

**MEETING DATE:** January 15, 2015

**TITLE:** 2015 Fee Schedule

**RESOLUTION NUMBER:** 15-002

**PREPARED BY:** Spartz

**E-MAIL:** jspartz@minnehahacreek.org

**TELEPHONE:** 952-641-4521

**REVIEWED BY:**  Administrator  Counsel  Program Mgr. (Name): \_\_\_\_\_  
 Board Committee  Engineer  Other

**WORKSHOP ACTION:**

<input checked="" type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input checked="" type="checkbox"/> Other (specify): <u>Approval</u>	

**PURPOSE or ACTION REQUESTED:**

Adopt the 2015 Fee Schedule

**SUMMARY:**

Minnesota Statutes, Section 103D.345 sets a limit of \$10.00 to defray the costs of recording and processing an application fee. This Section also provides that the District may charge a field inspection fee of "at least" \$35.00 to cover the actual costs related to field inspections. Applicable inspection costs include inspections of the area affected by the proposed activity, analysis of the proposed activity, services of a consultant, and any required subsequent monitoring of the proposed activity. Costs of monitoring an activity authorized by a permit may also be charged and collected as necessary after the issuance of a permit.

For 2015, staff will evaluate existing fees and report back to the Board of Managers with any recommended changes. At this time staff recommends that the District makes no changes to the existing fee schedule until a further analysis has been completed.

Staff recommends the following 2015 fee schedule effective 1/16/2015:

	<u>2015 Fees</u>
District professional staff*	\$ 65.51
District interns*	\$ 40.35
District clerical staff*	\$ 46.69
Consulting Senior Engineer	\$ contracted rate
Consulting Engineer/Technician	\$ contracted rate
District Counsel	\$ contracted rate
Application fee	\$ 10.00
B&W Copy costs (per 8½X 11 page)	\$ .25 + actual staff time

Color copies (per 8½X11 page)	\$ 1.00 + actual staff time
Watershed Plan (Paper)	\$ cost of production
Watershed Plan CD	\$ 10.00
Watershed Plan CIP	\$ 10.00
Electronic recording of meetings	\$ cost of production

District expenses for postage, mailing labels, contracted services, and other miscellaneous services will be billed at cost. The "Application Fee" applies to all permits, including fast track permits.

*\*Blended/burdened professional rate*

DRAFT

**RESOLUTION**

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**TITLE:** **2015 Fee Schedule**

WHEREAS, it is the intent of the MCWD to serve the public in a fiscally responsible and fair manner; and

WHEREAS, Minnesota Statutes 103D.345 allows Watershed Districts to recover certain costs related to issuing permits; and

WHEREAS, it is appropriate for local governmental units to recover the cost for certain activities and services.

**NOW, THEREFORE, BE IT RESOLVED** that the Minnehaha Creek Watershed District Board of Managers hereby approves the following 2015 fee schedule:

	<u>2015 fees</u>
District professional staff*	\$ 65.51
District interns*	\$ 40.35
District clerical staff*	\$ 46.69
Consulting Senior Engineer	\$ contracted rate
Consulting Engineer/Technician	\$ contracted rate
District Counsel	\$ contracted rate
Application fee	\$ 10.00
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District expenses for postage, mailing labels, contracted services, and other miscellaneous services will be billed at cost.

Resolution Number 15-002 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

\_\_\_\_\_  
Secretary Date: \_\_\_\_\_