City of Bloomington

2027 Schedule of Fees and Charges

Appendix B: Fees and Service Charges Schedule Adopted by Resolution

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DRAFT

ASSESSING

Service	Fee
Special assessment searches	$30.00

CEMETERY

Comments addressing changes:

- Eliminate preferred pricing because the cemetery is self-supported, we do not verify the person meets the requirement, and to improve efficiencies.
- Price increases due to the continued rise in ownership determinations that take a significant amount of staff time. Due to the age of the cemetery, this will continue to increase.

Service	Fee
Cemetery - Full burial lot	~~Everyone $4,000; Meets Eligibility Req. $2,600~~ $3,200
Cemetery - cremation burial lot	~~Everyone $2,100; Meets Eligibility Req. $1,500~~ $1,800
Chair Rental (12)	$25
Interment Fee - Burial Lot for Adult/Child; two, three or four urns at the same time	~~Everyone $2,600; Meets Eligibility Req. $1,800~~ $2,200
Interment Fee - Infant/ One Urn	~~Everyone $2,050; Meets Eligibility Req. $1,400~~ $1,700
Marker placement	~~$400~~ $425
Marker removal	~~$125~~ $150
Monument placement	~~$675~~ $750
Weekend/holiday interment	~~$400~~ $425
Cemetery Title Transfer Fee	$50
*Columbarium Niche Row 1 (top)	~~Everyone $3,650; Preferred Pricing $2,400~~ $3,000
*Columbarium Niche Row 2	~~Everyone $4,200; Preferred Pricing $2,750~~ $3,500
*Columbarium Niche Row 3	~~Everyone $4,200; Preferred Pricing $2,750~~ $3,500
*Columbarium Niche Row 4	~~Everyone $3,650; Preferred Pricing $2,400~~ $3,000
*Columbarium Niche Row 5 (bottom)	~~Everyone $3,050; Preferred Pricing $2,050~~ $2,500

2nd weekday interment in/2nd inscription on the same niche front	~~Everyone $550; Preferred Pricing $375~~ $475
Weekend interment additional fee	~~Everyone $325; Preferred Pricing $225~~ $300

*Columbarium Niche includes one niche, weekday interment and inscription for cremains of one.

CITY CLERK

Comments addressing changes:

- We no longer print maps. Printable high-quality PDFs are available at no cost.

Service	Fee
Code Book by disk	$225 + tax
~~Election maps (22" x 34")~~	~~$9 + tax~~
Passport Photo	$20

COMMUNICATIONS

Comments addressing changes:

- We no longer create CDs, DVDs, or DVD duplication.
- Atrium Projectors have been handed off to BCA and are operated by Allen Weeks

General

Service	Fee
~~DVD~~	~~$2 + tax~~
~~CD~~	~~$1 + tax~~
Digital Images	$20 + tax
Handouts and forms duplication	$25 + tax
Graphics arts for outside organizations affiliated with City	Time & Material + tax (E)
Printing for outside organizations affiliated with City	Time & Material + tax

Video Facilities

Service	Fee
~~External DVD duplication~~	~~$50 svcs. Charge for set-up + actual costs + tax~~
Electronic File Preparation and Delivery	$48/hour; minimum charge 1/4 hour

Studio/Multicam	$100 per first hour, $50 for each additional half hour. Includes one staff person, use of lights, cameras, switcher & computer graphics.
Staff	$55 per first hour, $27.50 for each additional half hour for staff for camera operation, sound, producing, writing, graphics.
Editing	$100 per first hour, $50 for each additional half hour. Includes one staff person.
Field Shooting	$90 per first hour, $45 for each additional half hour single camera, portal to portal. One staff person must accompany per site.
Project Overhead	Add 15% to projects to cover computers, phone calls, mini mtgs., etc.
~~Atrium Projectors~~	~~$50 per projector. Includes 50 slides, $48 per hour; $24 per hour for each add'l. hour tech fee for add'l. slides + tax (B)~~

BCAT Membership and Classes

Service	Fee
Individual BCAT Membership	$50
Organization BCAT Membership	$135
Student BCAT Membership	$15
Digital Video Camera	$25
Studio Production	$25
Digital editing	$50
Advanced Camera Techniques	$20
Advanced Studio Production	$20
Mobile Video Switcher	$20
Field Lighting	$25
Basic Camera/Basic Studio/Adobe Premiere	$80
Advanced Knowledge Certification test	$10

EQUITY AND INCLUSION

Service	Fee
Programs, Activities and Services	$3-$75/class or session
Exhibitor/Vendor Fees	$35-$500/booth/event

ENGINEERING

Service	Fee
Custom Requests	$55 per half hour + tax; free for first 30 min.
Right-of-way and easement vacation application fee	$400 + advertisement fees
Encroachment agreement application fee (standard)	$325

FINANCE

Service	Fee
Conduit debt funding requests	Non-refundable $5,000 processing fee (as stated in application) + administrative fee of 0.75% of par.
Host approval requests	Non-refundable $5,000 application fee
Housing Improvement Area (HIA) requests	Non-refundable $5,000 application fee
Tax Increment Financing (TIF) Application	Non-refundable $5,000 application fee
Tax Increment Financing (TIF) Origination Fee	If preliminary approval is granted, a $15,000 deposit is charged to the applicant for cost of creation of a proposed TIF plan for public review. Once complete, the applicant may be reimbursed for any excess dollars.

LEGAL

Service	Fee
Police Reports	No charge
Evidence provided electronically	No charge
Evidence provided via physical electronic storage device	Actual cost

MAINTENANCE

Service	Fee
Diseased tree removal	100% of cost
Elmwood storage permit	$35

Street patching	Actual cost of labor, overhead, equipment, and materials
Tournament operations	Actual labor, equipment cost and overhead
Clean catch basins for sub.	Actual labor, equipment cost and overhead
Street cleaning for contract	Actual labor, equipment cost and overhead
Electric Vehicle Charging Station	$1.35/hour + tax

PLANNING

Service	Fee
Zoning Confirmation Letter (Manually generated, documenting a site's current zoning, guiding, flood plain designation, and answering simple questions.)	$112
Zoning Confirmation Form (computer generated)	No fee
Zoning Compliance Analysis or Miscellaneous Research	$147 + $63.38/hr. for research over 2 hrs.
Recording Development Agreements, Conditional Use Permits, Variances, etc.	$51 per document or actual cost of filing, unless otherwise incorporated into respective fees.

POLICE

Comments addressing changes:

- Remove Polygraph Exams and DVD/CD copies as we no longer provide these services.
- New fees for video recordings and administrative forfeitures.

Service	Fee
~~Polygraph Exams (for Outside agencies)~~	~~$225~~
Sale of unclaimed animals (1)	$31 + tax
Impound animals (1)	$75
Daily boarding animals (1)	$31 + tax
Disposal of DOA animals (1)	$42
Disposal of live animals (1)	$155

Police Services Contractual Overtime	Officer's overtime rate + 23.4% for overhead and admin. (G)
~~Audio/Video DVD/CD~~	~~No charge~~
Transcription 911 Calls	$35
Officer Insurance Interviews	$246
Video recordings (squad and body-worn camera): Electronic delivery by secure download link; if requested, delivery on a USB thumb drive.	$8 per video plus the actual cost of the thumb drive if applicable
Administrative Forfeiture	$250

(1) These fees do not reflect costs related to pre-established contracts with other Government agencies.

PRINT SHOP

Standard printing costs (per impression)

Service	**Fee**
Standard printing – Black and white. 8.5 x 11, 11 x 14 or 11 x 17 (standard weight paper, white or colored)	$0.10 / impression
Standard printing – Color. 8.5 x 11, 11 x 14 or 11 x 17 (standard weight paper, white or colored)	~~$0.18~~ $0.20 / impression
Oversized printing – Black and white. Up to 13 x 26; paper included (standard-weight white paper only)	~~$0.20~~ $0.25 / impression
Oversized printing – Color. Up to 13 x 26; paper included (standard-weight white paper only)	$0.36 / impression
Small items – Black and white. Up to 3.25 x 4; includes trimming to size (standard weight paper, white or colored)	~~$0.05~~ $0.10 / impression
Small items – Color. Up to 3.25 x 4; trimmed to size (standard weight paper)	~~$0.09~~ $0.12 / impression
Wide-format (plotter) printing. Posters and large graphics up to 40" wide short dimension	~~$0.36~~ $0.42 / linear inch

Costs for specific print jobs

Service	**Fee**

Book, comb bound (black and white). Includes combs and covers	$0.10 / impression
Book, comb bound (full color). Includes combs and covers, color printing	~~$0.14~~ $0.20 / impression
Book, spiral-bound (black and white). Includes combs and covers	$0.11 / impression
Book, spiral-bound (full color). Includes combs and covers, color printing	~~$0.15~~ $0.22 / impression
Non-standard book (e.g. hand-collated, non-standard sizes)	$0.25 / impression
Booklet or program, saddle stitched (b/w or color). Paper folded and stapling along the fold (page = # of pages in finished item)	~~$0.05~~ $0.18 / page
Business cards, box of 500. Standard 2 x 3.5 cards, 100# cover stock, printed 1 or both sides	$32 / box (500)
Carbonless form (Printed on 1 or both sides, 2- 3- or 4-part)	$0.40 / item
Door hanger (4.25 x 11 tagboard with circular cutout for hanging on doorknob)	~~$0.18~~ $0.25 / item
Envelopes, printed, box of 500. Black printing on front only - A2, 6 x 9, #9 or #10 [window, no win or security]	$28 / box
Greeting card (5 x 7, creased). Includes scoring, printed on 1 or both sides	~~$1.25~~ $1.40 / item
Greeting card (5 x 7, creased) with envelope. Includes scoring, printed on 1 or both sides, with envelope	~~$1.40~~ $1.75 / item
Hang tag (3 x 6 cover stock hang with hole for string, printed on 1 or both sides)	$0.18 / item
Postcard, oversized. Over 5 x 8 in either dimension, 80# cover stock, 1 or both sides, trimming included	$0.30 / item
Postcard, small/regular. Up to 5 x 8, 80# cover stock, printed 1 or both sides, trimming included	$0.24 / item
Trifold brochure. Glossy 80# Text paper, any size up to 11 x 17 paper size	$0.30 / item

Misc. charges

Service	**Fee**
~~+ Foam board mounting (Up to 10 x 12 finished size)~~	~~$3 / item~~
~~+ Foam board mounting (Up to 14.5 x 19.5 finished size)~~	~~$6 / item~~
~~+ Foam board mounting (Up to 19.5 x 29.5 finished size)~~	~~$12 / item~~

~~+ Foam board mounting (Up to 29.5 x 39.5 finished size)~~	~~$24 / item~~
+ Laminating (5 mil) (Up to 23.5 wide)	~~$0.40~~ $0.42 / linear inch
+ Padding. Padded 50, 100, etc. sheets	~~$1~~ $2.50 / pad
+ Rounded corners	~~$5 / job~~ $10 / item
+ Variable data printing (VDP): Serial numbers, other personalization	~~$15~~ $30 / job
+ Courier to metro location. Typically, delivery is on the same day, if requested by City staff before 12 p.m.	$20 / delivery
~~Special handling or custom work. Complex and custom setups, file repair, manual collation, other special handling~~	~~$6 per 1/10 hour~~
Cost of custom paper, specialty stock items (including plastic paper, sticker paper, etc.)	$0.50 / item
Minimum job charge. Final price if nominal price is below $5 (covers labor and overhead)	$5 / job

PUBLIC HEALTH

Service	Fee
Disease Prevention and Control - Tuberculosis screening	$40-$50

UTILITIES

General

Service	Fee
Repair of private hydrants	Varies by problem based on labor, materials, overhead & equip, current rates will be utilized. (C1)
Construction Water, Use of Hydrants and Hydrant Meters	$43 (C1)
5/8 Inch to 1 Inch Meters	$38/month + tax
Meters over 1 inch in size	$105/month + tax
RPZ - Administer testing of reduced pressure backflow preventers	$40.08/year

Water Service Restoration Fee (after hours, 11:00 p.m. - 7:00 a.m.)	$175.00 Flat Fee for residential; commercial water taxable
Water Meter Services (after hours, 11:00 p.m. - 7:00 a.m.)	$175.00 Flat Fee for residential; commercial water taxable

Tri-City/William Lloyd Analytical Laboratory

Fees only apply to people who utilize the laboratory services, including both residents and non-residents of Bloomington.

Type	Service	Fee
Microbiology – Water MDH Certified	Total Coliform, Quanti-Tray (MPN))	~~$30~~ $40
Microbiology – Water MDH Certified	E. coli in Ambient Water (MPN) Beach	$30
Microbiology – Water MDH Certified	E. coli Confirmation	$10
Microbiology – Water MDH Certified	Total Coliform/E.coli (P/A) Colilert - 18	$14
Microbiology – Water MDH Certified	Well Water Analysis (Total Coliform & Nitrate) w/sampling package	~~$75~~ $125
Microbiology – Water MDH Certified	Iron Related Bacteria (non-MDH Certified)	~~$40~~ $45
Microbiology – Water MDH Certified	Sulfate Reducing Bacteria (non-MDH Certified)	~~$40~~ $45
Microbiology – Water MDH Certified	Autoclave Spore Ampule QC (non-MDH Certified)	~~$25~~ $30
Chemistry – Inorganics MDH Certified	Alkalinity, Total	$14
Chemistry – Inorganics MDH Certified	Chloride	~~$22~~ $25
Chemistry – Inorganics MDH Certified	Chlorine (Total, Residual)	$14
Chemistry – Inorganics MDH Certified	Conductivity by SM2510B	$14
Chemistry – Inorganics MDH Certified	Fluoride	$18
Chemistry – Inorganics MDH Certified	Hardness (Total)	~~$14~~ $15
Chemistry – Inorganics MDH Certified	Nitrite	~~$18~~ $22
Chemistry – Inorganics MDH Certified	Nitrate	~~$18~~ $22
Chemistry – Inorganics MDH Certified	pH	~~$14~~ $18
Chemistry – Inorganics MDH Certified	Phosphate (Ortho)	~~$14~~ $16
Chemistry – Inorganics MDH Certified	Phosphorus (Total)	~~$16~~ $20

Chemistry – Inorganics MDH Certified	Sulfate	~~$22~~ $25
Chemistry – Inorganics MDH Certified	Total Suspended Solids	~~$16~~ $22
Chemistry – Inorganics MDH Certified	Total Dissolved Solids (non-MDH Certified)	$14
Chemistry – Metals MDH Certified	Arsenic (As)	~~$30~~ $40
Chemistry – Metals MDH Certified	Copper (Cu)	~~$30~~ $40
Chemistry – Metals MDH Certified	Iron (Fe)	~~$30~~ $40
Chemistry – Metals MDH Certified	Manganese (Mn)	~~$30~~ $40
Chemistry – Metals MDH Certified	Lead (Pb)	~~$30~~ $40
Chemistry – Organics	Weekend Service Fee	~~$258.05~~ $271.19
Chemistry – Organics	Bacteria test (first test included with permit)	$297.36
Chemistry – Organics	Bulk Water Fill Station	~~$9.10~~ $9.38 /1,000 gallons (~~$9.10~~ $9.38 minimum)

GENERAL COPIES (DATA REQUESTS)

Service	Fee
Paper copies - 101 or more pages, black and white, letter or legal sized paper copies (A)	$35 per hour of staff time
Paper copies - fewer than 101 pages	No charge
Paper copies - color	$.60 per page, plus $35 per hour of staff time
Electronic copies - fewer than three hours of staff time (A)	No charge
Electronic copies - three or more hours of staff time (A)	$35/hour

OTHER

Comments addressing changes:

- Minnesota Statute 604.113 says the service charge imposed on a dishonored check may not exceed $30.

Service	Fee
NSF Check Charges	~~$32~~ $30
Property Mailing Labels	$25 Basic charge for digital; $25 + $3/sheet for hard copy (+ tax)

PUBLICATIONS/REPORTS

Computer or otherwise research-based reports that require significant staff time.

City Council Agenda and Minutes fee Includes postage, materials and copying charges. No charge to gov. agencies, elected or appointed City officials.

Service	Fee
Full City Council agenda (without enclosures)	$15.50 per issue + tax + postage
City Council Meeting Minutes	$4.75 per issue + tax + postage
District Plan Set	$55
Zoning Ordinance (includes zoning map)	~~$33~~ $35
Comprehensive Plan	$55
Budget Book – Printed Version	~~$44~~ $45 +tax
Annual Comprehensive Financial Report – Printed Version	~~$44~~ $45 +tax
Capital Improvement Plan – Printed Version	~~$44~~ $45 +tax

APPENDIX

(A)	Data subjects may not be charged for search and retrieval costs.
(B)	Equipment Rented… With a staff operator – Not Taxable; Without a staff operator – Taxable
(C)	C1 -Credit Card Service Fee 2.95% to 5.0% C2 - Credit Card Service Fee 2.95% to 5.0% + $0.50 Fee
(D)	Applicable Sales Tax is collected and remitted by the Vendor
(E)	Non-taxable if info is transferred electronically via email/internet w/o physical transfer of prints, negatives, discs, or other tangible items.
(F)	The initial transcription is a non-taxable service. However, subsequent transcription copies sold are taxable.
(G)	If services are performed outside of Bloomington, they are taxable.
(H)	If required by law to give out they are not taxable. If special request generally taxable, not required by law.

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