
AGENDA
OMAK CITY COUNCIL MEETING
ZOOM Meeting
Monday, December 6, 2021 – 7:00 PM

A. CALL TO ORDER

B. FLAG SALUTE

C. CITIZEN COMMENTS

D. CORRESPONDENCE AND MAYOR'S REPORT

1. Affirm Appointments to the Planning Commission
2. Affirm Appointments to the Omak Building Code Appeal Board

E. CONSENT AGENDA:

1. Approval of minutes from November 15, 2021
2. Approval of Claims & Payroll

F. OLD BUSINESS:

1. Ord. 1908 – 2ND Read – Adopting the Final 2022 Budget w/ Corrections 

G. NEW BUSINESS:

1. Ord. 1909 – 1st Read – Amending 2021 Budget - Cemetery
2. Ord. 1910 – 2022 Non-Union Salary Schedule 
3. Res. 60-2021 – Approving MOA with Okanogan County Fire District No. 3 
5. Res. 61-2021 – Approve Interlocal Agr. with Ok County - Building Inspection/Plan Services 
6. Res. 62-2021 – Adoption 2022 Fee Schedule 

H. OTHER BUSINESS:

1. Council Committee Reports
2. Staff Reports

 **Action by City Council**

In accordance with the order from Governor Inslee, our Council Meeting will be conducted using a Hybrid Model incorporating Zoom Meetings (information on next page). If you need support, contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail clerk@omakcity.com for assistance.

**The City of Omak is inviting you to a scheduled Zoom meeting
Monday, December 6th, 2021 @ 7:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/81872406727?pwd=eDhxbHZmR3NmY2RXNnpSaFJKTnRjdzO9>

Meeting ID: 818 7240 6727

Passcode: 460459

One tap mobile

+12532158782,,81872406727#,,,,*460459# US (Tacoma)

+16699006833,,81872406727#,,,,*460459# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 818 7240 6727

Passcode: 460459

Find your local number: <https://us02web.zoom.us/j/81872406727?pwd=eDhxbHZmR3NmY2RXNnpSaFJKTnRjdzO9>

MEMORANDUM

To: Omak City Council
Cindy Gagnè, Mayor

From: Todd McDaniel

Date: December 6, 2021

Subject: Ordinance 1908 Corrected Adopting the 2022 Budget

The Attached Ordinance 1908 Corrected- Adopting the Budget for the City of Omak, Washington, for the Fiscal Year Ending December 31, 2022, is forwarded for your consideration.

This is the 2nd and “Final Read” for the 2022 budget.

We have received information that the Second Street TIB project funding application was unsuccessful. This Projects Expenditure and its anticipated revenues are removed in this corrected version of the ordinance.

Two budget workshops held, October 25th and November 8th. A Public Hearing was held November 15th. No public comments were presented during the Hearing.

The 2022 Budget fairly estimates necessary revenues and provides for lawful appropriations for the continued city services.

I approve this Ordinance and urge it Adoption

ORDINANCE NO. 1908 CORRECTED

**AN ORDINANCE ADOPTING THE BUDGET FOR THE
CITY OF OMAK, WASHINGTON, FOR THE
FISCAL YEAR ENDING DECEMBER 31, 2022**

WHEREAS, the Mayor of the **CITY OF OMAK**, Washington completed and placed on file with the City Clerk, a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of said **CITY** for the fiscal year ending December 31, 2022, and notices were published that the Council of the said **CITY** would meet on the 15th day of November, 2021, at the hour of 7:00 P.M. for the final 2022 Budget Public Hearing in the Council Chambers at the City Hall of said **CITY** or via public teleconferencing, for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of Omak an opportunity to be heard upon said budget; and

WHEREAS, the City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the **CITY OF OMAK** for the purposes set forth in said budget; and

WHEREAS, the estimated expenditures set forth in said budget being all necessary to carry on the government of said **CITY** for said year and being sufficient to meet the various needs of said **CITY** during said period.

NOW, THEREFORE, the City Council of the **CITY OF OMAK** do ordain as follows:

Section 1. The budget for the **CITY OF OMAK**, Washington for the Year 2022 is hereby adopted at the fund level in its final form and content as set forth in the document entitled **City of Omak Final 2022 Budget**, copies of which are on file in the Office of the City Clerk.

Section 2. Estimated resources for each separate fund for the City of Omak, and aggregate expenditures for all such funds for the year 2022 are set forth in summary form, as shown in Exhibit "A", and are hereby appropriated for expenditure at the fund level during the Year 2022 as set forth in the **City of Omak Final 2022 Budget**.

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. The ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR this 6th day of December, 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM

Michael Howe, City Attorney

1ST Reading: _____
2nd Reading: _____
Filed with City Clerk: _____
Passed by City Council: _____
Date Published: _____
Date Effective: 1/1/2022

On the _____ day of _____, 2021, the City Council of the City of Omak passed Ordinance No. 1908, which was published in full text on the date stated above.

Dated this _____ day of _____, 2021.

Connie Thomas, City Clerk

Ordinance 1908 Exhibit "A" Corrected					
2022 City of Omak Final Budget					
Summary of Fund Balance, Revenues and Expenditures					
Fund#	Fund Name	Beginning Fund Balance	2022 Revenue	2022 Expenditure	Ending Fund Balance
1	Current Expense	\$ 2,096,699.90	\$ 5,298,570.07	\$ 6,397,762.64	\$ 997,507.33
102	City Streets Fund	\$ 153,874.17	\$ 1,865,777.81	\$ 1,998,770.00	\$ 20,881.98
102	City Streets Fund	\$ 153,874.17	\$ 1,469,577.81	\$ 1,581,720.00	\$ 41,731.98
103	Cemetery Fund	\$ 55,176.07	\$ 71,860.00	\$ 82,571.67	\$ 44,464.40
104	Library Fund	\$ 52,934.41	\$ 146,962.00	\$ 153,148.71	\$ 46,747.70
105	Hotel-Motel Tax Fund	\$ 198,587.98	\$ 150,776.55	\$ 307,990.00	\$ 41,374.53
106	Affordable Housing	\$ 22,454.23	\$ 18,025.00	\$ 0.00	\$ 40,479.23
109	Block Grant Fund	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
110	Stampede Arena Redev. Fnd	\$ 264,906.80	\$ 74,645.00	\$ 66,463.00	\$ 273,088.80
111	Drug Enforcment Fund	\$ 9,755.69	\$ 6,005.00	\$ 5,300.00	\$ 10,460.69
	Total Special Revenue Funds	\$ 757,689.35	\$ 2,334,051.36	\$ 2,614,243.38	\$ 477,497.33
	Total Special Revenue Funds	\$ 757,689.35	\$ 1,937,851.36	\$ 2,197,193.38	\$ 498,347.33
301	Capital Improvement Fund	\$ 138,920.22	\$ 50,100.00	\$ 0.00	\$ 189,020.22
401	Water Fund	\$ 1,502,853.42	\$ 7,675,845.75	\$ 8,618,602.57	\$ 560,096.60
402	Sewer Fund	\$ 1,746,938.20	\$ 3,479,750.00	\$ 5,185,289.34	\$ 41,398.86
403	Garbage Fund	\$ 307,876.06	\$ 1,339,440.00	\$ 1,353,002.86	\$ 294,313.20
405	Storm Drain Utility	\$ 197,096.74	\$ 200,565.00	\$ 171,944.01	\$ 225,717.73
406	Airport	\$ 495,513.74	\$ 583,535.00	\$ 756,413.00	\$ 322,635.74
411	Water Reserve Fund	\$ 495,011.90	\$ 3,605.00	\$ 0.00	\$ 498,616.90
412	Sewer Reserve Fund	\$ 1,047,209.13	\$ 7,622.00	\$ 650,000.00	\$ 404,831.13
	Total Prprietary Funds	\$ 5,792,499.19	\$ 13,290,362.75	\$ 16,735,251.79	\$ 2,347,610.15
501	Equipment Rental Operations	\$ 208,837.71	\$ 668,166.90	\$ 852,873.00	\$ 24,131.61
508	EQ Rental Capital Purchases	\$ 847,201.82	\$ 415,904.00	\$ 484,089.00	\$ 779,016.82
	Total Internal Service Funds	\$ 1,056,039.53	\$ 1,084,070.90	\$ 1,336,962.00	\$ 803,148.43
631	State Bldng Permit Fees	\$ 379.00	\$ 772.50	\$ 1,151.50	\$ 0.00
632	State Agency Deposits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Total Fidicuary Funds	\$ 379.00	\$ 772.50	\$ 1,151.50	\$ 0.00
633	Revolving Advanced Travel	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00
700	Cemetery Endowment	\$ 170,948.98	\$ 0.00	\$ 0.00	\$ 170,948.98
	Total of Funds	<u>\$ 10,015,176.17</u>	<u>\$ 22,057,927.58</u>	<u>\$ 27,085,371.31</u>	<u>\$ 4,987,732.44</u>
	Total of Funds	\$ 10,015,176.17	\$ 21,661,727.58	\$ 26,668,321.31	\$ 5,008,582.44

MEMORANDUM

To: Omak City Council
Cindy Gagnè, Mayor

From: Todd McDaniel

Date: December 6, 2021

Subject: Ordinance 1909 Amending Budget- Cemetery

The Attached Ordinance 1908- Amending the 2021 Budget for the City of Omak Appropriating Additional Expenditure in the Cemetery Fund, is forwarded for your consideration.

The Cemetery experienced a failure of the irrigation pump just prior to Memorial Day. This \$4,550.00 repair far exceeded the budget amount of \$550.00. We were unable to offset this cost with reductions in other discretionary lines. I fear this fund will be overspent by the end of the year with out this amendment.

I approve this Ordinance and urge it Adoption

ORDINANCE NO. 1909

**AN ORDINANCE AMENDING THE 2021 BUDGET FOR THE CITY OF OMAK
APPROPRIATING ADDITIONAL EXPENDITURES IN THE CEMETERY FUND**

WHEREAS, the City of Omak adopted the 2021 Budget by passage of Ordinance No. 1889 on December 7, 2020; and

WHEREAS, the Cemetery Well pump failed and was repaired during the 2021 irrigation season; and

WHEREAS, an appropriation is needed to support the additional costs for the pump repair; and

WHEREAS, said expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080; and

WHEREAS, the City of Omak is desirous of amending its budget pursuant to RCW 35A.33.090.

THE CITY COUNCIL OF THE CITY OF OMAK DO ORDAIN AS FOLLOWS:

- Section 1. Ordinance No. 1889 adopting the 2021 Budget, shall be amended to Include changes to the budget as shown in Attachment "A" of this ordinance.
- Section 2. This ordinance shall become effective from and after the date of its passage by Council by a vote of one more than the majority of all Councilmembers, approval by the Mayor and publication as required by law.

PASSED by the City Council of the City of Omak, this _____ day of _____, 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael Howe, City Attorney

Filed with City Clerk: _____
Passed by City Council: 1ST Reading _____
2nd Reading _____
Date Published: _____
Date Effective: _____

On the _____ day of _____, 2021, the City Council of the City of Omak
passed Ordinance No. 1909.

DATED this ___ day of _____ 2021

Connie Thomas, City Clerk

2021 BUDGET AMENDMENT ORDINANCE NO. 1909 ATTACHMENT "A"

Description	2021 Budget	Revenue	Expenditure	Revised Budget
<u>Cemetery Fund 103</u>				
<u>Ending Fund balance</u>				
103.508.51.00.00	\$ 40,358.32		\$ 4,550.00	\$ 35,808.32
<u>Repairs & Maintenance</u>				
103.556.20.48.00	\$ 550.00		\$ 4,550.00	\$ 5,100.00
104 Expenditure Total	\$ 68,589.53		\$ 4,550.00	\$ 73,139.53
104 Fund Total	\$ 108,947.85			\$ 108,947.85

Cemetery Fund

This Ordinance Appropriates an additional \$4,550.00 to cover the unanticipated costs for the repair of an irrigation pump. The Ending Fund balance is reduced by a like amount.

MEMORANDUM

To: Omak City Council
Cindy Gagnè, Mayor

From: Todd McDaniel

Date: December 6, 2021

Subject: Ordinance 1910- 2022 Non-Union Salary Schedule

The Attached Ordinance 1910- Establishing the Salary Schedule for All Non-Union Personnel for Fiscal Year 2022, is forwarded for your consideration.

This Ordinance establishes the 2022 wage and benefits for Non-Union Employee's. This Ordinance approves a 6% increase to wages across the board except for the Pool and Seasonal Employees. Medical Benefits remain the same.

WSI Lifeguards are increased to the State Minimum Wage, \$14.49.

These increases are incorporated into the 2022 Budget.

I approve this Ordinance and urge it Adoption

ORDINANCE NO. 1910

**AN ORDINANCE ESTABLISHING THE SALARY SCHEDULE FOR
ALL NON-UNION PERSONNEL FOR FISCAL YEAR 2022**

THE CITY COUNCIL OF THE CITY OF OMAK DO ORDAIN AS FOLLOWS:

Section 1. The salaries of "non-union" personnel are established and effective as of January 1, 2022, and are outlined in the 2022 Salary Schedule, which is shown as Attachment "A".

Section 2. Effective January 1, 2022, the City of Omak shall provide 100% medical coverage through AWC Asuris Northwest Health, Healthfirst 250 Plan; 100% dental coverage through Washington Dental Service, Plan C; family vision coverage at a \$25 deductible through Vision Service Plan with a variable premium cost based upon the number of dependents covered, and \$10,000 worth of life insurance coverage through Standard Insurance Life Insurance, for all full-time "non-union" employees only. Premiums for the medical and dental coverage for enrolled and qualified family members will be paid at 30% premium cost from the employee, and 70% premium cost from the City.

Section 3. Effective January 1, 2022, the Salary Schedule for positions in the "non-union" employee group will increase by 6.0% from the 2021 rate, except for positions listed in Section 5 & 6.

Section 4. Effective January 1, 2022, the Pool Manager will be paid \$18.02; Pool Shift Supervisor will be paid \$15.71, Pool WSI will be paid the Washington State Minimum Wage Rate of \$14.49 per hour.

Section 5. Effective January 1, 2022, the Seasonal Public Works Employees will be paid \$15.00 per hour.

Section 6. Effective January 1, 2022, stipend for Volunteer Fire fighters will be paid \$15.00 per drill/Practice, \$20.00 per Fire Call and, \$50.00 per day On Call Supervisor.

Section 7. Any other ordinance or section thereof that may conflict with the above section is hereby repealed.

Section 8. This ordinance shall be in full force and effect on and after the date of its passage, approval by the Mayor and publication as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL this _____ day of _____
_____ 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

Filed with City Clerk: _____

Passed by City Council: _____

Date Effective: 1/1/2022

On the _____ day of _____, 2021, the City Council of the City of Omak passed Ordinance No. 1910.

DATED this _____ day of _____ 2021.

Connie Thomas, City Clerk

2022 Non-Union Employees		Attachment "A"					
Salary Schedule							
Department	Description	Annual Salary/Range		Monthly Salary		Hourly wage/range	
<u>Elected Officials</u>							
	Mayor	N/A	\$15,600.00	N/A	\$1,300.00		N/A
	City Council-\$200 per meeting	N/A	N/A	N/A			N/A
<u>Full-Time Administrative</u>							
	City Administrator	\$96,043.20	\$109,140.00	\$8,003.60	\$9,095.00		Exempt
<u>Full-Time Department Heads</u>							
	Police Chief	\$88,619.52	\$100,704.00	\$7,384.96	\$8,392.00		Exempt
	Fire Chief	\$81,016.32	\$92,064.00	\$6,751.36	\$7,672.00		Exempt
	City Clerk	\$74,141.76	\$84,252.00	\$6,178.48	\$7,021.00		Exempt
	Public Works Director	\$79,083.84	\$89,868.00	\$6,590.32	\$7,489.00		Exempt
<u>Full-Time Administrative Staff</u>							
	Building Official	\$64,933.44	\$73,788.00	\$5,411.12	\$6,149.00		Exempt
	Assistant Public Works Director	\$65,926.08	\$74,916.00	\$5,493.84	\$6,243.00		Exempt
	Deputy Clerk	\$52,388.16	\$59,532.00	\$4,365.68	\$4,961.00	\$25.19	\$28.62
<u>Full-Time Office Staff & Police Secretary</u>							
Grade 5	0-6 months employment		\$37,680.00		\$3,140.00		\$18.12
Grade 4	After 6 months employment		\$44,376.00		\$3,698.00		\$21.33
Grade 3	After 2 years employment		\$46,596.00		\$3,883.00		\$22.40
Grade 2	After 3 years employment		\$48,840.00		\$4,070.00		\$23.48
Grade 1	Upon supervisor's recommendation and Mayors approval		\$51,048.00		\$4,254.00		\$24.54
<u>Full-Time Code Enforcement/Animal Control</u>							
Grade 5	0-6 months employment		\$39,036.00		\$3,253.00		\$18.77
Grade 4	After 6 months employment		\$41,256.00		\$3,438.00		\$19.83
Grade 3	After 2 years employment		\$46,140.00		\$3,845.00		\$22.18
Grade 2	After 3 years employment		\$49,512.00		\$4,126.00		\$23.80
Grade 1	Upon supervisor's recommendation and Mayors approval		\$56,196.00		\$4,683.00		\$25.49
<u>Part-time Temporary/Seasonal Employees</u>							<u>Hourly Wage</u>
	Pool Manager						\$18.02
	Pool Shift Supervisor						\$14.84
	Pool WSI State Minimum Wage						\$14.49
	Temporary Police Officer						\$27.43
	Stampede Temporary Police						\$36.23
	Seasonal or Part/time Public Works Employees						\$15.00
<u>Volunteer Firefighters</u>							<u>Stipen</u>
	Drills-Per Practice						\$15.00
	Fires-Per Call						\$20.00
	On Call Supervisor/per day						\$50.00
Monthly Longevity for Full-Time Employees with the exception of Department Heads:							
	5 years	\$35	per month				
	10 years	\$70	per month				
	15 years	\$105	per month				
	20 years	\$150	per month				
Knowledge and Experience shall be a factor in determining probationary wage and pay grade, within the published schedule, as determined in the initial employment offer.							

MEMORANDUM

**TO: Omak City Council
Cindy Gagne, Mayor**

FROM: Kevin Bowling, Omak Fire Chief

DATE: December 6, 2021

Subject: Resolution No. 60-2021 Approving the Memorandum of Agreement with Okanogan County Fire District #3 to reimburse the City of Omak for a portion of the Omak Fire Chiefs Salary

For several years fire district 3 has reimbursed the City of Omak for the Omak Fire Chiefs time spent on fire district business. The fire district wishes to increase the amount to \$36,500 starting January 1, 2022.

I support this resolution and recommend council approval.

Kevin Bowling
Omak Fire Chief

RESOLUTION NO. 60-2021

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING A
MEMORANDUM OF AGREEMENT WITH OKANOGAN COUNTY FIRE
DISTRICT #3 TO REIMBURSE THE CITY OF OMAK FOR OMAK FIRE
CHIEF'S SALARY**

WHEREAS, the City approved a Memorandum of Agreement with Fire District #3 through Resolution 27-2014 on April 7, 2014; and

WHEREAS, the Agreement stipulated Fire District #3 will pay the City of Omak \$4,200.00 annually to compensate for the Omak Fire Chief's duties and fire calls that relates to Fire District #3 business; and

WHEREAS, the Agreement states the amount of the compensation will be reviewed from year to year to determine if the amount is in line with the Fire Chief's time spent on Fire District #3 business; and

WHEREAS, Fire District #3 has increased the amount to \$4,750.00 in 2014, \$4,800.00 from 2015 through 2018 and \$7,800.00 in 2019 through 2021; and

WHEREAS, Fire District #3 is now desirous of increasing that amount to \$36,500.00 each year thereafter until said amount is reviewed again.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OMAK, hereby approves a Memorandum of Agreement with Okanogan County Fire District #3, a copy of which is attached as "Exhibit A", is approved. The Mayor is hereby authorized and directed to execute the same for and on behalf of the City, and the City Clerk is authorized and directed to attest her signature.

PASSED AND APPROVED this _____ day of _____, 2021

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D Howe, City Attorney

EXHIBIT A

MEMORANDUM OF AGREEMENT
Fire District #3 reimbursement to the City of Omak

THIS AGREEMENT, made and entered into this 1st day of January 2022, by and between the CITY OF OMAK, a municipal corporation of the State of Washington, hereinafter referred to as "CITY OF OMAK" and OKANOGAN COUNTY FIRE DISTRICT #3, an agency of Okanogan County, hereinafter referred to as the "FIRE DISTRICT",

WITNESSETH:

WHEREAS, the Omak Fire Chief is a full-time employee for the CITY OF OMAK; and

WHEREAS, the Omak Fire Chief responds to FIRE DISTRICT calls as well as performs other job duties for the FIRE DISTRICT; and

WHEREAS, during times the Omak Fire Chief is not available, another firefighter chosen by the Fire Chief will be available to provide coverage; and

WHEREAS, the FIRE DISTRICT is desirous of reimbursing the CITY OF OMAK for the Fire Chief's time in the amount of \$34,000.00 per year and, pay an additional amount of \$2,500.00 per year to another firefighter chosen by the Fire Chief to provide coverage for when the Fire Chief is not available. Payment in two equal amounts are due on May 1st and October 1st of each year; and

WHEREAS, said amount will be reviewed from time to time to determine if said amount is in line with the time being spent on FIRE DISTRICT business.

NOW, THEREFORE IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

- 1) The FIRE DISTRICT agrees to pay \$36,500.00 per year to the CITY OF OMAK for reimbursement of the Omak Fire Chiefs time. Said amount will be reviewed from time to time to determine if said amount is in line with time being spent on FIRE DISTRICT business.

NOW, THEREFORE, IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

CITY OF OMAK

OKANOGAN COUNTY FIRE DISTRICT #3

BY: _____

BY: _____

ATTEST: _____

ATTEST: _____

RESOLUTION TO INCREASE THE REIMBURSEMENT TO CITY OF OMAK FOR FIRE CHIEF


Okanogan County Fire Protection District #3

RESOLUTION #02-2021

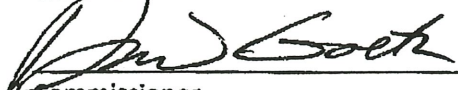
This Resolution is to increase the amount of reimbursement to the City of Omak for the use of their fire chief. Through tracking of calls it has been determined that the Omak Fire Chief spends approximately 40% of his time on Okanogan Fire District #3 calls and paperwork. The Board of Commissioners of Okanogan Fire District #3 agree that it is appropriate to reimburse the city approximately 40% of the wage paid to their chief. The increase will be from the amount of \$7,800 to \$34,000 per year with the increase beginning January 1, 2022. This dollar amount is in consideration that Kevin Bowling is currently Fire Chief at a higher wage than if this position becomes vacant and is re-filled, the District's reimbursement amount may be refigured at that time. An additional amount of \$2,500 will be included to begin paying a relief fire chief a stipend as incentive to have one of the volunteer fire fighters in the ranks of the City of Omak be the acting chief, to give the full time chief some time off. The wage reimbursement to the City of Omak is generally payable the month of April when they send an invoice.

Now, therefore be it resolved, by the Board of Commissioners for Okanogan County Fire Protection District #3, that the increase in reimbursement for the compensation for the Fire Chief for the City of Omak will be increased as stated above.

Passed and approved this 9th day of November 2021, by the Board of Commissioners for Okanogan County Fire Protection District #3 at the regularly held meeting at the Omak Fire Hall, Omak WA.



Chairman



Commissioner



Commissioner

Secretary

MEMORANDUM

To: Cindy Gagné, Mayor
Omak City Council

From: Tyler Wells
Building Official / Permit Administrator

Date: December 6, 2021

Subject: **Resolution 61-2021 APPROVING AN INTERLOCAL AGREEMENT
BETWEEN OKANOGAN COUNTY AND THE CITY OF OMAK FOR
BUILDING INSPECTION & PLAN REVIEW SERVICES**

The Attached Resolution No. 61-2021, approving an interlocal agreement between Okanogan County and the City of Omak for building inspection & plan review services, is forwarded for your consideration.

This agreement is to cover for out-of-town training, sick time, vacation, and unforeseen circumstances. Okanogan County has the staffing and expertise to provide the city with plan review and building inspection services.

The County has drafted an agreement which is used by several municipalities throughout the County. This agreement has been reviewed and approved by Mick Howe, City Attorney.

I support this resolution.

RESOLUTION NO. 61-2021

A RESOLUTION OF THE OMAK CITY COUNCIL, APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF OMAK AND OKANOGAN COUNTY FOR BUILDING INSPECTION SERVICES

WHEREAS, the Revised Code of Washington, RCW 39.34, authorizes units of government within the State to enter into cooperative agreements for the provision of goods and services to each other; and

WHEREAS the City of Omak could potentially have the need for building inspection and permit administration services; and

WHEREAS, Okanogan County has the staffing and expertise to provide the "as needed" building inspection and permit administration services to Omak; and

WHEREAS, an Interlocal Agreement has been prepared that adequately defines the scope and compensation for these services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Omak that the Interlocal Agreement between the City of Omak and Okanogan County, a copy of which is attached hereto as "Exhibit A", for Building Inspection & Plan Review Services, is approved.

INTRODUCED AND APPROVED by the City Council of the City of Omak this _____ day of _____, 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

INTERLOCAL AGREEMENT BETWEEN OKANOGAN COUNTY AND THE CITY OF OMAK FOR BUILDING INSPECTION & PLAN REVIEW SERVICES

This Interlocal Agreement for building inspection and plan review services (“Agreement”) is entered into by and between Okanogan County, Washington (County) and the City of Omak, Washington (City) sometimes individually referred to as a “Party” or collectively referred to as the “Parties.”

RECITALS

WHEREAS: The Parties are public agencies which agree to enter into an Agreement for Building Inspection Services pursuant to Chapter 39.34 RCW, the Washington Interlocal Cooperation Act; and

WHEREAS: The City has the power, authority, and responsibility to provide Building Inspection Services for its citizens and is desirous of obtaining Building Inspection Services from the County to fulfill its obligation to its citizens; and

WHEREAS: The County has established and maintains qualified Building Inspection Services employees; and

WHEREAS: The Building Inspectors for the County are available to provide Building Inspection Services to the City;

NOW THEREFORE, in consideration of the foregoing and as set forth below, the Parties agree as follows:

AGREEMENT

1. Building Inspection Services. This Agreement contains provision related to the County providing Building Inspection and Plan Review Services to the City. Upon advance oral or written notice by the City, the County shall provide Building Inspection Services for the City. The hours of service shall be the normal business hours of the Okanogan County Building department (8:00 a.m. to 5:00 p.m.).
2. Building Inspection Services Definition. For purposes of this Agreement, “Building Inspection Services” shall include initial plan review, site inspections, pre-application consultations, permit issuance, coordination with City departments, code review assistance and other duties required by a municipal building inspector under the State Building Code (Chapter 19.27 RCW), unless otherwise specifically excluded in this Agreement.
3. Code Enforcement. This Agreement does not provide for any code enforcement services, civil or criminal.
4. Duration: This Agreement shall take effect upon approval by both parties and recording with the Okanogan County Auditor or posting on both party’s websites, and

shall continue and be in full force and effect until December 31, 2022, unless terminated sooner pursuant to paragraph 5.

5. Termination:

5.1 Termination by Notice. Either Party may terminate this Agreement by providing 30 days advance written notice to the other Party of the effective date of such termination.

5.2 Termination by Mutual Written Agreement: This Agreement may be terminated in its entirety at any time by mutual written agreement of the Parties.

5.3 Termination for Breach: Either Party may terminate this Agreement for material breach of the terms of this Agreement upon 20 days prior written notice to the other party. Such notice shall specify in detail the breach or default claim.

5.4 Termination by City upon hiring City Building Inspector. The City may terminate this Agreement immediately upon written notice to the County that the City has hired a full-time building inspector for the City.

6. Administration, No separate Entity Created. The Mayor of the City, and the Building Official of the County shall be responsible for the administration and management of the Building Inspection Services to be provided as described in this Agreement. No separate legal entity is created hereby.

7. Consideration. Consideration for Building Inspection Services shall be based upon the hourly compensation rate established by the County for the Building Inspection Services in effect at the time the services are provided. This hourly rate shall be \$120.00 per hour with a one hour minimum charge for each inspection and plan review. The County shall be compensated for round trip for driving time between the County offices and the City at a flat rate equal to one-half of the hourly rate in effect at the time the Building Inspection Services are provided. The Building Inspection Services shall be provided “as needed” and “as requested” by the City with a 48 hour advance notification. The County shall invoice the City monthly for the Building Inspection Services used by the City in the prior month. The City shall pay invoices submitted within 30 days of receipt of the same. Interest shall accrue at the rate of 8% per annum on invoices not timely paid by the City.

8. Benefits and other expenses. Attendance by the County Building Inspector at Town meetings that does not fall within the definition of “Building Inspection Services” in paragraph 2 above, but which the County Building Inspector may attend at his or her discretion, shall be compensated by the City at \$120 per hour, plus round trip travel expenses at \$60 per hour. The County shall not be paid any other compensation or benefits or be reimbursed for any expenses not specifically set forth in this Agreement.

9. Disputes. During the term of this Agreement, concerns of either party shall be communicated to the administrators of this Agreement. Prior to either Party commencing

legal action relating to the enforcement or interpretation of this Agreement, the administrators of this Agreement agree to meet to make a good faith effort to resolve any dispute that has arisen. Provided, that this provision shall not be a limitation on either Party commencing legal action if the other refuses to meet to attempt to resolve any dispute, or in the case where a delay would result in either Party suffering immediate harm or damages.

10. Indemnification. The County shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the County, in performance of this Agreement, except for injuries and damages caused by the negligence of the City.

The City shall defend, indemnify and hold the County, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the City, in performance of this Agreement, except for injuries and damages caused by the negligence of the County.

11. Insurance. The County shall secure and maintain in force public liability or errors and omissions insurance for Building Inspection Services and motor vehicle insurance with minimum coverages of \$1,000,000.00 per occurrence for personal injury, property damage, and public official's errors and omissions. The County insurance policies shall include a provision prohibiting cancelation of the insurance except upon 30 days prior written notice to the City. The County shall name the City as an additional insured for purposes of this Agreement. Certificates of coverage as required herein shall be delivered by the County to the City within 30 days of the date this Agreement is effective. Membership and/or participation in a legally recognized government entity insurance pool with limits of liability equal to or greater than the coverage limits set forth above herein shall be an acceptable method of complying with this provision of this Agreement.

12. Records and Forms. The County shall keep and maintain accurate and complete records pertaining to the implementation of this Agreement. The City shall have full access to and the right to examine any of said materials. All records, books, documents and other material maintained, prepared or issued in the implementation of this Agreement shall be the property of the City which shall have the responsibility for the retention and release of the same.

13. Return of Documents. The County agrees that upon termination of this Agreement for any reason, it will return to the City all documents, files and records of any nature whatsoever obtained by or for the City and used in connection with work performed for the City pursuant to this Agreement.

14. Employees, and Employment Relationship. The Building Inspector shall follow the reasonable instructions of the City Mayor, or his or her designee, provided such

instructions are in the furtherance of the deliverance of building inspection services by the County to the City pursuant to the terms of this Agreement.

No employment relationship is created. The Parties agree that nothing in this Agreement shall be construed as creating an employment relationship between the City and any employee, agent, representative or contractor of the County, or between the County and any employee, agent, representative or contractor of the City. Without limiting the foregoing, the Building Inspector shall at all times relevant to this Agreement be and remain an employee of the County, and the County shall be exclusively responsible for providing all compensation, benefits, discipline and supervision with respect to the Building Inspector except as expressly set forth in this Agreement.

15. Notice. All Notices which may be required under this Agreement shall be given as follows:

a. Notice to the County:

Okanogan County
Attention: Building Official
123 North 5th Ave, Room # 114
Okanogan, WA 98840

b. Notice to the City:

City of Omak
Attention: Mayor
PO Box 72
Omak, WA 98841

16. Severability. In the event that any provision of this Agreement shall be determined to be unenforceable or otherwise invalid for any reason, such provision shall be enforced and validated to the extent permitted by law. All provisions of this Agreement are severable and the invalidity of a single provision hereof shall not affect the remaining provisions.

17. Integrated Agreement. This Agreement constitutes the entire Agreement of the Parties regarding the provision of Building Inspection Services, and supersedes all oral or written agreements or negotiations between the parties, which are hereby deemed void and of no force or effect.

18. Modification. This Agreement is intended to express the entire Agreement of the Parties, and may not be modified unless such modification is in writing, and signed by both Parties.

19. Photocopies. Photocopies of signatures approving this Agreement shall be considered the same as original signatures for all purposes.

Dated at Okanogan, Washington this ____ day of _____ 2021.

BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON

Chris Branch, Chairman

Jim DeTro, Member

Andy Hover, Member

APPROVED AS TO FORM:

ATTEST:

David Gecas, Chief Civil Deputy

Laleña Johns, Clerk of the Board

Dated at Okanogan, Washington this ____ day of _____ 2021.

Cindy Gagne, Mayor

Attest:

Connie Thomas, Clerk/Treasurer

Approved as to Form:

City Attorney

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd, McDaniel
Administrator

Date: December 6, 2021

Subject: Resolution 62-2021 Adopting 2022 fee schedule

The Attached Resolution 62-2021, a Resolution Setting Various Fees or Charges for Services for Fiscal Year 2022, is forwarded for your consideration.

The 2022 Fee Schedule includes a 3% increase in utility rates associated with the Water, Sewer, Storm and garbage funds. All other rates remain the same.

I support this Resolution and urge its Adoption.

RESOLUTION NO. 62-2021

**A RESOLUTION FOR THE CITY OF OMAK SETTING VARIOUS FEES
OR CHARGES FOR SERVICES FOR FISCAL YEAR 2022**

WHEREAS, the City Council of the City of Omak sets the fees for permits and/or services; and,

WHEREAS, the City Council annually reviews all fees and charges for services during the annual budget process and have reviewed the fees for fiscal year 2022.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OMAK, WASHINGTON, do hereby adopt the City of Omak Fee Schedule for fees and/or permits, sewer, storm drain, water, and solid waste fees; attached to this Resolution as Exhibit "A":

Section 1. The City water rates, as attached to this Resolution, are effective March 16, 2022. The current water rates will remain in effect until March 15, 2022.

Section 2. The City solid waste rates, as attached to this Resolution, will be effective March 16, 2022. The current solid waste rates will remain in effect until March 15, 2022.

Section 3. The City sewer rates, as attached to this Resolution, are effective March 16, 2022. The current sewer rates will remain in effect until March 15, 2022.

Section 4. The City storm drain rates, as attached to this Resolution, are effective March 16, 2022. The current storm drain rates will remain in effect until March 15, 2022.

Section 5. Other rates found in the City of Omak Fee Schedule will remain the Same. have been revised as highlighted in Exhibit "A".

Section 6. The City of Omak Fee Schedule for fiscal year 2022 is attached hereto as Exhibit "A".

Section 7. Resolution No. 76-2020 is hereby repealed as of January 1, 2022.

PASSED BY THE CITY COUNCIL OF THE CITY OF OMAK, WASHINGTON, this _____ day of _____, 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

City of Omak Fee Schedule - 2022

CATEGORY	FEE
ADULT ENTERTAINMENT BUSINESS LICENSES	
1) Application fee	100.00
2) Adult cabaret – annual license	500.00
3) All other - annual license	250.00

AIRPORT FEES	
1) Tie down fees -	
Non-Commercial, Light single and twin, Based Aircraft	Monthly \$15.00 per month
Commercial - Standard tiedown space	Weekly \$20 per Week
Non-uniform space	Weekly \$0.01 per Square foot
<i>(landing fees included in tie down rates)</i>	
2) Hangar lease rate	\$0.10 per sq. ft. per year minimum of \$20.00 per month
3) Fuel	
100LL	Wholesale price including taxes plus \$.50 per gallon
JETA	Wholesale price including taxes plus \$ 1.00 per gallon
Fuel Flowage FEE	\$0.10 per gallon
4) Commercial scheduled carriers landing fee	\$100.00 per month

ANIMAL ABUSE	
a. Inflicts unnecessary suffering or pain upon an animal	\$500.00
b. Fails to provide the animal with necessary food, water, shelter, rest, sanitation, ventilation, space or medical attention and the animal suffers unnecessary or unjustifiable physical pain as a result of the failure.	\$500.00
c. Abandons the animal	\$500.00

ANIMAL FEES	
1) Impound fees	\$50.00
2) Boarding fee per day	\$25.00
3) Redemption fee for animals other than dogs	Actual cost of impound plus \$60.00/day
4) Animal Licenses-Neutered/Spayed	\$10.00
5) Animal Licenses – Unneutered/Unspayed	\$150.00
6) Animal Licenses – Neutered/Spayed-owner 60 years of age or older	\$5.00
7) "Animal Fancier Permit" Non-refundable Application Fee	\$25.00
8) "Animal Fancier Permit" Issuance Fee	\$100.00 per year
9) Late animal license fee (purchased after Jan. 31 st)	\$25.00
10) Replacement license	\$5.00

ANIMAL VIOLATIONS	
1) Failure to license animal 1st offense	\$250.00
2) Failure to license animal 2nd offense	\$500.00
3) Failure to license animal - All subsequent violations	\$500.00
4) Misuse of license tag	\$250.00
5) Animal at large 1st offense	\$250.00
6) Animal at large 2nd offense	\$500.00
7) Animal at large - All subsequent violations	\$500.00
8) Dog charging	\$250.00
9) Dog chasing vehicles	\$250.00
10) Animal destroying private property	\$250.00
11) Animal scattering refuse	\$250.00

CATEGORY	FEE
ANIMAL VIOLATIONS (cont'd)	
12) Animal depositing fecal matter	\$50.00
13) Dog biting 1st offense	\$500.00
14) Dog biting --All subsequent violations	\$500.00
15) More than two dogs at residence w/out "Animal Fancier Permit"	\$150.00 per excess dog
16) More than three dogs at residence with "Animal Fancier Permit"	\$150.00 per excess dog
17) More than three cats at residence (per cat)	\$100.00
20) Public nuisance (bark/whine)	\$500.00
21) Allowing vicious dog/animal at large	\$500.00

AUDITOR FILING FEES	Actual costs as set by Okanogan County
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BANK FEES - NSF check fees	\$35.00
In addition, if two (2) NSF checks from the same party are received for payment of any City service within a 6 month period, the customer will not be allowed to pay for any City services by check for a period of three (3) years.	

Invoice Cloud E-Check Rejection Fee	\$15.00
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BICYCLE REGISTRATION (For lifetime of bicycle)	\$ 10.00 *
*If bicycle is impounded, registration must be purchased before it is returned.	

CATEGORY	
BUILDING PERMIT AND PLAN REVIEW FEE SCHEDULE	
Total Valuation	Permit Fee
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof
Inspections outside of normal business hours (minimum charge – two hours)	\$50.00 per hour
Re-inspection fees assessed for work required to be corrected by prior correction notice and not completed	\$50.00 per hour
Inspections for which no fee is specifically indicated (minimum charge – one half hour)	\$50.00 per hour
Additional Plan review required by changes, additions or revisions to plans (minimum charge – one-half hour)	\$50.00 per hour
Plan Review Fee – Commercial Building Permit: A plan review fee of 65% of the above building permit fee shall be added to the cost of each commercial building permit	65% of building permit fee
Plan Review Fee – Residential Building Permit: A plan review fee of 25% of the above building permit fee shall be added to the cost of each residential building permit	25% of building permit fee
Third Party Review Fee (i.e., sprinkler/alarm systems, utilities)	Actual Costs

CATEGORY	
BUSINESS REGISTRATION FEE	
New License Registration	\$10.00
Annual Renewal	\$10.00
CEMETERY FEES	
<u>Grave Fee</u>	
Adult Grave	\$850.00
Infant Grave	\$800.00
Cremaains Grave	\$500.00
<u>Opening & Closing Fees:</u>	
Adult Grave	\$850.00
Infant Grave	\$800.00
Cremaains Grave	\$500.00
1) Opening/closing fees for burials on Saturday, Sunday, or holiday or with less than 48 hours notice	
Adults	\$1,000.00
Infants	\$950.00
Cremaains	\$650.00
Extra charge for winter burial	\$100.00
<u>Headstone setting fees</u>	
16" x 36"	\$250.00
12" x 24"	\$250.00
8" x 16"	\$200.00
Metal receptacle for flowers	\$20.00 plus sales tax

CATEGORY	
COPIES OF CITY RECORDS	
1) Audio tape	Actual cost & postage
2) Comprehensive plans (includes park, water, sewer, shoreline, capital facilities)	Actual cost & postage
3) Disk – copy to disk	Actual cost & postage
4) Ordinance & resolutions - first copy	No charge
5) Copies (all Departments)	First 30 pages free-31 pages or more at \$.15 for each page
6) Photographs	Actual cost & postage

DANCE PERMIT	\$25.00
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DEMOLITION PERMIT FEE	\$100.00
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FILL AIR BOTTLES BY FIRE DEPARTMENT	FEE
1) 30 minute low air pressure bottle	\$3.00
2) 45 to 60 minutes high air pressure bottle	\$5.00
3) SCUBA Bottles	\$5.00
4) Large bottles for Cascade Systems	\$10.00

FIRE PERMITS	FEE
Aerosol products	\$25.00
Aircraft refueling vehicles	\$25.00
Aircraft repair hangar	\$25.00
Asbestos removal	\$25.00
Automobile wrecking yard	\$25.00
Battery sys – install/operate stationary lead-acid battery system	\$25.00
Bowling pin or alley refinishing	\$25.00
Burn Permits	\$10.00
Carnivals & fairs	\$25.00
Cellulose nitrate film storage	\$25.00
Cellulose nitrate storage (more than 25 pounds)	\$25.00
Combustible fiber storage	\$25.00
Combustible material storage	\$25.00
Commercial rubbish handling operation	\$25.00
Compressed gases	\$25.00
Cryogenes	\$25.00
Dry cleaning plants	\$25.00
Dust producing operations	\$25.00
Explosives or blasting agents	\$25.00
Fireworks	\$100.00
Flammable liquid pipeline operation or excavation	\$50.00
Flammable or combustible liquid/tank	\$25.00
Fumigation or thermal insecticide	\$25.00
Garages – repair motor vehicles	\$25.00
Hazardous materials	\$25.00
High-piled combustible storage	\$25.00
Junkyards	\$25.00
Liquefied petroleum gases	\$25.00
Lumberyards	\$25.00
Magnesium working	\$25.00
Matches – manufacture/storage	\$25.00
Open-flame device for maintenance	\$25.00
Organic coats	\$25.00
Ovens, industrial baking or drying	\$25.00
Parade floats	\$10.00
Radioactive materials	\$25.00
Refrigeration equipment	\$25.00
Spraying or dipping	\$25.00
Tank vehicles	\$25.00
Tents/canopies & temporary membrane	\$25.00
Tire recapping	\$25.00
Tire storage (excess of 1,000 cu ft)	\$25.00
Waste material handling plant	\$25.00
Welding & cutting operations	\$25.00
Wood products	\$25.00
Floor dry - Per 25 lb. Bag	\$5.00
Containment boom - 3" x 20'	\$20.00
Absorbent pads - 18" x 18"	\$1.00
Various – Foam per gal	\$15.00

CATEGORY

LAND USE FEES (Plus Actual Cost for Hearing Examiner Publication/Filing Fees and all Fees are non-refundable regardless)		
1) Annexation petition		\$200.00
2) Appeal Fee Processing (in addition to all incurred actual costs)	\$300.00 + Actual Cost	
3) Binding site plan		\$500.00
4) Boundary line adjustment		\$75.00
5) Comprehensive plan amendment – Application Fee		\$500.00
6) Conditional Use Permit – Application Fee		\$400.00
7) Deviations		\$200.00
8) Large Lot Segregation Process Fee (non-refundable)		\$100.00
9) Large Lot Segregation Completed Application Fee		\$100.00
10) Parcel Consolidation		\$75.00
11) Planned Development		\$500.00
12) SEPA checklist – DNS - Processing		\$175.00
13) Shoreline Plan conditional use permit		\$600.00
14) Shoreline Plan – Statement of exemption		\$25.00
15) Shoreline Plan - substantial development permit		\$500.00
16) Shoreline Plan - variance permit		\$600.00
17) Short Plat Subdivision Process fee (non-refundable)		\$100.00
18) Short Plat Subdivision completed application fee		\$200.00
19) Short Plat Subdivision per lot		\$25.00
20) Street Petition to Vacate Right-of-Way/Easement		\$125.00
21) Regular subdivision Process fee (non-refundable)		\$100.00
22) Regular Subdivision completed application fee		\$600.00
23) Regular Subdivision per lot fee		\$75.00
24) Vacations for Planned Developments, Binding Site Plans & Plats		\$400.00
25) Variance to Zoning Code		\$300.00
26) Zoning Amendment or rezone - Application		\$500.00

CATEGORY	FEE
LIBRARY ROOM RENTAL RATE	\$ 10.00/hour

MECHANICAL PERMIT FEES

Permit Issuance and Heaters

- | | |
|---|---------|
| 1. For the issuance of each mechanical permit | \$23.50 |
| 2. For issuing each supplemental permit for which the original permit has not expired, been cancelled or finalized. | \$7.25 |

Unit Fee Schedule

(Note: The following do not include permit-issuing fee)

<p>1. Furnaces. For the installation or relocation of each of forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)</p> <ul style="list-style-type: none"> ▪ For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW) ▪ For the installation or relocation of each floor furnace, including vent ▪ For the installation or relocation of each 	\$14.80
<ul style="list-style-type: none"> ▪ For the installation or relocation of each 	\$18.20
<p>2. Appliance Vents. For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit</p>	\$7.25

CATEGORY	FEE
MECHANICAL PERMIT FEES (continued)	
Unit Fee Schedule (Note: The following do not include permit-issuing fee)	
<p>3. Repairs or Additions. For the repair of alteration of , or addition to each heating appliance, refrigeration unit, cooling unit absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code</p>	\$13.70
<p>4. Boilers, compressors and absorption systems</p> <ul style="list-style-type: none"> ▪ For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000Btu/h (29.3 kW) \$14.70 ▪ For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW) \$27.15 ▪ For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5kW), or each absorption system over 500,000 Btu/h (146.6kW) to and including 1,000,000 Btu/h(293.1kW) \$37.25 ▪ For the installation or relocation of each boiler or compressor over 30 horsepower (105.5kW) to and including 50 horsepower (176kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 Kw) \$55.45 ▪ For the installation or relocation of each boiler or compressor over 50 horsepower (176kW), or each absorption system over 1,750,000 Btu/h (512.9 kW) \$92.65 	
<p>5. Air handlers. For each air handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.</p> <ul style="list-style-type: none"> ▪ For each air-handling unit over 10,000 cfm (4719 L/s) \$10.65 ▪ For each air-handling unit over 10,000 cfm (4719 L/s) \$18.10 	
<p>6. Evaporative Coolers. For each evaporative cooler other than portable type</p>	\$10.65

CATEGORY	FEE
MECHANICAL PERMIT FEES (continued)	
7. Ventilation and Exhaust.	
▪ For each ventilation fan connected to a single duct	\$7.25
▪ For each ventilation system which is not a portion of any heating or air-condition system authorized by a permit	
▪ For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65
8. Incinerators.	
▪ For the installation or relocation of each domestic-type incinerator	\$18.20
▪ For the installation or relocation of each commercial or industrial-type incinerator	\$14.50
9. Miscellaneous	
For each appliance or piece of equipment regulated by the Mechanical Code but classed in other appliance categories, or for which no other fee is listed in the table	\$10.65
When Chapter 13 is applicable, permit fees for fuel gas piping shall be:	
Gas Piping System;	
• For each gas piping system of one to four outlets	\$4.75
• For each additional outlet exceeding four, each	\$1.10
When Chapter 14 is applicable, permit fees for process piping shall be as follows:	
▪ For each hazardous process piping system (HPP) of one to four outlets	\$5.00
▪ For each hazardous process piping system of five or more outlets, per outlet	\$1.00
▪ For each non-hazardous process piping system (NPP) of one to four outlets	\$2.00
▪ For each non-hazardous piping system of five or more outlets, per outlet	\$0.50
10. Other Inspections and Fees	
▪ Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$50.00
▪ Re-inspection fees assessed under provision of Section 116.6, per inspection	\$50.00
▪ Inspections for which no fee is specifically indicated, per hour (minimum charge – one half hour)	\$50.00
▪ Additional plan review required by changes, additions or revisions to plan or to plans for which an initial review has been completed (minimum charge – one-half hour) or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wage and fringe benefits of the employees involved.	\$50.00

CATEGORY	FEE
MOBILE HOME PERMITS	
1. Single Wide in Mobile Home Park	\$210.00
2. Double Wide in Mobile Home Park	\$235.00
3. Triple Wide in Mobile Home Park	\$260.00
4. Single Wide on individual lot	\$300.00
5. Double Wide on individual lot	\$335.00
6. Triple Wide on individual lot	\$370.00

CATEGORY	FEE
NOTARY FEE Per Document	\$10.00
OUTDOOR MOBILE VENDOR APPLICATION	\$100.00

PAWNBROKER LICENSE	
1. Initial fee	\$25.00
2. Annual fee	\$10.00
3. Per employee	\$10.00

PEDDLER LICENSE – per year	\$25.00
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CATEGORY	FEE
PLUMBING PERMIT FEES	
Permit Issuance	
1) For issuing each permit	\$20.00
2) For issuing each supplemental permit	\$10.00
Unit Fee Schedule (in addition to items 1 & 2 above:	
1) For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	\$7.00
2) For each building sewer and each trailer park sewer	\$20.00
3) Rainwater systems – per drain (inside building)	\$7.00
4) For each cesspool (where permitted)	\$25.00
5) For each private sewage disposal system	\$40.00
6) For each water heat and/or vent	\$7.00
7) For each gas-piping system of one to five outlets	\$5.00
8) For each additional gas piping system outlet, per outlet	\$1.00
9) For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	\$7.00
10) For each installation, alteration or repair of water piping and/or water treating equipment, each	\$20.00
11) For each repair or alteration of drainage or vent piping, each fixture	\$7.00
12) For each lawn sprinkler system on any on meter including backflow protection devices therefore	\$7.00
13) For atmospheric-type vacuum breakers not including in item 12. 1 - 5	\$5.00

For atmospheric-type vacuum breakers not including in item 12. over 5, each	\$1.00
14) For each backflow protective device other than atmospheric type vacuum breakers: 2 inch (51mm) diameter and smaller	\$7.00
Over 2 inch (51 mm) diameter	\$15.00
15) For each gray water system	\$40.00
16) For initial installation and testing for a reclaimed water system	\$30.00
17) For each medical gas piping system serving one to five inlet(s) (outlet(s) for a specific gas	\$50.00
Other inspections and Fees:	
1) Inspections outside of normal business hours	\$50.00 per hr.
2) Re-inspection fee	\$50.00 per hr.
3) Inspections for which no fee is specifically indicated	\$50.00 per hr.
4) Additional plan review required by changes, additions, or revisions to approved plans (minimum charge – one half hour)	\$50.00 per hr.

CATEGORY	FEE
POLICE DEPT FEES	
1) Background check letter	\$20.00
2) Fingerprints 2 card maximum	\$10.00
3) Each additional fingerprint card	\$5.00
4) School employee background check (includes postage)	\$11.00
5) Paper process service	\$20.00
6) Specialized training by state certified instructor	\$ 50.00 per hour
7) Polygraph examinations	\$200.00
8) Vehicle Impounds	\$100.00 per vehicle

PUBLIC SWIMMING POOL FEES	
1) Swimming Pool Daily Admission	
▪ Child under 18 yrs of age	\$2.00
▪ Adult	\$3.00
2) Swimming Pool Season Pass	
▪ Child	\$50.00
▪ Adult	\$75.00
▪ Family	\$175.00
3) Swimming Lessons	
▪ Child or Adult	\$20.00
▪ Without Season Swim Pass	\$40.00
4) Pool Rental	
▪ One hours (After Hours Monday - Saturday Only)	\$75.00
▪ Two hours (Minimum)	\$150.00
▪ Four hours	\$220.00

RV PARK FEES	
1) Full hookup- per night All RV Sites	29.82/night
All RV Sites with Current Good Sam Membership	23.86/night
2) Tents per night	18.12/night
3) Showers – each	\$0.75
4) Winter Rates – Electrical Connection Only	25.30/night
Winter Rates-Electric Only with current Good Sam Membership	22.77/night
5) RV Reservation Cancellation Fee	\$10.00
* Customer will receive a full refund less cancelation fee if the cancelation is received at lease 1 day before the arrival date.	
* No refunds if cancelation is less than 7 days prior to the 1st day of the Stampede Event. A cancelation fee will apply.	

SIGN PERMIT FEES	Fee based upon Valuation and Permit Fee from Building Permit & Plan Review Schedule
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STREET CLOSURE FEES	\$75.00
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TAXI CAB LICENSE	
1) Annual license	\$30.00
2) 1/2 year after July 1st per cab	\$15.00
3) Chauffeur Fee-(per vehicle)	\$15.00

CATEGORY		FEE
UTILITY SERVICES:		Effective February 16, 2022
Garbage Collection Rates		
Residential Service Description Per Month	Amount	Amount 2/16/2022
One 20 gallon mini can (65 years of age or older)	\$10.75	\$11.07
One (1) can – low income seniors	\$11.11	\$11.44
One (1) Can	\$13.41	\$13.81
65 Gallon Cart –maximum weight of 95 lbs.	\$18.81	\$19.37
95 gallon cart – maximum weight of 130 lbs.	\$23.57	\$24.28
Occasional extra (per unit)	\$3.83	\$3.94
15' to 50' carryout charge	\$5.09	\$5.24
50' to 100' carryout charge	\$8.45	\$8.70
Commercial Service Description	Amount	Amount 2/16/2022
Pickup One (1) time Per Week		
One (1) Can	\$14.42	\$14.85
65 gallon cart - maximum weight of 95 lbs.	\$18.97	\$19.54
95 gallon cart- maximum weight of 130 lbs.	\$23.74	\$24.45
Occasional extra	\$3.83	\$3.94
15' to 50' carryout charge	\$5.09	\$5.24
50' to 100' carryout charge	\$8.45	\$8.70
Commercial Service Description	Amount	Amount 2/16/2022
Pickup Two (2) times Per Week		
65 gallon cart - maximum weight of 95 lbs.	\$36.47	\$37.56
95 gallon cart- maximum weight of 130 lbs.	\$45.76	\$47.13
Occasional extra	\$3.83	\$5.24
15' to 50' carryout charge	\$10.16	\$10.47
50' to 100' carryout charge	\$16.90	\$17.41
Commercial Service Description	Amount	Amount 2/16/2022
Pickup Three (3) times Per Week		
65 gallon cart - maximum weight of 95 lbs.	\$53.82	\$55.43
95 gallon cart - maximum weight of 130 lbs.	\$67.91	\$69.95
Occasional extra	\$3.83	\$5.24
15' to 50' carryout charge	\$15.24	\$15.70
50' to 100' carryout charge	\$25.35	\$26.11

CONTAINER SERVICE	AMOUNT	Amount 2/16/2022
Pickup One Time	Monthly	Monthly
Per Week	Rate	Rate
1 yard	\$82.13	\$84.59
1 ½ yard	\$99.57	\$102.56
2 yard	\$117.05	\$120.56
3 yard	\$178.84	\$184.21
4 yard	\$214.69	\$221.13
6 yard	\$277.39	\$285.71
20 yard plus Disposal Fee	\$606.71	\$624.91
30 yard plus Disposal Fee	\$692.72	\$713.50
Pickup Two Times Per Week	Monthly	2/16/2022
	Rate	Monthly Rate
1 yard	\$129.41	\$133.29
1 ½ yard	\$164.71	\$169.65
2 yard	\$200.02	\$206.02
3 yard	\$300.27	\$309.28
4 yard	\$343.24	\$353.53
6 yard	\$515.33	\$531.00
20 yard plus Disposal Fee	\$948.38	\$945.93
30 yard plus Disposal Fee	\$1,065.86	\$1,097.84

CONTAINER SERVICE (Continued)	AMOUNT	Amount 2/16/2022
Pickup Three Times Per Week	Monthly Rate	2/16/2022 Monthly Rate
1 yard	\$168.86	\$173.92
1 ½ yard	\$222.69	\$229.27
2 yard	\$276.30	\$284.59
3 yard	\$421.61	\$434.26
4 yard	\$474.65	\$488.89
6 yard	\$688.72	\$709.38
Pickup Four Times Per Week	Monthly Rate	2/16/2022 Monthly Rate
1 yard	\$234.16	\$241.18
1 ½ yard	\$293.35	\$302.15
2 yard	\$352.53	\$363.11
3 yard	\$543.27	\$559.57
4 yard	\$604.79	\$622.93
6 yard	\$862.12	\$887.98
Pickup Five Times Per Week	Monthly Rate	2/16/2021 Monthly Rate
1 yard	\$306.21	\$315.40
1 ½ yard	\$367.57	\$378.60
2 yard	\$428.90	\$441.77
3 yard	\$664.42	\$684.35
4 yard	\$721.83	\$743.48
6 yard	\$1,210.28	\$1,246.59
Pickup Six Times Per Week	Monthly Rate	2/16/2021 Monthly Rate
1 yard	\$385.08	\$396.63
1 ½ yard	\$446.12	\$458.47
2 yard	\$605.12	\$520.27
3 yard	\$785.64	\$809.21
4 yard	\$864.79	\$890.73
6 yard	\$1,322.03	\$1,361.69

Commercial Drop Box Collections						
Size	Delivery Fee		Haul Rate		Daily Rental	
10 yard	32.24	\$33.21	111.35	\$114.69	2.15	\$2.22
20 yard	32.24	\$33.21	133.64	\$137.65	2.15	\$2.22
30 yard	32.24	\$33.21	155.93	\$160.61	2.15	\$2.22
40 yard	32.24	\$33.21	178.20	\$183.55	2.15	\$2.22
Temporary Collection						
Pickup One Time Per Week						
	Per Week Rate		Per Week Rate			
1 yard	\$19.11		\$19.68			
1 ½ yard	\$23.16		\$23.86			
2 yard	\$27.22		\$28.04			
3 yard	\$41.60		\$42.85			
4 yard	\$49.94		\$51.44			
6 yard	\$64.52		\$66.46			
Compactor Collection						
	Collection Rate		Collection Rate 2/16/2021			
2 yard – once per week	\$368.34		\$379.36			
2 yard – two times per week	\$736.63		\$758.73			
2 yard - three times per week	\$1,104.95		\$1,138.10			
20 yard -once per week - Disposal Fees Addt'l	\$262.33		\$270.20			
20 yard -two times per week - Disposal Fees Addt'l	\$524.69		\$540.43			
30 yard- per pickup - Disposal Fees Addt'l	\$293.04		\$301.83			
Dual Pick-up System Compactors						
	Per Pick-up Rate		Per Pick-up Rate			
20 yard - Disposal Fees Addt'l	\$332.35		\$342.32			
30 yard - Disposal Fees Addt'l	\$371.34		\$382.48			
Pick-up and Delivery Charges						
	Per Pick-up Rate		Per Pick-up Rate			
Cart system pickup and delivery charge	\$3.21		\$3.31			
Container pick up & delivery for dumpsters	\$5.36		\$5.52			

CATEGORY	FEE
UTILITY SERVICES:	Effective March 16, 2022

Sewer Collection Rates

Service Description Per Month	Amount	Amount 3/16/2022
Single-family residential	\$81.24	\$83.68
Multi-residential (occupied or not)	69.06 per unit	71.13 per unit
Commercial/Business <i>Based on actual monthly water use October 16th to April 15th</i>	Greater of \$81.24 Minimum or \$7.18 per 100 cubic	Greater of \$83.68 Minimum or \$7.40 per 100 cubic
Commercial/Business <i>Based on actual monthly water use April 16th to October 15th</i>	Greater of \$81.24 Minimum or \$7.18 per 100 cubic feet	Greater of \$83.68 Minimum or \$7.40 per 100 cubic
Food Service Establishments	Charged same as Commercial/Business Rates	Charged same as Commercial/Business Rates
Motels	Charged same as Commercial/Business Rates	Charged same as Commercial/Business Rates
Schools – Oct 16-April 15	Charged same as Commercial/Business Rates	Charged same as Commercial/Business Rates
Schools – April 16-Oct 15	Charged same as Commercial/Business Rates	Charged same as Commercial/Business Rates
Industrial Rates	\$7.27 per 1000 gallons of discharge plus \$.77 per lb. of BOD plus \$.79 per lb. of TSS — Minimum charge of \$81.24 ((\$5.61/100 cubic feet or converted as shown to gallons)	\$7.49 per 1000 gallons of discharge plus \$0.79 per lb. of BOD plus \$0.81 per lb. of TSS - Minimum charge of \$83.68 ((\$5.60/100 cubic feet of discharge converted as shown to gallons)

Effective March 16, 2022

Storm Drain Rates

Development Classification (Defined in OMC 9.12.030)	Monthly Charge	3/16/2022 Monthly Charge
Undeveloped	NO Charge	NO Charge
Medium Development	\$4.37	\$4.50
Heavy Development	\$11.08	\$11.41
Very Heavy Development	\$16.64	\$17.14

CATEGORY	FEE
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UTILITY SERVICES: Effective March 16, 2022

Water Rates

Residential Service (within the City)	Cubic Feet Minimum	Minimum Charge	Minimum Charge
Over Minimum 1,000cf		\$.71/100 Cubic Feet Over Minimum	\$.73/100 Cubic Feet Over Minimum
5/8 x 3/4 inch	1,000	\$33.34	\$34.34
3/4 inch straight	1,000	\$36.77	\$37.87
1 inch	1,000	\$39.07	\$40.24
1 1/2 inch	1,000	\$54.51	\$56.15
2 inch	1,000	\$77.49	\$79.82
3 inch	1,000	\$84.26	\$86.79
4 inch	1,000	\$91.20	\$93.94
6 inch or larger	1,000	\$123.77	\$127.48
Commercial Service (within the City)	Cubic Feet Minimum	Minimum Charge	Minimum Charge
Over Minimum 1,000cf		\$.71/100 Cubic Feet Over Minimum	\$.73/100 Cubic Feet Over Minimum
5/8 x 3/4 inch	1,000	\$33.34	\$34.34
3/4 inch straight	1,000	\$36.77	\$37.87
1 inch	1,000	\$39.07	\$40.24
1 1/2 inch	1,000	\$54.51	\$56.15
2 inch	1,000	\$77.49	\$79.82
3 inch	1,000	\$84.26	\$86.79
4 inch	1,000	\$91.20	\$93.94
6 inch or larger	1,000	\$123.77	\$127.48
Miscellaneous Services (within the City)	Cubic Feet Minimum	Minimum Charge	Cubic Feet Minimum
Over Minimum 1,000cf	\$.71/100 Cubic Feet Over Minimum		\$.73/100 Cubic Feet Over Minimum
Multiple Dwellings	1,000 + 400 for each additional unit	Meter size minimum plus \$13.34 for each additional unit	1,000 + 400 for each additional unit Meter size minimum plus \$13.74 for each add'l unit
Multiple Businesses in one Building	1,000 + 400 for each add'l business	Meter size minimum plus \$13.34 for each additional business	1,000 + 400 for each add'l business Meter size minimum plus \$13.74 for each additional
Motels (units occupied or not)	1,000 + 300 for each additional unit	Meter size minimum plus \$10.01 per unit	1,000 + 300 for each additional unit Meter size minimum plus \$10.31 per unit

After Hours Call Out \$80.00

Shut off fee-Delinquent Accts \$40.00

Hydrant Meter Permit (non-refundable) \$50.00

Hydrant Meter Damage Deposit (Refundable upon return of meter device, complete and in good condition, and payment received for all water and meter rental charges) \$150.00

Hydrant Meter Rental Charge \$5.00 per day

Deposit Required for Meter Testing	Charge
5/8 x 3/4 inch	\$30.00
1 inch	\$50.00
1 1/2 inch	\$60.00
2 inch	\$70.00