

**RESOLUTION NO. 2022-160**

**ESTABLISHES FEES FOR SERVICES, PERMITS, AND LICENSES  
AND ESTABLISHES RENTAL RATES FOR CITY EQUIPMENT**

Motion By: Asmus

Second By: O'Brien

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City equipment.

NOW, THEREFORE, BE IT RESOLVED that the listed fees are duly adopted for the year 2023 and the same hereby ordered kept on file in the office of the City Clerk.

Dated this 19<sup>th</sup> day of December 2023

/s/ Marv Calvin  
MAYOR

Attest:

/s/ Judy Thompson  
CITY CLERK



**2023 Fee Schedule**  
**Adopted: 12/19/2022**

<b>City Clerk</b>	<b>Charge/ Rate</b>	
<b>Liquor License Investigation Fee:</b>		
Sole Proprietor	\$	125.00
Partnership	\$	150.00
Corporation	\$	300.00
Limited Liability Company	\$	150.00
<b>Liquor Licenses:</b>		
On-Sale Intoxicating Liquor	\$	4,000.00 Annual
Off-Sale Intoxicating Liquor	\$	950.00 Annual
Club On-Sale Intoxicating Liquor	\$	300.00 Annual
On-Sale Wine	\$	200.00 Annual
On-Sale Sunday	\$	200.00 Annual
On-Sale 3.2% Intoxicating Liquor	\$	150.00 Annual
Temporary On-Sale Intoxicating Liquor	\$	100.00 Annual
On-Sale Taproom	\$	150.00 Annual
Off-Sale Taproom	\$	150.00 Annual
Off-Sale Brewpub	\$	150.00 Annual
City Park Special Event - Intoxicating Liquor	\$	100.00 Event
Civic Center Special Event - Intoxicating Liquor	\$	100.00 Event
Community Festival Event - Intoxicating Liquor	\$	100.00 Event
<b>Miscellaneous:</b>		
Café - Restaurant, Bowling Alley, Taxi Cab	\$	30.00 Annual
Carnival, Circus, Exhibition	\$	30.00 Day
Cat & Dog	\$	3.00 Annual
	\$	7.50 Annual
Dance, Parade, Run/Walk/Special Event, Street Fair	\$	30.00 Event
Dumpster, Service Parking	\$	30.00 Month
Fireworks Indoor Display	\$	50.00 Event
Fireworks Outdoor Display	\$	30.00 Event
Fireworks Sales & Storage	\$	100.00 Event
Mobile Food Unit	\$	50.00 Event
	\$	150.00 Annual
Pawnbrokers	\$	150.00 Annual
Street Closure	\$	50.00 Event
Theatre	\$	300.00 Annual
Tetrahydrocannabinol (THC)	\$	2,000.00 Annual

**Administrative Fees:**

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Chapter 9, Article I, Section 9-3

Nuisance Abatement	\$	75.00	Event
Removal of Weeds/ Grass Nuisance	\$	75.00	Event
Removal of Infected Trees	\$	75.00	Event
Payment for Current Services	\$	75.00	Event

All Labor rates will be calculated at the employee's wage and benefit rates unless otherwise identified.

Labor

**Public Works**

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Maintenance Trucks:

1/2 -3/4 Ton Truck	\$	17.00	Hour
1 Ton Truck	\$	18.00	Hour
1 Ton Truck - Plow	\$	27.00	Hour
1 Ton Truck - Watertank	\$	27.00	Hour
3-5 Ton Truck	\$	35.00	Hour
3-5 Ton Truck - Plow/ Sander	\$	41.00	Hour
3-5 Ton Truck - Plow/ Sander/ Wing	\$	55.00	Hour

Heavy Equipment:

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2-3 CY Loaders	\$	82.00	Hour
Loader/Plow/Wing	\$	102.00	Hour
Loader/Snow Blower	\$	122.00	Hour
Motor Grader	\$	96.00	Hour
Motor Grader/ One-Way Plow	\$	102.00	Hour
Motor Grader/ One-Way Plow/ Wing	\$	115.00	Hour
40-50 HP Tractor	\$	21.00	Hour
40-50 HP Tractor/ Attachments	\$	35.00	Hour
MT Trackless/ Blower/ Mower	\$	61.00	Hour
90 HP Tractor/ 22' Flail Mower	\$	55.00	Hour
30-40 HP Unit Mower/ Blower/ Sweeper	\$	35.00	Hour
Skid-Loader	\$	35.00	Hour
Skid-Loader/ Attachments	\$	50.00	Hour

Plus Labor and

Snowplowing Sidewalks	\$	1.00	Linear Foot	Equipment
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Specialty Equipment:

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Air Conveyance Unit	\$	55.00	Hour
Elgin Sweeper (4 CY)	\$	70.00	Hour
Hydraulic Sewer Cleaner	\$	68.00	Hour
Paint Sprayer	\$	9.00	Hour
Paint Sprayer and 1 Ton Truck	\$	27.00	Hour
50' Bucket Truck	\$	70.00	Hour
30' Bucket Truck	\$	41.00	Hour
Brush Chipper	\$	29.00	Hour
Tamper	\$	9.00	Hour

Bituminous Distributor and Truck (Less Material)	\$	50.00	Hour
Bituminous Roller	\$	55.00	Hour
Grass and Leaf Pickup Broom	\$	29.00	Hour
Chain Saws	\$	10.00	Hour
Trailers	\$	12.00	Hour
Over Seeder	\$	29.00	Hour
Turf Pro	\$	29.00	Hour
Gator and sprayer	\$	27.00	Hour
Generator	\$	9.00	Hour
Trash Pumps	\$	9.00	Hour
Utility Vehicle with Crane Hoist	\$	42.00	Hour
Air Compressor	\$	42.00	Hour

**Materials:**

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Winter Sand Mixed with Salt	\$	55.00	Cubic Yard
Gravel	\$	20.00	Ton
Bituminous Cold Mix	\$	105.00	Ton
Chalk Dust - 50lb.	\$	8.00	Bag
Diamond Dry - 50lb.	\$	13.00	Bag
Bituminous Repair (Including Labor and Equipment)	\$	55.00	Cubic Yard

**Labor:**

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Regular	Contract Rate + 53%
Overtime	Contract Rate + 53%

**Access Fees:**

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Industrial Park Storm Pond	\$	835.00	Acre
Radio Station Drive Lift Station	\$	595.00	Acre
Abbot Drive Lift Station	\$	895.00	Acre

**Wastewater Treatment:**

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5,000 Gallon Tanker with Hydraulic Boom	\$	30.00	Hour
Portable Lab Sampler	\$	5.00	Hour

**Airport:**

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Conference Room	\$	40.00	Event
	\$	-	Airport Related Events

**Parks & Recreation**

**Ball Fields:**

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Baseball/ Softball Fields	\$	50.00	Game
	\$	250.00	Day
Lights for Ball Fields	\$	25.00	Day
Baker Field	\$	300.00	Day
Orange Field	\$	250.00	Day
Picnic Area - Taunton Stadium	\$	75.00	Day

Shelters:

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Four Season	\$	140.00	Day	
Enclosed Park Shelters	\$	120.00	Day	
Open Shelter (No Electricity)	\$	40.00	Day	
Damage Deposit	\$	100.00		

Equipment

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Bleachers - 7 High	\$	100.00	Day	Plus Labor
Picnic Tables (12 Maximum)	\$	10.00	Table/ Day	
Barricades	\$	2.00	Day	
	\$	20.00		Minimum Charge for Hauling Barricades

Showmobile:

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Willmar Events - Nonprofit	\$	215.00	Day	Plus Labor
Willmar Events	\$	500.00	Day	Plus Labor
Damage Deposit	\$	200.00		
Staff Expenses		\$80.00 - \$280.00		

Aquatic Center

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Season Passes				
Individual	\$	90.00	Season	
Family of Two	\$	130.00	Season	
Family of Three	\$	140.00	Season	
Family of Four	\$	150.00	Season	
Family of Five	\$	160.00	Season	
Family of Six	\$	170.00	Season	
Additional Members	\$	15.00	Season	
Daily Admission	\$	3.00	Day	
Observers	\$	3.00	Day	
Group Admissions	\$	2.50	Day	
Discount Coupons:				
10 Coupons	\$	25.00		
20 Coupons	\$	40.00		
Pool Rental	\$	100.00		Plus Labor

City Auditorium

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Gym Rental	\$	100.00	Hour	Not to Exceed 300 per day min two hours
Staffing	\$	30.00	Hour	
Stage	\$	20.00	Hour	

Civic Center

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Cardinal Arena Dry Floor	\$	580.00	Day	Plus services
Cardinal Arena Ice Rental	\$	155.00	Hour	

Blue Line Arena Dry Floor	\$	400.00	Day	Plus services
Blue Line Arena Ice Rental	\$	155.00	Hour	
Staffing	\$	30.00	Hour	

**Community Center**

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Burlington Northern Room	\$	125.00	Day	
Selvig Room	\$	125.00	Day	
Sunshine Room	\$	75.00	Day	
Reynolds Room			Day	
Staffing	\$	30.00	Hour	

**Events and Recreation Center**

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Meeting Room A	\$	25.00	Day	
Meeting Room B	\$	25.00	Day	
Meeting Room A/ B Combined	\$	40.00	Day	
Community Room	\$	60.00	Day	
Outdoor Court Yard Area	\$	50.00	Day	
Kitchen Area	\$	50.00	Day	
Dry Floor Space/ Gym	\$	100.00	Hour	Not to exceed \$300 per day min 2 hours
Staffing	\$	30.00	Hour	
Turf Fields	\$	100.00	Hour	400 max

**Fire Department**

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				<u>Each Additional Hour(s)</u>
First Line Pumper - 5251, 5257	\$	300.00	Hour	\$ 200.00
Tanker/ Pumper - 5276	\$	300.00	Hour	\$ 200.00
Ladder Trucks - 5298, 5299	\$	500.00	Hour	\$ 400.00
Grass Rig- 5285	\$	150.00	Hour	\$ 100.00
Support Vehicles - 5296, 5297,5294,5295,5293	\$	75.00	Hour	\$ 50.00
Trailer	\$	75.00	Hour	\$ 50.00
Fire Watch/ Standby	\$	25.00	Hour	
Training Room Rental	\$	50.00	Hour	
Fire Alarm Permit	\$	30.00	Three Years	
Fire Alarm Permit Renewal	\$	30.00	Three Years	
Alarm Malfunction	\$	500.00		
Bottling Filling Fees				
2216 PSI Air Tank	\$	5.00	Bottle	
3000 PSI Air Tank	\$	10.00	Bottle	
4500 PSI Air Tank	\$	15.00	Bottle	
5000 - 6000 PSI Air Tank	\$	25.00	Bottle	
Fire Reports	\$	0.25	Page	

## Police Department

Off Duty Police Officers	\$	70.00	Hour
Computer Forensic/ Video Redaction/ Specialized IT Services	\$	60.00	Hour
Off Duty Community Services Officer	\$	30.00	Hour

## Planning and Development

### Zoning

Conditional Use Permit	\$	275.00		Plus County Recorder fee \$46.00)
Variance	\$	275.00		Plus County Recorder fee \$46.00)
Appeal	\$	275.00		Plus County Recorder fee \$46.00)
Rezoning	\$	275.00		
Text Amendment	\$	275.00		
Subdivision/Platting	\$	25.00	Per lot	\$300.00 minimum
Re-plats	\$	25.00	Per lot	\$325.00 minimum
Sign Permits: (online application available)				
Sign/Special Sign	\$	40.00	0-20 sq. ft.	
	\$	50.00	20-50 sq. ft.	
	\$	50.00	20-50 sq. ft.	
	\$	60.00	50-100 sq. ft.	
	\$	70.00	100 + sq. ft.	
Temporary sign deposit (refunded after removal)	\$	100.00		

Building Inspection Building Permit Applications are subject to Minnesota State Surcharge per Minnesota Statute

### Building Permit Application

Total Valuation:		
\$1.00 to \$500.00	\$	21.00
		\$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$501.00 to \$2,000.00		
		\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000
\$2,001.00 to \$25,000.00		
		\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000
\$25,001.00 to \$50,000.00		
		\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000
\$50,001.00 to \$100,000.00		

\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000
\$500,001.00 to \$1,000,000	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof

Inspection and Fees:

Inspection outside of normal business hours	\$ 140.00 Hour*	
Reinspection fees assess under provisions of Section 108.8	\$ 140.00 Hour*	
Inspections for which no fee is specifically indicated	\$ 140.00 Hour*	Minimum Charge 1/2 Hour
Additional plan review required by changes, additions or revisions to plans	\$ 140.00 Hour*	

For use of outside consultants for plan checking and inspections, or both

Actual Costs \*\*

\*Or the total hourly cost to the City whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\*Actual costs include administrative and overhead costs

Plan Review	65% of building permit fee
Residential Reroof	\$ 30.00 Permit
Residential Reside	\$ 50.00 Permit
Building Removal (Demo)	
Garage / Shed 200 sq. ft. +	\$ 30.00 Permit
Single Family Dwellings	\$ 75.00 Permit
Mobile Homes	\$ 75.00 Permit
Commercial/ Industrial	\$ 150.00 Permit
Mechanical Permits	
Water Heater	\$ 26.00 Permit
Furnace	\$ 31.00 Permit
Air Conditioner	\$ 26.00 Permit