

The Library Board recommends City Council make a motion to adopt the revised version of the Computer and Internet Use Policy.

# CITY OF VERNONIA

## CITY COUNCIL AGENDA ITEM

JUNE 5, 2017

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**From:** Shannon Romtvedt, Library Director  
**To:** Mayor and City Council  
**Re:** Food for Fines October 2017

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### **Agenda Item Summary:**

The Friends of the Library received a \$600 grant from the VHS Community 101 class for the Library Food for Fines program. Past Food for Fines events have been held over 1-2 weeks, waiving \$1 in fines for every food item donated to Vernonia Cares. In February 2017, the Library waived \$126 in fines and collected approximately \$30 for Vernonia Cares.

The Community 101 Grant will allow the Library to also accept food donations for Lost / Damaged fees. The Grant money, earned by patrons through food donations, will be applied to the Lost item budget line to be spent on books for the Children's collection. Proposed time period for the Food for Fines program will be October 1 – 15, 2017. The Library will publicize the program heavily in the community and in the school.

### **Previous Council Action:**

Council approved fines to be waived for a previous Food for Fines event held February 1 – 15, 2016.

### **Attachments:**

None.

### **Recommendation:**

Library staff recommends City Council make a motion to approve waiving fines for the Library Food for Fines program to be held October 1 – 15, 2017.

**CITY OF VERNONIA**  
**CITY COUNCIL AGENDA ITEM**

**JUNE 5, 2017**

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**From:** Shannon Romtvedt, Library Director  
**To:** Mayor and City Council  
**Re:** Library Surplus Items

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**Agenda Item Summary:**

Library staff request the following items to be surplussed either for sale or to donate to another individual or organization.

Blue Computer Desk  
Color Printer (Xerox Phaser 6010) – needs new ink cartridge  
Cricut machine with 9 cartridges and accessories  
Projector Screen (needs repair)

**Previous Council Action:**

None.

**Attachments:**

None.

**Recommendation:**

Library staff recommends City Council make a motion to approve listed items for surplus.

**RESOLUTION NO. 03-17**

**RESOLUTION DECLARING CERTAIN REAL PROPERTY OF THE CITY OF VERNONIA and VERNONIA PUBLIC LIBRARY NO LONGER NEEDED FOR PUBLIC USE AND AUTHORIZING SALE OF SUCH PROPERTY**

**WHEREAS**, the City of Vernonia (“City”) and the Vernonia Public Library (“Library”) owns certain improved real property (“Property”) located at City Hall and the Vernonia Public Library, and more particularly described in Exhibit “A”, which is attached hereto and incorporated herein by reference; and

**WHEREAS**, the City is not currently using the property for a public purpose; and

**WHEREAS**, ORS 271.310 authorizes the City to sell real property when such property is no longer needed for a public use and when the public interest will be furthered by selling the property;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF VERNONIA RESOLVES AS FOLLOWS:**

1. The property described in Exhibit “A” is no longer needed for public use, and the public interest will be furthered by selling the Property in a negotiated sale;
2. The City’s City Administrator is hereby authorized to take all necessary steps to advertise the property for sale and negotiate offers for such Property,

Introduced and adopted the 5<sup>th</sup> day of June, 2017 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_

Signed by me, Mario Leonetti, Mayor, in authentication of its adoption this 5<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Mario Leonetti, Mayor

Attest: \_\_\_\_\_  
Stephanie Borst, City Recorder

# **Exhibit “A”**

## **Surplus Items from Vernonia Library**

- Blue Computer Desk
- Color Printer (Xerox Phaser 6010)
- Cricut machine with 9 cartridges and accessories
- Projector Screen
- Miscellaneous Office Furniture



**RESOLUTION No. 04-17**

Resolution of the City Council of the City of Vernonia, Oregon adopting the Fiscal Year Budget 2017-2018, making Appropriations, Imposing the Taxes, and Categorizing the Taxes for the Fiscal Year beginning July 1, 2017.

**BE IT RESOLVED** that the City Council of the City of Vernonia, Oregon, hereby adopts the annual budget for the Fiscal Year 2017-2018 beginning July 1, 2017. The budget as approved by the Budget Committee of the City of Vernonia on May 2, 2017 total all funds in the amount of \$8,125,020. This budget is adopted on June 5, 2017. The budget is now on file in the office of the City Recorder of the City of Vernonia.

**BE IT RESOLVED** that the City Council of the City of Vernonia, Oregon, hereby levies the taxes provided for in the adopted budget at the rate of \$5.1863 per \$1,000 of assessed value of all taxable property within the City of Vernonia as of 1:00a.m., July 1, 2017.

**BE IT RESOLVED** that the City Council of the City of Vernonia, Oregon, hereby categorizes and imposes the taxes provided for in the budget adopted herein as follows:

**SUBJECT TO THE GENERAL GOVERNMENT LIMITATION:**

General Government: \$5. 8163/\$1,000 of assessed value

Bonded Debt: \$ 0

---

Category Total: \$5. 8163/\$1,000 of assessed value

**EXCLUDED FROM THE LIMITATION:**

Category Total: \$ 0

**TOTAL LEVY: \$ \_\_\_\_/\$1,000 OF ASSESSED VALUE**

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2017 and for purposes shown below are hereby appropriated as follows:

**Attachment-** Budget appropriations

**BE IT RESOLVED** that the City Recorder of the City of Vernonia, Oregon, file this resolution with the County Clerk and the County Assessor of Columbia County, Oregon, on or before July 15, 2017.

**APPROVED** by the City Council of the City of Vernonia, Columbia County, this 5<sup>th</sup> day of June, 2017.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

---

Mario Leonetti, Mayor

Attest: \_\_\_\_\_  
Stephanie Borst, City Recorder



# Oregon

Kate Brown, Governor

## Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St. NE

Salem, OR 97301-3972

(503)373-0735

FAX (503)373-1273

Jeffrey.Fehl@Oregon.gov

April 26, 2017

CITY OF VERNONIA  
CITY TREASURER  
1001 BRIDGE ST  
VERNONIA OR 97064

Finance Director,

State Revenue Sharing Law, ORS 221.770, requires cities to annually pass an ordinance or resolution requesting state revenue sharing money. The law mandates public hearings be held by the city, certification of these hearings is required.

In order to receive state revenue sharing in 2017-2018 your city **must have levied property taxes** in the preceding year and:

1. Pass an ordinance or resolution approving participation in the program and file a copy of that ordinance with Shared Financial Services prior to July 31.
2. Hold the following hearings on the use of state revenue sharing funds:
  - a) a public hearing before the budget committee to discuss possible uses of the funds;
  - b) a public hearing before the city council on the proposed uses of the funds in relation to the entire budget.
3. Certify to DAS Operations by **completing the attached ordinance/resolution form**, prior to July 31 that these hearings have been held. We will continue to send periodic reminders to all cities that have not submitted documentation, until each qualifying city has been certified.

If you have any questions, you can contact me Monday through Friday 8:00 AM–3:30 PM.

Sincerely,

Jeffrey Fehl, Disbursements Accountant



Oregon

Kate Brown, Governor

Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St. NE

Salem, OR 97301-3972

(503)373-0735

FAX (503)373-1273

RETURN TO:

DEPARTMENT OF ADMINISTRATIVE SERVICES  
SHARED FINANCIAL SERVICES  
ATTN Jeffrey Fehl  
155 COTTAGE ST NE  
SALEM OR 97301-3972

AN ORDINANCE/RESOLUTION DECLARING THE CITY'S ELECTION  
TO RECEIVE STATE REVENUES

The City of VERNONIA ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2017-2018.

Passed by the Common Council the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Approved by the Mayor this \_\_\_\_\_ day \_\_\_\_\_, 2017.

Mayor \_\_\_\_\_

Attest \_\_\_\_\_

I \*certify that a public hearing before the Budget Committee was held on \_\_\_\_\_, 2017 and a public hearing before the City Council was held on \_\_\_\_\_, 2017, giving citizens an opportunity to comment on use of State Revenue Sharing.

\_\_\_\_\_  
City Recorder

\* NOTE: Please return certification only. We do not need copies of notices.

## 2017-2018 Appropriations

|                                    |           |
|------------------------------------|-----------|
| <b>General Fund</b>                |           |
| Administration                     | 515,377   |
| Police                             | 525,062   |
| Library                            | 111,994   |
| Transfer                           | 10,000    |
| Contingency                        | 61,458    |
| Total                              | 1,223,891 |
| <b>Airport Fund</b>                |           |
| Airport                            | 6,723     |
| Transfer                           | 0         |
| Contingency                        | 6,479     |
| Total                              | 13,202    |
| <b>Cemetery Fund</b>               |           |
| Cemetery                           | 13,098    |
| Contingency                        | 4,568     |
| Total                              | 17,666    |
| <b>Parks Fund</b>                  |           |
| Parks                              | 139,611   |
| Transfer                           | 10,000    |
| Contingency                        | 11,658    |
| Total                              | 161,269   |
| <b>Water Fund</b>                  |           |
| Water                              | 431,140   |
| Transfer                           | 75,000    |
| Contingency                        | 62,816    |
| Total                              | 568,956   |
| <b>Sewer Fund</b>                  |           |
| Sewer                              | 410,709   |
| Transfer                           | 70,000    |
| Contingency                        | 64,224    |
| Total                              | 544,933   |
| <b>Streets &amp; Pathways Fund</b> |           |
| Streets                            | 220,696   |
| Contingency                        | 9,518     |
| Total                              | 230,214   |
| <b>Parks SDC Fund</b>              |           |
| Contingency                        | 30,631    |
| <b>Water SDC Fund</b>              |           |
| Contingency                        | 158,529   |
| <b>Sewer SDC Fund</b>              |           |
| Contingency                        | 190,855   |
| <b>Sewer Rehab Fund</b>            |           |
| Sewer                              | 981,583   |
| <b>Storm SDC Fund</b>              |           |
| Contingency                        | 62,806    |
| <b>Streets SDC Fund</b>            |           |
| Contingency                        | 36,019    |
| <b>Water Debt Service Fund</b>     |           |
| Debt Service                       | 119,949   |
| Contingency                        | 10,311    |
| Total                              | 130,260   |
| <b>Sewer Debt Service Fund</b>     |           |
| Debt Service                       | 498,760   |
| Transfer                           | 300,000   |
| Total                              | 798,760   |
| <b>Timber Fund</b>                 |           |
| Timber                             | 5,774     |
| <b>Water Reserve Fund</b>          |           |
| Water                              | 105,000   |
| <b>CDBG Fund</b>                   |           |
| CDBG                               | 1,988,000 |

**RESOLUTION NO. 05-17**

**A RESOLUTION AMENDING RESOLUTION 14-08, THE MASTER FEE SCHEDULE, ADDING CEMETERY FEES AND AMENDING WATER RATE FEES FOR THE CITY OF VERNONIA**

**Whereas**, the City Council has adopted Resolution 14-08, a master fee resolution; and

**Whereas**, the master fees resolution needs to be amended to reflect the correct fees for Cemetery and Water Rate Fees.

**IT IS HEREBY RESOLVED** by the City Council of the City of Vernonia, Oregon that the master fee resolution be amended as shown on attachment Exhibit A.

**This resolution shall become effective upon adoption by the Vernonia City Council**

Introduced and adopted the 5<sup>th</sup> day of June by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_

Signed by me, Mario Leonetti, Mayor, in authentication of its adoption this

5<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Mario Leonetti, Mayor

Attest: \_\_\_\_\_  
Stephanie Borst, City Recorder

**RESOLUTION NO. 14-08**

**A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR THE CITY OF VERNONIA AND  
RESCINDING SEPARATE RESOLUTIONS SETTING FEES**

IT IS HEREBY RESOLVED, by the City Council of the City of Vernonia, Oregon, that the following Resolutions are rescinded: Resolution 02-03, Setting Rates for Parks Maintenance and Utility Fees; Resolution 20-05, Setting Miscellaneous Administrative Fees; Resolution 15-07, Setting Water Rates for Users Within and Without the City of Vernonia; Resolution 10-07, Setting Fees for Parks; Resolution 13-04, Setting the Sewer Rates for Users Within and Without the City of Vernonia; Resolution 01-07, Setting Administrative and Planning Fees for the City of Vernonia; Resolution 15-04, Setting Library Miscellaneous Fees and Annual User Fees for Patrons Outside Vernonia City Limits; Resolution 20-04; Setting Fees for Processing Liens; Resolution 21-04; Setting Fees for Processing Liens; Resolution 14-05; Setting Fees for Bulk Water Rate; Resolution 01-03; Establishing Fees for Various Services or Activities; Resolution 03-07; Resolution Relating to Vernonia Memorial Cemetery, Amending Resolution 01-06; Resolution 20-06 Resolution Setting the Sewer Rates for Users Within and Outside the City of Vernonia, Oregon and Repealing Resolution 13-04; Resolution 16-06 A Resolution Amending Resolution 17-05 Updating System Development Charges for Water, Wastewater, Stormwater, Parks, and Streets Pursuant to Ordinance No. 756, to become effective September 5, 2006.

IT IS HEREBY FURTHER RESOLVED, by the City Council of the City of Vernonia, Oregon, that commencing October 17, 2016, and from that time thereafter or until further changes are made, the rates to be charged for all city fees shall be at rates as set forth below:

**1. Parks Maintenance and Utilities.** The following fees established for parks maintenance and utilities shall be included as a separate fee on the regular water bill and will be billed as follows:

Each residential and non-residential water account will be billed a total of \$2.00 per month for all of their water accounts. People with more than one water account must complete an application to reduce their total bill to the \$2.00 limit.

**2. Parks Day Use/Annual Fee (20 minutes or longer-Vernonia Lake, Anderson, & Airport Parks).**

|   |                              |
|---|------------------------------|
| A. Day Use  | \$5.00                       |
| B. Family Annual Pass   | \$35.00                      |
| C. Senior Annual Pass   | \$25.00                      |
| D. Kids under 18  | Exempt                       |
| E. Vernonia Residents living in city limits or having a city water account are exempt from day use and annual pass requirements because a Parks fee is assessed through water bill. |                              |
| F. Campsite w/full RV Hookups   |                              |
| 1) Regular nightly rate   | \$30.00                      |
| 2) Extended Work Stay -monthly rate   |                              |
| (actual stay must be exact increments of 30 days and must be approved by Park Host;<br>additional days under or beyond full 30 days charged at regular nightly rate)                |                              |
|   | \$500.00 for Oct 1 to Mar 31 |
|   | \$750.00 for Apr 1 to Sep 30 |
| G. Campsite (RV) without hookups:   | \$20.00                      |
| H. Campsite primitive at Anderson Park  | \$15.00                      |
| I. Campsite primitive at Airport Park   | \$15.00                      |

- J. Campsite primitive at Vernonia Lake \$10.00
- K. Campsite Primitive at Vernonia Lake with Vehicle Parking \$15.00
- L. Each additional vehicle per campsite per night \$ 7.00
- M. Non-refundable campsite deposit Equal to one night's stay
- N. Sewage dump (no fee for Vernonia sewer patrons- must show proof): \$10.00

**3. Exclusive Use Fees.**

**Exclusive Use Park Facility Fees**

| Fees are for the rental of 4-hour | Class 1 | Class 2 | Class 3                       |
|-----------------------------------|---------|---------|-------------------------------|
| Anderson Park Picnic Shelter      | No Fee  | \$25.00 | \$50.00                       |
| Hawkins Park Group Event          | No Fee  | No Fee  | \$100 first 4 \$50.00 addtl.4 |
| Hawkins Park Gazebo Shelter       | No Fee  | \$25.00 | \$50.00                       |
| Spencer Park Group Event          | No Fee  | No Fee  | \$100 first 4 \$50.00 addtl.4 |
| Spencer Park Picnic Shelter       | No Fee  | \$25.00 | \$50.00                       |

\*\*Refundable Cleaning Deposit for picnic areas: \$50.00

**Exclusive Use Horse Arena Fees**

| Fees are by listed time period | Class 1 | Class 2 | Class 3  |
|--------------------------------|---------|---------|----------|
| Horse Arena (4-6 hr. use)      | No Fee  | TBD     | \$75.00  |
| Horse Arena (Full day)         | No Fee  | TBD     | \$150.00 |
| Horse Arena (Full Weekend)     | No Fee  | TBD     | \$250.00 |

**Exclusive Use Primitive Group Camp Fees**

| Fees are per night                 | Class 1 | Class 2 | Class 3  |
|------------------------------------|---------|---------|----------|
| Primitive Group Camp Airport Park  | No Fee  | \$60.00 | \$150.00 |
| Primitive Group Camp Anderson Park | No Fee  | \$60.00 | \$150.00 |
| Primitive Group Camp Vernonia Lake | No Fee  | \$40.00 | \$75.00  |

**Exclusive Use Sports Field Fees**

| Fees are for the rental of 4-hour | Class 1 | Class 2                        | Class 3       |
|-----------------------------------|---------|--------------------------------|---------------|
| Spencer Park Fields               | No Fee  | Season Rate \$150.00 per sport | \$100         |
| Hawkins Park Field                | No Fee  | Season Rate \$150.00 per sport | \$100         |
| Tournaments                       | No Fee  | \$150.00/up to 2 days          | \$150 per day |

\*\*Vernonia Youth Sports Leagues are exempt from fees designated herein, as they shall pay a flat season rate per sport for regular practices and games for maintenance and operation of sports fields through the Vernonia Booster Association or other similar groups.

**4. Water Billing.**

A. Each ~~residential or commercial~~ **water service** account shall pay a ~~water rate of \$9.50 per month water loan repayment plus \$29.30 per month multiplied by the meter multiplier by water meter size. base rate that use either a 5/8 or 3/4 inch meter//includes 2000 gallon water allowance, plus \$3.00 for each additional 1,000 gallons of water consumed.~~

B. Each ~~residential or commercial~~ **water service** account shall pay a **loan payment fee of \$9.50 multiplied by the meter multiplier by water meter size. per larger Meter Size (inches), Base Rate which**

includes water loan repayment, and Water Allowance (gallons) plus ~~\$3.00~~ for each additional 1,000 gallons of water consumed.

C. Each water service account shall pay a consumptive rate of \$3.00 per 1,000 gallons of water consumed beyond the water allowance.

1. Each water service account is allotted a water allowance of 2,000 gallons multiplied by the meter multiplier.

| Meter Size (Inches) | Meter Multiplier | Water Base Rate | Water Loan | Water Allowance (gallons) |
|---------------------|------------------|-----------------|------------|---------------------------|
| 5/8/3/4             | 1                | \$ 29.30        | \$ 9.50    | 2,000                     |
| 1                   | 1.4              | \$ 41.02        | \$ 13.30   | 2,800                     |
| 1.5                 | 1.8              | \$ 52.24        | \$ 17.10   | 3,600                     |
| 2                   | 2.9              | \$ 84.97        | \$ 27.55   | 5,800                     |
| 3                   | 11               | \$ 322.30       | \$ 104.50  | 22,000                    |
| 4                   | 14               | \$ 410.20       | \$ 133.00  | 28,000                    |
| 6                   | 21               | \$ 615.30       | \$ 199.50  | 42,000                    |

D. Application Fee or Turn On/Off per meter size and base rate:

- A. New Application Fee or Turn On/Off Fee: \$35.00
- B. Security Deposit per meter size as per following table:

| Meter Size (inches) | New Application Fee | Security Deposit |
|---------------------|---------------------|------------------|
| 5/8-3/4             | \$ 35.00            | \$120.00         |
| 1                   | \$ 35.00            | \$168.00         |
| 1.5                 | \$ 35.00            | \$216.00         |
| 2                   | \$ 35.00            | \$348.00         |
| 3                   | \$ 35.00            | \$1320.00        |
| 4                   | \$ 35.00            | \$1680.00        |
| 6                   | \$ 35.00            | \$2520.00        |

E. Late payment charges

6% of Water and Sewer Rate

F. Hook Up Fees

- 1 inch Water Connect \$1,050.00
- 2 inch Water Connect \$1,500.00

G. Outside City Hook Up Fees

- 1 inch Water Connect \$1,600.00
- 2 inch Water Connect \$2,450.00

(Larger pipes by special arrangement with the city)

H. After hours service calls

- In city \$50.00
- Outside city \$70.00

I. Meter test charge



Inside or outside city \$40.00

**5. Sewer Billing.**

- A. Each residential or commercial unit shall pay \$23.95 sewer base rate per month times meter size multiplier.
- B. Each residential or commercial unit shall pay sewer loan repayment fee of \$55.27 per month times meter size multiplier.
- C. Each residential or commercial unit shall pay sewer consumption charge of \$2.31 per 1,000 gallons per month based on customer “winter time average.”

Winter time average is the average based on water usage in the months of November, December, January, and February. “Winter time average will be recalculated in March of each year to be used for the following year.

| Meter Size (inches) | Multiplier | Sewer Base Rate | Sewer Loan Repayment | Consumption Charge | TOTAL   |
|---------------------|------------|-----------------|----------------------|--------------------|---------|
| 5/8                 | 1          | 23.95           | 55.27                | 2.31 per 1000 gal. | 79.22   |
| 3/4                 | 1          | 23.95           | 55.27                | 2.31 per 1000 gal. | 79.22   |
| 1                   | 1.667      | 39.92           | 92.13                | 2.31 per 1000 gal. | 132.05  |
| 1.5                 | 3.333      | 79.85           | 184.21               | 2.31 per 1000 gal. | 264.06  |
| 2                   | 5.333      | 127.76          | 294.75               | 2.31 per 1000 gal. | 422.51  |
| 3                   | 10.667     | 255.52          | 589.86               | 2.31 per 1000 gal. | 845.38  |
| 4                   | 16.667     | 399.25          | 921.18               | 2.31 per 1000 gal. | 1320.43 |

C. Hook Up Fee:  
Sewer Connection \$ 1250.00

**6. Administrative and Planning Fees.**

**Deposits include base fee plus actual cost per fee schedule**

A. Hourly rates:

- City Administration \$50.00
- Public Works Superintendent \$45.00
- Public Works Foreman \$40.00
- Police Chief \$45.00
- City Recorder \$30.00
- Customer Service Manager \$20.00
- Finance Officer \$40.00

B. Consulting Fees

- Attorney Services \$200.00 per hour
- Engineering Services \$150.00 per hour
- Planning Consultant Services \$ 75.00 per hour
- Engineering Services \$200.00 per hour
- GIS Services \$ 42.00 per hour

C. Land partition fees

- Subdivision
- Preliminary Plat Plan \$800.00 + \$10/lot
- Final Subdivision Plat \$400.00 + \$10/lot

|  |                     |
|--|---------------------|
| Major Land Partition   |                     |
| Preliminary Review   | \$500.00            |
| Final Map Review   | \$400.00            |
| Minor Land Partition   | \$400.00            |
| Lot Line Adjustment  | \$300.00            |
| D. Development Plan Review   |                     |
| Planned Unit Development   | \$1,500.00          |
| Residential Zone Development   | \$500.00            |
| Commercial Zone Development  |                     |
| Industrial Zone Development  | \$500.00            |
| E. Conditional Use Permits   |                     |
| Residential Zones (LD, R, and GR)  | \$500.00            |
| Commercial Zones (GC)  | \$500.00            |
| Industrial Zone (LI)   | \$500.00            |
| Mobile Home Park   | \$500.00 + \$10/lot |
| Minor Alteration of CU Permit  | \$350.00            |
| Home Occupations   | \$300.0             |
| Inhabiting A Travel Trailer Permit   | \$100               |
| F. Variance  |                     |
| Requests for Variances   | \$500.00            |
| Exceptions   | \$500.00            |
| G. Flood Plain Permits   |                     |
| Flood Plain Development Permit   | No Fee              |
| H. Appeals   |                     |
| From Administrative Decision   | \$500.00            |
| From Planning Comm. Decisions  | \$500.00            |
| I. Site Development Review   |                     |
| Type I Site Development Review   | \$300.00            |
| Type II Site Development Review  | \$500.00            |
| Type III Site Development review   | \$500.00 Deposit    |
| J. Home Occupation & Temporary Use;  |                     |
| Type I   | \$ 50.00            |
| Type III (notice)  | \$150.00            |
| K. Amendment to Code/Plan/Map  | \$1250.00           |
| L. Public Improvement Fees   |                     |
| Right-of-Way Permit Fees   | \$200.00            |
| Driveway Permit Fees   | \$200.00            |
| Grading/Erosion/Culvert Fees   | \$200.00            |
| Administrative Fee   | \$200.00            |
| M. Other planning fees when two or more reviews are required for a land use action, then the higher fee is charged or the fee will be equal to the actual cost of reviewing the request, whichever is greater. |                     |
| Annexations  | \$500.00            |
| Street or Alley Vacations  | \$500.00            |
| Pre-Application Conference   | \$150.00 (deposit)  |
| Accessory Building or Use  | \$ 50.00            |
| Administrative Approval or Action  | \$100.00            |
| Non-Conforming Use Modification  | \$300.00            |
| Revise or Amend Approval Plan  | 50% of original fee |
| Time or Expiration Extension   | \$100.00            |

|  |                 |
|--|-----------------|
| Sign Permit  | \$50.00         |
| Unlisted or Similar Use  | \$100.00        |
| <b>N. Business License Fees</b>  |                 |
| Business License fee for business owners residing within the City limits |                 |
| July 1 through June 30 <sup>th</sup>                                     | \$60.00         |
| July 1 <sup>st</sup> through Dec. 31 <sup>st</sup>                       | \$30.00         |
| Jan. 1 <sup>st</sup> through June 30 <sup>th</sup>                       | \$30.00         |
| Business License fee for non-residents:                                  |                 |
| July 1 <sup>st</sup> through June 30 <sup>th</sup>                       | \$80.00         |
| Jan. 1 <sup>st</sup> through June 30 <sup>th</sup>                       | \$40.00         |
| July 1 <sup>st</sup> through Dec. 31 <sup>st</sup>                       | \$40.00         |
| <b>O. Copies</b>   |                 |
| 8 ½ x 11   |                 |
| Single Side  | \$0.25 per page |
| Double Sided   | \$0.30 per page |
| 11 x 17  |                 |
| Single Side  | \$0.30 per page |
| Double Sided   | \$0.45 per page |

**7. Library Fees.**

- A. User fees for Library Patrons outside Vernonia city limits - Annual Fee of \$25.00
- B. Late Payment Charges.
 

|               |                |
|---------------|----------------|
| Books & Audio | \$0.10 per day |
| Video/DVDs    | \$0.50 per day |
| Periodicals   | \$0.05 per day |

**8. Fees for Liens.**

- A. Administrative Fee to Process Lien \$15.00
- B. Lien Release Fee \$20.00
- C. Percentage Rate 9.0%
- D. Recording Fee Current Rate of County Clerk

**9. Cemetery Fees.**

- A. Prices for which lots in the Cemetery shall be sold are:
  - 1) Adult Lot \$1100.00
  - 2) Children’s Lot (1/2 of the current grave price) \$550.00
  - 3) Second Rite Fee (placing urn(s) on existing grave) \$550.00
- B. Prices for which Urn plots in the Cemetery shall be sold are:
  - 1) Tier 1 Plots \$ 400
  - 2) Tier 2 Plots \$ 600
  - 3) Open/Close \$ 250
  - 4) Second Rite Fee \$ 250
- C. Burials and Other Charges
  - 1) Adult Internment \$ 1250.00
  - 2) Child’s Internment (4-0 to 5-0) \$ 545.00
  - 3) Child’s Internment (2-0) to 3-6) \$ 500.00
  - 4) Cremation Internment \$ 500.00
  - 5) Arrive at cemetery after 3:30pm on any day add \$ 325.00
  - 6) Saturday Internment add \$ 425.00
  - 7) Sunday or Holiday internment add \$ 575.00
  - 8) Concrete Grave Box (minimal requirement) \$ 600.00

**10. System Development Charges.** Improvement fees shall be charged for each equivalent dwelling unit in accordance with the methodology presented in Ordinance No. 717:

- A. Water \$2,269
  - B. Wastewater \$2,957
  - C. Storm water \$1,340
  - D. Parks \$1,000
  - E. Streets \$ 858
- Total \$8424

**11. Airport Fees** (Amended March 16, 2009, Amended November 19, 2009)

- A. Hanger Ground Lease Fee – New: \$.10 (ten cents) per square feet per year
- B. Hanger Ground lease Fee – Old: \$.35 & .36 per sq. ft. per year
- C. Tie-Down Fees \$ 25.00
- D. TTF (Ingress/Egress) Fees:
  - Private Plane \$25.00 per month
  - Commercial (Ingress/Egress) Fees \$15.00 per month per plane with a \$150.00 per month minimum

**12. Vernonia Community Learning Center Fees**

- A. Civic Group Activities \$10 per hour
- B. Non Profit Group Activities \$15 per hour
- C. Individual Instructors \$20 per hour
- D. For-Profit Group Activities \$30 per hour  
(training, workshops, seminars)
- E. Courtyard Area \$15 per hour
  - Pop-Up Canopy \$10 each
  - Rectangular Table \$ 5 each
  - Set of Chairs \$ 5 each

A cleaning fee of \$25 will be included for groups larger than 20 persons

**13. Police**

- A. Traffic Violation \$25.00
- B. Criminal Violation \$50.00

This resolution shall become effective upon adoption by the City or Vernonia City Council.

**Introduced for consideration and vote on this 20<sup>th</sup> day of October, 2008.**

**Ayes\_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_**

**Signed by me, Sally Harrison, Mayor, in authentication of its adoption this 20<sup>th</sup> day of October, 2008.**

\_\_\_\_\_  
**Sally Harrison, Mayor**

**Attest:**\_\_\_\_\_  
**Joann Glass, City Recorder**

Amended February 2, 2009 Resolution 2-09 Library Fees  
Amended February 17, 2009 Resolution 3-09 Cemetery Fees  
Amended March 16, 2009 Resolution 4-09 Airport Fees  
Amended May 4, 2009 Resolution 7-09 VCLC Fees

Amended June 15, 2009 Cemetery Fees Res. 12-09  
Amended November 19, 2009 Airport Fees Res. 24-09  
Amended April 19, 2010 Administrative & Planning Fees Res. 05-10  
Amended June 7, 2010 Day Use/Annual Fee  
Amended February 1, 2011 Vernonia Memorial/Pioneer Cemetery Fees  
Amended November 7, 2011 Vernonia Memorial/Pioneer Cemetery Fees Res. 28-11  
Amended June 4, 2012 Water and Sewer Billing Resl.No. 22-12  
Amended July 2, 2012 Water Billing Section 4 Resl. No. 27-12  
Amended Sept. 3, 2013 Cemetery Fees Section 9 Resl. No. 17-13  
Amended Jan. 6, 2014 Sewer Loan Repayment Resl. 01-14  
Amended Feb. 18, 2014 Parks, Admin/Planning, Cemetery Fees Res. 05-14  
Amended June 15, 2015 Water/Sewer Billing Res. 10-15  
Amended March 21, 2016 Sewer Billing, Cemetery Fees, Library Fees, Park Fees Res. 02-16  
Amended October 17, 2016 Cemetery, Travel Trailer Permit, and Misc. Administrative Fees. Res. 05-16  
Amended June 5, 2017 Adding Cemetery Fees and Amending Water Rate Fees Res. 05-17