

**APPENDIX A**

**ALBANY SCHEDULE OF FEES & CHARGES – 2024**

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
14.07.4	Administrative Penalty Late Fee	\$10
14.07.9	Administrative Penalties	
	1 <sup>st</sup> Offense	\$50
	2 <sup>nd</sup> Offense within 12 months	\$100
20.03	Candidate Filing Fee	\$2
21.03.1	City Council Compensation	\$100/Meeting
21.03.2	Mayor Compensation	\$125/Meeting
21.03.3	Council and Mayor Compensation – Other meetings	\$50 less than 4 hours \$100 more than 4 hours
22.05	Planning Commission Compensation	
	Chairperson	\$25/meeting
	Members	\$20/meeting
	Ex-officio members	\$50 less than 4 hours \$100 more than 4 hours
23.06	Economic Development Authority Compensation	
	Chairperson	\$25/meeting
	Members	\$20/meeting
	Ex-officio members	\$50 less than 4 hours \$100 more than 4 hours
24.04	Park Board Compensation	
	Chairperson	\$25/meeting
	Members	\$20/meeting
	Ex-officio members	\$50 less than 4 hours \$100 more than 4 hours
30.06.4	Water Turn-On/Shut-off Fee	\$75
30.09	Water Disconnect/Reconnect Following Water Shortage Violation	\$75
30.11.7	Re-trenching Fee	\$150

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
30.12.4	Water Meter	\$5.00 monthly
30.12.7	Re-connect After Denying Access to City	\$50
30.12.8	Meter Testing Fee	\$50
30.14.4	Unauthorized Use of Fire Protection System Fee	\$250
30.17.1(b)	Bulk Water Meter Deposit	\$725
30.17.1(c)	Bulk Water Rates	\$20/first 1,000 \$5 for each add'l
30.19.1	Water Rates	
	Water Use Fee (Billing Period is bi-monthly)	\$3.84/thousand gallons* *Rate effective January 1, 2020, said rate shall increase by 4% per year annually thereafter
30.19.2	Past Due Account Surcharge	After the 15th of the month, the past due or late fee shall be 10% of amount due
30.19.3	Water Hookup Charge (WAC)	\$1,462
	First Four Dwelling Units	\$1,462/unit
	Five or more apartment dwellings	\$5,848 plus \$585/unit for each unit in excess of four
30.19.4	Minimum Billing – Bi-monthly	
	Residential	1,000 gallons/bi-monthly
	Inactive Accounts	\$34.44 bi-monthly*  *Rate effective 01/01/21. Said rate shall increase 4% per year thereafter.
	Commercial/Industrial	6,600 gallons/bi-monthly
	Inactive Accounts	\$34.44 bi-monthly*  * Rate effective 01/01/21. Said rate shall increase 4% per year thereafter.
30.19.5	Water Access/month:	\$16.56* *Rate effective January 1, 2020, said rate shall increase by 4% per year annually thereafter
30.19.6	Water Trunk Fee	\$1,220/acre

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
31.09.1	Sewer Connection Charge (SAC)	\$1,462
	First Four Dwelling Units	\$1,462/unit
	Five or more Apartment Dwellings	\$5,848 plus \$585/unit for each unit in excess of four
31.09.2	Sewer Trunk Fee	\$1,220/acre
31.11	Past Due Account Surcharge	After the 15 <sup>th</sup> of the month, the past due or late fee shall be 10% of amount due
31.11/32.26	Sewer Use Fees (Residential/Commercial/Institutional)	\$3.10/thousand gallons* *Rate effective January 1, 2020, said rate shall increase by 4% per year annually thereafter
	Sewer Flat Charge/month *Multi-family units will be charged a monthly flat charge for each unit	\$6.90* *Rate effective January 1, 2020, said rate shall increase by 4% per year annually thereafter
	Recreation vehicles/trailers dump sites	\$175/year
	Facilities without City water	Minimum 20,000 gallons
	Schools, churches, and motels	Set by City Administration (subject to Council review) based upon potential volume
32.26	Sewer Industrial Users	
	Flow Charge/1,000 gallons	\$0.75*
	BOD Charge/pound	\$0.104*
	SS Charge/pound	\$0.083*
	Phosphorus Charge/pound	\$5.46*
	Sewer Flat Charge/month	\$6.90*
		*Rate effective January 1, 2020, said rate shall increase by 4% per year annually thereafter
	Industrial Billing period	Monthly
32.31	May and June non-sewered water usage excluded from volume utilized to compute residential sewer service.	
33.02.3	Storm Water Utility Base Rate	\$4.00 bi-monthly
33.02.4	Past Due Account Surcharge	After the 15 <sup>th</sup> of the month, the past due or late fee shall be

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
		10% of amount due; plus publication fees and administration fees
40.04	North Park JC Shelter Fee  Lion's Gazebo	\$100/Day City Residents+sales tax \$200/Day Non- residents+sales tax  \$50/Day +sales tax
40.18	Trapping Fee	\$30
40.19	Minnow Trapping Fee	\$30
40.27.2	Public Park Restriction Violations	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense	Court
41.01.1(c)	Designated Area (early snow removal)	See map
	Weather Reporting Agency	Accuweather
41.01.1(d)	Failure to Remove Snow and/or Ice	Administrative penalty of \$1.00 per lineal foot of property line up to a maximum of \$300.00.
41.01.5(b)	Obstruction Removal	\$100 per hour
41.04.1	Driveway Permit	\$50
41.08	Street and Sidewalk Violation	
	Involving damage not greater than \$300	\$25 + damage
	Involving damage greater than \$300	Court
41.09, Subd.2	Removal of Plantings	Actual Cost
41.11.9	Small Cell Permit Application Fee	\$75

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
If on City Poles:	Annual Collocation Rental Fee	\$150.00
	Annual Maintenance Fee	\$25.00
	Monthly Electricity Fee (if not separately metered)	the greater of \$73 per radio node less than or equal to 100 max watts; \$182 per radio node over 100 max watts; or actual costs.
51.07	Winter Parking Fines	
	1 <sup>st</sup> Offense	\$50
	Subsequent Offense	\$75 plus impound fees per Section 51.10
51.10	Impound Fees	
	Private Company	Actual Costs
	City Impound	\$15/day
	City Administration Fee	\$50 one-time fee
51.11.2	Parking Fines	
	Violation	\$25
51.11.2	Notice of unpaid violations	\$50
	Criminal Complaint	\$100
52.12.2	Motorized Golf Cart Permit	\$10
52.13	Snowmobile, Golf Carts & Recreational Vehicles	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense	Court
53.02	Skateboards, Scooters, Roller Skates	
	1 <sup>st</sup> Violation	\$25
	2 <sup>nd</sup> Violation within 12 months	\$50
	3 <sup>rd</sup> Violation within 12 months	Court
60.08.1	Intoxicating Liquor Permit Investigation Fee	
	In-State	\$500 (maximum)
	Out-of-State	\$10,000 (maximum)

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
60.09.1	Liquor License Fees	
	Intoxicating Liquor	
	On-Sale – for license period commencing July 1 – December 31	\$1,900
	On-Sale – for license period commencing January 1 or later	\$1,000
	Club On-Sale	\$100
	Temporary On-Sale	\$15
	3.2 Percent Malt Liquor	
	On-Sale	\$100
	Off-Sale	\$5
	Temporary On-Sale	\$1
60.18.2	Consumption & Display Permit	\$300
60.24	Underage present in liquor establishment	Same as Minn. Stat. 340A.703
60.24	After Hours Sale/Display Liquor/Occupancy & Compliance Violations & Sales to Minors	Same as Minn. Stat. 340A.703
60.24	Minor Consumption/Possession	Same as Minn. Stat. 340A.703
60.24	Liquor Consumption in Public Place	
60.24	ID for Liquor Purchase	Same as Minn. Stat. 340A.703
61.02.3	Peddler's License	
	10-day permit within a 12-month period	\$75
	30-day permit within a 12-month period	\$125
	90-day permit within a 12-month period	\$175
61.09	Transient Merchants, Peddlers, and Solicitors Violations	
	1 <sup>st</sup> Offense	\$200
	2 <sup>nd</sup> Offense within 12 months	Court
63.07	Curfew Penalties	
	1 <sup>st</sup> Violation	\$25
	2 <sup>nd</sup> Violation within 12 months	\$50
	3 <sup>rd</sup> Violation within 12 months	Court

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
64.03.5	Tobacco License	\$100
64.11.1	Tobacco Penalties/Compliance Violations	Same as Minn. Stat. 609.685
64.11.2	Furnish underage with tobacco	Same as Minn. Stat. 609.685
64.11.3	Minors Possession/Purchase	Same as Minn. Stat. 609.685
65.10.5	Rental Unit License Fee (3 Year)	\$25/building + \$5/unit
65.12.5	Rental License Violation Appeal Fee	\$50
65.12.7	Compliance Order Reinspection Fee	\$50
65.12.10	Housing, Maintenance, Occupancy Violations	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
65.13	Inspection/Reinspection Fees	50% of the rental unit license fee
66.14	Adult Use License Fee	\$3,000
67.03.1(j)	Building Official Inspection Fee	\$50 per hour, plus \$0.48 per mile
67.03.1(k)	Permit Fee Move within or in	\$300
67.03.1 (l)	Bond fee or certified check	\$5,000
67.07.1(i)	Monitoring by City Staff	\$40 per hour
68.04.3	Portable Storage Unit Permit Fee	\$30.00
70.07	Public Nuisances Penalties	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
71.13.2	Dog or Canine Impounding Feeding and Care Fee	\$10 per day
71.19	Animal Violations	
	1 <sup>st</sup> Offense	\$25
	2 <sup>nd</sup> Offense within 12 months	\$50
	3 <sup>rd</sup> Offense within 12 months	Court
	Other fees for Dangerous Dogs	Actual Costs
71.20	Registration Fee Dangerous Dog or Potentially Dangerous Dog	\$500

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
72.07	Noise Violations	
	1 <sup>st</sup> Offense	\$50
	2 <sup>nd</sup> Offense within 24 months	\$100
	3 <sup>rd</sup> Offense within 24 months	Court
73.11	Unlawful Burns	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	\$200
	3 <sup>rd</sup> Offense within 12 months	Court
74.08	Refuse	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
75.09	Abandoned Vehicles	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
76.05	Trees	\$25
77.04	Weeds and Grass (Assessment fee)	\$250 per platted lot \$250 per acre, or lesser portion thereof, plus Publication fees and Administrative Fees
77.05	Weeds and Grass	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
78.07	Biofuel Burner violation	
	1 <sup>st</sup> Offense	\$200
	2 <sup>nd</sup> Offense within 12 months	Court
80.05.8(d)	Site Plan Application Fee	Actual costs
80.11.6	Sign Permits	
	Signs less than 30' in height Zoning Permit	\$50
	Signs greater than 30' in height Building Permit	\$100

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
80.11.28	Sign Violations and Penalties	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
80.29.2(b)	Re-zoning and Zoning Amendments	\$300 plus escrow plus recording fee
80.30.5	Interim Use Permit (IUP)	\$300
80.30.5	Variance	\$300 plus recording fee
80.30.5	PUD	\$300 plus escrow plus recording fee
80.30.5/80.14B.7(g)	Conditional Use Permit	\$300 plus recording fee
80.32/80.33	Zoning Code Violations	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
81.03.1(c)	Preliminary/Final Plat	\$300 + \$10/lot
	Division/Consolidation	\$50
81.24	Subdivision Code Violations	
	1 <sup>st</sup> Offense	\$100
	2 <sup>nd</sup> Offense within 12 months	Court
82.02	Knox Box or similar approved by Albany Fire Department	Actual Cost
82.05	Building Permit Fees	See Attached
82.08	Building Code Violations	\$100
	Repeat Code Violations within 24 months	Double schedule fee
	Code violations that significantly endanger life or property	\$200
	Code violations that involves critically unsafe conditions	\$200
	Assessment Search Fees	\$30
82.10.5	Plumbing Plan Review for Commercial Construction	Actual Cost
	CRIMINAL FINES: The City Council has approved the above fine schedule for criminal offenses. The fine schedule has been filed with the District Court and will be administered accordingly.	

Ordinance	Description	Fee
	<b>EQUIPMENT:</b>	<b>CHARGE/HR</b>
	Case Front End Loader	\$125
	Jetter/vac	\$75
	Mower	\$40
	Pickup	\$40
	Snow Plow	\$85
	Squad Car	\$55
	Thumb Drive	\$15
	Street Sweeper	\$80
	2020 Cat 930M Wheel Loader	\$185
	2023 Kubota SSV65	\$135
	<b>EMPLOYEE RATE/HR (includes benefits)</b>	<b>RATE</b>
	<u>NAME:</u>	
	Adm. Assistant	\$48
	Clerk/Adm.	\$79
	Part Time Public Works	\$20
	Patrol Officer	\$41/ea.
	Police Chief	\$69
	Police Sergeant	\$53
	Public Works	\$52
	Public Works Supervisor	\$65
	<u>OTHER</u>	
Misc. Administrative Charges:	Water Bracket/Valve	Actual Cost
	Tax Increment Financing Plan	Actual cost
	Redevelopment District	Actual cost
	Negotiate and process development agreement fee.....	Actual Cost
	Tax Abatement fee	Actual Cost
	Business Subsidy Application fee	\$150
	Site Plan Application fee	Actual costs
	TIF Project within TIF District	Actual Cost
	Commercial Rehabilitation fee	\$150
	Police Reports	\$0.25 cents/page up to 100 pages, plus mailing costs (postage, envelopes, and labels). Over 100 pages, actual costs or hourly staff time will be charged (cost for searching/retrieving the data, making copies, use of materials, staples, ink, mailing costs, etc.) within reason.
	Audio CD	\$5.00
	Video DVD	\$10.00
Flash Drive	\$15.00	

<b>Ordinance</b>	<b>Description</b>	<b>Fee</b>
	Fingerprinting	\$15.00/card (whether we use our cards or they bring their own)
	<u>Schedule of Rates for Fire Services and Medical Services</u>	
	<u>Equipment</u>	
	Pump Truck Engine #1	\$425
	Pump Truck - Unit #10	\$375
	Tanker Unit #10	\$325
	Tanker Unit #11	\$325
	Extrication Unit #14	\$375
	Rescue Unit #14	\$325
	Rescue Unit #15	\$325
	Wildland Fire Unit #17	\$225
	Ranger Unit #16	\$125
	Engine #5 (Aerial)	\$425
	<u>Labor</u>	
	On scene personnel	<u>Per Hour Rate</u> \$30
	1-Radio Operator at Fire Hall	\$30
	Standby personnel	\$0
	*Time will be billed in minimum of one-hour increments	
	<u>Structure Training Burn</u>	\$1,500 flat rate for equipment and labor plus material testing
Ordinance 2021-01	Payments by credit card will be subject to an additional charge of 3% to offset credit card processing fees charged to the City	
Resolution 2022-37	Administrative fee added to all accounts certified to the County	\$75

Adopted by the City Council this 1<sup>st</sup> day of December, 2021.  
Updated January 18, 2024.