



AGENDA

City Council Workshop

Workshop March 22, 2022 Council Chambers

5:00 PM	Updated Fee Schedule
5:20 PM	Summerfest Update
5:40 PM	Conversation with Recreation Superintendent Julie Williams
6:00 PM	Local Board of Appeal and Equalization and Open Book Meeting
6:10 PM	Sales Tax Authorization – Cost of Construction Concerns
6:25 PM	Construction Management Discussion of Options for Building Projects, Initial Thoughts
6:40 PM	Council Topics
6:55 PM	Adjourn for Regular Meeting



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Will Bucheger, Administrative Intern
Date:	March 22, 2022
Subject:	Fee Schedule Licensing Changes

BACKGROUND

On December 14, 2021, city council approved the 2022 Fee Schedule. Since that time staff has compiled city fees from surrounding metro cities to see if Oakdale is competitive with its rates. A spreadsheet has been created to note comparative rates.

At this time, staff is presenting the Licensing portion of the fee schedule.

Subsequent sections will be brought to future workshops.

Attached please find the report showing current fees, proposed fees (changed or the same), and an explanation for the change in fees.

The administrative intern will be on hand to review the report and answer questions.

STAFF RECOMMENDATION

It is recommended that City Council approve the recommended changes.

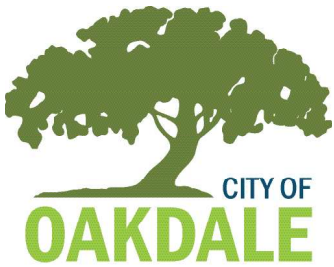
COUNCIL DIRECTION REQUESTED

If Council is agreeable to proposed changes, changes to the fee schedule be brought back at the April 12, 2022 Council Meeting for formal approval.

Attachments

Current Fee Schedule with Proposed Changes

Comparison and Reasoning of Current versus Proposed Licensing Fees Spreadsheet



FEE SCHEDULE

SERVICE	2021	2022
AMBULANCE		
Scene Treatment - No Transport	\$ 650.00	\$ 650.00
Scene Treatment - ALS No Transport	\$ 950.00	\$ 950.00
BLS - Minor Care	\$ 1,550.00	\$ 1,750.00
ALS - Level I	\$ 1,750.00	\$ 1,950.00
ALS - Level II	\$ 1,950.00	\$ 2,150.00
Mileage (per mile)	\$ 30.00	\$ 30.00
BUILDING INSPECTIONS/CODE ENFORCEMENT		
Administrative Zoning Citations:		
First Offense of any kind	\$ 100.00	\$ 100.00
Second Offense of any kind	\$ 200.00	\$ 200.00
Plan review fee	\$ 35.00	65% of permit fee, 25% of permit fee for similar plans
Building Permits		
Total Valuation: \$1 to \$500	\$ 30.00	\$ 30.00
Total Valuation: \$501 to \$2,000	\$ 30.00	\$ 30.00
Total Valuation: \$2,001 to \$25,000	\$ 85.00 for first \$2,000 plus \$16.50 for each additional \$1,000 or fraction thereof, to and including \$25,000	\$85.00 for first \$2,000 plus \$16.50 for each additional \$1,000 or fraction thereof, to and including \$25,000
Total Valuation: \$25,001 to \$50,000	\$466.55 for first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$467.00 for first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000
Total Valuation: \$50,001 to \$100,000	\$770.30 for first \$50,000 plus \$8.40 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$770.00 for first \$50,000 plus \$8.40 for each additional \$1,000 or fraction thereof, to and including \$100,000
Total Valuation: \$100,001 to \$500,000	\$1,195.30 for first \$100,000 plus \$6.70 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,195.00 for first \$100,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
Total Valuation: \$500,001 to \$1,000,000	\$3,915.30 for first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$3,915.00 for first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
Total Valuation: \$1,000,001 and up	\$6,715.30 for first \$1,000,000 plus \$4.45 for each additional \$1,000 or fraction thereof.	\$6,715.00 for first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.
Building Permits: Other		
Basement Finish	\$ 154.25	\$ 155.00
Building Move In	\$ 306.00	\$ 306.00
Deck	\$ 154.25	\$ 154.00
Demolition - Residential	\$ 206.00	\$ 150.00
Demolition - Commercial	\$ 418.00	\$ 300.00
Demoliton Escrow	\$ 1,000.00	Determined on project scope

Service	2021	2022
Driveway	\$ 56.00	\$ 56.00
Driveway w/ Curb Stop	\$ 163.13	\$ 163.00
Electrical Permit/Residential	See State Electrical fees	See State Electrical fees
Electrical Permit/Commercial	See State Electrical fees	See State Electrical fees
Fence up to 6'	\$ 46.00	\$ 46.00
Fence over 6'	\$ 56.00	\$ 56.00
Fire Alarm	Contract valuation x 1.5% of Contract Price	Contract valuation x 1.5% of Contract Price with minimum fee of \$100.00
Fire Suppression - 1st 10 HDS	\$ 100.00	Contract valuation x 1.5% of Contract Price with minimum fee of \$100.00
Fire Suppression - each after 1st 10	\$ 6.00	\$ 6.00
Fireplace	\$ 154.25	\$ 92.00
Lawn Sprinkler System: Residential	\$ 46.00	\$ 50.00
Lawn Sprinkler System: Commercial	\$ 83.00	\$ 50.00
Manufactured Home Move In Fee	\$ 206.00	\$ 175.00
Mechanical Permit/Warm Air Residential	\$ 96.00	\$ 65.00
Mechanical Permit/Air Conditioning	\$ 61.00	\$ 61.00
Mechanical Permit/Air Exchange	\$ 61.00	\$ 61.00
Mechanical Permit/Fireplace	\$ 96.00	\$ 65.00
Mechanical Permit/Gas Line	\$ 56.00	\$ 56.00
Mechanical Permit/Commercial	Contract x 1% plus \$23.00	Contract x 1.25% plus \$23.00
Parking Lot	2.5 x sq.ft x .0005 plus \$18	2.5 x sq.ft x .0005 plus \$18
Plumbing Permit/Residential	\$60.00 plus \$5/fixture	\$60.00 minimum fee with 1.25% of project value
Plumbing Permit/Commercial	\$80.00 plus \$10/fixture	\$80.00 minimum fee with 1.25% of project value
Plumbing Permit/Comm. Plan. Check	Contract x 1% plus \$23.00	Contract x 1% plus \$23.00
Exterior Sewer/Water Permit Residential	\$ 121.00	\$55.00 and \$55.00 (\$121.00)
Exterior Sewer/Water Permit Commercial	\$ 193.00	\$85.00 and \$85.00 (\$193.00)
Plumbing Permit/School District Annual Fee	\$ 700.00	\$ 700.00
Reduce Pressure Zone Permit/ Commercial:		
1	\$30 plus \$23.00	\$30 plus \$23.00
2-21	\$25 each plus \$23.00	\$25 each plus \$23.00
22 plus	\$20 each plus \$23.00	\$20 each plus \$23.00
Pool	\$ 136.00	\$ 136.00
Re-roof/Siding - Single Family Home	\$ 154.25	\$ 154.00
Re-roof/Siding - Multi-Family Home	\$ 242.75	\$ 180.00

Service	2021	2022
Re-roof/Siding - Commercial	Contract x 1% plus \$23.00	Contract x 1% plus \$23.00
Retaining Wall	\$ 154.25	\$ 154.00
Sign Permit - Permanent	\$ 218.00	\$ 150.00
Sign Permit - Temporary	\$ 58.00	\$ 58.00
Tank Permit	\$ 98.00	\$ 98.00
Windows or Doors	\$ 294.50	\$ 294.00
Windows and Entry Doors	\$ 301.50	\$ 301.00
Grading Plan Review Fees:		
50 cubic yards	No Charge	No Charge
51 - 100 cubic yards	\$ 40.00	\$ 40.00
101 - 1,000 cubic yards	\$ 54.00	\$ 54.00
1,001 - 10,000 cubic yards	\$ 66.00	\$ 66.00
10,001 - 100,000 cubic yards	\$ 66.00	\$ 66.00
	\$ 26.00	\$ 26.00
100,001 - 200,000 cubic yards	\$ 300.00	\$ 300.00
	\$ 15.00	\$ 15.00
200,001 or more cubic yards	\$ 500.00	\$ 500.00
	\$ 9.00	\$ 9.00
Grading Permit Fees:		
50 cubic yards	\$ 40.00	\$ 40.00
51 - 100 cubic yards	\$ 54.00	\$ 54.00
101 - 1,000 cubic yards	\$ 54.00	\$ 54.00
	\$ 19.00	\$ 19.00
1,001 - 10,000 cubic yards	\$ 220.00	\$ 220.00
	\$ 16.00	\$ 16.00
10,001 to 100,000 cubic yards	\$ 350.00	\$ 350.00
	\$ 68.00	\$ 68.00
100,001 or more cubic yards	\$ 950.00	\$ 950.00
	\$ 38.00	\$ 38.00
Grading Escrow	\$ 500.00	\$ 1,000.00
Public Utilities Connection Fees		
WAC (water availability)	\$ 550.00	\$ 800.00
SAC (sewer availability)	\$ 550.00	\$ 550.00
Metropolitan Council SAC Charge	\$ 2,485.00	\$ 2,485.00
Rental Housing License:		
One Family Dwelling	\$135.00, after due date \$235.00	\$135.00, after due date \$235.00
Two Family Dwelling	\$ 190.00	\$ 190.00
Three Family Dwelling	\$ 240.00	\$ 240.00
Four Family Dwelling	\$ 320.00	\$ 320.00
Condominium - (per unit)	\$ 135.00	\$ 135.00
Five or More Family Dwelling	\$ 320.00	\$ 320.00
Plus per unit fee	\$ 15.00	\$ 15.00
Reinspection Fees		
Failure to complete corrections on due date	\$ 135.00	\$ 135.00

Service	2021	2022
Third and Subsequent Reinspection	\$ 270.00	\$ 270.00
Reinspection due to license revocation	\$ 350.00	\$ 350.00
New License with C/O	\$ 85.00	\$ 85.00
Reissuance do to owner change - current license	\$ 50.00	\$ 50.00
Investgation fee per unit for unlicensed operating	\$ 260.00	\$ 260.00
Failure to appear for inspection	\$ 130.00	\$ 130.00
COMMUNITY DEVELOPMENT		
Billboards, Electronic	\$ 400.00	\$ 400.00
Comprehensive Plan / Zoning Amendment	\$ 550.00	\$ 1,000.00
Conditional Use Permit	\$ 400.00	\$ 400.00
Conditional Use Permit Escrow		\$ 1,500.00
Final Plat	\$ 550.00	\$ 500.00
Final Plat Escrow	Determined on Acreage	Determined on Acreage
Housing Improvement Area Application	\$ 500.00	\$ 500.00
Interim Use Permit	\$ 400.00	\$ 400.00
Minor Subdivision	\$250.00 to \$500.00	\$250.00 to \$500.00
Minor Subdivision Escrow	\$ 250.00	\$ 250.00
Park Dedication: Cash, Commercial (Retail)	\$ 467.00	\$ 2,000.00
Park Dedication: Cash, Commercial (Office)	\$ 534.00	\$ 2,000.00
Park Dedication: Cash, Commercial (Industrial)	\$ 267.00	\$ 2,000.00
Park Dedication: Cash, Residential	\$ 2,886.00	\$ 2,886.00
Multi Family	\$ 2,607.00	\$ 2,607.00
Park Dedication: Land, Commercial	.0058 acres/1,000 SF	10% of buildable land within the development
Park Dedication: Land, Residential	.039 acres/unit	10% of buildable land within the development
Planned Unit Development (PUD)	\$ 650.00	\$ 800.00
Planned Unit Development (PUD) Escrow	Determined on Acreage	\$ 2,500.00
Preliminary Plat	\$ 550.00	\$ 550.00
Preliminary Plat Escrow	Determined on Acreage	Determined on Acreage
Rezoning	\$ 550.00	\$ 550.00
Rezoning Escrow	\$ 550.00	\$ 550.00
Site Plan Review	\$ 400.00	\$ 400.00
Site Plan Review Escrow	\$550.00 to \$750.00	\$550.00 to \$750.00
Vacation	\$ 400.00	\$ 400.00
Variance	\$ 400.00	\$ 400.00
Variance, Administrative	\$ 250.00	\$ 250.00
Zoning Code Amendment	\$ 525.00	\$ 525.00

Service	2021	2022
Zoning Code Amendment Escrow	\$ 525.00	\$ 525.00
Zoning Research Letters	\$ 25.00	\$ 50.00
ENGINEERING		
Fees to developers for engineering services bases on value		
Construction Cost		
\$1 to \$10,000	10% but not less than \$100.00	10% but not less than \$100.00
\$10,001 to \$100,000	6% but not less than \$1,000.00	6% but not less than \$1,000.00
\$100,001 to \$250,000	4% but not less than \$6,000.00	4% but not less than \$6,000.00
\$250,001 to \$500,000	3% but not less than \$10,000.00	3% but not less than \$10,000.00
\$500,001 to \$1,000,000	2% but not less than \$15,000.00	2% but not less than \$15,000.00
Over \$1,000,000	1% but not less than \$20,000.00	1% but not less than \$20,000.00
** An administrative fee of 2% will also be charged based on contract amount	2% fee	2% fee
GENERAL		
Copies/Black &White (do not charge for under 10)	\$ 0.25	\$ 0.25
History Books	\$ 15.00	\$ 15.00
Plus State Tax	\$ 1.03	\$ 1.03
Plus County Tax	\$ 0.04	\$ 0.04
Maps	\$ 10.50	\$ 10.50
Plus State Tax	\$ 0.72	\$ 0.72
Plus County Tax	\$ 0.03	\$ 0.03
NSF Check Penalty	\$ 35.00	\$ 35.00
Summerfest		
Summerfest Ad	\$ 50.00	\$ 50.00
Concession Vendor Before April 1 - For Profit	\$ 225.00	\$ 225.00
Concession Vendor Before April 1 - Non-Profit	\$ 125.00	\$ 125.00
Concession Vendor After April 1 - For Profit	\$ 250.00	\$ 250.00
Concession Vendor After April 1 - Non-Profit	\$ 150.00	\$ 150.00
Parade Participant: For Profit	\$ 100.00	\$ 100.00
Parade Participant: OACC and Non-Profit	No Charge	No Charge
PARKS AND RECREATION		
Memorials		
Bench, Engraved, Concrete Pad	Refer to web site	Refer to web site
Tree, Planted	Refer to web site	Refer to web site
Rock with Engraved Plaque	Refer to web site	Refer to web site
Engraved Plaque	Refer to web site	Refer to web site
Engraved Paver at Veterans Memorial	\$ 50.00	\$ 50.00

Service	2021	2022
Rental: Amphitheater:		
with Discovery Center Rental	\$ 50.00	\$ 50.00
Plus State Tax	\$ 3.44	\$ 3.44
Plus County Tax	\$ 0.13	\$ 0.13
without Discovery Center Rental	\$ 75.00	\$ 75.00
Plus State Tax	\$ 5.16	\$ 5.16
Plus County Tax	\$ 0.19	\$ 0.19
Rental: Discovery Center		
Resident - Day Rate (per hr, 4 hr. min.)	\$ 30.00	\$ 30.00
Plus State Tax	\$ 2.06	\$ 2.06
Plus County Tax	\$ 0.08	\$ 0.08
Resident - Weekend Rate (per hr, 3 hr min.)	\$ 50.00	\$ 50.00
Plus State Tax	\$ 3.44	\$ 3.44
Plus County Tax	\$ 0.13	\$ 0.13
Resident - Full Day/Full Building Rate	\$ 500.00	\$ 500.00
Plus State Tax	\$ 34.38	\$ 34.38
Plus County Tax	\$ 1.25	\$ 1.25
Resident - Coffee Service	\$ 35.00	\$ 35.00
Non-Resident/Business - Day Rate (per hr, 4 hr. min)	\$ 50.00	\$ 50.00
Plus State Tax	\$ 3.44	\$ 3.44
Plus County Tax	\$ 0.13	\$ 0.13
Non-Resident/Business - Weekend Rate (per hr, 3 hr min.)	\$ 75.00	\$ 75.00
Plus State Tax	\$ 5.16	\$ 5.16
Plus County Tax	\$ 0.19	\$ 0.19
Non-Resident - Full Day/Full Building Rate	\$ 650.00	\$ 650.00
Plus State Tax	\$ 44.69	\$ 44.69
Plus County Tax	\$ 1.63	\$ 1.63
Non-Resident - Coffee Service	\$ 35.00	\$ 35.00
Rental: Fields and Courts		
Resident - Field Only (per field/per day)	\$ 60.00	\$ 60.00
Resident - Field w/ Garbage & Restroom (per field/per day)	\$17/day/field	\$17/day/field
Resident - Addtn'l charge to add lights	\$25/day/field	\$25/day/field
Non-Resident - Field Only (per field/per day)	\$ 90.00	\$ 90.00
Non-Resident - Field w/ Garbage & Restroom (per field/per day)	\$17/day/field	\$17/day/field
Non-Resident - Addtn'l charge to add lights	\$25/day/field	\$25/day/field

Service	2021	2022
Extra Charges:		
Damage Deposit	\$ 300.00	\$ 300.00
Restroom Cleaning (per cleaning)	\$ 25.00	\$ 25.00
Garbage Collection (per collection)	\$45/hour (2 minimum)	\$45/hour (2 minimum)
Chalk (per bag)	\$ 10.00	\$ 10.00
Turface Quick Dry (per bag)	\$ 15.00	\$ 15.00
Dragging the Field (per field)	\$45/hour (2 minimum)	\$45/hour (2 minimum)
Rental: Picnic Shelters		
Resident - Small Shelter	\$ 50.00	\$ 50.00
Plus State Tax	\$ 3.44	\$ 3.44
Plus County Tax	\$ 0.13	\$ 0.13
Resident - Large Shelter	\$ 100.00	\$ 100.00
Plus State Tax	\$ 6.88	\$ 6.88
Plus County Tax	\$ 0.25	\$ 0.25
Resident - Kitchen	\$ 150.00	\$ 150.00
Plus State Tax	\$ 10.31	\$ 10.31
Plus County Tax	\$ 0.38	\$ 0.38
Resident - Kitchen Security Deposit	\$ 300.00	\$ 300.00
Resident - Kitchen Shelter Combo	\$ 225.00	\$ 225.00
Plus State Tax	\$ 15.47	\$ 15.47
Plus County Tax	\$ 0.56	\$ 0.56
Resident - Bandshell/Shelters/Kitchen	\$ 400.00	\$ 400.00
Plus State Tax	\$ 27.50	\$ 27.50
Plus County Tax	\$ 1.00	\$ 1.00
Non-Resident - Small Shelter	\$ 65.00	\$ 65.00
Plus State Tax	\$ 4.47	\$ 4.47
Plus County Tax	\$ 0.16	\$ 0.16
Non-Resident - Large Shelter	\$ 150.00	\$ 150.00
Plus State Tax	\$ 10.31	\$ 10.31
Plus County Tax	\$ 0.38	\$ 0.38
Non-Resident - Kitchen	\$ 175.00	\$ 175.00
Plus State Tax	\$ 12.03	\$ 12.03
Plus County Tax	\$ 0.44	\$ 0.44
Non-Resident - Kitchen Security Deposit	\$ 300.00	\$ 300.00
Non-Resident - Kitchen Shelter Combo	\$ 250.00	\$ 250.00
Plus State Tax	\$ 17.19	\$ 17.19
Plus County Tax	\$ 0.63	\$ 0.63
Non-Resident - Bandshell/Shelters/Kitchen	\$ 550.00	\$ 550.00
Plus State Tax	\$ 37.81	\$ 37.81
Plus County Tax	\$ 1.38	\$ 1.38

Service	2021	2022
Vendors: Farmers Market		
Full Season/1 tent (10x10)	\$ 100.00	\$ 100.00
Full Season/ 2 tents	\$ 165.00	\$ 165.00
Full Season /3 tents	\$ 210.00	\$ 210.00
Full Season /4 tents	\$ 250.00	\$ 250.00
Daily Per Tent (Tent Size: 10x10) Addt Fee for Larger Tents	\$ 20.00	\$ 20.00
Vendors: Indoor Market		
One table	\$ 100.00	\$ 100.00
Two tables	\$ 175.00	\$ 175.00
LICENSING		
Christmas Tree Sales	\$ 250.00	\$ 250.00
Fireworks Sales (fee set by State)	\$ 100.00	\$ 100.00
LIQUOR		
Background Check: Corporation	\$ 367.50	\$ 367.50 \$500.00
Background Check: Partnership	\$ 500.00	\$ 500.00
Background Check: Single	\$ 500.00	\$ 500.00
Bottle Club: City Fee	\$ 300.00	\$ 300.00
Bottle Club: State Fee	\$ 151.50	\$ 151.50
Buyers Card: Fee goes to State	\$ 20.00	\$ 20.00
Compliance Check Failure Penalty: 1st Offense in 48-month Period	\$ 500.00	\$ 500.00
Compliance Check Failure Penalty: 2nd Offense in 48-month Period	\$ 500.00	\$ 500.00
Compliance Check Failure Penalty: 3rd Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00
Compliance Check Failure Penalty: 4th Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
Off-Sale 3.2 Malt Liquor	\$ 100.00	\$ 100.00
Off-Sale Intoxicating	\$ 200.00	\$ 200.00
Off-Sale Microdistillery	\$ 200.00	\$ 200.00
On-Sale 3.2 Malt Liquor	\$ 350.00	\$ 350.00
On-Sale Intoxicating	\$ 5,000.00	\$ 5,000.00
On-Sale Special Sunday	\$ 200.00	\$ 200.00
On-Sale Temporary	\$ 10.00	\$ 10.00 \$25.00
On-Sale Wine	\$ 750.00	\$ 750.00 \$2,000.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00
MASSAGE THERAPY/BODYWORK		

Service	2021	2022	
Background Investigation: Practioner	\$ 55.00	\$ 55.00	
Background Investigation: Premises	\$ 375.00	\$ 375.00	
Late Fee: Renewals	\$ 50.00	\$ 50.00	
Practitioners	\$ 36.75	\$ 36.75	\$60.00
Premises	\$ 157.50	\$ 157.50	\$158.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00	
MOBILE FOOD TRUCKS			
Mobile Food Trucks: Residents and Oakdale Businesses	N/C	N/C	
Mobile Food Trucks: Non-Residents and Businesses Not in Oakdale	\$ 80.00	\$ 80.00	
PAWNBROKER/PRECIOUS METAL/SECONDHAND GOODS			
Background Investigation	\$ 525.00	\$ 525.00	
Late Fee: Renewals	\$ 50.00	\$ 50.00	
License	\$ 315.00	\$ 315.00	\$5,000.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00	
Transaction Fee	\$ 2.00	\$ 2.00	
PEDDLER/TRANSIENT MERCHANT			
Background Investigation	TBD	TBD	\$15.00
License	\$ 157.50	\$ 157.50	\$158.00
Adult Establishments			
Background Investigation: Proprietor	TBD	TBD	\$55.00
Background Investigation: Premises	\$ 525.00	\$ 525.00	
Late Fee: Renewals	\$ 50.00	\$ 50.00	
Practitioners	\$ 36.75	\$ 36.75	\$37.00
Premises	\$ 1,575.00	\$ 1,575.00	
Publication of Hearing Notice	\$ 30.00	\$ 30.00	
TOBACCO SALES			
Background Investigation	TBD	TBD	\$250.00
Late Fee: Renewals	\$ 50.00	\$ 50.00	
License	\$ 525.00	\$ 525.00	
TRASH HAULER			
Trash Hauler	\$ 950.00	\$ 950.00	\$500.00
Trash Hauler: Roll-Off or Recycle Only	\$ 500.00	\$ 500.00	\$350.00
TREE SERVICE: COMMERCIAL			
	\$ 150.00	\$ 150.00	

Service	2021	2022	
USED CAR SALES	\$ 400.00	\$ 400.00	\$275.00
License Checks	N/A	N/A	\$100.00
POLICE AND FIRE			
Animal Impound:			
Licensed 1st Offense	\$ 70.00	\$ 70.00	
Licensed 2nd Offense	\$ 100.00	\$ 100.00	
Non-Licensed 1st Offense	\$ 85.00	\$ 85.00	
Non-Licensed 2nd Offense	\$ 135.00	\$ 135.00	
Audio/Video/Photographs:			
Audio Cassettes	\$ 15.00	\$ 15.00	
Plus State Tax	\$ 1.03	\$ 1.03	
Plus County Tax	\$ 0.04	\$ 0.04	
Audio Compact Disks	\$ 15.00	\$ 15.00	
Plus State Tax	\$ 1.03	\$ 1.03	
Plus County Tax	\$ 0.04	\$ 0.04	
Videotape	\$ 15.00	\$ 15.00	
Plus State Tax	\$ 1.03	\$ 1.03	
Plus County Tax	\$ 0.04	\$ 0.04	
Pictures - All			
Data Request / Data Search	wages plus 50%	wages plus 50%	
False Alarms			
Residential 1-3	No charge	No charge	
4-5 (was 4 - 7)	\$ 78.75	\$ 78.75	
6+	\$ 131.25	\$ 131.25	
Commercial 1-3	No charge	No charge	
4-5 (was 4 - 7)	\$ 131.25	\$ 131.25	
6+	\$ 210.00	\$ 210.00	
Fireworks Displays - Commercial Permit with Inspection	\$ 100.00	\$ 101.00	
Pets: Dangerous Dogs			
Dangerous Dog Fine	\$ 500.00	\$ 500.00	
Dangerous Dog Tag and Sign	\$ 30.00	\$ 30.00	
Security Contracts (Police)			
Commercial/hourly	\$ 94.50	\$ 94.50	
Churches & Schools / hourly	\$ 73.50	\$ 73.50	
PUBLIC WORKS			
Brush Disposal - Small Load	\$ 12.00	\$ 12.00	
Brush Disposal - Medium Load (trailer)	\$ 18.00	\$ 18.00	

Service	2021	2022
Brush Disposal - Large Load (per trip)	\$ 30.00	\$ 30.00
Christmas Tree Disposal	\$ 3.00	\$ 3.00
Curb Stops	\$ 100.00	\$ 100.00
Hydrant Meter Usage	\$ 250.00	\$ 250.00
Hydrant Meter Deposit	\$ 200.00	\$ 200.00
Load Limit Variance	\$ 40.00	\$ 40.00
Right of Way Registration	\$ 50.00	\$ 50.00
Road Cut Permit	Varies	Varies
Tire Disposal (car 15" or less)	\$ 7.50	\$ 7.50
Tire Disposal (semi, no rim)	\$ 16.00	\$ 16.00
Tire Disposal (semi, with rim)	\$ 27.00	\$ 27.00
Tire Disposal (tractor)	\$ 35.00	\$ 35.00
Water Conservation Violation - 2nd Offense	\$ 30.00	\$ 30.00
Water Conservation Violation - 3rd Offense	\$ 60.00	\$ 60.00
Water Conservation Violation - 4th Offense	\$ 125.00	\$ 125.00
Water Filling Station - Minimum Charge Applies	Varies	Varies
Water Filling Station - Pay As You Go	Minimum \$5.00	Minimum \$5.00
Water Meter	Varies	Varies
Water Turn On for Non-Payment of Bill	\$ 55.00	\$ 55.00
Water Turn On for Sales and Foreclosures	\$ 55.00	\$ 55.00
Water Turn On for Irrigation Accounts/Requests/Snowbirds	\$ 35.00	\$ 35.00
Weed Removal, Per Hour, Two-Hour Minimum	\$ 80.00	\$ 80.00

LICENSING	Current Fee Cost	Proposed Fee Cost
Christmas Tree Sales	\$ 250.00	\$ 250.00
Fireworks Sales (fee set by State)	\$ 100.00	\$ 100.00
LIQUOR		
Background Check: Corporation	\$ 367.50	\$ 500.00
Background Check: Partnership	\$ 500.00	\$ 500.00
Background Check: Single	\$ 500.00	\$ 500.00
Bottle Club: City Fee	\$ 300.00	\$ 300.00
Bottle Club: State Fee	\$ 151.50	\$ 151.50
Buyers Card: Fee goes to State	\$ 20.00	\$ 20.00
Compliance Check Failure Penalty: 1st Offense in 48-month Period	\$ 500.00	\$ 500.00
Compliance Check Failure Penalty: 2nd Offense in 48-month Period	\$ 500.00	\$ 500.00
Compliance Check Failure Penalty: 3rd Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00
Compliance Check Failure Penalty: 4th Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
Off-Sale 3.2 Malt Liquor	\$ 100.00	\$ 100.00

Off-Sale Intoxicating	\$ 200.00	\$ 200.00
Off-Sale Microdistillery	\$ 200.00	\$ 200.00
On-Sale 3.2 Malt Liquor	\$ 350.00	\$ 350.00
On-Sale Intoxicating	\$ 5,000.00	\$ 5,000.00
On-Sale Special Sunday	\$ 200.00	\$ 200.00
On-Sale Temporary	\$ 10.00	\$ 25.00
On-Sale Wine	\$ 750.00	\$ 2,000.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00
MASSAGE THERAPY/BODYWORK		
Background Investigation: Practioner	\$ 55.00	\$ 55.00
Background Investigation: Premises	\$ 375.00	\$ 375.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
Practitioners	\$ 36.75	\$ 60.00
Premises	\$ 157.50	\$ 158.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00
MOBILE FOOD TRUCKS		
Mobile Food Trucks: Residents and Oakdale Businesses	N/C	N/C

Mobile Food Trucks: Non-Residents and Businesses Not in Oakdale	\$ 80.00	\$ 80.00
PAWNBROKER/PRECIOUS METAL/SECONDHAND GOODS		
Background Investigation	\$ 525.00	\$ 525.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
License	\$ 315.00	\$ 5,000.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00
Transaction Fee	\$ 2.00	\$ 2.00
PEDDLER/TRANSIENT MERCHANT		
Background Investigation	TBD	\$ 15.00
License	\$ 157.50	\$ 158.00
Adult Establishments		
Background Investigation: Proprietor	TBD	\$ 55.00
Background Investigation: Premises	\$ 525.00	\$ 525.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
Practitioners	\$ 36.75	\$ 37.00
Premises	\$ 1,575.00	\$ 1,575.00
Publication of Hearing Notice	\$ 30.00	\$ 30.00
TOBACCO SALES		

Background Investigation	TBD	\$ 250.00
Late Fee: Renewals	\$ 50.00	\$ 50.00
License	\$ 525.00	\$ 525.00
TRASH HAULER		
Trash Hauler	\$ 950.00	\$ 500.00
Trash Hauler: Roll-Off or Recycle Only	\$ 500.00	\$ 350.00
TREE SERVICE: COMMERCIAL	\$ 150.00	\$ 150.00
USED CAR SALES		
	\$ 400.00	\$ 275.00
License Checks	N/A	\$ 100.00

LICENSING	Current Fee Cost	Proposed Fee Cost	Recommended Change	Reasoning
Christmas Tree Sales	\$ 250.00	\$ 250.00	No change.	This fee closely matches with Maplewood.
Fireworks Sales (fee set by State)	\$ 100.00	\$ 100.00	No change.	This fee is close to the average in the surrounding cities.
LIQUOR				
Background Check: Corporation	\$ 367.50	\$ 500.00		This fee was increased because it takes the same amount of work and staff time for the Police Department as the other two background check fees.
Background Check: Partnership	\$ 500.00	\$ 500.00	No change.	This fee is close to the average in the surrounding cities.
Background Check: Single	\$ 500.00	\$ 500.00	No change.	This fee is close to the average in the surrounding cities.
Bottle Club: City Fee	\$ 300.00	\$ 300.00	No change.	This fee closely matches with Bloomington and Hugo.
Bottle Club: State Fee	\$ 151.50	\$ 151.50	No change.	This is a state fee and not controlled by the city.
Buyers Card: Fee goes to State	\$ 20.00	\$ 20.00	No change.	This fee is close to the average in the surrounding cities.
Compliance Check Failure Penalty: 1st Offense in 48-month Period	\$ 500.00	\$ 500.00	No change.	This fee is close to the average in the surrounding cities.
Compliance Check Failure Penalty: 2nd Offense in 48-month Period	\$ 500.00	\$ 500.00	No change.	This fee is close to the average in the surrounding cities.
Compliance Check Failure Penalty: 3rd Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00	No change.	This fee is close to the average in the surrounding cities.
Compliance Check Failure Penalty: 4th Offense in 48-month Period	\$ 1,000.00	\$ 1,000.00	No change.	This fee is close to the average in the surrounding cities.
Late Fee: Renewals	\$ 50.00	\$ 50.00	No change.	This fee is close to the average in the surrounding cities.
Off-Sale 3.2 Malt Liquor	\$ 100.00	\$ 100.00	No change.	This fee is close to the average in the surrounding cities.

Off-Sale Intoxicating	\$ 200.00	\$ 200.00	No change.	This fee is close to the average in the surrounding cities.
Off-Sale Microdistillery	\$ 200.00	\$ 200.00	No change.	This fee is close to the average in the surrounding cities.
On-Sale 3.2 Malt Liquor	\$ 350.00	\$ 350.00	No change.	This fee is close to the average in the surrounding cities.
On-Sale Intoxicating	\$ 5,000.00	\$ 5,000.00	No change.	This fee is close to the average in the surrounding cities.
On-Sale Special Sunday	\$ 200.00	\$ 200.00	No change.	This fee is close to the average in the surrounding cities.
On-Sale Temporary	\$ 10.00	\$ 25.00		This fee is very close to the average in surrounding cities.
On-Sale Wine	\$ 750.00	\$ 2,000.00		This fee matches with Arden Hills, Cottage Grove, Maplewood, North St. Paul and Woodbury.
Publication of Hearing Notice	\$ 30.00	\$ 30.00	No change.	This fee is close to the average in the surrounding cities.
MESSAGE THERAPY/BODYWORK				
Background Investigation: Practioner	\$ 55.00	\$ 55.00	No change.	This fee is close to the average in the surrounding cities.
Background Investigation: Premises	\$ 375.00	\$ 375.00	No change.	This fee is close to the average in the surrounding cities.
Late Fee: Renewals	\$ 50.00	\$ 50.00	No change.	This fee is close to the average in the surrounding cities.
Practitioners	\$ 36.75	\$ 60.00		This fee is closer to the average in surrounding cities.
Premises	\$ 157.50	\$ 158.00		This fee was increased to create a whole number for ease of payments towards residents.
Publication of Hearing Notice	\$ 30.00	\$ 30.00	No change.	This fee is close to the average in the surrounding cities.
MOBILE FOOD TRUCKS				
Mobile Food Trucks: Residents and Oakdale Businesses	N/C	N/C	No change.	Residents in Oakdale are not charged a fee for Mobile Food Trucks.

Mobile Food Trucks: Non-Residents and Businesses Not in Oakdale	\$ 80.00	\$ 80.00	No change.	This fee is close to the average in the surrounding cities.
PAWNBROKER/PRECIOUS METAL/SECONDHAND GOODS				
Background Investigation	\$ 525.00	\$ 525.00	No change.	This fee is close to the average in the surrounding cities.
Late Fee: Renewals	\$ 50.00	\$ 50.00	No change.	This fee is close to the average in the surrounding cities.
License	\$ 315.00	\$ 5,000.00		This fee is close to the average in the surrounding cities.
Publication of Hearing Notice	\$ 30.00	\$ 30.00	No change.	This fee is close to the average in the surrounding cities.
Transaction Fee	\$ 2.00	\$ 2.00	No change.	This fee is close to the average in the surrounding cities.
PEDDLER/TRANSIENT MERCHANT				
Background Investigation	TBD	\$ 15.00		This fee matches with Stillwater.
License	\$ 157.50	\$ 158.00		This fee was increased to create a whole number for ease of payments towards residents.
Adult Establishments				
Background Investigation: Proprietor	TBD	\$ 55.00		This fee was priced to match the Massage Practitioner Background Investigation Fee.
Background Investigation: Premises	\$ 525.00	\$ 525.00	No change.	Limited information, no recommended change.
Late Fee: Renewals	\$ 50.00	\$ 50.00	No change.	Limited information, no recommended change.
Practitioners	\$ 36.75	\$ 37.00		This fee was increased to create a whole number for ease of payments towards residents.
Premises	\$ 1,575.00	\$ 1,575.00	No change.	Limited information, no recommended change.
Publication of Hearing Notice	\$ 30.00	\$ 30.00	No change.	Limited information, no recommended change.
TOBACCO SALES				

Background Investigation	TBD	\$ 250.00		This fee matches both Stillwater and Woodbury.
Late Fee: Renewals	\$ 50.00	\$ 50.00	No change.	This fee is close to the average in the surrounding cities.
License	\$ 525.00	\$ 525.00	No change.	This fee is close to the average in the surrounding cities.
TRASH HAULER				
Trash Hauler	\$ 950.00	\$ 500.00		This fee is close to the average in the surrounding cities.
Trash Hauler: Roll-Off or Recycle Only	\$ 500.00	\$ 350.00		This fee is close to the average in the surrounding cities.
TREE SERVICE: COMMERCIAL	\$ 150.00	\$ 150.00	No change.	This fee matches with Cottage Grove.
USED CAR SALES				
	\$ 400.00	\$ 275.00		This fee was reduced following advice from the January 12th, 2021 City Council Workshop.
License Checks	N/A	\$ 100.00		This fee was added by the City Clerk.



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Kathy Laur, City Clerk
Date:	March 22, 2022
Subject:	Summerfest Update

BACKGROUND

City Clerk Kathy Laur is coordinating planning for the 2022 Summerfest event. The committee has been meeting, and planning is going well. Ms. Laur will give an update with highlights as follows:

Parade – There are 15 units signed up to participate in the parade so far. Typically, there are 90 on parade day.

Pancake Breakfast – The OACC will host the breakfast on Sunday at Fire Station 2.

Food Vendors – There were 17 food truck vendors at last year’s event. An information packet will be sent to 23 vendors inviting them to participate. The safety packet for food vendors has been approved by Chief Newton and Chief Wold. The deadline for applications to participate is May 24.

Hours of Operation: Friday - Set up begins at 12pm
Friday - 5pm to 11pm – food trucks can begin selling
Saturday – 12pm to 11pm

Emergency Action Plan –Chief Newton is working on.

K9 Unit -On Saturday, Washington County will have their K9 officers at the event to do demonstrations from 2pm-2:30pm.

Fireworks – Booked and set. Parks Director Jeff Koesling sent the contract to the City Administrator who signed the contract months ago. Fireworks will begin at 10pm on Saturday.

Beer Tent – The Lions Club will manage the beer tent.

BINGO – OAA won’t do BINGO this year so the Parks Director will reach out to another group.

Carnival – There will be no carnival.

Petting Zoo – The one used in the past is booked the weekend of our event.

Pony Rides – Not sure if still in business.

Children Activities - Parks and Recreation Superintendent Julie Williams is coordinating activities.

Saturday – Kid’s Bubble Party from 12pm to 2pm - \$500 cost
Jolly Pop’s from 2:30pm to 4pm - \$800 cost
ITS Truck - They provide jumbo yard games, a gaming system, wearable bumper balls and more.

Music – The music is booked. Legal is reviewing the contracts.

Friday – Stuck in the Middle will perform - \$2,000 cost
Saturday - Rockin’ Hollywood’s 7pm to 11pm - \$4,500 cost

Skateboard Contest – Saturday, 11am registration, 12pm start

5k Run/Walk –Saturday morning, 7am check in starts and 8am

Grand Marshal – Committee would like to have Community Member and volunteer Larry Eberhard as the Grand Marshal. In the event he declines, the committee has opened it up to the public to nominate people and then the committee will decide.

Next Summerfest meeting will be held on April 12th at 2pm.

FINANCIAL CONSIDERATIONS

The following expenses are what we know for sure at this time.

Beginning Budget	\$33,000
Fireworks	-11,000
Music	- 6,500
Children’s Entertainment	- 1,300
TOTAL AFTER EXPENSES	\$14,200

Projected expenses to come

Parade	\$ 8,800
5k	2,150
Skateboard Contest	500
TOTAL	\$11,450

STILL LEFT IN BUDGET \$ 2,750



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Julie Williams, Recreation Superintendent
Date:	March 22, 2022
Subject:	Conversation with the Recreation Superintendent

BACKGROUND

At Tuesday's workshop, a conversation with the Recreation Superintendent Julie Williams will occur. Ms. Williams will also give an update on spring and summer recreation programming.



COUNCIL MEMORANDUM

To	Mayor and City Council
Through	Kathy Laur, City Clerk
Date	March 22, 2022
Subject	Local Board of Appeal and Equalization and Open Book Meeting

BACKGROUND

The purpose of the Local Board of Appeal and Equalization (LBAE) is to provide a fair and objective forum for property owners to appeal their valuation or classification. An assessment notice will be posted in the Pioneer Press ten days before the LBAE.

The City has been notified by the Washington County assessor's office that the date for the Local Board of Appeal and Equalization and Open Book meeting will be held at Oakdale City Hall on April 13, 2022 from 5:00 pm to 7:00 pm.

The purpose of this meeting is to determine whether property in the jurisdiction have been properly valued and classified by the assessor.

STAFF RECOMMENDATIONS

Staff recommends that the Mayor and City Council are present on April 13, 2022 from 5:00 pm to 7:00 pm at City Hall to hear from residents.

COUNCIL ACTION REQUESTED

It is requested that the City Council direct staff to set the Local Board of Appeal and Equalization meeting at Oakdale City Hall on April 13, 2022 at 5:00 pm to 7:00 pm and post 10 days prior as required.



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Christina M. Volkers, City Administrator
Date:	March 22, 2022
Subject:	Sales Tax Authorization – Cost of Construction Concerns

BACKGROUND

As we continue work to get this approved authority for Oakdale to impose a half-cent sales tax on the ballot for the 2022 general election, the economy continues to evolve.

Several cities have introduced a bill to increase the authorized amount for their 2021 sales tax authorization due to the rapid escalation in construction costs. Bids are coming in substantially higher than they were authorized to collect in their sales tax authorization. Many discussions are occurring statewide on this subject and each city is being asked to review current costs of construction and consider next steps. If a City is interested in seeking increased authorization, that city will need to receive legislative authorization to increase the maximum collections and possibly the sales tax duration to cover their projects.

It is unsure if the legislature will have time to consider amendments to last year’s authorizations given they only have a couple of hearings left before committees finalize their division reports. Although there is no guarantee the legislature will act on late bill introductions, we do still have approximately 60 days remaining in the session, so there is clearly time to add adjustments for last year’s projects, which could possibly be handled as amendments to the House and Senate tax bills.

For Oakdale, we have two projects on the horizon – a new Public Works facility planned for 2022-2023 and a renovated and expanded Police Department facility planned for 2024-2025. We have been meeting with architects, construction management firms, and construction firms over the last 4-5 weeks and the increasing cost of construction is real. We are concerned that we just won’t have enough funds to do either of these projects as planned or at the very least, we will have to cut out some significant needs and build much smaller and less functional facilities.

There is a lot to consider including the maximum we estimate that will be received from Sales tax to pay back the bonds which will be issued if the sales tax is approved by voters. However, if we do want to seek increased authority from the legislature for a higher amount to fund our projects, we would need to do so now. I have asked our lobbyist for a cost estimate for them to help get an amended bill through the legislature if requested. They quoted \$10,000. However, after further negotiations, we were able to reduce the quote to \$5,000.

If there was more time, we would want to carefully consider our estimated project costs in our 2021 sales tax authorizations bills for accuracy given recent construction cost pressures and get a better cost estimate of what the projects will cost in this new environment. For now, we are clear that our projections from years ago is too low and we need to adjust.

We contacted our financial consultant Baker Tilly and they provided four scenarios for the local option sales tax borrowings. They assumed an issuance in 2023 with first payments of principal and interest on 2/1/2024. Rates are current for Aa2 rated entity plus 100bps of padding for the year ahead. Below

is a quick comparison of the four issues. If you recall, current legislative authority is for \$37M total for the two projects over 25 years, so the first column below represents that.

Issue	\$37M Over 25 Years	\$42M Over 25 Years	\$42M Over 30 Years	\$45M Over 30 Years
Par	\$37,595,000	\$42,665,000	\$42,665,000	\$45,710,000
Deposit to Project Fund	\$37,000,000	\$42,000,000	\$42,000,000	\$45,000,000
Total Interest	\$21,112,764	\$23,957,140	\$29,301,343	\$31,382,412
Average Total Levy at 105%	\$2,465,726	\$2,798,130	\$2,518,822	\$2,698,234
True Interest Cost	3.923%	3.923%	4.036%	4.035%

Next, we are requesting they do an analysis of our local sales tax expected to identify our ability to service the debt associated with these projects. That information is forthcoming.

COUNCIL DIRECTION REQUESTED

A discussion is needed on the current financial environment considering the information provided and direction is requested to staff by the City Council.



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Christina M. Volkers, City Administrator
Date:	March 22, 2022
Subject:	Construction Management Discussion of Options for Building Projects

BACKGROUND

The City of Oakdale is embarking on two significant capital projects if the voters approve the sales tax increase in the 2022 general election.

The need for a new Public Works facility and a renovated and expanded Police facility is significant. As we proceed with planning, there are many steps that are necessary and many decisions that must be made.

One such decision is the recommendation and best practice of engaging a construction management firm. The discussion needed is regarding what type of contract is best for the City of Oakdale in this regard.

FINANCIAL CONSIDERATIONS

There are pros and cons to be considered and projections will be discussed.

STAFF RECOMMENDATION

Staff is preparing a summary of options to be reviewed at Council Workshop.

COUNCIL DIRECTION REQUESTED

Direction on which type of construction management and timing is needed.

Attachment

To Follow....