

MEETING DATE: January 15, 2015

TITLE: 2015 Depository of District Funds

RESOLUTION NUMBER: 15-XXX

PREPARED BY: Administrator Spartz

E-MAIL: jspartz@minnehahacreek.org

TELEPHONE: 952-471-0590

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 type="checkbox"/> Other (specify): _____	

PURPOSE or ACTION REQUESTED:

Name the 2015 MCWD depository of District funds.

SUMMARY:

MCWD Bylaws require that the District name its official depository of funds at the first meeting of the year.

The MCWD currently maintains eight accounts at Beacon Bank of Excelsior:

- High Yield Savings
- Sweep account
- General Checking
- Surety Checking
- Operations Atlas Cold Storage Facility
- Debt service for the Atlas Cold Storage Facility

Beacon Bank waives all service fees.

In 2013, the MCWD Board of Managers hired Springsted, Inc. to manage it investments. Springsted is working with Beacon Bank to provide that investments are managed consistent with Board policy.

STAFF RECOMMENDATION:

Maintain Beacon Bank as the depository of District funds.

Resolution

RESOLUTION NUMBER: 15-xxx

TITLE: 2015 Depository of District Funds

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby names Beacon Bank as the 2015 official depository of District funds.

DRAFT

Resolution Number 15-xxx was moved by Manager _____, seconded by Manager _____.
Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: _____.

Secretary Date: _____

DRAFT for discussion purposes only and subject to Board approval and the availability of funds.
Resolutions are not final until approved by the Board and signed by the Board Secretary.

MEETING DATE: January 15, 2015

TITLE: 2015 Fee Schedule

RESOLUTION NUMBER: 15-XXX

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 type="checkbox"/> Other (specify): _____	

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

RESOLUTION NUMBER: 15-XXX

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
B&W Copy costs (per 8½X 11 page)	\$.25 + actual staff time
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Electronic recording of meetings	\$ cost of production

District expenses for postage, mailing labels, contracted services, and other miscellaneous services will be billed at cost.

Resolution Number 15-XXX was moved by Manager _____, seconded by Manager _____.
Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: _____.

Secretary Date: _____

MEETING DATE: January 15, 2015

TITLE: 2015 Official Newspaper

RESOLUTION NUMBER: 15-XXX

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:

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<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 type="checkbox"/> Other (specify): _____	

PURPOSE or ACTION REQUESTED:

Name the 2015 MCWD Official Newspaper

SUMMARY:

Minnesota Statutes 103B and D require publication of various "official" notices, e.g. meeting times and locations and public hearings, in a newspaper of general circulation in the District. The District Bylaws, require that the official newspaper of the District be designated by the first meeting of the year.

The only newspaper of general circulation throughout the entire District is the Minneapolis Star Tribune. While there are several local newspapers, e.g. Chaska Herald, Laker, Lakeshore Weekly, Chanhassen Villager, Victoria Gazette, etc., these have local or limited circulation throughout the District. The MCWD will continue to use local newspapers and other forms of communication for various notices and news articles but to meet statutory requirements; the official notices will be published in the Minneapolis Star Tribune.

RESOLUTION

RESOLUTION NUMBER: 15-XXX

TITLE: **2015 Official Newspaper**

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers name the 2015 official newspaper as the Star Tribune.

Resolution Number 15-XXX was moved by Manager _____, seconded by Manager _____.
Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: _____.

Secretary Date: _____