



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Richard Kucera, Public Services Director
Ryan Graff, Finance Director

SUBJECT: Adopt Updated 2022 Governmental Fee Schedule

DATE: For the City Council Meeting of Monday, September 12, 2022

PURPOSE

Adopt the updated 2022 Governmental Fee Schedule.

SUMMARY

The City of Le Sueur annually adopts a "Governmental Fee Schedule", which include costs for various City services. Attached to this memo is said proposed schedule for the remainder of 2022, along with a resolution for adoption.

The fees were reviewed by City Staff this year and adjusted to be comparable to other cities within the area. Originally, due to rapidly changing pricing of materials, staff recommended to have items priced at "Cost + 15%". Throughout the year and working with our permitting software, it was determined that best practice is to have determined prices that can be programmed into our permitting software. With this information, we have updated the common items on the governmental fee list to have determined prices. These items are in red font. The items that remain "Cost + 15%" are items that are rare or can vary in usage. An example of rare item is a Non-AMI Electric Meter in which the City has not purchased one in over 5 years. An example of an item that can vary is the size of wire that will be needed for a single or three phase line extension.

RECOMMENDATION

City Staff recommends adopting the updated 2022 Governmental Fee Schedule via resolution R2022-037.

CITY OF LE SUEUR, MINNESOTA
CITY COUNCIL RESOLUTION **R2022-037**
RESOLUTION APPROVING THE UPDATED 2022 GOVERNMENTAL FEE
SCHEDULE

WHEREAS, City Council has reviewed the Updated 2022 Governmental Fee Schedule, and;

WHEREAS, the City Council agrees that it is in the best interest of the City to take action steps to approve the Governmental Fee Schedule to allow all persons doing business with the City to understand the approved fees.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. City Staff is hereby authorized and directed to implement the modifications to the existing fees as set forth in such Governmental Fee Schedule that are attached to this resolution. The attached fee schedule shall be used for the remainder of the year of 2022 for fees related to work completed with the City of Le Sueur.

PASSED by the City Council of the City of Le Sueur on this 12th day of September 2022.

ATTEST

City Clerk

Mayor

VOTE: ___ HUNTINGTON ___ KIRBY ___ KROGMANN
___ SCHLUETER ___ SULLIVAN ___ SWANBERG ___ WILLIAMS



2022 Le Sueur Governmental Fee Schedule

Airport

Airport Fuel		
100 Low Lead AvGas	\$	1.00 per gallon above cost
Airport Hangar Leases		
Lots 1 - 16	\$	0.36 per square foot or \$360 per year whichever is greater (3-year period)
Lots 17 - 40	\$	900.00 Per year. Flat rate based on 50' x 50' building regardless of hangar size; (3-year period); 5% discount if paying all 3 years in first year

Alcoholic Beverages

On-Sale Intoxicating	\$	2,000.00 annual
On-Sale 3.2% Malt Liquor	\$	120.00 annual
On-Sale Sunday Only	\$	200.00 annual
On-Sale Wine	\$	300.00 annual
Temporary On-Sale Intoxicating	\$	50.00 annual
Off-Sale Intoxicating	\$	100.00 annual
Off-Sale 3.2% Malt Liquor	\$	30.00 annual
Bottle Club	\$	300.00 annual
Liquor Investigation Fee (New Establishment)		
	Single \$	50.00
	Partnership \$	100.00
	Corporation \$	200.00

City Hall Meeting Rooms

Conference Room	\$	10.00 per hour
General Meeting Room	\$	20.00 per hour
Council Chambers	\$	20.00 per hour

Equipment *

Electric	3/4 or 1 Ton Service Truck	\$	55.00 per hour
	Bucket Truck	\$	95.00 per hour
	Digger Derrick	\$	105.00 per hour
	Vactron	\$	50.00 per hour
	Skid Loader	\$	55.00 per hour
	Chipper	\$	50.00 per hour
	Mini Excavator	\$	50.00 per hour
	3/4 or 1 Ton Truck with hoist	\$	70.00 per hour
	Boring Machine	\$	100.00 per hour
	Mini Skid	\$	50.00 per hour
	Wire Trailer	\$	40.00 per hour
	Trailered Air Compressor	\$	40.00 per hour
	Thumper	\$	50.00 per hour
	Pull Behind Generator	\$	100.00 per hour
	Locator	\$	25.00 per hour
Facilities	3/4 or 1 Ton Service Truck	\$	55.00 per hour
Other	Transport Vehicle	\$	45.00 per hour
Public Works	1/2 Ton Truck	\$	40.00 per hour
	3/4 or 1 Ton Truck with hoist	\$	70.00 per hour
	3/4 or 1 Ton Truck with hoist & snow plow	\$	80.00 per hour
	3/4 or 1 Ton Truck with hoist	\$	70.00 per hour
	3/4 or 1 Ton Truck with hoist & snow plow	\$	80.00 per hour
	Street Sweeper	\$	105.00 per hour
	Zamboni Ice Resurfacer	\$	95.00 per hour
	Front End Loader	\$	90.00 per hour
	Front End Loader with plow or Broom	\$	105.00 per hour
	Water Truck (1500 Gals)	\$	90.00 per hour
	Dump Truck (10 yds)	\$	90.00 per hour
	Dump Truck (10 yds) with plow & sander	\$	115.00 per hour
	Small Tractor & Blower/Broom	\$	65.00 per hour
	Steel Vibratory Roller	\$	45.00 per hour
	Skid Loader	\$	55.00 per hour
	Trailer (1 Ton)	\$	20.00 per hour
	Trailer (7 Ton)	\$	40.00 per hour
	Kubota UTV	\$	40.00 per hour
	Hot Bituminous Trailer (3 Ton)	\$	50.00 per hour

Water/Wastewater		
1/2 Ton Truck	\$	40.00 per hour
3/4 or 1 Ton Service Truck	\$	55.00 per hour
3/4 or 1 Ton Service Truck w/plow	\$	65.00 per hour
3/4 or 1 Ton Truck with hoist	\$	70.00 per hour
3/4 or 1 Ton Service Truck with Crane	\$	70.00 per hour
Jet/Vac Truck	\$	125.00 per hour
Trailer (7 Ton)	\$	40.00 per hour
Spin Doctor	\$	30.00 per hour
Sewer Camera	\$	50.00 per hour
3 in. or 4 in. Trash Pump	\$	25.00 per hour
Telehandler	\$	85.00 per hour
Skid Loader w/tracks	\$	65.00 per hour
Skid Loader w/tracks w/brush mower	\$	75.00 per hour
Scissor Lift	\$	25.00 per hour
Gas Powered chop Saw	\$	20.00 per hour
Pull Behind Generator	\$	100.00 per hour
Locator	\$	25.00 per hour

*Rates do not include operator(s); minimum 1 hour

Planning and Zoning **

Annexation Petition Request Application		200 + \$5/acre
Accessory Structure Permit Application	\$	60.00
Bee Permit Application (Residential)	\$	20.00 annual
Chicken Permit Application (Residential)	\$	20.00 annual
Conditional Use / Planned Unit Development Amendment	\$	350.00
Conditional Use / Planned Unit Development Application	\$	400 Plus \$1,000 Escrow
Comprehensive Plan Amendment Application	\$	500 Plus \$1,000 Escrow
Driveway Permit Application	\$	60.00
Easement Vacation Request Application	\$	300.00
Fence Permit Application	\$	60.00
Grading Permit Application	\$	150.00
Home Occupation Permit Application	\$	60.00
Interim Use Permit	\$	300.00
Ordinance/ Zoning Verification Review Request	\$	60.00
Pool (Permanent) Permit Application	\$	60.00
Pool (Temporary) Permit Application	\$	20.00 annual
Sign Permit Application	\$	60.00
Street or Alley Vacation Request Application	\$	650 Plus \$1,000 Escrow
Subdivision/Plat - Final Plat Application	\$	400.00
Subdivision/Plat - Minor Subdivision Application	\$	300.00
Subdivision/Plat - Preliminary Plat Application	\$	500 Plus \$1,000 Escrow
Rezoning Request Application	\$	350.00
Variance Request Application (Commercial)	\$	400 Plus \$1,000 Escrow
Variance Request Application (Residential)	\$	350 Plus \$1,000 Escrow
Zoning Appeal Application	\$	350 Plus \$2,000 Escrow
Zoning Ordinance Amendment	\$	400 Plus \$1,000 Escrow

** All activities will be charged reimbursement of City's legal, planning, and engineering expenses

Police

Animal at Large Fine	\$	75.00
Background Checks	\$	20.00
Barking Dog Fin	\$	75.00
Fingerprinting	\$	25.00
No Pet License Fine	\$	75.00
Parking Violation	\$	25.00
Peddler Violation Fine	\$	125.00
Pet License Fee (Dogs & Cats)	\$	9.00
Police Reports	\$	15.00 one page; \$0.25/additional page
Process Serving	\$	35.00
Vehicle Storage	\$	30.00 per day
UTV Permit	\$	26.00

Recreation

Membership Rates

Fitness Center + Gym + Racquetball		
Single	\$	25.00 per month
Two-Person	\$	40.00 per month
Family	\$	50.00 per month
Outdoor Pool Season Pass (3 month season)		
Single	\$	75.00 per season
Two-Person	\$	110.00 per season
Family	\$	150.00 per season

Discounts Available (1 Discount Limit)

Senior Discount		15%
Veteran Discount		15%
Emergency Services Discount		10%

Day Pass	\$	5.00	per individual
10 Visit Punch Pass	\$	45.00	per
Rental Rates			
Merrick Room	\$	40.00	first hour
	\$	10.00	each add'l hour
Loft	\$	40.00	first hour
	\$	10.00	each add'l hour
Gymnasium	\$	40.00	first hour
	\$	10.00	each add'l hour
Indoor/Outdoor Pool (When Open)	\$	70.00	per hour
Dry Arena Floor	\$	75.00	per hour
Ice Time	\$	185.00	per hour

Right-of-Way Fees

Excavation Permit			
Hole	\$	95.00	
Trench	\$	0.20	per linear foot + hole fee
Obstruction Permit	\$	50.00	up to 7 days
Permit Extension	\$	50.00	up to 7 days
Delay Penalty	\$	35.00	+ \$5.00 per day after specified completion date
Surface Restoration			
Bituminous Replacement - with shaping	\$	200.00	per ton
Bituminous Replacement - no shaping	\$	175.00	per ton
Curb Replacement	\$	65.00	per foot
Turf Establishment	\$	200.00	per square foot

Miscellaneous License/Permits

Circus, Menagerie, Shows, Concerts	\$	175.00	per day
Dance	\$	30.00	per day
	\$	150.00	per year
Mechanical Amusement	\$	20.00	per location + \$15 per machine
Non-Enclosed Premises	\$	125.00	per year
Hawkers / Peddlers	\$	40.00	per person, per day + \$2,000 surety bond
	\$	200.00	per person, per year + \$2,000 surety bond
NSF Check Charge	\$	35.00	
Park Shelter Rent	\$	25.00	half day (\$50 refundable damage deposit required)
Park Shelter Rent	\$	50.00	per day (\$50 refundable damage deposit required)
Rental License Fees	\$	75.00	covers 1-3 units; additional \$25
Photocopies	\$	0.25	per copy, per side
Credit Card Phone Processing Fee	\$	5.00	
Special Assessment Search	\$	40.00	
Vehicle - Low Speed Electric	\$	30.00	
Zoning Ordinance & Subdivision Regulations Document	\$	50.00	bound copy
	\$	30.00	photocopy
Tax Increment Financing Application	\$	6,000.00	
Tax Abatement Application	\$	6,000.00	
Park Dedication Fee			
Residential - 1 Unit	\$	250.00	per unit
Residential - 2-4 Units	\$	200.00	per unit
Residential 5 or more	\$	150.00	per unit
Commercial and Industrial		Project Value x (0.01)	\$1,000 minimum

Utilities

Water/Wastewater	Sewer-Water Service Repair Permit	\$	85.00	
	Additional inspections	\$	70.00	per time
	Add/Remove/Meter Size Water Meter Permit	\$	60.00	Non-essential meter extra; upsizing meter additional
	Water Shut off (for non-payment of account)	\$	70.00	
	Water Turn on (for non-payment of account)	\$	70.00	
	"WATER" 8" Cover	\$	127.08	per
	"SEWER" 8" Cover	\$	127.08	per
	Ford Cleanout "SEWER" 12"	\$	198.00	per
	1# Trace Wire Mag Ground Rod w/20' Red Wire	\$	68.43	per
	Tracewire Connector Box-2 Term. Test Station Grn or Blu	\$	47.70	per
	Non-Rdwy Tracer Wire Access Box: Copperhead Snakepit 14"	\$	57.69	per
	#12 CCS 452# Blue Trace Wire-500' Coil	\$	0.33	per foot
	#12 CCS 452# Green Trace Wire-500' Coil	\$	0.33	per foot
	Blue 66" Trace Wire Station & Terminals (Locating Sticks)	\$	70.20	per
	Green 66" Trace Wire Station & Terminals (Locating Sticks)	\$	70.20	per
	Sewer Snakepit Lite Duty Access Point-In Ground Trace Wire Connect	\$	57.69	per
	Water Snakepit Lite Duty Access Point-In Ground Trace Wire Connect	\$	57.69	per
	3-Way Mainline-to-Service Connector Blue	\$	11.87	per
	Repair Splice Sleeve-Curb Box	\$	21.49	per

Repair Top-Curb Box (New)	\$	55.59	per
Repair Top-Curb Box (Used)	\$	14.95	per
Easement Acquisition for Service		100%	Customer Cost

Wastewater Overage

Flow (per 1,000 gallons)	\$	1.5500	
Total Suspended Solids (per pound)	\$	1.0000	
CBOD – 5 Day (per pound)	\$	1.4000	
Total Phosphorus (per pound)	\$	17.0000	

Electric Residential Distribution Access Fee	\$	1,000.00	per Unit (includes 100 feet of primary wire)
Excess Residential Primary Wire		Cost + 15%	per foot
New Construction AMI Meter, Hook-Up Fee & Temporary Meter	\$	650.00	per
Meter Socket	\$	168.86	per
Electric Shut Off (for non-payment of account)	\$	65.00	per
Electric Reconnect after Shut Off (for non-payment of account)	\$	65.00	per
Electric Meter Removal/Shut-off (other than construction or service upgrade)	\$	97.50	per
Electric Meter Install after Removal/Shut-off (non-construction)	\$	97.50	per
Single phase overhead line extension		Cost + 15%	per foot plus labor and equipment
Three phase overhead line extension		Cost + 15%	per foot plus labor and equipment
Single phase underground line extension		Cost + 15%	per foot plus labor and equipment
Three phase underground line extension		Cost + 15%	per foot plus labor and equipment
Interconnection Fee (40 kW and less)	\$	250.00	per
Easement Acquisition for Service		100%	Customer Cost
Relocation of infrastructure due to customer request		100%	Customer Cost
Pole Colocation	\$	10.00	annual, per
Pole Colocation Anchor/Guy Wire	\$	10.00	annual, per

Miscellaneous

Water Tower Lease	\$	200.00	per month, per conduit (project specific)
Sanitary Access Charge - Residential	\$	3,000.00	per unit
Sanitary Access Charge - Commercial	\$	4,500.00	per unit
Water Access Charge - Residential	\$	3,000.00	per unit (Includes 3/4 domestic water meter and smartpoint)
Water Access Charge - Commercial	\$	4,500.00	per unit (Includes Domestic Water Meter and smartpoint)
Water - Outside City Limits		25% surcharge	25% surcharge on top of monthly water utility bill
Sanitary Sewer - Outside City Limits		25% surcharge	25% surcharge on top of monthly wastewater utility bill
Cogeneration Behind the Meter Fee	\$	12.00	per month
Non-AMI Account Set Up Fee	\$	35.00	one time per customer, per account
Non-AMI Meter Reading Fee	\$	30.00	per month, per account
Non-AMI Electric Meter			
Residential 25 Meter		Cost + 15%	per
Non-AMI Water Meter			
5/8" or 3/4" Meter		Cost + 15%	per
1" Meter		Cost + 15%	per
Water Meter with Temp & Pressure			
5/8" or 3/4" Meter	\$	1,060.20	per
Irrigation Water Meter (AMI)			
5/8" or 3/4" Meter	\$	245.43	per
1" Meter	\$	392.21	per
1-1/2" Meter	\$	1,466.78	per
2" Meter	\$	1,553.14	per
3" Meter	\$	2,998.31	per
4" Meter	\$	3,463.42	per
6" Meter		Cost + 15%	per