



CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

OPEN COUNCIL WORK SESSION

MUNICIPAL CENTER LOBBY CONFERENCE ROOM

SEPTEMBER 24, 2018

5:30 P.M.

1. Roll Call
2. Review and Approve the OCWS Agenda
3. Review the Regular Meeting Consent Agenda
4. Agenda Item(s)
 - A. Closed Meeting to Discuss Management Position for Labor Negotiations
 - B. 2019 Fees

Documents:

[COUNCIL REPORT - 2019 FEES.PDF](#)
[PRELIMINARY 2019 FEE SCHEDULE.PDF](#)
 - C. Waste Hauler Licensing

Documents:

[COUNCIL REPORT - WASTE HAULING.PDF](#)
 - D. River to River Greenway (R2R) Joint Powers Agreement with Dakota County

Documents:

[COUNCIL REPORT - RIVER TO RIVER TRAILWAY.PDF](#)
[ATTACHMENT - R2R-JPA_EXHIBIT A.PDF](#)
5. Adjourn

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting

www.wspmn.gov EOE/AA



City Council Report

To: **Mayor and City Council**
Through: **Ryan Schroeder, City Manager**
From: **Charlene Stark, Finance Director**
Date: **September 24, 2018**

Fee Schedule

BACKGROUND INFORMATION:

Each year the departments of the City review the fee schedule for potential changes to the fee schedule. Attached is the recommendations by each department for the 2019 fee schedule.

The golf course fees are being eliminated with this revised schedule.

The utility rates have been updated per the Sewer Rate Study conducted on 10/27/2016. This schedule reflects the rate increases.

All of the changes are highlighted in red.

FISCAL IMPACT:

		Amount
Fund:	Various	
Department:		
Account:		

STAFF RECOMMENDATION:

Staff recommends bringing forth the changes as indicated by the attached fee schedule to Council for adoption at the October 8th Council meeting.

Attachment:

2019 Recommended Fee Schedule

West St. Paul-2019 Preliminary Fees

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
BUSINESS LICENSE FEES					
Liquor, Wine & Beer:					
Intoxicating Liquor					
Off-Sale (MS 340A.408 Subd 3 (a)(3)) *	380.00	380.00	-	1,400.00	100.00
On-Sale (MS 340A.408 Subd 2 (a)(b))					
Category 1	7,500.00	7,500.00	-	1,400.00	100.00
Category 2 (formerly tavern)	7,500.00	7,500.00	-	1,400.00	100.00
On-Sale Installment Option					
Due December 15	3,750.00	3,750.00	-		
Due June 15 (includes \$25 Admin Fee)	3,775.00	3,775.00	-		
On-Sale Outside Service	205.00	205.00	-	100.00	100.00
Sunday Sale (MS 340A.408) *	200.00	200.00	-	100.00	100.00
On-Sale Temporary - per application	25.00	25.00	-	100.00	-
Wine (MS 340A.408 Subd 2©)	1,475.00	1,475.00	-	1,400.00	100.00
3.2% Malt Liquor					
Off-Sale	128.00	128.00	-	100.00	100.00
On-Sale	500.00	500.00	-	100.00	100.00
On-Sale Outside Service	205.00	205.00	-	100.00	100.00
On-Sale Temporary*	25.00	25.00	-	100.00	-
On-Sale Temporary Outside Service *	25.00	25.00	-	100.00	-
Brewpub/Taproom					
Off-Sale (Growler sale-refillable container)	200.00	200.00	-	100.00	100.00
On-Sale	500.00	500.00	-	100.00	100.00
Cocktail Room	500.00	500.00	-	100.00	100.00
Temporary Off-sale Wine*	25.00	25.00	-	100.00	-
Culinary Class limited On-sale*	25.00	25.00	-	100.00	-
A 10% surcharge may be applied for provisional or conditional liquor, wine or beer licenses					
* per application					
Special Events					
Consumption and Display Permit (Annual)	300.00	300.00	-	100.00	100.00
Consumption and Display Permit (One-Day)	25.00	25.00	-	100.00	-
Live Entertainment (Annual)	350.00	350.00	-	100.00	100.00
Live Entertainment (Additional, Similar Events)	50.00	50.00	-	100.00	100.00
Live Entertainment (Additional, but Significantly Different Events)^	150.00	150.00	-	100.00	100.00
^ events requiring staff to revisit site					
Amusement & Amusement Devices:					
Carnival - per week	2,750.00	2,750.00	-	135.00	100.00
Gambling (MS 349.213)					
Gambling - annual license *	NA	NA		100.00	100.00
Gambling - one day license *	NA	NA		25.00	25.00
Commercial & Service Activities:					
Adult Use (Sexually-Oriented Business)	7,250.00	7,250.00	-	1,450.00	100.00
Laundry					
Self-Service up to 10 machines	105.00				
each additional machine	5.00				
Massage Therapy					
Business	95.00	95.00	-	150.00	100.00
Personal	95.00	95.00	-	150.00	100.00
Pawnbroker	7,100.00	7,100.00	-	1,450.00	100.00
Pawn Transaction Fees					
Modem Transmissions	2.00	2.00	-		

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
Manual Transmissions	5.00	5.00	-		
<i>Peddlers, Solicitors and Transient Merchants</i>					
License	95.00	95.00	-	135.00	100.00
Registration	85.00	85.00	-		
Photo ID Badge	14.00	14.00	-		
Precious Metals Dealer	1,925.00	1,925.00	-	175.00	100.00
Rubbish Hauler (commercial and residential)	625.00	625.00	-		
Truck Sticker	50.00	50.00	-		
Roll Off Sticker	50.00	50.00	-		
Second Hand Dealer	280.00	280.00	-		
Tattoo/Body Art - Business	1,925.00	1,925.00	-	135.00	100.00
Firework Sales					
Permit (MS624.20-624.25) *	25.00	25.00	-		
Inspection Fee (goes to SMFD)	75.00	75.00	-		
Tobacco	500.00	500.00	-	1,400.00	100.00

Building, Construction, Mechanical and Related Trades:

Motor Vehicle Related Business:

Motor Vehicle Sales and Rentals	92.00	92.00	-		
Motor Vehicle Related Business	92.00	92.00	-		
New & Used Motor Vehicle Dealer/Broker	180.00	180.00	-		

Residential Rental License

Residential Rental Dwellings	n/a				
Residential Rental Dwellings - per Unit > 1	n/a				
Category A					
Base Fee	35.00	35.00	-	100.00	
Per Unit	8.00	8.00	-		
Category B					
Base Fee	40.00	40.00	-	100.00	
Per Unit	10.00	10.00	-		
Category C					
Base Fee	50.00	50.00	-	100.00	
Per Unit	15.00	15.00	-		
Late Payment of Application Fee	+ 50% of license fee				
Rental Housing Inspection					
Base Fee	150.00	150.00	-		
Per Unit	20.00	20.00	-		
Reinspection	50.00	50.00	-		

Other Businesses:

Courtesy Benches - each	35.00	35.00	-		
-------------------------	-------	-------	---	--	--

NON-BUSINESS LICENSE FEES

Animals:

Cats	20.00	20.00	-		
Spayed or Neutered	15.00	15.00	-		
Duplicate License	2.00	2.00	-		
Dogs	20.00	20.00	-		
Spayed or Neutered	15.00	15.00	-		
Duplicate License	2.00	2.00	-		
Potentially Dangerous Animal	210.00	210.00	-		
Dangerous Animal (including warning symbol and tag)	420.00	420.00	-		
Exotic Animal Permit	200.00	200.00	-		

consider 2 year license to coincide with vaccinations

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
-----------------	-------------------	--------------------	--------	------------------	--------------------

Special Permit - Exceeding Number of Animals Allowed	200.00	200.00	-		
Animal Impoundment - plus boarding fees (by contract)	25.00	25.00	-		

Building Permits:

For all Building Permits the City follows the MN Statute 326B.153 Building Permit Fee Schedule (includes general contracting, sheetrock, fences, and parking lots)					
Residential Contractor License Verification	5.00	5.00	-		
Contractor Lead Certification Verification	5.00	5.00	-		
Investigation Fee: equal to the value based permit fee			-		
Residential Roofing permit (Fixed fee + St. Surcharge)	95.00	95.00	-		
Residential Window permit (Fixed fee + St. Surcharge)	95.00	95.00	-		
Residential Siding permit (Fixed fee + St. Surcharge)	95.00	95.00	-		
Penalty for Working without a Permit	Permit Fee Doubles	Permit Fee Doubles			

State Surcharge - Value Based Permits:

\$1,000,000 or less - Valuation x .0005 (50 cents per \$1000)					
\$1,000,001 to \$2,000,000 - \$500 + .0004 x (value - \$1,000,000)					
\$2,000,001 to \$3,000,000 - \$900 + .0003 x (value - \$2,000,000)					
\$3,000,001 to \$4,000,000 - \$1200 + .0002 x (value - \$3,000,000)					
\$4,000,001 to \$5,000,000 - \$1,400 + .0001x (value - \$4,000,000)					
Greater than \$5,000,000 - \$1,500 + .00005 x (value - \$5,000,000)					

State Surcharge - Fixed Fee Permits:

Permit fee less than \$10,000	1.00	1.00	-		
Permit fee more than \$10,000 fee x .0005					

Plumbing Permits:

Commercial					
Greater of 1.5% of total value of work or minimum \$50 fee (plus the state surcharge as required)	min 50.00	min 50.00			
Residential					
For existing buildings there will be a base fee of \$50 (plus the state surcharge of \$5) - this includes on fixture. Each additional fixture will add \$10 for the fee.					
Plumbing Fixtures - each	10.00	10.00	-		
For new single family dwelling there will be a flat fee of \$200 (plus the state surcharge of \$5)					
Minnesota State Surcharge As Required					

Mechanical Permits:

Commercial					
HVAC - Commercial Project					
Greater of 1.5% of total value of work or minimum \$50 fee	min 50.00	min 50.00			

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
Residential					
New Single Family Dwelling HVAC Systems	200.00	200.00	-		
Furnace	50.00	50.00	-		
Air Conditioner	50.00	50.00	-		
Boiler	50.00	50.00	-		
In Floor Heat	50.00	50.00	-		
Air Exchanger	50.00	50.00	-		
Fireplace	50.00	50.00	-		
Garage Heater / Unit Heater	50.00	50.00	-		
Exhaust Fans	50.00	50.00	-		
Radon System	50.00	50.00	-		
Heat Pump	50.00	50.00	-		
Duct Work Only / Duct Extension	50.00	50.00	-		
Energy Recovery Ventilator	50.00	50.00	-		
Gas Appliance	50.00	50.00	-		
Miscellaneous / Other	50.00	50.00	-		
Gas Piping	25.00	25.00	-		

Electrical Permits:

Electrical Permits:	NEW FEE STRUCTURE	
Service/Power Supply 0-400 Amp	40.00	40.00
Service/Power Supply 401-800 Amp	67.00	67.00
Service/Power Supply Over 800 Amp	112.75	112.75
New/Extend Circuits up 200 Amp - each	7.10	7.10
New/Extend Circuits above 200 Amp - each	17.50	17.50
Multi-Family Units Up To 10 Circuits 2 Inspections (\$40 per inspection)	80.00	80.00
Reattachment of Electrical Components (Multiples)		-
Each unit has PID & Separate Service - each	40.00	40.00
Building has 1 PID & 1 Service - base & each	40.00	40.00
Building has 1 PID & 1 Service - each	23.00	23.00
Street or Parking Lot Light Standards - each	5.75	5.75
Transformer Up To 10 KVA - each	17.00	17.00
Transformers Above 10 KVA - each	34.00	34.00
Outdoor Signs/Outline Power Supply/Electric & LED Signs/Transformers Power Supplies - each	6.05	6.05
Carnivals/Fairs/Transient Projects Minimum Plus Power Supplies & Units	174.00	174.00
Special Inspection Fee - Per Trip	40.00	40.00
OVER 250 VOLTS		
Service/Power Supply 0-400 Amp	80.00	80.00
Service/Power Supply 401-800 Amp	134.00	134.00
Service/Power Supply Over 800 Amp	225.50	225.50
New/Extend Circuits up 200 Amp - each	14.20	14.20
New/Extend Circuits above 200 Amp - each	35.00	35.00
Tech Circuits/Fire & Temp Control/Alarm Communication Remote Control/Signal Circuits (0-50 V) - each	0.95	0.95
Commercial Remodels Min of 2 Inspections	80.00	80.00
Commercial Remodels With Ceiling 3 Inspections	120.00	120.00
Separate Bonding Inspections For Swimming Pools & Equipotential Planes - Per Trip	40.00	40.00
Furnace/Air Conditioner or Combination - Per Trip	40.00	40.00
Luminaire Retrofit Modifications - Per Fixture	0.32	0.32
Concrete-Encased Electrode Inspection - Per Trip	40.00	40.00
Investigative \$78 Total Fee Doubled, Whichever Is Greater up to \$1,000	78.00	78.00
Permit Fee Minimum per Inspection	40.00	40.00
State Surcharge	1.00	1.00

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
-----------------	-------------------	--------------------	--------	------------------	--------------------

Sign Permits:

Temporary Signs per permit	25.00	25.00	-		
Other Signs-value based					

PLANNING, ZONING AND COMMUNITY DEVELOPMENT FEES

Zoning Request:

Rezoning					
Fee	325.00	325.00	-		
Escrow Deposit	800.00	800.00	-		
Variance					
Residential - Fee	100.00	100.00	-		
Residential - Escrow Deposit (single variance)	400.00	400.00	-		
Residential - Escrow Deposit (multiple variance)	500.00	500.00	-		
Commercial - Fee	200.00	200.00	-		
Commercial - Escrow Deposit (single variance)	600.00	600.00	-		
Commercial - Escrow Deposit (multiple variance)	700.00	700.00	-		
Interim Use Permit					
Fee	175.00	175.00	-		
Conditional Use Permit					
Residential - Fee	275.00	275.00	-		
Residential - Escrow Deposit	400.00	400.00	-		
Commercial - Fee	275.00	275.00	-		
Commercial - Escrow Deposit	800.00	800.00	-		
Proposed Preliminary Plat - Fee					
Preliminary Plat - Fee (add'l per lot)	2.00	2.00	-		
Preliminary Plat - Escrow Deposit (1-2 lots)	600.00	600.00	-		
Preliminary Plat - Escrow Deposit (3+ lots)	1,600.00	1,600.00	-		
Vacation of Rights of Way - Fee	175.00	175.00	-		
Special Meetings of the Planning Commission	275.00	275.00	-		
Site Plan Approval - Fee					
Site Plan Approval - Escrow Deposit	1,300.00	1,300.00	-		
Zoning Letter					
Standard	100.00	100.00	-		
Detailed	200.00	200.00	-		

PARKS & RECREATION FEES

Park Dedication Fees:					
Commercial, per acre	12,500.00	12,500.00	-		
Industrial, per acre	12,500.00	12,500.00	-		
Residential - lesser of 8% of mv or:					
R1, per unit	3,000.00	3,000.00	-		
R2, per unit	2,500.00	2,500.00	-		
R3, per unit	2,250.00	2,250.00	-		
PUD (amount based on actual usage)					

Golf Course:

Thompson Oaks Golf Course—Rates may adjust during the season for marketing purposes.

Rounds:

Single Round	14.00	14.00	(14.00)		
Senior - weekday (M-F)	10.00	10.00	(10.00)		
Senior - weekend	11.00	11.00	(11.00)		
Junior - weekday (M-F)	10.00	10.00	(10.00)		
Junior - weekend	11.00	11.00	(11.00)		
Cart Rental (per 9 holes)	9.00	9.00	(9.00)		

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
Leagues (per round):					
Juniors	10.00		(10.00)		
Ladies	12.00		(12.00)		
Seniors	10.00		(10.00)		
Co-Ed	12.00		(12.00)		
Couples	12.00		(12.00)		
Patron Card—Resident	35.00		(35.00)		
Patron Card—Non-Resident	45.00		(45.00)		
-					
Golf League Fees—Resident (plus greens fee)	25.00		(25.00)		
Golf League Fees—Non-Resident (plus greens fee)	30.00		(30.00)		
Regional Athletic Center (Sports Dome):					
November - April					
Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm)					
Field 1, per hour	175.00	180.00	5.00		
Field 2, per hour	175.00	180.00	5.00		
Field 3, per hour	150.00	155.00	5.00		
Late Night - after 10 pm, any day, any field, per hour	100.00	100.00	-		
May - October					
Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm)					
Fields 1 and 2 together, per hour	75.00	77.00	2.00		
Field 3, per hour	25.00	26.00	1.00		
*All other times - rates may be adjusted per contract or for seasonal marketing purposes					
Batting Cages, per hour (1 batting cage is included with field rates above)	30.00	30.00	-		
Ice Arena					
Ice Arena (per hour + tax)	205.00	205.00	-		
Multi Purpose – 2 hr. minimum					
Two Hours - Resident	20.00	20.00	-		
Two Hours - Non-Resident	30.00	30.00	-		
Each Add'l Hour	5.00	5.00	-		
Damage Deposit	50.00	50.00	-		
Softball					
Leagues					
Fast pitch	TBD				
Fast pitch - Non-Resident add'l	100.00	100.00	-		
Slow-pitch (E)	TBD				
Slow-pitch (E) Non-Resident add'l	100.00	100.00	-		
Slow-pitch (C/D)	TBD				
Slow-pitch (C/D) Non-Resident add'l	100.00	100.00	-		
Fields					
Tournaments					
One Day	295.00	300.00	5.00		
Weekend	530.00	550.00	20.00		
Per hour , any field	35.00	35.00	-		
Lights at Sports Complex	50.00	50.00	-		
Picnic Shelters					

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
Marthaler and Garlough					
Resident Full Day (plus tax)	80.00	80.00	-		
Non-Resident Full Day (plus tax)	100.00	100.00	-		
Harmon Park Neighborhood Center					
Resident per hour (plus tax)	50.00	50.00	-		
Non-Resident per hour (plus tax)	60.00	60.00	-		
Non-Profit, per hours (plus tax)	30.00	30.00	-		
Alcohol Add-on Fee	50.00	50.00	-		
Oakdale, Southview, & Sports Complex					
Resident per hour (plus tax)	40.00	40.00	-		
Non-Resident per hour (plus tax)	50.00	50.00	-		
Thompson Park Activity Center					
Resident per hour (plus tax)	50.00	50.00	-		
Non-Resident per hour (plus tax)	60.00	60.00	-		
Non-Profit, per hours (plus tax)	30.00	30.00	-		
Alcohol Add-on Fee	50.00	50.00	-		
<u>NOTE: Park Shelter fees are waived for bonafide military service organizations and may be waived for other non-profit organizations at the City Manager's discretion.</u>					
WSPYAA Youth Sports					
Tournaments					
Football/Soccer - per weekend	215.00	225.00	10.00		
Baseball/Softball - per weekend	340.00	350.00	10.00		
Individual Fees					
Baseball/Softball (Per player per season)	7.00	7.00	-		
Football/Soccer (Per player per season)	7.00	7.00	-		
Concession Fees					
Ice Arena, per month	230.00	230.00	-		
Sports Complex, per month	230.00	230.00	-		
Harmon Park	230.00	230.00	-		
Sports Dome, per month	230.00		(230.00)		
Horseshoe League					
Resident Fee - per member	10.00	20.00	10.00		
Non-Resident Fee - per member	20.00	30.00	10.00		
PUBLIC WORKS FEES					
Right-of-way permits:					
General Work in Right-of-Way (up to 500-ft) - after 500-ft, \$0.20/ft.	150.00	150.00	-		
Right-of-Way Obstruction	55.00	55.00	-		
Delay Penalty for ROW Permit/per day fee	50/day	50.00	-		
Pipes:					
Exterior Drain Pipe Work on Private Property: Permit - each	52.00	52.00	55.00		
House drain connections from building to property line, including clean-out(s) - each 100 ft.	30.00	30.00	-		
Manholes and Catch Basins	30.00	30.00	-		
Sanitary Sewer - each 100 ft.	30.00	30.00	-		

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
Storm Sewer - each 100 ft.	30.00	30.00	-		
Drain Pipe Work in Public Easement or Right-of-Way:					
Permit - each	52.00	52.00	-		
House drain connections from easement or property line to public main - each 100 ft.					
	30.00	30.00	-		
Manholes, Catch Basins, and cut in connections to same - each					
	30.00	30.00	-		
Sanitary Sewer - each 100 ft.	30.00	30.00	-		
Storm Sewer - each 100 ft.	30.00	30.00	-		
Minnesota State Surcharge As Required					
Connection Charges for Sewer:					
Single family dwelling	225.00	225.00	-		
Two family dwelling	445.00	445.00	-		
Multiple dwelling					
Structures having three or more dwelling units - each unit cost	225.00	225.00	-		
Traffic Control Signs:					
Street or Traffic Signs Requested	Actual costs of				
Permit Parking signs/per sign	200.00	200.00	-		
Permit Parking stickers (1st sticker no charge)	15.00	15.00	-		
1 day sticker/each (limit of 15 stickers per request)	1.00	1.00	-		
Rental Rates for Radio Equipment, Marie Ave Tower :					
Conventional Radio Equipment					
Single User - per month	330.00	330.00	-		
Community Repeater - per month	435.00	435.00	-		
Multi-Use System (cellular, paging, etc.)					
Per Antenna					
Radio Common Carrier - per month	550.00	550.00	-		
Microwave Relays					
Per Antenna - per month	550.00	550.00	-		
800 MHZ Trunking System and E-SMR					
Per month each Transmitter	112.00	112.00	-		
Per month each Receiver	112.00	112.00	-		
Per month each Antenna	112.00	112.00	-		
Per month each Standard, 2x2 floor space	112.00	112.00	-		
Deposit fee for Technical Review of Applications					
Single User, Cellular or Trunking E-SMR					
Per Frequency Pair	1,095.00	1,095.00	-		
Per Application	2,185.00	2,185.00	-		
POLICE DEPARTMENT FEES					
CD	9.00	9.00	-		
Clearance Letter	12.00	12.00	-		
Drug Lab Clean-up Actual Cost of Clean-up + 10% City Admin Fee					
Public Crash Data for commercial requestors, annual fee per organization (provides weekly reports to each requestor)	50.00	50.00	-		

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
-----------------	-------------------	--------------------	--------	------------------	--------------------

Reports - per 8-1/2 x 11 page (MS 13.03 Subd 3-c)	0.25	0.25	-		
---	------	------	---	--	--

General Police Services:					
1 officer plus vehicle/per hour	150.00	150.00	-		

False Alarms					
0-3 Alarms per year	-				
4-6 Alarms per year	130.00	130.00	-		
7-10 Alarms per year	190.00	190.00	-		
More than 10 Alarms per year	300.00	300.00	-		

Fingerprinting (Residents Only)	17.00	17.00	-		
---------------------------------	-------	-------	---	--	--

Abandoned Property Storage					
On-site (per item)	7.50	7.50	-		
Off-site (per item)	Actual Cost + \$25	Actual Cost + \$25	-		

Firearm Storage Fee					
Intake of Firearm	50.00	50.00	-		
Removal of Firearm	50.00	50.00	-		
Daily Storage Fee	0.50	0.50	-		

PUBLICATIONS AND OTHER SERVICES

Abatement Fee	20% of billing				
Admin Fee	21.00				
Annual Budget Book	93.00	93.00	-		
Annual Financial Statements	93.00	93.00	-		
Property Assessment Search	20.00	20.00	-		
City Code Book	220.00	220.00	-		
Copies per 8-1/2 x 11 copy (MS 13.03 Subd 3-c)	0.25	0.25	-		
Notary Fee (when not performed with other fee-based service)	1.00	1.00	-		
Precinct Map	1.00	1.00	-		
Zoning Book	155.00	155.00	-		
Staff Costs	2.25 X rate of City Staff Hourly rate				

UTILITY RATES-SEWER

Base Rate	25.31	28.48	3.17		
Volume Rates	4.87	5.48	0.61		
Residential (per CEF)-Winter Qtr. Use	5.38	6.05	0.67		
All Other-(perCEF)-Actual Use					
City SAC admin fee Per SAC Unit	-	50.00	50.00		

ADMINISTRATIVE CITATIONS

Building Code - All violations except otherwise noted	\$200	200.00	-		
Building Code - All violations involving hazardous conditions	\$500	500.00	-		
Public Health - All violations except otherwise noted	\$200	200.00	-		
Public Health - All violations involving hazardous conditions	\$500	500.00	-		
All animal violations except otherwise noted	\$100	100.00	-		
All animal license violations	\$55	55.00	-		
All violations of the Dangerous Dog regulations	\$500	500.00	-		

Fee Description	2018 Adopted Fees	2019 Proposed Fees	change	Background NEW *	Background RENEWAL
All violations involving business licenses, except rental	\$500	500.00	-		
All parking violations	\$20	20.00	-		
All misdemeanor violations, except as otherwise stated	\$200	200.00	-		
Except as otherwise stated herein, all violations of the City Code or Zoning Ordinance	\$200	200.00	-		
Repeat violations within 12 months	Double the amount of the scheduled fine for a previous violation, up to a maximum of 2,000.00	Double the amount of the scheduled fine for a previous violation, up to a maximum of 2,000.00			
Rental license violations			-		
First Violation			-		
Level 2 Star	\$250	250.00	-		
Level 1 Star	\$350	350.00	-		
No Star participation	\$500	500.00	-		
Second Violation within 12 months			-		
Level 2 Star	\$500	500.00	-		
Level 1 Star	\$700	700.00	-		
No Star participation	\$1,000	1,000.00	-		
Third Violation within 12 months			-		
Level 2 Star	\$1,000	1,000.00	-		
Level 1 Star	\$1,400	1,400.00	-		
No Star participation	\$2,000	2,000.00	-		
REPEAT NUISANCE SERVICE CALLS					
1-2 nuisance service call(s) within 12 months	n/a	n/a			
3rd nuisance service call within 12 months	\$200	200.00	-		
4th nuisance service call within 12 months	\$400	400.00	-		
5th nuisance service call within 12 months	\$800	800.00	-		
6th nuisance service call within 12 months	\$1,600	1,600.00	-		
7th nuisance service call within 12 months and all subsequent nuisance service calls within 12 months	\$2,000	2,000.00	-		

Unless otherwise required by the Code, a late fee of 1.5% shall be applied to all invoices that are not paid in a timely manner.

To: **Mayor and City Council**
 From: **Ryan Schroeder, City Manager**
 Date: **September 24, 2018**

Waste Hauler Licensing

BACKGROUND INFORMATION:

Last September, at Council direction, we began discussions of improvements to the residential waste hauling system in West St. Paul affecting roughly 5,000 single and two family residential properties (non-commercial).

In an effort to work with the haulers toward mutually beneficial system enhancements we have been encouraging their input and feedback and have avoided movement toward an organized collection system. While consensus has been neither requested nor received, we have gained good insights from the haulers as to how best to make positive improvements with minimal disruption.

For instance, in response to the stated Council goal of reduction in truck traffic we have received input on potential limitation of residential collection days. Starting October 2 Krupenny has been intending to limit collection in West St. Paul and Mendota Heights to Tuesdays. Triangle collects in West St. Paul on Monday and Thursday Highland Sanitation is collecting in West St. Paul on Mondays and Wednesdays. Waste Management currently collects waste from 2/3 of their residential customers on Thursdays with another 27% on Tuesdays and just a few on Friday or Monday (they do not collect trash on Wednesdays in West St. Paul. I currently do not have collection days from either Allied (Republic) or Advanced Disposal. Highland has suggested support for a 3-day collection limitation of Monday, Wednesday, and Thursday. Six holiday weeks of Christmas, New Years, Memorial Day, Independence Day, Labor Day, and Thanksgiving would be exempted from any collection restrictions.

It has also been suggested that days could perhaps be restricted further if the noise ordinance allowed for 6AM collection starts from the current 7AM limitation.

Hauler	Current Collection Days				
Krupenny		Tuesday			
Triangle	Monday		Wednesday		
Highland	Monday		Wednesday		
WMI		Tuesday		Thursday	Friday (limited)
Allied/Republic			Wednesday	Thursday (larger day)	
Advanced	?	?	?	?	?

The current licensing ordinance states simply that one cannot haul residential rubbish without a license and that the city will issue no more than six at any one time. There are no other performance measures other than the sentence that states Council can impose conditions (to an individual licensee for cause).

Without moving toward organized collection, we would propose Council consideration of at least some of the following changes to the hauling license ordinance (111.13) which were stated as Council consensus goals last fall.

1. Transparency in process, cost, billing and service delivery
 In order to receive a license the process/submittal could include that the vendor provide a billing template including their tiers of service delivery so we can verify that their billing is set up to accomplish State Goals
2. Reduction in Truck Traffic
 See above; consideration of reduction in hauling schedule to 3-4 days of the week effective June 1, 2019 or earlier.
3. Improving management of the waste stream
 In order to receive a license the process/submittal could require at least annual reporting of the total tonnage or volume of waste collected and recycling collected within the community with a per household conversion of the data.
4. Options for collection of bulk items
 In order to receive a license the process/submittal could require that they submit their program for collection of bulk, hazardous and specialty items
5. License fee
 Currently the license fee is \$625 plus \$40 for each registered truck. Hence, a hauler with one licensed vehicle would experience a license fee of \$665 or two trucks equates to \$705 and three trucks would result in a \$745 fee. A market survey from 2017 revealed that the average license cost within the area for each of these thresholds was \$187, \$202, and \$219 respectively at that time.
6. Number of licenses currently at six.
 It is suggested that if Council is interested in a reduction that we grandfather current license haulers with future reductions to four haulers independently owned. This would maintain market competition.

Perhaps because of the difficulties in managing the impacts of the St. Paul organized system (commencing October 1) we are told to anticipate further consolidation of waste hauling companies. As a result, it seems appropriate to consider adoption of changes in licensing prior to further consolidation, which may affect the West St. Paul market.

FISCAL IMPACT:

		Amount
Fund:		
Department:		
Account:		

STAFF RECOMMENDATION:

Based on Discussion

To: **Mayor and City Council**
From: **Ryan Schroeder, City Manager**
Date: **September 24, 2018**

River to River Trailway

BACKGROUND INFORMATION:

On September 11, The Dakota County Board approved the cost sharing metrics precedent to a Joint Powers Agreement (JPA) proposed between the County and the City of West St. Paul. Requested at this time is that Council provide direction regarding these same metrics.

The County is estimating the River to River Trail project from Livingston to Oakdale to cost \$6,564,000 with \$2,096,000 in County funds, \$1,008,000 in Metro funding, and \$2,200,000 in State funds. The City would be responsible, under County estimates, for \$600,000 toward acquisition of the remnant created by the taking for the trail of the Auto Zone parcel. The City would gain title to that remnant estimated at 27,000 square feet that would then be available for development or any other purpose that it chose.

Additionally, the County is anticipating a \$1,430,000 wetland/water quality project at Thompson Oaks with \$430,000 in County funds, \$900,000 in projected State Clean water funds and \$100,000 in City funding. The City had previously programmed this \$100,000 expense toward improvements to the existing water body at Thompson Oaks.

Within the County/Metro costs is included \$1,114,000 in acquisition of property from the City of West St. Paul necessary for the trailway and the wetland/water quality project. Included is \$564,000 to the City for a trail easement from the former Blockbuster property and \$550,000 from within the Thompson Oaks property. Additionally, the County/Metro would be contributing up to \$2,020,000 to acquire the Auto Zone parcel and property on the south side of the YMCA parcel for the trailway and relocation of Crawford Drive to the north.

The County would be responsible for all construction costs related to the entire trailway to include a tunnel under Robert Street. State Bond funds would be allocated toward those costs. The City and County are currently working on a Joint Powers Agreement pursuant to the above that must be adopted by the parties and approved by the Met Council and MMB by yearend.

Requested of Council is consensus direction. If Council is comfortable with the above metrics that would allow staff to complete the JPA which would be brought back for formal adoption at a future meeting.

STAFF RECOMMENDATION:

Based on discussion.

Exhibit A - Robert Street Crossing & Trail Connections

