

**CITY OF OLIVIA
ORDINANCE 2020-01**

**AN ORDINANCE UPDATING THE FINE AND FEE SCHEDULE
OF THE OLIVIA CITY CODE**

WHEREAS, the City has conducted a periodic review and determined that the Fine and Fee Schedule should be updated, and

WHEREAS, the Fine and Fee Schedule may be set from time to time by Ordinance of the Olivia City council; and,

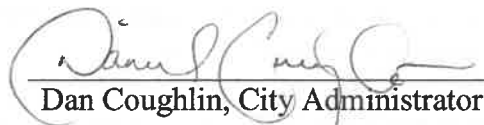
WHEREAS, City Staff has reviewed the current Fine and Fee Schedule for the City of Olivia and is hereby recommending that the Fine and Schedule attached hereto as Exhibit A should be adopted.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Olivia that the fee schedule attached hereto as Appendices A - C is hereby adopted.

This Ordinance shall be in full force upon its passage and publication. Passed and adopted this 6th day of January, 2020.


Suzanne M. Hilgert, Mayor

Attest:


Dan Coughlin, City Administrator

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Appendix A

2020 FEE SCHEDULE - HANDOUT

<u>Administrative Fees:</u>	<u>\$ Amount</u>
Assessment Search	15.00
Expedited search with 24-hour turn-around	20.00
Bad Check Fees	30.00
Copies	
8½ x 11	.25
Legal 8½ x 14	.35
Ledger 11 x 17 & Two Sided	.50
Council Filing Fee	2.00
Fax receiving and sending per page	2.00
Notary service other than City	2.00
Finance Charge on Miscellaneous Billing Statements (Chapter 35.04)	
Terms 30 days subject to monthly (annual rate of 18%), or \$.50 minimum charge	1.5%
RC Auditor Charge to Certify Each Unpaid Refuse Account or Unpaid Invoice per parcel for Inclusion on the Tax Rolls	5.00
RC Auditor Charge to Certify Each Delinquent Utility Account Per Parcel for Inclusion on the Tax Rolls	5.00

Utilities: Water, Storm, Sewer, Electric, Garbage / Refuse, Public Works

Water hookup of a new water service (Chapter 50.01-50.05)	
Materials include: corp stop, curb stop and curb stop box, pipe from main to curb stop, fittings, and tapping saddle	
With one (1) inch meter (\$1,000 approximate cost as of 11-20-17)	actual cost
Note: if not previously stubbed into lot (does not include excavation)	
Mobile Home Meters	
¾ inch (\$245 includes tax approximate cost as of 11-18-15)	actual cost
2 nd Water Meter – for outside watering purposes (installation not included)	
3/4 inch (\$245 approximate cost as of 11-18-15)	actual cost
One (1) inch (\$365 approximate cost of 11-18-15)	actual cost
3/4-inch replacement meter body (\$75 approximate cost as of 11-18-15)	actual cost
Bulk Water – Access Fee	20.00
Sales tax	6.875%
Electrical Tampering Fee	\$250 minimum, up to actual cost
Manual Meter Reading Fee	\$50 per month
Water & Electric Reconnection Fees	
Due to Non- Payment, 8AM-3PM	\$100.00 per service
Due to Non-Payment, After 3PM or during non-business hours	\$150.00 per service
At Owners Request, After 3PM or during non-business hours	\$100.00 per service
Water and Electric Disconnection Fees	
At Owners Request, After 3PM or during non-business hours	\$100.00 per service
City Compost Site (Chapter 53.02A)	
Commercial Business Annual Fee (Exclusive Use of Compost Site Key)	50.00

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Brush Pick Up (Chapter 53.03C)

Special Pick Up per truck load

125.00

Small Branch pick up on Last Friday of the month during May thru October

Free

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Utility Rates:

Storm Water Drainage Utility (Chapter 51.02) Fund Fees/ Rates & Charges

Class 1	15.67
Class 2	35.20
Class 3	67.40
Class 4	99.60
Class 5	per acre 1.50

Sewer Service Charges AKA Wastewater Treatment (Effective Feb. 1, 2017)

Base Charge (includes \$3.65 for Reserve Account Fund)	monthly 18.45
100 Cubic Ft. of Water Usage	per unit 4.65

Electrical Energy Rates (Chapter 52.02); Effective January 1, 2020

Residential Monthly Base	13.80
Energy Rate per kWh	0.094
Commercial Monthly Base	21.50
Energy Rate per kWh	0.107
Small Power Monthly Base	45.50
Energy Rate per kWh	0.107
Large Power Monthly Base	55.50
Church Large Power Monthly Base	45.50
Demand Rate per kW	10.70
Church Demand Rate per kW	8.00
Energy Rate per kWh	0.067

Garbage and Refuse / Refuse Collection (Chapter 53.01)

Rates established by Service Provider Under Contract-West Central Sanitation

35-gallon cart, serviced once per month	7.50
35-gallon cart, service every other week	9.90
35-gallon cart, serviced weekly	11.90
65-gallon cart, serviced weekly	14.60
95-gallon cart, serviced weekly	17.20
Colored bags: 16-gallon, serviced weekly	each 1.35
Colored bags: 40-gallon bags, serviced weekly	each 1.69
Monthly base rate for bag service	4.00
Apartments billed to tenant, using dumpster: Singles monthly	6.50
Apartments billed to tenant, using dumpster: Two or more monthly	10.45
Prices do not include the 9.75% residential tax	

Water Rates (Chapter 54.03) (Effective Feb. 1, 2017)

Base Charge (includes \$3.65 for Reserve Act. Fund)	Monthly 18.73
100 Cubic Feet	per unit 4.45

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DER Interconnection (Effective Jan. 1, 2020)

Interconnection Application Fees

Pre-Application Report Request	\$300.00
Simplified Interconnection Application	\$100.00
Fast Track Interconnection Application – Certified System	\$100.00 + \$1/kW
Fast Track Interconnection Application – Non-certified System	\$200.00 + \$2/kW
Study Interconnection Application	\$1000 + \$2/kW down payment + any study costs exceeding down payment

Standby Charge (for facilities greater than 40kW)

\$10.70 *50% of the peak kW demand during summer months (June, July, August, or September Usage) in the most recent 12-month period. This fee will be applied instead of the demand charge for any month which the Standby Charge is higher.

Grid Access Charge (In addition to base charge for the appropriate class)

Residential	\$10.75/mo.
Commercial	\$20.00/mo.
Small Power	\$25.00/mo.
Large Power	\$55.00/mo.

Supplemental Review Costs/Study Fees

Actual Costs with deposit due before studies are conducted

Transmission System Studies/Fees Actual Costs

Interconnection Costs Actual Costs

May Include:

Meter (customer is responsible for all replacements) Actual Costs

System changes incurred in order to support system Actual Costs

Construction of Distribution or Transmission Facilities

Actual Costs (Must provide proof of secured finances with Interconnection Agreement as described in section 9.6 of Fast Track Process Overview and 11.5 of Study Process Overview)

Animal Fees and Fines / Police Department Fees

Cat & Dog License (issued for lifetime of animal) Cat & Dog 25.00

Impounding:

Pick up 25.00

Daily Room & Board 15.00

Labor Charged Per Hour per Police Officer 50.00

Parking Violations within City 20.00

Security Alarms/Calls (false alarms) 40.00

Metal Detector - Rental

Only Citizens of the City of Olivia may sign out the Building Inspector's locator / metal detector for up to 72 hours to use to locate property pins; security deposit 20.00

In event, the locator / metal detector is not returned within 72 hours, the security deposit will be forfeited; and should it return damaged, the borrower will be invoiced for the cost of repair or if severely damaged for replacement of the unit.

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Appendix A

Peddler, Solicitor / Canvasser & Transient Merchant

Application Required (Chapter 111.03 C.) Registration (Chapter 111.07)	
Annual Fee	25.00
<u>Plus</u> , daily operation fee	1.00

Recreational & All-Terrain Vehicles

All-Terrain Vehicle & Golf Cart Permits (Chapter 70.021)	
Annual Fee to operate / use on City Streets	20.00
Recreational Vehicles (Chapter 70.020)	
Not limited to trail bikes, off-highway motorcycles, motorized scooter, go-carts, hovercraft, or any motor vehicles for off-road recreational purposes)	20.00

Right-of-Way (ROW) Management

Permit Fee (Chapter 91.19)	
In right-of-way and not in street per block or any part	25.00
In right-of-way and in street per block or any part of	50.00
Right-of-Way Vacation (Chapter 91.30)	
Street Vacation Request application fee	125.00
<u>Plus</u> , related expenses incurred for Attorney & Engineer Services	
<u>Plus</u> , fee to record resolution	50.00
Surface Repair Rates if City Restoration Requires Asphalt/Concrete	
Curb and Gutter - Replacement cost of labor, materials, equipment and	
Any other related costs will be certified against the property	

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Appendix B

2020 FEE SCHEDULE – LAND USE, BUILDING PERMITS, & ZONING

14. Title XV – Land Usage (Building Code, Plumbing Code, Subdivision & Zoning)

Building Permit Fee Schedule (Pursuant to 1997 UBC – Council approved 2011)

Fees are based upon the total valuation or cost of improvement/project. According to the valuation, use the schedule below + \$5 minimum or \$.50 per \$1,000.00 whichever is greater for the State Uniform Building Code + Plan Review if determined by the Building Official; + a sprinkler system plan review by Fire Marshal if applicable.

**** Approved on January 21, 2014; “no building permit fee refund” providing adequate notice is given to applicants so they are informed of the policy at the time of application.**

Plan Review Fee

The Building Inspector may require additional inspections for additions, remodeling or moving of a structure, when deemed necessary per hour 35.00
New Residential Dwellings, New & Other Commercial of Basic Permit Fee 75%

*** Manufactured Homes/Trailers (New) \$100.00 Min. (two inspections required)

\$1 to \$1,200	\$45.00
\$1,201 to \$2,000	\$69.25
\$2,001 to \$25,000	\$69.25 for 1 st \$2,000 +\$14 for each additional \$1,000 to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the 1 st \$25,000 +\$10.10 for each additional \$1,000 to and including \$50,000
\$50,001 to \$100,000	\$643.75 for 1 st \$50,000 + \$7 for each additional \$1,000 to and including \$100,000
\$100,001 to \$500,000	\$993.75 for 1 st \$100,000 + \$5.60 for each additional \$1,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000 or fraction thereof to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for 1 st \$1,000,000 + \$3.15 for each additional \$1,000 or fraction thereof

Note: If the valuation is greater than **\$1,000,000**, the surcharge is \$500.00 plus two-fifths mill (.0004) of the value between \$1,000,000.00 and \$2,000,000.00.

Building Inspector calculates valuations of \$500,000.00 or greater.

Plan Review Fee

The Building Inspector may require additional inspections for additions, remodeling or moving of a structure, when deemed necessary per hour 35.00
New Residential Dwellings, New and Other Commercial of Basic permit fee 75%

Building Relocation / Moving - Required to be signed off by (Bldg. Official, Electric Supt, Police Chief, Water/Wastewater Supt, & Deputy Clerk) 100.00

Demolition Applications: require Building Official inspection (asbestos) and Water Wastewater Inspection (to make sure utilities are capped off). 100.00

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Appendix B

Work Commencing Before Permit Issuance:

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee established by the municipality shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.

Special Investigation Fee

Shall be equal to permit fee

Subdivision Regulations (Chapter 151.008)

Annexation application fee

Plus, related expenses incurred for Attorney & Engineer Services 125.00

Plus, fee to record resolution 50.00

Developer Agreement Documents – recording fee 50.00

Minor & Major Subdivision – Preliminary & Final Plat applications each 125.00

Plus, research fees performed by Zoning Administrator 35.00

Plus, Publishing 2 weeks of legal notices Actual Cost

Plus, related expenses incurred for Attorney & Engineer services Actual Cost

Plus, fee to record resolution 50.00

Plus, Recording fee for Preliminary and / or Final Plat 56.00

PUD Planned Unit Development Regulations (Chapter 152.175-152.178)

PUD application fee 125.00

Plus, research fees performed by Zoning Administrator 35.00

Plus, publishing 2 weeks of legal notices Actual Cost

Plus, related expenses incurred for Attorney & Engineer services

Plus, fee to record resolution 50.00

Administration, Permits & Fees (Chapter 152.205-152.207) Planning & Zoning Fees

Amendments or Changes to Zoning Ordinance 125.00

Plus, Research (names/addresses) fees performed by Zoning Administrator 35.00

Plus, Actual Cost of publishing 2 weeks of legal notices

Plus, related expenses incurred for Attorney & Engineer services

Plus, Fee to record Resolution & related documents 50.00

Board of Appeals/appeals to the decisions of the Zoning Admin. or Zoning code 125.00

Plus, related expenses incurred for Attorney & Engineer services Actual Cost

Special Use Applications: Conditional Use Permit, Rezone, Variance,

Street Vacation Request (Reference Chapter 96) each 125.00

Plus, Research performed by Zoning Administrator (hourly charge) of 35.00

Plus, Publishing 2 weeks of legal notice(s) Actual Cost

Plus, related expenses incurred for Attorney & Engineer services

Plus, fee to record Resolution and related documents 50.00

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Appendix C

2020 FEE SCHEDULE / Invoicing Purposes

	<u>\$ Amount</u>
<u>Administration</u>	
Assessment Search	15.00
Expedited search with 24-hour turn-around	20.00
Bad Check Fees	30.00
Copies	
8½ x 11	.25
Legal 8½ x 14	.35
Ledger 11 x 17 & Two Sided	.50
Council Filing Fee	2.00
Fax receiving and sending per page	2.00
Notary service other than City	2.00
Finance Charge on Miscellaneous Billing Statements (Chapter 35.04)	
Terms 30 days subject to monthly 1.5% (annual rate of 18%), or \$.50 minimum charge	
RC Auditor Charge to Certify Each Unpaid Refuse Account or Unpaid Invoice per parcel for Inclusion on the Tax Rolls	5.00
RC Auditor Charge to Certify Each Delinquent Utility Account Per Parcel for Inclusion on the Tax Rolls	5.00
<u>Meters, Compost Site, Brush Pickup</u>	
Water hookup of a new water service (Chapter 50.01-50.05)	
Materials include: corp stop, curb stop and curb stop box, pipe from main to curb stop, fittings, and tapping saddle	
With one (1) inch meter (\$1,000 approximate cost as of 11-20-17)	actual cost
Note: if not previously stubbed into lot (does not include excavation)	
Mobile Home Meters	
¾ inch (\$245 includes tax approximate cost as of 11-18-15)	actual cost
2 nd Water Meter – for outside watering purposes (installation not included)	
¾ inch (\$245 approximate cost as of 11-18-15)	actual cost
One (1) inch (\$365 approximate cost of 11-18-15)	actual cost
¾-inch replacement meter body (\$75 approximate cost as of 11-18-15)	actual cost
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Commercial Business Annual Fee (Exclusive Use of Compost Site Key)	50.00
Brush Pick Up (Chapter 53.03C)	
Special Pick Up per truck load	125.00
Small Branch pick up on Last Friday of the month during May thru October	Free

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Appendix C

Public Works Equipment

(all equipment will be operated by or used in the presence of City of Olivia employees)

Aerial Lift (Elec. Dept.)	150.00
Backhoe (Elec. Dept.)	150.00
Brush Pick Up (per City truck load)	150.00
(Air) Compressor (no man, minimum)	40.00
After 1 st hour, \$15.00 each additional hour	15.00
Rental per day	95.00
Digger Derrick	150.00
Grader or Loader or Sweeper rental for MnDOT or Renville County	150.00
Man / Labor Charged Per Hour (each)	75.00
Mower (Used when there is a Nuisance Violation - Tall Grass)	125.00
Roller / Packer	125.00
Salt & Sand Mixture (\$40 per ton as 03-04-19)	actual cost
Skid Loader	150.00
Sweeper & Rental of Barricades, cones, etc.	Collect \$200 Deposit + 100.00
Commercial parking lot request	150.00
MnDOT or Renville County	150.00
Thawing Machine / Waterline Defroster (Water Dept.)	100.00
Tractor (John Deere)	75.00
Trencher (Elec. Dept.) (\$3 per linear foot)	actual cost
Truck	125.00

Park & Recreation

Athletic Field annual rent	1,200.00
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Fire and Rescue Calls

Fire Calls	
Service to Olivia residents and non-residents for 1 st hour (minimum)	500.00
Plus, each additional hour	125.00
Plus, per truck used at scene	125.00
Plus, foam	per gallon used 30.00
Fire Fighter Labor	
(# of responding members) x (hours of service) x (standard hourly labor rate)	
Rescue Squad Call (minimum charge):	250.00
Plus, equipment used at scene: jaws, spreader, air bags, ram, etc	each 125.00
Plus, per truck used at scene	each 125.00
Service run when not needed or turned back	No Charge
Fire Alarm (1 st two false fire alarms free, 3 rd call determined by Fire Chief)	100.00

Technical Rescue Team Calls

TBD

Police Department

Labor Charged Per Hour per Police Officer	50.00
Security Alarms/Calls (false alarms)	40.00

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Appendix C

Vicious Animals / Appeals Hearing – Potentially Dangerous Dog (7.18.16 Minutes) 250.00

