



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

---

## MEMORANDUM

---

**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**CC:** JOSHUA J. TETZLAFF– CITY ADMINISTRATOR  
**FROM:** CITY DEPARTMENT HEADS  
**SUBJECT:** PROPOSED 2025 OFFICIAL CITY FEE SCHEDULE  
**DATE:** DECEMBER 10TH, 2024

---

Attached to this memo is the proposed 2025 Official City Fee Schedule. All the fees are categorized by type/department. Any language or fees that are proposed to change from the 2024 amount are highlighted in yellow.

All City Departments have reviewed the fees throughout the year and have proposed appropriate changes based on increased costs from 2024, adding costs missing, or deleting fees that no longer apply on the fee schedule. Department Heads will be available at the meeting to answer specific questions regarding the proposed 2025 City Fee Schedule.

The notable changes include:

- THC/Cannabis Fee Changes to meet state statute requirements for temporary continued low potency hemp licenses and eventual “registrations” for cannabis retailers.
- Public Works Labor Rate Increases
- Publications no longer printed – found online for free
- Interim Use Permit Fee Increase to match Conditional Use Permit Fee
- Lawn Sprinkler permit fee increase and change of commercial tenant fee added as flat fee
- Sewer (Sanitary and Storm) rate increase as proposed by staff
- Water rate increases as proposed by the Utilities Commission
- Electric rate increases as proposed by the Utilities Commission
- Miscellaneous utility fee increases such as for meters, valves and street lights

### Staff Recommendation

Approval of the attached “Resolution Adopting An Official 2025 Fee Schedule”.