



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Lisa Thorpe, Management Analyst II
DATE: June 24, 2019

SUBJECT:

Consideration of Resolution **No. 5445-19** Amending the City of Tualatin Fee Schedule and Rescinding Resolution No. 5412-18

RECOMMENDATION:

Staff recommends adoption of the attached resolution amending the City of Tualatin Fee Schedule and rescinding Resolution No. 5412-18

EXECUTIVE SUMMARY:

The City of Tualatin Fee Schedule is updated every year, and staff considers cost recovery when reviewing fees, considering changes in technology, changes in practice and the costs to provide the service.

This year, addressing fees have been added to the Fee Schedule. Staff reviewed the costs involved in these processes, as well as researched other cities' fees, to determine the appropriate fees to cover staff time to provide this service. These fees include changes of existing address and creation of new addresses.

Changes were also made to Library Community Room rentals. Parks Maintenance increased street tree removal and grinding fees, and the Tree for a Fee Program in order to cover increased costs of trees and materials.

Lastly, we've rearranged the fee schedule and grouped fees by function for ease in locating them. This change included creating a General Administration Fees section which incorporated fees that may affect several functions and were duplicated in other sections of the schedule, and creating a Development Fees section which incorporated Building, Planning and Engineering fees.

ATTACHMENTS:

- Resolution No. 5445-19