



Title: Approval of the 2021 District Fee Schedule

Resolution number: 21-003

Prepared by: Name: Deb Johnson
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Reviewed by: Name/Title: James Wisker

Recommended action: Approval at January 14, 2021 board meeting

Summary:

Minnesota Statutes 103D.345 sets a limit of \$10.00 to defray the costs of processing a permit application. This section also provides that the District may charge a fee of at least \$35.00 to cover the actual costs related to field inspections. Applicable 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. Cost of monitoring an activity authorized by a permit may also be charged and collected as necessary after the issuance of a permit.

Staff recommends the fee schedule from 2020 be carried forward into 2021 with no changes. The proposed fee schedule is:

2021 District Fee Schedule

District professional staff*	\$ 65.51
District administrative staff*	\$ 46.69
Consulting Engineer/Technician	\$ Contracted Rate
District Counsel	\$ Contracted Rate
Permit Application Fee	\$10.00
B&W Copy Costs (8½ x 11 page)	\$ 0.25 + actual staff time
Color Copy (8½ x 11 page)	\$ 1.00 + actual staff time
Electronic Records	\$ 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.

Supporting documents (list attachments):

Resolution



RESOLUTION

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- 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; and
- WHEREAS, The District fee schedule remains flat with no changes to service costs from the 2020 schedule.

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby approves the following 2021 District fee schedule.

2021 District Fee Schedule

District professional staff*	\$ 65.51
District administrative staff*	\$ 46.69
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Resolution Number 21- 003 was moved by Manager _____, seconded by Manager _____. Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: 1/14/2021

 Secretary Date: _____