



# **CROOK COUNTY WORK SESSION AGENDA**

**Wednesday, August 27, 2025 at 9:00 am**

**Crook County Administration Conference Room | 203 NE Court St. |  
Prineville OR**

Members of the public and media are welcome to attend in person or via Zoom: Phone:  
1-253-215-8782; Meeting ID: 962 4214 4333; Passcode: 970900

## **PUBLIC COMMENT**

*Please note that each speaker is limited to a maximum of five (5) minutes. This guideline helps ensure that everyone has an equal opportunity to speak.*

## **DISCUSSION**

### **1. Compensation Review Committee (CRC) Policy Update and Review**

Requester: Meghan McKee  
HR Director

### **2. Request to Adjust Crook County Library Hours of Operation**

Requester: Sarah Beeler  
Library Director

### **3. Fair Board Candidate Recommendation**

Requester: Casey Daly  
Presenter: Gail Merritt

### **4. IT Department Structure Changes**

Requester: Blaine Cheney  
Presenters: Will Van Vactor / Blaine Cheney

### **5. Crook County Website Update**

Requester: Blaine Cheney  
Presenters: Blaine Cheney / Chelsea Watson

### **6. Resolution 2025-32 Amending the fees to be collected by Crook County for fiscal year 2025-2026 for GIS Soil Surveys, Library Nonresident Cards and Landfill**

**Asbestos**

Requester: Christina Haron

Finance Director

**7. FY 26 Budget-in-Brief**

Requester: Jamie Berger

Presenters: Jamie Berger / Will Van Vactor

**8. Community Development Monthly Update**

Requester: John Eisler

Presenters: John Eisler / Randy Davis

**MANAGER REPORT****COMMISSIONER UPDATES****9. High School Rodeo at the Fairgrounds**

Requester: Commissioner Hermreck

**EXECUTIVE SESSION**

\*None Scheduled\*

**NOTICE AND DISCLAIMER**

The Crook County Board of Commissioners is the governing body of Crook County, Oregon, and holds work sessions to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the Crook County Board of Commissioners has published this PDF file. This file contains the material to be presented before the County Board of Commissioners for its next scheduled work session.

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Please also note that this file does not contain any material scheduled to be discussed at an executive session, or material the access to which may be restricted under the terms of Oregon law.

If you are interested in obtaining additional copies of any of the documents contained herein, they may be obtained by completing a Crook County Public Records Request form. Request forms are available on the County's website or at the County Administration office in Prineville.

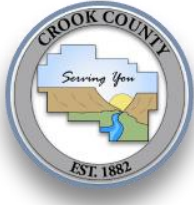
## **Additional Items**

Additional items may be discussed that arise too late to be included as a part of this notice. For information about adding agenda items, please contact the County Administration office at 447-6555. Assistance to handicapped individuals is provided with advance notice.

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Contact: Brian Barney ([brian.barney@crookcountyor.gov](mailto:brian.barney@crookcountyor.gov) (541) 447-6555) | Agenda published on 08/21/2025 at 10:03 AM

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

**Budget/fiscal impacts:**

**Requested by:**

**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**

## **Crook County Compensation Review and Adjustment Policy**

### **Purpose**

The purpose of this policy is to ensure equity and consistency in the compensation framework across Crook County. By providing a structured approach to reviewing job descriptions and salary adjustments, this policy highlights the roles and responsibilities involved in maintaining fair compensation practices aligned with organizational goals and market standards.

### **Scope**

This policy applies to all departments within Crook County regarding the classification of jobs and salary adjustments. The policy aligns with the organization's commitment to fairness, equity, and competitive compensation.

### **Committee Formation and Reporting**

The Compensation Review Committee (CRC) is constituted to oversee the review and adjustment of job descriptions and salaries. The committee includes representatives from the Human Resources department, the Finance department, and a rotating departmental head. The CRC is tasked with ensuring that changes uphold principles of internal equity and external competitiveness.

### **Committee Members**

HR Director (or designee)  
Finance Director (or designee)  
1 Elected Official (appointed by County Manager)  
2 DHs (appointed by County Manager)

**The CRC reports directly to the County Manager**, ensuring transparency and alignment with county-wide objectives.

### **Responsibilities**

- **Human Resources:** Responsible for reviewing initial proposals for job description changes and salary adjustments. Ensures compliance with existing labor laws and internal guidelines.
- **Compensation Review Committee (CRC):** Evaluates proposals that involve significant changes impacting organizational equity. Provides recommendations and reports findings directly to the County Manager for final approval.

### **Review and Approval Procedures**

1. **Proposal Submission:** Departments submit proposals for job description changes and salary adjustments to HR.
2. **Initial Review:** HR conducts initial analysis, focusing on compliance and alignment with organizational standards.
3. **CRC Evaluation:** The CRC reviews proposals that surpass predefined thresholds for change, considering the principles of equity and competitiveness. This includes detailed justification for changes and assessment of financial impact.
4. **Final Decision:** CRC findings and recommendations are forwarded to the County Manager. The final decision rests with the County Manager, ensuring alignment with broader county policies and strategies.
5. **Re-evaluation:** Job descriptions that have already been processed by the CRC, rated, and approved by the County Manager, must wait one year before being eligible for re-evaluation.

#### **Documentation and Record-Keeping**

HR ensures detailed records of all proposals, reviews, and decisions are maintained, utilizing NeoGov for updates and compliance. This enables easy access to documentation and assists in aligning current practices with historical decisions.

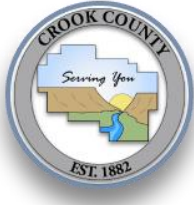
#### **Monitoring and Evaluation**

Regular reviews of job classifications and salary structures will occur annually to ensure alignment with market trends, best practices, and internal equity goals. Results of these evaluations will inform the CRC's recommendations for policy adjustments.

#### **Conclusion**

This revised policy framework ensures that compensation practices within Crook County are managed transparently, fairly, and consistently across the organization, aligning with both strategic goals and operational needs.

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

**Budget/fiscal impacts:**

**Requested by:**

**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**

## AGENDA ITEM REQUEST



**Date:**

August 20, 2025

**Meeting date desired:**

Work Session August 27, 2025

**Subject:**

Fair Board Candidate Recommendation- Jeniffer Cummins

**Background and policy implications:**

Fair Board Vacant Position #7

**Budget/fiscal impacts:**

None

**Requested by:**

Casey Daly

**Presenters:**

Casey Daly- Fairgrounds Department Head

**Legal review (only if requested):**

None

**Elected official sponsor (if applicable):**

None



August 20, 2025

To: Crook County Board of Commissioners

From: Crook County Fair Board

Subject: Fair Board Member

The Crook County Fair Board met on August 18, 2025, and interviewed a candidate for the vacant position on the board. The board voted in favor of recommending Jennifer Cummins for position #7.

Jennifer Cummins is committed to serving Crook County.

Respectfully submitted,

A handwritten signature in blue ink that reads "Gail Merritt". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Gail Merritt, Chairperson

# GENERAL APPLICATION TO SERVE ON A CROOK COUNTY COURT-APPOINTED BOARD OR COMMITTEE

Position applied for:

Name:

Address:

Phone Number:

Email:

Please list any relevant experience you may have that would make you effective in the position:

The only experience I have is working in both public and private sector and having a business degree. I feel that I would provide new ideas and provide a different way of thinking about things that could help increase revenue and foot traffic.

Why do you wish to serve in this position?

I want to give back to the same community that I have come to realize was home. My husband was volunteering with the fair board before we moved away and upon coming back, we both realized the importance of to becoming more involved in the community again. I feel like I can offer a lot to fair board and its continued success/longevity.

*A letter of interest may be submitted in lieu of this form*

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

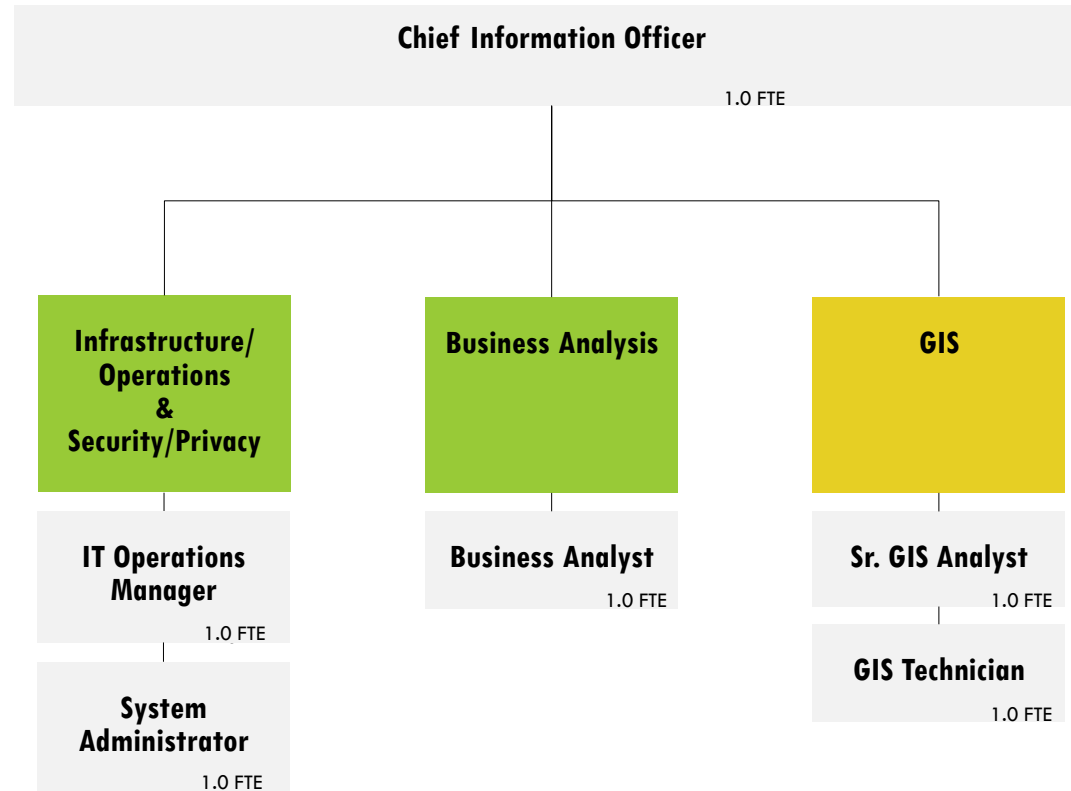
**Budget/fiscal impacts:**

**Requested by:**

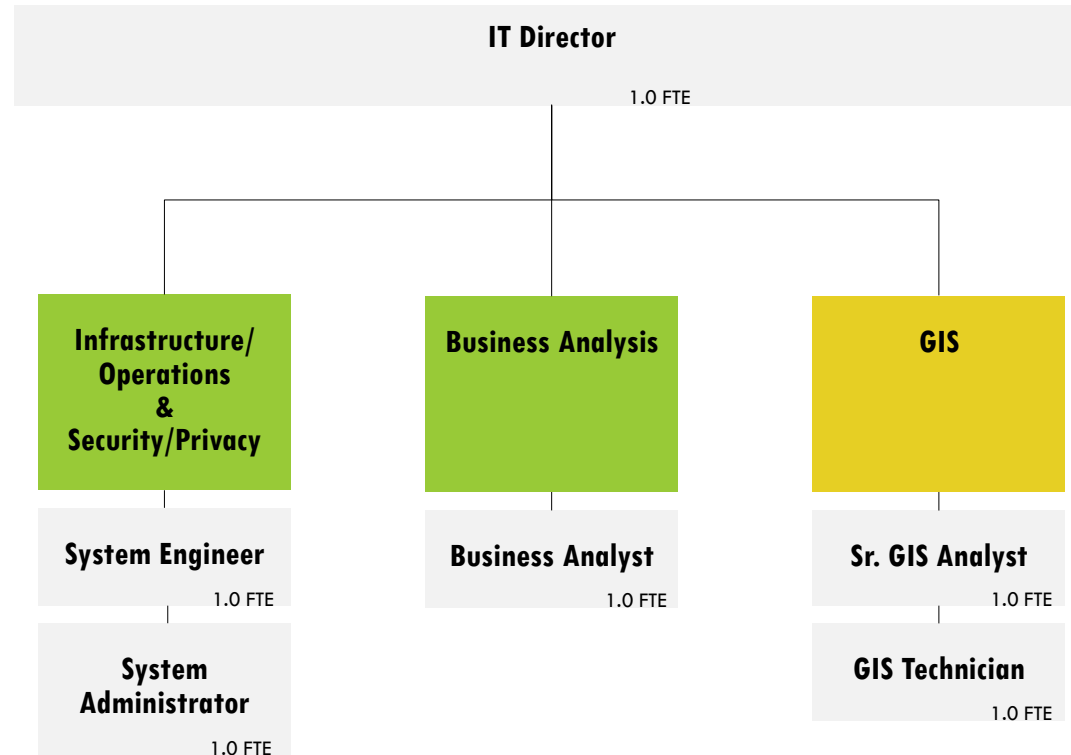
**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**



## IT ORGANIZATIONAL CHART - CURRENT



# IT ORGANIZATIONAL CHART — UPDATED

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

**Budget/fiscal impacts:**

**Requested by:**

**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**



## Agenda Item Request

**Date:**

*August 19, 2025*

**Meeting date desired:**

*August 27, 2025 and September 3rd, 2025 (Public Hearing)*

**Subject:**

*Public Hearing – Resolution 2025-32 Amending the fees to be collected by Crook County for fiscal year 2025-2026 for GIS Soil Surveys, Library nonresident cards and Landfill Asbestos.*

**Background and policy implications:**

*Amendment to update fees that have not been updated within the last six months. Attached Exhibit A is fee schedule to be adopted in order; Exhibit B is informational and included to show mark ups and changes to fees over the prior fee schedule*

**Budget/fiscal impacts:**

*Fee changes will allow the County to be consistent across departments, account for increased costs and remove outdated language.*

**Requested by:**

*Christina Haron, CPA      Finance Director*

**Presenters:**

*Christina Haron, CPA      Finance Director*

**Legal review (only if requested):**

*NA*

**Elected official sponsor (if applicable):**

*NA*

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
<b>All Departments*</b>	Photocopies, printing, scanning (made by staff)		
All Departments*	8½ x 11, black & white, per page, per side	0.25	
All Departments*	8½ x 11, color, per page, per side	0.75	
All Departments*	11 x 17, black & white, per page, per side	0.50	
All Departments*	11 x 17, color, per page, per side	1.50	
All Departments*	Fax transmittals (made by staff), up to 10 pages	2.50	Does not include microfilm fees, search fees, etc.
All Departments*	Research and collation fee, per hour	65.00	
All Departments	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	ORS 30.701 (5)
All Departments	Mailing materials	Actual cost	Cost of materials, plus actual cost of postage
All Departments*	Media fee, per disk or storage device	10.00	
All Departments*	Digital (electronically distributed) media fee, per item requested	10.00	
All Departments	Electric vehicle charging, per kWh	0.40	per kWh
<i>*Unless otherwise specified in department sections</i>			
<b>Administration</b>			
Administration	County Liquor License Application		ORS 417.166(8)
Administration	New	50.00	
Administration	Renewal	25.00	
<b>County Clerk</b>			
County Clerk	<b>Location and Copy Fees</b>		
County Clerk	Location fee	3.75	
County Clerk	Copies/Computer Prints	0.25	per page, per side
County Clerk	Certification Fee	3.75	
County Clerk	Copy of PVAB (Property Value Appeals Board) Audio File, 1st record	10.00	
County Clerk	Copy of PVAB Audio File, each additional file	1.00	
County Clerk	Research/Collation Services: Amounts of less than one hour shall be charged in 1/2 hour increments.	40.00	per hour
County Clerk	FTP Fee - Daily Images - subscription	0.25	per image
County Clerk	Digital Research Room (Index & Images) Monthly Subscription	425.00	
County Clerk	<b>Other Fees</b>		
County Clerk	Notary (per signature)	10.00	
County Clerk	Passport Processing Fee	35.00	each
County Clerk	Voter list on USB	35.00	
County Clerk	Voter's Pamphlet measure argument filing fee	300.00	Or a petition containing signatures per County Code 2.32.040
County Clerk	<b>Recording Fees</b>		
County Clerk	One page instruments - minimum fee	5.00	per instrument
County Clerk	Additional pages	5.00	per page
County Clerk	Mining Records	5.00	1st page (\$5.00/ea add. claim)
County Clerk	<b>Land Corner Preservation fund (CPF)</b>		



Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
County Clerk	Applies to all instruments except for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, Mining Records, County internal documents not usually charged a recording fee.	10.00	per instrument (note exceptions)
County Clerk	<b>Assessment and Taxation (A&amp;T) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	10.00	per instrument (note exceptions)
County Clerk	<b>Oregon Land Information System (OLIS) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	1.00	per instrument (note exceptions)
County Clerk	<b>Affordable Housing (HOUSING) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharges (DD 214), Federal documents, County internal document not usually charged a recording fee, documents required under ORS 517.210 to maintain mining claims, warrants issued by Employment Department pursuant to ORS 657.396, 657.642 and 657.646, a certified copy of a judgment, a lien record abstract as described in ORS 18.170, a satisfaction of a judgment, including a judgment noticed by recordation of a lien record abstract, Department of Revenue documents and tax collectors.	60.00	per instrument (note exceptions)
County Clerk	Affordable Housing Collection (HOUSING) Fee	1.00	per instrument assessed HOUSING fee
County Clerk	<b>Technology (TECH) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD214), Federal documents, County internal documents not usually charged a recording fee.	5.00	per instrument (note exceptions)
County Clerk	<b>Clerks Archive (ARCHIVE) Fee</b>		
County Clerk	Applies to all instruments except Military Discharge (DD 214), Federal documents, County internal documents not usually charged a recording fee.	2.00	per instrument (note exceptions)
County Clerk	<b>Multiple Transaction Fee</b>		
County Clerk	When recording instruments that describe two or more transactions, each additional transaction will be charged when involving the same property.	5.00	each additional transaction
County Clerk	<b>Additional References</b>		
County Clerk	In addition to and not in lieu of the fees charged for recording the assignment, release or satisfaction of any recorded instrument, \$5 for each additional instrument being assigned, released or satisfied.	5.00	each additional reference
County Clerk	<b>Non-Standard Fee</b>		
County Clerk	Additional fee for non-standard documents.	20.00	per instrument
County Clerk	<b>Other Recording</b>		
County Clerk	Military Discharge (DD214)	-	No charge for recording
County Clerk	<b>Subdivision Plats - By Lot / Tracts Size - Price Varies</b>		

		FY 25-26 Fee (\$) Effective 10/1/2025	Comments
<b>Department</b>	<b>Fee Description</b>		
County Clerk	20 lots / tracts or less	115.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)
County Clerk	each additional lot / tract	5.00	
County Clerk	Partition Plats	50.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)
County Clerk	<b>Marriage License</b>		
County Clerk	Base Fee	25.00	
County Clerk	- Conciliation Fee	10.00	
County Clerk	- Domestic Violence Fund	25.00	
County Clerk	Replacement marriage license packet (prior to ceremony)	10.00	
County Clerk	Replacement of memento marriage certificate	3.50	
County Clerk	Amend marriage record	45.00	each marriage record
County Clerk	Request for waiver of three day waiting period for marriage license.	10.00	per waiver
County Clerk	<b>Domestic Partnership</b>		
County Clerk	Declaration of Domestic Partnership registration fee	60.00	
County Clerk	Domestic Partnerships conciliation fee	10.00	
<b>Assessor</b>			
Assessor	Farm disqualification estimates, each	175.00	
Assessor	Print enlargements, each	1.50	
Assessor	Research Fee, per hour – 1 hour minimum	120.00	
Assessor	Map/Account change processing fee, per lot	25.00	
Assessor	Manufactured Structure processing fees:		
Assessor	Trip Permit, per section	25.00	
Assessor	Ownership/Situs change, each	80.00	
<b>Community Corrections</b>			
Community Corrections	DNA Collection Fee	10.00	
Community Corrections	Dirty Urinalysis Fee	20.00	
Community Corrections	Interstate Compact Fee	150.00	
Community Corrections	Work Crew Orientation Fee	40.00	
Community Corrections	Work crew hourly rate	Rural min. wage	Rural minimum wage is \$14.05 as of 7/1/2025.
<b>Community Development (CD)</b>			
CD - Building Services	When applicable, structural permits use valuation as determined by ICC Valuation Table current as of April 1 of each year, as per OAR 918-050-0100. When a structural permit is required by the state building code for retaining walls, decks, fences, accessory structures, etc - see Structural Permit fees by valuation. The current valuation table is as follows:		
CD - Building Services	<b>Structural Permits:</b>	Plus applicable State Surcharge	
CD - Building Services	\$1 to \$5,000	120.00	Minimum Structural Permit Fee is \$120.00

Department	Fee Description	FY 25-26 Fee (\$) Effective		Comments
		10/1/2025		
CD - Building Services	\$5,001 to \$25,000	10.00		\$120.00 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
CD - Building Services	\$25,001 to \$50,000	7.50		\$320 for the first \$25,000 plus \$7.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
CD - Building Services	\$50,001 to \$100,000	5.00		\$507.50 for the first \$50,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	\$100,001 and greater	4.25		\$757.50 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof
CD - Building Services	12% State Surcharge	12%		Required to be added to Building Permit Fees as per the State of Oregon, ORS 455.210(4) & (5) and 455.220(1)
CD - Building Services	Structural Plan Review – % of Structural Permit Fee	75%		
CD - Building Services	Code Compliance Fee for New Residential, Single Family Dwelling, and Manufactured Dwellings valuations will be 0.18% of building valuation	0.18%		Maximum fee of \$400.00; Supports code enforcement program
CD - Building Services	Code Compliance Fee for New Accessory and Residential Addition Building valuations 0.18% of building valuation (Maximum fee of \$270.00)	0.18%		Maximum fee of \$285.00; Supports code enforcement program
CD - Building Services	Compliance Fee for Commercial Structures Valuations 0.18% of building valuations (Maximum fee of \$525.00)	0.18%		Maximum fee of \$600.00; Supports code enforcement program
CD - Building Services	Advanced Planning Fee – Calculated on the valuation of the building project to support long range planning projects that are not fee supported in the amount of 0.30% of the building valuation	0.30%		Maximum fee of \$105,000; Fee waived on projects with valuation under \$300,000; supports long range planning projects that are not fee supported
CD - Building Services	Agricultural Building Exemption Review	72.00		
CD - Building Services	Residential Demolition Permit Fee - complete demolition, not subject to State Surcharge	105.00		
CD - Building Services	Commercial Demolition Permit Fee - complete demolition, not subject to State Surcharge	265.00		
CD - Building Services	Structural Alteration (not demo) - partial, soft, interior	Based on		See Structural Permit fee table by valuation, incurs State Surcharge value
CD - Building Services	Additional Plan Review - When applicable, per hour – 1/2 hour minimum	126.00		per hour
CD - Building Services	Change of occupancy/use - tenant improvement, other - administrative, no structural work indicated	187.50		
CD - Building Services	Pre-Application - Complex/large project consultation or review fee, per hour – 2 hour minimum	187.50		per hour; may include charges for review from technical experts as ACS
CD - Building Services	Re-Roofing, Residential (when required)	179.45		
CD - Building Services	Re-Roofing, Commercial Only (when required)	346.50		
CD - Building Services	Fire Life Safety Plan Review – % of Structural Permit Fee	40%		Required on all structures over 4000 sq. ft. and/or any project deemed necessary by the Building Official
CD - Building Services	Reinspection Fee, per each	126.00		
CD - Building Services	Investigation fee, per hour (may include supervision, overhead, equipment, and/or/wage of the employee(s) involved. Applicable to all disciplines and is surchargeable as inspection)	126.00		per hour

Department	Fee Description	FY 25-26 Fee (\$) Effective 10/1/2025	Comments
CD - Building Services	Each additional inspection, above allowable - per each	126.00	
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour minimum	126.00	per hour
CD - Building Services	Inspection for which no fee is indicated, per hour	126.00	per hour
CD - Building Services	Special inspection or consult - structural, per each	126.00	per each
CD - Building Services	Phased Plan Review Fee - in addition to project plan review fees	\$315	Not to exceed \$1,500.00 for each phase minimum phasing (application) fee+ 10% of total project building permit fee
CD - Building Services	Deferred Submittal Plan Review in addition to project plan review fees – 65% of permit fee on deferred portion calculated using the value of the deferred portion with a \$300.00 minimum fee.	65%	\$300.00 minimum fee
CD - Building Services	Temporary Certificate of Occupancy – Commercial	450.00	
CD - Building Services	Temporary Certificate of Occupancy – Residential	270.00	
CD - Building Services	Temporary Gold Seal Job Trailer Placement Inspection		
CD - Building Services	a.) Single-wide unit	551.25	
CD - Building Services	b.) Double-wide unit	661.50	
CD - Building Services	c.) Triple-wide unit	783.00	
CD - Building Services	Residential Fire Suppression - Standalone System, fee includes plan review. (See		
CD - Building Services	0 to 2,000 sq. ft.	173.25	
CD - Building Services	2,001 to 3,600 sq. ft.	183.75	
CD - Building Services	3,601 to 7,200 sq. ft.	231.00	
CD - Building Services	7,201 sq. ft. and greater	283.50	
CD - Building Services	Commercial Fire Suppression - Alarms/Sprinklers - separate electrical permit applications may also be required.	See Structural Permit Fee table by valuation	
CD - Building Services	<b>Manufactured Dwelling Placement Permit Fees:</b>		
CD - Building Services	State (Cabana) Fee	30.00	State Administration Fee

Department	Fee Description	FY 25-26 Fee (\$) Effective		Comments
		10/1/2025		
CD - Building Services	Manufactured Dwelling Placement Permit Fee - Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.	670.00		
CD - Building Services	* See Structural schedule by valuation for non-dwelling modular placements			
CD - Building Services	Manufactured Dwelling – Inspections outside normal business hours, per hour – 2 hour minimum	126.00		
CD - Building Services	Manufactured Dwelling – Inspections for which no fee is specifically indicated, per hour	126.00		
CD - Building Services	Manufactured Dwelling – Investigation fee, per hour	126.00		
CD - Building Services	Reinspection fee, per inspection	126.00		
CD - Building Services	Each additional inspection, above allowable - per each	126.00		
CD - Building Services	<b>Manufactured Dwelling &amp; RV Parks - Area Development Permit</b>			
	The Area Development Permit (ADP) Fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp - and applying the valuation amount to Table 1 as referenced for each.			
CD - Building Services	Plan check fee for Recreation Park - % of valuation	65%	% of Table 1 Valuation	
CD - Building Services	<b>Solar Structural Installation Permits - separate Electrical Permit application may also be required</b>			
CD - Building Services	1.) Solar Permit (when required) - Prescriptive Path System, fee includes plan review.	187.50		
CD - Building Services	2.) Solar Permit - Non-Prescriptive Path System	based on the valuation	Fee as per Structural Permit Fee table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.	
CD - Building Services	<b>Mechanical Permits:</b>			
CD - Building Services	All Mechanical Permits are subject to a state Surcharge of 12% of the total Permit fee.			
CD - Building Services	Minimum mechanical permit application fee is \$120.00.	120.00		
CD - Building Services	<b>Commercial Mechanical Fees</b>			
	\$1 to \$5,000	120.00	Minimum Mechanical Permit Fee is \$120.00	
	\$5,001 to \$25,000	10.00	\$120 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000	
	\$25,001 to \$50,000	8.00	\$320 for the first \$25,000 plus \$8.00 for each additional \$1,000 or	

Department	Fee Description	FY 25-26 Fee (\$) Effective		Comments
		10/1/2025		
	\$50,001 to \$100,000	6.00		\$520 for the first \$50,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 and greater	4.25		\$820 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof
CD - Building Services	<b>Residential Mechanical Fees</b>			
CD - Building Services	Air Conditioner	16.30		
CD - Building Services	Air handling unit up to 10,000 cfm	16.30		
CD - Building Services	Air handling unit 10,001 cfm and over	21.50		
CD - Building Services	Appliance or piece of equipment regulated by code but not classified in other appliance categories.	13.50		
CD - Building Services	Attic/crawl space fans	9.40		
CD - Building Services	Chimney /liner/flue/vent	13.50		
CD - Building Services	Clothes dryer exhaust	13.50		
CD - Building Services	Decorative gas fireplace	13.50		
CD - Building Services	Ductwork - no appliance/apprutenance	13.50		
CD - Building Services	Evaporative cooler other than portable	9.40		
CD - Building Services	Floor furnace, including vent	13.50		
CD - Building Services	Flue Vent for water heater or gas fireplace	11.30		
CD - Building Services	Furnace - greater than 100,000 BTU	21.50		
CD - Building Services	Furnace - up to 100,000 BTU	20.00		
CD - Building Services	Furnace/burner including duct work/vent/liner	21.50		
CD - Building Services	Gas or wood fireplace/insert	21.50		
CD - Building Services	Gas Fuel piping outlets	13.50		
CD - Building Services	Heat pump	20.00		
CD - Building Services	Hood served by mechanical exhaust, including ducts for hood	9.40		
CD - Building Services	Hydronic hot water system	86.00		
CD - Building Services	Mini spit system	20.00		
CD - Building Services	Installation or relocation of domestic type incinerator	-		
CD - Building Services	Oil tank/gas/diesel generators	20.00		
CD - Building Services	Pool or spa heater, kiln	13.50		
CD - Building Services	Repair, alteration, or addition to mechanical appliance including the installation of controls	21.50		
CD - Building Services	Range hood/other kitchen equipment	13.00		
CD - Building Services	Suspended heater, recessed wall heater, or floor mounted floor heater	13.50		
CD - Building Services	Ventilation fan connected to single duct	9.40		
CD - Building Services	Ventilation system not a portion of heating or air-conditioning system authorized by this permit	9.40		
CD - Building Services	Water heater	54.00		

Department	Fee Description	FY 25-26 Fee (\$) Effective		Comments
		10/1/2025		
CD - Building Services	Wood/pellet stove	21.50		
CD - Building Services	Other heating/cooling	13.50		
CD - Building Services	Other fuel appliance	13.50		
CD - Building Services	Other environment exhaust/ventilation	9.40		
CD - Building Services	The Mechanical Plan Review Fee is based on valuation of 75% of the determined Permit Fee, where applicable.			
CD - Building Services	Mechanical – Additional plan review (when applicable), per hour – 1/2 hour minimum	126.00		Per hour
CD - Building Services	Mechanical – Reinspection fee, per each	126.00		
CD - Building Services	Mechanical - Each additional inspection, above allowable - per each	126.00		
CD - Building Services	Mechanical – Inspections outside normal business hours, per hour – 2 hour minimum	126.00		Per hour
CD - Building Services	Mechanical – Inspections for which no fee is specifically indicated, per each, one hour minimum	126.00		Per each, one hour minimum
CD - Building Services	Mechanical – Investigation fee, per hour	126.00		Per hour
CD - Building Services	<b>Plumbing Permits:</b>			
CD - Building Services	All Plumbing Permits are subject to a State Surcharge of 12% of the total Permit fee			
CD - Building Services	The minimum Plumbing Permit Application Fee is \$120.00			
CD - Building Services	<b>Commercial and Non-New Residential - Site Utilities</b>			
CD - Building Services	Sanitary Sewer – first 100 feet	90.15		Permit fee, where applicable
CD - Building Services	Storm Sewer – first 100 feet	90.15		
CD - Building Services	Water Service – first 100 feet	90.15		
CD - Building Services	Each additional 100 feet or fraction thereof water, sanitary sewer, or storm sewer	74.15		
CD - Building Services	Mfd Park -site utility connections, per space	178.50		
CD - Building Services	Reinspection fee, per each	126.00		
CD - Building Services	Plumbing – Each additional inspection, above allowable - per each	126.00		
CD - Building Services	Plumbing – Inspections for which no fee is specifically indicated, per hour, minimum one hour	126.00		
CD - Building Services	Plumbing – Inspections outside normal business hours, per hour – 2 hour minimum	126.00		
CD - Building Services	Plumbing – Investigation fee, per hour	126.00		
CD - Building Services	The Plumbing Plan Review Fee is 30% of the Permit fee.			
CD - Building Services	Plumbing - Additional Plan Review - When applicable, per hour – 1/2 hour minimum	126.00		
CD - Building Services	New 1&2 Family Dwelling - includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.			
CD - Building Services	First Kitchen & Bathroom	347.00		Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 2 Bathrooms	463.00		Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 3 Bathrooms	580.00		Includes 100 feet of water, sewer, and storm lines
CD - Building Services	Additional bath/kitchen	230.00		

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - Building Services	Each additional 100 feet or fraction thereof of site utilities - water, sewer, storm (which includes rain, footing, trench, and leach drains) - first 100 feet included in bathroom/kitchen fee	74.00	
CD - Building Services	Plumbing fixture as marked on application	30.00	
CD - Building Services	Re-piping/retrofit water supply, per fixture	30.00	
CD - Building Services	Backflow preventer	30.00	
CD - Building Services	Water heater	54.00	
CD - Building Services	<b>Residential Fire Suppression - Multipurpose/Continuous Loop System, plan review included (See Structural Fee section for Standalone System)</b>		
CD - Building Services	0 to 2,000 sq. ft.	173.25	
CD - Building Services	2,001 to 3,600 sq. ft.	183.75	
CD - Building Services	3,601 to 7,200 sq. ft.	231.00	
CD - Building Services	7,201 sq. ft. and greater	283.50	
CD - Building Services	<b>Medical Gas Permits:</b>		
CD - Building Services	\$1 to \$5,000	122.25	Minimum Medical Gas Fee is \$122.25
CD - Building Services	\$5,001 to \$10,000	2.00	\$122.25 for the first \$5,000 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$10,000
CD - Building Services	\$10,001 to \$100,000	7.00	\$222.25 for the first \$10,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	\$100,001 and greater	5.00	\$852.25 for the first \$100,000 plus \$5.00 for each additional \$1,000 or fraction thereof
CD - Building Services	<b>Electrical Permits:</b>		
CD - Building Services	1.) All electrical Permits are subject to a State Surcharge of 12% of the total permit fee	12%	
CD - Building Services	The minimum Electrical Permit Application Fee is \$120.00	120.00	
CD - Building Services	<b>New Construction</b>		
CD - Building Services	<b>Residential</b>		
CD - Building Services	1,000 sq. ft. or less	202.00	
CD - Building Services	Each additional 500 sq. ft. or portion thereof	33.65	
CD - Building Services	Limited energy - new residential construction	47.15	
CD - Building Services	<b>Multifamily</b>		
CD - Building Services	New Multifamily Construction		Multi-family is based on largest unit using residential square footage with each additional unit at 50%
CD - Building Services	Multifamily, new construction - limited energy by floor	90.00	
CD - Building Services	Multifamily, new construction - protective signaling by floor	90.00	
CD - Building Services	Each manufactured home or modular dwelling service	121.50	
CD - Building Services	Service or feeders:		installation, alteration, relocation



Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - Building Services	200 amps or less	130.10	
CD - Building Services	201 to 400 amps	153.50	
CD - Building Services	401 to 600 amps	258.00	
CD - Building Services	601 to 1,000 amps	338.20	
CD - Building Services	Over 1,000 amps or volts	770.00	
CD - Building Services	Reconnect only	121.50	
CD - Building Services	Temporary service or feeders:		installation, alteration, relocation
CD - Building Services	200 amps or less	121.50	
CD - Building Services	201 to 400 amps	141.50	
CD - Building Services	401 to 600 amps	204.00	
CD - Building Services	601 to 1,000 amps	338.50	See services or feeders section above
CD - Building Services	Over 1,000 amps or volts	770.00	See services or feeders section above
CD - Building Services	Branch circuits:		New, alteration, extension per panel
CD - Building Services	Fee for branch circuits with purchase of a service or feeder fee	9.70	
CD - Building Services	Fee for branch circuits without purchase of a service or feeder fee		
CD - Building Services	First branch circuit	90.00	
CD - Building Services	Each additional branch circuit	9.70	
CD - Building Services	Each add'l branch circuit - per each	9.70	
CD - Building Services	Miscellaneous (service or feeder not included):		service or feeder not included
CD - Building Services	Pump or irrigation circle - per each	90.00	
CD - Building Services	Sign or outline lighting - per each	90.00	
CD - Building Services	Signal circuit(s) or a limited-energy panel, alteration or extension, each system - non-new residential and all commercial (new residential and multifamily construction - see above)	90.00	
CD - Building Services	Swimming Pool (incl panel, circuits and bonding)	178.60	
CD - Building Services	Commercial Electrical Multi-Family		
CD - Building Services	Multi-family limited energy by floor	90.14	
CD - Building Services	Multi-family protective signaling by floor	90.14	
CD - Building Services	Renewable Energy		
CD - Building Services	Renewable energy for electrical systems - 5KVA or Less	121.50	
CD - Building Services	Renewable energy for electrical systems - 5KVA to 15KVA	153.00	
CD - Building Services	Renewable energy for electrical systems - 15.01KVA to 25KVA	204.00	
CD - Building Services	Renewable energy - solar generation over 25KVA	7.00	\$204.00 for the first 25KVA plus \$7.00 for each additional KVA; *maximum permit charge at calculation of 100KVA (\$729)
CD - Building Services	Wind Energized Systems		
CD - Building Services	Renewable energy for wind systems 25.01 KVA through 50 KVA	262.75	
CD - Building Services	Renewable energy for wind systems 50.01 KVA through 100 KVA	631.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective		Comments
		10/1/2025		
CD - Building Services	Master Electrical Application Permit fee - one time at initial application; renews annually as applicable	100.00		
CD - Building Services	Master Electrical inspection fee, per hour - includes travel time, inspection, and report writing	126.00	per hour	
CD - Building Services	Electrical Plan Review – % of Electrical Permit Fee when required	25%		
CD - Building Services	Electrical - Additional plan review (when applicable), per hour - 1/2 hr minimum	126.00		
CD - Building Services	Reinspection Fee, per each, minimum one hour	126.00		
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour minimum	126.00		
CD - Building Services	Inspection for which no fee is specifically indicated, per hour – one hour minimum	126.00		
CD - Building Services	Each additional inspection, above allowable - per each	126.00		
CD - Building Services	Investigation fee, per hour	126.00		
CD - Building Services	<b>Miscellaneous Fees:</b>			
CD - Building Services	Refund processing fee	82.00		refunds must be requested within 180 days of application; refunds are not available for any work that has been performed
CD - Building Services	Permit Reinstatement due to expired permit (within a 6-month window)	50% of current fee for new permit		New Permit Fee thereafter
CD - Building Services	Permit Extension	50.00		
CD - Building Services	Permit History Research Fee, per hour	84.00		
CD - Building Services	Copies, per page	0.25		
CD - Building Services	Oversize copies, per page	5.00		
CD - Building Services	Permit Shipping	10.00		
CD - Building Services	Administrative/Clerical Fee	86.50		
CD - Code Enforcement	<b>Code Enforcement:</b>			
CD - Code Enforcement	Code Enforcement Hourly Rate, per hour	134.00		As Permitted by Crook County Code Title 1, cost recovery
CD - Code Enforcement	Site investigation, per hour – 2 hour minimum	134.00		
CD - Code Enforcement	Code compliance letter, research and investigation, per hour – 2 hour minimum	134.00		
CD - Code Enforcement	Code compliance hearing fee	500.00		
CD - On-Site	<b>On-Site (Septic Systems) Permits:</b>			On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.
CD - On-Site	State surcharge			<u>A DEQ surcharge will be added to site evaluations, permits, and other activity</u> where required: all state fee schedules are subject to change based on legislative action and may be revised throughout the year.

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - On-Site	Code Compliance Fee	63.00	Added to all new construction permits, authorizations, and alterations
CD - On-Site	Site Evaluation Fee	808.00	
CD - On-Site	Septic Systems		
CD - On-Site	Standard system, first 1,000 gallons	998.00	
CD - On-Site	Capping fill, first 1,000 gallons	1,244.00	
CD - On-Site	Grey water sump, first 1,000 gallons	452.00	
CD - On-Site	Pressure distribution, first 1,000 gallons	1,496.00	
CD - On-Site	Redundant, first 1,000 gallons	740.00	
CD - On-Site	Sand filter, first 1,000 gallons	1,880.00	
CD - On-Site	Saprolite system, first 1,000 gallons	914.00	
CD - On-Site	Seepage trench, first 1,000 gallons	1,239.00	
CD - On-Site	Steep slope, first 1,000 gallons	1,239.00	
CD - On-Site	Tile dewatering, first 1,000 gallons	2,678.00	
CD - On-Site	Each additional 500 gallons above 1,000 gallons or part thereof ("commercial" septic systems)	200.00	\$200 for each additional 500 gallons or part thereof
CD - On-Site	Plan Review		
CD - On-Site	Commercial facility system, 0 to 600 gallons		Covered under the permit fee
CD - On-Site	Commercial facility system, 601 to 1,000 gallons	310.00	
CD - On-Site	Each additional 500 gallons or part thereof above 1,000 to 2,500 gallons	95.00	\$280 for the first 1,000 gallons plus \$85 for each additional 500 gallons or part thereof
CD - On-Site	Renewal/reinstatement/transfer permit	368.00	Within 1 year of expiration of original permit
CD - On-Site	Major septic system repair, single family dwelling	572.00	
CD - On-Site	Minor septic system repair, single family dwelling	315.00	
CD - On-Site	Major commercial septic system repair	546.00	
CD - On-Site	Minor commercial septic system repair	320.00	
CD - On-Site	Major septic system alteration/relocation (drain field)	866.00	
CD - On-Site	Minor septic system alteration/relocation (tank)	483.00	
CD - On-Site	ATT Annual Report Review – in-house	60.00	
CD - On-Site	ATT Systems Permit – with/without pressure distribution	1,565.00	
CD - On-Site	ATT Systems – O&M Inspection	462.00	
CD - On-Site	Holding tank Permit	930.00	
CD - On-Site	Holding tank inspection report – in-house	60.00	
CD - On-Site	Holding tank inspection annual – field	290.00	
CD - On-Site	Authorization, field visit required	685.00	Permit issued under the authorization will be without the repair fee
CD - On-Site	Authorization, no field visit required	252.00	
CD - On-Site	Evaluation/renewal of temporary/hardship authorization	263.00	
CD - On-Site	Existing system evaluation – field	630.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - On-Site	Sewage disposal service, pumper truck inspection, first truck	173.00	
CD - On-Site	Sewage disposal service, each additional truck	74.00	
CD - On-Site	Accela yearly O&M entry fee, each	10.00	
CD - On-Site	Re-inspection fee	158.00	When a pre-covered inspection correction requires a subsequent reinspection due to the previous corrections not being made. No further inspections until the reinspection fee is paid.
CD - On-Site	Pump evaluation Fee	53.00	For all permits that specify the use of a pump or dosing system except for Sand Filter, ATT, Recirculating gravel filter and pressurized distribution systems
CD - On-Site	On-site specialist consultation fee, in-house, per hour – 1-hour minimum	110.00	
CD - On-Site	On-site specialist consultation fee, field, per hour – 1-hour minimum	220.00	
CD - On-Site	Refund/Administrative fee	53.00	
CD - On-Site	<b>On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.</b>		
CD - On-Site	Notice: A surcharge to offset DEQ administrative and oversight costs and are assessed by DEQ for each site evaluation, construction, repair, renewal authorization, and all other activities for which an application is submitted. There is no surcharge for pumper truck inspections. The proceeds are forwarded to DEQ on a quarterly basis. The surcharge is set by the State of Oregon and will be adjusted to reflect State-imposed changes.		
CD - Planning	<b>Planning Fees:</b>		
CD - Planning	Unless otherwise stated in "Comments", all Planning fees will also have an additional		Note: Code Compliance fees may double for violation cases
CD - Planning	1). Code Compliance Fees for planning applications:		
CD - Planning	Planning Fees totaling \$0-200		
CD - Planning	Planning Fees totaling \$201-500	63.00	
CD - Planning	Planning Fees totaling \$501-1,000	116.00	
CD - Planning	Planning Fees totaling \$1,001-5,000	180.00	
CD - Planning	Planning Fees totaling \$5,001-10,000	578.00	
CD - Planning	10,001	840.00	
CD - Planning	2.) Appeals - Remands		
CD - Planning	Appeal to Planning Commission	250.00	*\$250 or as set by statute
CD - Planning	Appeal to County Court	\$3,500 + 20%	Appellant must also provide transcripts of relevant meeting tapes at of original appellant's expense
CD - Planning	Remand from LUBA	\$2,000	Actual costs with deposit required at time of appeal submission - deposit + Covers costs for notices mailed, copy charges, staff time and other actual cost costs.
CD - Planning	CD/USB records, each	10.00	
CD - Planning	3.) Documents Purchased		
CD - Planning			No Code Compliance Fee

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - Planning	Duplication fees, per page	0.25	
CD - Planning	Duplication of oversize exhibits, per page	5.00	
CD - Planning	Local Appeal Record on CD/USB, per CD/USB	10.00	
CD - Planning	4.) Land Partitions		Code Compliance Fee to be added
CD - Planning	Land partitions, 2 to 3 lots	1,985.00	
CD - Planning	Measure 49 Land Partition	2,305.00	
CD - Planning	Farm partition/forest partition, 2 to 3 lots	1,985.00	
CD - Planning	Non-farm partition, 2 to 3 lots, including Site Plan Reviews	3,895.00	
CD - Planning	Property Line Adjustment	1,070.00	
CD - Planning	Property Line Adjustment with notice	1,345.00	
CD - Planning	Lot Combining/Uncombining	750.00	
CD - Planning	Final Plat Review	200.00	
CD - Planning	Replat	1,985.00	
CD - Planning	Validation of a unit of land	1,985.00	
CD - Planning	5.) Conditional Use Permits		Code Compliance Fee to be added
CD - Planning	Administrative	1,985.00	e.g. dog kennels, home occupations
CD - Planning	With hearing	4,365.00	e.g. bed & breakfast; golf course, multi-family residential
CD - Planning	Modification of conditions, administrative	1,345.00	
CD - Planning	Modification of conditions, with hearing	3,730.00	
CD - Planning	Mineral aggregate	11,650.00	
CD - Planning	Commercial energy	12,670.00	Additional fee will apply if a goal exception is required
CD - Planning	Forest dwelling	3,100.00	
CD - Planning	Annual Report Review	200.00	
CD - Planning	6.) Amendments		Code Compliance Fee to be added
CD - Planning	Comprehensive plan amendment	5,765.00	
CD - Planning	Comprehensive plan amendment, required goal exception	7,365.00	
CD - Planning	Zone map change, Measure 56 notice required	5,765.00	
CD - Planning	Zone map change, if no Measure 56 notice required	4,670.00	
CD - Planning	Zone text change, Measure 56 notice required	5,765.00	
CD - Planning	Zone text change, if no Measure 56 notice required	4,670.00	
CD - Planning	7.) Site Plan Reviews		Code Compliance Fee to be added
CD - Planning	Residential	1,070.00	
CD - Planning	Accessory Structure	290.00	
CD - Planning	Accessory Structure – with verification of existing dwelling	365.00	
CD - Planning	Accessory Structure – under 200 sq. ft. with no plumbing, electrical or mechanical	95.00	
CD - Planning	Accessory Dwelling Unit	1,225.00	
CD - Planning	Accessory Farm Help Dwelling	1,665.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - Planning	Accessory Farm Family Dwelling	1,665.00	
CD - Planning	Administrative	1,665.00	
CD - Planning	Farm Dwelling	1,665.00	
CD - Planning	Replacement Farm or Forest Dwelling	1,225.00	
CD - Planning	Non-Farm Dwelling on existing parcel	3,100.00	
CD - Planning	Accessory Forest-Family Dwelling	1,665.00	
CD - Planning	Lot of Record	1,665.00	ORS 215.705
CD - Planning	Commercial, Industrial	1,665.00	
CD - Planning	Utility Facilities, Cell Towers	3,895.00	
CD - Planning	Site Plan Modification	750.00	
CD - Planning	Renewal of expired site plan review (residential zone dwellings)	50%	50% of original fee
CD - Planning	8.) Subdivisions / Planned Unit Developments		Code Compliance Fee to be added
CD - Planning	Outline development / master plan	\$3,830 + \$240	Base fee of \$3,830, plus \$240 per lot per lot
CD - Planning	Subdivision name changes, per change	905.00	
CD - Planning	Final plat review	2,230.00	
CD - Planning	Subdivision modification request by applicant with hearing	5,490.00	
CD - Planning	Public hearing extension request	905.00	
CD - Planning	Replat	1,985.00	
CD - Planning	9.) Destination Resort		Code Compliance Fee to be added
CD - Planning	Conditional Use Permit, Modification	19,715.00	
CD - Planning	Subdivision Phase	\$4,375 + \$240	Base fee of \$4,375, plus \$240 per lot per lot
CD - Planning	Site plan review – Residential	1,385.00	
CD - Planning	Site plan review – Commercial	1,545.00	
CD - Planning	Final development review	4,090.00	
CD - Planning	Final plat review	2,230.00	
CD - Planning	Replat	1,985.00	
CD - Planning	10.) Other Permit Fees		Code Compliance Fee to be added
CD - Planning	Legal parcel/lot determination		
CD - Planning	First legal lot	750.00	
CD - Planning	Each additional lot	\$200 + hourly	\$200 per lot for the first two hours of review. \$94 per hour after two rate after 2 hours. hours
CD - Planning	Complex project fee	Actual costs, \$1,100 deposit req'd	Actual costs will be charged; \$1,100 deposit required
CD - Planning	Variance		

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
CD - Planning	Without public hearing	1,070.00	
CD - Planning	With public hearing	3,730.00	
CD - Planning	Declaratory ruling	1,665.00	
CD - Planning	Declaratory ruling - Measure 49	Actual costs, Actual cost will be charged; \$7,500 deposit required \$7,500 deposit req'd	
CD - Planning	Nonconforming Use Alteration	Actual costs, Actual costs will be charged; \$1,500 deposit required \$1,500 deposit req'd	
CD - Planning	Sign Permit	580.00	
CD - Planning	Temporary Hardship		
CD - Planning	Dwelling	450.00	
CD - Planning	Renewal, every 2 years	100.00	
CD - Planning	Temporary Use Permit		
CD - Planning	Property owner RV on lot for up to 6 months	295.00	
CD - Planning	Property owner RV on lot renewal for next 6 months	45.00	
CD - Planning	Land Use Compatibility Statement	95.00	
CD - Planning	Land Use Compatibility Statement - Onsite Sign-Off	75.00	
CD - Planning	Building Permit Review	100.00	
CD - Planning	Floodplain Review	200.00	
CD - Planning	Planning Director Determination (Interpretation-Advisory Only)	1,380.00	
CD - Planning	Staff Research/Consultation, per hour – 1-hour minimum	92.00	
CD - Planning	All land use extension requests	300.00	
CD - Planning	Amendments to applications after completeness has been determined	Actual costs, Actual costs will be charged; \$315 deposit required \$315 deposit req'd	
CD - Planning	Refund Requests		
CD - Planning	Before completeness is determined	75%	
CD - Planning	After Pre-Notice is mailed or 30 day completeness is determined.	50%	
CD - Planning	After Notice of Decision is mailed there will be no refund.	no refund	
CD - Planning	Farm stand reviews	298.70	
CD - Planning	One mile study with analysis	770.00	
CD - Planning	One mile study - data only	270.00	
CD - Planning	Soils report	95.00	
CD - Planning	Wildlife density analysis	95.00	
CD - Planning	Consultant fee*	Actual costs, Actual costs will be charged; \$5,000 deposit required \$5,000 deposit req'd	

		FY 25-26 Fee (\$) Effective 10/1/2025	Comments
Department	Fee Description		
CD - Planning	*Consultant fees are charged when in the judgment of the Planning Director, Planning Commission, or County Counsel, expertise or resources are required outside the scope of the County's ability to evaluate an application accurately or timely and additional assistance is needed. In some cases, consultation is required by County ordinance. Examples include but are not limited to evaluation of a proposed energy-related facility and related impacts, evaluation of environmental impact of certain industries, evaluation of the impact of certain applications on airport operations or a traffic-impact study.		
CD - Planning	11.) Events		Code Compliance Fee to be added
CD - Planning	Agritourism in County Exclusive Farm Use Zones		
CD - Planning	Expedited one time single event	175.00	
CD - Planning	Single Event	Actual costs, Actual costs will be charged; \$580 deposit required	
		\$580 deposit req'd	
CD - Planning	2 to 6 Events without Public Hearing	actual costs, Actual costs will be charged; \$790 deposit required	
		\$790 deposit req'd	
CD - Planning	2 to 6 Events with Public Hearing	actual costs, Actual costs will be charged; \$1,215 deposit required	
		\$1,215 deposit req'd	
CD - Planning	7 to 18 Events	actual costs, Actual costs will be charged; \$2,865 deposit required	
		\$2,865 deposit req'd	
CD - Planning	Agritourism renewal	275.00	
CD - Planning	Social Gatherings		As identified in Crook County Code 5.04 Article II
CD - Planning	101 to 250 participants	240.00	
CD - Planning	251 to 500	605.00	
CD - Planning	501 to 1,000	1,215.00	
CD - Planning	1,001 to 3,000	1,820.00	
CD - Planning	Mass Gatherings (As identified in Crook County Code 5.04 Article I)	6,075.00	As identified in Crook County Code 5.04 Article I
CD - Planning	12.) Road Approach		Code Compliance Fee to be added
CD - Planning	Road Approach Permits		Collected fees shared between CD-Planning and Road Department or CD-Planning and CD-Code Compliance
CD - Planning	Residential, new	315.00	For County-maintained roads or roads approaching County-maintained roads, \$157.50 to CD-Planning and \$157.50 to Road Department. For public roads that do not approach state, County, or City roads, \$157.50 to CD-Planning and \$157.50 to CD-Code Compliance.



Department	Fee Description	FY 25-26 Fee		Comments
		(\$)	Effective	
		10/1/2025		
CD - Planning	Residential, grandfathered	165.00		No fee for accesses created prior to 2000. Grandfathered Access permits are for existing single homes only. For County-maintained roads or roads approaching County-maintained roads, \$49.50 to CD-Planning and \$115.50 to Road Department. For public roads that do not approach state, County, or City roads, \$49.50 to CD-Planning and \$115.50 to CD-Code Compliance.
CD - Planning	Subdivision / PUD / Destination Resort	1,215.00		For County-maintained roads or roads approaching County-maintained roads, \$486 to CD-Planning and \$729 to Road Department. For public and private roads that do not approach state, County, or City roads, \$486 to CD-Planning and \$729 to CD-Code Compliance.
CD - Planning	Commercial/ industrial or institutional	615.00		For County-maintained roads or roads approaching County-maintained roads, \$307.50 to CD-Planning and \$307.50 to Road Department. For public roads that do not approach state, County, or City roads, \$307.50 to CD-Planning and \$307.50 to CD-Code Compliance.
CD - Planning	13.) Addressing/Roads			
CD - Planning	Addressing			
CD - Planning	County (excluding inside city limits)	158.00		Includes Address and Fire Marker
CD - Planning	Inside City limits	126.00		
CD - Planning	Utility Address	126.00		(may be required for a permit where a utility is requested)
CD - Planning	Fire Marker Fee for Existing, Verified Address	35.00		
CD - Planning	Road Naming	2,155.00		Code Compliance Fee to be added
CD - Planning	New or replacement road name sign/stop/post	825.00		Installed by County Road Dept; within the County right of way on a private or public road and/or intersecting County-maintained road
CD - Planning	Road Vacation	1,655.00		Collected fees shared \$1,160 to County Counsel, \$495 to Road Department
CD - Planning	Road Development Inspection Fees			For Public and Private Roads; Road Inspection costs are paid to a third-party engineering firm. The fees listed reflect the actual costs.
CD - Planning	Traffic Review			
CD - Planning	0 to 20 potential average daily trips	1,781.90		
CD - Planning	21 to 99 potential average daily trips	1,781.90		
CD - Planning	100 to 200 potential average daily trips	5,407.50		
CD - Planning	Resorts	16,222.50		
CD - Planning	Plan Review			
CD - Planning	0 to 20 potential average daily trips	3,244.50		
CD - Planning	21 to 99 potential average daily trips	4,326.00		
CD - Planning	100 to 200 potential average daily trips	5,407.50		
CD - Planning	Resorts	16,222.50		
CD - Planning	Site Observations			Includes cost of storm water plan review
CD - Planning	0 to 20 potential average daily trips	2,662.55		

		FY 25-26 Fee (\$) Effective 10/1/2025	Comments
Department	Fee Description		
CD - Planning	21 to 99 potential average daily trips	2,662.55	
CD - Planning	100 to 200 potential average daily trips	2,662.55	
CD - Planning	Resorts	5,407.50	
CD - Planning	Note 1: Fees assume 3 reviews will be adequate. For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 2: Fees assume 4 site visits will be adequate. For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 3: Assumes 4 site visits (sub-base, ¾”, ½” and paving). For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 4: Fees shown above are for subdivisions up to 200 potential average daily trips. For subdivisions in excess of 200 potential average daily trips, additional fees will apply.		
<b>District Attorney</b>			
District Attorney	Traffic violations	25.00	
District Attorney	Diversion revocations	25.00	
District Attorney	Probation violations (misdemeanor and felony)	25.00	
District Attorney	Non-traffic violations and misdemeanor crimes		
District Attorney	First 30 pages	25.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Felony crimes		
District Attorney	First 30 pages	25.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Homicides		
District Attorney	First 30 pages	200.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Physical media storage device (CD, tape, zip drive, etc.)	25.00	
District Attorney	Digital media/digital evidence, per item	10.00	Video or other non-document items
District Attorney	Legal Counsel or District Attorney review, per hour	165.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	Paralegal/Legal Assistant staff time, per hour	115.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	Complex Project Fee	Actual costs, \$1,000 deposit req'd	Actual costs will be charged; \$1,000 deposit required
<b>Facilities</b>	<i>Fees not applicable for Crook County or City of Prineville Government</i>		
<b>Finance</b>			

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Finance	Monthly delinquent file listing for property taxes, per month	100.00	
Finance	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	Covered in County-wide section
Finance	Research Fee, per hour - 1 hr minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
Finance	Special Check Run (outside regular schedule)	25.00	
<b>Fairgrounds</b>			
Fairgrounds	<b>Refundable Deposit Rates</b>		Refunded in 2-10 business days depending upon payment method
Fairgrounds	Damage & Cleaning (alcohol present)*	700.00	Events with less than 50 people
Fairgrounds	Damage & Cleaning (alcohol present)*	1,800.00	Events with more than 50 people
Fairgrounds	*Security is required for events where alcohol is served, and must be coordinated and paid for by the renter. Security must be present for the duration of the event. Private events		
Fairgrounds	Damage & Cleaning (no alcohol present)	600.00	
Fairgrounds	Kitchen Use Per Rental	132.00	
Fairgrounds	PA System Deposit	66.00	
Fairgrounds	<b>Rental Rates</b>		All renters are required to provide proof of Special Events Liability Insurance with a \$1M minimum aggregate, naming Crook County and the Crook County Fair Board as additional insureds.
Fairgrounds	<i>Carey Foster Hall</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	588.00	
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Kitchen Use per rental period	132.00	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	<i>Grizzly Mountain Pavilion</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	424.00	Building expansion, 2,000 sf added in 2024
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	212.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	<i>Indoor Arena</i>		
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	588.00	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	Lights per hour	8.00	
Fairgrounds	Pens (each pen per rental period)	11.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	Heating Fees (5 banks available) per hour per bank	16.00	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	
Fairgrounds	Fee to roll arena flat	120.00	
Fairgrounds	<i>Pavilion Tent &amp; Stage</i>		
Fairgrounds	Pavilion Tent & Stage only per day	324.00	
Fairgrounds	Pavilion Tent, Stage & Grass Area per day (RV Hookups included)	588.00	
Fairgrounds	Pavilion Tent & Stage hourly rate	66.00	
Fairgrounds	<i>Outdoor Arena</i>		
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	714.00	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	Lights per hour	27.00	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	
Fairgrounds	Event Setup & Take Down Fee per hour	132.00	
Fairgrounds	<i>Lookout Mountain Building</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	200.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	<i>Open Riding</i>		
Fairgrounds	Per rider, per day	11.00	
Fairgrounds	Per rider, 30-day permit	46.00	
Fairgrounds	Per family, 30-day permit (immediate family members only)	90.00	
Fairgrounds	<i>Stalls</i>		
Fairgrounds	Horse stalls (per night, shavings not included)	\$20/night + \$25 fee for each stall not mucked out upon leaving \$25 fee per stall not mucked	
Fairgrounds	<i>Camping</i>		
Fairgrounds	Dry Camping (per night)	20.00	
Fairgrounds	RV Hook Ups (per night)	30.00	
<b>Legal Counsel</b>			
Legal Counsel	Legal Counsel review, per hour	143.00	Rates are consistent with the posted rates for the Oregon Department of Justice.

Department	Fee Description	FY 25-26 Fee		Comments
		( \$)	Effective	
		10/1/2025		
Legal Counsel	Paralegal staff time, per hour	79.00		Rates are consistent with the posted rates for the Oregon Department of Justice.
Legal Counsel	Complex Project Fee	Actual cost, \$1,000 deposit req'd		Actual cost will be charged; \$1,000 deposit required
<b>GIS</b>				
GIS	<b>Professional Services</b>			
GIS	Standard labor rate, per hour – 1-hour minimum	120.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Quick Maps – Small Format	10.00 + print costs		Basic layers with or w/o imagery
GIS	Quick Maps – Large Format	15.00 + print costs		Basic layers with or w/o imagery
GIS	Custom Mapping, per hour – 1-hour minimum	120.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	GIS Database Analysis, per hour – 1-hour minimum	120.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	<b>Printing &amp; Scanning (Small format) Cost Per sheet</b>			
GIS	8.5 X 11 (B&W)	0.25		
GIS	8.5 X 11 (Color)	0.75		
GIS	11 X 17 (B&W)	0.50		
GIS	11 X 17 (Color)	1.50		
GIS	<b>Printing (Large format)</b>			
GIS	Plat Copy (B&W), Per sheet	5.00		
GIS	Maps/other (B&W), per sq. ft. – \$10 minimum	1.50		\$10 minimum
GIS	Maps/other (Color), per sq. ft. – \$10 minimum	2.00		\$10 minimum
GIS	<b>Scanning (Large Format)</b>			
GIS	Large Format (larger than 11 X 17), per sq. ft. – \$15 minimum	1.50		\$15 minimum
GIS	<b>Custom services</b>			
GIS	1- mile study and report	170.00		
GIS	Soil survey	95.00		
GIS	<b>GIS Data</b>			
GIS	Custom Data Request, per hour - 1 hour minimum	120.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Media fee, per disk or storage device	10.00		
GIS	<b>GIS Mapping fee (included in planning fees)</b>			
GIS	Conditional use Permit, non-farm partitioning/vacant/herbaceous forest, per lot	60.00		

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
GIS	Conditional use Permit, non-farm partitioning w/existing residence, per lot	60.00	
GIS	Conditional use Permit, non-farm dwelling on existing parcel	60.00	
GIS	Conditional use Permit, farm partitioning	60.00	
GIS	Conditional use Permit, non-residential	60.00	
GIS	Site plan review, residential or commercial	60.00	
GIS	Subdivision, PUD, condo, per unit, per lot	60.00	
GIS	Final plat review, subdivision, Per lot	60.00	
GIS	Road Vacation	60.00	
<b>Health Services</b>			
<b>Health Services</b>	In most cases, the increases in immunizations are based on changes in the cost of supplies. The allowable Medicaid immunization reimbursement is \$21.96.		
Health Services	Certain fees shown are subject to adjustment on a sliding scale basis for qualifying individuals as determined by Federal guidelines.		
Health Services	<b><u>Worksite &amp; Community Wellness:</u></b>		
Health Services	Health Education/Training/Promotion/Consultation (Non County Businesses)	75.00	
Health Services	Blood Borne Pathogen Training	50.00	
Health Services	Mental Health First Aid	545.00	
Health Services	QPR	80.00	
Health Services	Living Well with Chronic Conditions	600.00	
Health Services	Other Training (Businesses), hourly rate	75.00	
Health Services	<b><u>Clinical Services</u></b>		
	Fees for clinical services are dependent on the costs of supplies, lab used, insurance reimbursement rates, and state established fees. Crook County adheres to the No		
Health Services	<b><u>Vital Statistics and Medical Records:</u></b>		
Health Services	Birth and Death Certificates (First)	25.00	
Health Services	Additional Birth and Death Certificates, each	25.00	
Health Services	Replacement Fee (Birth and Death), each	5.00	
Health Services	Record page copies – client chart (after ten pages), per page	0.25	
Health Services	Expedited Order Fee	7.00	
Health Services	<b><u>Miscellaneous:</u></b>		
Health Services	Immunization Record Replacement	1.00	
Health Services	Head Lice Check	10.00	
Health Services	Lead Screening	300.00	
Health Services	<b><u>Food Service Inspection</u></b>		
Health Services	Food service inspection fees are those authorized by the Oregon DHS. In addition, the following fees and surcharges are authorized:		
Health Services	Full service restaurant/caterer fees based on seating criteria		
Health Services	0-15 seats	525.00	
Health Services	16-50 seats	590.00	
Health Services	51-150 seats	660.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Health Services	150+ seats	710.00	
Health Services	Bed and breakfast	210.00	
Health Services	Limited service restaurant	310.00	
Health Services	Commissary	405.00	
Health Services	Warehouse	215.00	
Health Services	Mobile unit, licensed in-County		
Health Services	Class I	295.00	
Health Services	Class II	305.00	
Health Services	Class III	330.00	
Health Services	Class IV	345.00	
Health Services	Mobile unit, licensed out of County, inspected in Crook County, per event	25.00	
Health Services	Temporary restaurant license, one day event	80.00	
Health Services	Temporary restaurant license, two or more days	80.00	
Health Services	Intermittent temporary restaurant license no more than 30 days same food/location, more than one oversight organization	100.00	
Health Services	Seasonal temporary restaurant license no more than 90 days same location/food and under one oversight organization	100.00	
Health Services	Temporary benevolent-license (good for up to 13 one to three day events)		- Must show valid IRS tax-exempt I.D. number to qualify
Health Services	(Intermittent and Seasonal for benevolent will require an Operational Review)	45.00	
Health Services	** Intermittent or seasonal temporaries requiring an additional inspection due to a complaint or infraction will be charged at the daily rate	40.00	
Health Services	Penalty fee for late renewal of restaurant license, per month	100.00	"Late" means after the 31st or last day of the month during which license was required
Health Services	Vending machines inspection per company		
Health Services	1-10 machines	75.00	
Health Services	11-20 machines	75.00	
Health Services	21-30 machines	100.00	
Health Services	31-40 machines	105.00	
Health Services	Tourist Facility inspection fees		
Health Services	Bed and breakfast (non-kitchen inspection)	100.00	
Health Services	Travelers accommodations	120.00	
Health Services	Recreation park, plus per space charge as follows:	120.00	
Health Services	1 to 50 RV spaces, per space	2.50	
Health Services	51 to 100 RV spaces, per space	1.50	
Health Services	101+ RV spaces, per space	1.00	
Health Services	Organizational camps	170.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Health Services	Destination resort overnight lodging unit cluster license	400.00	includes hot tub maintenance permit
Health Services	Note: Any person licensed under ORS 446.310 to 446.350 to engage in the recreation park or traveler's accommodations business who fails to renew a license on or before the		
Health Services	<u>Food Service Plan Review Fees/Initial/New Construction</u>		
Health Services	Full service restaurant	355.00	
Health Services	Bed and breakfast and restaurant (if required)	355.00	
Health Services	Commissary	255.00	
Health Services	Warehouse	105.00	
Health Services	Tourist Facility Plan Review (RV, Hotel)	355.00	
Health Services	Limited service	205.00	
Health Services	<u>Mobile units:</u>		
Health Services	Class I	205.00	
Health Services	Class II	230.00	
Health Services	Class III	280.00	
Health Services	Class IV	305.00	
Health Services	Mobile Unit w/previous plan review	-	
Health Services	Organizational Camp - w/o food kitchen building	205.00	
Health Services	Organizational Camp w/ food kitchen facility	280.00	
Health Services	<u>Remodeling</u>		
Health Services	Full service restaurant	255.00	
Health Services	All Others (turn-key/no construction)	205.00	
Health Services	<u>Other:</u>		
Health Services	Daycare inspection	105.00	
Health Services	School inspection	130.00	
Health Services	Public swimming pool and spa inspection fee, first pool/spa	400.00	
Health Services	Additional (year round) pools and spas each	300.00	
Health Services	Seasonal pool	300.00	
Health Services	Additional seasonal pool/spa	300.00	
Health Services	Loan inspections water	145.00	
Health Services	Food handler certificate	10.00	
Health Services	Food handler replacement certificate	5.00	
Health Services	Environmental health specialist consultation fee, in-house, per hour -- 1 hour minimum	100.00	
Health Services	Environmental health specialist consultation fee, fieldper hour -- 1 hour minimum	150.00	
Health Services	Refund processing fee	25.00	
Health Services	Plan Review Packet	5.00	
Health Services	Note: A supplementary inspection charge equal to 50% of the annual license fee shall be assessed for each complete inspection required because of failure to meet applicable		
Health Services	New licensees will not be assessed any surcharges accrued by the previous license holder. Any facility opened in Oct/Nov/Dec will be charged 50% of the required fees.		



Department	Fee Description	FY 25-26 Fee		Comments
		( \$)	Effective	
		10/1/2025		
Info Technology	IT – Professional Services			Fees not charged to other units of County government
Info Technology	Server and Desktop Labor, per hour (billed in ¼ hour increments)	85.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Network and Wireless Labor, per hour (billed in ¼ hour increments)	125.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Consulting and Training Labor, per hour (billed in ¼ hour increments)	150.00		Rates are based on actual costs of personnel, services and supplies, and overhead.
<b>Landfill</b>				
Landfill	All weight-based charges are subject to a minimum charge based on 20 lbs. Weights above 20 lbs. will be rounded up to the next 20 lbs. increment due to scale calibration.			
Landfill	“In-county” refers to debris which is being hauled by a resident of Crook County bearing a driver’s license showing a Crook County address or a Crook County landfill-issued resident I.D. card.			
Landfill	<b>General services</b>			
Landfill	Loading Fee	25.00 per hour, per person		
Landfill	Minimum disposal rate, any transaction, in-county residents with resident’s I.D. card	12.00		
Landfill	Minimum disposal rate, any transaction, out-of-county residents	14.00		
Landfill	Disposal rate, in-county residents with resident’s I.D. card, per ton	69.00		
Landfill	Disposal rate, out-of-county residents and residents without I.D. card, per ton	79.00		
Landfill	Mixed load disposal rate, in-county residents and commercial, per ton -- \$25 minimum	25.00 minimum, 84.00 / ton		
Landfill	Mixed load disposal rate, out-of-county residents and commercial, per ton -- \$35 minimum	35.00 minimum, 94.00 / ton		
Landfill	All other commercial haulers, per ton in-county	69.00		
Landfill	All other commercial haulers, per ton out-of-county	79.00		
Landfill	Fee for unsecured/untarped loads	10.00		
Landfill	Septage waste disposal, per gallon	0.165		Last changed on 2/1/2025 - no change since
Landfill	Contaminated soil originating in-county, per ton + surcharge	\$39.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge		applies. Approved Special Waste Disposal Application needed.

		FY 25-26 Fee (\$) Effective 10/1/2025	Comments
Department	Fee Description		
Landfill	Contaminated soil originating out-of-county, per ton + surcharge	\$49.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge	applies. Appvoed Special Waste Disposal Application needed.
Landfill	Contaminated material originating in county, per ton + surcharge	\$69.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50.00	applies. Approved Special Waste Disposal Application needed. surcahrge
Landfill	Contaminated material originating out-of-county, per ton + surcharge	\$79.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge	applies. Approved Special Waste Disposal Application needed.
Landfill	Carrot Seed - Landfill Cover	70.00	Central Oregon Seed Co. - clean loads only used for landfill cover
Landfill	Weight Ticket Only	5.00	
Landfill	<b>Inert material/Construction debris</b>		
Landfill	Concrete/cement, per ton	12.00	
Landfill	Dirt (clean) or Sod, per ton	12.00	
Landfill	Rocks or bricks, per ton	12.00	
Landfill	Asphalt, Rock per ton	12.00	
Landfill	<b>Waste Recovery Fees</b>		
Landfill	Wood chips per yard if purchased on site	5.00	
Landfill	Juniper chips per yard if purchased on site	7.00	
Landfill	Burning barrel purchase, per barrel	15.00	
Landfill	Sweeper brush roller purchase, per sweeper	25.00	
Landfill	Landscaping Boulders, per ton if purchased on site	250.00	
Landfill	<b>Appliance Disposal Fee</b>		
Landfill	Stoves, washers, dryers, dishwashers	9.00	
Landfill	Water heater	5.00	
Landfill	Refrigerators / air conditioners / freezers / water coolers	15.00	
Landfill	Refrigerators / freezers - Commerical	25.00	Grocery/Deli/Convenient Store Fridge and Freezers, Ice Cream Freezers, etc.
Landfill	Microwaves	3.00	
Landfill	Propane tanks	5.00	
Landfill	<b>Tires</b>		
Landfill	Tire fee, pick-up, up to 20 lbs. without rim - Limit of 12 tires total	5.00	
Landfill	Tire fee, pick- up, to 40 lbs. with rim - Limit of 12 tires total	8.00	
Landfill	Tire fee, semi-truck, up to 100 lbs. without rim - Limit of 12 tires total	10.00	
Landfill	Tire fee, semi-truck, up to 160 lbs. with rim - Limit of 12 tires total	15.00	
Landfill	No Giant Tires or Tractor Tires Accepted		- Giant and tractor tires not accepted
Landfill	<b>Mobile Home Disposal Fees</b>		<b>No mobile homes or travel trailers accepted.</b>
Landfill	<b>No mobile homes or travel trailers accepted.</b>		

Department	Fee Description	FY 25-26 Fee	
		(\$)	Effective
		10/1/2025	Comments
Landfill	Campers		
Landfill	In-county	69.00/ton + \$25 surcharge, plus additional charge per ton	
		25.00	
		surcharge	
Landfill	Out-of-county	79.00/ton + \$25 surcharge, plus additional charge per ton	
		25.00	
		surcharge	
Landfill	<b>Dead Animals</b>		
Landfill	Off-Load fee for dead animals	10.00	
Landfill	In-county, per ton	69.00	
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Butcher Waste</b>		
Landfill	In-county, per ton	69.00	
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Hazardous Waste</b>		Hazardous Waste not accepted
Landfill	<b>Paint</b>		Latex and Oil based paint only; all other paints are not accepted. NOTE: Liquid latex or oil based paint is free for recycle.
Landfill	In-county, per ton	69.00	Solidified or frozen latex or oil based paint only; must be in original container.
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Fluorescent Light Tubes</b> , per foot rounded up to nearest dollar	0.35	
Landfill	<b>Compact Fluorescent Bulbs</b> , each, rounded up to nearest dollar	1.25	
	<b>Shatterproof Fluorscent Tubes</b> , per foot rounded up to nearest dollar	0.55	
	<b>U-Tube and Circular Fluorsecent Bulbs</b>	2.00	
Landfill	<b>UV Lamps</b> , per foot	2.00	
Landfill	<b>HID Lamps</b> , each	3.00	
	<b>Non-PCB Ballasts</b> , each	2.00	
Landfill	<b>Electronics</b>		
Landfill	<b>Undamaged</b>		
Landfill	Computers (Monitors and Towers)	No Charge	
Landfill	Keyboard and Mouse	No Charge	
Landfill	Printers	No Charge	
Landfill	Televisions	No Charge	
Landfill	Console televisions	No Charge	
Landfill	VCRs/DVDs	No Charge	
Landfill	Copy machines--large	25.00	
Landfill	Copy machines--small	No Charge	
Landfill	Fax machines	No Charge	
Landfill	<b>Damaged</b>		

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Landfill	Computers (Monitors and Towers)	No Charge	
Landfill	Keyboard and Mouse	No Charge	
Landfill	Printers	3.00	
Landfill	Televisions	5.00	
Landfill	Console televisions	5.00	
Landfill	VCRs/DVDs	3.00	
Landfill	Copy machines--large	25.00	
Landfill	Copy machines--small	3.00	
Landfill	Fax machines	3.00	
Landfill	<b>Asbestos</b>		*ASN4 form must be attached with at least one copy for the Landfill to keep
Landfill	0 to 2,000 lbs, plus \$150 per additional ton	150.00	Minimum charge is \$150, \$150 per ton after minimum charge
Landfill	<b>Recyclable items</b>		
Landfill	Latex, liquid paint (original container)	No Charge	
Landfill	Oil based liquid paint/stain (original container)	No Charge	
Landfill	RMA Commingled Recycling	No Charge	Commingled recyclables accepted under RMA regulations
Landfill	Newspaper	No Charge	
Landfill	Corrugated cardboard	No Charge	
Landfill	Glass	No Charge	
Landfill	Magazines	No Charge	
Landfill	Tin cans	No Charge	
Landfill	Household Batteries	No Charge	
Landfill	Car/truck batteries	No Charge	Lead Acid Batteries Only
Landfill	Used automobile oil, 5 gallon limit, no barrels, no commercial customers	No Charge	
Landfill	Antifreeze – Residential Customers	No Charge	
Landfill	Antifreeze – Commercial Customers (per gallon)	1.00	
Landfill	<b>Other Landfill fees</b>		
Landfill	Yard debris, per ton		
Landfill	In-county, per ton (minimum applies)	69.00	
Landfill	Out-of-county, per ton (minimum applies)	79.00	
Landfill	Wood Pallet Loads - Commercial Only, Clean	37.00	no other wood, no metal except nails, no pressure treated, no plastic wrapping material, and no railroad ties
Landfill	Scrap metal (no wire)-Metal Load only (minimum applies)	25.00	
Landfill	Charge Account Landfill Card - Additional or Replacement Cards	10.00	Up to four cards will be provided for free to new accounts. Additional cards needed or replacement for lost cards
Landfill	Off-Load Fee	10.00	Boats, Trusses, etc. with signed waiver form
Landfill	Sign Space Rental - per year	150.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Library	Nonresident card fee		
Library	1 month	15.00	
Library	3 months	40.00	
Library	12 months	150.00	
Library	Interlibrary loan no-pickup fee	5.00	
Library	Collection fee, per account sent	10.00	
Library	Use of Library Meeting Rooms		Broughton Room and Juniper Room
Library	Non-Profit Organization, per hour	No Charge	Any damages will be billed to user
Library	Commercial (For-Profit) Organization, per hour	20.00	Any damages will be billed to user
<b>Museum</b>			
Museum	Use of Museum Community Room		
Museum	Non-Profit Organization, per hour	No Charge	Any damages will be billed to user
Museum	Commercial (For-Profit) Organization, per hour	No Charge	Any damages will be billed to user
<b>OSU Extension</b>			
OSU Extension	<b>4-H Clover Club Building Rental Rates</b>		
OSU Extension	Griffin Classroom		
OSU Extension	Non-Profit Organization, per hour	30.00	
OSU Extension	Non-Profit Organization, entire day	150.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	45.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	200.00	
OSU Extension	Assembly Room		
OSU Extension	Non-Profit Organization, per hour	40.00	
OSU Extension	Non-Profit Organization, entire day	200.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	55.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	250.00	
OSU Extension	Entire Building		
OSU Extension	Non-Profit Organization, per hour	50.00	
OSU Extension	Non-Profit Organization, entire day	250.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	75.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	350.00	
OSU Extension	Cleaning/Damage Deposit	300.00	
OSU Extension	Key Deposit	10.00	
OSU Extension	Copies/Prints		
OSU Extension	B/W 8½x11 Copy Paper	0.10	
OSU Extension	Color 8½x11 Copy Paper	0.50	
OSU Extension	Double-sided copies	Price is Doubled	
OSU Extension	Faxes		

Department	Fee Description	FY 25-26 Fee	
		(\$)	Effective
		10/1/2025	Comments
OSU Extension	Local - Up to 10 pages	1.50	
OSU Extension	Long Distance - Up to 10 pages	2.50	
OSU Extension	Additional pages over 10, cost Per page	0.50	
<b>Sheriff's Office</b>			
Sheriff's Office	Administrative Research Fee, per hour	65.00	Includes video/audio redactions
Sheriff's Office	Electronic media (Includes copies of photos printed for criminal reports) per disk	Replaced by Media Fee	
Sheriff's Office	Criminal reports, printed, up to 10 pages	10.00	
Sheriff's Office	over 10 pages, per page	0.25	
Sheriff's Office	Mailing materials	Cost of materials plus actual postage cost	Covered in County-wide section
Sheriff's Office	Criminal reports (audio)	Replaced by Media Fee	
Sheriff's Office	Criminal reports (video)	Replaced by Media Fee	
Sheriff's Office	Photograph fees		Cost is dependent upon format/size of photograph. Contact CCSO for pricing details
Sheriff's Office	Garnishments	25.00	
Sheriff's Office	Electronic Fingerprinting, per card	15.00	
Sheriff's Office	Impounded auto processing fee	100.00	
Sheriff's Office	Electronic monitoring installation and set-up	50.00	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Electronic monitoring services, per day	15.00	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Criminal Actions	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee	45.00	per ORS 21.300
Sheriff's Office	Civil Actions and Proceedings	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee	45.00	per ORS 21.300
Sheriff's Office	Three or more persons at same address (per person)	25.00	per ORS 21.300
Sheriff's Office	Two persons at two different addresses (each address)	45.00	per ORS 21.300
Sheriff's Office	FED Summons & Complaint	45.00	per ORS 21.300
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	per ORS 21.300
Sheriff's Office	FED Notice of Restitution	45.00	per ORS 21.300
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	per ORS 21.300
Sheriff's Office	FED Writ of Execution (base fee)	125.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$45 = \$125)

Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$25 per person = \$155 for 3)
Sheriff's Office	Writ of Execution/Order of Assistance	80.00	
Sheriff's Office	Sheriff staff time beyond 1st hour of standby, per deputy per hour	55.00	
Sheriff's Office	Real Property Foreclosure Sale	\$600 deposit +	Includes \$89.00 statutory sheriff's fee, one hour sale preparation time add'l actual at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of costs sale at \$45.00, and \$50.00 after sale posting charge PLUS additional costs incurred for advertising, staff time for preparation, conduct of sale, certified mailing and postage and certification of sale.
Sheriff's Office	Certificate of Redemption: (not included in Foreclosure Fees)	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Sheriff Deed: (not included in Foreclosure Fees)	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Personal Property Foreclosure Sale	\$475 deposit +	Includes \$89.00 statutory sheriff's fee, one hour sale preparation time add'l actual at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of costs sale at \$32.00, fees for publication as instructed (ORS 18.920(4)(5) PLUS additional costs incurred for preparation, conduct of sale, certified mailings and postage, folio fees, keeper fees, and other expenses incurred to conduct the sale.
Sheriff's Office	For Civil Fees, please refer to the Crook County Sheriff's Office website: <a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>		<a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>

**Dog Licenses**

Dog License Fees		Rabies vaccination must run concurrent with the license	
Dog Licenses	<b>Yearly</b>		
Dog Licenses	Unaltered, per year	25.00	
Dog Licenses	Altered, per year	10.00	
Dog Licenses	Unaltered, owner senior citizen (62+ years old), per year	12.50	
Dog Licenses	Altered, owner senior citizen (62+ years old), per year	5.00	
Dog Licenses	Livestock dog License, per year	5.00	(see CCC 6.04.085)
Dog Licenses	<b>3-Year</b>		
Dog Licenses	Unaltered	75.00	
Dog Licenses	Altered	20.00	
Dog Licenses	Unaltered, owner senior citizen (62+ years old)	37.50	
Dog Licenses	Altered, owner senior citizen (62+ years old)	10.00	
Dog Licenses	Livestock dog License	10.00	(see CCC 6.04.085)
Dog Licenses	Replacement tag	2.00	
Dog Licenses	<b>Kennel License Fee</b>		
Dog Licenses	<b>Yearly</b>		
Dog Licenses	Up to 10 dogs, per dog, per year	50.00	

Department	Fee Description	FY 25-26 Fee		Comments
		( \$)	Effective	
		10/1/2025		
Dog Licenses	Each additional adult dog over 10, per dog, per year	3.00		\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	25.00		
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog	1.50		\$25.00 for the first 10 dogs plus \$1.50 for each add'l adult dog
Dog Licenses	per dog, per year			
Dog Licenses	<b>3-Year</b>			
Dog Licenses	Up to 10 dogs, for 3 years	100.00		
Dog Licenses	Each additional adult dog over 10, for 3 years	6.00		\$100.00 for the first 10 dogs plus \$6.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	50.00		
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog	3.00		\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	per dog, per year			
Dog Licenses	<b>Ranch License Fee</b>			
Dog Licenses	<b>Yearly</b>			
Dog Licenses	1 to 3 ranch dogs, per dog per year	5.00		
Dog Licenses	4+ ranch dogs, per year	15.00		
Dog Licenses	<b>3-Year</b>			
Dog Licenses	1 to 3 ranch dogs, per dog for 3 years	10.00		
Dog Licenses	4+ ranch dogs, for 3 years	30.00		
<b>Road</b>				
Road	<b>County-Accepted and Maintained Roads</b>			
Road	Traffic review related to County-accepted and maintained roads is typically performed by the Oregon Dept. of Transportation. If ODOT-review is not available, the below fees will			
Road	Construction Plan Review, base charge + charge per linear foot of County road	371.00		Base charge of \$371 plus \$2.50 per linear foot of County Road
Road	Additional Reviews, base charge + charge per linear foot of County road	185.00		Base charge of \$185 plus \$2.50 per linear foot of County Road
Road	Inspection Fees, per visit	185.00		
Road	Cattle Guard Permit Fee	371.00		
Road	Consultant fee	Actual Cost		Consulting fees are charged when in the judgment of the Road Master or County Counsel, expertise or resources are required outside the scope of the County's ability to evaluate an application accurately or timely and additional assistance is needed.) In some cases, consultation is required by County ordinance, State law, or Federal law.
<b>Surveyor</b>				
Surveyor	<i>Fees do not include Clerk's recording and certification fees</i>			
Surveyor	Partition plat review and filing			
Surveyor	First 2 sheets	550.00		
Surveyor	Each additional sheet over 2	50.00		\$550.00 includes the first 2 sheets plus \$50.00 for each additional sheet



Department	Fee Description	FY 25-26 Fee (\$) Effective	Comments
		10/1/2025	
Surveyor	Record of survey review and filing		
Surveyor	First sheet	225.00	
Surveyor	Each additional additional sheet, boundary review	50.00	\$225.00 includes the first sheet plus \$50.00 for each additional
Surveyor	Monumented subdivision plat review and filing	\$900 base fee + \$85 per lot	Base fee of \$900 + \$85 per lot
Surveyor	Post monumented subdivision plat and filing	\$1,100 base fee + \$85 per lot	Base fee of \$1,100 + \$85 per lot
Surveyor	Post monumented subdivision	\$4500 + \$50 per post monument	\$4,500 cash deposit + \$50 per post monument
Surveyor	Condominium plat review and filing	\$900 base fee + \$85 per unit	Base fee of \$900 + \$85 per unit
Surveyor	Affidavit of correction	110.00	
Surveyor	Oregon Corner Restoration Record	25.00	
Surveyor	Affidavit of plat monument re-establishment and post monumentation affidavit	126.00	
Surveyor	Vacation review and filing	110.00	
Surveyor	Blueline copies, per sheet	4.00	
Surveyor	Photocopies, per sheet	0.50	
Surveyor	Property line adjustment review and filing	300.00	
Surveyor	First sheet	300.00	\$300.00 includes the first sheet plus \$50.00 for each add'l sheet
Surveyor	Each additional additional sheet	50.00	
Surveyor	Additional plat review caused by redesign, per hour	140.00	
<b>Weed Control</b>			
Weed Control	Inspection and Weed-Free Certification for rock pits	125.00	This fee pertains to rock pits only

		FY 25-26 Fee (\$)	FY 25-26 Fee (\$)	Change	
Department	Fee Description	Effective 7/1/2025	Effective 10/1/2025	From Prior	Comments
GIS					
GIS	Custom services			-	
GIS	1- mile study and report	170.00		-	
GIS	Soil survey 1	25.00	remove	-	
GIS	Soil survey 2	75.00	95.00	20.00	
Landfill					
Landfill	Asbestos			-	*ASN4 form must be attached with at least one copy for the Landfill to keep
Landfill	0 to 2,000 lbs, plus \$150 per additional ton	150.00		-	Minimum charge is \$150, \$150 per ton after minimum charge
Landfill	Each additional lb. over 2,000 lbs.	0.05	remove	-	\$100 for the first 2,000 lbs. plus \$0.05 for each additional lb. or fraction thereof
Library					
Library	Nonresident card fee			-	
Library	1 month	10.00	15.00	5.00	
Library	3 months	25.00	40.00	15.00	
Library	12 months	85.00	150.00	65.00	

**IN THE STATE OF OREGON  
FOR THE COUNTY OF CROOK**

**IN THE MATTER OF**

**RESOLUTION # 2025-32**

Amending fees for GIS Soil Surveys, Library nonresident cards, and Landfill asbestos beginning October 1, 2025.

**WHEREAS**, ORS 294.160 requires the establishment of fees by county governing bodies by resolution or ordinance after providing the public an opportunity to comment; and

**WHEREAS**, this Resolution replaces any prior resolutions, orders, or amendments for fees for prior fiscal years (last amended via Order# 2025-11); and

**WHEREAS**, this Resolution reflects changes to fees which have not been raised in the preceding six months.

**NOW, THEREFORE, BE IT RESOLVED BY THE CROOK COUNTY BOARD OF COMMISSIONERS** that the fees outlined in the attached Exhibit A are amended upon the effective date of October 1, 2025, which shall continue to be in effect until amended by the Crook County Board of Commissioners or amended by operation of law.

**BE IT FURTHER RESOLVED** that the Crook County Board of Commissioners adopts as part of the county fee schedule those fees authorized to be collected by local governments by Oregon Revised Statutes and Oregon Administrative Rules, and other applicable laws.

**BE IT FURTHER RESOLVED** that County department heads may impose additional fees related to generating custom information and records searches requested by the general public not covered herein in an amount sufficient to recover the actual costs incurred in obtaining and preparing such information, including all wage and benefit costs related to production and supervision, transportation costs, duplication costs, and any other costs which such search may require. In the event a department head shall plan to charge such a fee, the department head shall give notice in advance, along with an estimated cost, and shall require payment in advance. In the event the final cost exceeds the estimated cost, the department head involved shall notify the requesting party that additional cost will be incurred and shall not deliver a final work product until full payment has been made. In the event a payment by the requesting party exceeds payment, refunds shall be made only after the requesting party has submitted a claim sheet to the County Finance Department through normal processes of reimbursement.

**BE IT FURTHER RESOLVED** that fees shall be charged in accordance with the attached schedule unless a waiver is authorized by the Crook County Board of Commissioners.

**BE IT FURTHER RESOLVED** that these fees shall continue to be in effect until modified, amended, removed, or otherwise adjusted by the Crook County Board of Commissioners.

**BE IT FURTHER RESOLVED** that County staff members are authorized to make formatting and pagination changes to improve readability, but may not alter the fees described herein.

**BE IT FURTHER RESOLVED** that no new fee shall be charged during the fiscal year unless first authorized by the Crook County Board of Commissioners or established by regulation or law of the State of Oregon.

The above Resolution is hereby approved on this 3rd day of September 2025.

CROOK COUNTY BOARD OF COMMISSIONERS:

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BRIAN BARNEY, County Commissioner, Board Chair

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SUSAN HERMRECK, County Commissioner

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SETH CRAWFORD, County Commissioner



## Agenda Item Request

**Date:**

*August 19, 2025*

**Meeting date desired:**

*August 27, 2025 – Work Session – Discussion Item*

**Subject:**

*FY26 Budget-in-Brief*

**Background and policy implications:**

*In an effort to make budget information more accessible to the public, the budget-in-brief has been developed for FY26 as a highly summarized view of the County's annual budget.*

**Budget/fiscal impacts:**

*NA*

**Requested by:**

*Jamie Berger*

*541-416-6554*

*[jamie.berger@crookcountyor.us](mailto:jamie.berger@crookcountyor.us)*

**Presenters:**

*Jamie Berger*

*Budget Manager*

*Will Van Vactor*

*County Manager, Budget Officer*

**Legal review (only if requested):**

*NA*

**Elected official sponsor (if applicable):**

*NA*

# CROOK COUNTY 2026 Budget-in-Brief

Fiscal Year July 2025 to June 2026



## Where **\$132.2** Million Comes From

### Anticipated Resources This Year

- **\$44.8 million** estimated revenue from the following sources:
  - \$12.9M, **Property Taxes**
  - \$11.8M, **Intergovernmental - Ongoing**
  - \$6.6M, **Licenses, Permits & Fees**
  - \$4.6M, **Intergovernmental - One-time**
  - \$3.8M, **Other Taxes**
  - \$3.3M, **Miscellaneous**
  - \$1.7M, **Charges for Services**
- **\$12.7 million** transferred between funds
- **\$74.7 million** fund balance estimated to be rolled forward from prior year

## Where **\$132.2** Million Goes

### Planned Requirements This Year

- **\$54.1 million** for planned spending in the following categories:
  - \$31.0M, **Personnel**
  - \$16.8M, **Materials and Services**
  - \$3.4M, **Capital Outlay**
  - \$1.7M, **Special Payments**
  - \$1.2M, **Debt Service**
- **\$12.7 million** transferred between funds
- **\$65.4 million** held in contingency and reserve for future spending

## How the County Serves **You**



### General Government

We manage property records, elections, and licenses and permits for the public, communications and government activities, and our internal services to provide operational excellence.



### Community Enrichment

We offer spaces that foster the educational, historical, and social enrichment of our citizens.



### Health and Human Services

We help support healthy families and strong communities through health care programs, help for veterans, protection for children and vulnerable adults, and other services that improve well-being.



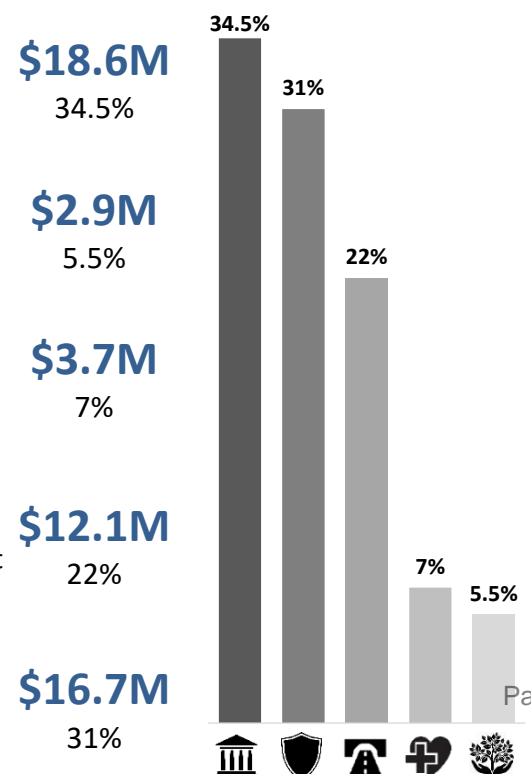
### Infrastructure

We maintain roads, manage an airport, and protect environmental and natural resources through waste management and noxious weed control.



### Public Safety

We ensure public safety through law enforcement, legal action within the judicial system, victim services, and community programs to rehabilitate individuals.



## Where the County is Headed in Fiscal Year 2026 and Beyond: *Goals and Strategies*

1. Continue to provide outstanding service to the community
2. Maximize current and future resources to maintain financial sustainability
3. Foster a collaborative culture within the organization
4. Enhance the quality of life, livability, and safety of the Crook County community
5. Continue to develop and implement an organizational and community communication strategy
6. Continue to develop and implement an organization-wide facilities plan

### What's *New* in This Year's Budget

The County's total budget is set at \$132.2 million, which is about \$15 million less than last year, mainly because the Justice Center project is finished.

Crook County will be using its full operating tax rate this year, along with a small increase (less than \$0.01 per \$1,000 of assessed value) in the rate to pay off voter approved debt.

While 21.7 unfilled full-time positions are being removed from the budget, overall personnel costs will still rise by \$2.5 million. That's due to higher health insurance premiums and the need to offer more competitive wages to attract and retain qualified staff.

Capital spending is down 79%, partly because the Justice Center is complete, but also because several other projects have been postponed.

Some fees—such as those for Community Development and the Landfill—also increase as necessary to adequately recover the cost of providing those services.

### Challenges and How the County is Responding

Crook County is facing many of the challenges that most governments are facing. Costs are going up, and funding from the federal government and other sources is going down or uncertain. It's also hard to hire and keep good workers because housing is expensive and there's a lot of competition for jobs. County buildings are getting older, more people need services, and the State is asking the County to do more—but without giving more money. State laws also limit how much property tax the County can collect, even though costs keep rising.

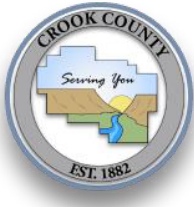
To deal with this, the County is adjusting staffing to match available funding – especially in the Sheriff's Office and Community Development. We're also updating our systems to make our work more efficient and transparent. Plans are being made to fix and update County buildings. We're working on better ways to share information with the public, including online tools and social media. The Sheriff's Office is receiving one-time funding support from other county resources to keep public safety strong while we explore sustainable long-term solutions.

### Want to Learn More?

You can read the full budget document on the Crook County website:  
[co.crook.or.us/treasurer-finance/page/budget](https://co.crook.or.us/treasurer-finance/page/budget)  
Or simply scan the QR code to access the full document



## AGENDA ITEM REQUEST



**Date:**

August 19, 2025

**Meeting date desired:**

August 27, 2025

**Subject:**

CDD Monthly Update

**Background and policy implications:**

Update on Department services, including permit and application activity.

**Budget/fiscal impacts:**

N/A

**Requested by:**

John Eisler

John.eisler@crookcountyor.gov | 541.447.3211

**Presenters:**

John Eisler

Randy Davis

**Legal review (only if requested):**

n/A

**Elected official sponsor (if applicable):**



# Community Development Department

Mailing: 300 NE Third St. RM 12, Prineville, OR 97754

☐ Phone: 541-447-3211



## MEMO

TO: Crook County Board of Commissioners

FROM: John Eisler, Community Development Director  
Randy Davis, Building Official

DATE: August 11, 2025

SUBJECT: Community Development Activity Update – July 2025

Below is a summary of building, planning, onsite, and code enforcement activity for the last month.

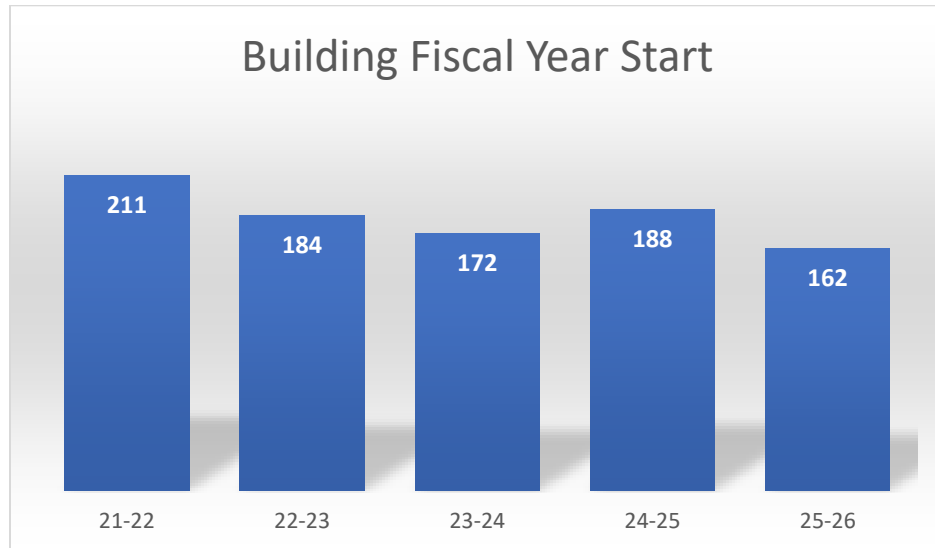
### **Building:**

#### **Permits issued summary (July):**

Permit Type	Number of Permits
New Residential Dwellings (Site Built or Manufactured)	11
Commercial (plumbing, electrical, structural, etc.)	19
Residential Permits (plumbing, electrical, mechanical etc.)	102
Residential Structural (shops, etc.)	29
Other (e.g. demo)	1
<b>TOTAL</b>	<b>162</b>

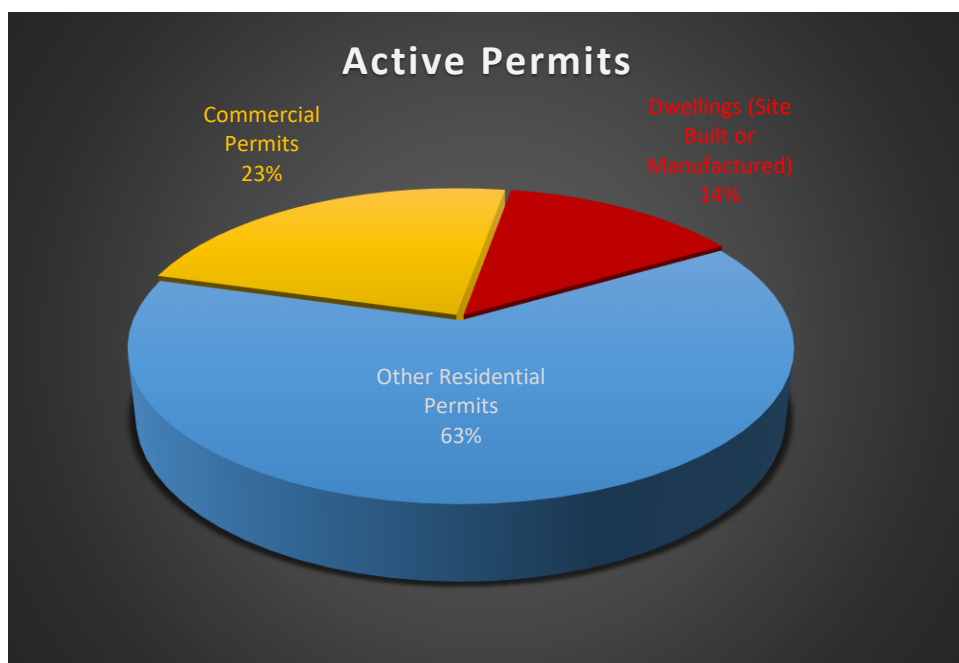
#### **Comparisons:**

Time Frame	Permits
July 2025	162
July 2024	188
YTD 2025	1203
YTD 2024	1135
Fiscal YTD 2025-26	162
Fiscal YTD Comparison 2024-25	188



Active Permits:

Permit Type	Amount Still Active as of end of July
Dwellings (Site Built or Manufactured)	170
Other Residential Permits	772
Commercial Permits	287



Daily Inspections:

Inspection Type	Amount this month
Residential	701
Commercial	220
All	921

Larger Projects Under Construction:

Apple Data Center
PRN1 Retrofit
F-5 Smokehouse
Rooster Restaurant/Bar
Convenience Store
Church/Community Center – Madras Hwy
Reserve at Ochoco Creek - Apartments
Cabins at Brasada Ranch
9,000 SQ FT Commercial Office & Shop for Auto Detailing
Oppidan Data Center
Forest Service Bldg – Lamonta
Prineville Apartments (Ochoco Lumber)
Crooked Tails Addition

Larger Projects Under Review or Incoming:

58 Unit Storage Complex
Wood Pellet & Brick Mill – Bus Evans Ln
CCMS Addition of Wrestling Room

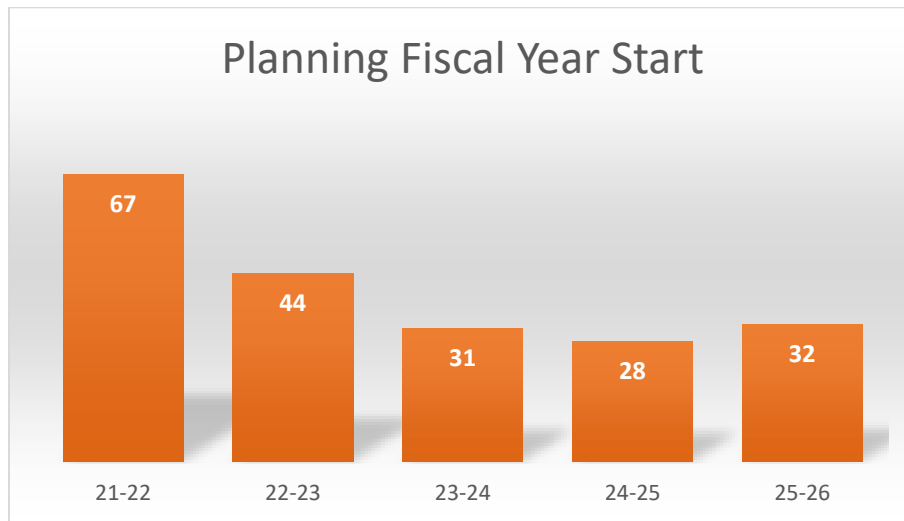
## **Planning:**

### **Applications received:**

<b>Application Type</b>	<b># of Applications (July)</b>	<b>YTD</b>
Appeals	0	0
Variance	0	0
Site Plan Review	18	18
Agricultural Exempt	0	0
Land Partition	0	0
Combine/Un-Combine Lots	1	1
Road Approach	2	2
Boundary Line Adjustment	1	1
Destination Resort	0	0
Conditional Use	1	1
Miscellaneous	9	9
Sign	0	0
Extension	0	0
Subdivision	0	0
Amendment	0	0
Road Name/Rename	0	0
Lot of Record	0	0
Vested Right	0	0
<b>TOTAL</b>	<b>32</b>	<b>32</b>

### **Comparisons:**

<b>Time Frame</b>	<b>Permits</b>
July 2025	32
July 2024	28
YTD 2025	213
YTD 2024	175
Fiscal YTD 2025-26	32
Fiscal YTD Comparison 2024-25	28



Notable Land Use Applications:

Request	Status
Raasch (Moffatt Rd Solar Farm LLC) – Commercial Solar Facility	PC Deliberations Sept
Mueller – 7 lot Subdivision on SE Juniper Canyon Rd	PC Approved, waiting on written decision
DOD Military Overlay	BOCC July 28 and August 12
Powell Butte Community Center – Childcare/Early Education	PC Hearing September 10
TSP	Sept 10 work session; Sept 24 PC hearing

Notable City Land Use Applications:

Request	Status
9-unit Multifamily Complex – BestCare	PC Hearing June 17 – City denied; appeal filed
4,415 sq ft Addition to CCMS Gym	In Review
Calvary Chapel	In Review

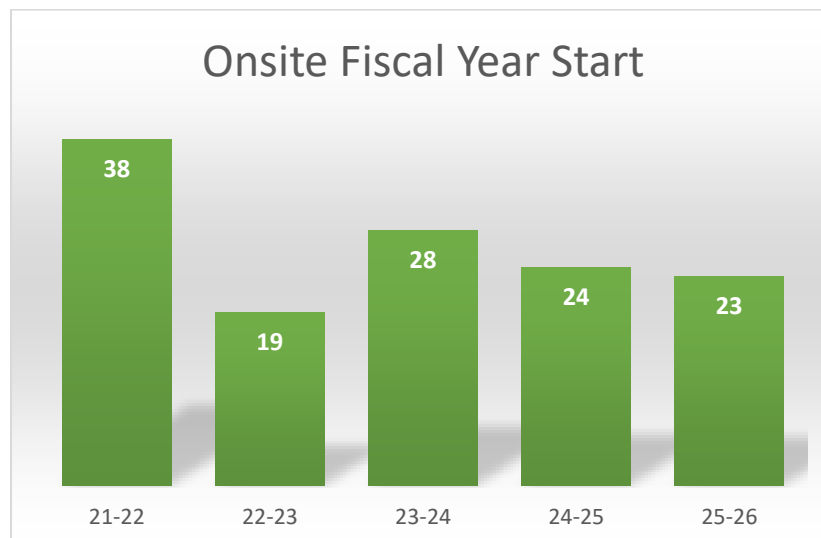
**On-Site:**

**Applications (July):**

<b>Application Type</b>	<b>Number of Applications</b>
Residential Authorization	3
Commercial Authorization	0
Construction Permit (Residential)	4
Construction Permit (Commercial)	0
Repair (Major) - Residential	1
Repair (Minor) - Residential	3
Repair (Major) – Commercial	0
Repair (Minor) - Commercial	0
Residential Site Evaluation	11
Commercial Site Evaluation	0
Alteration (Minor) – Residential	0
Alteration (Major) – Residential	1
Alteration (Minor) - Commercial	0
<b>TOTAL</b>	<b>23</b>

**Comparisons:**

<b>Time Frame</b>	<b>Permits</b>
July 2025	23
July 2024	24
YTD 2025	131
YTD 2024	122
Fiscal YTD 2025-26	23
Fiscal YTD Comparison 2024-25	24



## **Code Compliance:**

### **Case Activity:**

Opened in July: 5  
 Closed in July: 2

### **Total Cases:**

Opened: 66  
 Closed: 54

### **Case Load (Total violations from open cases):**

<b>Year</b>	<b>Building</b>	<b>Land Use</b>	<b>Waste</b>	<b>Septic</b>
YTD 2025	34	30	13	16

