



MAYOR AND COUNCIL COMMUNICATION

DATE: 05/16/2013
REGULAR
ITEM #: 11
MOTION Ord. 08-079

AGENDA ITEM: Adoption of Amended 2013 Fee Schedule; Ordinance 08-079, An Ordinance Amending Schedule of Municipal Fees

SUBMITTED BY: Adam Bell, City Clerk

THROUGH: Dean A. Zuleger, City Administrator

REVIEWD BY: Cathy Bendel, Finance Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Clerk
- Questions from Council to Staff Mayor Facilitates
- Public Input, if Appropriate Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

Due to changes discussed by Council at the February 28 *Cost of Growth* workshop, it is necessary to amend the City's fee schedule regarding the water and sewer related fees. The City Council is requested to consider approval of Ordinance 08-079, An Ordinance Amending Schedule of Municipal Fees by the following action:

***“Move to adopt the attached Ordinance 08-079, An Ordinance Amending
Schedule of Municipal Fees, as presented herein.”***

STAFF REPORT:

Northland Services was hired to provide financial analysis support specific to the anticipated growth and the impact to the Water and Sewer funds. As part of that review, it was determined that some fees should be modified to be more consistent with the fee structures of other Cities.

Please find the proposed 2013 Amended Fee Schedule prepared with input from staff reflecting the most current city licensing, permit fees, and service costs.

The fee schedule revisions and amendments being proposed reflect the following changes from the previous version of the City of Lake Elmo Fee Schedule:

- Water Access Charge decreased from \$3,900 to \$3,000 per unit
- Water Availability Charge increased from \$140 to \$1,000 per unit
- Sewer Access Charge (Lake Elmo portion) decreased from \$3,500 to \$3,000 per unit
- Sewer Availability Charge increased from \$300 to \$1,000 per unit

During this review, the following two other items were also identified as needing to be added to the existing fee sheet:

- NSF Fee currently not listed; needs to be added at \$25 per returned check
- Delinquent accounts needs to make a distinction between regular water (billed quarterly) and storm water (billed once a year)

RECOMMENDATION

It is recommended that the City Council affirmatively consider adopting Ordinance No. 08-079 approving the 2013 fee schedule. The suggested motion to do so is as follows:

“Move to adopt the attached Ordinance 08-079, An Ordinance Amending Schedule of Municipal Fees, as presented herein.”

Alternatively, the City Council does have the authority to further discuss, deliberate and amend this proposed schedule, prior to taking action. While tabling this action is not recommended, if changes are made by the Council, the appropriate action following such changes would be:

“Move to adopt Ordinance No. 08-079 approving the Amended 2013 Fee Schedule, as presented [and modified] herein.”

ATTACHMENT:

- 1) Ordinance 08-079, An Ordinance Amending Schedule of Municipal Fees
- 2) 2013 City of Lake Elmo Fee Schedule