

ORDINANCE NO. 739

**AN ORDINANCE AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF BOX ELDER,
PENNINGTON & MEADE COUNTIES, SOUTH DAKOTA**

WHEREAS, the Municipal Code of the City of Box Elder provides that certain filing fees, permit fees, inspection fees, deposits, and conditions of service may from time to time be established by the City Council; and

WHEREAS, the City Council of the City of Box Elder has determined that the cost of providing certain services is not of general benefit but of benefit to the individual and, therefore, certain filing fees, permit fees, inspection fees and deposits should be required to pay for materials and special services performed by the City staff; and

WHEREAS, the City Council has found that since the fees represent a portion of the actual costs of the service or facilities provided, there is a reasonable relationship between the amount of the fee charged and the costs of the services provided to the person paying the fee; and

WHEREAS, the City Council may adjust fees for certain services from time to time and incorporate all adjusted and/or new fees for services provided into one comprehensive master fee schedule; and

WHEREAS, individuals should be aware that they are subject to other fees and charges for services established periodically by Administrative Policy of the Administrator or by Ordinance; and

WHEREAS, after complying with public meeting and agenda posting requirements; the City Council has adopted various ordinances and resolutions establishing fees at various meetings; and

WHEREAS, this ordinance supersedes and replaces all previous ordinances and resolutions hereto relating to the subject matter hereof.

NOW, THEREFORE, be it ordained by the City Council of the City of Box Elder that any fees previously created by ordinance or resolution that are inconsistent with the following Master Fee Schedule are hereby amended to be consistent with the following Master Fee Schedule.

A. ADMINISTRATIVE CITATION, CIVIL, ABATEMENTS, & NUISANCE FEES

1. General

| | |
|---|----------|
| Abatement/Lien Filing Administrative Fee per Abated Nuisance | \$150 |
| Administrative Citation Appeal <i>*plus a \$25 Notification fee</i> <i>*plus the cost of the issued citation (refundable if appeal is found in favor of the person filing the appeal)</i> | \$100+** |

2. Within any rolling twelve-month period, fees shall be as follows:

| | |
|------------------|-------|
| First Violation | \$50 |
| Second Violation | \$100 |

| | |
|---|-------|
| Third and/or Subsequent Violation(s) | \$200 |
| Failure to pay administrative citation, civil, or nuisance fees within the time permitted, will result in an increase of \$5.00 per day, per citation issued, not to exceed a total of \$500. | |

3. Administrative Citations, Civil Penalties, and Nuisance Fees may be cited under this ordinance, although criminal enforcement is not prohibited.
4. Other legal remedies may be pursued to resolve nuisances.

B. ADMINISTRATIVE FEES

1. General

| | |
|---|--|
| Certification of Copies with City Seal | \$5/seal |
| Copies of Electronic Records that Must be Constructed <i>*includes: USB, Research Time, Staff Service Time, & Services necessary to produce a copy of the record</i> | Actual Cost* |
| Faxes: Outgoing | \$2 for first page, \$1.25 each additional page |
| Faxes: Incoming | \$1.25/page |
| Notary | \$10/signature |
| Photocopies: Black & White Documents | |
| 8 ½" x 11" | \$0.25/page |
| Between 11" x 17" | \$1/page |
| Between 17" x 24" | \$5/page |
| Between 24" x 36" | \$10/page |
| Between 36" x 48" | \$15/page |
| Larger than 36" x 48" | \$20/page |
| Photocopies: Color Documents | |
| 8 ½" x 11" | \$0.50/page |
| Between 11" x 17" | \$2/page |
| Between 17" x 24" | \$10/page |
| Between 24" x 36" | \$15/page |
| Between 36" x 48" | \$20/page |
| Larger than 36" x 48" | \$25/page |
| Research Time | \$50/request |
| Search and Retrieval of Box Elder City Clerk documents five years or older | \$5/request |
| Staff Service Time (15-minute interval) <i>*Related to special requests – witnesses, training, etc.</i> | \$10/interval* |
| USB (1-5 GB) | \$5/each |
| USB (8-32 GB) | \$8/each |
| USB (64 GB) | \$15/each |
| USB (128 GB) | \$20/each |

C. ANIMAL FEES

1. Pet Licensing, per C.O.B.E.M.C. § 4-62 , each pet license application shall be submitted with a license fee according to the following schedule:

| | | |
|------------------|----------------|------|
| | Spay or Neuter | None |
| First Pet | \$7 | \$12 |
| Second Pet | \$7 | \$12 |
| Third Pet | \$12 | \$22 |
| Fourth Pet | \$12 | \$22 |
| Replacement Tags | | \$7 |

2. License Fees are not refundable.
3. Service Dogs shall be exempt from the license fee requirement.
4. Redemption of Impounded Animals

| | |
|---|----------|
| First Violation | \$50.00 |
| Second Violation within a 12-month period | \$100.00 |
| Third and subsequent violation in a 12 month period | \$300.00 |

D. FINANCE FEES

1. General

| | |
|----------------------------|--------------------|
| NSF Check | \$40 |
| NSF ACH/Bank Draft | \$40 |
| Credit Card Processing Fee | \$3.50/transaction |

2. **Alcoholic Beverage Sales & Video Lottery License Fees.** State Law limits licenses available to the municipality based on census population. (SDCL Title 35 § 8-19)

| | NEW FEES | RENEWAL FEES | SUNDAY SALES | VIDEO LOTTERY (per machine) |
|--|-----------|--------------|--------------------------------------|-----------------------------|
| CL – Convention Center Licenses | \$125,000 | \$1,500 | \$200 | \$50 |
| PL – Package Off-Sale Liquor | \$1,000 | \$500 | \$200 | N/A |
| RL – Retail On-Sale Liquor | \$125,000 | \$1,500 | \$200 | \$50 |
| RB – Retail On & Off-Sale Malt Beverage & SD Farm Wine | \$300 | \$300 | \$200 | \$50 |
| RW – Retail On & Off-Sale Wine | \$700 | \$500 | \$200 | \$50 |
| Special Alcohol Permits | | | \$25 per day (max of 24 per year) | |
| Consumption Permits | | | \$30 (max of 24 hours) | |

3. Business & Contractor Fees

| | |
|---|-----------|
| Amusement Device <i>*Excludes Video Lottery Machines</i> | \$5/each |
| Driver Permit | \$25/each |

| | | |
|---|--------|-----------|
| Firework Business License Fee (Annually: May 1 – Aug 31) | | \$500 |
| Firework Business License (Temporary: June 27 – July 5) | | \$2,500 |
| General Business License (Annual) | | \$50 |
| Kennel Inspection Fee | | \$30 |
| Pool/Billiard Table | | \$10/each |
| Regulated Business License (Annual) <i>*Plus any additional fees as required by business type</i> | | \$15+* |
| Late Renewal Fee <i>*In addition to any other applicable renewal fee</i> | | \$50* |
| | NEW | RENEWAL |
| Adult Oriented Business | \$110 | \$60 |
| Amusement Establishments <i>*Additional Fees required per pool/billiard table & amusement device</i> | \$75+* | \$40+* |
| Contractors (New) | \$185 | \$60 |
| Delivery Men, Taxi Drivers, and Expressmen <i>*Driver Permit Required</i> | \$75+* | \$40+* |
| Delivery Vehicles and Trucks <i>*Driver Permit Required</i> | \$75+* | \$40+* |
| Electricians | \$110 | \$60 |
| Family (In-Home) Daycare | \$110 | \$60 |
| Food Service Establishment | \$110 | \$60 |
| Heating, Ventilation, and Air Conditioning (HVAC) | \$110 | \$60 |
| Junk Dealers, Secondhand Goods Dealers, and Dealers in Precious Metals and Gems | \$110 | \$60 |
| Mind Readers and Fortunetelling | \$110 | \$60 |
| Mobile Food Vender | \$75 | \$40 |
| Passenger Service Vehicles <i>*Drivers Permit Fee Required</i> | \$75+* | \$40+* |
| Pawnbrokers | \$110 | \$60 |
| Peddlers, Solicitors, and Employment Agencies | \$110 | \$60 |
| Pet Daycares and Kennels <i>*Kennel Inspection Fee</i> | \$75+* | \$40+* |
| Plumbers | \$110 | \$60 |
| Tattooing, Saline Tattoo Removal, and/or Body Piercing Establishment <i>*Late Renewal Fee is \$350</i> | \$500 | \$250* |
| Transient Merchants, Auctioneers, and Bankrupt Stores | \$75 | \$40 |

4. Cannabis Fees. (Division 8-V).

- a. Any person who operates or causes to be operated a cannabis establishment without a valid license or in violation of City ordinance(s) pertaining to cannabis is subject to a maximum fine of \$500.00 per day. ****DOES NOT INCLUDE ANY PENALTIES DERIVED FROM CIVIL OR CRIMINAL CHARGES.**

| | |
|---|----------|
| Dispensary Establishment License | \$5,000 |
| Cultivation Establishment License | \$25,000 |
| Testing Establishment License | \$25,000 |
| Product Manufacturing Establishment License | \$25,000 |

| | |
|---|---------|
| Dispensary, Cultivation, Testing, or Product Manufacturing Establishment: Annual Renewal | \$5,000 |
| Dispensary, Cultivation, Testing, or Product Manufacturing Establishment: Application Fee | \$5,000 |

E. PARKS AND RECREATION FEES

1. Facility Rentals & Use

| | |
|---|--------------|
| Community Center (Empty, No Kitchen, No Tech) | \$75/hr |
| Community Center (Table/Chairs, set up excluded, No kitchen/Tech) | \$100/hr |
| Community Center (Table/Chairs, set-up excluded, with Kitchen/Tech) | \$125/hr |
| Community Center (Linens: 1 table, plus 6 chairs) | \$15/set |
| Box Elder City Hall – All other Rooms | \$125/hr |
| Security Deposit (Refundable) All meeting Rooms (no alcohol) | \$250 |
| City Park Reservation Security Deposit (Refundable) | \$250 |
| Alcohol Deposit (Refundable) All meeting Rooms & Parks | \$350 |
| Boykin Park (Minimum 2 hours) Includes shelter | \$12.50/hr |
| Denali Park (Minimum 2 hours) Includes shelter | \$15/hr |
| Veterans Park (Minimum 2 hours) Includes shelter | \$15/hr |
| Any other City Park – No shelter | \$10/hr |
| Box Elder Park – Lights | \$25/hr |
| Baseball Park (per field) | \$15/hr |
| Sports Complex – Fields | \$15/hr |
| Sports Complex – Lights | \$25/hr |
| Baseball Park – Multi-Purpose Fields | \$15/hr |
| Baseball Park – Multi-Purpose Field w/lights | \$20/hr |
| Field Security Deposit | \$250 |
| Field Security Deposit (Box Elder non-profit teams only) | \$100/season |

2. Vendor Booths. Rates for Vendors for Special Events. (e.g. Harvest Festival, Winter Market, Easter Market, Summer Events, Patriot Day, etc.) *Certain fees and discounts may vary depending on the event; and are at the discretion of the Marketing Director. All registrations include one, 6-foot table provided by the City of Box Elder. All Box Elder Chamber of Commerce Businesses or Corporate members will receive 25% off their registration.

| | |
|--|-------------|
| 6 foot inside table space | \$40 |
| 6 x 6 inside space | \$50 |
| 7 x 7 inside space | \$60 |
| 8 x 8 inside space | \$75 |
| 10 x 10 outside space | \$60 |
| 10 x 20 outside space | \$75 |
| Electricity Indoors | \$10/outlet |
| Electricity Outdoors | \$25/outlet |
| Event Center during non-business hours (for otherwise exempt Government agencies, Box Elder recognized non-profits, and community Organizations); where it costs the City to staff facilities for such use, the fully burdened hourly staff rate will be passed on to the facility user. | |

F. PLANNING & ZONING FEES

| | |
|---|--|
| Annexation Application Fee | \$250 |
| Annual Sign Inspection and Compliance Fee <i>*of sign face for each sign required to display a sign license</i> | \$0.30 per square foot* |
| Change of Use/Occupancy Permit Application <i>*Building Permit may also be required, excludes residential</i> | \$25+* |
| Conditional Use Permit Application Fee <i>*plus mailing cost for required notification letters</i> | \$250+* |
| Conceptual Plan Application | \$25 |
| Demolition Permit (Informational) | \$25 |
| Floodplain Development Permit Application (single lot & subdivision) | \$100 |
| Hay Lot Permit Application | \$25 |
| Late Application <i>*Charged in addition to the Application fee</i> | Greater of \$100 or 2x the amount of the Application |
| Moving Permit Application Fee <i>*Structures over 200 square feet</i> | \$50 |
| Moving out of City to Landfill/Rubble Site for Demo <i>*Structures over 200 square feet</i> | \$0 |
| Notification Fee <i>*Per United States Postal Service – see current postal rate for certified letter with return receipt</i> | \$USPS Cost |
| Planned Unit Development Application | \$500 |
| Planned Unit Development – Major Amendment | \$500 |
| Planned Unit Development – Minor Amendment | \$250 |
| Plat Application – Final | \$150 |
| Plat Application – Minor | \$250 |
| Preliminary Plat/Plan Application | \$250 + \$25/lot |
| Sign Permit Application (sign face <300 sq. ft.) | \$200 |
| Sign Permit Application (sign face >300 sq. ft.) | \$500 |
| Structure Parking Permit <i>*Allows temporary parking of structure</i> | \$50 |
| Vacate Easement Application <i>*plus mailing cost for required notification letters</i> | \$250+* |
| Vacate Right-of-Way Application <i>*plus mailing cost for required notification letters</i> | \$250+* |
| Variance Application Fee <i>*plus mailing cost for required notification letters</i> | \$500+* |
| Zoning Amendment Application Fee <i>*plus mailing cost for required notification letters</i> | \$300+* |
| Standard Review Charge | \$50/hour |
| GIS SERVICES | |
| GIS Data, Photography, & Map Product Requests (15 min intervals) <i>*plus applicable administrative fees for copies, USBs, etc. to produce requested materials</i> | \$25/interval+* |

Building Permit Fee (Residential Per IRC,

TABLE 100-A IRC BUILDING PERMIT FEES

| Total Valuation | | Building Permit Fees | | | |
|------------------------|-------------|-----------------------------|----------------------|-------------|---|
| From | To | Base Fee | For the First | Plus | For Each Additional |
| \$1 | \$1,000 | \$50.00 | | | |
| \$1,001 | \$2,000 | \$50.00 | \$1,000 | \$4.50 | \$100 or fraction thereof up to and including \$2,000 |
| \$2,001 | \$25,000 | <u>\$95.00</u> | \$2,000 | \$10.00 | \$1,000 or fraction thereof up to and including \$25,000 |
| \$25,001 | \$50,000 | \$325.00 | \$25,000 | \$7.50 | \$1,000 or fraction thereof up to and including \$50,000 |
| \$50,001 | \$100,000 | \$512.50 | \$50,000 | \$5.50 | \$1,000 or fraction thereof up to and including \$100,000 |
| \$100,001 | \$500,000 | \$787.50 | \$100,000 | \$3.50 | \$1,000 or fraction thereof up to and including \$500,000 |
| \$500,001 | \$1,000,000 | \$2,187.50 | \$500,000 | \$3.00 | \$1,000 or fraction thereof up to and including \$1 Million |
| \$1,000,001 | and above | \$3,687.50 | \$1,000,000 | \$2.00 | \$1,000 or fraction thereof above \$1 million |

| Other Inspections and Fees | |
|---|-----------------------------|
| 1. Fee for inspections outside of normal business hours (min. charge of 2 hours) | \$100 per hour ¹ |
| 2. Fee for re-inspection | \$50 per hour ¹ |
| 3. Fee for inspections for which no fee is indicated | \$50 per hour ¹ |
| 4. Fee for additional plan review required by changes, additions or revisions to plans (min. charge of 1 hour) | \$50 per hour ¹ |
| 5. Fee for use of outside consultants for plan checking and inspections or both | Actual costs ² |
| 6. Building Permit Extensions for 90 days (max. 180 total) | \$50.00 |
| 7. Fee for plan review for one- and two-family dwellings and accessory structures | 10% of Building Permit Fee |
| Notes to Table: | |
| ¹ Or the total hourly cost to the city, whichever is greater. This cost shall include supervision, overhead, equipment, and hourly wages and benefits of the employees or contractors involved. | |
| ² Actual costs include administrative and overhead costs | |

Building Permit Fee (Non-Residential Per IBC, 100-B,

TABLE 100-B IBC BUILDING PERMIT FEES

| <i>Total Valuation</i> | | <i>Building Permit Fees</i> | | | <i>For Each Additional</i> |
|------------------------|-------------|-----------------------------|----------------------|-------------|---|
| <i>From</i> | <i>To</i> | <i>Base Fee</i> | <i>For the First</i> | <i>Plus</i> | |
| \$1 | \$1,000 | \$70 | | | |
| \$1,001 | \$2,000 | \$70 | \$2,000 | \$2.50 | \$100 or fraction thereof up to and including \$2,000 |
| \$2,001 | \$25,000 | \$95.00 | \$2,000 | \$14.00 | \$1,000 or fraction thereof up to and including \$25,000 |
| \$25,001 | \$50,000 | \$417.00 | \$25,000 | \$11.00 | \$1,000 or fraction thereof up to and including \$50,000 |
| \$50,001 | \$100,000 | \$692.00 | \$50,000 | \$8.00 | \$1,000 or fraction thereof up to and including \$100,000 |
| \$100,001 | \$500,000 | \$1,092.00 | \$100,000 | \$6.50 | \$1,000 or fraction thereof up to and including \$500,000 |
| \$500,001 | \$1,000,000 | \$3,692.00 | \$500,000 | \$5.00 | \$1,000 or fraction thereof up to and including \$1 Million |
| \$1,000,001 | and above | \$6192.00 | \$1,000,000 | \$3.50 | \$1,000 or fraction thereof over 1 Million. |

| <i>Other Inspections and Fees</i> | |
|--|-----------------------------|
| 1. Fee for inspections outside of normal business hours (min. charge of 2 hours) | \$100 per hour ¹ |
| 2. Fee for re-inspection | \$50 per hour ¹ |
| 3. Fee for inspections for which no fee is indicated | \$50 per hour ¹ |
| 4. Fee for additional plan review required by changes, additions, or revisions to plans (min. charge of 1 hour) | \$100 per hour ¹ |
| 5. Fee for use of outside consultants for plan checking and inspections or both | Actual costs ² |
| 6. Fee for plan review for all occupancies except one- and two-family dwellings | 25% of Building Permit Fee |
| Notes to Table: | |
| 1. Or the total hourly cost to the city, whichever is greater This cost shall include supervision, overhead, equipment, and hourly wages and benefits of the employees or contractors involved. | |
| 2 Actual costs include administrative and overhead costs | |

G. PUBLIC SAFETY FEES

| | |
|--------------------------|------|
| Accident/Police Reports | \$7 |
| Digital Photos (on disc) | \$25 |
| Digital Videos (on disc) | \$25 |

H. PUBLIC WORKS FEES

1. Engineering Services

| | |
|---|--------------------------|
| Approach Permit Application Fee | \$100 |
| Covenant Agreement Research & Review | Cost + 10% |
| Engineering Approval and Inspection of Proposed Water Main. (53.16.11) | \$100/hour |
| Easement/Vacation Deed Research & Review | Cost + 10% |
| Grading Permit Application | \$50 |
| Pre-Construction Water Shut Off Permit | \$250 |
| Proof Roll | \$100/hour |
| Proof Roll – Subsequent Proof of same Road | \$150/hour |
| Road Closure Application Fee | \$100 |
| Sidewalk Inspection Application Fee | \$50/Individual Property |
| Specification or Standard Research & Review | \$100 |
| Standard Review Charge | \$100/hour |
| Standard Inspection Charge | \$100/hour |
| Subdivision Final Walkthrough – Three (3) Reviewers <i>*Each Additional Reviewers, as needed</i> | \$200/hour+* |

2. Fleet Services

| | |
|--------------------------------------|-----------|
| Passenger Service Vehicle Inspection | \$25/each |
|--------------------------------------|-----------|

3. Road Services

| | |
|--|------------------|
| Contractor Patching Costs (Base Prep) <i>*plus asphalt or concrete fees as needed</i> | \$2.25/sq. ft.+* |
| Asphalt (1" depth) | \$2.50/sq. ft. |
| Asphalt (5" depth) | \$8/sq. ft. |
| Concrete (4" depth) | \$10/sq. ft. |
| Concrete (6" depth) | \$18/sq. ft. |
| Directional Sign Installation (Existing Site) | \$100 |
| Directional Sign Installation (New Site) | \$150 |
| Right-of-Way Work Permit <i>*May require the contractor to post surety of up to \$5,000</i> | \$50 |
| Road use Permit Application <i>*City may set bond amount for Permit</i> | \$250* |

4. **Solid Waste.** Annual fee schedule shall be adopted by the city based upon the actual cost of collecting municipal waste within the city plus any applicable administrative charges on each customer account. (§ 32.82)

| | |
|------------------------------------|---|
| Small Tote | \$13.71 plus admin fee \$2.63 = \$16.34/month |
| Large Tote | \$15.20 plus admin fee \$2.63 = \$17.83/month |
| Additional Tote | \$10.50/month per additional Tote |
| Timing of Placement (32-83-(c)(3)) | \$50.00 plus up to, or equal the monthly amount being charged |
| Penalties (§ 32-4) | Violations of Solid Waste Ordinance may be issued an administrative citation by a fine of not less than \$50.00, nor more than \$500.00, or in default of payment of such fine. |
| Hauling Permit | Cost +10%; plus, ongoing inspection costs |

5. **Utility Accounts.**

- a. Customer Deposits. (§ 42-221) Residential Owners, Renters, Contractors and All Other Classifications.*

| Water Meter Size | Minimum Deposit |
|--|----------------------------|
| 3/4" | \$100 |
| 1" | \$175 |
| 1.5" | \$370 |
| 2" | \$500 |
| 3" | \$970 |
| 4" | \$1,785 |
| 5" | \$2,500 |
| Hydrant Meter Account (City or Customer Owned Meter) | \$2,500 Refundable Deposit |
| Hydrant Meter Account (City or Customer Owned Meter) | \$25.00 Administrative Fee |

*Previously delinquent/poor financial history applicants will require a double deposit.

- b. Tap Fees.

| | |
|--|--------------------------|
| Tap Performed by Public Works Staff up to 2" <i>*Minimum one (1) hour, plus materials & 15%</i> | \$75/employee per hour+* |
|--|--------------------------|

- c. Review of Rates. (§42-216) All fees, deposits, water service rates, and surcharges may be reviewed and approved by City Council as needed. Unless otherwise determined by the City Council the volumetric water rate shall increase 4% annually, effective January 1, 2021 as outlined in **Appendix A: Water Rates.**

d. **Appendix A: Water Rates**

Volumetric Water Charges 2024 (Based on AE2S Study)

| | | Inside | | Outside | | |
|----------------------|---------|--------|--------|---------|--------|------------------|
| | | 2023 | 2024 | 2023 | 2024 | |
| Residential | | | | | | |
| Base (fixed monthly) | Gallons | \$3.00 | \$3.30 | \$3.00 | \$3.30 | Per 1000 Gallons |

| | | | | | | |
|--------|-----------------|---------|---------|---------|---------|------------------|
| Tier 1 | 0 & 6,000 | \$4.50 | \$5.18 | \$9.00 | \$10.35 | Per 1000 Gallons |
| Tier 2 | 6,001 & 20,000 | \$5.63 | \$6.47 | \$11.25 | \$12.95 | Per 1000 Gallons |
| Tier 3 | 20,001 & 30,000 | \$8.43 | \$9.69 | \$16.87 | \$19.39 | Per 1000 Gallons |
| Tier 4 | above 30,000 | \$16.87 | \$19.40 | \$33.75 | \$38.80 | Per 1000 Gallons |

| | | Inside | | Outside | | |
|---------------------------|-----------------|---------|---------|---------|---------|------------------|
| | | 2023 | 2024 | 2023 | 2024 | |
| Commercial | | | | | | |
| Base (fixed monthly) | Gallons | \$3.00 | \$3.30 | \$3.00 | \$3.30 | Per 1000 Gallons |
| Tier 1 | 0 & 6,000 | \$4.50 | \$5.18 | \$9.00 | \$10.35 | Per 1000 Gallons |
| Tier 2 | 6,001 & 20,000 | \$5.40 | \$6.21 | \$10.80 | \$12.42 | Per 1000 Gallons |
| Tier 3 | 20,001 & 40,000 | \$8.10 | \$9.32 | \$16.20 | \$18.63 | Per 1000 Gallons |
| Tier 4 | 40,000 | \$12.15 | \$13.97 | \$24.29 | \$27.95 | Per 1000 Gallons |
| | | | | | | |
| Mobile Home Courts | | | | | | |
| Base (fixed monthly) | | \$5.00 | \$5.50 | | | Per 1000 Gallons |
| Tier 1 (all usage) | | \$5.06 | \$8.30 | | | Per 1000 Gallons |

| Antelope Ridge | | 2023 | 2024 | |
|-----------------------|-----------------|------------|------------|------------------|
| Base (fixed monthly) | | \$2,373.00 | \$2,610.00 | Per 1000 Gallons |
| Tier 1* | | \$4.50 | \$8.30 | Per 1000 Gallons |
| Tier 2 | 5,001 & 20,000 | \$5.40 | | Per 1000 Gallons |
| Tier 3 | 20,001 & 40,000 | \$8.10 | | Per 1000 Gallons |
| Tier 4 | 40,001+ | \$12.15 | | Per 1000 Gallons |

*Effective 2024, all usage for Antelope Ridge will be measured on a single tier

Water Surcharges

Water Surcharge Rates 2024 (Based on AE2S Study)

| | | 2023 | 2024 |
|-------------------|------------|----------|----------|
| Ghere Well | | | |
| | All Meters | \$ 7.85 | \$ 7.85 |
| | | | |
| Well #6 | | | |
| | 5/8"-1" | \$ 2.25 | \$ 2.25 |
| | 1.5" | \$ 11.25 | \$ 11.25 |
| | 2" | \$ 13.50 | \$ 13.50 |

| | | | |
|-----------------|---------|-------------|-------------|
| | 3" | \$ 36.00 | \$ 36.00 |
| | 4" | \$ 83.25 | \$ 83.25 |
| | 6" | \$ 283.50 | \$ 283.50 |
| | 8" | \$ 488.25 | \$ 488.25 |
| | 10" | \$ 1,802.25 | \$ 1,802.25 |
| Well #10 | | | |
| | 5/8"-1" | \$ 4.55 | \$ 4.55 |
| | 1.5" | \$ 22.75 | \$ 22.75 |
| | 2" | \$ 27.30 | \$ 27.30 |
| | 3" | \$ 72.80 | \$ 72.80 |
| | 4" | \$ 168.35 | \$ 168.35 |
| | 6" | \$ 573.30 | \$ 573.30 |
| | 8" | \$ 987.35 | \$ 987.35 |
| | 10" | \$ 3,644.55 | \$ 3,644.55 |

| | | | |
|-------------------|---|------|---------|
| New - DW03 | Prairie View Tank and Tower Rd Main Extension | | |
| | All Meters | \$ - | \$ 6.85 |
| New - DW04 | Drinking Water System Improvements | | |
| | All Meters | \$ - | \$ 5.26 |

*Surcharge Rates remain unchanged for 2024. New Surcharges will be added for improvements to the City's water systems.

*Antelope Ridge has 791 equivalent Meters.

e. Meter Reading, Billing, and Collecting. (53.20)

| | |
|---|-------------------------|
| Late Fee: (5 p.m. on the 15 th of every month) | \$15 |
| Administrative Fee: (5 p.m. on the 27 th of second delinquent month) | \$100 |
| Meter Reading: (estimated use over 1 month) reconnect charge | |
| Mon-Friday 8am-5pm | \$25 |
| After 5pm Mon-Fri or weekends/holidays | \$125 |
| Customer Requested Termination of Services | |
| First Request of Month, notified by 4pm: Mon – Friday 8am – 5pm | \$0 |
| Subsequent Requests of Month, notified by 4pm: Mon- Friday 8am – 5pm | \$50/each |
| All Requests after 5pm Mon – Fri, on Weekends, & Holidays | \$75+ \$50/hour |
| Turn on Fee | N/A (included in above) |
| City may furnish water to customers outside of city limits at a two times higher rate* As of May 16, 2017, per Resolution 17-12; there is currently a moratorium on providing water outside city limits. | |
| The tap fee and impact fee are 1.5 times higher than approved rates | |
| Contractor Installation – Sewer & Water Permit | \$50 |

| | |
|--|---------------------------------|
| Customer Requested Leak Check (5-Gal) <i>*A charge for labor and cost will be billed to the customer for removing and replacing water meters over one inch should the water meter be found to register correctly.</i> | \$0 |
| Meter Replacement Charge (neglected meter) | Current Cost of Meter + \$25.00 |
| Responsibility of Contractor | |
| i. Water service line leak within two years of installation requiring water shut-off. If the repairs are not made by the specified date, the PW Director shall make the necessary repairs. The original contractor shall be billed the cost of labor, material, 15% overhead, and a \$50 administrative fee. | |
| Property Owner/Customer Responsibility | |
| i. Water service line repairs immediately after the curb stop located at the property line, which continues to the residence or business. | |
| ii. The cost of relocation of the curb stop to the property line is the responsibility of the property owner. | |
| iii. Repairs of curb stop will be the responsibility of the property owner. | |
| Any person willfully using unmetered water: Penalty of \$100 plus the cost of estimated water consumption during the period the water use was unmetered. **DOES NOT INCLUDE ANY PENALTIES DERIVED FROM CIVIL OR CRIMINAL CHARGE. | |

| Water Facility Availability Fee (Water Impact Fee) Per Domestic Water Tap Size – See chart (53.19.02) | | | |
|---|--------|--|----------------------------|
| <i>SFDE = Single Family Dwelling Equivalent</i> | | <i>WSAF = Water Service Availability Fee</i> | |
| Domestic Water Tap Size | SFDE | WSAF In-City Total Fee | WSAF Out-of-City Total Fee |
| 1" | 1 | \$750.00 | \$1,125 |
| 1.5" | 2.59 | \$1,942.50 | \$2,913.75 |
| 2" | 4.08 | \$3,060.00 | \$4,590 |
| 3" | 9.16 | \$6,870.00 | \$10,305 |
| 4" | 16.29 | \$12,217.50 | \$18,326.25 |
| 6" | 36.70 | \$27,525.00 | \$41,287.50 |
| 8" | 65.25 | \$48,937.50 | \$73,406.25 |
| 10" | 101.95 | \$76,462.50 | \$114,693.75 |

6. Wastewater. Rates, fee and charges shall be allowable as provided in SDCL 9-48 (52.13)

| | |
|---|--|
| Tap Fees | Cost of Materials plus 15%, and \$75/half-hour |
| Tap Inspection Fee | \$50/tap |
| Wastewater System Permit Application <i>*individual on-site septic systems</i> | \$250* |

| Sewer Availability Fee (Sewer Impact Fee) Per Domestic Water Tap Size – See Title 52.13.B 52-8) | | | |
|---|------|---|----------------------------|
| <i>SFRE = Single Family Dwelling Equivalent</i> | | <i>SSIF = Sanitary Sewer Service Availability Fee</i> | |
| Domestic Water Tap Size | SFDE | SSAF In-City Total Fee | SSAF Out-of-City Total Fee |
| 1" | 1 | \$500.00 | \$750.00 |
| 1.5" | 2.59 | \$1,295.00 | \$1,942.50 |

| | | | |
|-----|--------|-------------|-------------|
| 2" | 4.08 | \$2,040.00 | \$3,060.00 |
| 3" | 9.16 | \$4,580.00 | \$6,870.00 |
| 4" | 16.29 | \$8,145.00 | \$12,217.50 |
| 6" | 36.70 | \$18,350.00 | \$27,525.00 |
| 8" | 65.25 | \$31,125.00 | \$46,687.50 |
| 10" | 101.95 | \$50,975.00 | \$76,462.50 |

- b. All fees and surcharges may be reviewed and approved by City Council as needed. Unless otherwise determined by the City Council the sewer rates shall increase by 4% annually, effective January 1, 2022, as outlined in Appendix B: Sewer Rates for all classes of service with a Box Elder water account.
- c. For all classes without a Box Elder water account a flat rate of \$44.40 per dwelling unit or its equivalent unless further changed by a resolution or Ordinance (52.13).
- d. Repairs of plugged or leaking sanitary sewer service line or other apparatus shall be charged to the customer for the costs of such repairs (52.15.G)/(52.20).
- e. Any person willfully using the City's sanitary sewer services without the prior permission of the City shall be assessed a minimum penalty of \$100.00 plus the cost of estimated sanitary sewer services during the period the sanitary sewer system use was not approved. Each day an owner or lessor of the property fails to contact the City may constitute a separate violation (52.30). **DOES NOT INCLUDE ANY PENALTIES DERIVED FROM CIVIL OR CRIMINAL CHARGES.

f. Appendix B: Wastewater Rate
Base Rate Wastewater (Sewer) Charges and Surcharges

| | | Rates | | 2023/2024 Surcharges | | | |
|---------|-------|----------|-----------|----------------------|----------|-------------|-------------|
| Gallons | | 2023 | 2024 | Major Repair | Growth | New - CW-02 | New - CW-03 |
| 0 | 1000 | \$ 32.15 | \$ 32.15 | \$ 1.75 | \$ 0.53 | \$ 2.60 | \$ 3.60 |
| 1000 | 2000 | \$ 32.88 | \$ 38.37 | \$ 1.75 | \$ 0.61 | \$ 2.60 | \$ 3.60 |
| 2000 | 3000 | \$ 37.21 | \$ 44.59 | \$ 1.75 | \$ 0.69 | \$ 2.60 | \$ 3.60 |
| 3000 | 4000 | \$ 42.62 | \$ 50.81 | \$ 1.75 | \$ 0.79 | \$ 2.60 | \$ 3.60 |
| 4000 | 5000 | \$ 48.03 | \$ 57.03 | \$ 1.75 | \$ 0.89 | \$ 2.60 | \$ 3.60 |
| 5000 | 6000 | \$ 53.44 | \$ 63.25 | \$ 1.75 | \$ 0.99 | \$ 2.60 | \$ 3.60 |
| 6000 | 7000 | \$ 58.84 | \$ 69.47 | \$ 1.75 | \$ 1.09 | \$ 2.60 | \$ 3.60 |
| 7000 | 8000 | \$ 64.25 | \$ 75.69 | \$ 1.75 | \$ 1.19 | \$ 2.60 | \$ 3.60 |
| 8000 | 9000 | \$ 69.66 | \$ 81.91 | \$ 1.75 | \$ 1.29 | \$ 2.60 | \$ 3.60 |
| 9000 | 10000 | \$ 75.07 | \$ 88.13 | \$ 1.75 | \$ 1.39 | \$ 2.60 | \$ 3.60 |
| 10000 | 11000 | \$ 80.48 | \$ 94.35 | \$ 1.75 | \$ 1.49 | \$ 2.60 | \$ 3.60 |
| 11000 | 12000 | \$ 85.88 | \$ 100.57 | \$ 1.75 | \$ 1.59 | \$ 2.60 | \$ 3.60 |
| 12000 | 13000 | \$ 91.29 | \$ 106.79 | \$ 1.75 | \$ 1.69 | \$ 2.60 | \$ 3.60 |
| 13000 | 14000 | \$ 96.70 | \$ 113.01 | \$ 1.75 | \$ 1.79 | \$ 2.60 | \$ 3.60 |
| above | 14000 | 5.41 | 6.22 | Flat | 0.1 Flat | Flat | Flat |

Residential/Antelope Ridge users will be averaged using the months of November, December, and January for the monthly billing during the year.

New residential accounts will begin at the 3,000 to 4,000 rate and surcharges until they have the above three months to average.

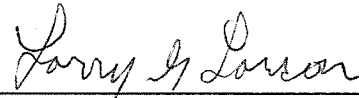
All other users will be based on the actual usage for the month billed.

I. SPECIAL EVENT PERMIT FEES

| | |
|---|----------------------------|
| Code Enforcement Officer | Fully Burdened Hourly Rate |
| Community Services Officer | Fully Burdened Hourly Rate |
| Daily Permit Fees (Filing Application 60 days or more of event) | \$250 |
| Daily Permit Fees (Filing Application 59-30 day of event) | \$500 |
| Parking Control Officer | Fully Burdened Hourly Rate |
| Road Use Permit Application: Street Closure | See: Road Services |


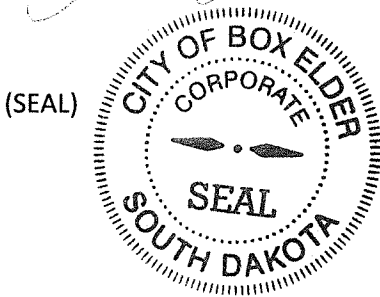
PASSED AND APPROVED ON FIRST READING this 5th day of December, 2023.

PASSED, APPROVED AND ADOPTED ON SECOND AND FINAL READING this 19th day of December, 2023.



Larry Larson, Mayor

ATTEST:


Nicole Schneider, Chief Financial Officer, City Administrator

ATTESTATION

I, Chaz Kokesh, the City Clerk of the City of Box Elder, South Dakota, do hereby attest and state the above ordinance was published in the manner required by law and that all procedures required by the State of South Dakota law were complied with. This ordinance shall become effective on the twentieth day after its publication, that date being: 1/20/2024.



Chaz Kokesh, City Clerk