



MARSHALL  
CULTIVATING THE BEST IN US

# 2021 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		
Male/Female	\$ -	Annual
Unisex	\$ -	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/Life</i> )	2% of total cost to the City

**FINANCE**

	<b><u>Fee/Charge</u></b>
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**

	<b><u>Fee/Charge</u></b>	<b><u>Deposit</u></b>
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	

**Cable**

	<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**

	<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**

For any residential or commercial subdivision of property after March 10, 2009, upon initial sale

	<b><u>Fee/Charge</u></b>
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	Groups A , B
	\$ 20.00 Per Hour	Group C
Dining Hall (140 chairs with tables)	\$ - Per Hour	Groups A , B
	\$ 30.00 Per Hour	Groups A , B**
	\$ 75.00 Per Hour	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**

	<u>Fee/Charge</u>
Video Board usage for events	\$ 300.00 Per Event
Plus Staff time	\$ 25.00 Per Hour Per Staff
Advertising Fees	Contractual Agreement

**Ice Rink**

	<u>Fee/Charge</u>
Open Rate	\$ 125.00 Per Hour
10 or more hours booked at one time	\$ 115.00 Per Hour
30 or more hours booked at one time	\$ 100.00 Per Hour
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)	\$ 65.00 Per Hour (1st 450 hrs.) \$40.00 Per Hour thereafter
Off season (June 1–August 31)(Saturday and Sunday)	\$ 80.00 Per Hour
Ice Painting Equipment	\$ 250.00 Per Day

**Expo/Meeting Room**

	<u>Fee/Charge</u>
Full day expo floor rental	\$ 1,050.00 Per Day
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
Lower level meeting Room	\$ 30.00 Per Hour

**FIRE DEPARTMENT**

	<u>Fee/Charge</u>
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.

<b><u>Fire Equipment</u></b>	<b><u>Fee/Charge</u></b>
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**

	<b><u>Fee/Charge</u></b>
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	Room A or B	Room A & B	Room A & B
	<u>1/2 Day</u>	<u>Full Day</u>	<u>1/2 Day</u>	<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

<u>Props &amp; Simulators</u>	<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

<u>Driving Course</u>	<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**

<u>Airport</u>	<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>Fee/Charge</u>
<u>Total Valuation</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

**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	\$ 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 Exiting the Building	Connect + (WWTF)	Inspection = (Bldg. Insp.)	Total
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

Direct costs include but are not limited to:

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

**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		

**Engineering****Fee/Charge****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

Direct costs include but are not limited to:

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

Annexation Application	\$	100.00	+ Direct Costs
Vacation of Public Rights of Way/Public Easements Application	\$	100.00	+ Direct Costs
Moving In-Town Permit Application	\$	200.00	
Moving on Public Right of Way Permit Application	\$	50.00	

**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/CD Copies (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

**Excavation Permit Application within City Right of Way 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	\$ 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	

**Special Projects**

**Fee/Charge**

Standard Engineering for Special Assessment Projects		16% (Construction Cost + Contingencies)
Engineer (Registered)	\$ 100.00	Per Hour
Assistant Engineer	\$ 75.00	Per Hour
Senior Engineering/Specialist	\$ 60.00	Per Hour
Engineering Technician/Specialist	\$ 50.00	Per Hour
Building Official	\$ 70.00	Per Hour
Building Inspector	\$ 55.00	Per Hour
Administrative Assistant	\$ 50.00	Per Hour
Office Assistant/Receptionist	\$ 35.00	Per Hour
GPS Survey	\$ 100.00	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	<del>\$ 5.44</del> Per Month	\$	5.80
Single Family Residential (Classification 1) Flat rate	<del>\$ 5.44</del> Household Per Month	\$	5.80
Two-Family Residential (Classification 2)	<del>\$ 24.21</del> Per Acre Per Month	\$	24.49
Manufactured Housing (Classification 3)	<del>\$ 34.30</del> Per Acre Per Month	\$	34.69
Industrial, Multi-Family, Railroad Right-of-Way (Classification 4)	<del>\$ 41.61</del> Per Acre Per Month	\$	42.09
Commercial/Office/Parking (Classification 5)	<del>\$ 53.33</del> Per Acre Per Month	\$	53.95
Vacant (Classification 7)	<del>\$ 2.91</del> Per Acre Per Month	\$	2.94
Agricultural (Classification 8)	<del>\$ 0.73</del> Per Acre Per Month	\$	0.74

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

### Street

### Fee/Charge

Weed/Mowing/Snow/Nuisance Enforcement	\$ 50.00 + Direct Costs
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(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 Vector (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 Violation under Sec. 78-73, Marshall Code of Ordinance	<del>\$ 22.43</del>	Per Month	Base Charge	\$	22.65
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	<del>\$ 4.42</del>	Per 1,000 Gallons		\$	4.46
Industrial	<del>\$ 2.82</del>	Per 1,000 Gallons		\$	2.85
(Surcharge by strength as follows):					
Excess CBOD	<del>\$ 308.57</del>	Per 1,000 Pounds		\$	311.66
Excess Suspended Solids	<del>\$ 308.39</del>	Per 1,000 Pounds		\$	311.47
Excess Phosphorus (industrial)	<del>\$ 2.18</del>	Per Pound		\$	2.20

**Pretreatment of Industrial Wastewater Violations (Sec. 78-48)**

	<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

Call-Out	<b><u>Fee/Charge</u></b>		
During Business Hours	\$ 50.00	Per Hour	
After Business Hours	\$ 120.00	Per Hour	
Biosolids Application	\$ 100.00	Per Acre	
Porta Potty Waste	<del>\$ 74.12</del>	Per 1,000 Gallons	\$ 74.86

**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**

Assessment is lesser of actual cost amount or maximum assessable amount

See SPECIAL ASSESSMENT AMOUNT CALCULATION PROCEDURES form for additional information. (Appendix C)

Maximum does NOT include individual improvements for sanitary sewer service line, removal and replacement of private driveway, sidewalk walk-ups, or new/additional driveway improvements within City right-of-way.

**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)

## SURFACE WATER UTILITY PROJECTIONS

Projected Surface Water Rate Adjustment	Average Change 2021-2017	Projected Change 2022-2026 growth in volume	1.00%	1.25%	1.25%	1.50%	1.50%	1.50%
			2021	2022	2023	2024	2025	2026
<b>Operating Revenues</b>	0.10%	0.00%	1,259,939	1,275,688	1,291,634	1,311,008	1,330,674	1,350,634
<b>Operating Expenses</b>								
Salaries and benefits	0.00%	3.00%	-	-	-	-	-	-
Supplies	-21.46%	3.00%	10,000	10,300	10,609	10,927	11,255	11,593
Equipment Repair & Maintenance	0.00%	3.00%	-	-	-	-	-	-
Building Repair & Maintenance	0.00%	3.00%	-	-	-	-	-	-
Other Repairs and Maintenance	0.00%	5.00%	-	-	-	-	-	-
Other services and charges	5.55%	3.00%	450,656	464,176	478,101	492,444	507,217	522,434
Insurance	0.00%	3.00%	-	-	-	-	-	-
Utilities	0.00%	5.00%	-	-	-	-	-	-
Depreciation - Existing			545,500	518,225	492,314	467,698	444,313	422,098
Depreciation - New				67,068	99,772	142,542	189,327	239,822
<b>Total Operating Expenses</b>			1,006,156	1,059,768	1,080,796	1,113,611	1,152,112	1,195,946
<b>Operating Income (Loss)</b>			253,783	215,919	210,838	197,397	178,561	154,687
<b>Nonoperating Revenues (Expenses)</b>								
Interest	61.05%	0.50%	26,500	10,853	10,092	8,956	7,254	4,933
Property taxes			-	-	-	-	-	-
State grants			-	-	-	-	-	-
Special assessments			-	-	-	-	-	-
Refunds and reimbursements			4,450	-	-	-	-	-
Rents			-	-	-	-	-	-
Gain/(loss) on disposal of assets			-	-	-	-	-	-
Interest Expense - existing debt			(80,912)	(77,153)	(65,967)	(53,897)	(41,637)	(32,140)
Interest Expense - new debt				(35,683)	(63,187)	(104,527)	(147,649)	(171,355)
<b>Total Nonoperating Revenues (Expenses)</b>			(49,962)	(101,984)	(119,063)	(149,468)	(182,033)	(198,561)
<b>Income (Loss) Before Transfers</b>			203,821	113,936	91,776	47,929	(3,471)	(43,874)
<b>Transfers</b>								
Transfers In			-	-	-	-	-	-
Transfers (Out)		0.00%	-	-	-	-	-	-
<b>Total Transfers</b>			-	-	-	-	-	-
<b>Net Income (Loss)</b>			203,821	113,936	91,776	47,929	(3,471)	(43,874)
Beginning Cash & Investments			2,249,437	2,170,530	2,018,339	1,791,186	1,450,750	986,672
Net Income			203,821	113,936	91,776	47,929	(3,471)	(43,874)
Depreciation			545,500	585,293	592,086	610,240	633,640	661,920
Acquisition and Construction of Assets			(1,767,032)	(1,281,126)	(1,583,095)	(1,703,548)	(1,814,867)	(1,000,000)
Proceeds from Long-Term Debt			1,222,032	981,126	1,283,095	1,403,548	1,514,867	700,000
Principal Payments on Long-Term Debt - New				(66,091)	(120,772)	(190,838)	(316,480)	(463,632)
Principal Payments on Long-Term Debt - Existing			(283,228)	(485,328)	(490,243)	(507,767)	(477,767)	(348,053)
<b>Ending Cash &amp; Investment Balance</b>			2,170,530	2,018,339	1,791,186	1,450,750	986,672	493,033
<b>Minimum Cash &amp; Investment Balance</b>								
Designated for Capital Improvements - Beginning			179,327	361,160	256,258	153,620	57,033	(31,754)
Annual Capital Reserve Funding (1/3 Deprec.)		1/3	181,833	195,098	197,362	203,413	211,213	220,640
Capital Reserve Used for Improvements/Expansion			-	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Adjustment to Capital Reserve								-
Designated for Capital Improvements - Ending			361,160	256,258	153,620	57,033	(31,754)	(111,114)
Designated for Revenue Bonds (following yrs DS)			664,255	740,170	857,028	983,533	1,015,180	1,094,912
<b>Net Operating Cash</b>			1,145,114	1,021,912	780,537	410,184	3,246	(490,765)
Unassigned Operating Reserve (25% of Oper. Exp.)			264,942	270,199	278,403	288,028	298,987	298,987
<b>Recommended Minimum Operating Cash</b>			264,942	270,199	278,403	288,028	298,987	298,987
<b>Amount Over (Under) Goal</b>			880,172	751,713	502,135	122,156	(295,741)	(789,752)



## WASTEWATER UTILITY PROJECTIONS

Projected Wastewater Rate Adjustment	Average Change	Projected Change	1.00%	1.00%	1.00%	1.00%	1.00%
			2021	2022	2023	2024	2025
	2021-2017	growth in volume					
<b>Operating Revenues</b>							
Surcharge Revenues	0.00%	0.00%	-	-	-	-	-
Utility Sewer Charges	-0.96%	0.00%	5,472,180	5,526,902	5,582,171	5,637,993	5,694,372
Pretreatment Charges	0.00%	0.00%	-	-	-	-	-
Other Services and Charges	-0.31%	0.00%	42,000	42,000	42,000	42,000	42,000
<b>Total Operating Revenues</b>			<b>5,514,180</b>	<b>5,568,902</b>	<b>5,624,171</b>	<b>5,679,993</b>	<b>5,736,372</b>
<b>Operating Expenses</b>							
Salaries and benefits	1.72%	3.00%	1,245,525	1,282,890	1,321,377	1,361,018	1,401,849
Supplies	3.81%	4.00%	312,500	325,000	338,000	351,520	365,581
Repair and maintenance	13.84%	4.00%	173,000	179,920	187,117	194,601	202,386
Other services and charges	-3.81%	2.50%	510,307	523,065	536,141	549,545	563,283
Insurance	-2.54%	1.00%	36,302	36,665	37,032	37,402	37,776
Utilities	0.24%	5.00%	327,793	344,183	361,392	379,461	398,434
Depreciation-Existing			1,708,140	1,622,733	1,541,596	1,464,517	1,391,291
Depreciation-New				34,180	77,995	111,549	155,658
<b>Total Operating Expenses</b>			<b>4,313,567</b>	<b>4,348,635</b>	<b>4,400,650</b>	<b>4,449,614</b>	<b>4,516,257</b>
<b>Operating Income</b>			<b>1,200,613</b>	<b>1,220,267</b>	<b>1,223,521</b>	<b>1,230,379</b>	<b>1,220,115</b>
<b>Non-Operating Revenue (Expenses)</b>							
Special Assessments			-	-	-	-	-
Other income (expense)			-	-	-	-	-
Investment earnings (loss)		1.10%	100,000	71,450	71,275	73,131	69,697
Refunds and reimbursements			20,000	20,000	20,000	20,000	20,000
Rents			15,282	15,282	15,282	15,282	15,282
Gain (Loss) on Disposal of Assets - Net			-	-	-	-	-
Bond (discount) premium amortization			-	-	-	-	-
Bond issuance costs			-	-	-	-	-
Interest Expense - existing debt			(274,223)	(274,039)	(242,371)	(208,615)	(177,725)
Interest Expense - new debt			-	-	-	-	-
<b>Total Non-Operating Revenues</b>			<b>(138,941)</b>	<b>(167,307)</b>	<b>(135,814)</b>	<b>(100,202)</b>	<b>(72,746)</b>
<b>Income (Loss) Before Transfers</b>			<b>1,061,672</b>	<b>1,052,960</b>	<b>1,087,707</b>	<b>1,130,177</b>	<b>1,147,369</b>
Operating Transfers							
Transfers In			-	-	-	-	-
Transfers Out			-	-	-	-	-
Total Operating Transfers			-	-	-	-	-
<b>Net Income (Loss)</b>			<b>1,061,672</b>	<b>1,052,960</b>	<b>1,087,707</b>	<b>1,130,177</b>	<b>1,147,369</b>
Beginning Cash & Investments			6,601,725	6,495,476	6,479,519	6,648,280	6,336,060
Net Income			1,061,672	1,052,960	1,087,707	1,130,177	1,147,369
Depreciation			1,708,140	1,656,913	1,619,591	1,576,066	1,546,948
Acquisition and Construction of Assets			(882,387)	(1,104,029)	(881,447)	(1,323,246)	(1,408,073)
Proceeds from Long-Term Debt			-	-	-	-	-
Principal Payments on Long-Term Debt - New			-	-	-	-	-
Principal Payments on Long-Term Debt - Existing			(1,993,674)	(1,621,801)	(1,657,090)	(1,695,217)	(1,598,217)
<b>Ending Cash &amp; Investment Balance</b>			<b>6,495,476</b>	<b>6,479,519</b>	<b>6,648,280</b>	<b>6,336,060</b>	<b>6,128,847</b>
<b>Minimum Cash Balance</b>							
Designated for Capital Improvements - Beginning			2,233,715	2,803,095	2,702,370	3,242,234	2,869,343
Annual Capital Reserve Funding (1/3 Deprec.)		1/3	569,380	552,304	539,864	525,355	515,649
Capital Reserve Used for Improvements/Expansion			-	(653,029)	-	(898,246)	(908,073)
Adjustment to Capital Reserve			-	-	-	-	-
Designated for Capital Improvements - Ending			2,803,095	2,702,370	3,242,234	2,869,343	2,476,920
Designated for Revenue Bonds (following yrs DS)			1,895,840	1,899,461	1,903,832	1,775,942	1,572,219
<b>Net Operating Cash</b>			<b>1,796,541</b>	<b>1,877,688</b>	<b>1,502,214</b>	<b>1,690,774</b>	<b>1,974,948</b>
Unassigned Operating Reserve (40% of Oper. Exp.)			1,739,454	1,760,260	1,779,846	1,806,503	1,837,114
<b>Recommended Minimum Operating Cash</b>			<b>1,739,454</b>	<b>1,760,260</b>	<b>1,779,846</b>	<b>1,806,503</b>	<b>1,837,114</b>
<b>Amount Over (Under) Goal</b>			<b>57,087</b>	<b>117,428</b>	<b>(277,632)</b>	<b>(115,729)</b>	<b>137,834</b>

## SPECIAL ASSESSMENT AMOUNT CALCULATION PROCEDURES

### STEPS

1. Actual cost amount

- (a) Engineering staff shall calculate the estimated cost of the proposed project. The assessable costs of the project

$$\text{Assessable Cost Per Frontage-foot} = (\text{Total Assessable Project Cost}) / (\text{Total Frontage-feet of All Parcels in Project})$$

$$\text{Actual Costs Assessed to Parcel "A"} = (\text{Assessable Cost Per Frontage-foot}) \times (\text{Frontage-feet of Parcel "A"})$$

2. Maximum assessable amount

- (a) A maximum assessable amount for each parcel will be calculated. The maximum assessable amount per parcel will

(1) Fixed amount per parcel

(a) Residential parcels

- i. \$5,700/Parcel

(b) Commercial/industrial parcels

- i. \$5,700 X (Equivalent Number of Residential Parcels\*)

(2) Fixed frontage-foot amount

- (a) (Standard Frontage-foot Rate \*\*) X (Street Width Factor\*\*\*) X (Street Strength Factor\*\*\*\*) X (Frontage-feet)

3. The amount assessed against a particular parcel will be the lesser of the actual cost amount calculated in Step 1 or the maximum assessable amount calculated in Steps 2a. (1) or 2a.(2).

4. The maximum assessed amount in Step 3 does not include the individual improvements for the sanitary sewer service line,

### NOTES

\*Equivalent Number of Residential Parcels = (Square Feet of Parcel)/(Square Feet of Average Residential Parcel)

\*\*Standard Frontage-foot Rate = (Maximum Fixed Amount Per Residential Parcel)/(Average Frontage-feet of Residential Parcel)

\*\*\*Street Width Factor = (Width of Proposed Street)/(Width of Average Street)

\*\*\*\*Street Strength Factor = (Strength of Proposed Street in Tons)/(Strength of Average Street in Tons)

The fixed amount per parcel and the fixed frontage-foot amount shall be adjusted on an annual basis.

### ASSUMPTIONS

1. Average residential parcel area is 10,000 square feet
2. Maximum assessable fixed amount per residential parcel is \$5,700.
3. Average frontage per residential parcel is 80 feet.
4. Average street width is 36 feet.
5. Average street strength is a 7-ton street.