

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: November 27, 2023 at 7:00 p.m.**



This City Council meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGq/live)

7:00 PM

- 1.0 Call to Order**
- 2.0 Pledge of Allegiance**
- 3.0 Adopt Agenda**
- 4.0 Presentations and Public Hearings**
 - A. ACSO Monthly Report (p. 3-9)
 - B. Fire Department Monthly Report (p. 10-13)
- 5.0 Public Forum**
- 6.0 Consent Agenda (p. 14-16)**

Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration

 - A. Approve Bill List (p. 17-21)
 - B. Cancellation of VieBit Indexing Service for Website Media Center
 - C. Res. 2023-81, 2024 Fee Schedule Adoption (p. 22-32)
 - D. Personnel Policy Amendment: Sick and Safe Time Personnel Policy Update
 - E. Recording Secretary Contract Addendum for 2024 (p. 33)
 - F. Approve the Successful Probation Period Completion for Paid On Call Firefighters
 - G. Paid on Call Firefighter Hiring Request
 - H. Re-appointment of Park Commission Member Al Westlund
 - I. Purchase of Playground Equipment for Coon Lake Beach Park (p. 34)
- 7.0 New Business - Commission, Association and Task Force Reports**
 - A. Planning Commission
 1. Conditional Use Permit: 18651 Buchanan St NE, Matt's Plumbing (p. 35-42)
 - B. Economic Development Authority
 - C. Park Commission
- 8.0 Department Reports**
 - A. Community Development
 - B. Engineer
 - C. City Attorney
 - D. Finance
 - E. Public Works
 - F. Fire Department

G. City Administrator

9.0 Other

A. Staff Report

B. Council Reports

C. Other

D. Closed Session - Purchase or Sale of Real Property

M.S. § 13D.0 subd. 3(c); Discussion of Sale of City Property: PIN 36-33-23-34-0002

10.0 Adjourn

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: November 27, 2023

Agenda Item Number: Item 4.0 A

Agenda Item: Sheriff's Department Report

Background Information:

Lieutenant Derek Peters will present the Anoka County Sheriff's Office monthly report.

Attachment(s):

1. Sheriff's Office October Report *(this item will be provided as soon as it is made available)*
2. CSO Report of Activities
3. CFS Report

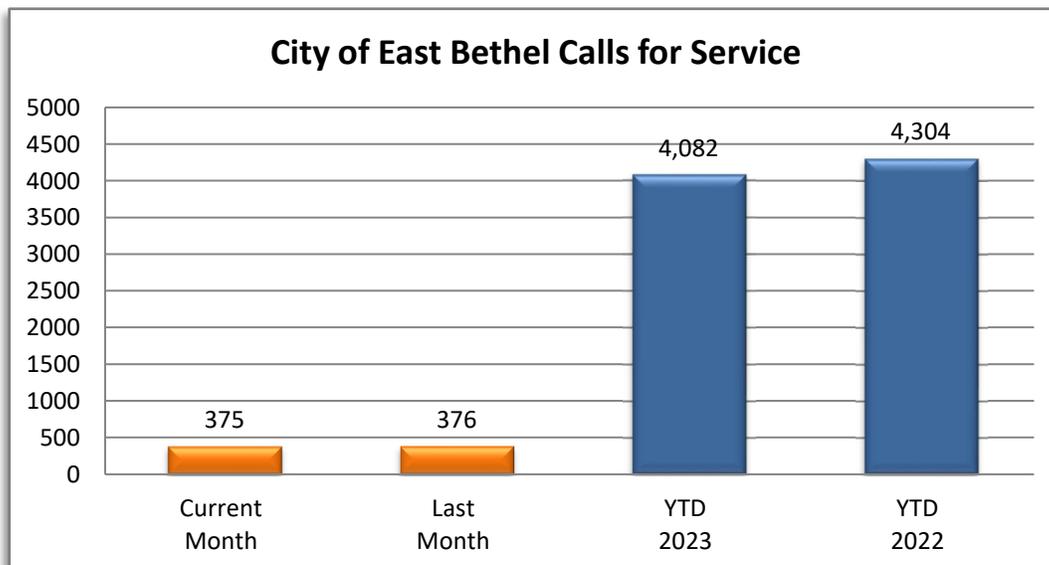
Fiscal Impact:

Recommendation(s): No Action Required

PATROL DIVISION

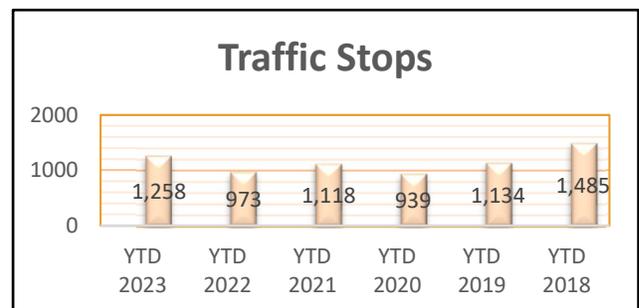
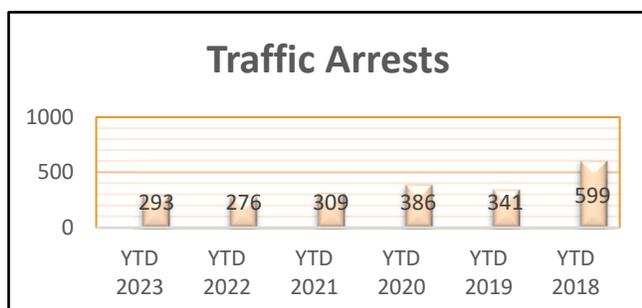
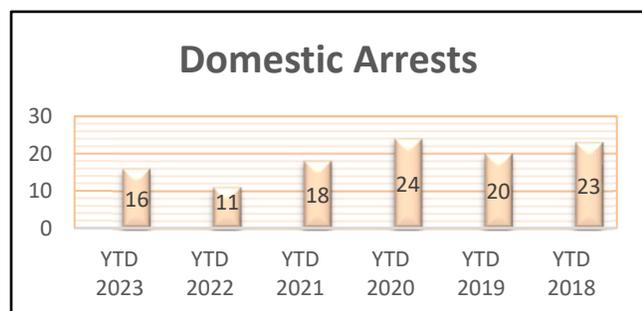
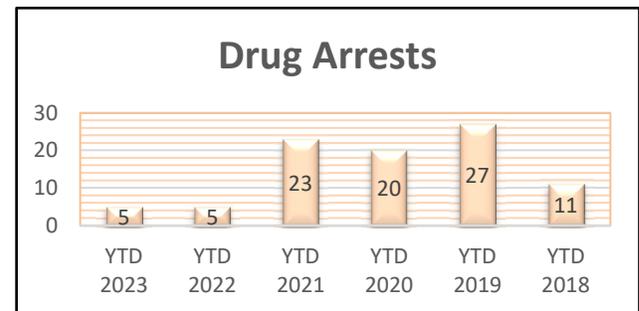
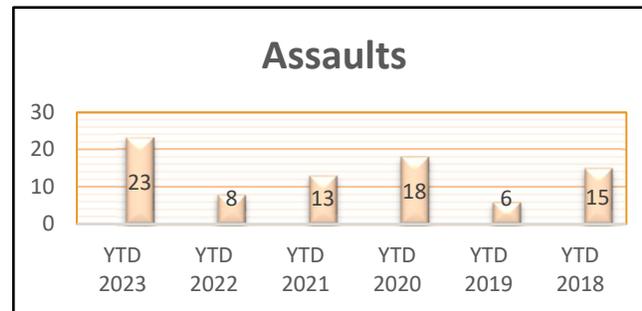
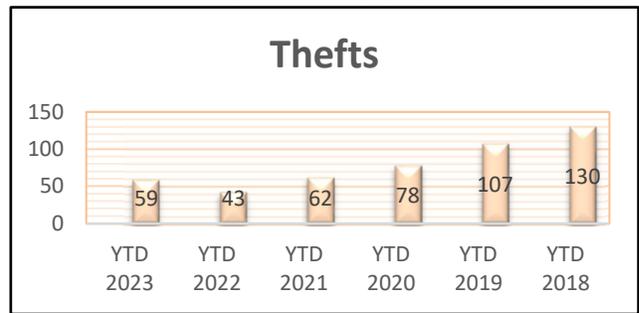
CITY OF EAST BETHEL - OCTOBER 2023

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Calls for Service*	330	360	357	457	485	476	455	411	376	375			4,082	4,304
Burglaries	1	0	0	1	3	1	2	1	1	2			12	10
Thefts	8	1	7	8	8	2	9	3	5	8			59	43
Crim Sex Conduct	1	3	0	0	0	1	1	1	0	0			7	6
Assault	0	1	3	1	4	4	1	1	4	4			23	8
Dam to Property	0	2	1	1	2	1	1	1	3	1			13	15
Harass Comm	0	0	0	0	0	0	0	0	0	0			0	1
PI Accidents	8	9	4	5	2	4	2	5	8	4			51	49
PD Accidents	19	18	15	14	18	19	16	10	8	16			153	157
Medical	59	60	54	60	61	50	70	57	56	58			585	507
Animal Complaint	35	31	16	27	30	31	25	17	31	32			275	243
Alarms	12	12	14	25	14	23	26	15	11	17			169	208
Felony Arrests	0	1	2	2	4	1	4	0	0	1			15	9
Gross Misd Arrests	5	5	3	4	2	0	3	2	5	6			35	16
Misd Arrests	8	5	5	2	5	7	6	5	6	4			53	46
DUI Arrests	2	5	3	3	0	0	2	1	4	0			20	10
Drug Arrests	0	0	1	1	0	0	1	1	0	1			5	5
Domestic Arrests	0	0	3	1	3	3	1	0	2	3			16	11
Warrant Arrests	1	4	5	9	3	2	11	2	5	6			48	19
Traffic Stops	190	125	144	186	111	86	112	103	92	109			1,258	973
Traffic Arrests	28	17	37	77	19	18	22	28	17	30			293	276



CITY OF EAST BETHEL

YEAR TO DATE - OCTOBER 2018-2023

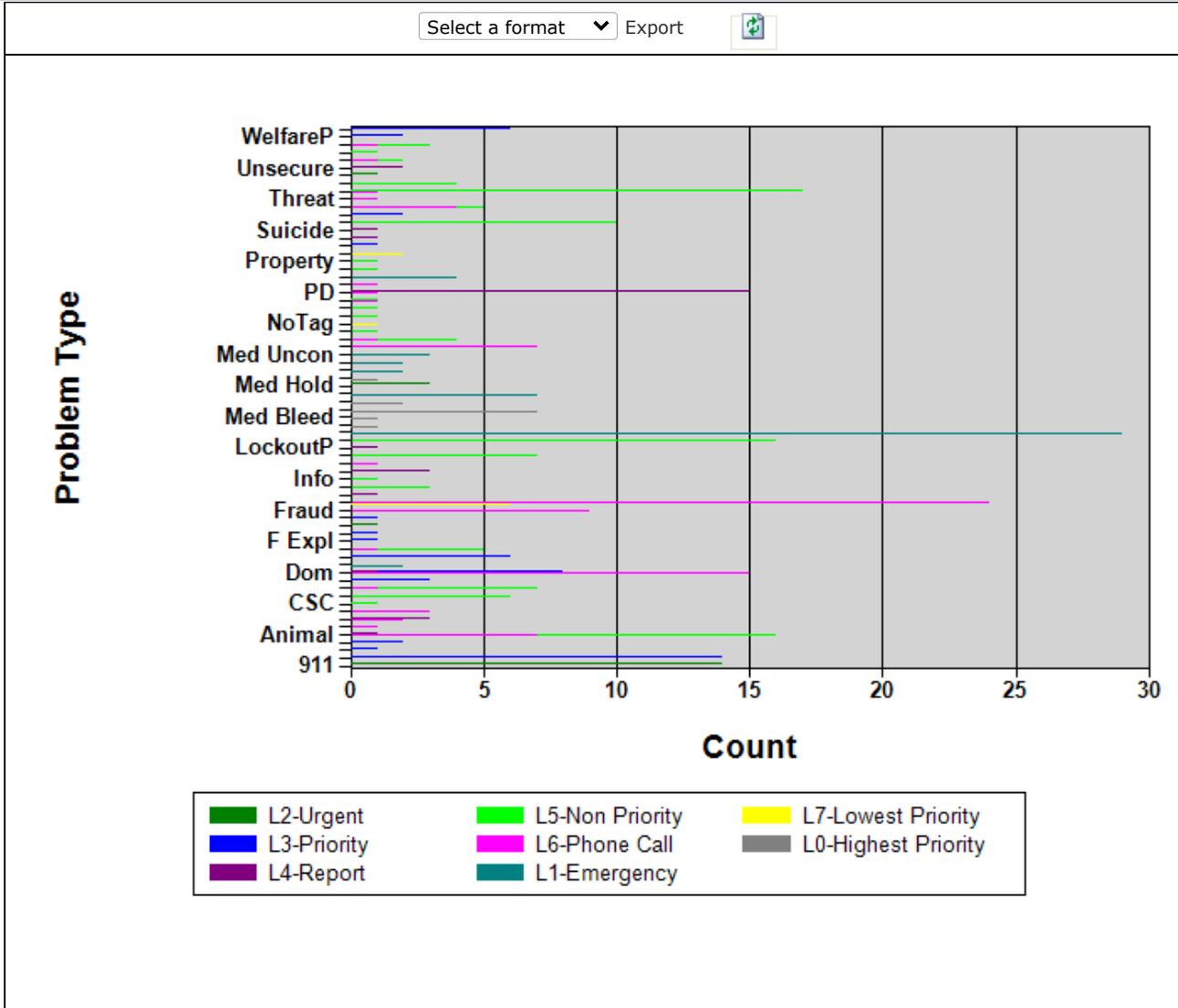


Problem Type Summary

11:14 AM 11/08/2023

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 10/1/2023 To 10/31/2023
Exclusion:	• Calls canceled before first unit assigned



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	Priority								Total
	0	1	2	3	4	5	6	7	
911	0	0	14	0	0	0	0	0	14
Abandon	0	0	0	0	0	0	0	0	0
Abuse	0	0	0	0	0	0	0	0	0
AbuseP	0	0	0	0	0	0	0	0	0
AlarmB	0	0	0	14	0	0	0	0	14

AlarmCO	0	0	0	1	0	0	Item 4.0.A, Attachment 3		1
AlarmCOill	0	0	0	0	0	0	0	0	0
AlarmF	0	0	0	2	0	0	0	0	2
AlarmFsmoke	0	0	0	0	0	0	0	0	0
AlarmHoldup	0	0	0	0	0	0	0	0	0
AlarmV	0	0	0	0	0	0	0	0	0
AlarmWF	0	0	0	0	0	0	0	0	0
Animal	0	0	0	0	1	16	7	0	24
AnimalResc	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Assault	0	0	0	0	0	0	1	0	1
AssaultP	0	0	0	0	0	0	0	0	0
Boat Assist	0	0	0	0	0	0	0	0	0
Bomb	0	0	0	0	0	0	0	0	0
BombP	0	0	0	0	0	0	0	0	0
Broadcast	0	0	0	0	0	0	0	0	0
Burg	0	0	0	0	3	0	2	0	5
BurgP	0	0	0	0	0	0	0	0	0
Civil	0	0	0	0	0	3	3	0	6
CivilP	0	0	0	0	0	0	0	0	0
CSC	0	0	0	0	0	1	0	0	1
Debris	0	0	0	0	0	6	0	0	6
Deer	0	0	0	0	0	7	1	0	8
Disorderly	0	0	0	3	0	0	0	0	3
Dom	0	0	0	8	1	0	15	0	24
DomP	0	2	0	0	0	0	0	0	2
Drugs	0	0	0	0	0	0	0	0	0
DUI	0	0	0	6	0	0	0	0	6
Dumping	0	0	0	0	0	0	0	0	0
Escort	0	0	0	0	0	5	1	0	6
ExPat	0	0	0	0	0	0	0	0	0
F Aircraft	0	0	0	0	0	0	0	0	0
F Assist	0	0	0	0	0	0	0	0	0
F CleanUp	0	0	0	0	0	0	0	0	0
F Collapse	0	0	0	0	0	0	0	0	0
F Dump	0	0	0	0	0	0	0	0	0
F Elec Smell	0	0	0	0	0	0	0	0	0
F Expl	0	0	0	1	0	0	0	0	1
F Gas Odor In	0	0	0	0	0	0	0	0	0
F Gas Odor Out	0	0	0	0	0	0	0	0	0
F Grass fire	0	0	0	0	0	0	0	0	0
F Illegal	0	0	0	0	0	0	0	0	0
F Misc	0	0	0	1	0	0	0	0	1
F Mutual Aid	0	0	0	0	0	0	0	0	0
F Oven	0	0	1	0	0	0	0	0	1
F Powerlines	0	0	0	1	0	0	0	0	1
F SmokeIn	0	0	0	0	0	0	0	0	0
F SmokeOut	0	0	0	0	0	0	0	0	0
F Structure	0	0	0	0	0	0	0	0	0
F Train	0	0	0	0	0	0	0	0	0
F Veh	0	0	0	0	0	0	0	0	0
F Water Rescue	0	0	0	0	0	0	0	0	0
Fight	0	0	0	0	0	0	0	0	0
Flood in	0	0	0	0	0	0	0	0	0
Flood out	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	2	9	0	11
FraudP	0	0	0	0	0	0	0	0	0
FU	0	0	0	0	0	0	24	6	30
FW	0	0	0	0	0	0	0	0	0
Gun	0	0	0	1	1	0	0	0	2
Harass	0	0	0	0	0	3	0	0	3
Info	0	0	0	0	0	1	0	0	1
Lift Assist	0	0	0	0	3	0	0	0	3
Liq	0	0	0	0	0	0	1	0	1
Lockout	0	0	0	0	0	7	0	0	7
LockoutP	0	0	0	0	1	0	0	0	1

MA	0	0	0	0	0	16	Item 4.0.A, Attachment 3	0	0	16
MASS	0	0	0	0	0	0		0	0	0
Med -	0	29	0	0	0	0		0	0	29
Med Alarm	0	0	0	0	0	0		0	0	0
Med Allergic	1	0	0	0	0	0		0	0	1
Med Assault	0	0	0	0	0	0		0	0	0
Med Bleed	1	0	0	0	0	0		0	0	1
Med Breathing Diff	7	0	0	0	0	0		0	0	7
Med Breathing Not	2	0	0	0	0	0		0	0	2
Med Choking	0	0	0	0	0	0		0	0	0
Med Drown	0	0	0	0	0	0		0	0	0
Med Electro	0	0	0	0	0	0		0	0	0
Med Fall	0	0	0	0	0	0		0	0	0
Med Heart	0	7	0	0	0	0		0	0	7
Med Hold	0	0	3	0	0	0		0	0	3
Med ILL	0	0	0	0	0	0		0	0	0
Med Info	0	0	0	0	0	0		0	0	0
Med OB	1	0	0	0	0	0		0	0	1
Med Priority	0	0	0	0	0	0		0	0	0
Med Seizure	0	2	0	0	0	0		0	0	2
Med Stab-Gunshot	0	0	0	0	0	0		0	0	0
Med Stroke	0	2	0	0	0	0		0	0	2
Med Uncon	0	3	0	0	0	0		0	0	3
Medex	0	0	0	0	0	0		0	0	0
Misc	0	0	0	0	0	4		7	0	11
MiscO	0	0	0	0	0	4		1	0	5
Mutual Aid Law	0	0	0	0	0	0		0	0	0
Noise	0	0	0	0	0	1		0	0	1
NoTag	0	0	0	0	0	0		0	1	1
Ord	0	0	0	0	0	1		0	0	1
Other	0	0	0	0	0	1		0	0	1
Park	0	0	0	0	0	1		1	0	2
PD	0	0	0	0	15	0		1	0	16
Person	0	0	0	0	0	0		1	0	1
PI	0	4	0	0	0	0		0	0	4
POR	0	0	0	0	0	1		0	0	1
Property	0	0	0	0	0	1		0	0	1
PW	0	0	0	0	0	0		0	0	0
REPO-TOW	0	0	0	0	0	0		0	2	2
RJ	0	0	0	0	0	0		0	0	0
RoadClosure	0	0	0	0	0	0		0	0	0
Robbery	0	0	0	0	0	0		0	0	0
RobberyP	0	0	0	0	0	0		0	0	0
Shots	0	0	0	1	0	0		0	0	1
Slumper	0	0	0	0	1	0		0	0	1
StolenProp	0	0	0	0	0	0		0	0	0
Suicide	0	0	0	0	1	0		0	0	1
SuicideP	0	0	0	0	0	0		0	0	0
Susp	0	0	0	0	0	10		0	0	10
SuspP	0	0	0	2	0	0		0	0	2
Theft	0	0	0	0	0	5		4	0	9
TheftP	0	0	0	0	0	0		0	0	0
Threat	0	0	0	0	0	1		1	0	2
ThreatP	0	0	0	0	0	0		0	0	0
Traf	0	0	0	1	0	17		1	0	19
Tres	0	0	0	0	0	4		0	0	4
UNK	0	0	1	0	0	0		0	0	1
Unsecure	0	0	0	0	2	0		0	0	2
Vand	0	0	0	0	0	2		1	0	3
VandP	0	0	0	0	0	0		0	0	0
VehTheft	0	0	0	0	0	1		0	0	1
VehTheftP	0	0	0	0	0	0		0	0	0
Weapon	0	0	0	0	0	0		0	0	0
Weather	0	0	0	0	0	0		0	0	0
Welfare	0	0	0	0	0	3		1	0	4
WelfareP	0	0	0	2	0	0		0	0	2

WT

Total

0	0	0	6	0	0	Item 4.0.A, Attachment 3	6	
12	49	19	50	29	124	83	9	375

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Close

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: November 27, 2023

Agenda Item Number: Item 4.0 B

Agenda Item: Fire Department Report

Background Information:

Fire Chief Rodney Sanow will present the Fire Department's monthly report.

Attachment(s):

Attachment 1 – October 2023 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



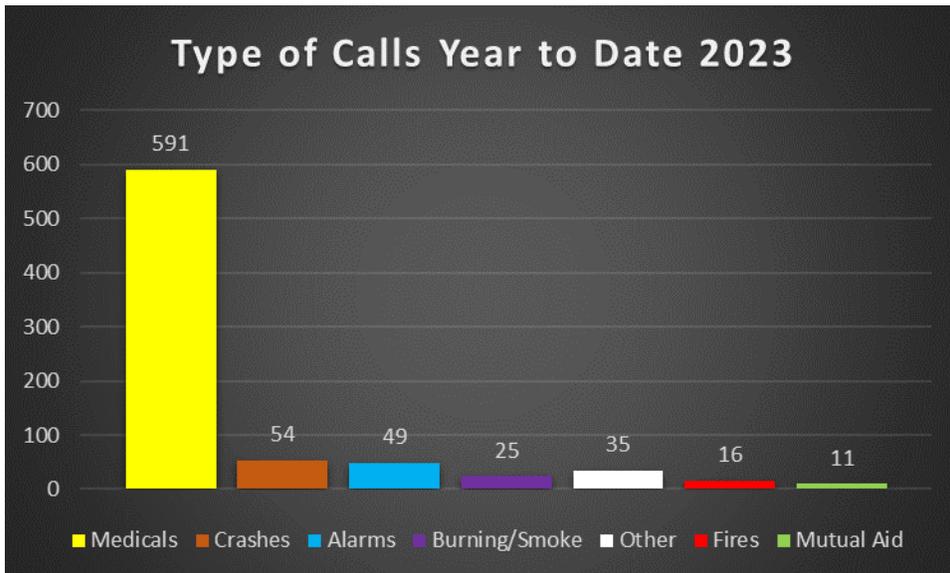
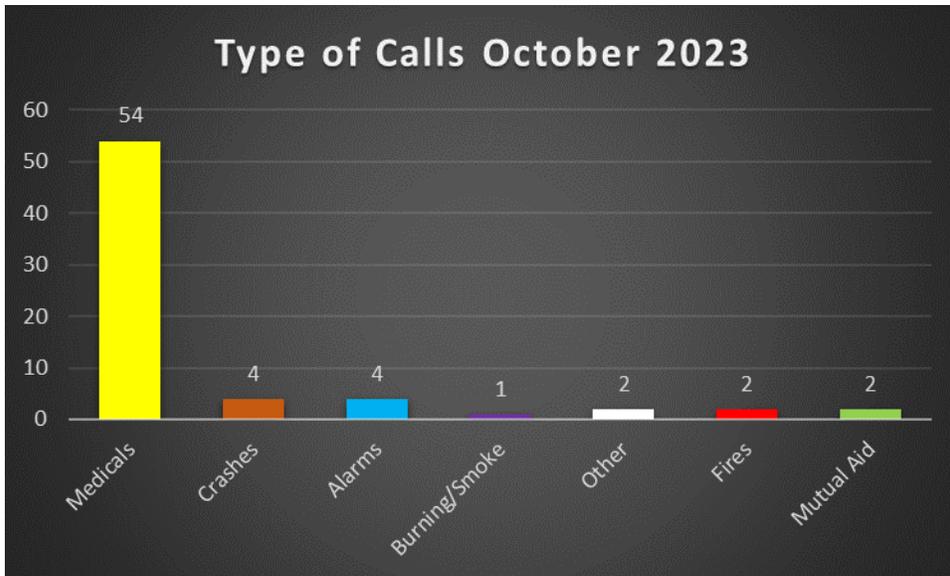
**East Bethel Fire Department
October 2023
Response Calls**

Incident No.	Incident Date	Street Address	Incident Type
713	10/1/2023	19131 Taylor Street Northeast Apt 228	EMS call
714	10/1/2023	229th Avenue Northeast and Hwy 65	Crash
715	10/1/2023	18164 Hwy 65 Northeast Apt 32	EMS call
716	10/2/2023	20451 Jackson Street Northeast	EMS call
717	10/2/2023	19131 Taylor Street Northeast Apt 6	EMS call
718	10/2/2023	103 Sims Road Northeast	EMS call
719	10/3/2023	18164 Hwy 65 Northeast Apt 33	EMS call
720	10/4/2023	18974 Waconia Street Northeast	EMS call
721	10/4/2023	23919 Hwy 65 Northeast	EMS call
722	10/4/2023	21220 Polk Street Northeast	EMS call
723	10/5/2023	716 198th Avenue Northeast	EMS call
724	10/5/2023	18535 Lakeview Point Drive Northeast	Other
725	10/5/2023	222nd Lane Northeast and Yancy St NE	EMS call
726	10/5/2023	217th Avenue Northeast and Durant St NE	Other
727	10/6/2023	20320 Polk Street Northeast	EMS call
728	10/7/2023	3806 191st Street Northeast	EMS call
729	10/8/2023	24355 Hwy 65 Northeast Apt 131	EMS call
730	10/8/2023	20561 University Avenue Northeast	EMS call
731	10/9/2023	19942 Buchanan Street Northeast	EMS call
732	10/9/2023	20285 Erskine Street Northeast	EMS call
733	10/9/2023	1280 185th Avenue Northeast	EMS call
734	10/9/2023	2700 185th Lane Northeast	EMS call
735	10/10/2023	20002 Edison Street Northeast	Alarms
736	10/10/2023	22659 East Waconia Circle Northeast	EMS call
737	10/10/2023	1828 209th Court Northeast	EMS call
738	10/10/2023	Hwy 65 Northeast and Viking Blvd NE	Crash
739	10/12/2023	18511 Hwy 65 Northeast	EMS call
740	10/13/2023	Jackson Street Northeast and 199th Ave Ne	EMS call
741	10/13/2023	19015 Channel Lane Northeast	EMS call
742	10/13/2023	East Bethel Boulevard Northeast and 221st Ave NE	EMS call
743	10/13/2023	24355 Hwy 65 Northeast Apt 131	EMS call
744	10/13/2023	24355 Hwy 65 Northeast Apt 56	EMS call
745	10/14/2023	1623 229th Lane Northeast	EMS call
746	10/14/2023	19703 Tri Oak Circle Northeast	EMS call
747	10/15/2023	18164 Hwy 65 Northeast Apt 85	EMS call
748	10/16/2023	19131 Taylor Street Northeast	EMS call
749	10/16/2023	1937 225th Avenue Northeast	EMS call

Incident No.	Incident Date	Street Address	Incident Type
750	10/16/2023	1280 185th Avenue Northeast Apt L-1 Parking Garage	Alarms
751	10/16/2023	508 195th Avenue Northeast	Mutual Aid
752	10/17/2023	255 Dogwood Road Northeast	EMS call
753	10/18/2023	1120 231st Lane Northeast	Fire
754	10/18/2023	24355 Hwy 65 Northeast Apt 107	EMS call
755	10/19/2023	4536 Viking Boulevard Northeast	EMS call
756	10/20/2023	216 Birch Road Northeast	EMS call
757	10/20/2023	18913 Jewell Street Northeast	EMS call
758	10/21/2023	21972 Van Buren Street Northeast	EMS call
759	10/21/2023	19131 Taylor Street Northeast	Alarms
760	10/22/2023	22659 Waconia Circle Northeast	EMS call
761	10/23/2023	3457 217th Avenue Northeast	EMS call
762	10/24/2023	19149 Jackson Street Northeast	EMS call
763	10/24/2023	24355 Hwy 65 Northeast Apt 163	EMS call
764	10/25/2023	18921 University Avenue Northeast	EMS call
765	10/25/2023	23244 Gopher Drive Northeast	EMS call
766	10/25/2023	24355 Hwy 65 Northeast Apt 119	EMS call
767	10/25/2023	Hwy 65 Northeast and Viking Blvd NE	Crash
768	10/26/2023	18974 Waconia Street Northeast	EMS call
769	10/26/2023	20026 Naples Court Northeast	Fire
770	10/26/2023	18164 Hwy 65 Northeast Apt 112	EMS call
771	10/27/2023	1105 Klondike Drive Northeast	EMS call
772	10/28/2023	1924 236th Avenue Northeast	EMS call
773	10/28/2023	18164 Hwy 65 Northeast Apt 33	EMS call
774	10/28/2023	604 189th Avenue Northeast	Burning/Smoke
775	10/29/2023	20721 Kiowa Street Northeast	Mutual Aid
776	10/29/2023	18164 Hwy 65 Northeast Apt 85	EMS call
777	10/29/2023	20910 Jenkins Street Northeast	EMS call
778	10/29/2023	24355 Hwy 65 Northeast Apt 131	EMS call
779	10/30/2023	21150 Eveleth Street Northeast	Alarms
780	10/31/2023	24000 Hwy 65 Northeast	Crash
781	10/31/2023	24355 Hwy 65 Northeast Apt 163	EMS call

69 Total calls

- 54 Medicals
- 4 Crashes
- 4 Alarms
- 1 Burning/Smoke
- 2 Other
- 2 Fires
- 2 Mutual Aid



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: November 27, 2023

Agenda Item Number: Item 6.0 A-I

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – Cancellation of VieBit Indexing Service for Website Media Center

Staff has received the 60-day notice for renewing the VieBit (Leightronix) license. The City currently budgets \$2500 per year for this license. VieBit is the subscription that gives us a separate Media Center page/site for our meeting videos, and offers the ability to index each video with timestamps for each specific item on the meeting agenda. However, with the introduction of our YouTube channel, utilization of the Media Center page has gone down in traffic. The ability to create timestamped index points is also available on YouTube, thus making VieBit redundant. Staff is recommending the cancellation of the VieBit license, in favor of staff training to use the free service/tool available through the YouTube channel.

Item C – Res. 2023-81, 2024 Fee Schedule Adoption

Staff reviews the City Fee Schedule on an annual basis in order to ensure that revenues are sufficient to cover the costs of providing the service. Staff has reviewed the attached fee schedule for 2024 and recommends the attached changes.

Item D – Personnel Policy Amendment: Sick and Safe Time Updates

Effective Jan. 1, 2024, Minnesota’s earned sick and safe time (ESST) law requires employers to provide earned sick and safe paid leave to employees who work in Minnesota. The State defines an employee as anyone who works at least 80 hours in a year for an employer in Minnesota (including temporary and part-time employees), but does not include elected officials or independent contractors. The law also states that employers must provide each employee in Minnesota with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year.

Currently the City offers 96 hours of annual sick leave for full time employees (earned at a rate of 3.69 hours per 80 hours worked) so the only modifications to the current policy would be to: change sick time to sick and safe time, add any employee working over 80 hours per year to be eligible to accrue sick and safe time and expand the definition of what ESST can be used for. In order to be compliant with this new state law, staff recommends amending section 7.3 of the City of East Bethel Personnel policy with the following (changes in red):

~~7.3 Sick Leave – Regular Full-Time Employees~~ **Earned Sick and Safe Time (ESST)**

1. **Sick and Safe Time Leave** -. **Sick and Safe Time** leave with pay shall be granted to probationary, regular full-time employees **and any employee working more than 80 hours per year**. **Sick and Safe time** leave shall accrue at the rate of eight hours per month until 640 hours have been accumulated.

ESST leave may be taken only to the extent that it is earned. **ESST** leave may be used for illness, injury, employee assistance program, or by necessity for medical or dental care. **ESST leave may**

be used by the employee to care for an employee's: child, foster child, adult child, legal ward, child for whom the employee is legal guardian, spouse or registered domestic partner; sibling, stepsibling, or foster sibling; biological, adoptive, or foster parent, stepparent, or a person who stood in loco parentis when the employee was a minor child; grandchild, foster grandchild, or step grandchild; grandparent or step grandparent; a child of a sibling of the employee; a sibling of the parents of the employee; or a child-in-law or sibling-in-law; any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and up to one individual annually designated by the employee or as otherwise approved by the City Administrator. ESST leave may also be used when City Hall is closed due to weather or to care for a family member whose place of business is closed due to weather. The City Administrator may require a medical certificate as may be deemed necessary before approving the utilization of sick leave.

Item E – Recording Secretary Contract Addendum for 2024

The City has contracted with Timesaver Off Site Secretarial, Inc. (TOSS) to produce the minutes for City Council Meetings since 2014. The costs for this service are hourly based and are budgeted at \$12,600 for 2024. To comply with ESST requirements, the unit rates in the contract addendum reflect increases of \$1.50 per hour and 50 cents per page. The base rate and unit rate first hour reflect an increase of less than 5.25% over the 2023 costs. TOSS has provided exceptional service and staff recommends approval of the addendum for the contract extension. Estimated cost for staff preparation of these minutes is estimated to be \$17,760 per year based on the minimum number of meetings for Council, EDA, Planning and Parks Commissions (60). In addition to the direct cost savings, outsourcing the minute preparation to TOSS allows approximately 480 additional staff hours to be devoted to other essential job functions.

Item F – Approve the Successful Probation Period Completion for Paid On Call Firefighters

The Fire Chief along with the fire officers are recommending that Tyus Carlson and Lindsay Synowcznski be approved as firefighters for the East Bethel Fire Department. Both individuals have completed all the requirements of the probationary period set by the department. Upon approval of completion of their probationary status, these firefighters will move to a Firefighter 1 rank for pay (\$16.26 per hour) beginning December 1, 2023.

Item G – Paid on Call Firefighter Hiring Request

A new recruit, Jack Olson, has applied to join the Fire Department. This individual has passed the interview and background checks. Fire Chief Sanow is recommending that he be hired as a probationary firefighter. Based on his application, Chief Sanow is confident he will make an excellent addition to the department. Mr. Olson's employment date would commence effective December 1, 2023.

Item H - Re-appointment of Al Westlund to the East Bethel Park Commission

Al Westlund has served on the East Bethel Parks Commission since January, 2023 when he applied and was approved to fill out the remaining term of a resigning park commissioner. His current appointment expires on January 31, 2024. Mr. Westlund submitted a letter of request for re-appointment to another term on the Parks Commission. On November 14, 2023 the Parks Commission discussed the re-appointment and recommended by a 5-0 vote that City Council consider approval to re-appoint Al Westlund to a three year term on the East Bethel Parks Commission that would expire on January 31, 2027.

Item I – Purchase of Playground Equipment for Coon Lake Beach Park

The 2024 Parks Capital Improvement Plan includes funding up to \$100,000 for park improvements at Coon Lake Beach Park and Maynard Peterson Park. The Park Commission held their September 12, 2023 meeting at the Coon Lake Community Center and invited all property owners in the development to attend and provide comments on park improvements. One clear need that has been identified by residents and staff is to upgrade the existing playground equipment at Coon Lake Beach Park. This equipment is the oldest playground in the City and was previously moved from a different city park when that park was upgraded.

Based on past playground purchases and installations, a budget of approximately \$50,000 was estimated for a new playground system and swing set. The existing swing set has new child and adaptive swings that were purchased by the community that will be reused with the new upgrades. Staff used this information to solicit quotes from three companies along with designs for the new layouts.

The Park Commission reviewed and discussed the three proposals at their November 14, 2023 Park Commission meeting and recommended the design from MN/WI Playground for \$50,000. If the playground is ordered now, delivery and payment would not take place until the spring of 2024. Funding for the purchase is provided in the Park Capital Fund in 2024. The remaining \$50,000 that was budgeted in 2024 for park and safety improvements at Coon Lake Beach and Maynard Peterson Park will be discussed at future Park Commission meetings.

Fiscal Impact: All items listed above requiring expenditures have approved 2023 Budget funds to cover the expenses.

Recommendation(s): Staff recommends approval of the Consent Agenda as presented.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel
November 27, 2023
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$231,179.76
Electronic Payroll Payments						\$39,401.51
Payroll City Council - November 15, 2023						\$2,232.90
Payroll Fire - November 15, 2023						\$11,116.13
Payroll City Staff - November 22, 2023						\$47,790.34
Total to be Approved for Payment						\$331,720.64
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Auto/Misc Licensing Fees/Taxes	ES-00014530	Anoka County Treasury Dept	615	49851	\$380.00
Arena Operations	Cleaning Supplies	60385	Menards Blaine	615	49851	\$230.56
Arena Operations	Electric Utilities	112123	Connexus Energy	615	49851	\$4,158.84
Arena Operations	Gas Utilities	853984107	Xcel Energy	615	49851	\$981.89
Assessing	Professional Services Fees	4th Qtr 24	Kenneth A. Tolzmann	101	41550	\$14,828.75
Building Inspection	General Operating Supplies	336822839001	ODP Business Solutions, LLC	101	42410	\$41.64
Building Inspection	Permit Refund	2023-00235	Arden Anderson	101		\$90.00
Building Inspection	Permit Refund	2023-00415	NICOLAS KEIS	101		\$45.00
Building Inspection	Permit Refund	2023-00935	SODERVILLE INC	101		\$160.00
City Administration	Office Equipment Rental	515905875	US Bank Equipment Finance	101	41320	\$315.00
City Administration	Office Supplies	IN4390360	Innovative Office Solutions	101	41320	\$171.96
City Administration	Professional Services Fees	M28704	TimeSaver Off Site Secretarial	101	41320	\$357.00
City Administration	Telephone	11 2023	CenturyLink	101	41320	\$156.07
Economic Development Authority	Commissions and Boards	2023	Brian Bezanson	232	23200	\$180.00
Economic Development Authority	Commissions and Boards	2023	Catherine Lancrain	232	23200	\$160.00
Economic Development Authority	Commissions and Boards	2023	Julie Lux	232	23200	\$160.00
Economic Development Authority	Commissions and Boards	2023	Suzanne Erkel	232	23200	\$160.00
Economic Development Authority	Commissions and Boards	2023	Tom Schulzetenberg	232	23200	\$160.00
Engineering	Architect/Engineering Fees	51899	Hakanson Anderson Assoc. Inc.	101		\$965.55
Engineering	Architect/Engineering Fees	51900	Hakanson Anderson Assoc. Inc.	101		\$589.30
Engineering	Architect/Engineering Fees	51901	Hakanson Anderson Assoc. Inc.	101		\$560.00
Engineering	Architect/Engineering Fees	51908	Hakanson Anderson Assoc. Inc.	101	43110	\$201.98
Finance	Insurance Premiums	12 2023	Dearborn Group	101		\$1,977.30
Fire Department	Dues and Subscriptions	6603	MN State Fire Chiefs Assoc.	101	42210	\$100.00
Fire Department	Dues and Subscriptions	8645759X	NFPA	101	42210	\$175.00
Fire Department	Electric Utilities	112123	Connexus Energy	101	42210	\$7.70
Fire Department	Electric Utilities	112123	Connexus Energy	101	42210	\$462.77
Fire Department	Electric Utilities	112123	Connexus Energy	101	42210	\$95.62
Fire Department	Electric Utilities	112123	Connexus Energy	101	42210	\$70.03
Fire Department	Gas Utilities	853984107	Xcel Energy	101	42210	\$599.29
Fire Department	Motor Vehicle Services (Lic d)	IEB-1120-42120	North Metro Auto Glass	101	42210	\$65.00
Fire Department	Motor Vehicles Parts	112725576	Fleet Pride	101	42210	\$26.26
Fire Department	Motor Vehicles Parts	112725667	Fleet Pride	101	42210	\$15.20
Fire Department	Motor Vehicles Parts	230677	Papco, Inc.	101	42210	\$149.92
Fire Department	Office Equipment Rental	35280185	GreatAmerica Financial Svcs	101	42210	\$125.78
Fire Department	Personnel/Labor Relations	16915	ALTA Honors	101	42210	\$50.00
Fire Department	Shop Supplies	1539-229584	O'Reilly Auto Stores Inc.	101	42210	\$19.96
Fire Department	Telephone	11 2023	CenturyLink	101	42210	\$120.86
Fire Department	Telephone	11 2023	CenturyLink	101	42210	\$88.68



City of East Bethel
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General Govt Buildings/Plant	Electric Utilities	112123	Connexus Energy	101	41940	\$138.19
General Govt Buildings/Plant	Electric Utilities	112123	Connexus Energy	101	41940	\$788.10
General Govt Buildings/Plant	Electric Utilities	112123	Connexus Energy	101	41940	\$17.14
General Govt Buildings/Plant	Gas Utilities	853984107	Xcel Energy	101	41940	\$324.11
General Govt Buildings/Plant	General Operating Supplies	994484	Ham Lake Hardware	101	41940	\$12.76
Housing & Redevelopment Author	Professional Services Fees	31891	Nagell Appraisal & Consulting	230	23000	\$900.00
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101		\$1,159.50
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101	41610	\$416.50
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101	41610	\$1,298.50
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101	41610	\$1,396.50
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101	41610	\$196.00
Legal	Legal Fees	37106	Eckberg, Lammers, P.C.	101	41610	\$1,290.00
Mayor/City Council	Commissions and Boards	11 2023	Sunrise River WMO	101	41110	\$210.25
Mayor/City Council	Conferences/Meetings	FALL2023	Carrie Frost	101	41110	\$23.84
MSA Street Construction	Architect/Engineering Fees	51906	Hakanson Anderson Assoc. Inc.	402	40200	\$1,147.58
MSA Street Construction	Professional Services Fees	00002791	City of Oak Grove	402	40200	\$161,722.91
Park Maintenance	Bldg/Facility Repair Supplies	21078	Menards - Forest Lake	101	43201	\$372.03
Park Maintenance	Bldg/Facility Repair Supplies	2887	Menards Cambridge	101	43201	(\$1.04)
Park Maintenance	Bldg/Facility Repair Supplies	4737	Menards Cambridge	101	43201	\$193.04
Park Maintenance	Bldg/Facility Repair Supplies	4874	Menards Cambridge	101	43201	\$243.44
Park Maintenance	Clothing & Personal Equipment	4173208620	Cintas Corporation	101	43201	\$33.17
Park Maintenance	Clothing & Personal Equipment	4173985268	Cintas Corporation	101	43201	\$34.98
Park Maintenance	Clothing & Personal Equipment	4174679422	Cintas Corporation	101	43201	\$33.29
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$29.14
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$16.68
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$43.95
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$14.50
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$36.36
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$14.50
Park Maintenance	Electric Utilities	112123	Connexus Energy	101	43201	\$14.50
Park Maintenance	Equipment Parts	58572	Central Trailer Sales, Inc.	101	43201	\$59.49
Park Maintenance	Equipment Parts	112459096	Fleet Pride	101	43201	\$39.00
Park Maintenance	Equipment Parts	112459197	Fleet Pride	101	43201	\$17.64
Park Maintenance	Motor Vehicles Parts	1539-230380	O'Reilly Auto Stores Inc.	101	43201	\$16.95
Park Maintenance	Other Equipment Rentals	MP238836	LRS	101	43201	\$80.00
Park Maintenance	Other Equipment Rentals	MP238838	LRS	101	43201	\$80.00
Payroll	Insurance Premiums	CNS0001399137	Delta Dental	101		\$51.04
Payroll	Insurance Premiums	CNS0001399137	Delta Dental	101		\$684.47
Payroll	Insurance Premiums	265865150141	Medica	101		\$8,934.68
Payroll	Insurance Premiums	436200122023	NCPERS Group Life Ins	101		\$80.00
Payroll	Union Dues	11 2023	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Legal Notices	973456	ECM Publishers, Inc.	101	41910	\$98.65
Planning and Zoning	Legal Notices	973457	ECM Publishers, Inc.	101	41910	\$92.60
Planning and Zoning	Legal Notices	973458	ECM Publishers, Inc.	101	41910	\$98.65
Recycling Operations	Electric Utilities	112123	Connexus Energy	226	43235	\$65.22
Recycling Operations	Gas Utilities	853984107	Xcel Energy	226	43235	\$79.79
Recycling Operations	Other Equipment Rentals	MP238839	LRS	226	43235	\$80.00
Sewer Operations	Electric Utilities	112123	Connexus Energy	602	49451	\$172.84
Sewer Operations	Electric Utilities	112123	Connexus Energy	602	49451	\$65.73
Sewer Operations	Safety Supplies	IN4390360	Innovative Office Solutions	602	49451	\$70.41



City of East Bethel
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Street Capital Projects	Architect/Engineering Fees	51903	Hakanson Anderson Assoc. Inc.	406	40600	\$230.00
Street Capital Projects	Architect/Engineering Fees	51904	Hakanson Anderson Assoc. Inc.	406	40600	\$2,232.58
Street Capital Projects	Architect/Engineering Fees	51905	Hakanson Anderson Assoc. Inc.	406	40600	\$1,274.75
Street Capital Projects	Architect/Engineering Fees	51907	Hakanson Anderson Assoc. Inc.	406	40600	\$925.86
Street Maintenance	Architect/Engineering Fees	51902	Hakanson Anderson Assoc. Inc.	403	43220	\$445.00
Street Maintenance	Bldgs/Facilities Repair/Maint	4173208620	Cintas Corporation	101	43220	\$9.05
Street Maintenance	Bldgs/Facilities Repair/Maint	4173985268	Cintas Corporation	101	43220	\$9.54
Street Maintenance	Bldgs/Facilities Repair/Maint	4174679422	Cintas Corporation	101	43220	\$9.08
Street Maintenance	Clothing & Personal Equipment	4173208620	Cintas Corporation	101	43220	\$33.16
Street Maintenance	Clothing & Personal Equipment	4173985268	Cintas Corporation	101	43220	\$34.99
Street Maintenance	Clothing & Personal Equipment	4174679422	Cintas Corporation	101	43220	\$33.29
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$151.04
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$38.07
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$68.45
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$30.94
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$40.60
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$552.74
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$29.90
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$11.40
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$382.48
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$106.43
Street Maintenance	Electric Utilities	112123	Connexus Energy	101	43220	\$101.99
Street Maintenance	Equipment Parts	1539-229335	O'Reilly Auto Stores Inc.	101	43220	\$21.81
Street Maintenance	Equipment Parts	464625	Towmaster	101	43220	\$36.86
Street Maintenance	Gas Utilities	853984107	Xcel Energy	101	43220	\$205.62
Street Maintenance	Motor Vehicles Parts	112757876	Fleet Pride	101	43220	\$16.48
Street Maintenance	Motor Vehicles Parts	IEB-1120-42119	North Metro Auto Glass	101	43220	\$65.00
Street Maintenance	Shop Supplies	112728679	Fleet Pride	101	43220	\$19.88
Street Maintenance	Shop Supplies	333131	S & S Industrial Supply	101	43220	\$13.74
Street Maintenance	Small Tools and Minor Equip	333032	S & S Industrial Supply	101	43220	\$19.14
Street Maintenance	Street Maint Materials	90835	Bjorklund Companies, LLC	101	43220	\$345.25
Street Maintenance	Street Maint Materials	IN55894	City of St. Paul	101	43220	\$596.90
Street Maintenance	Street Maint Services	90844	Bjorklund Companies, LLC	101	43220	\$1,663.61
TIF 1-2	Professional Services Fees	95632	Ehlers	436	43600	\$600.00
Water Utility Operations	Bldgs/Facilities Repair/Maint	11 2023	KANGAS TANK	601	49401	\$5,500.00
Water Utility Operations	Electric Utilities	112123	Connexus Energy	601	49401	\$219.40



City of East Bethel
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Water Utility Operations	Electric Utilities	112123	Connexus Energy	601	49401	\$159.54
Water Utility Operations	Electric Utilities	112123	Connexus Energy	601	49401	\$906.68
Water Utility Operations	Gas Utilities	59.7869-5 11	CenterPoint Energy	601	49401	\$118.43
Water Utility Operations	Gas Utilities	954753-1 11	CenterPoint Energy	601	49401	\$128.56
Water Utility Operations	Professional Services Fees	192028048	Summit Fire Protection	601	49401	\$375.00
Water Utility Operations	Professional Services Fees	192028099	Summit Fire Protection	601	49401	\$375.00
Water Utility Operations	Telephone	11 2023	CenturyLink	601	49401	\$156.75
Water Utility Operations	Telephone	11 2023	CenturyLink	601	49401	\$70.95
Water Utility Operations	Telephone	11 2023	CenturyLink	601	49401	\$198.83
						\$231,179.76



City of East Bethel
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Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$9,776.10
Payroll	Federal Withholding	\$5,936.10
Payroll	Medicare Withholding	\$2,582.80
Payroll	FICA Tax Withholding	\$10,087.56
Payroll	State Withholding	\$3,667.73
Payroll	MSRS/H.S.A./HCSP	\$7,351.22
		\$39,401.51

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
UTILITY OPERATION FEES		
Water and Sewer - Access Charges		
WATER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$500	
SEWER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$3,350	
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$3,185	
WATER SYSTEM ACCESS CHARGE-PHASE I WATER SYSTEM SERVICE AREA	\$3,600	
SEWER SYSTEM ACCESS CHARGE-PHASE I SEWER SYSTEM SERVICE AREA	\$2,000	
SEWER TRUNK CHARGE - PHASE 1 SEWER SYSTEM SERVICE AREA (USERS WITH ERU >1 or NON-RESIDENTIAL CONNECTIONS)	\$11,500	
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$3,185	
Water and Sewer - Connection Inspection Fees		
CONNECTION INSPECTION (NEW OR REPAIR) - SEWER	\$80	
CONNECTION INSPECTION (NEW OR REPAIR) - WATER	\$80	
Water - Operational Charges		
(1) Water use Charges - Whispering Aspen (Residential)		
BASE CHARGE	\$18.77 PER MONTH	
USAGE CHARGES:		
0 - 5,000 GALLONS PER MONTH	\$10.60 PER 1,000 GALLONS	
5,000 - 10,000 GALLONS PER MONTH	\$12.72 PER 1,000 GALLONS	
OVER 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 GALLONS	
(2) Water Use Charges – Phase I Water System Service Area (Residential and Commercial)		
BASE CHARGE	\$17.50 PER ERU PER MONTH	
USAGE CHARGES:		
0 - 5,000 GALLONS PER MONTH	\$3.50 PER 1,000 GALLONS	
5,000 - 10,000 GALLONS PER MONTH	\$3.80 PER 1,000 GALLONS	
OVER 10,000 GALLONS PER MONTH	\$4.10 PER 1,000 GALLONS	
(3) Water Use Charges – Bulk Water Use		
USAGE CHARGES:		
0 - xxx GALLONS PER MONTH	\$4.10 PER 1,000 GALLONS	
Sewer - Operational Charges		
(1) Sewer Treatment - Residential and Commercial		
BASE CHARGE	\$6.30 PER MONTH PER ERU	
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	
<i>(Residential based on water use during January. If a residential water usage figure is not available 2,000 gallons will be used.)</i>		
(2) Sewer Treatment - Mobile Park (Greystone)		
BASE CHARGE	\$1,190 PER MONTH	
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	
Other Charges		

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
STREET LIGHTING CHARGE –WHISPERING ASPEN / VIKING PRESERVE	\$2.00 PER MONTH	
FINAL METER READING FEE	\$25.00 PER OCCURRENCE	
WATER TURN ON/OFF FEE	\$75	
PENALTY CHARGES	Bills are due within 25 days from the date of billing. Bills not paid in full by the due date will pay a service charge of 10% of the current charges. Beginning 30 days after the due date, all unpaid balances will accrue interest at the rate of 1.5% per period. All amounts that are more than 30 days past due on the last day of November each year may be certified to the County Auditor as unpaid and delinquent. The certified amount, plus a service charge to pay for the assessment process, shall be extended as a tax lien on the respective property. This amount will be added to the following year's property tax assessment.	
TAX CERTIFICATION OF DELINQUENT ACCOUNTS	\$70.00	
GENERAL FEES		
ADVERTISING FEES		
<i>NEWSLETTER ADS</i>		
SMALL	\$35.00/issue, or \$125.00/full year (4 issues)	
MEDIUM	\$70.00/issue, or \$250.00/full year (4 issues)	
LARGE	\$140.00/issue, or \$500.00/full year (4 issues)	
WEBSITE AD	\$25.00/month, minimum of 3 months. Media Center page only.	
CHANNEL 10 COMMERCIAL AD	\$25.00/month, minimum of 3 months.	
ICE ARENA ADS		
ZAMBONI	\$500.00/side, or \$1500/entire machine for 1 year.	
DASHERS	\$300.00/year	
WALL	\$300.00/year	
IN-ICE	\$500.00/year	
DATA INSPECTION FEE	No Cost	
NOTARY FEE	\$1	
Cost for Copies or Electronic Copies if 100 or fewer pages	.25 per page	
Cost for Colored Copies (if requested)	.50 per page	
Cost of Copies or Electronic Copies if over 100 pages	Actual cost of production, including copying costs and staff time to retrieve data	
CERTIFIED COPY	\$5.00 PER DOCUMENT	
FAX CHARGE (SEND OR RECEIVE)	\$1.00 PER PAGE	
CITY MAPS-COUNTY PROVIDED (IF CURRENT)	\$2	
CITY MAPS - 11 X 17	\$5	
CITY MAPS - 36 X 36	\$10	
VIDEOTAPE COPY OF MEETING	\$10	
RETURNED CHECK CHARGE	\$30	
ELECTION FILING FEE	\$5	
GARBAGE HAULER'S LICENSE	\$300	
TOBACCO RETAIL LICENSE	\$200	
CANNABINOID LICENSE	\$500	
BACKGROUND CHECK FOR CANNABINOID LICENSE	City Council Packet, page 23	
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted	
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
ANIMAL BOARDING FEE	contracted	
POTENTIALLY DANGEROUS DOG REGISTRATION	\$250	
DANGEROUS DOG REGISTRATION	\$500	
LIQUOR LICENSES:		
3.2 LIQUOR ON SALE	\$250	
3.2 LIQUOR OFF SALE	\$150	
LIQUOR ON SALE - FULL YEAR	\$3,500	
LIQUOR ON SALE - SEASONAL	\$2,040	
LIQUOR OFF SALE***	\$380	
SUNDAY LIQUOR SALE	\$200	
WINE	\$500	
LICENSEE INVESTIGATION FEE	\$300	
BREWERY/TAPROOM ON-SALE	\$250	
OFF-SALE GROWLER	\$150	
MICRODISTILLERY OFF-SALE	\$380	
CATERER'S PERMIT FEE	\$20	
MASSAGE ESTABLISHMENT LICENSE		
INITIAL FEE	\$200	
ANNUAL RENEWAL FEE	\$100	
LICENSEE INVESTIGATION FEE	\$300	
MASSAGE THERAPIST LICENSE		
INITIAL FEE	\$100	
ANNUAL RENEWAL FEE	\$100	
LICENSEE INVESTIGATION FEE	\$300	
PAWNBROKER/SECONDHAND GOODS DEALER	\$5,000 ANNUAL FEE	
DEALER INVESTIGATION FEE	\$3,000	
TRANSACTION FEE	\$5 PER TRANSACTION	
TRANSIENT MERCHANT LICENSE	\$500 ANNUAL/\$250 60 DAYS	
PEDDLER/SOLICITOR LICENSE	\$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE \$1,000 ADDITIONAL/ \$85 30 day permit	
APPLICATION INVESTIGATION FEE	\$50	
SEXUALLY ORIENTED BUSINESS LICENSE	\$10,000	
LICENSEE INVESTIGATION FEE	\$3,000	
VEHICLE DEALER LICENSE	\$350 ANNUAL FEE	
RIGHT OF WAY ACCESS FEE	\$300	
NUISANCE ABATEMENT	\$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS	
TAX CERTIFICATION OF NUISANCE ABATEMENT	\$70	

(c) The fee set by the jurisdiction issuing the license shall be reduced by \$100 if the following conditions are met:		
(1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;		
(2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and		
(3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers, and a penalty program is established to punish employees in the event of a failed compliance check.		
CEMETERY FEES	City Council Packet, page 24	
CEMETERY PLOTS	\$800	
CEMETERY DEED TRANSFER	\$15	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
SUMMER PLOT INTERMENT	\$600	
WINTER PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	\$800	
SUMMER CREMATION PLOT INTERMENT	\$300	
WINTER CREMATION PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	\$400	
SUMMER INFANT PLOT INTERMENT	\$450	
WINTER INFANT PLOT INTERMENT	\$550	
ADDITIONAL INTERMENT FEE, IF AFTER HOURS (AFTER 3:00 MONDAY - FRIDAY, ALL SATURDAYS, SUNDAYS & HOLIDAYS)	\$100	
MARKER SETTING FEE	\$50	
PLANNING AND ZONING FEES		
ESCROW FEES		
DRIVEWAY ESCROW	\$5,200	
LANDSCAPE PLAN ESCROW	\$6,600	
SEPTIC ESCROW	125% OF THE COST OF THE HIGHEST OF TWO INSTALLATION BIDS	
SIDEWALK ESCROW (WHISPERING ASPEN)	COST BASED ON RECOMMENDATION OF THE CITY ENGINEER	
GRADING AND MINING FEES		
GRADING PERMIT (BETWEEN 500 AND 1,000 CUBIC YARDS)	\$50 + CONSULTING FEES + \$500 Escrow Required	
MINOR MINING (BETWEEN 1,000 AND 5,000 CUBIC YARDS)	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
MAJOR MINING (GREATER THAN 5,000 CUBIC YARDS)	\$1,000 + CONSULTING FEES; \$1,500 ESCROW REQUIRED	
LAND USE FEES		
CONDITIONAL USE PERMIT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
CONDITIONAL USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
INTERIM USE PERMIT	\$300 + CONSULTING FEES; \$300 ESCROW REQUIRED	
INTERIM USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$300 ESCROW REQUIRED	
INTERIM USE PERMIT RENEWAL	\$50	
ADMINISTRATIVE HOME OCCUPATION PERMIT	\$50	
VACATION	\$200 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
VARIANCE	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
LOT DIVISION FEES		
ADMINISTRATIVE SUBDIVISION	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
METES AND BOUNDS SPLIT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
CONCEPT PLAN REVIEW	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
PRELIMINARY PLAT	\$500 + \$25.00/lot + CONSULTING FEES; \$5,000 ESCROW REQUIRED	
FINAL PLAT	\$300 + CONSULTING FEES + \$1,000 Escrow + \$50/LOT IF NEW ROAD	
PLANNED UNIT DEVELOPMENT	\$700 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
PLANNED UNIT DEVELOPMENT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
PARK DEDICATION - COMMERCIAL	\$2000 per acre	
PARK DEDICATION - RESIDENTIAL	\$2000 per single family lot	
PARK DEDICATION - MULTI-FAMILY RESIDENTIAL	\$1500 per unit w/ credit for developer provided facilities	
REVIEW FEES		
ENVIRONMENTAL REVIEW	\$350; \$650 ESCROW REQUIRED	
FLOODPLAIN REVIEW	\$150 + CONSULTING COSTS	
SITE PLAN REVIEW	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
WETLAND REVIEW	\$150 + CONSULTING COSTS	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
ZONING FEES		
ZONING MAP AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
ZONING TEXT AMENDMENT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
MISC. PLANNING FEES		
COMPREHENSIVE PLAN AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.	
COUNTY FILING FEE REIMBURSEMENT	\$55	
DOCUMENT - COMPREHENSIVE PLAN	\$40	
DOCUMENT - ZONING ORDINANCE	\$40	
OUTDOOR ENTERTAINMENT PERMIT	\$150	
STREET SIGN	ACTUAL COSTS BILLED TO THE CITY FOR THE SIGN AND A \$25 INSTALLATION FEE	
TEMP/SEASONAL OUTDOOR SALES PERMIT / CERTIFICATE OF COMPLIANCE	\$150	
TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	\$40 IF APPROVED BEFORE PLACEMENT / \$80 IF APPROVED AFTER PLACEMENT	
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES; \$12,000 ESCROW REQUIRED	
ZONING VERIFICATION LETTER	\$50	
CODE ENFORCEMENT FEES		
ADMINISTRATIVE CITATION - FIRST CITATION	\$50	
ADMINISTRATIVE CITATION - SECOND CITATION	\$100	
ADMINISTRATIVE CITATION - THIRD CITATION	\$250	
ADMINISTRATIVE CITATION	AFTER THE THIRD CITATION, THE CASE WILL BE SUBMITTED TO THE CITY ATTORNEY TO BE RESOLVED THROUGH THE COURT SYSTEM	
ADMINISTRATIVE HEARING - HEARING REQUEST FILING FEE	\$100	
ADMINISTRATIVE HEARING - HEARING FEE	\$100, HEARING FEE AND COSTS INCURRED THROUGHOUT THE HEARING PROCESS SHALL BE PAID BY THE PARTY WHO DOES NOT PREVAIL, NOT TO EXCEED \$300	
BUILDING INSPECTION FEES		
RESIDENTIAL BUILDING FEES		
ACCESSORY BUILDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
ADDITION PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
ALTERATION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
BASEMENT FINISH PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
DECK	\$150	
DEMOLITION / BLDG OR PARTIAL	\$100	Increase from \$50 to \$100
DRIVEWAY PERMIT	\$100	Increase from \$50 to \$100
FENCE OVER 6FT PERMIT or FENCE CERTIFICATE	\$100	Increase from \$50 to \$100
FIRE ALARM SYSTEM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	
FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	
FIREPLACE PERMIT	\$100/RESIDENTIAL PROPERTY	Increase from \$75 to \$100
FUEL TANK PERMIT – ADDING OR REMOVING	\$100/RESIDENTIAL PROPERTY	Increase from \$50 to \$100
GARAGE PERMIT – ATTACHED/DETACHED	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
MANUFACTURED HOME INSTALLATION PERMIT	\$150	
MINOR HVAC DUCT WORK	\$45	Eliminate
MECHANICAL HVAC PERMIT (Residential)	\$100	
NEW CONSTRUCTION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
NEW CONSTRUCTION – WHISPERING ASPENS / VIKING PRESERVE	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A WITH SAC, WAC, WATER METER AND CONNECTION, AND STREET IMPROVEMENT CHARGES.	
RESIDENTIAL PLUMBING PERMIT		
- Water Heater or Water Softener	\$100	Increase from \$50 to \$100
- New and Existing Single Family Residential	\$100	
POOL PERMIT – ABOVE GROUND	\$100	Increase from \$50 to \$100
POOL PERMIT – BELOW GROUND	\$100	
REMODEL PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
REPAIR PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
RESIDENTIAL ROOFING PERMIT	\$100	
SEPTIC - REPAIR	\$100	
SEPTIC PERMIT – ALTERNATIVE (TYPE IV) SYSTEM	\$200 plus actual cost of plan review / inspections or \$300.00 minimum	
SEPTIC PERMIT - NEW CONSTRUCTION/REPLACEMENT	\$300	
SEPTIC PUMPING PERMIT	\$5	
SEPTIC TANK/HOLDING TANK PERMIT	\$100	
RESIDENETIAL SIDING PERMIT	\$100	
THREE SEASON OR PORCH	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
WATERPROOFING PERMIT	\$100	Increase from \$50 to \$100
WINDOWS/DOORS – NO CHANGE TO OPENING SIZE PERMIT	\$100	Increase from \$75 to \$100
WINDOWS/DOORS – CHANGE TO OPENING SIZE PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
MISCELLANEOUS BUILDING FEES		
CELL TOWER PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT	
MISC FEE	\$1	
MISC PERMITS THAT DO NOT REQUIRE PLAN REVIEW	\$100	Increase from \$50 to \$100
MISC PERMITS THAT DO REQUIRE PLAN REVIEW	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
PLAN CHECK	65% OF BUILDING PERMIT FEE	
RE-INSPECTION/ADMINISTRATIVE FEE	\$100 PER INSPECTION	
SPECIAL INSPECTIONS - HOURLY RATE	\$100	Increase from \$50 to \$100
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5	
COMMERCIAL BUILDING FEES		
COMMERCIAL CONSTRUCTION PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL FIREPLACE PERMIT	\$100/FIREPLACE	Increase from \$75 to \$100
COMMERCIAL FUEL TANK PERMIT – ADDING OR REMOVING	\$100/TANK	Increase from \$50 to \$100
COMMERCIAL MECHANICAL HVAC PERMIT	\$100 OR 1.5% OF VALUATION, WHICHEVER IS GREATER	Increase from \$80 to \$100
COMMERCIAL PLUMBING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL SEPTIC PERMIT	\$200.00 PLUS ACTUAL COST OF PLAN REVIEW / INSPECTIONS OR \$300.00 MINIMUM	
COMMERCIAL SIDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL ROOFING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
RENTAL FEES		
RENTAL INSPECTION FEE	\$50.00 PER UNIT	
RENTAL LICENSE FEE	\$25 PER APPLICATION	
RENTAL LATE FEE	\$25 PER APPLICATION	
RENTAL TRANSFER FEE	\$25 PER APPLICATION	
RENTAL REINSTATEMENT FEE	\$75 PER APPLICATION	
RENTAL RENEWAL FEE	\$50 PER APPLICATION (INCLUDES INSPECTION)	
ELECTRIC Permit Fees		
State Surcharge (applied once to each electrical permit)	\$1.00	*Eliminate all Electrical Fees
SINGLE FAMILY RESIDENTIAL-		
Residential panel replacement	\$110	
Residential subpanel replacement	\$45	
New Service or power supply		
0-300 AMP	\$55	
400 AMP	\$71	
500 AMP	\$87	
600 AMP	\$103	
800AMP	\$135	
1000 AMP	\$167	
1100 AMP	\$183	
1200 AMP	\$199	
Add \$16 for each additional 100 AMP's		
Circuit and Feeders:		
0 to 100 AMP	\$15	
101 to 200 AMP	\$21	
201 to 300 AMP	\$27	
301 to 400 AMP	\$33	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
401 to 500 AMP	\$33-	
501 to 600 AMP	\$39-	
601 to 700 AMP	\$45-	
Add \$6 for each additional 100 AMP's		
Minimum Fee	\$45 PER TRIP Plus \$1.00 State Surcharge	
	Minimum for rough inspection and final is \$90.00 plus \$1.00 surcharge-	
Maximum Fee	Maximum fee for single family dwelling or townhouse not over 200 amps	
	(No max if service is over 200 Amps) is \$190.00 plus \$1.00 surcharge-	
	Maximum of 2 rough In's and 1 Final Inspection-	
Apartment Buildings	\$80/UNIT (This does no cover service, unit feeders, or house panels)	
Swimming Pools and Hot Tubs	\$90 PER TRIP; PLUS CIRCUITS at \$9.00 each (Includes two inspections)	
Additions, remodels, or basement finishes	\$90 for up to 10 circuits (Includes two inspections)	
Residential Accessory Structures	The greater of \$55.00 for panel plus \$9 per circuit or \$90 for 2 inspections-	
Traffic Signals	\$8 per each standard	
Street and Parking Lot Lights	\$5 per each standard	
Transformers and Generators		
Up to 10KVA	\$5-	
11 to 74KVA	\$40-	
75KVA to 299 KVA	\$60-	
Over 299KVA	\$165-	
Retro Fit Lighting	\$0.85 cents per fixture	
Sign Transformer or Driver	\$9 per transformer	
Low Voltage fire alarm, low voltage heating and air conditioning control wiring	.85 cents per device	
Re-Inspection Fee in addition to all other fees	\$45-	
Hourly Rate for Carnivals	\$90-	
Solar/Photovoltaic (PV) Fees		
Inspection for Solar/PV system, 0 watts to and including 5000 watts	\$90-	
5001 watts to and including 10,000 watts	\$150-	
10,001 watts to and including 20,000 watts	\$225-	
20,001 watts to and including 30,000 watts	\$300-	
30,001 watts to and including 40,000 watts	\$375-	
40,001 watts to and including 1,000,000 watts	\$375 and \$25 for each additional 10,000 watts over 40,000 watts	
<small>*Watt rating is the total estimated alternating current (AC) energy output of the solar system. The total DC energy output is not used.</small>		
<small>*Solar PV inspection fees include inverters, modules, panels, combiners, converters, charge controllers disconnecting means and electrical conductors between the inverter and the AC panelboard for stand-alone solar PV systems; or the conductors between the inverter and the service equipment or other power production, distribution and utilization system, such as a utility system and its connected loads, that is external to and not controlled by the solar PV power system.</small>		
<small>*Additional inspection fees may be applicable on large-scale projects for the inspection of additional electrical infrastructure between the inverter output circuit and the electrical production and distribution network.</small>		
Solar/PV system Plan Review Fee	\$100/hour	
If work starts before the permit is issued	Double permit fee	
FIRE DEPARTMENT FEES		
FIRE RESPONSE REIMBURSEMENTS:		
MOTOR VEHICLE ACCIDENTS	\$300	
PUBLIC UTILITY EMERGENCY SERVICE AND HAZARDOUS		
MATERIAL SPILL OR LEAK:		
LABOR CHARGE	\$30/HOUR + COST OF MATERIALS	
TRUCK CHARGE	\$150/HOUR/TRUCK	
COMMERCIAL INSPECTIONS:		
INITIAL & 1ST RE-INSPECTION	City Council Packet, page 28 NO CHARGE	
EACH ADDITIONAL RE-INSPECTION	\$90 PER OCCURRENCE	
FALSE ALARMS - EACH OCCURRENCE		

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
	AFTER 2 FALSE ALARMS WITHIN A CALENDAR YEAR	\$200
	PLAN REVIEWS:	
	FIRE ALARM SYSTEMS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE ROADS AND DRIVEWAYS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	NEGLIGENT AND OR NONPERMISABLE FIRES	\$250 PER OCCURRENCE
	TAX CERTIFICATION OF UNPAID FIRE CHARGES	\$70
	RECREATIONAL FEES	
	ICE ARENA	
	ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR
	ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE
	LOCKER ROOM RENTAL	\$7,500
	DRY FLOOR EVENTS	NEGOTIABLE
	PARKS	
	PAVILIONS/SHELTERS - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
	PAVILIONS/SHELTERS - RESIDENT	\$100 DEPOSIT
	IRRIGATED BALLFIELDS - NON RESIDENT	\$20/DAY; \$100 DEPOSIT
	IRRIGATED BALLFIELDS - RESIDENT	\$20/DAY; \$100 DEPOSIT
	IRRIGATED BALLFIELDS; TOURNAMENT	\$350/TOURNAMENT; \$200 DEPOSIT
	NON IRRIGATED BALLFIELDS - NON RESIDENT	\$10/DAY; \$100 DEPOSIT
	NON IRRIGATED BALLFIELDS - RESIDENT	\$100 DEPOSIT
	NON IRRIGATED BALLFIELDS - TOURNAMENT	\$50/FIELD; \$100 DEPOSIT
	CONCESSION STAND; SAA SEASON, MONDAY-FRIDAY	\$1,000/SEASON
	CONCESSION STAND; WEEKEND TOURNAMENTS	\$300/WEEKEND; \$300 DEPOSIT
	CONCESSION STAND; ONE DAY FEE NON TOURNAMENT	\$50/DAY
	WHISPERING ASPEN COMMUNITY CTR - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
	WHISPERING ASPEN COMMUNITY CTR - RESIDENT	\$100 DEPOSIT

EXTRACTED FROM 1997 UNIFORM BUILDING CODE

TABLE NO. 1-A – BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours	\$47.00 per hour*
2. Reinspection fees assessed under provisions of Section 305.8	\$47.00 per hour*
3. Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	\$47.00 per hour*
4. Additional plan review required by changes, additions or revisions to plans	\$47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both	Actual costs **

* Or the total hourly cost to the jurisdiction, 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.

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

2015 IBC VALUATION SCHEDULE

Square Foot Construction Costs ^{a, b, c}

WOOD FRAME CONST. CATEGORY

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	233.95	225.89	220.42	211.39	198.92	193.15	204.70	181.63	174.97
A-1 Assembly, theaters, without stage	214.40	206.35	200.88	191.84	179.53	173.76	185.16	162.23	155.58
A-2 Assembly, nightclubs	182.86	177.56	173.06	166.05	156.54	152.22	160.22	141.73	136.94
A-2 Assembly, restaurants, bars, banquet halls	181.86	176.56	171.06	165.05	154.54	151.22	159.22	139.73	135.94
A-3 Assembly, churches	216.47	208.41	202.95	193.91	181.79	176.02	187.23	164.50	157.85
A-3 Assembly, general, community halls, libraries, museums	180.57	172.51	166.04	158.00	144.89	140.11	151.32	127.59	121.94
A-4 Assembly, arenas	213.40	205.35	198.88	190.84	177.53	172.76	184.16	160.23	154.58
B Business	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
E Educational	197.52	190.73	185.77	177.32	165.32	156.97	171.23	144.39	140.26
F-1 Factory and industrial, moderate hazard	111.86	106.71	100.58	96.68	86.77	82.81	92.61	72.75	68.09
F-2 Factory and industrial, low hazard	110.86	105.71	100.58	95.68	86.77	81.81	91.61	72.75	67.09
H-1 High Hazard, explosives	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	N.P.
H234 High Hazard	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	61.12
H-5 HPM	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
I-1 Institutional, supervised environment	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
I-2 Institutional, hospitals	314.17	307.27	301.34	292.67	277.18	N.P.	286.18	258.79	N.P.
I-2 Institutional, nursing homes	217.67	210.77	204.84	196.17	182.68	N.P.	189.68	164.29	N.P.
I-3 Institutional, restrained	212.42	205.52	199.59	190.92	177.93	171.25	184.43	159.54	151.71
I-4 Institutional, day care facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
M Mercantile	136.25	130.95	125.45	119.44	109.43	106.11	113.60	94.63	90.83
R-1 Residential, hotels	189.35	182.99	177.74	170.33	156.80	152.58	170.42	140.62	136.29
R-2 Residential, multiple family	158.84	152.48	147.23	139.81	127.05	122.83	139.91	110.87	106.54
R-3 Residential, one- and two-family ^d	148.17	144.14	140.42	136.90	131.89	128.41	134.60	123.40	116.15
R-4 Residential, care/assisted living facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
S-1 Storage, moderate hazard	103.68	98.53	92.40	88.50	78.80	74.84	84.43	64.78	60.12
S-2 Storage, low hazard	102.68	97.53	92.40	87.50	78.80	73.84	83.43	64.78	59.12
U Utility, miscellaneous	80.38	75.90	71.16	67.61	60.99	57.00	64.60	48.23	45.92

(GARAGES & ACCESSORY STRUCTURES)

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$21.00 per sq. ft.

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2023-81

**A RESOLUTION MODIFYING FEES TO BE COLLECTED BY THE CITY OF
EAST BETHEL IN 2024**

WHEREAS, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

WHEREAS, The City Council reviews and revises the Fees in which are charged for various items on an annual basis; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: this resolution establishes that the Fee Schedule is hereby modified to the attached starting January 1, 2024.

Adopted this 27th day of November, 2023 by the City Council of the City of East Bethel.

Kevin Lewis, Mayor

ATTEST:

Jack Davis, City Administrator

ADDENDUM TO RECORDING SECRETARY SERVICE AGREEMENT

Dated: December 31, 2023

By and between TimeSaver Off Site Secretarial, Inc. and the City of East Bethel, 2241 – 221st Avenue NE, Cedar, MN 55011.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2022, shall be extended under the same terms and conditions to December 31, 2024.

2. TOSS CHARGES: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:
 - a. Base Rate: One Hundred Sixty-Seven and 00/100 dollars (\$167.00) for any meeting up to one (1) hour (billable time) plus Thirty-Nine and 50/100 dollars (\$39.50) for each thirty (30) minutes following the first one (1) hour; **or**

 - b. Unit Rate: Fifty-Three and 25/00 dollars (\$53.25) for the first hour of meeting time and Thirty-Five and 50/100 dollars (\$35.50) for every hour after the first hour plus Sixteen and 50/100 dollars (\$16.50) for each page of draft minutes for submission to the City of East Bethel for their preparation of final minutes.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January ____, 2024

CITY OF EAST BETHEL

By: _____
Kevin Lewis

Its: Mayor

October 27, 2023

TIMESAVER OFF SITE SECRETARIAL, INC.

By: Carla Wirth
Carla Wirth

Its: President & CEO



Option #1-\$50,000

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: November 27th, 2023

Agenda Item Number: 7.0 A.1

Agenda Item: Conditional Use Permit (CUP): Matt’s Plumbing Solutions/ Fish Investments, LLC. – 18651 Buchanan St NE.

Background Information: Matt Ariola, owner of Matt’s Plumbing Solutions / Fish Investments, LLC., a licensed commercial and residential plumbing contractor, serving the Twin Cities Metro and surrounding area since 2009, is in search of a suitable industrial location to relocate his growing business. Matt’s intends on purchasing, contingent CUP approval, the existing Designing Earth Contracting location at 18651 Buchanan St NE; Lot 2, Block 1, Saunters Commercial Park, PID: 32-33-23-24-0003.

The 2.16 acre property has an existing 3,000 Sq. Ft office, 5,000 Sq. Ft of customer parking lot, 4,500 Sq. Ft Warehouse, and 47,000 Sq. Ft of screened exterior rear and side yard storage.

Property Zoning

The property is zoned Light Industrial (I) and in accordance with Appendix A, Sec. 48 (4), Construction, Trade, and Service Business are permitted by a Condition Use Permit (CUP).

Exterior Storage

Sec. 24 (4) states that: *Exterior storage is permitted in I-1 and B-3 districts as a conditional use permit and subject to the following conditions:*

1. *Exterior storage shall be limited to the rear yard and shall not be allowed within the required setbacks, public right-of-way, private access easement, or within the required parking area.*
2. *Maximum amount of exterior storage cannot exceed 2 times the square footage of the Principal Building.*
3. *Exterior storage cannot exceed the maximum allowable height of the principal building.*

Construction yards are exempt from exterior storage requirements as outlined in Section 24, 4-A, provided they are located in the rear yard behind the principal building and cannot exceed the square footage of the Principal building and shall not be allowed within the required setbacks, public right-of-way, private access easement, or within the required parking area.

The 18651 Buchanan St NE location has an existing exterior storage area, rear and side yard, approximately 5 times the size of the principal building however it’s fully fenced meeting all of the screening requirements of the ordinance and reducing the visual impact from the right of way.

Accessory storage containers, as defined in Section 01. General Provisions of Administration, shall not be permitted.

Parking

Matt’s seven (7) employees and equipment will be out on jobsites daily as this is skilled labor residential or commercial jobsite service based business. The existing 5,000 sq. ft. parking area is designated for 14 vehicles and with the abundance of exterior yard there should be sufficient parking for employees in the event more employees are added. Vehicles over 20,000 GVWR, construction equipment, and trailers shall be require to be parked in the Exterior Storage yard or behind screening.

2040 Comprehensive Plan

The light industrial (I) district is intended and designed to provide areas of the city suitable for activities and uses that are industrial in nature. The proposed use aligns with the approved 2040 Comprehensive Plan.

Planning Commission: On November 14th, 2023, the Planning Commission Meet and held a Public Hearing. At the conclusion made a unanimous recommendation to the city council of approval of the Conditional Use Permit.

Recommendation: City Council should review the request, consider the Planning Commission’s formal recommendation and approve the Conditional Use Permit as presented in Resolution 2023-77.

Attachments:

1. Resolution 2023-77
2. Location Map
3. Aerial Map
4. Applicants Letter

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2023-77

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF A CONSTRUCTION TRADE AND SERVICES BUSINESS, WITH EXTERIOR STORAGE, AT 18651 BUCHANAN ST NE, EAST BETHEL, PIN 32-33-23-24-0003, LEGALLY DESCRIBED AS:

LOT 2, BLOCK 1, SAUTERS COMMERCIAL PARK

WHEREAS, the contract property owner requested approval of a conditional use permit for the operation of a 7,500 square foot Construction, Trade, and Service Businesses facility; and

WHEREAS, the property is zoned (I) – Light Industrial, in which Construction, Trade, and Service Businesses is permitted by Condition Use Permit (CUP); and

WHEREAS, the property is zoned (I) – Light Industrial in which exterior storage is permitted by Condition Use Permit (CUP); and

WHEREAS, the City’s Planning Commission conducted a public hearing on this matter on November 14, 2023; and

WHEREAS, as a result of the review, the Planning Commission recommends approval to City Council of the CUP to allow the operation of a 7,500 square foot Construction, Trade, and Service Businesses facility, with 47,000 square feet of exterior storage for the following reasons:

1. It meets the intent of the Comprehensive Plan.
2. Allows a new trade business to begin operation within the City of East Bethel.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby agrees with the recommendation of the Planning Commission and approves the CUP to allow the operation of a 7,500 square foot Construction, Trade, and Service Businesses facility, with 47,000 square foot of exterior storage, on the property legally described as Lot 2, Block 1, Sauter’s Commercial Park with the following conditions:

1. Any change in Use, other than those permitted by zoning code, must be approved by City Council.
2. Exterior storage is limited to:
 - a. rear and side yards,
 - b. shall be screened from the right of way,
 - c. not to exceed the maximum allowable height of the principal building,
 - d. not allowed within the required setbacks, public right-of-way, private access easement, or within the required parking area,
 - e. commercial vehicles, trailers, equipment, tools and materials associated with the principal use of the business.
3. The owner will be required to sign a separate Conditional Use Permit Agreement identifying the conditions as approved by the East Bethel City Council on November 27th, 2023.

Adopted this 27th day of November, 2023 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL:

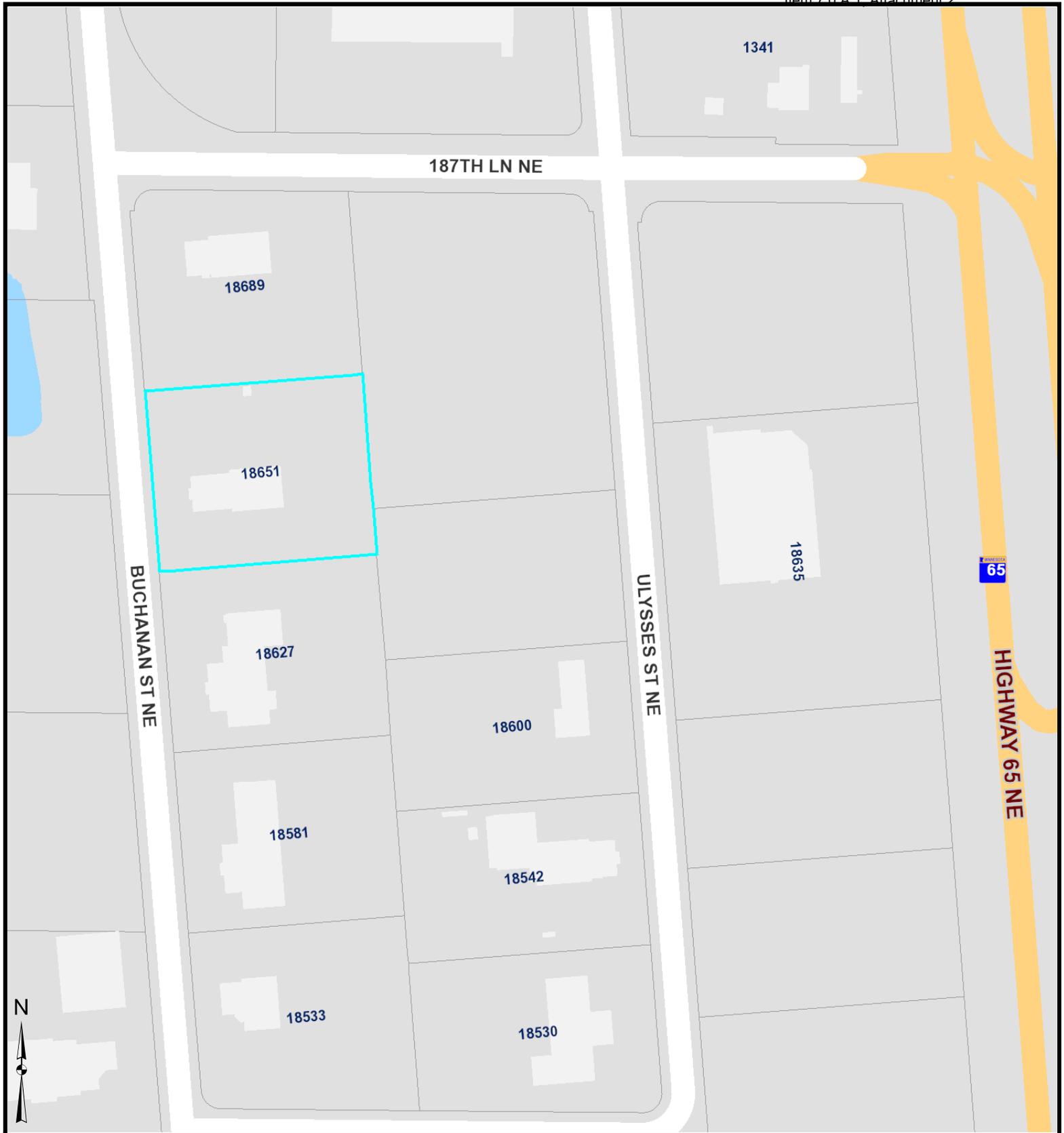
ATTEST:

Kevin Lewis, Mayor

Jack Davis, City Administrator

18651 Buchanan St NE - Location Map

Item 7.0.A.1 - Attachment 2



Parcel Information: Approx. Acres: 2.16
32-33-23-24-0003 Commissioner: JULIE BRAASTAD
18651 BUCHANAN ST NE
EAST BETHEL
MN 55011
Plat: SAUTER'S COMMERCIAL PARK

Owner Information:
JSN PROPERTIES LLC
18651 BUCHANAN ST NE
EAST BETHEL
MN
55011



18651 Buchanan St NE - Aerial Map

Item 7.0 A.1, Attachment 3



-  Parcels
-  City Mask

1 inch equals 383 feet





October 30th, 2023

Aaron Berg-Community Development Director
Members of the City Council & Planning Commission
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

RE: Matt's Plumbing Solutions CUP Application

Mr. Aaron Berg and Members of City Council and Planning Commission:

Matt's Plumbing Solutions is a trusted provider of a wide array of residential and commercial plumbing solutions throughout the Twin Cities metro and its surrounding suburbs. From drain cleaning, sewer line repairs, and leaky faucets, Matt's Plumbing Solutions' team of licensed plumbers is committed to providing exceptional customer service and delivering high-quality plumbing repair, installation, and maintenance services to its many valued customers. Matt's Plumbing Solutions is currently located in Columbus off Lake Drive NE and 145th Avenue NE, and has been in business since 2009.

Matt's Plumbing Solutions has identified a suitable industrial site located within the Sauters Industrial Park in the city of East Bethel. To better help facilitate business growth and accommodate future staffing needs, Matt's Plumbing Solutions is applying for a conditional use permit for the property located at 18651 Buchanan Street NE to accept its intended use for the site. The site comprises of a 7,500 square foot industrial building situated on 2.16 acres with 1.08 acres of outdoor storage.

Upon approval of a conditional use permit, Matt's Plumbing Solutions intends to relocate its business and employees from the current Columbus location to its new headquarters in East Bethel. There are currently seven employees that will operate on-site in East Bethel. Matt's Plumbing Solutions ultimately will use the site for office, warehouse and storage purposes and will adhere to all city code requirements to meet and exceed city expectations as a business operating its headquarters in East Bethel. In addition, Matt's Plumbing Solutions plans to store the following company equipment and trailers in the outdoor storage area of approx. 1.08 Acres and inside the warehouse/shop at 18651 Buchanan St. East Bethel site:

Vehicles:

One (1) approx. 21' long Hydro-vac truck.

One (1) approx. 21' long Dump Truck.



One (1) approx. 19' long Dump Truck.

Five (5) approx. 16' long Cube Vans.

One (1) Pick-up truck.

Trailers:

Twelve (12) Trailers. Range in size from 10' to 30' long.

Please note that much of the above equipment is out on-site each day, being used and generating income. It is very rare that customers or vendors ever stop by the office or shop, as Matt and his employees go out to the sites that require service each day.

The only changes Matt expects is to hire 1-9 more employees/service techs over the next ten (10) years. This will result in Matt purchasing 1-5 more of the 16' long Cube Vans listed above. Otherwise, he has enough equipment, vehicles and trailers to accommodate his growth.

Matt's Plumbing Solutions firmly believes that its business will be a valuable and complementary addition to the Sauters Industrial Park and will complement the surrounding businesses in the city of East Bethel.

Please feel free to contact me if you have questions regarding this narrative or Matt's Plumbing Solutions' intended use for the site.

Thank you for your consideration,

Matthew Ariola

Owner

Matt's Plumbing Solutions

651-341-5899

Mattsplumbingsolutions@gmail.com

<https://www.mattsplumbingmn.com/>