



MARSHALL  
CULTIVATING THE BEST IN US

# 2022 FEE SCHEDULE

Approved ~~9/8/2020~~

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**Finance charge: 1.5% per month on unpaid balance of City bills after 30 days from date of 1st billing**

**ASSESSING DEPARTMENT**

	<b><u>Fee/Charge</u></b>	
Copies	\$ 0.25	Per Side
Sales Summary	\$ 10.00	Each
Apartment List	\$ 15.00	
Ownership Searches	\$ 4.00	Per Parcel
Yearly Subscription Rate	\$ 75.00	

**CLERK**

	<b><u>Fee/Charge</u></b>	
Brewer Tap Room	\$ 500.00	Annual
Club License	\$ 275.00	Annual
Consumption & Display	\$ 130.00	Annual
	\$ 25.00	1 Day
Growlers License	\$ -	Annual
On-Sale Liquor License	\$ 3,000.00	Annual
Financial Background (on-sale liquor)	Charged at rate of 3rd Party Vendor	
Off-Sale 3.2% Malt Liquor	\$ 90.00	Annual
On-Sale 3.2% Malt Liquor	\$ 250.00	Annual
Sunday Liquor	\$ 200.00	Annual
Temporary On-Sale Liquor	\$ 30.00	Per Day
Temporary On-Sale 3.2% Malt Liquor	\$ 30.00	Per Day
	\$ 50.00	Month
Tobacco License	\$ 150.00	Annual
Wine License	\$ 600.00	Annual
Dangerous Animals	\$ 150.00	Annual
Dog or Cat License	\$ -	Annual
Replacement of tag	\$ 1.00	
Pick-up (Animal at large)	\$ 10.00	
Board	\$ 10.00	Per Day
Animal at Large	\$ 90.00	
No City License	\$ 90.00	
Rabies Vaccination not current	Court	
Disturbing the Peace	Court	
Garbage & Refuse Haulers	\$ 160.00	Annual
Special Vehicle Permit	\$ 35.00	Annual
Non-profits Exempt (must provide certification)		
Taxicabs	\$ 100.00	Annual
	\$ 25.00	Per Additional Vehicle
Transient Merchant	\$ 30.00	Per Month
	\$ 160.00	Semiannual
	\$ 315.00	Annual
Mobile Food Units/Food Carts	\$ 150.00	Annual
Refunding of License Fee	20% of fee up to a maximum of \$100.00	

**ADMINISTRATION & HUMAN RESOURCES**

Copies (40 pages or more)	\$	0.25	Per Side
Administrative Fee for Retiree Insurance ( <i>Health/Dental</i> )	2% of total cost to the City		

**City Hall Conference Room Rental**

Half Day (4 hours or less)	\$	25.00	
Full Day (4 hours or more)	\$	50.00	
After 4:30 PM	\$	50.00	Plus \$20/Per Hour (One hour charge minimum)

**FINANCE**

	<u>Fee/Charge</u>
Assessment Searches	\$ 15.00
Returned check for all City departments	\$ 30.00
Budget Reports	\$ 25.00
Audit Reports	\$ 25.00
Business Tax Abatement Application	\$ 750.00

**COMMUNITY SERVICES**

	<u>Fee/Charge</u>	<u>Deposit</u>
Shelter Permits	\$ 25.00	\$25.00
Park Gazebo Permit	\$ 25.00	\$25.00
Moving Liberty Park Benches for Events	\$ 100.00	
Collapsible Picnic Tables (Min:6/Max:50)	\$ 10.00 Per Table/Per Day	
Tents 20 x 20	\$ 200.00 Weekend	\$200.00
	\$ 100.00 Per Day	\$200.00
Tents 20 x 30	\$ 200.00 Weekend	\$200.00
	\$ 100.00 Per Day	\$200.00
Band Shell	\$ 150.00 Per Day	\$50.00
Channel Parkway Complex	\$ 100.00 Per Day	\$100.00
	\$ 150.00 2 Days	\$100.00
Amateur Sports Complex	\$ 250.00 Per Day	\$100.00
	\$ 200.00 2 Days	\$100.00
One Ballfield	\$ 75.00 Per Day	\$100.00
Independence Park Youth Ballfields	\$ 50.00 Per Day/Per Field/Without Lights	
(2 Fields: 1 Lighted & 1 Not Lighted)	\$ 75.00 Per Day/One Field With Lights	
	\$ 125.00 Per Day/Both Fields/One Field With Lights	
American Legion Field Ballfield	\$ 150.00 Per Day/Without Lights	
	\$ 200.00 Per Day/With Lights	
Legion Field Park Youth Ballfields	\$ 25.00 Per Day	
Justice Park Youth Baseball/Softball Field	\$ 25.00 Per Day	
Marshall Aquatic Center (Minimum 25 people)	\$ 100.00 Per Hour &	
	\$ 3.00 Per Person	

**Concessions Trailer** \$ 300.00 Per Day ServSafe Manager Certification required

**Studio 1 TV**

	<b><u>Fee/Charge</u></b>	
DVD	\$ 11.00	Includes Tax
CD	\$ 3.00	
CD w/Printed Cover	\$ 5.00	
Filming w/Certification	\$ 50.00	Per Day
Editing w/Certification	\$ 10.00	Per Hour
Certification Training	\$ 100.00	
Student (high school and full-time post secondary)	\$ 25.00	Per Hour

**Stage Rental**

	<b><u>Fee/Charge</u></b>	
Damage Deposit	\$ 500.00	
Call-Back	\$ 50.00	Per Hour
Basic Unit; 24x20 ft., set-up and take down		
Marshall non-profit business or agency	\$ 250.00	
Marshall for profit business or agency	\$ 350.00	
All others	\$ 600.00	

Basic Unit; plus additional 16x4 ft., set-up and take down

Marshall non-profit business or agency	\$ 350.00	
Marshall for profit business or agency	\$ 500.00	
All others	\$ 1,200.00	

**Park Land Development**

	<b><u>Fee/Charge</u></b>	
For any residential or commercial subdivision of property after March 10, 2009, upon initial sale		
Residential Lot	\$ 500.00	Per Lot
Commercial Lot		2% Of gross unimproved value per commercial lot

**Telecommunication**

	<b><u>Fee/Charge</u></b>	
Application & Permit fee	\$ 1,500.00	Plus
	\$ 2.00	Per Lineal Foot from point of initiation to point of termination for the use of City owned right-of-way

**Adult Community Center**

	<b><u>Fee/Charge</u></b>	
Meeting Room (24 chairs only or 16 with tables)	\$ -	Per Hour
	\$ 20.00	Per Hour
Dining Hall (140 chairs with tables)	\$ -	Per Hour
	\$ 30.00	Per Hour
	\$ 75.00	Per Hour

Groups A , B  
Group C  
Groups A , B  
Groups A , B\*\*  
Group C

The kitchen is not available for use. This applies to all caterers and renters.  
(This includes the refrigerator, stove, freezer, sink, dishwashers, etc.)

Group A: Seniors/City of Marshall sponsored events.

Any group of seniors meeting during regular scheduled hours (9-4), depending on space assignment.

Group B: Local public agencies and non-profit organizations.

Group C: Private/Commercial/State of Minnesota Groups

\*\* Meeting after regular scheduled hours (after 4:00 p.m.)

Rentals will be made as follows based on space availability:

1. Senior Center Programs/Activities
2. Marshall Area Senior Citizens, Inc. Members (receive a \$5/hr. discount)
3. Seniors (age 55 & older)
4. All others

**Red Baron Arena and Expo Center**

Video Board usage for events	\$ 300.00	Per Event
Plus Staff time	\$ 25.00	Per Hour Per Staff

~~Advertising Fees~~

**Fee/Charge**

~~Contractual Agreement~~

**Ice Rink**

Open Rate	<del>\$ 125.00</del>	Per Hour	\$ 150.00
10 or more hours booked at one time	<del>\$ 115.00</del>	Per Hour	\$ 130.00
30 or more hours booked at one time	<del>\$ 100.00</del>	Per Hour	\$ 120.00
Marshall Community Services	\$ 75.00	Per Hour	
Marshall High School	\$ 75.00	Per Hour	
(Marshall High School will not be charged ice time during high school games or tournaments)			
Southwest Figure Skating Club	\$ 75.00	Per Hour	
Marshall Area Hockey Association (MAHA) <del>Per Agreement</del>	<del>\$ 65.00</del>	<del>Per Hour (1st 450 hrs.)</del>	<del>\$40.00 Per Hour thereafter</del>
Off season (June 1–August 31)(Saturday and Sunday)	\$ 80.00	Per Hour	
Ice Painting Equipment	\$ 250.00	Per Day	

**Expo/Meeting Room**

Full day expo floor rental	<del>\$ 1,050.00</del>	Per Day	\$ 1,250.00
Event SETUP	\$ 50.00	Per Hour after 5pm	
Event CLOSURE	\$ 50.00	Per Hour after 5pm	
Club Room	\$ 400.00	Per Day or Event	
	\$ 80.00	Per Hour	
Meeting Room	\$ 30.00	Per Hour	
	\$ 200.00	Per Day	

**FIRE DEPARTMENT**

Fire/Rescue Calls (Outside city limits)*	\$ 1,000.00	
Fire/Rescue Calls (Within city limit)*	\$ 750.00	
*After 5 hours on scene, incident billing will follow the Southwest/West Central Fire Department Association Mutual Aid Agreement		
Hazardous Materials Trailer	\$ 750.00	Plus supplies & materials used
Pumping Fuel or Gas (48 hours to pick up)	\$ 1.00	Per Gallon in and out (48 hours to pick up)**
**If not picked up within 48 hours, owner will be assessed cost of Hazardous waste disposal contractor to dispose of waste		

Natural Gas line hits	\$	750.00	Per Call
Automatic fire alarm activation***	\$	750.00	Per Call
*** (3rd call and after, within 72 hour period OR 3 business days, until functional)			
Education Trailer (to all departments)	\$	150.00	Per Day
Fire Chief's call for service (officer's pages)	\$	100.00	Per Hour

**Calls that are caused by negligence, or lasting longer than 5 hours on scene\*, will be billed out on cost basis of equipment and manpower:**

\*After 5 hours on scene, incident billing will follow the Southwest/West Central Fire Dept. Association Mutual Aid Agreement for all departments that were called for mutual aid.

<u>Fire Equipment</u>		<u>Fee/Charge</u>	
Rescue Truck	\$	125.00	Per Hour
1500 GPM Engine	\$	295.00	Per Hour
1000 GPM Engine	\$	200.00	Per Hour
Ladder Truck	\$	750.00	For Initial First Hour
	\$	250.00	Per Hour thereafter
Tanker	\$	160.00	Per Hour
Grass Rig	\$	125.00	Per Hour
Haz-Mat Trailer	\$	125.00	Per Hour
Water Auger with Engine or Tanker	\$	150.00	Per Hour
UTV	\$	85.00	Per Hour
Each firefighter responding to the call for service	\$	17.50	Per Hour
Mileage to organizations outside the			
Southwest/West Central Fire Department Mutual Aid	\$	1.75	Per Mile

\*\*\*\*Any equipment/tools damaged/destroyed due to the call for service will be assessed at actual cost to the owner or responsible party of the call for service.

**Supplies: (Billed out at cost incurred)**

AFFF Foam	\$	150.00	Per Pail
AR-AFFF Foam	\$	200.00	Per Pail
Floor Dry	\$	15.00	Per Bag
55 Gallon steel barrel with metal lid	\$	135.00	Per Barrel
8"x10' absorbent boom	\$	145.00	Per Boom
4' X 8' Plywood	\$	25.00	Per Sheet

**PUBLIC SAFETY DEPARTMENT**

		<u>Fee/Charge</u>	
Police Records	\$	0.25	Per Sheet of six pages or more
DVD/CD of Photos, Videos and Audio	\$	20.00	Each
False Alarm Call (after 3rd)	\$	60.00	
Residence Check			
First three checks	\$	40.00	
After 3rd check	\$	10.00	
Towing Administration Fee	\$	15.00	
Storage	\$	25.00	Per Day

Opening Car Door	\$	35.00
In-house Background Check	\$	20.00
Funeral Escorts (3 or more Officers)	\$	150.00
Bank Escorts	\$	50.00

<u>Parking Violations</u>	<u>Fee/Charge</u>	<u>After 10 Days</u>
Prohibited Parking	\$ 15.00	\$ 30.00
Double Parking	\$ 15.00	\$ 30.00
Blocking Driveway	\$ 15.00	\$ 30.00
No Parking Zone	\$ 15.00	\$ 30.00
Blocking Alley	\$ 15.00	\$ 30.00
Parking in Alley	\$ 15.00	\$ 30.00

**MERIT CENTER**

<u>Classroom</u>	Room A or B <u>1/2 Day</u>	Room A or B <u>Full Day</u>	Room A & B <u>1/2 Day</u>	Room A & B <u>Full Day</u>
Public Safety	\$ 10.00	\$ 10.00	\$ 20.00	\$ 20.00
Government/Non-Profit	\$ 30.00	\$ 50.00	\$ 45.00	\$ 75.00
Business	\$ 50.00	\$ 75.00	\$ 75.00	\$ 100.00

**Props & Simulators**

	<u>Fee/Charge</u>
Public Safety	\$ 35.00 Per Item Per Day
Government/Non-Profit	\$ 35.00 Per Item Per Day
Business	\$ 50.00 Per Item Per Day

**Driving Course**

	<u>1/2 Day</u>	<u>1/2 Day Hourly</u>	<u>Full Day</u>	<u>Full Day Hourly</u>
Government/Non-Profit	\$ 120.00	\$ 20.00	\$ 200.00	\$ 35.00
Business	\$ 200.00	\$ 30.00	\$ 300.00	\$ 50.00

**Rate Categories**

**Public Safety:** training of police, fire, ambulance, hazardous material teams, etc.

**Government/Non-Profit:** training for entities such as civic, charitable, service clubs, government organizations, etc.

**Business:** training for private individuals, organizations, and businesses of any kind.

*\* Marshall Community Services Drivers Education Program Fees and Rates set by separate agreement.*

**PUBLIC WORKS DEPARTMENTS**

**Airport**

	<u>Fee/Charge</u>
Hangar Rent	
Single Engine	\$ 80.00 Per Month
Twin Engine	\$ 100.00 Per Month
Winch	\$ 10.00 Per Month
Electric service for Heater	\$ 5.00 Per Month

(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.; With Operator)

Oshkosh/FWD 24' Snow Plow with Batwings	\$ 130.00 Per Hour
Oshkosh Blower	\$ 130.00 Per Hour



Oshkosh Airport Runway Broom (18-ft.)	\$	130.00	Per Hour
Dump Truck	\$	115.00	Per Hour
Skid Loader	\$	110.00	Per Hour

**Building Inspection**

NOTE: Building Permit Applications are subject to Minnesota State Surcharge per Minnesota Statute.

**Building Permit Application**

<u>Total Valuation</u>	<u>Fee/Charge</u>	
\$1.00 - \$500.00	\$	21.00
\$501.00 - \$2,000.00	\$	21.00 First \$500 +
	\$	3.25 Each Add 'l \$100 or fraction thereof
\$2,001.00 - \$25,000.00	\$	69.75 First \$2,000 +
	\$	12.00 Each Add 'l \$1,000 or fraction thereof
\$25,001.00 - \$50,000.00	\$	345.75 First \$25,000+
	\$	8.50 Each Add 'l \$1,000 or fraction thereof
\$50,001.00 - \$100,000.00	\$	558.25 First \$50,000+
	\$	6.50 Each Add 'l \$1,000 or fraction thereof
\$100,001.00 - \$500,000.00	\$	883.25 First \$100,000+
	\$	5.00 Each Add 'l \$1,000 or fraction thereof
\$500,001.00 - \$1,000,000.00	\$	2,883.25 First \$500,000+
	\$	4.50 Each Add 'l \$1000 or fraction thereof
\$1,000,001.00 and up	\$	5,133.25 First \$1,000,000+
	\$	3.50 Each Add 'l \$1000 or fraction thereof

Community Planning Department staff reserves the right to establish construction valuation based on the Building Permit Valuation Policy (See Appendix C)

**Investigation Fee (when work is started prior to obtaining Building Permit)**

First Violation		25% of building permit fee <b>OR</b>
	\$	50.00 whichever is greater
Consecutive Violations		50% of building permit fee <b>OR</b>
	\$	100.00 whichever is greater
Demolition Permit		35% of calculated fees
Second Re-inspection of the same item	\$	50.00
Copy of Prior Permit <b>or Certificate of Occupancy</b>	\$	5.00
Plan Review		
Commercial Projects		65% of building permit fee
New one & two Family Dwelling		35% of building permit fee

**WWTF Sanitary Sewer Connection Permit Application**

Nominal Size of Sanitary Sewer Pipe	Connect + (WWTF)	Inspection = (Bldg. Insp.)	Total
Exiting the Building			
4"	200.00	50.00	\$ 250.00
6"	575.00	50.00	\$ 625.00
> 6"	2,000.00	50.00	\$ 2,050.00

**Planning Commission Action Request Application**

**Fee/Charge**

**Escrow**

Escrow will be used for direct costs incurred by the City of Marshall. The difference will be refunded if OVER \$5 or billed if OVER \$50.

Variance Adjustment Permit	\$	300.00	\$	300.00
Conditional Use Permit	\$	300.00	\$	300.00
Interim Use Permit	\$	300.00	\$	300.00
Vacation of Zoning Permit	\$	100.00		
Map Amendment (Rezoning) Application	\$	300.00	\$	300.00

Subdivision Platting

Preliminary Plat	\$	70.00	Per Acre	+ Direct Costs (\$225.00 Minimum)
Final Plat	\$	50.00	Per Acre	+ Direct Costs (\$75.00 Minimum)
Planned Unit Development (PUD) (excludes platting fee)	\$	200.00	Per Acre	+ Direct Costs
Base Map Updating (whichever is greater)	\$	5.00	Per Lot	
	\$	15.00	Per Acre	
Zoning Letter	\$	25.00		

Direct costs include but are not limited to:

- 1) Administration Fee \$10; 2) Publications; 3) Postage; 4) Recording (Excludes Staff Cost); 5) Parcel Search

**Engineering**

**Fee/Charge**

**Escrow**

RTVision BidVAULT Electronic Bidding Fee	\$25.00	+ 3rd Party Payment Processing Fee
Fee collected and administered by RTVision		

Overweight Load Permit

Single Trip	\$	50.00	Per Vehicle
Annual from application date			
<= 6 Axles/90,000 lbs.	\$	300.00	Per Vehicle
> 6 Axles/90,000 lbs.	\$	500.00	Per Vehicle

Annexation Application	<del>-\$100.00</del>	<del>\$200.00</del>	<del>+ Direct Costs</del>	\$	200.00	Escrow
Vacation of Public Rights of Way/Public Easements Application	<del>-\$100.00</del>	<del>\$200.00</del>	<del>+ Direct Costs</del>	\$	200.00	Escrow

Moving In-Town Permit Application	\$	200.00	\$	200.00
Moving on Public Right of Way Permit Application	\$	50.00		

Direct costs include but are not limited to:

- 1) Administration Fee \$10; 2) Publications; 3) Postage; 4) Recording (Excludes Staff Cost); 5) Parcel Search

**Copying/Plotting/Printing (No Charge if under \$5)**

**Fee/Charge**

Small Scale Copies (8½ x 11, 8½ x 14, 11 x 17)	\$	0.25	Per Sheet
Small Scale Plots/Prints (8½ x 11, 8½ x 14, 11 x 17)	\$	0.60	Per Sheet
Large Scale (18 x 24 and larger)	\$	3.00	Per Square Foot

**Aerial Photo Printing (No charge if under \$5)**

**Fee/Charge**

8½ x 11	\$	2.00
11 x 17	\$	5.00

Large Scale Prints \$ 4.00 Per Square Foot

**City Right of Way Permits**

**Fee/Charge**

Deposit is refundable less costs for repair- Billed extra if direct costs exceed deposit

Utility Companies-Post Yearly	\$ 5,000.00	Bond
Excavation in Row Permit	\$ 400.00	Deposit plus
	\$ 50.00	Inspection
Driveway Permit	\$ 300.00	Deposit plus
	\$ 50.00	Inspection
Sidewalk Permit	\$ 50.00	Inspection
Investigation Fee (when work is started prior to obtaining Permit)	\$ 50.00	
City Sidewalk Cost Participation	\$ 2.50	Per Square Foot (Not to exceed \$750)

**Special Projects**

**Fee/Charge**

Standard Engineering for Special Assessment Projects	16%	(Construction Cost + Contingencies)
Engineer (Registered)	\$ 200.00	Per Hour
Assistant Engineer	\$ 160.00	Per Hour
Senior Engineering/Specialist	\$ 140.00	Per Hour
Engineering Technician/Specialist	\$ 100.00	Per Hour
Building Official	\$ 140.00	Per Hour
Building Inspector	\$ 100.00	Per Hour
Administrative Assistant	\$ 100.00	Per Hour
Office Assistant/Receptionist	\$ 85.00	Per Hour
GPS Survey	\$ 150.00	Per Hour

**Watermain Tapping & Water Meters** (Refer to Marshall Municipal Utilities for application and fees.)  
 (Equipment hourly rate/not including operator). Add \$30.00/hour for operator.

**Storm Sewer Connection Permits**

(Inside Diameter of Sewer Service Pipe Entering the Building)		Connect +	Inspection =	Total
4"	Gravity	100.00	30.00	\$ 130.00
6"	Gravity	120.00	30.00	\$ 150.00
8"	Gravity	200.00	60.00	\$ 260.00
10"	Gravity	360.00	60.00	\$ 420.00
12" or >	Gravity	500.00	90.00	\$ 590.00
1 1/2"	Force	100.00	30.00	\$ 130.00
2"	Force	120.00	30.00	\$ 150.00
3"	Force	140.00	60.00	\$ 200.00
4"	Force	160.00	60.00	\$ 220.00

**Municipal Separate Storm Sewer System (MS4)  
 Surface Water Management MS4 Construction Plan Review**

**Drainage/Land Disturbance Application**

**Fee/Charge**

Site more than 2,000 sq. ft. and less than 5,000 sq. ft.	\$ 35.00
Site 5,000 sq. ft. to one (1) acre	\$ 100.00
Site one (1) acre to five (5) acres	\$ 200.00

Site greater than five (5) acres \$ 300.00

**Administrative Fines for Violations of City Code Chapter 30 Environment**

**Administrative Offense Fee/Charge**

Illicit Discharges and Connections

Illicit Discharge to Storm water System (Minor) \$ 50.00  
 Illicit Discharge to Storm water System (Major) \$ 1,000.00  
 Illicit Connection to Storm water System (Minor) \$ 30.00  
 Illicit Connection to Storm water System (Major) \$ 1,000.00  
 Failure to Report a Spill \$ 300.00  
 Failure to Cleanup a Spill \$ 300.00  
 Failure to Respond to a Notice of Violation \$ 100.00

Construction Site Erosion/Sediment Control Violations

Site Dewatering \$ 200.00  
 Waste and Material Disposal \$ 100.00  
 Tracking (Minor) \$ 100.00  
 Tracking (Major) \$ 500.00  
 Drain Inlet Protection \$ 100.00  
 Site Erosion Control (Minor) \$ 500.00  
 Site Erosion Control (Major) \$ 1,000.00  
 Failure to Provide/Maintain Concrete Washout Facility \$ 200.00  
 Failure to Respond to a Notice of Violation \$ 100.00  
 Failure to Conduct/Document Site inspections \$ 100.00  
 Failure to Maintain SWPPP/Inspection Documents \$ 100.00

Post Construction Structural Storm water BMP Violations

Failure to Perform Proper Maintenance (Minor) \$ 500.00  
 Failure to Perform Proper Maintenance (Major) \$ 1,000.00  
 Unauthorized Removal or Alterations to BMPs (Minor) \$ 500.00  
 Unauthorized Removal or Alterations to BMPs (Major) \$ 1,000.00  
 Failure to Submit/Maintain Maintenance Records \$ 100.00

**SURFACE WATER MANAGEMENT UTILITY Fee/Charge**

Minimum fee or below, whichever is greater \$ 5.80 Per Month  
 Single Family Residential (Classification 1) Flat rate \$ 5.80 Household Per Month  
 Two-Family Residential (Classification 2) \$ 24.49 Per Acre Per Month  
 Manufactured Housing (Classification 3) \$ 34.69 Per Acre Per Month  
 Industrial, Multi-Family, Railroad Right-of-Way (Classification 4) \$ 42.09 Per Acre Per Month  
 Commercial/Office/Parking (Classification 5) \$ 53.95 Per Acre Per Month  
 Vacant (Classification 7) \$ 2.94 Per Acre Per Month  
 Agricultural (Classification 8) \$ 0.74 Per Acre Per Month

\*Five-Year Rate Projections (See Appendix A)

<u>Street</u>	<u>Fee/Charge</u>
Weed/Mowing/Snow/Nuisance Enforcement	\$ 50.00 + Direct Costs

(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.)

\*(Equipment hourly rate/not including operator). Generally we will use City employees. Add \$50.00/hour for operator.

*Elgin Sweeper	\$ 105.00 Per Hour
*Cat/John Deere Front-End Loader	\$ 95.00 Per Hour
*Tractor-Loader Backhoe	\$ 85.00 Per Hour
*Motor Grader	\$ 95.00 Per Hour
*Cat Loader w/Snow-Go Blower	\$ 115.00 Per Hour
*Truck with Vactor (Catch Basin Cleaning Unit)	\$ 80.00 Per Hour
*Truck with Snowplow	\$ 80.00 Per Hour
*Skid Loader	\$ 70.00 Per Hour
*Dump Truck	\$ 75.00 Per Hour
*Boom Truck	\$ 75.00 Per Hour
*1-Ton	\$ 70.00 Per Hour
*Pick Up	\$ 60.00 Per Hour
Brush Chipper	\$ 70.00 Per Hour
Portable Pumps	\$ 60.00 Per Hour
Barricades - Type II	\$ 5.00 Per Day
Barricades - Type III	\$ 10.00 Per Day
Traffic Control Devices (12 Cones)	\$ 5.00 Per Day Minimum
Operator	\$ 50.00 Per Hour

### WASTEWATER

	<u>Fee/Charge</u>
Residential/Commercial (includes \$1.00 Phosphorus Surcharge)	\$ 22.65 Per Month Base Charge
Violation under Sec. 78-73, Marshall Code of Ordinance	\$ 50.00 Monthly Surcharge
Violation under Sec. 78-74, Marshall Code of Ordinance	\$ 100.00 Monthly Surcharge
Domestic	\$ 4.46 Per 1,000 Gallons
Industrial	\$ 2.85 Per 1,000 Gallons
(Surcharge by strength as follows):	
Excess CBOD	\$ 311.66 Per 1,000 Pounds
Excess Suspended Solids	\$ 311.47 Per 1,000 Pounds
Excess Phosphorus (industrial)	\$ 2.20 Per Pound

\*Five-Year Rate Projections (See Appendix B)

<u>Pretreatment of Industrial Wastewater Violations (Sec. 78-48)</u>	<u>Fee/Charge</u>
Failure to meet Preliminary Treatment Requirements	\$ 500.00

\* The City has the right to charge and assess violators for all costs to the City for damages from any discharge or other action in violation of the City ordinance or in violation of a permit issued by the City, including all attorney's fees, court costs, sampling and monitoring expenses, and other expenses associated with enforcement of this section. Administrative fines or other enforcement actions are not considered to be payment of these costs.

When distinguishing between a Major violation and a Minor violation the following considerations shall be used:

1. Potential critical impact on public health or the environment.
2. Potential danger to human life or safety.
3. Continuing nature of violation.
4. Cost of restitution, repair, or remediation exceeds \$1,000.00.
5. Knowing performance of unpermitted activities.

Existence of one or more of the above criteria supports a finding of a Major violation. Enforcement officials must specifically describe the conditions observed to support this determination.

The administrative fine imposed for a second or subsequent violation of the same type by the same person or entity within a 24-month period may double the amount of the previous fine up to a maximum of \$,1000.00

<u>Call-Out</u>	<u>Fee/Charge</u>		
During Business Hours	\$ 50.00	Per Hour	
After Business Hours	\$ 120.00	Per Hour	
Biosolids Application	\$ 100.00	Per Acre	
Porta Potty Waste/Septage	\$ 74.86	Per 1,000 Gallons	plus \$25.00/load \$50.00
Leachate	\$ 4.50	Per 1,000 Gallons	plus \$25.00/load

**Equipment Rental**

**Fee/Charge**

(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.)

\*(Equipment hourly rate/not including operator. )

Operator	\$ 50.00	Per Hour	
*Skid Loader	\$ 70.00	Per Hour	
*Water Truck 3,000 Gal.	\$ 60.00	Per Hour	
*Dump Truck	\$ 75.00	Per Hour	
*Semi Tractor Tanker Trailers	\$ 100.00	Per Hour	
*Pickup	\$ 60.00	Per Hour	
*Crane Truck	\$ 75.00	Per Hour	
Jet Vac Truck	\$ 150.00	Per Hour With Operator	
Sludge Applicator Vac/Pressure Sys.	\$ 150.00	Per Hour With Operator	
Sewer Camera	\$ 150.00	Per Hour With Operator	
6" Portable Pumps	\$ 60.00	Per Hour	
6" Hose 100'	\$ 30.00	Per Day	
Mileage	\$ 1.50	Per Mile Includes Operator	

**Laboratory Testing Services**

**Fee/Charge**

(Minnesota Pollution Control Agency Permit #0022179)

CBOD	\$ 24.00
TSS	\$ 12.00
Ph	\$ 6.00
Ammonia	\$ 20.00
Total Phosphorus	\$ 16.00
Fecal Coliform	\$ 19.00

Chlorides	\$	15.00
Dissolved Oxygen	\$	10.00

**Sump Pump Connections**

**Fee/Charge**

Place seal on valve preventing discharge into sanitary sewer system	\$	25.00	Service Charge
Breaking seal on valve to allow discharge to flow into sanitary sewer system	\$	25.00	Service Charge
Discharge fee when seal is broken on valve	\$	25.00	November 1 - March 31
Unpermitted discharge fee	\$	300.00	

**Special Assessment For Street Reconstruction**

**Fee/Charge**

Detailed calculation procedures for special assessments are found in the Special Assessment Policy.

The annual assumptions used in those calculations are as follows:

- |  |                        |                    |
|--|------------------------|--------------------|
| 1. Standard assessment amount per residential parcel | <del>\$ 5,700.00</del> | \$ 6,000.00        |
| 2. Frontage feet for average residential parcel      |                        | 77 Lineal Foot     |
| 3. Area of average residential parcel                |                        | 12,000 Square Feet |
| 4. Standard street width                             |                        | 36 Feet            |
| 5. Standard street load rating                       |                        | 7 Ton              |

**Interest Rate**

Projects Bonded	2.00% Plus Bond Interest Rate
Projects Not Bonded	2.50%

**ECONOMIC DEVELOPMENT DEPARTMENT**

**Fee/Charge**

(Government and Non-profit only)

Advertising Kiosk Space (as per agreement)	\$	250.00	Per Year; 7/1-6/30 (may pro rate)
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## SURFACE WATER UTILITY PROJECTIONS

		0.00%					
Projected Surface Water Rate Adjustment	Projected Change		0.00%	0.75%	1.00%	1.00%	1.00%
	2023-2027	2022	2023	2024	2025	2026	2027
	growth in volume						
<b>Operating Revenues</b>	0.00%	1,287,488	1,287,488	1,297,144	1,310,116	1,323,217	1,336,449
<b>Operating Expenses</b>							
Salaries and benefits	3.00%	-	-	-	-	-	-
Supplies	3.00%	7,500	7,725	7,957	8,195	8,441	8,695
Equipment Repair & Maintenance	3.00%	-	-	-	-	-	-
Other Repairs and Maintenance	5.00%	-	-	-	-	-	-
Other services and charges	3.00%	429,501	442,386	455,658	469,327	483,407	497,909
Insurance	3.00%	-	-	-	-	-	-
Utilities	5.00%	-	-	-	-	-	-
Depreciation - Existing		531,533	504,956	479,709	455,723	432,937	411,290
Depreciation - New			55,965	79,938	113,815	138,424	163,313
<b>Total Operating Expenses</b>		968,534	1,011,033	1,023,261	1,047,061	1,063,209	1,081,207
<b>Operating Income (Loss)</b>		318,954	276,455	273,883	263,055	260,008	255,242
<b>Nonoperating Revenues (Expenses)</b>							
Interest	0.50%	28,416	8,848	5,192	1,510	(2,120)	119
Refunds and reimbursements		4,305					
Rents		-					
Gain/(loss) on disposal of assets		-					
Interest Expense - existing debt		(71,233)	(68,038)	(56,129)	(43,987)	(33,490)	(24,315)
Interest Expense - new debt		-	-	-	-	-	(16,800)
<b>Total Nonoperating Revenues (Expenses)</b>		(38,512)	(59,190)	(50,937)	(42,477)	(35,610)	(40,996)
<b>Income (Loss) Before Transfers</b>		280,442	217,266	222,947	220,577	224,398	214,245
<b>Transfers</b>							
Transfers In		-					
Transfers (Out)	0.00%	-	-	-	-	-	-
<b>Total Transfers</b>		-	-	-	-	-	-
<b>Net Income (Loss)</b>		280,442	217,266	222,947	220,577	224,398	214,245
Beginning Cash & Investments		2,938,434	1,769,697	1,038,457	301,971	(423,936)	23,769
Net Income		280,442	217,266	222,947	220,577	224,398	214,245
Depreciation		531,533	560,922	559,647	569,538	571,361	574,603
Acquisition and Construction of Assets		(1,580,384)	(1,019,185)	(1,016,312)	(1,038,256)	(746,682)	(573,187)
Proceeds from Long-Term Debt		-	-	-	-	746,682	573,187
Principal Payments on Long-Term Debt - New		-	-	-	-	-	(67,416)
Principal Payments on Long-Term Debt - Existing		(400,328)	(490,243)	(502,767)	(477,767)	(348,053)	(353,053)
<b>Ending Cash &amp; Investment Balance</b>		1,769,697	1,038,457	301,971	(423,936)	23,769	392,149
<b>Minimum Cash &amp; Investment Balance</b>							
Designated for Capital Improvements - Beginning		-	177,178	64,152	250,700	140,546	331,000
Annual Capital Reserve Funding (1/3 Deprec.)	1/3	177,178	186,974	186,549	189,846	190,454	191,534
Capital Reserve Used for Improvements/Expansion		-	(300,000)	-	(300,000)	-	-
Adjustment to Capital Reserve							
Designated for Capital Improvements - Ending		177,178	64,152	250,700	140,546	331,000	522,534
Designated for Revenue Bonds (following yrs DS)		558,281	558,896	521,754	381,543	461,585	422,818
<b>Net Operating Cash</b>		1,034,239	415,409	(470,483)	(946,026)	(768,815)	(553,204)
Unassigned Operating Reserve (25% of Oper. Exp.)		252,758	255,815	261,765	265,802	270,302	270,302
<b>Recommended Minimum Operating Cash</b>		252,758	255,815	261,765	265,802	270,302	270,302
<b>Amount Over (Under) Goal</b>		781,481	159,594	(732,249)	(1,211,828)	(1,039,117)	(823,505)



SPRINGSTED INCORPORATED - UTILITY PLANNING MODEL  
WASTEWATER UTILITY FUND PROJECTIONS

WASTEWATER UTILITY PROJECTIONS

		0.00%					
Projected Wastewater Rate Adjustment	Projected Change		0.75%	1.00%	1.00%	1.00%	1.00%
		2022	2023	2024	2025	2026	2027
	growth in volume						
<b>Operating Revenues</b>							
Surcharge Revenues	0.00%	-	-	-	-	-	-
Utility Sewer Charges	0.00%	5,467,000	5,508,003	5,563,083	5,618,713	5,674,900	5,731,649
Pretreatment Charges	0.00%	-	-	-	-	-	-
Other Services and Charges	0.00%	43,700	43,700	43,700	43,700	43,700	43,700
<b>Total Operating Revenues</b>		<b>5,510,700</b>	<b>5,551,703</b>	<b>5,606,783</b>	<b>5,662,413</b>	<b>5,718,600</b>	<b>5,775,349</b>
<b>Operating Expenses</b>							
Salaries and benefits	3.00%	1,305,313	1,344,472	1,384,807	1,426,351	1,469,141	1,513,216
Supplies	4.00%	311,700	324,168	337,135	350,620	364,645	379,231
Repair and maintenance	4.00%	237,060	246,542	256,404	266,660	277,327	288,420
Other services and charges	2.50%	535,981	549,381	563,115	577,193	591,623	606,413
Insurance	1.00%	43,656	44,093	44,533	44,979	45,429	45,883
Utilities	5.00%	323,632	339,814	356,804	374,644	393,377	413,046
Depreciation-Existing		1,723,140	1,636,983	1,555,134	1,477,377	1,403,508	1,333,333
Depreciation-New			45,296	93,304	130,846	183,465	256,799
<b>Total Operating Expenses</b>		<b>4,480,482</b>	<b>4,530,749</b>	<b>4,591,236</b>	<b>4,648,670</b>	<b>4,728,515</b>	<b>4,836,339</b>
<b>Operating Income</b>		<b>1,030,218</b>	<b>1,020,954</b>	<b>1,015,546</b>	<b>1,013,743</b>	<b>990,086</b>	<b>939,010</b>
<b>Non-Operating Revenue (Expenses)</b>							
Special Assessments		-	-	-	-	-	-
Other income (expense)		-	-	-	-	-	-
Investment earnings (loss)	1.10%	56,409	81,812	76,384	73,671	66,702	53,893
Refunds and reimbursements		34,920	34,920	34,920	34,920	34,920	34,920
Rents		14,809	14,809	14,809	14,809	14,809	14,809
Gain (Loss) on Disposal of Assets - Net		-	-	-	-	-	-
Bond (discount) premium amortization		-	-	-	-	-	-
Bond issuance costs		-	-	-	-	-	-
Interest Expense - existing debt		(288,319)	(254,111)	(218,818)	(186,391)	(158,560)	(133,045)
Interest Expense - new debt			-	-	-	-	-
<b>Total Non-Operating Revenues</b>		<b>(182,181)</b>	<b>(122,570)</b>	<b>(92,705)</b>	<b>(62,991)</b>	<b>(42,129)</b>	<b>(29,423)</b>
<b>Income (Loss) Before Transfers</b>		<b>848,037</b>	<b>898,384</b>	<b>922,842</b>	<b>950,752</b>	<b>947,957</b>	<b>909,587</b>
Operating Transfers							
Transfers In		-	-	-	-	-	-
Transfers Out		-	-	-	-	-	-
<b>Total Operating Transfers</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>		<b>848,037</b>	<b>898,384</b>	<b>922,842</b>	<b>950,752</b>	<b>947,957</b>	<b>909,587</b>
Beginning Cash & Investments		7,826,692	7,437,434	6,944,028	6,697,377	6,063,805	4,899,350
Net Income		848,037	898,384	922,842	950,752	947,957	909,587
Depreciation		1,723,140	1,682,279	1,648,438	1,608,223	1,586,974	1,590,132
Acquisition and Construction of Assets		(1,338,634)	(1,340,129)	(1,045,864)	(1,517,480)	(2,201,747)	(2,027,526)
Proceeds from Long-Term Debt		-	-	-	-	-	-
Principal Payments on Long-Term Debt - New		-	-	-	-	-	-
Principal Payments on Long-Term Debt - Existing		(1,621,801)	(1,733,940)	(1,772,067)	(1,675,067)	(1,497,638)	(1,528,288)
<b>Ending Cash &amp; Investment Balance</b>		<b>7,437,434</b>	<b>6,944,028</b>	<b>6,697,377</b>	<b>6,063,805</b>	<b>4,899,350</b>	<b>3,843,255</b>
<b>Minimum Cash Balance</b>							
Designated for Capital Improvements - Beginning		2,803,095	3,377,475	3,938,235	3,768,600	3,208,944	1,937,939
Annual Capital Reserve Funding (1/3 Deprec.)	1/3	574,380	560,760	549,479	536,074	528,991	530,044
Capital Reserve Used for Improvements/Expansion		-	-	(719,114)	(1,095,730)	(1,799,997)	(1,725,776)
Adjustment to Capital Reserve							
Designated for Capital Improvements - Ending		3,377,475	3,938,235	3,768,600	3,208,944	1,937,939	742,206
Designated for Revenue Bonds (following yrs DS)		1,988,051	1,990,885	1,861,458	1,656,198	1,661,333	1,154,380
<b>Net Operating Cash</b>		<b>2,071,908</b>	<b>1,014,909</b>	<b>1,067,319</b>	<b>1,198,663</b>	<b>1,300,079</b>	<b>1,946,669</b>
Unassigned Operating Reserve (40% of Oper. Exp.)		1,812,299	1,836,494	1,859,468	1,891,406	1,934,536	1,934,536
<b>Recommended Minimum Operating Cash</b>		<b>1,812,299</b>	<b>1,836,494</b>	<b>1,859,468</b>	<b>1,891,406</b>	<b>1,934,536</b>	<b>1,934,536</b>
<b>Amount Over (Under) Goal</b>		<b>259,609</b>	<b>(821,586)</b>	<b>(792,149)</b>	<b>(692,743)</b>	<b>(634,457)</b>	<b>12,133</b>

## Community Planning Department Building Permit Valuation Policy

The Community Planning Department reserves the right to set valuations based on the below costs.

### Residential Construction (single family through four-plex, wood framed)

#### New houses<sup>a</sup>, additions, and remodelings

#### Minimum valuation

Finished floor - main	<del>\$9585</del> per SF
Finished floor – 2 <sup>nd</sup> and above	<del>\$6560</del> per SF
Finished basement/half-basement	<del>\$5550</del> per SF
Semi-finished basement (wall studs, underfloor plumbing)	\$35 per SF
Unfinished basement (fully open, mid-bearing allowed)	\$25 per SF
3-season porch	\$60 per SF
Open/screened porch	\$30 per SF
Roof over patio (patio not included)	\$10 per SF
Attached finished garage	\$35 per SF
Attached unfinished garage	\$30 per SF
Finishing full basement from unfinished	\$25 per SF
Finishing full basement from semi-finished	\$15 per SF

#### Accessory buildings<sup>e</sup>

Detached garage	<del>\$3028</del> per SF
Storage shed	\$25 per SF
Open gazebo	\$20 per SF

#### Others

Attached deck (wood) <sup>b</sup>	<del>\$2018</del> per SF
Reroof (asphalt and metal) <sup>c</sup>	<del>\$300250</del> per square
Residing (vinyl and wood) <sup>d</sup>	<del>\$250200</del> per square
Window replacement (except bay and picture windows) <sup>e</sup>	<del>\$700600</del> per window
Single exterior door (w/o sidelight) replacement <sup>e</sup>	<del>\$700600</del> per door
Overhead garage door	\$800 single, \$1,500 double

#### Notes:

- a. Houses with full height brick or stone veneer on any wall – add 25%
- b. Non-wood decks – add 50%
- c. Wood roofs – add 100%
- d. Engineered wood and fiber-cement siding - add 50%; metal siding and EIFS - add 100%
- e. Bay and picture windows, doors with sidelights, patio doors, and double doors – add 100%
- f. All areas used for valuation calculations shall be gross areas.
- g. Plan review fees shall be reduced to 25% of the permit fee for similar houses per MSBC.

#### Commercial construction

For new buildings and additions follow 2014 Minnesota Department of Labor and Industry construction valuation data per square foot based on occupancy and type of construction.

Membrane reroofing	\$5 per SF
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