

Falcon Heights City Council Workshop

**City Hall
2077 W Larpenteur Ave.
6:30 p.m.**

AGENDA Wednesday, July 1, 2015

- 1) Discussion of Special Revenue and Debt Service Fund Budgets (Attachments)**
- 2) Fee Schedule**

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.

-Blank Page-



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	July 1, 2015
Agenda Item	Workshop 1
Attachment	DRAFT 2016 Debt Service & Special Revenue Fund Budgets
Submitted By	Sack Thongvanh, City Administrator

Item	Draft 2016 Debt Service and Special Revenue Budgets
Description	<p>Enclosed are the proposed 2016 budgets for the Debt Service and Special Revenue Funds.</p> <p>Fund 306, 311 and 312 are the City's <u>Debt Service Funds</u>.</p> <p style="padding-left: 40px;"><u>Fund 306</u> 2010A, G.O. Equipment Certificates-for Public Works equipment purchases.</p> <ul style="list-style-type: none"> • Fund to be closed July 2015. <p style="padding-left: 40px;"><u>Fund 311</u> 2013A, 2013 G.O. Improvement Bonds-for 2013 Street Improvements</p> <p style="padding-left: 40px;"><u>Fund 312</u> 2013B, G.O. Equipment Certificates-for Fire Ladder Truck</p> <p>The City maintains <u>Special Revenue</u> funds for purposes so described by their titles.</p> <p style="padding-left: 40px;"><u>Fund 201</u> Parks Programs</p> <p style="padding-left: 40px;"><u>Fund 203</u> Community Garden</p> <p style="padding-left: 40px;"><u>Fund 204</u> Water Fund</p> <p style="padding-left: 40px;"><u>Fund 205</u> Emerald Ash Borer Grant</p> <p style="padding-left: 40px;"><u>Fund 206</u> Recycling</p> <p style="padding-left: 40px;"><u>Fund 208</u> Community Development</p> <p style="padding-left: 40px;"><u>Fund 209</u> Street Lighting</p> <p>There are few changes to these funds anticipated for 2016. These funds will be discussed at the workshop and final approval of the 2016 Budget will be later this year.</p>
Budget Impact	Dependent on eventual adoption of 2016 Budget
Attachment(s)	DRAFT 2016 Debt Service and Special Revenue Fund Budgets.

Action(s) Requested	No action required, but guidance on how to proceed will be beneficial as staff continues to refine the 2016 Budget.
--------------------------------	---

G.O. EQUIPMENT CERTIFICATES, SERIES 2010A (306)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>FINES & FORFEITS</i>								
30111	DEBT LEVY PROPERTY TAX	75,705	71,277	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL FINES & FORFEITS</i>	75,705	71,277	0	0	0	#DIV/0!	#DIV/0!
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	(99)	(99)	0	15	0	#DIV/0!	-100%
36213	CHANGE IN FAIR VALUE OF INVESTMENT	(39)	151	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	(138)	53	0	15	0	#DIV/0!	-100%
306	<i>TOTAL REVENUES</i>	75,567	71,330	0	15	0	#DIV/0!	-100%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	0	34,685	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	34,685	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL REVENUES & OTHER FINANCING SOURCES</i>	75,567	106,014	0	15	0	#DIV/0!	-100%
EXPENDITURES:								
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT	626	640	680	650	0	-100%	-100%
	<i>TOTAL OTHER SERVICES & CHARGES</i>	626	640	680	650	0	-100%	-100%
<i>DEBT SERVICE</i>								
94000	BOND PRINCIPAL	65,000	70,000	35,000	35,000	0	-100%	-100%
94500	BOND INTEREST	2,539	1,400	350	350	0	-100%	-100%
94900	BOND FEES	450	3,550	3,000	3,000	0	-100%	-100%
	<i>TOTAL DEBT SERVICE</i>	67,989	74,950	38,350	38,350	0	-100%	-100%
<i>OTHER FINANCING USES</i>								
97000	TRANSFERS	0	0	0	819	0		
	<i>TOTAL OTHER FINANCING USES</i>	0	0	0	819	0		
-306	<i>TOTAL EXPENDITURES</i>	68,615	75,590	39,030	39,819	0	-100%	-100%
	FUND BALANCE - JANUARY 1	2,427	9,380	39,804	39,804	(0)	-100%	-100%
	CHANGE IN FUND BALANCE	6,953	30,424	(39,030)	(39,804)	0	-100%	-100%
	FUND BALANCE - DECEMBER 31	9,380	39,804	774	(0)	(0)	-100%	0%

-Blank Page-

2013 G. O. IMPROVEMENT BONDS SERIES 2013A (311)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>PROPERTY TAXES</i>								
30111	DEBT LEVY PROPERTY TAX	0	23,002	0	0	27,150	#DIV/0!	#DIV/0!
	<i>TOTAL PROPERTY TAX LEVY</i>	0	23,002	0	0	27,150	#DIV/0!	#DIV/0!
<i>FINES & FORFEITS</i>								
36100	SPECIAL ASSESSMENTS	31,483	58,007	47,448	47,448	47,448	0%	0%
	<i>TOTAL FINES & FORFEITS</i>	31,483	58,007	47,448	47,448	47,448	0%	0%
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	4	302	100	150	150	50%	0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(13)	508	0	0	0	#DIV/0!	#DIV/0!
39130	BOND PROCEEDS	3,153	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	3,145	810	100	150	150	50%	0%
317	<i>TOTAL REVENUES</i>	34,628	81,819	47,548	47,598	74,748	57%	57%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	0	25,000	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	25,000	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL REVENUES & OTHER FINANCING SOURCES</i>	34,628	106,819	47,548	47,598	74,748	57%	57%
EXPENDITURES:								
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT & OTHER CHARGES	0	640	680	650	680	0%	5%
	<i>TOTAL OTHER SERVICES & CHARGES</i>	0	640	680	650	680	0%	5%
<i>DEBT SERVICE</i>								
94000	BOND PRINCIPAL	0	0	60,000	60,000	60,000	#REF!	#REF!
94500	BOND INTEREST	0	6,701	6,870	6,870	6,645	-3%	-3%
94900	BOND FEES	0	584	4,000	1,500	4,000	0%	167%
	<i>TOTAL DEBT SERVICE</i>	0	7,285	70,870	68,370	70,645	0%	3%
-311	<i>TOTAL EXPENDITURES</i>	0	7,925	71,550	69,020	71,325	0%	3%
	FUND BALANCE - JANUARY 1	0	34,628	133,522	133,522	112,100	-16%	-16%
	CHANGE IN FUND BALANCE	34,628	98,894	(24,002)	(21,422)	3,423	-114%	-116%
	FUND BALANCE - DECEMBER 31	34,628	133,522	109,520	112,100	115,523	5%	3%

-Blank Page-

G.O. EQUIPMENT CERTIFICATES 2013B - FIRE TRUCK BOND (312)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>PROPERTY TAXES</i>								
30111	DEBT LEVY PROPERTY TAX	0	44,856	70,000	69,734	100,145	43%	44%
	<i>TOTAL PROPERTY TAX LEVY</i>	<u>0</u>	<u>44,856</u>	<u>70,000</u>	<u>69,734</u>	<u>100,145</u>	43%	44%
<i>FINES & FORFEITS</i>								
36100	SPECIAL ASSESSMENTS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL FINES & FORFEITS</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	#DIV/0!
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	0	140	10	10	10	0%	0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	333	0	0	0	#DIV/0!	#DIV/0!
39130	BOND PROCEEDS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	<u>0</u>	<u>474</u>	<u>10</u>	<u>10</u>	<u>10</u>	0%	0%
317	<i>TOTAL REVENUES</i>	<u>0</u>	<u>45,330</u>	<u>70,010</u>	<u>69,744</u>	<u>100,155</u>	43%	44%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	0	50,000	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER FINANCING SOURCES</i>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	#DIV/0!
	<i>TOTAL REVENUES & OTHER FINANCING SOURCES</i>	<u>0</u>	<u>95,330</u>	<u>70,010</u>	<u>69,744</u>	<u>100,155</u>	43%	44%
EXPENDITURES:								
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT & OTHER CHARGES	0	0	680	650	680	0%	5%
	<i>TOTAL OTHER SERVICES & CHARGES</i>	<u>0</u>	<u>0</u>	<u>680</u>	<u>650</u>	<u>680</u>	0%	5%
<i>DEBT SERVICE</i>								
94000	BOND PRINCIPAL	0	0	30,000	30,000	80,000	167%	167%
94500	BOND INTEREST	0	7,216	10,917	10,917	10,588	-3%	-3%
94900	BOND FEES	0	450	3,000	1,500	3,000	0%	100%
	<i>TOTAL DEBT SERVICE</i>	<u>0</u>	<u>7,666</u>	<u>43,917</u>	<u>42,417</u>	<u>93,588</u>	113%	121%
-312	<i>TOTAL EXPENDITURES</i>	<u>0</u>	<u>7,666</u>	<u>44,597</u>	<u>43,067</u>	<u>94,268</u>	111%	119%
	FUND BALANCE - JANUARY 1	0	0	87,664	87,664	114,341	30%	30%
	CHANGE IN FUND BALANCE	0	87,664	25,413	26,677	5,887	-77%	-78%
	FUND BALANCE - DECEMBER 31	<u>0</u>	<u>87,664</u>	<u>113,077</u>	<u>114,341</u>	<u>120,228</u>	6%	5%

-Blank Page-

PARK PROGRAMS (201)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>CHARGES FOR SERVICES</i>								
34310	RECREATION FEES	18,037	18,761	22,600	14,000	15,600	-31.0%	11.4%
34340	NON-RESIDENT FEES	24,050	22,323	26,000	14,500	16,120	-38.0%	11.2%
	<i>TOTAL CHARGES FOR SERVICES</i>	<u>42,086</u>	<u>41,084</u>	<u>48,600</u>	<u>28,500</u>	<u>31,720</u>	<u>-34.7%</u>	<u>11.3%</u>
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	119	142	120	120	120	0.0%	0.0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(61)	60	0	0	0	#DIV/0!	#DIV/0!
36232	CONTRIBUTIONS - SCHOLARSHIP	950	0	1,000	1,000	1,000	0.0%	0.0%
36233	CONTRIBUTIONS - FRIENDS OF REC SPORT PROG	0	15	0	0	0	#DIV/0!	#DIV/0!
34350	CONTRIBUTION - 5 K RUN	0	0	0	0	0	#DIV/0!	#DIV/0!
36400	MISCELLANEOUS	38	65	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	<u>1,045</u>	<u>282</u>	<u>1,120</u>	<u>1,120</u>	<u>1,120</u>	<u>0.0%</u>	<u>0.0%</u>
201	<i>TOTAL REVENUES</i>	<u>43,131</u>	<u>41,366</u>	<u>49,720</u>	<u>29,620</u>	<u>32,840</u>	<u>-34.0%</u>	<u>10.9%</u>
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	22,000	22,000	22,000	22,000	22,000	0.0%	0.0%
	<i>TOTAL OTHER FINANCING SOURCES</i>	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>0.0%</u>	<u>0.0%</u>
	<i>TOTAL REVENUES & OTHER FINANCING SOURCES</i>	<u>65,131</u>	<u>63,366</u>	<u>71,720</u>	<u>51,620</u>	<u>54,840</u>	<u>-23.5%</u>	<u>6.2%</u>
EXPENDITURES:								
<i>COMPENSATION</i>								
60100	REGULAR SALARIES	14,025	13,716	15,500	11,000	11,400	-26.5%	3.6%
60520	PART-TIME EMPLOYEES	0	0	0	0	0	#DIV/0!	#DIV/0!
60530	SEASONAL EMPLOYEES	23,240	21,187	25,500	19,000	19,000	-25.5%	0.0%
64011	PERA CONTRIBUTIONS	1,521	1,264	1,160	1,150	920	-20.7%	-20.0%
64012	FICA CONTRIBUTIONS	2,759	2,622	3,135	2,175	2,204	-29.7%	1.3%
64031	HOSPITALIZATION	2,064	28	570	2,160	1,870	228.1%	-13.4%
64032	DENTAL	133	0	45	128	106	135.6%	-17.2%
64033	LONG-TERM DISABILITY	28	28	29	26	26	-10.3%	0.0%
64034	LIFE INSURANCE	37	37	38	36	36	-5.3%	0.0%
	<i>TOTAL COMPENSATION</i>	<u>43,808</u>	<u>38,882</u>	<u>45,977</u>	<u>35,675</u>	<u>35,562</u>	<u>-22.7%</u>	<u>-0.3%</u>
<i>MATERIALS & SUPPLIES</i>								
70100	SUPPLIES	2,009	910	2,000	900	1,000	-50.0%	11.1%
70300	RECREATION SUPPLIES	234	440	0	300	300		
70440	PRINT & PUBLISHING & ADVERTISING	1,184	1,523	3,100	1,500	1,500	-51.6%	0.0%
73000	RECREATION EQUIPMENT	645	504	1,200	500	500	-58.3%	0.0%
	<i>TOTAL MATERIALS & SUPPLIES</i>	<u>4,072</u>	<u>3,377</u>	<u>6,300</u>	<u>3,200</u>	<u>3,300</u>	<u>-47.6%</u>	<u>3.1%</u>
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT	626	640	680	650	680	0.0%	4.6%
86010	MILEAGE	651	103	600	200	200	-66.7%	0.0%
86100	CONFERENCES / EDUCATION/BACKGROUND CKS	924	415	1,000	500	600	-40.0%	20.0%
87500	RENTAL OF EQUIP/FACILITIES OPEN GYM	0	748	0	0	0	#DIV/0!	#DIV/0!
87700	INSTRUCTOR - SPECIALTY	14,775	13,745	16,000	13,750	14,000	-12.5%	1.8%
88000	INSURANCE & BONDS	0	0	0	0	0	#DIV/0!	#DIV/0!
88500	PAYPAL EXPENSES	1,057	1,101	1,100	1,100	1,100	0.0%	0.0%
88600	RECREATION - SCHOLARSHIP	0	0	0	0	0	#DIV/0!	#DIV/0!
89000	MISCELLANEOUS	380	589	0	300	0	#DIV/0!	-100.0%
	<i>TOTAL OTHER SERVICES & CHARGES</i>	<u>18,412</u>	<u>17,341</u>	<u>19,380</u>	<u>16,500</u>	<u>16,580</u>	<u>-14.4%</u>	<u>0.5%</u>
-201	<i>TOTAL EXPENDITURES</i>	<u>66,292</u>	<u>59,600</u>	<u>71,657</u>	<u>55,375</u>	<u>55,442</u>	<u>-22.6%</u>	<u>0.1%</u>
	FUND BALANCE - JANUARY 1	12,517	11,356	15,123	15,123	11,368	-24.8%	-24.8%
	CHANGE IN FUND BALANCE	<u>(1,161)</u>	<u>3,767</u>	<u>63</u>	<u>(3,755)</u>	<u>(602)</u>	<u>-1055.6%</u>	<u>-84.0%</u>
	FUND BALANCE - DECEMBER 31	<u>11,356</u>	<u>15,123</u>	<u>15,186</u>	<u>11,368</u>	<u>10,766</u>	<u>-29.1%</u>	<u>-5.3%</u>

-Blank Page-

COMMUNITY GARDEN (203)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
	<i>CHARGES FOR SERVICES</i>							
34500	COMMUNITY GARDEN PLOT FEE	725	675	725	700	700	-3.4%	0.0%
	<i>TOTAL CHARGES FOR SERVICES</i>	725	675	725	700	700	-3.4%	0.0%
	<i>MISCELLANEOUS</i>							
36211	INTEREST ON INVESTMENTS	19	26	10	15	10	0.0%	-33.3%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(17)	18	0	0	0	#DIV/0!	#DIV/0!
36300	DONATION - COMMUNITY GARDEN	500	0	0	0	0	#DIV/0!	#DIV/0!
36400	MISCELLANEOUS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	502	44	10	15	10	0.0%	-33.3%
203	<i>TOTAL REVENUES</i>	1,227	719	735	715	710	-3.4%	-0.7%
	<i>OTHER FINANCING SOURCES</i>							
39200	TRANSFERS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL REVENUES & OTHER FINANCING SOURCES</i>	1,227	719	735	715	710	-3.4%	-0.7%
EXPENDITURES:								
	<i>MATERIALS & SUPPLIES</i>							
70100	SUPPLIES	0	0	4,000	3,500	1,000	-75.0%	-71.4%
	<i>TOTAL MATERIALS & SUPPLIES</i>	0	0	4,000	3,500	1,000	-75.0%	-71.4%
	<i>OTHER SERVICES & CHARGES</i>							
80310	AUDIT	0	0	0	0	0	#DIV/0!	#DIV/0!
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0	#DIV/0!	#DIV/0!
89000	MISCELLANEOUS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER SERVICES & CHARGES</i>	0	0	0	0	0	#DIV/0!	#DIV/0!
-203	<i>TOTAL EXPENDITURES</i>	0	0	4,000	3,500	1,000	-75.0%	-71.4%
	FUND BALANCE - JANUARY 1	2,906	4,133	4,853	4,853	2,068	-57.4%	-57.4%
	CHANGE IN FUND BALANCE	1,227	719	(3,265)	(2,785)	(290)	-91.1%	-89.6%
	FUND BALANCE - DECEMBER 31	4,133	4,853	1,588	2,068	1,778	12.0%	-14.0%

-Blank Page-

WATER (204)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
INTERGOVERNMENTAL								
33611	ST PAUL WATER UTILITY	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0	#DIV/0!	#DIV/0!
CHARGES FOR SERVICES								
34180	WATER CHARGES	32,804	30,590	26,000	26,000	27,000	3.8%	3.8%
	TOTAL CHARGES FOR SERVICES	32,804	30,590	26,000	26,000	27,000	3.8%	3.8%
MISCELLANEOUS								
36211	INTEREST ON INVESTMENTS	426	274	400	100	100	-75.0%	0.0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(399)	181	0	0	0	#DIV/0!	#DIV/0!
	TOTAL MISCELLANEOUS	27	455	400	100	100	-75.0%	0.0%
204	TOTAL REVENUES	32,831	31,045	26,400	26,100	27,100	2.7%	3.8%
EXPENDITURES:								
COMPENSATION								
60100	REGULAR SALARIES	5,532	5,629	5,900	5,812	6,000	1.7%	3.2%
64011	PERA CONTRIBUTIONS	401	408	442	436	450	1.8%	3.2%
64012	FICA CONTRIBUTIONS	379	386	452	445	460	1.8%	3.4%
64031	HOSPITALIZATION	1,642	1,681	1,825	1,745	1,870	2.5%	7.2%
64032	DENTAL	89	86	95	86	90	-5.3%	4.7%
64033	LONG-TERM DISABILITY	8	6	10	8	8	-20.0%	0.0%
64034	LIFE INSURANCE	11	11	12	12	12	0.0%	0.0%
	TOTAL COMPENSATION	8,062	8,207	8,736	8,544	8,890	1.8%	4.0%
OTHER SERVICES & CHARGES								
80310	AUDIT	626	640	680	650	680	0.0%	4.6%
86100	CONFERENCE & EDUCATION	0	0	200	0	200	0.0%	#DIV/0!
87090	REPAIR EQUIPMENT	0	188	1,000	285	1,000	0.0%	250.9%
87120	REPAIRS & MAINTENANCE	0	0	0	0	0	#DIV/0!	#DIV/0!
88500	BILLING FEES	381	545	400	514	540	35.0%	5.1%
89000	MISCELLANEOUS	0	510	100	0	100	0.0%	#DIV/0!
89070	HYDRANT MARKERS	0	194	500	0	400	-20.0%	#DIV/0!
	TOTAL OTHER SERVICES & CHARGES	1,007	2,077	2,880	1,449	2,920	1.4%	101.5%
CAPITAL OUTLAY								
94700	INFRASTRUCTURE IMPROVEMENTS	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL CAPITAL OUTLAY	0	0	0	0	0	#DIV/0!	#DIV/0!
-204	TOTAL EXPENDITURES	9,069	10,284	11,616	9,993	11,810		
OTHER FINANCING USES								
97000	TRANSFERS	0	70,000	0	0	0	#DIV/0!	#DIV/0!
	TOTAL OTHER FINANCING USES	0	70,000	0	0	0	#DIV/0!	#DIV/0!
	TOTAL EXPENDITURES AND OTHER FINANCING USES	9,069	80,284	11,616	9,993	11,810	1.7%	18.2%
	FUND BALANCE - JANUARY 1	78,309	102,071	52,832	52,832	68,939	30.5%	30.5%
	CHANGE IN FUND BALANCE	23,762	(49,239)	14,784	16,107	15,290	3.4%	-5.1%
	FUND BALANCE - DECEMBER 31	102,071	52,832	67,616	68,939	84,229	24.6%	22.2%

-Blank Page-

EMERALD ASH BORER GRANT (205)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
INTERGOVERNMENTAL								
33610	MN DEPT OF AGRICULTURE	21,621	23,925	104,454	104,454	0	-100.0%	-100.0%
	TOTAL INTERGOVERNMENTAL	21,621	23,925	104,454	104,454	0	-100.0%	-100.0%
MISCELLANEOUS								
36211	INTEREST ON INVESTMENTS	(35)	71	70	50	50	-28.6%	0.0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(82)	74	0	0	0	#DIV/0!	#DIV/0!
	TOTAL MISCELLANEOUS	(117)	145	70	50	50	-28.6%	0.0%
205	TOTAL REVENUES	21,504	24,069	104,524	104,504	50	-100.0%	-100.0%
OTHER FINANCING SOURCES								
39200	TRANSFERS	20,000	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL OTHER FINANCING SOURCES	20,000	0	0	0	0	#DIV/0!	#DIV/0!
TOTAL REVENUES & OTHER FINANCING SOURCES		41,504	24,069	104,524	104,504	50	-100.0%	-100.0%
EXPENDITURES:								
60100	SALARY	0	0	0	0	0	#DIV/0!	#DIV/0!
64012	FICA EXPENSES	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL CERT EXPENSES	0	0	0	0	0	#DIV/0!	#DIV/0!
MATERIAL & SUPPLIES								
70500	POSTAGE	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL MATERIAL & SUPPLIES	0	0	0	0	0	#DIV/0!	#DIV/0!
OTHER SERVICES & CHARGES								
80310	AUDIT	0	640	680	650	680	0.0%	4.6%
80330	FORESTRY CONSULTING	1,950	4,195	6,000	6,000	0	-100.0%	-100.0%
85000	TREE REMOVALS/STUMP GRINDING	8,689	8,740	42,000	34,454	0	-100.0%	-100.0%
85100	STUMP GRINDING	965	0	0	0	0	#DIV/0!	#DIV/0!
86000	TREE REPLANTING	10,016	12,640	56,454	64,000	0	-100.0%	-100.0%
	TOTAL OTHER SVCS & CHARGES	21,621	26,215	105,134	105,104	680	-99.4%	-99.4%
CAPITAL								
92000	OTHER IMPROVEMENTS	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL CAPITAL	0	0	0	0	0	#DIV/0!	#DIV/0!
-205	TOTAL EXPENDITURES	21,621	26,215	105,134	105,104	680	-99.4%	-99.4%
	FUND BALANCE - JANUARY 1	0	19,883	17,738	17,738	17,138	-3.4%	-3.4%
	CHANGE IN FUND BALANCE	19,883	(2,145)	(610)	(600)	(630)	3.3%	5.0%
	FUND BALANCE - DECEMBER 31	19,883	17,738	17,128	17,138	16,508	-3.6%	-3.7%

-Blank Page-

RECYCLING (206)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>INTERGOVERNMENTAL</i>								
33610	COUNTY GRANT - RECYCLING	10,991	11,097	14,096	14,096	14,096	0.0%	0.0%
33611	COUNTY GRANT - BULKY ITEM RECYCLING	32,756	10,817	46,000	3,926	0		
	<i>TOTAL INTERGOVERNMENTAL</i>	43,747	21,914	60,096	18,022	14,096	-76.5%	-21.8%
<i>CHARGES FOR SERVICES</i>								
34180	SOLID WASTE FEE	74,581	74,667	73,000	73,000	73,000	0.0%	0.0%
34181	SOLID WASTE PENALTY	0	0	0	0	0	#DIV/0!	#DIV/0!
34182	SALE OF RECYCLING/COMPOST BINS	0	0	0	0	0	#DIV/0!	#DIV/0!
34183	COMPOST BINS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL CHARGES FOR SERVICES</i>	74,581	74,667	73,000	73,000	73,000	0.0%	0.0%
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	340	397	325	280	300	-7.7%	7.1%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(278)	302	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	62	699	325	280	300	-7.7%	7.1%
206	<i>TOTAL REVENUES</i>	118,390	97,279	133,421	91,302	87,396	-34.5%	-4.3%
EXPENDITURES:								
<i>COMPENSATION</i>								
60100	REGULAR SALARIES	7,538	9,665	10,760	9,063	10,500	-2.4%	15.9%
64011	PERA CONTRIBUTIONS	546	631	810	695	790	-2.5%	13.7%
64012	FICA CONTRIBUTIONS	553	718	830	700	805	-3.0%	15.0%
64031	HOSPITALIZATION	823	868	1,130	800	1,170	3.5%	46.3%
64032	DENTAL	45	59	70	50	70	0.0%	40.0%
64033	LONG-TERM DISABILITY	17	16	20	10	12	-40.0%	20.0%
64034	LIFE INSURANCE	24	27	32	14	15	-53.1%	7.1%
	<i>TOTAL COMPENSATION</i>	9,546	11,984	13,652	11,332	13,362	-2.1%	17.9%
<i>MATERIALS & SUPPLIES</i>								
70100	SUPPLIES	0	0	300	200	300	0.0%	50.0%
70420	NEWSLETTERS	236	300	400	300	400	0.0%	33.3%
70500	POSTAGE	294	94	100	125	125	25.0%	0.0%
	<i>TOTAL MATERIALS & SUPPLIES</i>	531	394	800	625	825	3.1%	32.0%
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT	626	640	680	650	680	0.0%	4.6%
82030	RECYCLING CONTRACT	69,228	69,228	70,000	70,000	70,000	0.0%	0.0%
82035	BULKY WASTE STUDY	0	10,817	13,500	3,926	0	-100.0%	-100.0%
82040	BULKY ITEM RECYCLING	32,756	0	32,500	0	0	-100.0%	#DIV/0!
86010	MILEAGE	0	17	0	0	15	#DIV/0!	#DIV/0!
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	30	45	50	50	50	0.0%	0.0%
88000	INSURANCE & BONDS	0	0	0	0	0	#DIV/0!	#DIV/0!
88500	BILLING FEES	349	469	420	450	460	9.5%	2.2%
89000	MISCELLANEOUS	0	0	200	40	50	-75.0%	25.0%
89010	CLEAN-UP DAY & MULCH ACTIVITIES	2,171	0	3,000	3,000	3,000	0.0%	0.0%
	<i>TOTAL OTHER SERVICES & CHARGES</i>	105,161	81,216	120,350	78,116	74,255	-38.3%	-4.9%
-206	<i>TOTAL EXPENDITURES</i>	115,238	93,595	134,802	90,073	88,442	-34.4%	-1.8%
	FUND BALANCE - JANUARY 1	80,268	83,421	87,105	87,105	88,334	1.4%	1.4%
	CHANGE IN FUND BALANCE	3,153	3,684	(1,381)	1,229	(1,046)	-24.3%	-185.1%
	FUND BALANCE - DECEMBER 31	83,421	87,105	85,724	88,334	87,288	1.8%	-1.2%

-Blank Page-

COMMUNITY/ECONOMIC DEVELOPMENT (208)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>INTERGOVERNMENTAL</i>								
33610	CITY WIDE RESILIENCY GRANT	0	0	0	2000	0		
	TOTAL GOVERNMENTAL	0	0	0	2000	0		
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	48	320	100	100	100	0.0%	0.0%
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(240)	223	0	0	0	#DIV/0!	#DIV/0!
36220	RENTS & ROYALTIES	1,717	1,716	1,716	1,716	1,716	0.0%	0.0%
36400	MISCELLANEOUS	6,187	0	0	0	0		
36500	DEV ELOPER REIMBURSEMENTS	0	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL MISCELLANEOUS	7,712	2,259	1,816	1,816	1,816	0.0%	0.0%
208	TOTAL REVENUES	7,712	2,259	1,816	3,816	1,816	0.0%	-52.4%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	48,418	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL OTHER FINANCING SOURCES	48,418	0	0	0	0	#DIV/0!	#DIV/0!
	TOTAL REVENUES & OTHER FINANCING SOURCES	56,130	2,259	1,816	3,816	1,816	0.0%	-52.4%
EXPENDITURES:								
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT	626	640	680	650	680	0.0%	4.6%
81900	OTHER PROFESSIONAL SERVICES	6,925	1,472	15,000	10,000	15,000	0.0%	50.0%
81905	DEVELOPER EXPENSES	0	0	0	0	0		
81910	RESILIANCY GRANT EXPENSES	0	0	0	3,000	0		
89000	MISCELLANEOUS	0	75	100	0	100	0.0%	#DIV/0!
	TOTAL OTHER SERVICES & CHARGES	7,551	2,187	15,780	13,650	15,780	0.0%	15.6%
-208	TOTAL EXPENDITURES	7,551	2,187	15,780	13,650	15,780	0.0%	15.6%
	FUND BALANCE - JANUARY 1	9,865	58,444	58,516	58,516	48,682	-16.8%	-16.8%
	CHANGE IN FUND BALANCE	48,579	72	(13,964)	(9,834)	(13,964)	0.0%	42.0%
	FUND BALANCE - DECEMBER 31	58,444	58,516	44,552	48,682	34,718	-22.1%	-28.7%

-Blank Page-

STREET LIGHTING (209)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ESTIMATED 2015	BUDGET 2016	BUDGET TO BUDGET	BUDGET TO ESTIMATED
REVENUES:								
<i>CHARGES FOR SERVICES</i>								
34180	ELECTRIC CHARGES	41,568	41,757	41,700	41,700	41,700	0.0%	0.0%
	<i>TOTAL CHARGES FOR SERVICES</i>	41,568	41,757	41,700	41,700	41,700	0.0%	0.0%
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	0	26	5	16	20	300.0%	25.0%
36213	CHANGES IN FAIR VALUE OF INTEREST	(8)	48	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MISCELLANEOUS</i>	(8)	74	5	16	20	300.0%	25.0%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	0	0	0	0	#DIV/0!	#DIV/0!
209	<i>TOTAL REVENUES</i>	41,560	41,831	41,705	41,716	41,720	0.0%	0.0%
EXPENDITURES:								
<i>MATERIALS AND SUPPLIES</i>								
70100	SUPPLIES	30	52	1,000	50	1,000	0.0%	1900.0%
70180	LED LIGHT SUPPLIES	0	0	0	0	0	#DIV/0!	#DIV/0!
	<i>TOTAL MATERIAL & SUPPLIES</i>	30	52	1,000	50	1,000	0.0%	1900.0%
<i>OTHER SERVICES & CHARGES</i>								
80310	AUDIT	626	640	680	650	680	0.0%	4.6%
85020	STREET LIGHTING POWER	29,967	30,093	30,500	30,500	30,500	0.0%	0.0%
87120	REPAIR & MAINTENANCE	10,256	1,092	3,500	2,324	3,500	0.0%	50.6%
88500	BILLING FEES	504	481	600	520	540	-10.0%	3.8%
89000	MISCELLANEOUS	0	0	400	0	400	0.0%	#DIV/0!
	<i>TOTAL OTHER SERVICES & CHARGES</i>	41,352	32,306	35,680	33,994	35,620	-0.2%	4.8%
-209	<i>TOTAL EXPENDITURES</i>	41,382	32,358	36,680	34,044	36,620	-0.2%	7.6%
	FUND BALANCE - JANUARY 1	5,550	5,728	15,201	15,201	22,873	50.5%	50.5%
	CHANGE IN FUND BALANCE	178	9,473	5,025	7,672	5,100	1.5%	-33.5%
	FUND BALANCE - DECEMBER 31	5,728	15,201	20,226	22,873	27,973	38.3%	22.3%

-Blank Page-



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	July 1, 2015
Agenda Item	Workshop 2
Attachment	Fee Schedule
Submitted By	Sack Thongvanh, City Administrator

Item	Fee Schedule																											
Description	<p>Attached you will find the adopted 2015 Fee Schedule. I have included the 2015 Fee Schedule to start the discussion of fees because of the various considerations that need to be adjusted during the adoption of the general levy budget.</p> <p>The Fee Schedule will be discussed more in-depth at the August 5 Budget Workshop. The main items I would like to discuss are Planning Fees. I would recommend changing most of the fees to a \$500 application fee. Current fees are listed below.</p> <p>Current Fees:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-left: 20px;"> <thead> <tr style="background-color: #d9ead3;"> <th style="text-align: center;">ITEM</th> <th style="text-align: center;">FEE</th> <th style="text-align: center;">Proposed 2016</th> </tr> </thead> <tbody> <tr> <td>Comprehensive Plan Amendment</td> <td style="text-align: center;">\$550</td> <td style="text-align: center; color: red;">\$500</td> </tr> <tr> <td>Conditional Use Permit (CUP)</td> <td style="text-align: center;">\$500</td> <td style="text-align: center;">No Change</td> </tr> <tr> <td>Design Review</td> <td style="text-align: center;">\$50</td> <td style="text-align: center;">No Change</td> </tr> <tr> <td>Lot Split (one to two)</td> <td style="text-align: center;">\$250</td> <td style="text-align: center; color: red;">\$500</td> </tr> <tr> <td>Planned Unit Development</td> <td style="text-align: center;">\$500</td> <td style="text-align: center;">No Change</td> </tr> <tr> <td>Rezoning / Zoning Amendment</td> <td style="text-align: center;">\$500</td> <td style="text-align: center;">No Change</td> </tr> <tr> <td>Subdivision</td> <td style="text-align: center;">\$300 + \$100/lot created</td> <td style="text-align: center; color: red;">\$500 + \$100/lot created</td> </tr> <tr> <td>Variance</td> <td style="text-align: center;">\$350</td> <td style="text-align: center; color: red;">\$500</td> </tr> </tbody> </table>	ITEM	FEE	Proposed 2016	Comprehensive Plan Amendment	\$550	\$500	Conditional Use Permit (CUP)	\$500	No Change	Design Review	\$50	No Change	Lot Split (one to two)	\$250	\$500	Planned Unit Development	\$500	No Change	Rezoning / Zoning Amendment	\$500	No Change	Subdivision	\$300 + \$100/lot created	\$500 + \$100/lot created	Variance	\$350	\$500
ITEM	FEE	Proposed 2016																										
Comprehensive Plan Amendment	\$550	\$500																										
Conditional Use Permit (CUP)	\$500	No Change																										
Design Review	\$50	No Change																										
Lot Split (one to two)	\$250	\$500																										
Planned Unit Development	\$500	No Change																										
Rezoning / Zoning Amendment	\$500	No Change																										
Subdivision	\$300 + \$100/lot created	\$500 + \$100/lot created																										
Variance	\$350	\$500																										
Budget Impact	Dependent on eventual adoption of 2016 Fee Schedule																											
Attachment(s)	2015 Fee Schedule																											

Action(s) Requested	No action required, but guidance on how to proceed will be beneficial as staff continues to refine the 2016 Fee Schedule
--------------------------------	--

**CITY OF FALCON HEIGHTS
Fee Schedule - 2015**

A. LICENSES

1.	Business Licenses	
	<u>Item</u>	<u>Fee</u>
	Bus Benches (Courtesy)	\$ 25.00 per bench
	Filling Stations	
	Less than 15 hours	\$ 100.00
	15-20 hours	\$ 400.00
	20 hours or more	\$ 500.00
	General Business	\$ 50.00
	Pool Halls	\$ 800.00
	Precious Metal Dealer	
	Investigation fee/general	\$1500.00
	Investigation fee/MN only	\$ 500.00
	License fee	\$2000.00
	Restaurants	
	Lunchroom	\$ 50.00
	Less than 15 hours	\$ 100.00
	15-20 hours	\$ 400.00
	20 hours or more	\$ 500.00
	Therapeutic Massage License	
	Investigation fee	\$ 350.00
	License fee	\$ 100.00
2.	Liquor Licenses	
	<u>Item</u>	<u>Fee</u>
	Bottle Club	\$ 300.00
	Liquor, Off-Sale	\$ 310.00
	Liquor, On-Sale	\$4000.00
	Liquor, Special Event	\$ 25.00
	Liquor, Sunday	\$ 200.00
	Malt Beverage, Off-Sale	\$ 150.00
	Malt Beverage, On-Sale	\$ 500.00
	Malt Beverage, On-Sale (with wine license)	\$ 1.00
	Wine License	\$2000.00
	Temporary Liquor License	\$ 50.00
	Background Checks (per license)	\$500.00
3.	Other Licenses	
	<u>Item</u>	<u>Fee</u>
	Amusement machines (per machine)	\$ 30.00
	Cigarette sales	\$ 250.00
	Contractor licenses	\$ 35.00
	Itinerant salespersons & solicitors	
	(for profit only)	\$ 25.00
	(Charitable)	Free
	Pool tables (per table)	\$ 30.00
	Refuse Haulers	\$100.00
	Rental License	\$ 50.00
	Re-inspection (due to initial failure)	\$ 50.00

B. PERMITS

1. Building permit fees:

Total Valuation	2015
\$1.00 - \$500.00	\$25.00
\$501.00 - \$2,000.00	\$25.00 for first \$500, \$3.25/each additional \$100, to and including \$2000
\$2,001.00 - \$25,000	\$73.75 for first \$2000, \$14.75/each additional \$1000, to and including \$25,000
\$25,001.00 - \$50,000	\$413.00 for first \$25,000, \$10.75/each additional \$1000, to and including \$50,000
\$50,001.00 - \$100,000.00	\$681.75 for first \$50,000, \$7.50/each additional \$1000, to and including \$100,000.00
\$100,001.00 - \$500,000.00	\$1,056.75 for first \$100,000, \$6.00/each additional \$1000, to and including \$500,000
\$500,001.00 - \$1,000,000.00	\$3,456.75 for first \$500,000, \$5.00/each additional \$1,000, to and including \$1,000,000
\$1,000,001 and up	\$5,956.75 for first \$1,000,000, \$4.00/each additional \$1,000

Other Inspections and Fees:

1. Inspections outside of normal business hours \$47.00 per hour¹ (minimum charge – two hours)
2. Re-inspection fees assessed under provisions of Section 305.8 \$47.00 per hour¹
3. Inspections for which no fee is specifically indicated \$47.00 per hour¹ (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans \$47.00 per hour¹ (minimum charge – one-half hour)
5. For use of outside consultants for plan checking and inspections, or both actual costs²

¹Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

²Actual costs include administrative and overhead costs.

**Building Permits are subject to the State Surcharge*

2. Relocation of structure or building: \$150.00
3. Demolition or removal of structure: \$1.25/1,000 cubic ft; minimum \$50.00

4. Mechanical permit fees

a. Residential Work

Base Fee \$30.00

Gas Piping

\$10.00 \$500 valuation or less (repair or installation)

\$ 6.00 Each additional \$500 cost of repair or installation

Gas or oil fired furnaces or boilers

\$25.00 First 100,000 BTU input or less.

\$ 5.00 Each additional 100,000 input or fraction thereof.

Warm air or hot water heating system

\$30.00 First 100,000 BTU input for construction, installation, alteration, or replacement of each warm air furnace duct work or hot water system per unit.

\$ 6.00 Each additional 100,000 BTU input or fraction thereof.

\$20.00 First 100,000 BTU input per unit on unit heaters

\$ 5.00 Each additional 100,000 BTU input or fraction thereof.

Air conditioning

\$30.00 First 5 tons (60,000 BTU) of air conditioning per unit or of cooling for duct work for air conditioning.

\$ 6.00 Each ton (12,000 BTU) or fraction thereof over first 5 tons for duct work or air conditioning.

Other Items

\$35.00 Wood burning furnace per unit

\$35.00 Swimming pool heater per unit

\$25.00 Air exchanger with duct work per unit

\$25.00 Gas or oil space heater per unit

\$25.00 Gas direct vent heater per unit

\$25.00 Gas fireplace log or heater per unit

\$25.00 Gas hot water heater for domestic hot water

b. Commercial Work

Gas piping, refrigeration, chilled water, pneumatic control, ventilation, exhaust, hot water, steam, and warm air heating systems.

This fee shall be \$50 plus 1-1/4 percent (1.25%) of the total valuation of the work. Value of the work must include the cost of installation, alteration, addition, and repairs, including fans, hoods, HVAC units and heat transfer units, and all labor and materials necessary for installation. In addition, it shall include all material and equipment supplied by other sources when those materials are normally supplied by the contractor.

5. Plumbing Permit Fees.
\$30.00 base fee plus \$7.00 per fixture installed
6. Sewer Connection or Repair \$50.00
7. Water Connection

<u>Meter Size</u>	<u>Fee</u>
3/4"	\$ 62.00
1"	\$ 115.00
1-1/2"	\$ 265.00
2"	\$ 470.00
3"	\$1,080.00
8. Street Opening Fee \$25.00 (plus cost of permit)
9. Fence Permit Fee \$40.00
10. Residential Driveway Permit Fee \$40.00
11. Commercial Driveway Permit Fee Subject to Building Permit Fees
12. Temporary Sign Permit \$30.00
13. Permanent Sign Permit \$50.00
14. Dumpster Permit \$ 20.00 (30 days) \$10.00 (14 days)
(Dumpster permits can be renewed once)

C. PLANNING FEES

<u>Item</u>	<u>Fee</u>
Comprehensive Plan Amendment	\$550.00
Conditional Use Permit	\$500.00
Design Review (when required by code)	\$ 50.00
Lot Split (one lot into two)	\$ 250.00
Planned Unit Development	\$ 500.00
Rezoning/ Zoning Amendment	\$ 500.00
Subdivision (>1 new lot)	\$ 300.00 + \$ 100.00/lot created
Variance	\$ 350.00

D. FACILITY RENTAL FEES

Private use of public facilities is permitted on a space available basis. Reservations and damage deposits are required for private use of the following community facilities. Discounted rates are available for weekly bookings:

Park and Facility Rental Fees

Venue	Amenities included in rental	Half Day 9am-3pm 4pm-10pm	Full Day 9am-10pm
Community Park Building and Upper Picnic Area 2050 Roselawn Ave. (corner of Roselawn and Cleveland)	Park Building Full Kitchen (stove, oven, frig/freezer, sink, microwave) Tables and Chairs Inside Bathrooms 2 BBQ Grills 9 Outdoor picnic tables Parking lot (50) and off street parking	\$100.00 + Tax	\$200.00 + Tax
East Picnic Area (near playground)	2 Picnic Tables Trash receptacles Portable bathroom Parking lot (50) and off street parking	\$20.00 + Tax	\$35.00 + Tax
Lower Picnic Area (Southwest corner of park)	2 Picnic Tables 1 BBQ Grill Trash receptacles Portable bathroom Parking lot (50) and off street parking	\$20.00 + Tax	\$35.00 + Tax
Curtiss Field Building and Picnic Shelter 1551 W. Iowa Ave.	Park building Inside Bathrooms Playground Basketball hoop and half court 2 picnic tables Portable bathroom Parking lot (10) and off street parking	\$50.00 + Tax	\$100.00 + Tax
Rentals: Play Kit	Play kit variety of balls, frisbees, and other play equipment	\$15.00 + Tax	
Set up/Tear Down		\$25.00	

- * For park building rentals there is a \$200 damage deposit required that needs to be made in a separate form than the payment. Deposit will be refunded upon return of the key and inspection of the park building.
- * Key pick up is two days prior to scheduled event and can be picked up at City Hall Monday –Friday 8:00am-4:30pm, (Summer hours: 7:30am- 5:00pm Monday-Thursday, Friday 7:30am-noon Memorial Day- Labor Day)
- * Keys can be dropped off at the key box located on the city hall building (near the front doors) or during City Hall office hours.
- * Park building rental permits will be issued when payment is received. Holding reservations without payment is not accepted.
- *If you plan on bringing any equipment (i.e. inflatable devices, dunk tanks etc.) into the park you must disclose this to a city employee during the reservation process. The city may require documentation such as: a hold harmless agreement or certificate of insurance naming the city has an additional insured.

City Hall Rental Fees

City Hall	Capacity	Rates (3 hours) Hours must fall within half/full hours	Half Day 9am-3pm 4pm-10pm	Full Day 8am-10pm
Council Chambers Full Room (includes kitchen facility)	150 75- Seated	\$115.00	\$175.00	\$250.00
Council Chambers Front Half	75 30 Seated	\$50.00	\$100.00	\$150.00
Council Chambers Back Half	75 30 Seated	\$50.00	\$100.00	\$150.00
Kitchen Facility	10 6 Seated	\$25.00	\$50.00	\$50.00
Conference Room	8 maximum	\$30.00	\$60.00	\$100.00
Set Up Fee Excludes governmental entities		\$25.00		

* For city hall rentals there is a \$200 damage deposit required that needs to be made in a separate form than the payment. Deposit will be refunded upon return of the key and inspection of the park building.

* Key pick up is two days prior to scheduled event and can be picked up at City Hall Monday –Friday 8:00am-4:30pm, (Summer hours: 7:30am- 5:00pm Monday-Thursday, Friday 7:30am-noon Memorial Day-Labor Day)

* Keys can be dropped off at the key box located on the city hall building (near the front doors) or during City Hall office hours.

* Building rental permits will be issued when payment is received. Holding reservations without payment is not accepted.

* City Hall cannot be rented for private social gatherings

Field/Court/Rink Rental Fees

You may rent Community Park’s soccer field, tennis courts or basketball courts and Curtiss Field’s ice rink (seasonal). Discounted rates are available for weekly bookings.

Renters	Fee (3 hr. block time)	Fee Seasonal 3 hr block time April-October Consecutive times in one week	Additional Hours
Resident	\$20+ tax	-	\$10 + tax
Non Resident	\$30+ tax	-	\$10 + tax
Youth Organizations ages 2-18 (must be open to serving residents of Falcon Heights)	\$20+ tax	2-3 times per week \$50.00 4-5 times per week \$100.00 6-7 times per week \$150.00	\$10 + tax
Adult Organizations	\$30+ tax	2-3 times per week \$75.00 4-5 times per week \$125.00 6-7 times per week \$175.00	\$10 + tax
Striping a soccer field	\$25	case by case basis	

Fees apply only for games and practices. Tournaments or special events/services are subject to additional fees.

Field rental permits will be issued when payment is received.

Disclaimer:

All short term rentals (1-5 times) entitle the customer to use of the field as is: anything additional will be the customer’s responsibility (i.e. striping the field or providing bases.) Special request of services will be dealt with on a case by case basis and may include extra fees. All requests should be discussed with the Parks and Recreation Department at 651-792-7617.

E. FACILITY USE BY PUBLIC SERVICE ORGANIZATIONS

1. Public facilities are available for use on a reservation basis.
2. The following shall be allowed use of public facilities but set up/tear down fees apply:
 - a. Specifically listed local organizations:
 - League of Women Voters
 - Senior Citizen Groups (Falconeers, Roseville Area Seniors)
 - Ramsey County League of Local Governments
 - League of Minnesota Cities/ Association of Metropolitan Municipalities
 - Watershed management organizations
 - Scouts, Brownie Troops, 4-H, Campfire
 - Neighborhood Groups (e.g. Grove Association, Maple Knoll Courtyard Homeowner's Association)
 - 55 Alive Mature Driving Class
 - Cable Commission
 - Developers when presenting to neighbors
 - Legislators for informational (non-campaign) meetings, except after the filing date and before the November election of a legislative election year unless requested by a majority of the city council
 - Northwest Youth and Family Service
 - Lauderdale and Falcon Heights Lions Club
 - Roseville Rotary Club
 - Party Precinct caucuses, legislated district conventions and county conventions under the requirements of MN State Statute 202A.192
 - AARP Tax Services
 - Hobby groups or clubs that meet the following criteria:
 - Falcon Heights based (A minimum of 25% of on-going members or participants are Falcon Heights residents).
 - Non-profit
 - Open membership
 - Founded on a hobby
 - Actively reaches out to include people of different ages, especially youth, to encourage intergenerational exchanges of information
 - Encourages a community service and/or benefit component
 - Falcon Heights neighborhood or community groups whose activities are open to all and for the sole purpose of developing, fostering and strengthening neighborhood and community well-being.
 - b. Any organization that meets the above guidelines yet uses a facility more than twice a year shall be charged \$100 per year.
 - c. The organization or group cannot be a private, business, political, or religious organization.
 - d. Any organization denied free use under this policy as defined in this section may appeal to the city council.

F. MISCELLANEOUS FEES.

<u>Item</u>	<u>Fee</u>
Agendas (Council or Planning) ¹	\$15.00/year
City Council Minutes ¹	\$35.00/year
Planning Commission Minutes ¹	\$20.00/year
Single copies	\$.25/page for first 100 pages
Assessment search	\$20.00
Maps	\$ 6.50
Open burning permit (no charge for recreational fires)	\$25.00
Returned Check Fee	\$25.00

¹ The charges apply only when hard copies are mailed. These documents can be viewed free of charge on the website or at City Hall.

G. FALSE ALARM FEES

1. Fire False Alarms

\$175.00 for second false alarm and \$225.00 for the third and all subsequent false alarms at an address within one calendar year.

2. Security False Alarms

\$60.00 for second call and \$75.00 for the third and each subsequent false alarm at an address within one calendar year.

3. Penalties and Assessment

Penalties for late payment and assessment of unpaid fees are the same as stipulated for unpaid utility fees in the city code.

H. VEHICLE EMERGENCY RESPONSE

The fee for emergency personnel response to accidents is \$350.00/vehicle.

I. PARKING FEES

<u>Item</u>	<u>Fee</u>
Application fee for residential area permit parking	\$ 200.00
Annual residential area parking permits	
First two vehicles	\$ 15.00/vehicle
Third and subsequent vehicles	\$ 25.00/vehicle
Lost permit replacement	\$ 7.00
Temporary parking permit (up to 3 weeks)	\$ 3.00/vehicle
Temporary parking permit for 5 or more vehicles for a one-time/ one-day event	\$ 25.00/event
Mobile Storage Structure (up to 72 hours)	\$ 10.00

J. RENTAL HOUSING RE-INSPECTIONS

\$50.00 for third and subsequent inspections

K. SANITARY SEWER

The sanitary sewer fee for residential units is \$28.75 per quarter plus \$.0188311 per cubic foot of water usage during the months of November – January. For apartment units, the rate will be \$28.75/unit/quarter plus \$.0188311 per cubic foot of water used in November. For residential units, this will serve as the maximum fee for other quarters throughout the year, but the actual amount billed may be lower depending on water usage. For commercial units, the fee is \$.0188311 per cubic foot of water usage during each month.

L. STORM DRAINAGE

The fee for storm drainage is \$22.00 per quarter for residential units and \$205.32 per acre for commercial and apartment units.

M. HYDRANT WATER

The fee for hydrant water is 6% surcharge of the water bill.

N. RECYCLING

The recycling charge is \$9.75 per quarter for residential units.

O. STREET LIGHTING

The street lighting fee is \$6.00 per quarter for residential units and \$0.02 per lineal foot frontage for commercial properties monthly.

P. FEES FOR UNSPECIFIED REQUESTS

A private party or public institution (hereinafter applicant) making a request to the City for approval of a project or for public assistance must cover the City's consultants' costs associated with reviewing the request. Prior to having the request considered by the City, the applicant must deposit an escrow fee in an amount that is estimated to cover the City's consultants' costs as determined by the City Administrator. If the City's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The City shall use the applicant's fees to cover the City's actual consultants' costs in reviewing the request regardless of the City's action on the applicant's request. If the applicant's escrow fees exceed the City's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.