



# Board of County Commissioners Agenda Request

7B

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Agenda Item #

**Requested Meeting Date:** June 14, 2016

**Title of Item:** Amend FBL Fee Schedule

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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<b>Submitted by:</b> Terry Neff, Environmental Services Director	<b>Department:</b> Environmental Services
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<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

A public hearing is being held on June 14, 2016 at 3:00pm, to amend the Mobile Home Park and Recreational Camping Area Ordinance to include regulations for fish houses within fish house parks. Inspections will be conducted within these parks and a fee needs to be included to cover the cost of these inspections. Enclosed is a copy of the proposed amendment to the fee schedule which includes a \$3.50 per fish house campsite fee. The resort owners felt this fee was reasonable.

**Alternatives, Options, Effects on Others/Comments:**

Continue to inspect fish houses within resorts without charging a fee or regulate as a recreational camping vehicle, bunk house or camper cabin - these have higher site fees.

**Recommended Action/Motion:**

Recommend approving the proposed fish house campsite fee..

**Financial Impact:**

Is there a cost associated with this request?     Yes     No

What is the total cost, with tax and shipping? \$ N/A

Is this budgeted?     Yes     No    *Please Explain:*

No fee has been charged for these inspections in past years. There is staff time involved inspecting these sites. The proposed fee should cover the staff cost for inspection.

**Aitkin County Environmental Services Planning and Zoning**  
**209 Second Street NW**  
**Room 100**  
**Aitkin, MN 56431**  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

**DATE:** June 6, 2016

**TO:** Aitkin County Board of Commissioners  
Nathan Burkett, County Administrator

**FROM:** Terry Neff, Environmental Services Director

**RE:** Adopt amendment to the FBL Fee Schedule

At the February 9, 2016, Aitkin County Board meeting, I proposed adding a fish house site fee to the Food, Beverage and Lodging (FBL) Fee Schedule. After lengthy discussion, the Board requested that I meet with the resort owners to resolve concerns they had with the proposed amendments and return to the Board at a later date with an agreeable solution. Concerns raised by the resort owners will require amending the Mobile Home Park (MHP) and Recreational Camping Area (RCA) Ordinance. A public hearing has been set for June 14, 2016, at 3:00pm, for the proposed amendment to the MHP and RCA Ordinance.

Enclosed is the proposed FBL fee schedule which includes a site fee for the fish house campsites. This fee was discussed with the resort owners who agreed the fee was reasonable. I will be requesting approval of the amendment to the FBL fee schedule with an effective date of January 1, 2017.

If you have any questions, please feel free to contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

enclosure

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**FOOD BEVERAGE LODGING (FBL) FEE SCHEDULE**

Approved by the Board on **June 14, 2016**

Effective **June 14, 2016**

**FOOD BEVERAGE LODGING (FBL)**

FOOD (if both food & alcoholic beverages are served then a separate fee is charged for each)

Base Fee	\$ 180.00	
Plus:		
Limited	\$ 28.50	
Small Establishment	\$ 171.50	
Medium	\$ 228.50	
Large	\$ 343.50	
For each "Satellite"	\$ 57.00	
Schools - includes two annual inspections	\$ 360.00	

**Example: One base fee is paid if you own a small restaurant & resort, but it must be located on the same property.**

**BEVERAGE**

Plus:		
Beer or wine served at the table	\$ 58.00	
Full bar service	\$ 150.00	

**MOBILE FOOD UNIT, PUSH CARTS, SEASONAL AND PERMANENT FOOD STANDS, ETC.**

Base Fee	\$ 180.00	
Plus:	\$ 10.00	Per unit

**TEMPORARY FOOD SERVICE (MAXIMUM 3 TIMES PER YEAR AND 21 DAYS AT A SITE)**

Base Fee	\$ -	
Plus:	\$ 35.00	Per 3 events

**Note: all 3 events must be applied for at the same time to receive the \$35.00 per 3 events rate.**

**LODGING AND RECREATION**

Base Fee	\$ 180.00	
Plus:		
Motel or Hotel per unit (a room is a unit)	\$ 11.50	
Resort or Lodge per unit (e.g. a cabin is a unit)	\$ 11.50	
Vacation Home, Cabin or Camper Cabin per unit	\$ 11.50	
Mobile Home Park/Recreational Camping Area per site	\$ 6.75	
<b>Fish House campsite per site</b>	<b>\$ 3.50</b>	

**YOUTH CAMP**

Base Fee	\$ 180.00	
Plus:	\$ 114.50	1 - 99 campers
	\$ 229.00	100 - 199 campers
	\$ 343.00	> 200 campers

**POOLS AND SPAS**

Base Fee	\$ 180.00	
Plus:	\$ 130.00	Each pool
	\$ 130.00	Each spa

**DRINKING WATER**

Annual testing for those who are not a NCPW supply of > 25 people for 60 days or more	\$ 40.00	includes sampling, testing and reporting of results
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**ADMINISTRATIVE FEES**

1/2 the annual license fee	Re-inspection fee after the 2nd inspection
1/2 the annual license fee	Operating without a license for the first 30 days after license is due
Double the annual license fee	Operating without a license for day 30 - 60 after license is due
License Suspension	Operating without a license after day 60

*Please make checks payable to: Aitkin County Environmental Services*