



REQUEST FOR ACTION

2027 Master Fee Schedule

MEETING DATE:

August 17, 2026

ORIGINATING DEPT:

Finance Department

AGENDA SECTION:

Public Hearings

PRESENTER:

Aaron Parrish

Action Requested:

1. Approving an Ordinance establishing the 2027 Master Fee Schedule.
2. Directing the City Attorney's office to prepare an Ordinance for the first reading on September 21, 2026.

Report Narrative:

Pursuant to Minn. Statute §462.353 Subd. 4a and upon public hearing duly noticed and held on August 17, 2026, the City of Rochester, a Minnesota municipal corporation, requires certain fees and charges for City services be established via adoption of Ordinance. The 2027 Master Fee Schedule is created to cover portions of costs associated with fees and services provided by City departments, to enhance quality of life, and help ensure private and public activities are being performed in a non-harmful manner. The Master Fee schedule will be reviewed annually with amended fees updated as of January 1 of each calendar year.

Below highlights some of the changes:

- 32 fees being removed, mostly on Circus licenses, Parks bleacher rental and Music equipment rental.
- 7 fees added in Community Development building division, some of which were transferred from their Housing Code Update.
- Public Works fees continue to be based on the 5-year rolling average of Engineering News Record construction cost index. Some of these fees are estimated pending the publication of the Engineering News Record in August. They will be updated for the first reading of the ordinance.
- Wastewater fees continue to be based on the approved 2022-2027 resolution's fee table.
- Grading Plan related fees moved from Community Development to Public Works.
- Fire implemented a fee structure for non-emergent, non-mission critical services based on most current FEMA equipment rates plus salary and benefits for personnel.

Fire's non-emergent Fees:

The non-emergent fees for Fire were first introduced to Council at the April 13th Study Session. These proposed additions to the City fee schedule establish hourly personnel and apparatus rates that will allow the Rochester Fire Department to seek reimbursement when authorized by law, ordinance, agreement, or other applicable policy. The proposed rates mirror the currently adopted FEMA Equipment Rate

Schedule, providing a standardized and widely accepted methodology for calculating costs associated with fire department personnel and equipment.

This reimbursement model is consistent with practices already utilized by other City departments, including Public Works, when recovering costs for services provided to third parties or through grant-funded activities.

If accompanied by future amendments to City ordinances, these rates could also be applied to certain non-emergency, non-mission-critical uses of Fire Department personnel and equipment. Examples include providing staffing and apparatus support for non-City-sponsored events, recovering costs associated with repetitive nuisance responses, and billing for other eligible false alarm or special service incidents where cost recovery is authorized.

The 2027 Master Fee Schedule is attached below. Also attached is another version of the 2027 Master Fee Schedule that has a column showing the differences between fees from 2027 to 2026. This has been included for the ease of identifying changes in fees from 2026.

Priorities & Foundational Principles:

Fiscal Responsibility & Sustainability
Quality Services

Policy Considerations & DEI Impact:

The 2027 Master Fee Schedule is in alignment with the 2027 Recommended Supplemental Budget.

Prior Legislative Actions & Community Engagement:

August 4, 2026: Notice of Public Hearing Published in the Post Bulletin.
Study Session Budget Presentation on April 13, 2026

The Master Fee Schedule is adopted annually.

Fiscal & Resource Impact:

The fees listed in the 2027 Master Fee Schedule have been considered in departments' 2027 recommended supplemental budget creation and are in alignment with that budget.

Alternative Action(s):

No alternative actions suggested at this time.

Prepared By:

Josh Duerr

Attachments:

[Exhibit - 2027 Master Fee Schedule](#)

[Exhibit - 2027 Master Fee Schedule with changes](#)