



Staff Report

For City Council Meeting - 4/2/2025

Subject - Ordinances/Resolutions - Resolution #1001 Cost Recovery Service Fees

Synopsis: In January, the City Council passed Ordinance #945 An Ordinance Implementing Cost Recovery Services in the City of Gearhart. The ordinance was a collaborative effort between Attorney Peter Watts and Division Chief Andi Park, created to allow the City to recover costs associated with first responder services, particularly when responding outside of the District. It was stated during the ordinance approval process:

These fees will help offset the significant costs incurred during [these] operations. By implementing a cost recovery ordinance, the City can help ensure that District ratepayers are not subsidizing non-District calls, and assure that insurance carriers are reimbursing the District for services. This ordinance is structured to ensure transparency, fairness, and accountability in the fee-setting process, providing a sustainable funding model for the District's ongoing needs. There is also sufficient flexibility in the fee schedule to ensure that the fees are fairly imposed.

It is the purpose of Resolution #1001 to establish what the fairly imposed fees are. The following statement from Division Chief Park serves as explanation to the development of Gearhart Fire Department's comprehensive fee schedule, as identified in Exhibit A of the resolution:

The fee selection process was conducted by analyzing applicable fee schedules from 'model' departments in the State of Oregon. Cost recovery fee schedules were evaluated and calculated from the following fire departments:

Seaside, Cannon Beach, Warrenton, Portland, Gresham, Clackamas, Lebanon, McMinnville, Albany, Keizer, Marion County, Corvallis, Eugene, and Sweethome Fire Departments.

Based on the above department's fee schedules, Gearhart Fire Staff decided which fees would be applicable and appropriate for the services provided within our area. Additionally, staff evaluated the costs to be as fair and reasonable as possible based on an average calculation of the above fee schedules.

In the notes section, there are designations of who will be responsible for billing such as Systems Design and LIV. These calculations include the costs associated with the billing process. Some fees such as 'flat rate fees' were decided for ease of billing and/or due to the model departments having excessive fees or increasing fee scales. Fees that state OSFM Rates were unanimous among all departments and therefore subsequently adopted.

As the proposed fee schedule is 'all inclusive' preparing for the future demands of the fire department, fees actually assessed will be at the discretion of the Fire Chief or Designee, allowing for sound judgment on a case by case analysis. Gearhart Fire Staff understand that this fee schedule may appear daunting therefore staff plan to implement a 'warming period' for fees during the transitional period coming forth.



-Division Chief Andi Park

Council Options:

- 1) Motion to approve Resolution #1001 reading once by title only;
- 2) Make changes and motion to approve as amended;
- 3) Take other action desired by the Council.

Recommended Motion: City staff recommends Council motion to approve Resolution #1001 reading once by title only.

Legal Analysis: Resolutions take immediate effect upon approval.

Financial Analysis: An annual estimate of return is \$10,000 or less next year.

Respectfully Submitted,



Chad



CITY OF
GEARHART

RESOLUTION NO. 1001

COST RECOVERY SERVICE FEES

WHEREAS, in January, the City Council passed Ordinance #945 An Ordinance Implementing Cost Recovery Services in the City of Gearhart; and

WHEREAS, the ordinance was created to allow the City to recover costs associated with first responder services, particularly when responding outside of the District; and

WHEREAS, such cost recovery ordinances are specifically allowed by state law and widely used in Oregon; and

WHEREAS, the City Council adopted "place holder" fees with the expectation that Gearhart Fire Staff would calculate Gearhart specific fees based on the actual cost of providing services; and

WHEREAS, a fee schedule has been developed, and has been peer reviewed.

NOW THEREFORE, THE CITY COUNCIL ORDAINS AS FOLLOWS:

Base rates for Cost Recovery Services are identified in the attached Exhibit A itemization of fees.

APPROVED and PASSED by the City Council of Gearhart at their regular meeting on the 2nd day of April, 2025 by the vote of _____ ayes and _____ nays.

Mayor Kerry Smith

ATTEST:

Chad Sweet, City Administrator

Exhibit A - Proposed Fee Schedule for Resolution #1001

Item	Fee	Notes
Plan Review All Construction	\$250	Flat rate for residential plan review including land use, site plan, fire plan, new construction, gates, access, and water supply.
Fire Code Inspection & Enforcement	\$100/hr. 1 hr. min	Includes initial inspection and first follow up. Each additional inspection will be charged again. Deficiencies will be charged again.
Burn Permits	\$25/year	Using LIV
Open Burning Violations	OSFM Rates	Minimum 1 hour
False Alarm (Fire/EMS) Fees	\$300	The fee is charged AFTER the 3rd incident per year Includes Fire Alarms, CO2 Alarms, and Medical Alarms, or other deemed necessary by Fire Chief or Designee.
Transportation Route Responses	OSFM Rates	Systems Design Billing Minimum 1 hour
Response to unprotected areas	OSFM Rates	Systems Design Billing Minimum 1 Hour
Lift Assist (Facility)	\$200	The fee is charged AFTER the 2nd incident per year
Special Event Permit	\$100	Includes tents/membrane inspections, outdoor cooking, large events, road closures, plan review.
HAZMAT Cleanup and response	OSFM Rates	Systems Design Billing Minimum 1 Hour
State Licensed Facility Inspections	\$150	24-hour residential, Adult Foster Care, Assisted Living, Child Care, Health Care Facilities
Business License Inspection	\$150	Flat Rate Fee per Inspection
Public Records Request	\$25/request	First 10 pages. Additional pages charged at .50 cents per page. Flash drives \$10.
Attorney Fees	\$300/hr	Fees associated with attorney costs
Stand-By Fees	\$250/hour	Minimum 2 hours includes fire watch
Weather Related Hazard	OSFM Rates	Downed trees, powerlines, buildings, or other related incidents Minimum 1 Hour
Late Fee/Penalty	\$200	
Excessive Use of 911	OSFM Rates	For non-life-threatening issues such as burn complaints, welfare checks, or other as deemed by Fire Chief or Designee.

Administrative Fee	Rate of Personnel	This fee is charged at the OT rate of personnel performing duty as deemed necessary by Fire Chief or Designee.
--------------------	-------------------	--

Fees associated with this resolution will increase at a rate of 3% annually due to inflation.