



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

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

SUBJECT: R2023-004: Adopt Updated 2023 Governmental Fee Schedule

DATE: For the City Council Meeting of Monday, January 23, 2023

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, along with a resolution for adoption. Some items on the schedule were missed on the previously approved schedule and in full transparency, staff is bringing the entire list back to Council for approval.

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%". The items that remain "Cost + 15%" are items that are rare or can vary in type/usage. An example of such an item is a Non-AMI Electric Meter, a type which the City has not purchased in over 5 years. An example of an item that can vary in price is the size of wire needed for a single- or three-phase line extension.

RECOMMENDATION

City Staff recommends adopting the updated 2023 Governmental Fee Schedule via resolution R2023-004.



2023 Le Sueur Governmental Fee Schedule

Airport

Airport Fuel		
100 Low Lead AvGas	\$	1.00 per gallon above cost
Airport Hangar Leases		
Lots 1 - 16	\$	0.12 per square foot or \$120 per year whichever is greater
Lots 17 - 40	\$	300.00 Per 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	\$	200.00 annual
Off-Sale 3.2% Malt Liquor	\$	200.00 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

Fire

City Fire Call (Carbon Monoxide):	\$	350.00 per hour
City Fire Call (Buildings and Land):	\$	1,000.00 per hour
Township Fire Call (Buildings and Land):	\$	1,000.00 per hour
Vehicular and Miscellaneous:	\$	1,000.00 per 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%

Fitness Center, Gym, Racquetball 1 Day Pass	\$	5.00	per individual
Fitness Center, Gym, Racquetball 10 Day Punch Pass	\$	45.00	per
Public Skate	\$	3.00	per individual
Skate Rental	\$	2.00	per pair
Youth Open Skate	\$	3.00	per individual
Skate 10 Day Punch Pass	\$	27.00	per
Public Swim	\$	5.00	per individual
Public Swim 10 Day Punch Pass	\$	45.00	per

Rental Rates

Merrick Room	\$	40.00	first hour
	\$	10.00	each add'l hour
	\$	95.00	Full day
Loft	\$	30.00	first hour
	\$	10.00	each add'l hour
	\$	80.00	Full day
Gymnasium	\$	40.00	first hour
	\$	10.00	each add'l hour
	\$	95.00	Full day
Office Room A	\$	300.00	per month (or \$25 Daily)
Office Room B	\$	250.00	per month (or \$15 Daily)
Office Room C	\$	250.00	per month (or \$15 Daily)
Racquetball Court A	\$	15.00	per hour (2-hour max)
Indoor/Outdoor Pool (When Open)	\$	75.00	per hour
Lifeguard	\$	19.00	per hour
Dry Arena Floor	\$	75.00	per hour
Ice Time	\$	210.00	per hour
Ice Time (BYHA & ISD)	\$	195.00	per hour
Golf Simulator Eagle Membership (with Community Center Membership)	\$	5.00	per month
Golf Simulator with Eagle Membership (with Community Center Membership)	\$	30.00	prime time hour
Golf Simulator with Eagle Membership (with Community Center Membership)	\$	25.00	non-prime time hour
Golf Simulator Birdie Membership (without Community Center Membership)	\$	25.00	per month
Golf Simulator with Birdie Membership (without Community Center Membership)	\$	40.00	prime time hour
Golf Simulator with Birdie Membership (without Community Center Membership)	\$	35.00	non-prime time hour
Golf Simulator with No Membership	\$	50.00	prime time hour
Golf Simulator with No Membership	\$	40.00	non-prime time hour

Equipment *

Electric	3/4 or 1 Ton Service Truck	\$	60.00	per hour
	Bucket Truck	\$	140.00	per hour
	Digger Derrick	\$	150.00	per hour
	Vactron	\$	70.00	per hour
	Skid Loader	\$	75.00	per hour
	Chipper	\$	60.00	per hour
	Mini Excavator	\$	70.00	per hour
	3/4 or 1 Ton Truck with hoist	\$	75.00	per hour
	Boring Machine	\$	100.00	per hour
	Mini Skid	\$	60.00	per hour
	Wire Trailer	\$	40.00	per hour
	Trailered Air Compressor	\$	40.00	per hour
	Thumper	\$	50.00	per hour
	Pull Behind Generator	\$	125.00	per hour
	Locator	\$	30.00	per hour
	Facilities	3/4 or 1 Ton Service Truck	\$	60.00
Other	Transport Vehicle	\$	55.00	per hour
Public Works	1/2 Ton Truck	\$	55.00	per hour
	3/4 or 1 Ton Truck with hoist	\$	75.00	per hour
	3/4 or 1 Ton Truck with hoist & snow plow	\$	80.00	per hour
	Street Sweeper	\$	150.00	per hour
	Zamboni Ice Resurfacer	\$	95.00	per hour
	Front End Loader	\$	100.00	per hour
	Front End Loader with plow or Broom	\$	125.00	per hour
	Water Truck (1500 Gals)	\$	90.00	per hour
	Dump Truck (10 yds)	\$	100.00	per hour
	Dump Truck (10 yds) with plow & sander	\$	150.00	per hour
	Small Tractor & Blower/Broom	\$	65.00	per hour
	Steel Vibratory Roller	\$	45.00	per hour
	Skid Loader	\$	75.00	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)	\$	100.00	per hour
	Riding Lawn Mower	\$	65.00	per hour
Water/Wastewater	1/2 Ton Truck	\$	55.00	per hour
	3/4 or 1 Ton Service Truck	\$	60.00	per hour
	3/4 or 1 Ton Service Truck w/plow	\$	75.00	per hour
	3/4 or 1 Ton Truck with hoist	\$	75.00	per hour
	3/4 or 1 Ton Service Truck with Crane	\$	90.00	per hour
	Jet/Vac Truck	\$	190.00	per hour
	Trailer (7 Ton)	\$	40.00	per hour
	Spin Doctor	\$	35.00	per hour
	Sewer Camera	\$	60.00	per hour
	3 in. or 4 in. Trash Pump	\$	30.00	per hour
	Telehandler	\$	100.00	per hour
	Skid Loader w/tracks	\$	100.00	per hour
	Skid Loader w/tracks w/brush mower	\$	125.00	per hour
	Scissor Lift	\$	85.00	per hour
	Gas Powered chop Saw	\$	40.00	per hour
	Pull Behind Generator	\$	125.00	per hour
	Locator	\$	30.00	per hour
	Push Camera	\$	40.00	per hour

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

Right-of-Way Fees

Excavation Permit

Hole	\$	125.00	
Trench	\$	0.40	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

Utilities

Water/Wastewater	Sewer-Water Service Repair Permit	\$	95.00		
	Additional inspections	\$	95.00	per time	
	Add/Remove/Meter Size Water Meter Permit	\$	95.00	Non-essential meter extra; upsizing meter additional	
	Water Shut off (for non-payment of account)	\$	95.00		
	Water Turn on (for non-payment of account)	\$	95.00		
	BoaBox "WATER" Access Point - Curbstop top & tracer wire in ground access - 1-1/2"	\$	112.46	per	
	BoaBox "SEWER" Access Point - Cleanout cover & tracer wire in ground access - 4"	\$	116.81	per	
	MAG GROUND ROD W/20' RED WIRE - 12#wire	\$	59.37	per	
	3-WAY Copperhead Snake Bite locking conector - 1230- WIRE CONNECTOR	\$	10.32	per	
	MAINLINE-TO-SERVICE CONNECTOR	\$	9.95	per	
	#12 CCS 452# BLUE/GREEN/RED TRACE WIRE-500' COIL (PRICE PER FT)	\$	0.29	per	
	Max Adapter 4" - Sewer Coupling	\$	101.98	per foot	
	Max Adapter 6" - Sewer Coupling	\$	146.57	per foot	
	Max Adapter 8" - Sewer Coupling	\$	169.57	per	
	REPAIR TOP - CURB BOX	\$	48.33	per	
	REPAIR TOP - CURB BOX (USED)	\$	13.00	per	
	REPAIR SPLICE SLEEVE-CURB BOX	\$	18.68	per	
	FORD CLEANOUT "SEWER" 12" - Cast Iron	\$	172.17		
	Casting "WATER" 8" - Cast Iron	\$	110.50		
	Casting "SEWER" 8" - Cast Iron	\$	110.50		
	Casting "Sewer or Water" 8" - Lid Only - Cast Iron	\$	67.52		
	Tracer Wire Above Ground Access Box - T3 - GRN, BLU or Red	\$	41.47	per	
	NON-RDWWY TRACER WIRE IN GROUND ACCESS BOX: COPPERHEAD SNAKEPIT 14"	\$	50.17	per	
	1-1/4" x 8" Curb Stop Box 1-1/2" Tap	\$	76.70	per	
	Easement Acquisition for Service		100%	Customer Cost	
	Wastewater Overage				
	Flow (per 1,000 gallons)	\$	3.23		
	Total Suspended Solids (per pound)	\$	3.16		
	CBOD - 5 Day (per pound)	\$	0.84		
	Total Phosphorus (per pound)	\$	23.41		
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	
	New Commercial/Industrial Distribution Access Fee		50%	City cost share	
	Service Capacity Change		50%	City cost share	
	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	\$	300.00	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 Account Set Up Fee		\$	35.00	one time per, per account	
Cogeneration Behind the Meter Fee		\$	20.00	per month	
Non-AMI Account Set Up Fee		\$	35.00	one time per, per account	
Non-AMI Meter Reading Fee		\$	30.00	per month, per account	
Residential Non-AMI Electric Meter					
Residential 25 Meter			Cost + 15%	per	
Residential 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		\$	681.14	per	
Irrigation Water Meter (AMI)					
5/8" or 3/4" Meter		\$	213.14	per	
1" Meter		\$	341.06	per	
1-1/2" Meter		\$	1,307.14	per	
2" Meter		\$	1,350.56	per	
3" Meter	\$	2,607.23	per		
4" Meter	\$	3,011.67	per		
6" Meter		Cost + 15%	per		
Sensus SmartPoint dual port mxu	\$	240.50	per		

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

CITY OF LE SUEUR, MINNESOTA
CITY COUNCIL RESOLUTION **R2023-004**
RESOLUTION APPROVING THE UPDATED 2023 GOVERNMENTAL FEE
SCHEDULE

WHEREAS, City Council has reviewed the Updated 2023 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 2023 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 23rd day of January 2023.

ATTEST

City Clerk

Mayor

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