



City Council Memorandum

To: Mayor Hicks & City Councilmembers
From: Julie Flaten, Administrative Services Director
Date: December 5, 2016
Item: First Reading/Ordinance Amendment – Adjustment of 2016 Fees

Council Action Requested:

Council is requested to conduct a first reading and order a public hearing for December 19, 2016 to consider an ordinance amendment adjusting various City fees.

Background Information:

As part of the annual budget process fees are reviewed for relevancy combined with a review of overall cost to provide said service. For 2016 the following fee adjustments are being recommended for consideration:

City Clerk License Fees:

- Addition of Lifetime Dog License Option - \$30 Neutered/spayed, \$45 Not neutered/spayed. Two-year license fee option will remain (\$12/neutered/spayed; \$20/non).

Finance Fees

- Elimination of Special Assessment Letter Fee (~~\$25.00~~)
- Addition of Conduit Debt Fee --\$5,000 deposit and administrative fee at closing equal to one-half percent of the original principal amount of the debt.

Building & Inspection Fees:

Building Permits—The City currently is using a valuation table for all general construction when no specific fee is provided. Staff is recommending that an updated valuation table be adopted. Permit fees are reviewed and adopted by ordinance by the City Council. Permit fee valuation shall be determined by the “Cost per square foot valuation data”, which is published periodically by the Department of Administration State of Minnesota or actual total cost documentation provided by the permit applicant showing all costs for material and labor and approved by the Building Official.

VALUATION

NEW FEE/SURCHARGE

\$1.00 TO \$500

\$29.50 x .0005 of job valuation

CITY OF HASTINGS, MINNESOTA

ORDINANCE NO. 2016- THIRD SERIES

**AN ORDINANCE OF THE CITY OF HASTINGS, MINNESOTA AMENDING
CHAPTER 34 OF THE HASTINGS CITY CODE PERTAINING TO FEES FOR
MUNICIPAL SERVICES**

***BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS
FOLLOWS:***

Chapter 34 of the Hastings City Code is hereby amended as follows:

Section 34.03 Fee Schedule

	Current	Proposed
Lifetime Dog License Option	new	\$30.00 Neutered or Spayed \$45.00 Not Neutered or Spayed
Assessment Certification Letter	\$25	Discontinue
Annexation	\$500 + Legal Expenses	\$500 + \$1,000 escrow
Conduit Debt Fee	new	\$5000.00 deposit plus administrative fee at closing equal to 1/2 percent of the original principal amount of the debt
Background Check	\$5	Discontinue
Fingerprinting	\$15 1st card then \$5/card	Discontinue
Preliminary Breath Test	\$5	Discontinue
Basic Reports/Accident Reports	\$.25/page	Discontinue
Police Video	\$35.00	\$5.00
Audio Recording	\$15.00	\$5.00/tape or CD
Additional Police Report (Members of Public non-data subject) 100 pages or fewer	new	\$.25/page

Additional Police Report (Members of Public non-data subject) more than 100 pages	new	Actual costs per MN State Statute 13.03
Addition of Photos-police reports printed	new	\$.25/page
Dog Pick Up Fees	\$50.00	\$60.00
ALS-1	\$1311	\$1631
ALS-1 - Non-Resident	\$1461	\$1781
ALS-2	\$1653	\$1803
ALS-2 - Non-Resident	\$1653	\$1953
Code BLS	\$1103	\$1373
Code BLS-NR	\$1253	\$1523
Code ALS-Treat/No transport	\$369	\$522
Code ALS-Treat/No transport-NR	\$492	\$702
Liquefied Petroleum Temporary Storage Tank	\$20.00	\$50.00
Underground Tank (install/remove)	\$100	\$150.00
Storage & Dispensing Sales of Liquefied Petroleum	\$100	\$150.00
Barrieades, Type III	\$50.00	Discontinue
Tanker	\$75.00	Discontinue
Tandem Axle Dump Truck	\$75.00/hour	\$80.00/hour
Street Sweeper	\$85.00/hour	\$100.00/hour
Single Axle Dump Truck	\$45.00/hour	\$60.00/hour
Single Axle Dump Truck w/Paver	\$300.00/hour	\$200.00/hour
Sewer Vactor	\$200.00/hour	\$250.00/hour
Building & Inspection Permits Link:	https://www.revisor.mn.gov/statutes/?id=326B.153	

The minimum state surcharge fee for a "fixed fee" permit will go from \$.50 to \$5.00 as required by Minnesota Statutes 326B.14B beginning July 1, 2010 through June 30, 2011. This applies to all "fixed fee" permits listed on the Building Safety Department fee schedule.	Discontinue	
Open Air Park Shelter Resident Non-resident Enclosed Air Park Shelter Resident Non-resident	\$35.00 \$60.00 \$46.00 \$66.00	\$40.00 \$50.00 \$50.00 \$60.00
Birthday Party Package (Winter) Add small Birthday cake Add large Birthday cake	\$15.00 \$25.00	Discontinue Discontinue
Swimming Lessons All Levels	 \$40.00	 \$42.00
Birthday Parties at Aquatic Center: Option A 0-10 guests Additional guests over 10 Lunch per person	 \$140.00 \$14.00 each \$3.75 each	 \$150.00 \$15.00 \$4.00 each
Option B 0-10 guests Additional guests over 10 Lunch per person	 \$90.00 \$8.00 each \$3.75	 \$100.00 \$9.00 each \$4.00/each
Pro Shop Mouth Guard Skate Laces Tape (sock) Tape (white or black)	 \$2.25 \$2.00 \$3.25 \$3.50	Discontinue Discontinue Discontinue Discontinue
Dry Floor Rental Per hour	\$78.00/hour	\$82.00/hour
Ice Rental Prime (7am to 9:30pm)	\$180.00/hour	\$189.00/hour
Public Skate Ice Skating	\$4.00 person	\$4.50/person

Skate Sharpening	\$4.00	\$5.00
Ice Rental Outside of ISD #200		Discontinue
Birthday Party Package at Civic Arena	New	\$100.00

Section 34.03 Effective Date

This ordinance shall be effective seven (7) days after publication.

Moved by Councilmember _____, seconded by Councilmember _____ to adopt the ordinance as presented.

Adopted by the Hastings City Council on this _____ day of December, 2016, by the following vote:

Ayes:

Nays:

Absent:

CITY OF HASTINGS

Paul J. Hicks, Mayor

ATTEST:

Julie Flaten, City Clerk

I hereby certify that the above is a true and correct copy of the Ordinance presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the _____ day of December, 2016, as disclosed by the records of the City of Hastings on file and of record in the office.

Julie Flaten, City Clerk