



Introduced and Read: May 15, 2018  
 Adopted: June 5<sup>th</sup>, 2018

**CITY OF MOUNT RAINIER, MARYLAND**

**ORDINANCE NO. 06-2018**

**Adopting a City of Mount Rainier Fee Schedule.**

**WHEREAS**, the *Mount Rainier Code* establishes various permit and license requirements and imposes application, permit and license fees and penalties; and

**WHEREAS**, the Council wants to adopt a City of Mount Rainier Fee Schedule to identify and list City application, permit, and license fees and penalties (“fees”); and

**WHEREAS**, the Council wants to be able to revise the fees set forth on the City of Mount Rainier Fee Schedule, from time-to-time, as part of the adoption of the annual City Budget; and

**WHEREAS**, any existing City fees not listed on the City of Mount Rainier Fee Schedule shall remain as set forth in the *Mount Rainier Code*.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER, MARYLAND, that:**

**Section 1.** The following City of Mount Rainier Fee Schedule is adopted:

**City of Mount Rainier Fee Schedule FY 19**

<u>Mount Rainier Code</u>	<u>Description</u>	<u>Fee</u>
<b><u>Chapter 2 - Assessments</u></b>		
<b><u>And Taxation and Fees</u></b>		
§2-103.B.2	Late fees on various City service charges and user fees – payment due 30 days after date of bill	1.67% interest per month from 31 <sup>st</sup> day after payment is due
§2-103.C	Non-negotiable (“bounced”) check fee	\$35.00
<b><u>Chapter 3 – Building Code</u></b>		
§3-105 – Permit fees	A.-New construction, alterations, repairs of \$10,000.00 or less	\$150.00 filing fee + 50% of PG County building permit fee
	B.-New construction, alterations, repairs in	\$150.00 filing fee + 50%

	excess of \$10,000.00	of PG County building permit fee
	C.-Fence (new, property with 1 street address)	\$35.00
	D.-Demolition or removal of building/structure – footprint of >150 sq. ft. and <500 sq. ft.	\$200.00
	E.-Demolition or removal of building/structure – footprint of >500 sq. ft.	\$500.00
	F.-Impervious surface construction mitigation fee (for building permits for projects creating impervious surface >150 sq. ft.)	\$0.50 per sq. ft. for >150 sq. ft. of impervious surface
§3-109 – Permits in the Mixed-Use Town Center Zone	G.-If no county permit is required for an exterior alteration in the MUTCZ, then a City building permit, valid for 6-months, is required	\$50.00
<b><u>Chapter 3B – Vacant Buildings &amp; Vacant Lot Registration</u></b>		
§3B-104 – Vacant buildings	C.-Registration of vacant buildings; filing fee	
	Vacant commercial, industrial, or mixed-use residential building <u>and</u> vacant commercial or multi-family residential building	\$800.00 filing fee
	Vacant single-family dwelling	\$500.00 filing fee
	Vacant utilitarian building (see §3B-103.E)	\$300.00 filing fee
§3B-106 – Vacant lot registration	B.2-Vacant lot < 10,000 sq. ft.	\$300.00 registration fee
	B.2-Vacant lot ≥ 10,000 sq. ft.	\$500.00 registration fee
<b><u>Chapter 7 – Licenses and Permits</u></b>		
§7-106 – Permits	L.-Sidewalk café permit	\$25.00/year
§7-108 – Fees	A.-Business license or registration fees	
	A.2- Business license - home occupations	\$25.00/year
	A.3-Business license expiration	\$300.00 reinstatement fee

	A.4- Business license revocation (for cause)	\$300.00 reinstatement fee + attorney fees
	<b>B.-Occupancy license fees</b>	
	B.1.a-Non-residential premises, except premises occupied by charitable and religious institutions	(i) \$50.00/year for ≤ 1,000 sq. feet gross floor space; \$25.00/year for additional ≤ 1,000 sq. feet gross floor space; maximum occupancy license fee \$200.00/year. (Note: 2 businesses at same location pay separate occupancy license fees.)
	B.1.a.(ii)-Businesses selling alcoholic beverages	Annual fee of 20% of annual license fee charged by PG Co. Board of License Commissioners
	B.1.a.(iii)-Businesses with pinball, video, billiard or pool table, bowling alleys, or other gaming device operated for public use or gain	\$15.00/year per gaming device, table, alley or board
	B.1.b-Non-residential premises occupied by charitable and religious institutions	\$40.00/year
	B.1.c-Multi-family rental facilities – occupancy license fee	\$150.00/year per unit
	B.1.d-Single-family rental facilities – occupancy license fee	\$150.00/year per unit
	B.1.e-Hotel, motel, tourist facility – occupancy license fee	\$175.00/year
	B.2.a- Occupancy license expiration	\$300.00 reinstatement fee
	B.2.b- Occupancy license revocation (for cause)	\$300.00 reinstatement fee + attorney fees
	B.3.B- Occupancy license - transfer fee (for unexpired portion of license term)	\$250.00
	<b>C.-Permit fees</b>	
	C.1-Vendor's permit	a.-\$50.00; b.-each additional individual employed by a vendor \$25.00 fee

	C.2-Solicitor's permit	\$25.00
	C.3-Outdoor event (in a public space) permit	\$25.00
	C.4-Yard sale permit (valid for 2 days in a row)	\$5.00
	C.5-General business alarm permit	\$25.00
	C.6-Commercial refuse collection permit	\$75.00/year plus \$10.00 for each building or address in the City that receives refuse collection services; maximum permit fee \$500.00/year
	C.7-Construction dumpster permit	\$25.00 < 2 weeks \$100.00 > 2 weeks and < 1 month \$250.00 > 1 month and < 3 months \$500.00 > 3 months and < 6 months
<b><u>Chapter 7A – Commercial District Management Authority ("CDMA")</u></b>	<b>**City collects CDMA fees as <u>agent of the CDMA</u>. Businesses pay CDMA fee with the Business Occupancy License Fee**</b>	
§7A-109 – CDMA Fee	A.-Each business	\$150.00/year
	A.-Each business property owner	\$150.00/year
	A.1-Multiple parcels – 1 business or store	\$225.00/year (fee cap)
	A.2-Owner occupied business property	\$225.00/year (fee cap)
<b><u>Chapter 9 – Parking Meters</u></b>		
§9-105 – Parking Meter Time Limits and Rates	B.-Parking meter payment rate	\$0.50 for 30 minutes of parking time
§9-107 – Enforcement	E.- Fine for parking meter violations, unless a different fine or penalty is specified in Ch. 9 or by law	\$30.00 parking citation (ticket) fine; Late payment penalty - ticket fine doubles to \$60.00 if unpaid for 30 days and no trial is requested; ticket further doubles to

		\$120.00 if unpaid for 60 days; and to \$240.00 if unpaid for 90 days
<b>Chapter 10 – Peace and Order</b>		
§10-121.E-Noise permits, permit fee	E.3-Residential property noise permit	\$20.00
	E.4-Non-residential property noise permit	\$25.00
	E.5-Residential property - MUTC zone	\$20.00
	E.5-Other noise permits - MUTC zone	\$25.00
<b>Chapter 11 – Refuse Collection</b>		
§11-106 – Regular trash collection – multi-family residential dwellings	D.-Fees	1 <sup>st</sup> rental unit – no charge; each additional rental unit \$100.00/year
§11-109 – Bulk Trash Collection	D.-Fees	1. refrigerator, freezer, A/C \$25/ea.; 2. tires - \$5 w/o rim, \$7 with rim
§11-1111 – Special Bulk Trash	C.-Fees	1. special bulk trash fee = City's cost/ton + equipment/labor/admin costs-\$50.00 minimum 2. remodeling waste fee = City's cost/ton + equipment/labor/admin costs-\$50.00 minimum 3. yard waste > 3 cubic yards/ volume fee = City's cost/ton + equipment/labor/admin costs-\$50.00 minimum
<b>Chapter 12 - Streets</b>		
§12-104 – Permit	B.-Permit and inspection fees	1. Greater of \$25.00 or

required for grading & construction in public right-of-way ("ROW")		\$0.60 per linear foot of cut in roadbed & \$0.30 per linear foot of cut elsewhere in ROW. 2. Reimbursement of City, on an hourly basis, for engineering & staff expenses to review & inspect construction within public ROW.
<b>Chapter 12B – Urban Forest</b>		
§12B-9 - Private Property – Initial Tree Assessments	C.4-There is no charge to the property owner for the tree assessment.	No fee
§12B-10 - Private Property – Waiver of Tree Permit Requirement	A.2-Tree permit waiver for dead, dying or hazardous tree	\$25.00
§12B-11 - Private Property –Tree Permit Applications	B. Tree permit application fee (Note: If tree removal permit is approved, tree replacement and other requirements may be imposed.)	\$50.00
<b>Chapter 13 - Traffic</b>		
§13-101 – Stopping & parking prohibited	O.-Parking in a Handicapped Parking space.	\$225.00 parking citation (ticket) fine; ticket fine doubles to \$450.00 if unpaid for 15 days & no trial is requested on the ticket
	P.-Leaving vehicle unattended with motor running	\$100.00 parking citation (ticket) fine; ticket fine doubles to \$200.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-104 – Taxicabs,	E.-Temporary permit for trailer, boat, bus,	\$15.00 permit fee

trailers, recreational vehicles, boats, temporary dumpster, and storage container parking restrictions	vehicle without engine; or motor home > 21 ft length & > 9 ft height to be parked on street	(temporary street parking for < 2 weeks; only 1 permit per address in a 6 month period)
	H.-Recreational parking zone in 3700 block of Otis Street (allows boat, camping, and utility trailers & motor homes > 21 ft length & > 9 ft height to be parked on street--if owned & licensed by a City resident before 3/1/06)	\$50.00/year permit fee
	I-Vehicle parked in violation of §13-104 are subject to impoundment and all towing and storage expenses must be paid before the vehicle is released from impoundment. A parking citation (ticket) may be issued.	\$150.00 parking citation (ticket) fine; ticket fine doubles to \$300.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-105 – Parking of Commercial Vehicles Prohibited	E.-Commercial vehicles parked or stopped in violation of §13-105 are subject to impoundment and towing and storage charges. Parking ticket may be issued.	\$150.00 parking citation (ticket) fine; ticket fine doubles to \$300.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-106-Impoundment or immobilization of a motor vehicle	D.-All towing and storage charges, unpaid fines, penalties, service charges, and fees, and all parking and vehicle citations must be paid before immobilizing device will be removed and the motor vehicle will be released.	Varies.
§13-113 - Parking administrative fee	An administrative fee is added to the fine and any late payment penalties for each parking citation (ticket) entered in the Maryland MVA parking violations and flagging program.	\$25.00
§13-117 – Administrative fee	An administrative fee is added to charges and fines associated with impoundment of a vehicle	Not specified
§13-118 – No Through Trucks	B.-Unlawful to operate a truck on or through all portions of streets with signs prohibiting truck traffic (with exceptions in §13-118). H.-Fine for violation of §13-118 is \$100.	\$100.00 parking citation (ticket) fine

§13-119 – Enforcement	E.-Fine for parking & traffic violations, unless a different fine or penalty is specified in Ch. 13 or by law	\$30.00 parking citation (ticket) fine; Late payment penalty - ticket fine doubles to \$60.00 if unpaid for 30 days and no trial is requested; ticket further doubles to \$120.00 if unpaid for 60 days; and to \$240.00 if unpaid for 90 days
§13-122 – Residential Parking Permits	A.1-A Residential Parking Permit (“RPP”) is subject to a fee to be designated by the Mayor and Council as part of the table of municipal fees. H.-Table of Fees: Elective Parking Permit Zone and Visitor Passes.	<u>Table of Fees:</u> 1. Elective Parking Permit Zone - \$20/year per vehicle, up to 2 vehicles total per dwelling unit 2. Visitor passes - \$10/year each, 1 visitor passes per dwelling unit
<b><u>Chapter 14 – Animal Control</u></b>		
§14-110 – City animal hobby permit required	A & C – City animal hobby permit required to keep $\geq 5$ animals larger than a guinea pig or over 4 months of age	\$5.00/year
<b><u>Chapter 15 – Grading, Drainage, and Erosion Control</u></b>		
§15-503 – Grading permit	Grading, drainage, and erosion control permit is incident to and part of the building permit	No fee specified (part of building permit)

**City of Mount Rainier Fee Schedule**

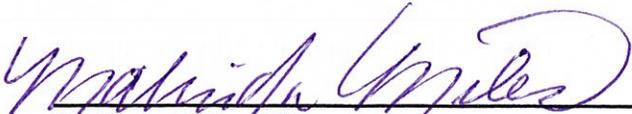
Fines for municipal infraction citations issued for violations of the *Mount Rainier Code* are listed under the provision establishing the violation and may be added by amendment to the City of Mount Rainier Fee Schedule.

**Section 2.** This Ordinance shall be effective upon adoption.

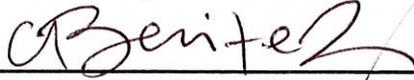
THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER THIS 5<sup>th</sup> DAY OF June, 2018.

Attest:

  
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Miranda Braatz, City Manager

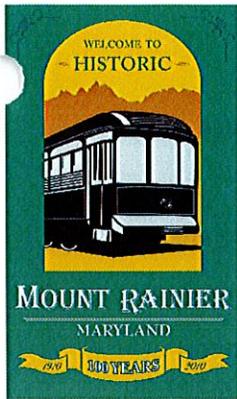
  
\_\_\_\_\_  
Malinda Miles, Mayor

  
\_\_\_\_\_  
Luke Chesek, Councilmember Ward 1

  
\_\_\_\_\_  
Celina Benitez, Councilmember Ward 1

  
\_\_\_\_\_  
Bryan Knedler, Councilmember Ward 2

  
\_\_\_\_\_  
Shivali Shah, Councilmember Ward 2



Introduced and Read: \_\_\_\_\_  
Second Reading and Adoption: December 4th, 2018

**CITY OF MOUNT RAINIER, MARYLAND**

**ORDINANCE NO. 11-2018**

**AMENDING CHAPTER 1E, PROCUREMENT**

**WHEREAS**, the City of Mount Rainier often must purchase goods and services to facilitate the provision of government services to its residents and visitors; and

**WHEREAS**, the City has established mandatory procurement policies and procedures to ensure that the City obtains the greatest value and highest quality when purchasing goods and services; and

**WHEREAS**, the Maryland Department of General Services sometimes makes surplus goods available to municipal governments at little or no cost; and

**WHEREAS**, having City officials and employees explore the availability of surplus goods from the Maryland Department of General Services before purchasing goods on the open market will further the goal of obtaining goods at the lowest cost to the City;

NOW, THEREFORE, BE IT ORDAINED BY THE MOUNT RAINIER MAYOR AND CITY COUNCIL, that Chapter 1e, Procurement, of the Mount Rainier Code is amended as follows:

**CHAPTER 1E, PROCUREMENT**

\* \* \*

**§ 1E-6.1. Cooperative procurement procedures, use agreements, and government surplus.**

- A. The City may participate in, sponsor, conduct, or administer cooperative procurement agreements with one or more other public entities when the best interests of the City would be served thereby.
- B. The City may contract with any contractor who offers goods, services, insurance, or construction on the same terms as provided other state, local or municipal governments or agencies thereof who have arrived at those terms through a competitive procurement procedure similar to the procedure used by the City.
- C. The City may contract directly with other public entities for goods or services when such goods or services were obtained through competitive procurement procedures.

D. The City may contract with any public entity to provide or receive any work or services of the type the City or such other public entity performs for its jurisdiction.

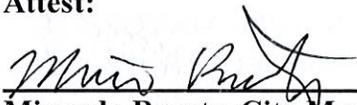
E. The City may enter into agreements or memoranda of understanding with other public entities for the common use or lease of facilities upon terms agreed upon between the parties.

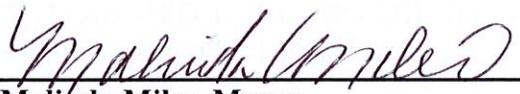
F. The City Manager shall develop a relationship with the Maryland Department of General Services for the purpose of ensuring the City considers the procurement of goods at limited or no cost from the Department of General Services whenever possible and practical. Further, the City Manager shall instruct all Department Heads to consider this procurement source before procuring goods whenever possible and practical.

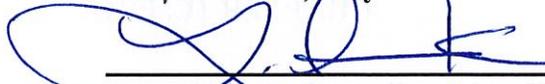
G. To save energy, money, and reduce greenhouse gas emissions the City Council directs staff to revise purchasing and procurement specifications to assure that, when cost effective and consistent with operational needs, all energy consuming equipment when purchased will be energy efficient, defined as meeting either ENERGY STAR specifications or criteria that puts products in the upper 25% of energy efficiency, as well as meeting quality, performance, and durability requirements.

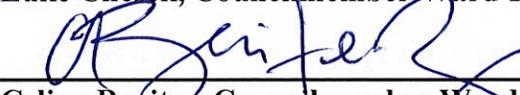
**THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER THIS 4<sup>th</sup> DAY OF December, 2018.**

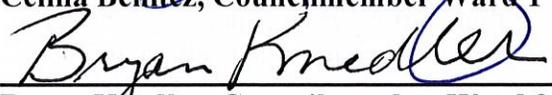
Attest:

  
\_\_\_\_\_  
Miranda Braatz, City Manager

  
\_\_\_\_\_  
Malinda Miles, Mayor

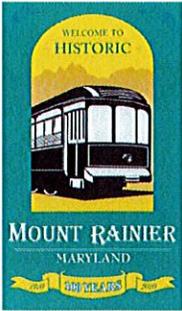
  
\_\_\_\_\_  
Luke Cheseck, Councilmember Ward 1

  
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Celina Benitez, Councilmember Ward 1

  
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Bryan Knedler, Councilmember Ward 2

  
\_\_\_\_\_  
Shivali Shah, Councilmember Ward 2

Explanatory note: New text added to the Code is underlined.



Introduced and Read:  
Second Reading and Adoption: December 4th, 2018

**CITY OF MOUNT RAINIER, MARYLAND**

**ORDINANCE NO. 12-2018, BUDGET AMENDMENT #1**

**Authorizing a Movement of Funds in the Fiscal Year 2019 Budget between Line Items**

**WHEREAS**, the City of Mount Rainier Budget for Fiscal Year 2019 was adopted by Ordinance No. 07-2018, in June 2018; and

**WHEREAS**, it has been deemed necessary to transfer funds between line items to meet current demand for goods and services; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER, MARYLAND, THAT THE FOLLOWING TRANSFER OF FUNDS BETWEEN APPROPRIATIONS SHALL BE MADE TO THE FISCAL YEAR 2019 BUDGET OF THE CITY OF MOUNT RAINIER:**

**1. ADMINISTRATIVE SERVICES – Full Time Communications and Community Events Coordinator**

FROM: Line Item 3010: Regular Pay, Police Department

AMOUNT: \$30,100

TO: Line Item 3010: Regular Pay, Administrative Services

Amount: \$30,100

FROM: Line Item 3030: FICA Expenses, Police Department

AMOUNT: \$2,300

TO: Line Item 3030: FICA Expenses, Administrative Services

Amount: \$2,300

FROM: Line Item 3040: Life Insurance, Police Department

AMOUNT: \$50

TO: Line Item 3040: Life Insurance, Administrative Services

Amount: \$50

FROM: Line Item 3043: Dental Insurance, Police Department

AMOUNT: \$175

TO: Line Item 3043: Dental Insurance, Administrative Services

Amount: \$175

FROM: Line Item 3052: Medical Insurance, Police Department

AMOUNT: \$3,000

TO: Line Item 3052: Medical Insurance, Administrative Services

Amount: \$3,000

FROM: Line Item 3080: Unemployment Insurance, Code Enforcement  
AMOUNT: \$150  
TO: Line Item 3080: Unemployment Insurance, Administrative Services  
Amount: \$150

**Total: \$35,775**

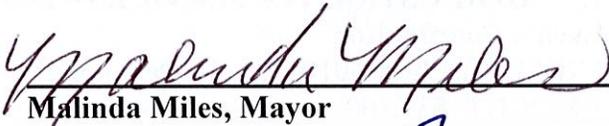
**Summary:**

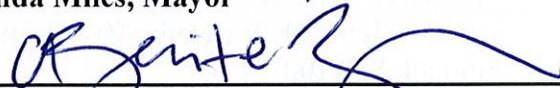
<b>1. ADMINISTRATIVE SERVICES – Full Time Communications and Community Events Coordinator</b>	<b>\$35,775</b>
<b>Cumulative Total:</b>	<b>\$35,775</b>

**THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT  
RAINIER THIS 4<sup>th</sup> DAY OF December, 2018.**

**Attest:**

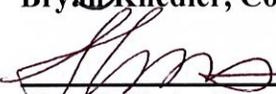
  
\_\_\_\_\_  
Miranda Braatz, City Manager

  
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Bryan Knedler, Councilmember Ward 2

  
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Shivali Shah, Councilmember Ward 2