

ORDINANCE NO. 869

AN ORDINANCE OF THE CITY OF SAVAGE, MINNESOTA, ESTABLISHING FEES PRESCRIBED FOR REVIEW, INVESTIGATION AND ADMINISTRATION OF AN APPLICATION FOR AN OFFICIAL CONTROL PURSUANT TO MINN. STAT. §§ 462.351 – 462.364, AND FEES FOR CALENDAR YEAR 2024, AND ADOPTING BY REFERENCE CITY CODE TITLE 1, CHAPTER 10; TITLE 15 CHAPTER 152.035; AND TITLE 15, CHAPTER 152.036, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THE CITY OF SAVAGE, MINNESOTA, ORDAINS:

Section 1. The following fees are prescribed for the review, investigation and administration of an application for an amendment to an official control established pursuant to Minn. Stat. §§ 462.351 – 462.364 or an application for a permit or other approval required under an official control established pursuant to those sections and fees for calendar year 2024:

**CITY OF SAVAGE
2024 FEE SCHEDULE**

1/4/2024

COSTS AND FEES ASSOCIATED WITH PLANNING AND LAND USE		
SERVICE	FEE	DESCRIPTION
Administrative Subdivision	\$300.00	
Charges for staff time in excess of development application fees and to review site and development construction for compliance with approved plans.	\$67.00/hour	City Planner
	\$67.00/hour	Engineer
	\$67.00/hour	Public Works and Natural Resource Superintendent
	\$59.00/hour	Engineering Technician
Comprehensive Plan Amendment*	\$1,150.00	
Sketch Plan	\$200.00	
Conditional-Use Permit*	\$450.00	Residential
	\$650.00	All others
Final Plat*	\$500.00	
Interim Use*	\$450.00	Residential
	\$650.00	All others
Planned Unit Development (includes rezone)*	\$1,150.00	
Preliminary Plat*	\$900.00	
PUD Amendment*	\$550.00	
Rezone*	\$750.00	
Seasonal Sales Permit	\$250.00	
Sidewalk Café Permit	\$125.00	
Sign Permit – Freestanding	\$250.00	
Sign Permit – Temporary	\$45.00	
Sign Permit – Face Change Only	\$75.00	
Sign Permit – Wall	\$150.00	
Site Plan Review*	\$750.00	

COSTS AND FEES ASSOCIATED WITH LAND DEVELOPMENT

SERVICE	FEE	DESCRIPTION
Site Plan Revision*	\$250.00	
Vacation of Easement or Public Roadway	\$300.00	
Variance*	\$450.00	
Zoning Certification Letter	\$75.00	
Zoning Ordinance Text Amendment	\$650.00	
*Review Escrow Deposit Agreement may be required.		
Park Fee	\$3,842.00 per dwelling unit	Single-family residential
	\$3,842.00 per dwelling unit	Multi-family residential
	\$8,937.00 per net developable area	Commercial/Industrial
<p>Park fees shall apply to all new residential, commercial and industrial construction, and shall be paid either at the time of platting or at time the initial building permit is issued, whichever occurs first. No park dedication fee shall apply when parkland dedication requirements have previously been fulfilled. In the case of a lot split, the park dedication fee shall be applied to the new lot and paid at time of administrative approval.</p>		
Storm Drainage Fee		
<p>Storm sewer fees are to be paid at time of platting for all zoning districts (based on developable property) or at the issuance of the initial building permit, and are based on the adjusted gross acreage as follows:</p>		
<u>Based on the Engineering News Record Construction Cost Index</u>		
Single family developments – 32.7 cents per square foot		
Multiple family developments – 38.9 cents per square foot		
<p>Commercial and Industrial Developments (based upon percentage of the site which is impervious (paved, building, sidewalk, etc.), as follows:</p>		
More than 55% impervious area – 47.0 cents per square foot		
Less than 55% but more than 30% of the site is impervious – 38.9 cents per square foot.		
Less than 30% impervious – 32.1 cents per square foot.		
<p>If future expansion causes the ratio/fee to change, the developer shall be responsible for payment of the difference between the initial and revised fee. For example, if a site 50% impervious expands to 60% impervious, the developer shall be required to pay 7.9 cents per square foot upon issuance of building permit.</p>		
<p>All developments are responsible for on-site stormwater ponding to limit stormwater runoff from the site to pre-development rates. This responsibility includes the provision of land for ponding along with the grading and restoration associated with pond development.</p>		
<p>All developments unable to provide adequate on-site ponding shall be required to pay an additional fee, at the time of platting, as follows:</p>		
Single family development, 15.8 cents per sq. ft.		
Multi-family development, 27.0 cents per sq. ft.		
Commercial and industrial developments, 54.1 cents per square foot.		
<p>For the purpose of single family residences on large unplatted parcels, the calculation shall be limited to one (1) acre of developable property. The balance of the developable property shall be subject to the assessment at the time of subsequent platting or issuance of additional building permits. This exception shall be limited only to the calculation of stormwater (and collector street) fees. It does not apply to special assessments levied through Minnesota Statute Chapter 429 for public improvements that directly and exclusively serve individual parcels.</p>		
<p>Adjusted gross acreage is the gross acreage/property, minus any wetland, steep slopes, right-of-way (including City Streets), park lands or other similar exclusion that is regularly recognized in Savage and consistent with the Special Assessment Policy definition.</p>		
<p>Initial building permit shall be the first building permit issued on a parcel or a permit issued because the previous principal structure has been razed or destroyed.</p>		
Trunk Facilities		
Due at time of platting for all new developments that have never been assessed for trunk water, trunk sewer or elevated storage tank:		
Trunk sewer	\$7,161.71	per adjusted gross acre*
Trunk water	\$5,197.33	per adjusted gross acre*

COSTS AND FEES ASSOCIATED WITH LAND DEVELOPMENT (cont'd)

SERVICE	FEE	DESCRIPTION
Tank, source, supply	\$2,351.45	per adjusted gross acre*
Environmental studies	\$509.51	per adjusted gross acre*
Total	\$15,220.00	per adjusted gross acre*
*Adjusted gross acre shall be interpreted as all property excluding only State Highways and County Road Right-of-Way, wetlands and steep slopes as defined by City Policy.		
Lateral Sanitary Sewer and Water Main	Cost of improvement 100% developer responsibility	
Local Street Improvement	Cost of improvement for residential standard street with curb and gutter - 100% developer responsibility	
Sidewalks and Pedestrian Walkways	Walkways along city streets or on easements (internal to development) - 100% developer responsibility	
Sidewalks and Pedestrian Walkways	Walkways along collector or arterial streets - per City sidewalk policy	
Street and Traffic Signs	\$415.00	In new developments, cost to be paid by developers for permanent street signs.
Street and Traffic Signs	\$200.00	In new developments, cost to be paid by developers for temporary street signs.

Engineering Plan Review and Administration for Public and Private Improvements

Improvements designed, constructed and financed by owner/developer- the following shall apply:

- Administrative Fee: 2% of net construction cost
- Construction Observation: 4% of net construction costs

Improvements designed, bid, constructed and financed by City through Statutory Authority (Minn. Statutes 429): A budget will be established for each project to include costs for:

- a. Feasibility Report Preparation
- b. Plan and Specification Preparation
- c. General Engineering Review
- d. Construction Administration
- e. Construction Observation
- f. Construction Surveying
- g. Soil Borings and Material Testing
- h. Bonding/Fiscal Admin.
- i. Administration, Legal, Publishing
- j. Project Assessment
- k. Interim Interest

COSTS AND FEES ASSOCIATED WITH INDIVIDUAL LOTS OR BUILDINGS

Building Permit Fees: Fees are based on the value of the project and include a permit fee, plan review fee (where applicable), state surcharge fee and a technology fee. Additional fees may also apply. Below is a list of common residential projects that are calculated based on a minimum valuation of the work.

- Lower Level Finish One Room Minimum Valuation \$4,000
- Lower Level Finish Two Rooms Minimum Valuation \$5,000
- Lower Level Finish Three Rooms Minimum Valuation \$6,000
- Lower Level Finish Four Rooms Minimum Valuation \$7,000
- Lower Level Finish Five Rooms Minimum Valuation \$8,000
- Deck Repair Minimum Valuation \$4,000
- Deck 144 SF or Smaller Minimum Valuation \$5,000
- Decks 145 SF or Greater Minimum Valuation \$6,000

COSTS AND FEES ASSOCIATED WITH INDIVIDUAL LOTS OR BUILDINGS (cont'd)

Foundation Repair or Drain Tile Minimum Valuation \$4,000

Solar Minimum Valuation \$4,000

VALUATION	BUILDING PERMIT FEE	FEE DESCRIPTION
\$1.00 to \$500.00	\$29.50	
\$501.00 to \$2,000.00	\$28.00	1 st \$500.00 plus \$3.70 for each additional \$100.00 or fraction thereof, to and including \$2000.00.
\$2,001.00 to \$25,000.00	\$83.50	1 st \$2,000.00, plus \$16.55 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$464.15	1 st \$25,000.00, plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$764.15	1 st \$50,000.00, plus \$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$1,186.65	1 st \$100,000.00, plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$3,886.65	1 st \$500,000.00, plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$6,636.65	1 st \$1,000,000.00, plus \$4.50 for each additional \$1,000.00 or fraction thereof.

Exterior Replacements

Residential Re-roof Permit	\$123.60 (State Surcharge and Technology Fee Included)
Re-siding	\$123.60 (State Surcharge and Technology Fee Included)
Window/Door Replacement	\$123.60 (State Surcharge and Technology Fee Included)

Pools

Above Ground Pool	\$153.78 (State Surcharge and Technology Fee Included)
In-Ground Pool	\$376.24 (State Surcharge and Technology Fee Included)

Plan Review Fees

- a. Residential/Commercial or Industrial Construction - 65 percent of building permit fee or 25% of building permit fee for similar buildings as required by State Building Code.
- b. Engineering Lot Certificate of Survey Review - \$59.00
- c. Planning Survey Review - \$40.00
- d. Engineering/Planning Survey Review Fee for decks, additions and similar projects - \$10.00

State of Minnesota Building Permit Surcharge (based on valuation of permit)

<u>Addition or Alteration Valuation</u>	<u>Surcharge Computation</u>
\$1,000,000 or less	Valuation x .0005 (50 cents per \$1000)
\$1,000,000 to \$2,000,000	\$ 500 + .0004 x (value - \$1,000,000)
\$2,000,001 to \$3,000,000	\$ 900 + .0003 x (value - \$2,000,000)
\$3,000,001 to \$4,000,000	\$1,200 + .0002 x (value - \$3,000,000)
\$4,000,001 to \$5,000,000	\$1,400 + .0001 x (value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (value - \$5,000,000)

COSTS AND FEES ASSOCIATED WITH INDIVIDUAL LOTS OR BUILDINGS (cont'd)

SERVICE	FEE	DESCRIPTION
Demolition Permit	\$100.00 plus \$5,000.00 deposit	Dwelling Units, commercial/Industrial buildings
	\$50.00 plus \$2,000.00 deposit	Accessory structures

Other Inspections and Fees

A re-inspection fee may be assessed for each re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. Re-inspection fees may be assessed when the inspection record card is not readily available, approved plans are not readily available, failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the building official.

- a. Inspection outside of normal business hours (minimum charge--two hours) - \$63.25 per hour*
- b. Re-inspection fees assessed under provisions of Section 150.001 (C) of the Savage City Code - \$63.25 per hour*.
- c. Inspections for which no fee is specifically indicated (minimum charge, one-half hour) - \$63.25 per hour*.
- d. Additional plan review required by changes, additions or revisions to approved plans (minimum charge, one-half hour) - \$63.25 per hour*.
- e. Use of outside consultants for plan checking and inspection, or both - Actual cost**
- f. Re-inspection fee for Engineering staff - \$59.00 per hour

* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Actual cost includes administrative and overhead costs.

Builder Deposit: For all one and two family dwellings, an escrow in the amount of \$2150.00 per unit shall be required to ensure compliance with the city's erosion control and final grade policies. Multi-family dwellings (three or more attached units) shall provide a deposit of \$350 per unit. For the purpose of erosion control enforcement, a non-refundable deposit of \$150 for a one and two family home, and a deposit of \$50.00 per unit for multi-family (3 or more attached) shall be required. This escrow fee will be forfeited to the City of Savage if compliance with the Residential Builders Deposit form is not completed within 2 years from the Temporary Certificate of Occupancy expiration date. After the escrow fee is forfeited and the work is then approved a \$25.00 Administrative Fee will be deducted from the escrow amount to process the refund.

Assessments

If required by developer's agreement, assessments must be paid at time of mortgage closing. No occupancy shall be allowed until such payment has been made.

Technology Fee: \$5.00 Technolgy Fee will be added to each permit.

Investigation Fee: In addition to the permit fee, shall be collected whenever any work for which a permit is required by this code has been commenced without first obtaining said permit. The investigation fee shall be equal to the amount of the permit fee required. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

Fee refunds: Refunds may be authorized by the Building Official of any fee paid hereunder, which was erroneously paid or collected. The Building Official may authorize refunding the permit fee paid, minus a \$25.00 administrative fee when no work has been done under a permit issued. The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

Residential Plumbing Permit

Plumbing system	\$150.00
Plumbing Alteration/Remodel	\$70.00 (State Surcharge and Technology Fee Included)
Lawn irrigation	\$70.00 (State Surcharge and Technology Fee Included)
Water heater	\$70.00 (State Surcharge and Technology Fee Included)
Water softener	\$70.00 (State Surcharge and Technology Fee Included)

COSTS AND FEES ASSOCIATED WITH INDIVIDUAL LOTS OR BUILDINGS (cont'd)

SERVICE	FEE	DESCRIPTION
<p>Commercial Plumbing Permit: Commercial/industrial plumbing fees shall be affixed at the rate of 2.0 percent of the contract price plus a state surcharge. The minimum fee for a commercial plumbing permit is \$155.00 (State Surcharge and Technology Fee Included).</p>		
<p>Residential Mechanical Permit</p>		
H.V.A.C. system	\$150.00	
Fireplace	\$70.00 (State Surcharge and Technology Fee Included)	
Furnace replacement	\$70.00 (State Surcharge and Technology Fee Included)	
Air conditioner	\$70.00 (State Surcharge and Technology Fee Included)	
Garage heater	\$70.00 (State Surcharge and Technology Fee Included)	
Air exchanger	\$70.00 (State Surcharge and Technology Fee Included)	
Gas line	\$70.00 (State Surcharge and Technology Fee Included)	
Mechanical Alteration/Remodel	\$70.00 (State Surcharge and Technology Fee Included)	
<p>Commercial Mechanical Permit: Commercial/industrial permit fees for heating, air conditioning and ventilation shall be affixed at the rate of 2.0 percent of the contract price plus a state surcharge. The minimum fee for a commercial mechanical permit shall be \$155.00 (State Surcharge and Technology Fee Included).</p>		
<p>Sewer Availability Charge (SAC) Fee Determined by the Metropolitan Council</p>		
a. Single Family Home	\$2,485.00	
b. Duplex, Townhouse	\$2,485.00 per dwelling unit	
c. Apartments	\$2,485.00 times number of units times 80 percent	
d. Commercial/Industrial	Computed by MCES	
<p>City Water-Sewer Connection Fees</p>		
For single family residential dwellings:	\$3,368.76 Water connection permit \$2,525.64 Sewer connection permit \$5,894.40 Plus meter, PRV costs and Inspection fee	
For commercial/industrial/multi-family:	\$5,894.40 multiplied by number of applicable SAC units** plus meter, PRV costs and Inspection fee.	
For commercial outdoor seating at an eating establishment:	\$1,473.58 multiplied by number of applicable SAC units** plus meter, PRV costs and inspection fee. Indoor seating is charged at \$5,894.40 rate.	
<p>*Commercial/Industrial/Multi Family Reclamation system Credit: Establishments installing water reclamation systems in conjunction with the original building permit shall receive a water-sewer connection fee credit in an amount equal to the manufacturer's reclamation system efficiency on that portion of the establishment which utilizes reclaimed water. The reclamation ratio shall be applied to the number of MCES SAC units assigned to the building permit.</p>		
**Water & Sewer Installation Inspection Fee:	\$155.00 (State surcharge included)	
***Water & Sewer Modifications:	2% of project value with a \$155.00 minimum fee (State surcharge included)	
<p>2024 Meter, Parts & Accessories Pricing</p>		
<p>*All parts and accessories subject to MN Sales Tax</p>		
¾ " SHORT IPERL	\$228.00	
¾ " LONG IPERL	\$253.00	
1" IPERL	\$351.00	
1 ½ " OMNI R2 METER	\$923.00	
2" OMNI R2 METER	\$1,313.00	
1 ½ " OMNI C2 METER	\$2,093.00	
2" OMNI C2 METER	\$2,418.00	
3" OMNI C2 METER	\$3,055.00	

COSTS AND FEES ASSOCIATED WITH INDIVIDUAL LOTS OR BUILDINGS (cont'd)		
SERVICE	FEE	DESCRIPTION
4" OMNI C2 METER	\$5,317.00	
1 ½ " OMNI T2 METER	\$1,430.00	
2" OMNI T2 METER	\$1,696.00	
2" OMNI T2 - 10"LAY LENGTH	\$1,436.00	
3" OMNI T2 METER	\$2,115.00	
4" OMNI T2 METER	\$4,121.00	
SENSUS SINGLE PORT MXU	\$244.00	
SENSUS TOUCHCOUPLER MXU	\$283.00	
2024 Meter, Parts & Accessories Pricing		
*All parts and accessories subject to MN Sales Tax		
¾ " METER CONNECTION INLINE/SET	\$37.00	
1" METER CONNECTION INLINE/SET	\$57.00	
1 ½ " FLANGE KIT	\$74.00	
2" FLANGE KIT	\$84.00	
3" FLANGE KIT	\$123.00	
4" FLANGE KIT	\$156.00	
Brass=Market Rate + 30%		
¾" COPPERHORN/NO CONNECTORS	\$157.00	
¾ " COPPERHORN/WITH CONNECTORS	\$207.00	
1" COPPERHORN/NO CONNECTORS	\$282.00	
1" COPPERHORN w/CONNECTORS	\$329.00	
METER WIRE (1000' IN A BOX)	\$510.00	
1" PRV – Wilkins	\$351.00	
1 ½" PRV	\$943.00	
2" PRV	\$1,136.00	
PRV WILKINS REPAIR KIT	\$226.00	
GASKET ¾" METERHORN	\$0.18	
GASKET ¾' METER UNION	\$0.70	
GASKET 1" METERHORN	\$0.18	
GASKET 1" METER UNION	\$0.82	
DRIVEWAY CASTING	\$181.00	
GATE VALVE BOX CAP MARKED WATER	\$36.00	
5' HYDRAFINDER FLAG	\$35.00	
Custom Ordered Parts Priced at Market Rate Plus 30%		

FEES FOR PERMITS/MISCELLANEOUS SERVICES		
SERVICE	FEE	DESCRIPTION
Administrative Fee	\$25.00	Staff may authorize the refunding of any fee paid, less an administrative fee, when written application is filed by the original permittee not later than 180 days after the date of fee payment when no activity has taken place.
Administrative Assessment Fee	\$100.00 + annual interest rate set by Finance Director	Fee charged for Current Services as defined in City Code 97.01 that are assessed if no payment is received from the benefited property owner. Also includes false alarms.
Antenna (lease of park or tower space)	\$1,000.00 plus \$2,000 escrow	New or amended lease processing fee. Use of consultants for plan review, inspections, certification at actual cost.
	\$500.00 plus \$2,000 escrow	Modification processing fee (including new, changing, or removing cell facilities). Use of consultants for plan review, inspections, certification at actual cost.
Assessable Current Services per City Code Section 97.01	Cost of Services x 1.5.	
Assessment Search	\$25.00	
CD/DVD or USB Drives	\$25.00	Per item
Collection Fee for Delinquent Charges (charges that are not assessable)	\$10.00 added to any outstanding unpaid charge each month the invoice remains unpaid beyond 90 days past due.	City will invoice amounts due for three consecutive months. If payment is not received within 90 days of original invoice, a \$10 collection fee will be added to amount due each month the invoice remains unpaid. Applied to all fees when paid with a credit card except utility billing and WebTrac transactions
Credit Card Service Fee	3% of total sale	
Currency Exchange Permit, annual renewal	\$25.00	
Dog, Dangerous Registration	\$750.00	Initial Registration Fee
	\$250.00	Annual renewal
Election Equipment (Tabulators/Pollpads)	\$100 per precinct per election in which school board is on the ballot or where City equipment is used for special elections.	Charge back to the school districts.
Election Judges	\$12 per hour	Election Judge
	\$14 per hour	Head Election Judge/Absentee temp staff
Employee Time – excessive search or project requested by the public	\$.00 1 st hour; each succeeding hour – two times employee rate of pay	See M.S. 13.03
Excavation/Filling/Mining (Letter of credit or bond amount to be determined by the City Engineer)	\$500.00, initial	Major
	\$150.00, annual renewal	Major
	\$50.00	Minor
False Alarms (Police) Within a calendar year	\$50.00/waived for Best Practice (BP)	First false alarm
	\$80.00/\$50.00 BP	Second false alarm
	\$125.00/100.00 BP	Third false alarm
	\$200.00	Fourth and fifth false alarms
	\$300.00	Sixth and seventh false alarms
	\$400.00	Eighth and ninth false alarms
	\$500.00	Tenth and over false alarms

FEES FOR PERMITS/MISCELLANEOUS SERVICES (cont'd)

SERVICE	FEE	DESCRIPTION
False Alarms (Police) (cont'd)	10% penalty of unpaid fee \$100 Administrative Fee if assessed	Per City Code 99.08(A) failure to pay the fee within 30 days' notice will cause the alarm user to be considered delinquent and subject to a penalty of a full 10% of the fee subject to property tax assessment per City Code section 99.08.
Filing Fee (elections)	\$5.00	
Mobile Food Units/Food Trucks	\$50 non-refundable	
Grading Permit for subdivisions (Letter of credit and erosion deposit to be determined per City policy.)	\$1,000.00 \$100.00 per acre	More than 5 acres Less than 5 acres
Industrial Development Revenue	\$5,000.00	Bond application
License Agreement Application Fee	\$250.00	Buildings, structures or encroachments in right-of-way City Code 101.50 – 101.56
Maps	\$10.00 \$20.00 \$10.00 \$5.00 \$5.00 \$5.00 \$20.00	Aerial 11 x 17 Aerial 22 x 34 Colored wall 22 x 34 Colored 11 x 17 Grading map Plat map Topographical map
GIS database	\$25.00	GIS database
GIS parcel base map	\$10/square mile	GIS parcel base map
Aerial photo	\$20/Square mile	Aerial photo
Planimetric, parcel & 2' contour if available	\$10/10 acre	Planimetric, parcel & 2' contour if available
Minimum fee	\$25.00	Minimum fee
Initial	\$150.00	Initial
Annual renewal	\$100.00	Annual renewal
Investigation fee	\$250.00 non-refundable	Investigation fee
Initial and renewal	\$50.00	Initial and renewal
Initial and renewal	\$25.00	Initial and renewal
Investigation fee	\$150.00 non-refundable	Investigation fee
Per 4 hour block	\$25.00 Mon. – Thurs.	Per 4 hour block
Per 4 hour block	\$50.00 Fri., Sat., Sun & Holidays	Per 4 hour block
Single-family residence	\$1,684.00	Single-family residence
Single-family residence	\$4,099.00	Single-family residence
Investigation fee	\$750.00 non-refundable	Investigation fee
Annual license fee	\$2,000.00	Annual license fee
Billable transaction	\$1.50	Billable transaction
Per applicant to include investigation fee.	\$150 non-refundable	Per applicant to include investigation fee.
Replacement Permit ID	\$5	Replacement Permit ID
	\$0.25 per copy for 10 - 100 pages.	
	Actual cost for greater than 100 pages.	
	\$10.00 per copy for plan sheets larger than 11 x 17	

FEES FOR PERMITS/MISCELLANEOUS SERVICES (cont'd)		
SERVICE	FEE	DESCRIPTION
The City may require the requesting person to pay the actual cost of searching for and retrieving government data, including the cost of employee time, and for making, certifying, compiling, and electronically transmitting the copies of the data or the data, but may not charge for separating public from not public data. However, if 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used, and instead, the City may charge no more than 25 cents for each page copied (Minn. Stat. 13.03, Subd. 3. C.).		
Precious Metal Dealer	\$750.00	Investigation fee
	\$2,000.00	Annual license fee
	\$1.50	Billable transaction
Private Activity Revenue Bond Applications	\$2,500.00	Non-refundable application fee per the policy.
	>\$10,000 or 1/8 of 1% of the principal amount	Initial Issuance fee. An escrow will be established based on estimate of City costs incurred.
Refuse Hauling	\$100.00, annually	1 st truck
	\$25.00, annually	Each additional truck
Registration, Contractor	\$75.00 per year	Tree Contractor
Returned Checks/ACH	\$37.00	
Right-of-Way		
A. Registration fee	\$50.00 per registration	
B. Excavation Permit	\$200.00 each permit per utility company	
C. Obstruction Permit	\$75.00 each permit per utility company	
D. Delay Penalty	\$25.00 plus \$25 per week or portion thereof	
E. Permit Extension	Same as delay penalty	
F. Degradation Fee	Fee based on all costs to repair the street to the appropriate street restoration detail plates if the permittee elects not to repair the street.	
G. Unauthorized Work Permit	Up to double the permit fee	
H. Curb Cut Permit	\$52.00	
I. Small Wireless Facilities	\$1500/Unit for Co-location on City Facility plus \$200/unit for Right-of-Way permit	
J. Restoration Deposit	Deposit based on location and extent of restoration.	
Seasonal Sales Permit	\$250.00	
Secondhand Dealer	\$750.00 non-refundable	Investigation fee
	\$2,000.00 annually	Variety of merchandise types
	\$500.00 annually	Only one merchandise type
	\$1.50	Per billable transaction
Sexually Orientated Business	\$750.00	Investigation fee
	\$2,000.00	Initial fee
	\$2,000.00	Annual renewal
Snow Removal (sidewalks)	Actual cost of removal; minimum \$100.00 per lot; add \$100.00 if assessed	
Special Event Permit for a Parade, Race or Public Assembly (excluding Block Parties)	\$250.00/over 4 hours in duration	Title 9, Chapter 92
	\$100.00/under 4 hours in duration	Possible contractual police and city staff overtime deposit and equipment fees may apply.
Special Event Permit for a Block Party	\$35.00 plus \$50.00 refundable barricade deposit	Fees waived for National Night Out.

FEES FOR PERMITS/MISCELLANEOUS SERVICES (cont'd)

SERVICE	FEE	DESCRIPTION
Stop Payments/Reissue	\$37.00	
Tax Increment Financing Application An escrow will be established based on estimate of City costs incurred for each project.		
Taxicab License	\$200 non-refundable \$25.00 per vehicle per year	Investigation Fee
Tetrahydrocannabinol (THC) License Fee	\$125 per retailer \$500 non-refundable	Investigation Fee
Tobacco License	\$250.00 non-refundable \$300.00 per year \$600.00	Investigation Fee With use of age verification technology Without age verification technology
Tree Damage – penalty \$100.00 per diameter inch Charged when a builder has caused damage to trees, or has cleared trees unauthorized for removal. When lots have been illegally cleared of trees prior to building permit, amount of the penalty shall be determined by comparing tree inventory of similar lots.		
Tree Preservation Escrow	\$500.00	
Tree Preservation Permit	\$200.00	
Uncashed Check Fee	\$50	Processing fee
Wetland Conservation Act Administration and Review		
	Wetland Size (Acres)	
	0 to < 3	3 to 5 > 5
Wetland Delineation Review and Approval	\$250	\$500 \$750
Wetland Replacement Plan Review and Approval	\$500	\$750 \$1,200
Wetland Replacement Monitoring (Security-Cash or Letter of Credit) 5 years		\$5,000
Hourly rate for staff time in excess of fees collected		\$67 per hour
Wetland markers with post		\$60.00 each
Wreckers and Tow Trucks Licenses	\$250.00 non-refundable	Investigation Fee
	\$150.00	Initial Fee
	\$100.00	Annual Renewal Fee

LIQUOR LICENSING FEES

Investigation – Administrative Fees

- At the time of each application for a license, except a temporary license, the applicant shall make a non-refundable payment of \$500.00 with the City for the investigation fee. If the (police) investigation is conducted solely within the State, the fee shall be \$500.00. For investigations conducted outside the State, the City may recover the actual investigation costs not to exceed \$10,000.00. Any fee due in excess of the \$500.00 deposit must be paid prior to the license hearing and before the City Council considers the application.
- The applicant shall also be responsible for the payment of all administrative costs relating to license issuance. This shall include, but is not limited to, time spent by the City Administrator and clerical personnel, copy charges and mailing costs.
- For each new application investigation and administrative costs shall be added together, and the total subtracted from the initial deposit; said balance shall be returned to the applicant.
- At any time an additional investigation is required because of a change in the ownership of any licensee or control of a corporation license or because of a transfer from place to place, the licensee shall pay an additional investigation-administrative fee equal to the cost of the investigation and license re-issuance. The deposit on the fee shall be \$500.00.
- At any time that an additional investigation is required because of an enlargement, substantial alteration which, in the City' opinion, changes the character of the establishment, or extension of the premises previously licensed, the licensee shall pay an additional investigative-administrative fee equal to the amount of the cost of the investigation and license re-issuance. The deposit in the fee shall be \$500.00.
- If requested, the City shall furnish the applicant verification of all costs in excess of \$2,500.00.

LIQUOR LICENSE APPLICATION FEES

SERVICE	FEE	DESCRIPTION
	<u>Initial</u>	<u>Renewal</u>
Off-sale malt liquor (3.2 beer)	\$100.00	\$100.00
On-sale malt liquor (3.2 beer)	\$106.25 per Quarter	\$425.00
On-Sale Strong Beer – No Charge for applicant with both an on-sale 3.2 beer and wine license.		
Temporary Expansion of Premises	\$250.00	
Temporary on-sale (per event up to three days)	\$50.00	
Wine	\$212.50 per Quarter	\$850.00
Set-up license	\$125.00 per Quarter	\$500.00
Liquor License (New)	Pro-rated Monthly = \$437.50	\$5,250.00
Sunday Liquor	\$200.00	\$200.00
Brew Pubs – on-sale intoxicating	Pro-rated Monthly	\$5,250.00
Brew Pubs – on-sale 3.2 malt liquor	\$106.25 per Quarter	\$425.00
Brew Pubs – off-sale	\$250.00	\$250.00
Small Brewer Taproom on-sale	\$600.00	\$600.00
Small Brewer Taproom off-sale	\$250.00	\$250.00
Microdistilleries – on-sale	\$600.00	\$600.00
Microdistilleries – off-sale	\$250.00	\$250.00
Club Liquor License (annual)	a. \$300 if membership is 200 or less; b. \$500 if membership is between 201 and 500; c. \$650 if membership is between 501 and 1000; d. \$800 if membership is over 1000.	
Refund Policy: If the licensed establishment is sold, a pro-rated portion of the license fee shall be refunded to the initial owner/licensee, provided such amount has been paid to the City of Savage by the new owner/licensee.		

FIRE DEPARTMENT FEES

SERVICE	FEE	DESCRIPTION
Day Care/Foster Care Inspection Fee	\$50.00	
Employee Time – excessive search or project requested by the public	\$.00 1 st hour; each succeeding hour – two times employee rate of pay	See information in general files (Fees – 2010 Fee Schedule)
False Fire Alarm	\$400.00	Per false alarm in excess of two within a period of 12 consecutive months.
Fireworks Permit	\$100.00	For sale within an existing retail establishment.
	\$100.00	To light a pyrotechnic fireworks display.
	\$350.00	For sale within an establishment in which only fireworks are sold.
	\$350.00	Firework Tent Sales Permit
Fire Report	See Photocopies under Permits/Misc. Services	
Fire Suppression System/Fire Alarm System		Same as building permit (based on valuation): building permit fee, plan review fee, surcharge.

FIRE DEPARTMENT FEES (cont'd)

SERVICE	FEE	DESCRIPTION
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Purpose:

The Savage Fire Department responds to incidents involving fire, special rescue (including but not limited to trench, confined space, etc. etc...), extrication from vehicles and operating equipment, railroad vehicles, hazardous materials and other special responses in the community. The firefighters also assist in special events such as: event planning, fire watch, medical or specialized service stand-by coverage and response. Calls for service and special events occasionally result in non-budgeted expenditures for the Fire Department and result in a negative consequence for our residents. Consistent with the policy directive set forth herein, it would be appropriate for the Fire Department to recover all or a portion of the costs related to a response.

Policy:

1) The SFD may bill for services for the following types of calls:

- a. Specialized services such as hazardous materials, confined space rescues, trench rescues, railroad incidents or any other unforeseen incident that would have a budgetary impact by a non-tax paying entity.
- b. Crashes in our service area
 - i. Crashes which involve residents or business owners of our fire coverage area will not be billed because they pay taxes which fund this fire department.
- c. Car Fires in our service area
 - i. Car fires which involve residents or business owners of our fire department area will not be billed because they pay taxes which fund this fire department.
- d. Fire Alarms
 - i. Billing will occur according to the existing ordinance adopted in the city. (Two free alarms per 12 month continuous period and each false alarm thereafter may be billed at a cost of \$400.00 per alarm). False alarms are to be defined by the Fire Chief.
- e. Special Events
 - i. Stand-by coverage for events will be billed at the appropriate rates
- f. Inspection Fees
 - Inspection fees will be billed as noted in the approved city fee schedule.

<u>Item</u>	<u>Fee per hour</u>
1) Apparatus	One hour increments
a. Aerial	\$300.00 / each hour
b. Engines/Pumper	\$300.00 / each hour
c. Rescue / Command	\$150.00 / each hour
d. Tanker	\$175.00 / each hour
e. Light Rescue	\$100.00 / each hour
f. Duty Officer vehicle	\$100.00 / each hour
g. Inspector Vehicle	\$100.00 / each hour
h. Chief Vehicle	\$100.00 / each hour
i. Utility vehicle	\$100.00 / each hour
j. Boat – Large	\$150.00 / each hour
k. Boat – Small	\$100.00 / each hour
l. Hazmat Trailer	\$ 75.00 / each hour
m. Ice Rescue	\$ 75.00 / each hour
n. ATV – Mule	\$ 55.00 / each hour

Apparatus/Equipment Costs include but are not limited to:

- Apparatus
- Equipment
- Fuel

FIRE DEPARTMENT FEES (cont'd)

SERVICE	FEE	DESCRIPTION
<ul style="list-style-type: none"> · Radios/Phones · Reference material · Insurance · Vehicle depreciation 		
2) Administrative Fees		
a. Fire incident report	Fees charges as allowed by MN stat 13.03	
b. Fire casualty report	Fees charges as allowed by MN stat 13.03	
c. Photographic services	Actual cost per print	
d. Copies	Fees charges as allowed by MN stat 13.03	
3) Training services		
a. For training of industrial / education / assembly facilities and similar personnel, actual costs of instructional materials and preparation time. Not to exceed \$30.00 per hour.		
b. Fire Extinguisher Training		
\$30.00 per contact hour plus actual costs of instructional materials and preparation time.		
c. CPR Training (per student)		
\$75 Heartsaver CPR & First-Aid		
\$45 Heartsaver CPR Only		
\$35 Heartsaver First-Aid Only		
\$45 Heartsaver Blended Learning Skills Checkoff		
4) Miscellaneous fees and services.		
a. Fire watch personnel (standby firefighters)		Cost of time and materials
b. Specialized equipment or materials		Cost of materials
c. Specialized Equipment		Cost of equipment per entity
i. Dump Trucks and operators		
ii. Backhoes and operators		
iii. Loaders and operators		
iv. Police vehicles and staff		

PARK AND RECREATION FEES (*TAXABLE ITEM: Subject to MN State Sales Tax)

SERVICE	FEE	DESCRIPTION
Bocce Court Rental*	\$25.00	Per court/per day for special events
Diamond Dry & Chalk Bags*	\$15.00	Per bag
Concession Stand Rental*	\$150.00	Per day/Non-refundable
<i>Due 2 weeks prior to reservation</i>		
Public Works and Parks and Recreation Staff	\$25.00	Per hour for intern/seasonal
	\$67.00	Per hour for full-time
Refund Charge – Recreation	\$10.00	Per person/per activity
Soccer and Football Field Striping and Preparation Costs	\$0.10/LF	Striping layout charge
	\$0.05/LF	Restriping charge
Soccer Field Rental Charge*	\$150.00 for 2 hours	Adult Programming
	\$50/hour	Non-Resident Youth Groups
Softball Field Rental Charge*	\$50.00 per day; plus set-up charge	Adult (Youth & South of the River Recreators set-up charge only)

PARK AND RECREATION FEES (*TAXABLE ITEM: Subject to MN State Sales Tax) (cont'd)

SERVICE	FEE	DESCRIPTION
Set-up charge	\$35.00 per field per day	Community Park Wheel
Set-up charge	\$30.00 per field per day	Other Parks
Park Rental/Special Events	See Special Event Permit (Page 13)	
Pickleball Court Rental Charge*	\$30 per court	Half-day rental (7 a.m. - 3 p.m. or 3 - 10 p.m.) Per day for approved events. 4-hour minimum
	\$60 per court	Full-day rental (7 a.m. - 10 p.m.) Per day for approved events.
Warming House Reservation*	\$15.00	Per hour

User/participation fee individually assigned per program.

PICNIC SHELTERS (PARK AND RECREATION FEES)

SERVICE	FEE	DESCRIPTION
Damage/Cleaning Fee	Fee will vary based on the amount of damage/cleaning and needed.	Cost to repair damages/clean will be invoiced to the renter.
Picnic Shelter Reservations up to 50 People (excludes Hidden Valley Main, McCann, Schroeder's and Summit Point)*	\$50 Mon. – Thurs.	Resident
	\$75 Fri. – Sun. & Holiday	Resident
	\$75 Mon. – Thurs.	Non-Resident
	\$100 Fri. – Sun. & Holiday	Non-Resident
Picnic Shelter Reservations – Premier (50+ people) (Hidden Valley Main, McCann, Schroeder's and Summit Point Only)*	\$60 Mon. – Thurs.	Resident
	\$100 Fri. – Sun. & Holiday	Resident
	\$85 Mon. – Thurs.	Non-Resident
	\$150 Fri. – Sun. & Holiday	Non-Resident
Picnic Shelter Reservations - all *taxed if applicable	No Charge – Mon. – Thurs.	ISD 191, 719, 720; Scouts
	\$50 Fri. – Sun. & Holiday	

ELC FEES (PARK AND RECREATION FEES)

SERVICE	FEE	DESCRIPTION
Environmental Learning Center (ELC) Damage/Cleaning Deposit – Aspen Room and Outside Patio*	Fee will vary based on the amount of damage/cleaning needed.	Cost to repair damages/clean will be invoiced to the renter.
Environmental Learning Center (ELC) Reservation Fee – Aspen Room and Outside Patio*	\$100.00	Non-refundable. Will be applied toward balance due. Balances are due 30 days in advance. If reservation is less than 30 days out, payment due in full.
Environmental Learning Center (ELC) Room Reservation – space includes Aspen Room and Outside Patio*	Fees are hourly and reservations require a two hour minimum	
	Monday thru Thursday: \$70.00/hr or \$900.00/day \$110/hr or \$1,300.00/day Friday, Saturday, Sunday & Holidays: \$90.00/hr or \$900.00/day \$130.00/hr or \$1,300.00/day	Resident Non-resident Resident Non-resident

ELC FEES (PARK AND RECREATION FEES) (cont'd)

SERVICE	FEE	DESCRIPTION
Environmental Learning Center (ELC) Room Reservation – space includes Aspen Room and Outside Patio*	Youth organizations, non-profit civic groups, Savage Chamber of Commerce and churches. Resident Non-Profits: \$35.00/hr \$55.00/hr Non-resident Non-Profits: \$70.00/hr \$90.00/hr	Mon. thru Thurs Fri., Sat., Sun. & Holidays Mon. thru Thurs. Fri., Sat., Sun. & Holidays
Environmental Learning Center – Education (EE) Classrooms*	No Charge for the Environmental Education (EE) Classrooms \$15.00/hour \$25.00/hour	Schools located within the boundaries of 191, 719, 720, Jeffers Foundation and approved Environmental Education Organizations Resident Non-Resident
Weekday Rate - Incentive package for rental of the Aspen room during weekday business hours	\$450 \$250 \$75/hr	7 a.m. to 5 p.m. 4 hour block (2-hour minimum; 1 hour for add-on hours)

ELC WEDDING PACKAGE (PARK AND RECREATION FEES)

SERVICE	FEE	DESCRIPTION
Aspen & Patio Classroom #1 Classroom #2 Additional 2 hrs Package includes: Aspen room, patio, both classrooms, additional 2 hours the night before setup or groom/rehearsal dinner OR 2 hours the following morning for cleanup. All subject to availability. *Additional Items: Wedding Reservation folder, reserved for private party a-frame signs, preferred caterer list, preferred vendor advertising (caterers and vendors pay to advertise).	\$900/\$1300 \$240/\$400 \$240/\$400 \$180/\$250 Less 20%/30% Discount Pkg Total = \$1,600	Resident/Non-Resident Non-refundable down payment of \$250 plus tax will be applied toward balance due. Balance due 90 days in advance. If reservation is less than 90 days, payment is due in full.

ELC PREFERRED VENDOR PROGRAM (PARK AND RECREATION FEES)

SERVICE	FEE	DESCRIPTION
All reservation folders	\$100/year	

SPORTS CENTER FEES (PARK AND RECREATION FEES)

SERVICE	FEE	DESCRIPTION
Refund Charge	10%	No refund after reservation is made. If approved - Per person/Per field or cage
Savage Sports Center Field Rental*	\$125 - \$150/hour Fields 1, 2 & 3	Prime Time: Mon. – Fri. 5 p.m. to 10 p.m. Sat. 10 a.m. to 10 p.m. Sun. 10 a.m. to 8 p.m.

SPORTS CENTER FEES (PARK AND RECREATION FEES) (cont'd)

SERVICE	FEE	DESCRIPTION
Savage Sports Center Field Rental*	\$50 - \$125/hour Fields 1, 2 & 3	Non-Prime Time: Mon. – Fri. before 5 p.m.
		Sat. 7 a.m. to 10 a.m. Sun. 7 a.m. to 10 a.m. 8 p.m. to 10 p.m.
Savage Sports Center Field Rental*	\$100 - 1/3 dome \$300 – full dome	November/December reduced rate
Savage Sports Center Open Play Tot Turf	\$5 (children 5 and under free) \$45/10 punches \$3 (ages 5 and under) \$25/10 punches	General Admission Open Play Punch Card General Admission Tot Turf Punch Card
Savage Sports Center	Open Free Time/Walking	M-W-F: 6:30 – 9:30 a.m. T-Th: 12:00 – 3:00 p.m.
Savage Sports Center*	\$33 per hour/\$21 per 30 min.	Batting Cages
Public Works Equipment Rate	Current Year FEMA Rates	
Public Works staff	\$25 intern/seasonal; \$67 full-time	
Mowing weeds & tall grass	Actual cost of removal; minimum \$100.00 per lot; add \$100.00 if assessed	
All other Code Enforcement/complaint-based maintenance by City staff		
Sign replacement fee	See Street & Traffic Signs	Permanent/Temporary

POLICE DEPARTMENT FEES

SERVICE	FEE	DESCRIPTION
Affidavit of Trespass Form	\$30 one-time administrative fee	For Businesses & Multi-tenant housing
CD/DVD or USB Drives	\$25.00	Per item
USB Drive over 128 GB and External Hard Drives	Actual cost of USB/Hard Drive	
Extra Duty Employment Fee	Two times employee base rate of pay.	
Forfeiture-Impound	\$250.00 \$200.00 \$200.00	First six months Months 7 – 12 Annual cost after initial year
Forfeiture-Impound Property Release	\$35.00	Per request
Incident/Case Reports	See Photocopies under Permits/Misc. Services.	
State Accident Reports	See Photocopies under Permits/Misc. Services.	
Statistical Report	See Photocopies under Permits/Misc. Services.	
Court Ordered Transfer of Firearms Fee	\$100 – Initial Fee \$50 – Annually (until released) \$65 – per hour	Per Incident / Order Fee Per Gun Fee Special Processing Detail Fee
Owner Initiated Firearms Safe Keeping Fee:	\$100 – Initial Fee \$ 1 – per day \$65 – per hour	Owner Initiated / per incident Per Gun Fee Special Processing Detail Fee

UTILITY BILLING FEES

SERVICE	FEE	DESCRIPTION
A. Water Rates		
Base charge per month	\$9.18	
Charge per 1,000 gallons/month with the highest rate applied for all water consumed each month:		
0 to 11,999 gallons per month	\$3.68	
12,000 to 15,999 gallons per month	\$4.03	
Over 16,000 gallons per month	\$4.43	
Bulk water	\$12.03 per 1,000 gallons	
Bulk water key	\$12/each	
B. Sewer Rates		
Base charge per month	\$4.87	
Charge per 1,000 gals./mo.	\$1.56	
MCES costs per 1,000 gals./mo.	\$3.21 - rate determined by Met Council	
C. Irrigation System Rates		
Residential System	Normal water rates	
Commercial-Industrial		
Impact fee (for new irrigation systems which are separately metered) based on meter size:		
1"	\$1,260.00	
1.5"	\$1,890.00	
2"	\$2,520.00	
2.5"	\$3,150.00	
4"	\$5,040.00	
6"	\$7,560.00	
Fee for water meter and reading device:		
Actual cost plus 30 percent		
Annual maintenance fee:	\$100.00	
Base water charge per month:	\$9.18	
Charge per 1000 gals./month	\$4.43	
D. Miscellaneous Charges		
Account set-up fee	\$25.00	
Account transfer fee	\$20.00	
Credit Card Convenience Fee	\$ 2.95 (on-line payments only)	
Estimation fee	\$40.00	
Non-responsive meter repair/read request	\$25.00 per month	
Third party utility billing	\$25.00 per report	
Service history requests		

Sewer charges for residential sewer customers will be based upon the water consumption each billing period, except for the usage charge for the summer months which will be equal to the lower of the actual water use, or 150 percent of the average of water consumed during the months of November through February.

Sewer charges for all other property classes will be according to monthly metered usage.

MISCELLANEOUS UTILITY CHARGES (cont'd)

SERVICE	FEE	DESCRIPTION
8. Sanitary Sewer Use and Service (City Code Title 5 Public Works, 53.06 and 53.07, Fats, Oil and Grease)	\$74.00 hourly rate \$100/hour truck charge \$100 MCES Trip Charge (round trip) **After Hours and Holiday rates apply	
9. Water Tower Access		
During Normal Business Hours	\$80.00 each visit to open and close	
After Hours:		
Monday – Thursday:		
Minimum of two hours	\$148.00	
Each additional hour	\$74.00	
Friday – Sunday and Holidays:		
Minimum of four hours	\$296.00	
Each additional hour	\$74.00	
10. After hours call outs specific to a residential or commercial address:		
Monday – Thursday:		Holiday Rate
Minimum of two hours	\$148.00	\$228.00
Each additional hour	\$74.00	\$114.00
Friday – Sunday and Holidays:		
Minimum of four hours	\$296.00	\$456.00
Each additional hour	\$74.00	\$114.00
11. Backflow and Cross Contamination:		
Backflow Prevention Device Test	\$10.00 annually per device	
Fee for non-compliance of required yearly testing charged to customer's utility bill:		
Residential	\$25.00 per device per month until test complete	
Commercial	\$50.00 per device per month until complete	
12. Hydrant Meter Rental Fee	\$5/Day Including Weekends and Holidays (Water charged at bulk rate)	
	\$1,450 Deposit	

Section 2. City Code Title 1, Chapter 10.99; Title 15, Chapter 152.035; and Title 15, Chapter 152.036 is hereby adopted in its entirety by reference as though repeated verbatim herein.

Section 3. This ordinance passed by the City of Savage, this 18th day of December, 2023 shall be effective upon passage.

Attest:

Brad Larson, City Administrator

Janet Williams, Mayor