

RESOLUTION 43 -11

Resolution to Adopt Master Fee Schedule for 2012 Budget Proposal

WHEREAS, pursuant to Polk County Policy 880, *Budget Preparation and Execution*, the County Board of Supervisors adopts a fee schedule that incorporates any fees or charges, including fees for service, over which the County Board has discretion; and

WHEREAS, consistent with Policy 880, the departments have submitted their respective fee data, consisting of past year fee rate, current year fee rate, proposed rate, past year actual revenues, current year projected revenues, forward year estimated revenues and an estimate of the actual cost of providing the service to which the fee relates; and

WHEREAS, upon review of the data received, the County Administrator recommends that the County Board of Supervisors adopt the master fee schedule as attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors adopts the Master Fee Schedule, attached hereto and incorporated herein.

BE IT FURTHER RESOLVED that the projected revenues from those fees reflected in said schedule shall be incorporated into the 2012 proposed budget and may be amended in the same manner as said proposed budget.

Funding Amount: \$ \_\_\_\_\_.

Funding Source: \_\_\_\_\_

Date Finance Committee Advised: \_\_\_\_\_

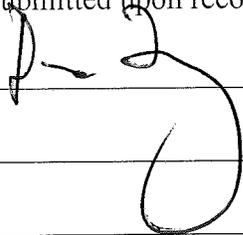
Finance Committee Recommendation: \_\_\_\_\_

Effective Date: Upon Passage

Date Submitted to County Board: August 16, 2011

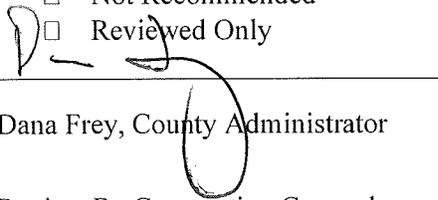
County Board Action: Adopted \_\_\_\_\_

Submitted upon recommendation by:

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

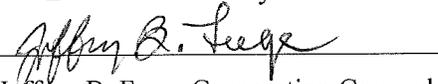
Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

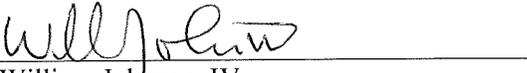
  
\_\_\_\_\_  
Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only

  
\_\_\_\_\_  
Jeffrey B. Fuge, Corporation Counsel

At its regular business meeting on August 16, 2011, the Polk County Board of Supervisors adopted the above-entitled resolution, Resolution 43 -11; Resolution to Adopt Master Fee Schedule for 2012 Proposed Budget, by a simple majority vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against. *by voice vote*

  
\_\_\_\_\_  
William Johnson, IV  
County Board Chairperson

Attest:   
\_\_\_\_\_  
Carole Wondra, County Clerk

Polk County 2012 Comprehensive Fee Schedule

8/2/2011

Department	Type of Fee	2011 Fee Rate	2012 Fee Rate	Comments
Aging	Meal Donation/per Meal	4.00	4.00	
	Mileage Donation/per Mile	0.55	0.55	
Buildings	Endeavors Rent plus 10% Janitorial Services	38,271.00	68,000.00	Based on actuals
	Literacy Rent	840.00	840.00	
County Clerk	Marriage License Fee	80.00	80.00	
	Marriage Waiver Fee	10.00	10.00	
	Passport Application Fee	25.00	25.00	
	Passport Photo Fee	9.95	9.95	
	Temp. Plat Fee Counter Fee (set by State)	5.00	5.00	
	DMV Tabs & Plates per Application (Set by TriVin)	18.20	18.20	
	Large Assembly Permits (fee per day)	100.00	100.00	
	<b>SVRS Support Fees</b>			
	Population 1-599	based on turnout	300.00	Change due to cost increases
	Population 600-999	based on turnout	400.00	
	Population 1000-1499	based on turnout	500.00	
	Population 1500-1999	based on turnout	600.00	
Population 2000-2999	based on turnout	700.00		
Any Special Election plus \$.25 per eligible voter	n/a	100.00		
District Attorney	Restitution Surcharge - percentage of total	10%	10%	
	DJOC Fee	100.00	100.00	
	<b>Discovery Photocopies</b>			
	State Public Def per page	0.20	0.20	
	Private Bar per page	0.50	0.50	
	<b>Discovery CD/DVD</b>			
	State Public Def each	5.00	5.00	
	Private Bar each	10.00	10.00	
	<b>Discovery VHS</b>			
	State Public Def each	5.00	5.00	
	Private Bar each	5.00	5.00	
	<b>Discovery Cassette Tapes</b>			
	State Public Def each	5.00	5.00	
	Private Bar each	5.00	5.00	
	<b>Discovery Photograph Reprints</b>			
	State Public Def each max for 5x7 smaller	0.50	0.50	
	State Public Def each max for 5x7 larger	1.00	1.00	
	Private Bar each any size	2.00	2.00	
<b>Discovery Counter Copies</b>				
State Pulic Def each	0.20	0.20		
Private Bar each	2.00	2.00		
Extension	Polk-St. Croix-Pierce Leadership Academy/person	250.00	250.00	
	Workshops/person	10.00	10.00	
	Land Use Tour	50.00	50.00	
	Pesticide Applicator Training/person	30.00	30.00	
	Annual Bee (\$1.00 a yard, maxium of \$5.00)	1.00	1.00	
	Family Living - Divorce Education/person	25.00	25.00	
	Bulletins	price on back	price on back	
GAM	Semi-private Rooms for Skilled Care/per day	211.00	211.00	
	Private Rooms for Skilled Care/per day	226.00	226.00	
	Alzheimer's Unit for Semi-Private Rooms/per day	220.00	220.00	
	Alzheimer's Unit for Private Rooms/per day	235.00	235.00	
Highway	<b>Access Permit</b>			
	Housing Developments	500.00	500.00	
	Residential	285.00	285.00	
	Field Access	175.00	175.00	
	Minor Modifications	50.00	50.00	
	<b>Utility Permit</b>			
	Projects under \$5,000	25.00	25.00	
	\$5,001 - \$100,000	100.00	100.00	
	\$100,001 +	250.00	250.00	
	<b>Oversize Load</b>			
Single Trip	25.00	25.00		
Multiple Trips	100.00	100.00		
Housemoving Permit	50.00	50.00		
Human Services	Psychiatric Services/hr	250.00	250.00	
	Mental Health Nursing Services/hr	75.00	75.00	
	Intake and Psychotherapy (Masters Level Clinician)/hr	120.00	120.00	
	Intake and Psychotherapy (Bachelors Level Clinician)/hr	110.00	110.00	
	Group Therapy/hr	50.00	50.00	
	OWI Assesment (Self-pay in advance, No Sliding Fee)/hr	275.00	275.00	
	Court Ordered AODA Assesment (Self-pay in advance, No Sliding Fee)/hr	220.00	220.00	
	Voluntary AODA Assessment/hr	220.00	220.00	
	Intake and Counseling (Masters Level Clinician)/hr	120.00	120.00	
	Intake and Counseling (Bachelors Level Clinician)/hr	110.00	110.00	
	Group Sessions/hr	50.00	50.00	



Department	Type of Fee	2011 Fee Rate	2012 Fee Rate	Comments
Land Information	Tif images, per 1X2 section tiles, per town	350.00	350.00	
	MrSID image, per town	100.00	100.00	
	MrSID image, full county	750.00	750.00	
	Tif image, full county (portable hard drive necessary)	1,000.00	1,000.00	
	Orthophotos: B&W 2001 (18" Resolution)			
	Tif image, per 3X3 section tile, per image tile	15.00	15.00	
	Tif images, per 3X3 section tiles, per town	40.00	40.00	
	MrSID image, full county	500.00	500.00	
	Orthophotos: B&W 1996 (1 Meter)			
	Tif image per town tile, per image tile	40.00	40.00	
Tif image, per town tile, per town	40.00	40.00		
Tif images, per town tile, full county	500.00	500.00		
Law Enforcement	<b>Civil Process</b>			
	Paper Service	50.00	75.00	Cost increases
	Writ of Eviction/Assistance	100/65	100/65	
	Writ of Replevin	100/65	100/65	
	Writ of Execution	100/65	100/65	
	Notorized Affidavit	10.00	10.00	
	Sheriff's Sale Forclosure/Execution	150.00	150.00	
	<b>Jail Division</b>			
	Out-of-County Huber Fees /day	25.00	25.00	
	Huber Fees /day	15.00	15.00	
	Out of County Boarding /day	40.00	40.00	
	Booking Fees	25.00	25.00	
	<b>Alarm Fees</b>			
False Alarm Fees 1st/2nd/subse	0/50/100	0/50/100		
Lime	50-59 /ton	8.00	8.00	
	60-69 /ton	9.25	9.25	
	Slag/ton	5.75	5.75	
	Class 5/ton	7.75	7.75	
	Class 5 (discount)/ton	6.97	6.97	
	Deco/ton	13.50	13.50	
	2" Clean/ton	12.50	12.50	
	3/4" Clean/ton	15.50	15.50	
	3" Clean/ton	12.50	12.50	
	Trail & Paddock Mix ( 3/8" -)/ton	6.25	6.00	Decrease Cost increases
	Rip Rap/ton	29.00	32.00	
	Pit Run/ton	20.00	20.00	
	3/4 " Unclassified/ton	7.00	7.25	
	Boulders/ton	29.50	40.00	Cost Increases
	Flat Rock/ton	29.50	40.00	
	Utility Rock/ton	11.50	11.50	
	2" Unclassified/ton	10.00	10.00	
	Unclassified Deco/ton	10.00	10.00	
Packer Blend/ton	11.00	11.00		
Pickups	20.00	25.00		
Medical Examiner	Cremation Fee/Records Disinternment	150.00	150.00	
Parks	Camping Fee per night	10	10	
	Shelter reservations	40	40	
	Gandy Dancer State Bike Passes	<del>6000</del>	<del>6000</del>	
Public Health	Skilled Nurse Visit	210.00	210.00	
	Home Health Aide Visit	85.00	85.00	
	Personal Care Worker	40/Hr	40/Hr	
	Physical Therapy Visit	125.00	125.00	
	Speech Therapy Visit	125.00	125.00	
	Medication Setup	70.00	70.00	
	Foot Care	30.00	30.00	
	Case Management	45/Hr	45/Hr	
	Influenza Vaccination	30.00	30.00	
	Pneumonia Vaccination	45.00	45.00	
	Hepatitis B	35.00	35.00	
	Mantoux	5.00	5.00	
	Jail Nurse	40/Hr	40/Hr	
	Jail LPN	32/Hr	32/Hr	
	Radon Kits	8.00	8.00	
	<b>Serve Safe</b>			
	Initial	130.00	130.00	
	Recertification	50.00	50.00	
	ABC for Health Rent	3,000.00	3,000.00	
	<b>Breast Pumps</b>			
	Electric	165.00	165.00	
	Manual	30.00	30.00	
	<b>Nursing Services</b>			
New - 10"	29.00	29.00		
New - 20"	41.00	41.00		
New - 30"	53.00	53.00		
New - 45"	76.00	76.00		
Est - 5"	16.00	16.00		

20% annual  
4% daily

20% annual  
4% daily

11.50

Decrease

Department	Type of Fee	2011 Fee Rate	2012 Fee Rate	Comments	
Public Health	Est - 10"	28.00	28.00		
	Est - 15"	34.00	34.00		
	Est - 25"	47.00	47.00		
	New Prevention 12 - 17	72.00	72.00		
	New Prevention 18 - 39	72.00	72.00		
	New Prevention 40 - 64	72.00	72.00		
	Est Prevention 12 - 17	58.50	58.50		
	Est Prevention 18 - 39	58.50	58.50		
	Est Prevention 40 - 64	58.50	58.50		
	Patient Education	60.00	60.00		
	Teen Exam	10.00	10.00		
	<b>Lab Services</b>				
	Pap Smear	25.00	25.00		
	Chlamydia	56.00	56.00		
	GC	56.00	56.00		
	VDRL	28.50	28.50		
	Herpes	127.50	127.50		
	Hemoglobin	9.50	9.50		
	U/A gluc	8.00	8.00		
	U/A Chem	8.00	8.00		
	KOH	8.25	8.25		
	Thin Prep	38.00	38.00		
	Lipid	24.39	24.39		
	PP Blood Gl	12.59	12.59		
	HIV	33.50	33.50		
	Pregnancy Test	9.00	9.00		
	Collection/Handl	7.48	7.48		
	Injection Fee	7.50	7.50		
	Destruction of lesions	47.00	47.00		
	HPV tx 14	25.31	25.31		
	HPV tx 15+	54.15	54.15		
	<b>Supplies</b>				
	Nuva Ring	46.16	42.16		
	Oral Contraceptives	35.12	35.12		
	Depo Provera	62.31	62.31		
	Evra Patch	44.15	44.15		
	Condoms per 12	10.10	10.10		
	Fe Condoms	3.44	3.44		
	Gel (Tube)	15.49	15.49		
	Plan B	26.00	26.00		
	<b>Antibiotics</b>				
	Doxycycline	9.49	9.49		
	Metronidazole	19.29	10.29		
	Azithromycin	22.99	22.99		
	Ceftriaxon	12.48	12.48		
	Fluconazol	7.87	7.87		
	<b>Males charges</b>				
	Chl	48.50	48.50		
	GC	48.50	48.50		
	HIV	33.50	33.50		
	<b>Restaurant (License Fee+State Surcharge) Total</b>				
	Prepackaged	116.00	116.00		
	Simple	253.00	253.00		
	Moderate	363.00	363.00		
	Complex	594.00	594.00		
	Temp	\$100.00 or \$50.00 or \$25.01	\$100.00 or \$50.00 or \$25.02		
	<b>Pre-inspection</b>				
	Prepackaged	150.00	150.00		
	Simple	200.00	200.00		
	Moderate	300.00	300.00		
	Complex	400.00	400.00		
	<b>Other</b>				
	Church				
	Caterer				
	Civic or Fraternal				
	<b>Schools</b>				
	Simple Food Service	115.00	115.00		
	Moderate Food Service	315.00	315.00		
	<b>Lodging (License Fee+State Surcharge) Total</b>				
	5-30 Rooms	226.00	226.00		
	31-99 Rooms	308.00	308.00		
	100-199 Rooms	391.00	391.00		
	200+ Rooms	539.00	539.00		
	Bed/Breakfast - 8 or less Rooms	143.00	143.00		
	Tourist Rooming House 1-4 Rooms	143.00	143.00		
	<b>Pre-inspection</b>				
	5-30 Rooms	200.00	200.00		
	31-99 Rooms	250.00	250.00		
	100-199 Rooms	350.00	350.00		

Department	Type of Fee	2011 Fee Rate	2012 Fee Rate	Comments
Public Health	200+ Rooms	450.00	450.00	
	Bed & Breakfast	150.00	150.00	
	Tourist Rooming House	150.00	150.00	
	<b>Recreational Facilities (License Fee + State Surcharge) Total</b>			
	Campground 1-25 Sites	193.00	193.00	
	Pre-inspection	200.00	200.00	
	Campground 26-50 Sites	275.00	275.00	
	Pre-inspection	250.00	250.00	
	Campground 51-100 Sites	336.00	336.00	
	Pre-inspection	300.00	300.00	
	Campground 100-199 Sites	391.00	391.00	
	Pre-inspection	350.00	350.00	
	Campground 200+ Sites	451.00	451.00	
	Pre-inspection	400.00	400.00	
	Rec/Ed Campground	556.00	556.00	
	Pre-inspection	400.00	400.00	
	Swimming Pool	165.00	165.00	
	Tattoo/Body Piercing	149.00	149.00	
Pre-inspection	140.00	140.00		
Combinatin Tattoo/Piercing	242.00	242.00		
Pre-inspection	145.00	145.00		
Recycling	Appliances Solid Waste	15.00	15.00	
	Gas Ammonia appliance over 4'	175.00	175.00	
	Gas Ammonia appliance under 4'	100.00	100.00	
	Air conditioners	25.00	25.00	
	Plastic Water Heaters	25.00	25.00	
	Commercial Air conditioners	450.00	450.00	
	Commercial Hot water	60.00	60.00	
	Commercial Appliance per cu.ft.	1.50 per cu ft	1.50 per cu ft	
	Water softeners	20.00	20.00	
	Electronics Monitors	10.00	10.00	
	Printer	5.00	5.00	
	CPU	5.00	5.00	
	Laptop	15.00	15.00	
	Copiers per lb	.35 /lb	.35 /lb	
	Misc computer equip per lb	.30 /lb	.30 /lb	
	TV, VCR,DVD per lb	.15/ lb	.15/ lb	
	Bulbs 4' and under	0.75	0.75	
	5' and over	1.00	1.00	
	Compacts	0.75	0.75	
	U Shaped	0.75	0.75	
	Broken Bulbs	3.00	3.00	
	Ultra Violet	6.00	6.00	
	HID	3.00	3.00	
	Ballast	3.00	3.00	
	Propane cylinders 4-40 lb	6.00	6.00	
	Propane cylinders 100 lb	12.00	12.00	
	Oil filters	0.50	0.50	
	Tires per lb	.10 /lb	.10 /lb	
	Off Road Tire per lb	.26 /lb	.26 /lb	
	Car and Truck with Rim	2.00 plus .10 lb for rim	2.00 plus .10 lb for rim	
Heavy Truck Rim	10.00 plus .10 lb for rim	10.00 plus .10 lb for rim		
Confidential Shredding per lb.	.08 /lb	.08 /lb		
Mattress	10.00	10.00		
Register of Deeds	Recording/Filing Real Estate Docs	30.00	30.00	
	Plats-Subdivision/Cemetery/Condo	50.00	50.00	
	Transporation Project Plats	25.00	25.00	
	Copies of R.E. Documents / per document/per copy/add page	\$2 + 1	\$2 + 1	
	Vital Record Copies / per person/per copy/add page	\$20 + 3	\$20 + 3	
	R.E. Transfer Fees (\$3 per \$1,000)	\$3 per \$1,000	\$3 per \$1,000	
Treasurer	Report Fees--printed reg paper	\$10 + .05	n/a	Moved to Land
	Report Fees--printed label paper	\$10 + .35/pg	n/a	Information Dept.
	Reports Fees--Emailed	10.00	n/a	
	Reports Data Files	60.00	n/a	
	Delq Report--mailed	30.00	no charge	
	Delq Report--emailed	25.00	no charge	
	Fax/Copies/Misc Charges	\$0.25 -\$1/pg	\$0.25 -\$1/pg	
	Misc Tax Searches	\$1/pg 2000 & prior years	\$1/pg 2000 & prior years	
	Tax Deed Fees	165.00	165.00	

