



**Title:** Approval of the 2020 Fee Schedule

**Resolution number:** 20-003

**Prepared by:** Cathy Reynolds  
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**Reviewed by:**

**Recommended action:** Approve the 2020 fee schedule.

**Past Board action:** None

**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 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 require 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 2019 be carried forward into 2020 with no changes. The proposed fee schedule is:

**2020 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 (8/12 x 11 page)	\$ 0.25 + actual staff time
Color Copy (8 1/2 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.



**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.

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby approves the following 2020 fee schedule.

**2020 District Fee Schedule**

District professional staff*	\$ 65.51
District administrative staff*	\$ 46.69
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Resolution Number 20-003 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
 Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: January 9, 2020.

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