



**City Council Work Session
Tuesday, February 17, 2026 at 6:00 PM
Council Chambers**

AGENDA

1. Call to Order

2. Items for Discussion

- A. Request for Funding - Community Action Center
- B. Proposed Sale and Rehabilitation of 217, 219, and 223 Central Avenue - The Hill Block Project
- C. Viaduct Park Phase 2 Ice Rink Pavilion Options
- D. Proposed Update to Entryway Signage
- E. Proposed Ordinance and Fee Schedule Changes
- F. Proposed Short-Term Rental Ordinance
- G. City Statement as a Welcoming Community

3. Future Discussion

4. Adjournment

(The Council may meet as a group for dinner)

Please contact the City Administrator's Office if you need special accommodations while attending this meeting.

Para pedir este documento en otro idioma, envíe un correo electrónico y adjunte el documento a accessibility@faribault.org.

Si aad u codsato dukumeentigan oo ku qoran luqad kale, fadlan e-mail u soo dir oo ku soo lifaaq dukumiintiga accessibility@faribault.org.



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: February 17, 2026
SUBJECT: Request for Funding - Community Action Center

Discussion:

Community Action Center of Northfield (CAC) has submitted a request for funding to the City of Faribault and to the Faribault HRA to assist with emergency rental assistance requests they are receiving in a very large number. The request from CAC is attached with this memo.

The City does have funds available for this request thanks to State Affordable Housing Aid (SAHA). This was created in 2023 by the State Legislature to provide funding to cities of a specific population level outside the metro to help support affordable housing. The City received distributions of \$103,798 in both 2023 and 2024, with a smaller distribution of less than \$50,000 in 2025. This has turned into ongoing revenue from the State, and Faribault is expected to receive another distribution just under \$50,000 for 2026. Qualifying uses of the funds include the following:

- Emergency rental assistance for households earning less than 80% of area median income as determined by HUD
- Financial support to nonprofit affordable housing providers in their mission to provide safe, dignified, affordable, and supportive housing
- Construction, acquisition, rehabilitation, demolition or removal of structures, construction financing, permanent financing, interest rate reduction, refinancing, and gap financing of housing to provide affordable housing for households that have incomes not exceeding:
 - For homeownership projects, 115% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development
 - For rental housing projects, 80% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development

- For areas outside Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington counties: the development of properties that are rented at market value if the relevant unit of government submits with their report to Minnesota Housing a resolution and supporting documentation showing that the area meets the requirements of Minnesota Statute 462A.39, subd. 4, para. (a)

This discussion is happening before we have a chance to talk about all the uses of SAHA in a bigger picture, but it comes at a time when emergency rental assistance is needed. We have to spend the 2023 funding by December 31, 2026, which I believe is possible through another use discussed with these funds in 2023/2024 and with some distribution to CAC. A future work session item is planned to discuss the various ways in which the remaining funds can be utilized to help move us closer to accomplishing the housing goal of the strategic plan.

Attachments:

1. CAC Request for Funding Consideration

From: [Anika Rychner](#)
To: [Jessica Kinser](#)
Cc: [Becky Ford](#)
Subject: CAC request for funding consideration
Date: Monday, February 2, 2026 7:59:48 PM

Hello Jessica,

I am writing on behalf of Community Action Center to request that the City of Faribault consider allocating a portion of its SAHA funds to support emergency rental assistance for residents experiencing acute housing instability, and to ask that this request be placed on the agenda for an upcoming City Council work session.

We are currently responding to an urgent and time-sensitive housing crisis impacting immigrant families in our community. Many households are missing work or experiencing sudden income loss due to fear related to immigration enforcement activity. This fear is impacting both documented and undocumented community members alike, as well as U.S. citizens. This loss of income has placed families who were previously stable at imminent risk of eviction.

Community Action Center is seeing a sharp increase in requests for emergency rental assistance from these households. For many, a short-term rent payment is the only barrier between maintaining stable housing and entering a crisis that would involve emergency shelter, school disruption for children, and increased strain on city and county systems.

Emergency rental assistance is a proven preventive investment. Stabilizing housing during moments of crisis helps families remain connected to employment, schools, and community supports, while avoiding significantly higher downstream public costs related to homelessness response, law enforcement, public health, and child welfare. SAHA funds would be used for short-term stabilization only, with clear eligibility criteria, documentation, and reporting to ensure accountability and alignment with program requirements.

We would welcome the opportunity to share local data, describe how these funds would be administered, and answer questions during a City Council work session. Our goal is to partner with the City to respond quickly and responsibly to this moment while protecting both families and public resources.

Thank you for your continued partnership and consideration. Please let me know if there is additional information you would like in advance of a work session.

Thank you!

Anika Rychner
Interim Executive Director
[Community Action Center](#)
1651 Jefferson Parkway Suite HS200
Northfield, MN 55057
Cell 612-644-4308
Community Action Center 507-664-3550



Promoting a healthy, caring and just community for all people through resources, advocacy and volunteer effort.

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Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: David Wanberg, CED Director
MEETING DATE: February 17, 2026
SUBJECT: Proposed Sale and Rehabilitation of 217, 219, and 223 Central Avenue - The Hill Block Project

Discussion:

Over the past year, Rebound Partners (Rebound) has been working with City Staff, the HRA, and the EDA on its plans to rehabilitate and revitalize three significant buildings in Faribault's historic downtown: 217, 219, and 223 Central, also known as the Hill Block project.

The 219 and 223 buildings are in the Faribo Downtown Central (FDC) portfolio, which received public funding to restore them to a "clean and dry" condition. They are subject to the terms of Faribault's business subsidy policy. While FDC owns the 217 building, it is not part of the original FDC portfolio and is not subject to the business subsidy policy.

Although FDC repaid the City's loan, no additional public funding is available to rehabilitate the 219 and 223 buildings within the specified five-year period, unless the City Council (and the EDA and HRA) consent to allow additional funding. Public funding to date has helped FDC bring its buildings to a "clean and dry" condition, enabling it to sell them to others (such as Rebound) for further rehabilitation and revitalization.

Rebound's proposed Hill Block project is consistent with the City's vision for downtown revitalization (see the attached narrative and plans). The project includes installing an elevator to serve the three buildings via a common hallway. It also includes the development of 19 residential units, none of which exist today. Six of the 19 residential units would be short-term rentals, and the project would develop 15 commercial spaces on the first floor.

Rebound has prepared a detailed pro forma, which Ehlers, our financial consultant, has reviewed. Without additional financial incentives, the proposed project would not be feasible. Rebound has met several times

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with the EDA and HRA to discuss the project, and it intends to address the need for low-interest loans, which both entities will consider. Rebound is also working through the state historic tax credit process and exploring other incentives, including energy-efficiency rebates. Nevertheless, a financial gap still exists. Consequently, Rebound intends to submit an application for either tax abatement or tax increment financing (TIF).

City Staff and Rebound are requesting Council direction on whether it would consider a request from Rebound for tax abatement (likely based on the increment over 10 years) or a Redevelopment TIF (based on the increment over 26 years). Approval of a Redevelopment TIF would reduce requests for low-interest loans from the EDA and HRA.

City Staff is prepared to discuss this project and Rebound's tax abatement or Redevelopment TIF request in more detail. Alex Baraniak with Rebound will also be available to respond to the Council's questions or comments.

Attachments:

1. Developer's Overview of the Project
2. Developer's PowerPoint Presentation

MEMORANDUM

To: David Wanberg, Community & Economic Development Director

Cc: Mayor Spooner and Members of the Faribault City Council

From: Alex T. Baraniak, Rebound Partners

February 12, 2026

Re: The Hill Block Portfolio Redevelopment

The Hill Block Portfolio Redevelopment aims to rehabilitate three downtown buildings in the historic 200 Block in downtown Faribault into their highest and best use, utilizing historic tax credits. The addresses are 217 Central (Hill Block), 219 Central (Post Block) and 223 Central (Kinsey Building). The buildings combined total over 37,800 square feet, intending to add 19 new apartment units and 15 commercial spaces. An elevator and stair addition will be constructed in the back of the Hill Block, which will service all three buildings' floors, including the basements. On the first floor of the Hill Block, the project aims to create a public walkway from east and west (front and back), allowing the public to access the alley side parking lot from Central Ave, and vice versa. This component is unique, and will boost commerce to downtown businesses, strengthening local economic development. Nine private parking stalls for residents are offered at the back of the buildings, which takes less parking from existing parking resources.

The Portfolio is severely underutilized. For more than three decades, the upper floors of the buildings have not been renovated and have been empty. The Hill Block in particular suffers from major structural issues, including a significant bulge on the second-floor exterior wall in the back of the building, showing obvious signs of failure. The south-west corner of the building is also separating from itself, which is currently being held together with metal brackets, which was a temporary fix by previous owners. The cost to correct these issues, in addition to making the building into a useable condition for another use (windows, masonry, flooring, etc.) is well over one million dollars.

There are many unfavorable outcomes and costs that will occur if the redevelopment does not move forward. One major consequence is the building being demolished. Before demolition, however, failed structural components could cause injury liability and blight downtown for

years. Hazardous materials, including existing asbestos, would need to be remediated from the buildings. Surrounding buildings (219 and 215 Central) adjoining walls would have to be reinforced and tuck-pointed, and future uses of the site, including parking or public space, would be additional costs to develop. If structural “band aids” temporarily corrected these issues, a permanent solution would eventually have to be done regardless, with costs further increasing in the future. Furthermore, a new owner would have to pursue historic tax credits again, or forego them entirely, which creates a further financial gap. New taxes after any tax abatement or TIF would not be generated, and 19 families and residents and 15 businesses would not add to the tax base or support local commerce, tourism, and economic development. The 200 Block would be forever changed, with a large “tooth” missing from its historic downtown, and one of the most contributing historic buildings (per the National Register of Historic Places) in Faribault would be removed.

Downtown Faribault needs help. There are a handful of remaining buildings that need significant investment for the historic district to be improved. The Hill Block Portfolio aims to be an anchor in the 200 Block, which will contribute to the existing redevelopment efforts of the downtown. Such efforts have already been set in motion with the attraction and retention of strong businesses and the right building owners, including but not limited to the Paradise Theater, 310 Event Center, Janna’s Market Grill, 10,000 Drops Distillery, Redemption Restaurant, The Depot, Cry Baby Craigs, Crack of Dawn Bakery, and many more. The project will only enhance those businesses while simultaneously adding more business opportunities.

The Hill Block Portfolio will be the largest historic redevelopment in Faribault history and the surrounding area. A project of this size and magnitude will add numerous local jobs and employment opportunities, boost tourism and local commerce, provide many new housing opportunities and increase residential density, increase the tax base, enhance downtown vibrancy, improve life-safety and ADA accessibility, leverage private capital to multiply public investment, and preserve the historic district. 3.9+ million dollars will be added to the local economy every year, more than 50 individuals will directly be impacted, and residents and businesses alike will have a brand-new opportunity to live, work, and play together. It’s now or never to make this tremendous impact in downtown Faribault; history is in the making for decades into the future.



Rebound Partners
INVESTMENTS • MANAGEMENT



Rebound Real Estate
DEVELOPMENT • ACQUISITIONS

HILL BLOCK REDEVELOPMENT

FARIBAULT, MN



TODAY'S CONVERSATION

- Opening Comments & Remarks
- Social Impact Investing
- REVocity Community Map
- Rebound Partners Projects
- The Hill Block Portfolio
- Historic Images & Concept Plans
- Intended Residential Unit Mix
- Intended Commercial Unit Mix
- Community Impact
- Development Timeline
- Our Partners
- Thank You



IMPACT INVESTING



Impact Investing

Community Return

- Stimulate economic activity, synergistic development and job creation
- Retain & attract businesses to community
- Vitalize community development
- Support community needs

Investor Return

- Attractive and stable income return
- Build equity
- Inflation hedge
- Diversify investment portfolio
- Tax benefits (depreciation deduction)

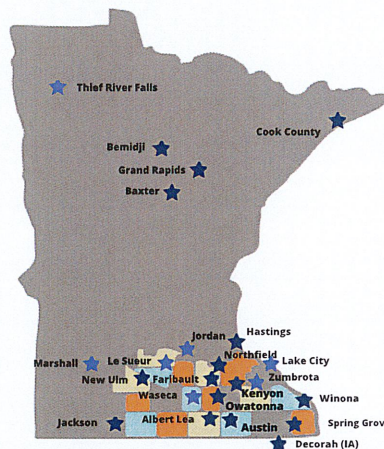


COMMUNITY MAP & STATUS

16+

ACTIVE FUNDS & PROJECTS

- Northfield Fund II & III
- Winona
- Owatonna
- Spring Grove
- Faribault
- Albert Lea
- Austin
- Kenyon
- New Ulm
- Grand Rapids
- Decorah
- Cook County
- Hastings
- Jackson
- Baxter
- Bemidji



7+

PIPELINE PROJECTS & COMMUNITY FUNDS

- Le Sueur
- Waseca
- Thief River Falls
- Marshall
- Zumbrota
- Jordan
- Lake City



20+

COMMUNITIES ENGAGED



\$32M+

**EQUITY
RAISED**

30+

**PROPERTIES
OWNED**

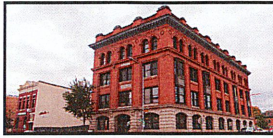
50+

**LOCAL GENERAL
PARTNERS**

400+

**LIMITED PARTNER
INVESTORS**

REBOUND PARTNERS EXPERIENCE



Historic Renovations



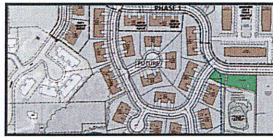
Downtown Apartments



Retail Development



Branded Hotels



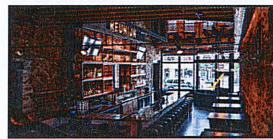
Residential & Commercial Development



Boutique Hotels



Downtown Renovations



Food & Beverage



Commercial & Industrial



HILL BLOCK PORTFOLIO - HTC REDEVELOPMENT

The project aims to redevelop three historic, mixed-use buildings in downtown Faribault, MN. Currently, no existing apartments, with minimal commercial use. Project aims to construct 19 new apartment units and 15 commercial spaces, utilizing historic tax credits (HTCs) to finance the project.

City: Faribault, MN

General Contractor: NCC Builders

Developer: Rebound Real Estate

Address: 217, 219 & 223 Central Ave N

Gross Sq. Ft.: 31,000 (above ground). 37,800+ total

Number of Commercial Spaces: 15

Number of Apartments: 19

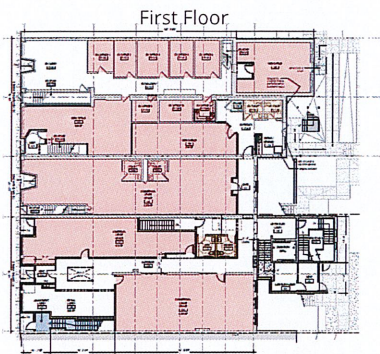
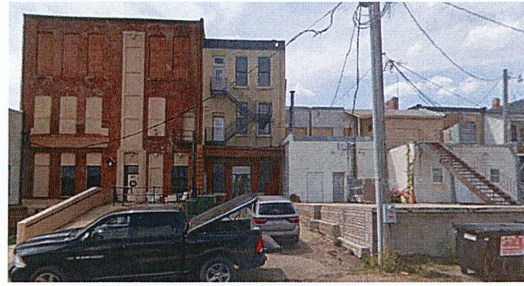
Total Project Cost: \$10M+

Projected Traditional Equity: \$1.7M+

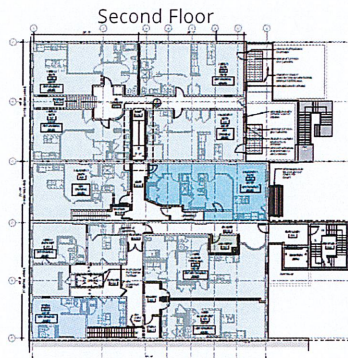
Investor Returns: 8-10%+ annualized return (net IRR)

Est. Construction Start: April 2026

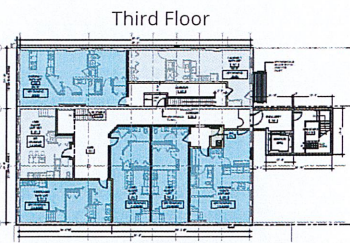




First Floor



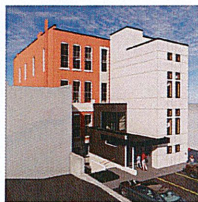
Second Floor



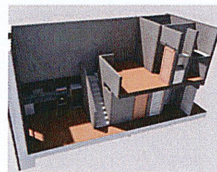
Third Floor



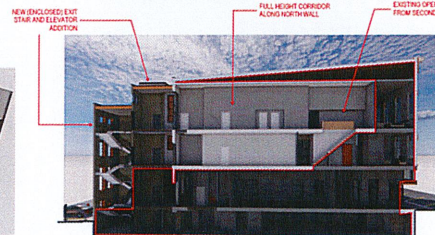
PROPOSED VIEW FROM CENTRAL AVENUE



PROPOSED VIEW FROM ALLEY



LOFTED INTERIOR PERSPECTIVE

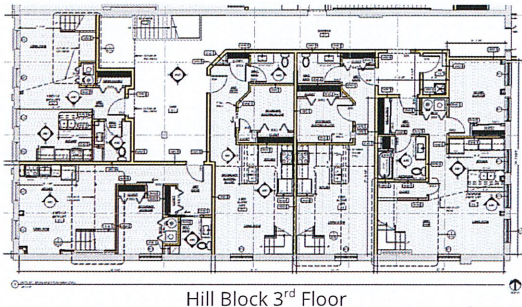


SECTION THROUGH BUILDING LOOKING NORTH



INTENDED RESIDENTIAL UNIT MIX

Apartments (long-term, unfurnished):	11
Furnished Apartments (long-term):	2
Airbnb/Short Term, Furnished Rentals:	6
Total:	19

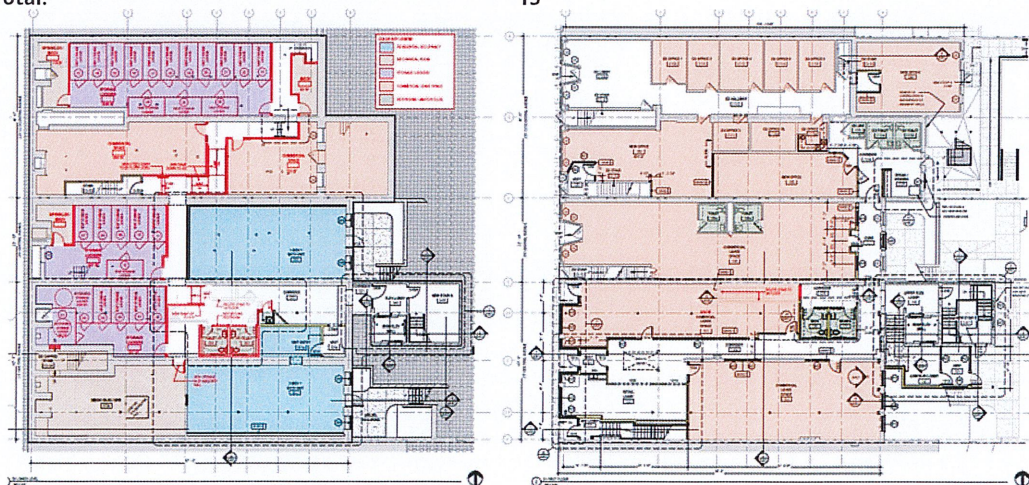


Concept: Janna's Market Grill: Vintage Suite



INTENDED COMMERCIAL UNIT MIX

217 Central (medium sized retail):	2
219 Central (largest size):	1
223 Central: (small to medium sized office/makerspace):	12
Total:	15



COMMUNITY IMPACT

Downtown Faribault needs help! A handful of remaining buildings are in poor condition and need to be uplifted through strategic investment.

The Hill Block Portfolio has significant structural issues, namely present in 217 Central, which would force demolition to the building if left uncorrected. The redevelopment will add notable vibrancy to the downtown and different business, including the 310 Event Center, Paradise Theater, 10,000 Drops, Janna's Market Grill, Redemption Restaurant, The Depot Bar & Grill, and many more.

The Portfolio will add 15 businesses and 19 new apartments, providing necessary housing and lodging for the community.

The redevelopment will provide places for people to live, work, play. Property tax will eventually increase, yielding additional economic development. There are currently few people occupying buildings.

- Economic Development at its best:
 - After rehabilitation, there will be over **50+ individuals impacted.**
 - Estimated new annual local economic activity: **\$3.9M+**



DEVELOPMENT TIMELINE

December 2025 to Early March 2026

- Finalize Financing for Fed + State HTC investors, senior loan & sub-debt
- Public Assistance (EDA, HRA, Council)
- Complete necessary P&Z process (PUD and CIC Plat) & building permit information
- Capital Raise

Late March/April 2026

- Approval of Part 2 & A Applications from SHPO & NPS
- Blessing from Heritage Preservation Commission
- Begin Construction Rehabilitation (end of April)

December 2026 / January 2027

- Construction completed. Portfolio is Placed in Service via Certificate of Occupancy



PROJECT PARTNERS



Rebound Real Estate
DEVELOPMENT • ACQUISITIONS



REVOCITY

Hess Roise

Historical Consultants



**MINNWEST
BANK®**



MASLON LLP

NCC BUILDERS

**SIEGEL
BRILL PA**

ATTORNEYS AT LAW

Mahoney
CPAS AND ADVISORS



Bohlen Surveying
& Associates, LLC

NILE



Local Faribault Investors

**Faribo Downtown
Central LLC**

ASBESTROL, INC.

Faribault Area
CHAMBER OF COMMERCE
and Tourism
Serving Faribault Area Businesses Since 1913



THANK YOU!

**Questions, Comments & Next
Steps**



Rebound Real Estate
DEVELOPMENT • ACQUISITIONS



REVOCITY



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Rochelle Anderholm-Parsch, Parks and Recreation Director
MEETING DATE: February 17, 2026
SUBJECT: Viaduct Park Phase 2 Ice Rink Pavilion Options

Discussion:

As previously directed by City Council, staff has been advancing Phase 2 of the Viaduct Park project, which includes the construction of a covered outdoor refrigerated ice sheet. A critical component of this phase is the selection of an appropriate pavilion structure that meets project budget parameters, procurement requirements, and construction timelines. To support this effort, staff evaluated multiple pavilion options using different approaches and purchasing methods.

Pavilion Options Evaluated

Staff reviewed three primary pavilion options:

1. The first option, from St. Croix Recreation / Playgrounds, proposed a more traditional open-air shelter design with an estimated cost of \$628,510. This option represents the highest overall cost and did not include installation, making it challenging to align with the approved project budget.
2. The second option, from ABS Advanced Building Structures utilizing a NuCor prefabricated engineered metal building (PEMB) system, provided a preliminary range from \$250,000 to \$300,000. However, this vendor is not available through reciprocal or cooperative procurement, and the estimate did not include delivery. As a result, the City would not be able to purchase this structure through cooperative purchasing, likely increasing overall project costs and administrative complexity.
3. The third option, from BlueScope / Butler Manufacturing, also utilizes a PEMB system and provided an estimated cost of \$327,352. BlueScope is available through the Sourcewell cooperative procurement program, allowing the City to purchase directly through an approved contract. The estimate also includes delivery, providing greater cost certainty and alignment with City procurement practices.

Schedule and Lead Time Considerations

Schedule remains a critical factor for this project. Pavilion fabrication lead times are currently estimated at approximately 25 weeks, or roughly 5.5 months. In order to meet the overall project schedule, the pavilion must be constructed and the site turned over to the ice sheet contractor, Modern Mechanical, by September 1. Delays in pavilion selection or procurement would put this deadline at risk and could impact the successful completion of Phase 2.

Staff Analysis and Preferred Path Forward

Based on cost, procurement eligibility, delivery scope, and schedule requirements, staff finds that the BlueScope / Butler Manufacturing option best aligns with the City's goals and constraints. This option supports cooperative purchasing, stays within the allocated budget and timeline, and provides a high-quality structure capable of meeting long-term operational needs.

Design Flexibility and Lighting Enhancements

While the pavilion will utilize a prefabricated engineered metal building (PEMB) structure, the design allows for basic customization to better align with the look and feel of Viaduct Park, including the use of black metal accents and other architectural elements that complement the park and adjacent facility. Staff has identified additional opportunities to further integrate the pavilion into the site context and programming. A portion of the project budget has been set aside to work with a lighting specialist to create an enhanced lighting experience under and around the pavilion. Staff is working on a lighting design with the same contractor, Mike Lampert, who designed the Faribault Water Tower lighting, to ensure a cohesive, high-quality design that aligns with the park's overall character.

Next Steps and Presentation

Staff will present pavilion concepts and a budget overview for Council input and discussion at this work session. Based on Council direction, staff anticipates returning at the next Council meeting to seek formal approval to purchase the pavilion. This timeline and approval are important to allow staff to initiate the purchase and design process and remain on track toward an early winter 2026 opening of the ice sheet for the next skating season. The overarching goal remains to deliver a high-quality covered ice rink that meets project timelines while staying within the approved budget.

Attachments:



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: February 17, 2026
SUBJECT: Proposed Update to Entryway Signage

Discussion:

The City has seven signs at major entry points to the community that announce that you are in Faribault, as shown by the sign below. These are found at the Lyndale off-ramp from Interstate 35, Lyndale southbound, southbound Highway 3, eastbound Highway 60, westbound Highway 60, northbound County Road 45 and Cannon City Boulevard. The current signs are made of aluminum and their color has lived its useful life. Staff has been working with Sakatah Signs, who built the current signs 15 years ago and stated that the current state is what would be expected after that much time. In an attempt to "refresh" the image and be intentionally different from the City's branding and the Chamber's branding, we have come up with the image below as a new representation, so you do not see the fleur-de-lis intentionally.



Currently, we have a mixture of 4'x8' signs and 4'x6' signs. The recommendation would be to upgrade every sign to a 4'x8' size on solid aluminum, which will cost around \$1,300 per sign, totaling \$9,100. Some of the smaller signs do not have a brace system, which would be needed for the bigger sign, and would cost around \$1,100 per set, of which 4 are

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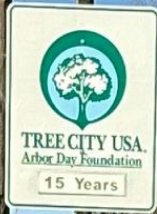
needed, or another \$1,500. There is also a \$300 design fee, bringing the total without installation to \$10,900. Streets Maintenance personnel would install the new signs during the spring and summer, and the project would be complete well before the end of the year. Each sign would be cheaper if done on an aluminum composite material, but the life expectancy of 10–15 years would not be as long.

Please note that this is a different effort than what the Chamber was previously working on with a larger monument sign with stone and other features to be located along the interstate and other areas with high traffic counts. A monument sign is easily \$50,000+, and will require an engineer to design. Moving forward with updating the blue Faribault signs does not preclude the Chamber from continuing work on raising funds for monuments to be placed in and around the community, nor does it preclude the City from contributing to those efforts.

There are two requests before the Council for this project. First, this project is not budgeted in the 2026 budget. To fund this, some of the \$60,000 contingency in the General Fund could be reallocated to add this as a current year expenditure. If the Council would like to move forward, the second request would be for feedback on the design. Again, this was intentionally not using colors and design elements that are already common throughout the community, so this looks different than what exists currently.

Attachments:

1. Entrance Signs



SPEED
LIMIT
45



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: February 17, 2026
SUBJECT: Proposed Ordinance and Fee Schedule Changes

Discussion:

As we implement the fee schedule and penalties in the new financial and permitting/licensing software, we have come across some inconsistencies with the general 10 percent late fee/penalty that is used for general accounts receivable and utility billing after a bill is unpaid for 30 days. In an effort to make late fees and penalties consistent and easily implementable, the following changes are recommended to the Code of Ordinances and to the fee schedule.

Ordinance Changes

Sec. 17-69. - Schedule of administrative civil penalties.



- (a) The city shall adopt a fee schedule of administrative civil penalties for city Code violations by resolution. The maximum amount of an administrative civil penalty may not exceed the maximum fine authorized by state law for misdemeanor offenses or the maximum fine authorized by state law for an administrative process.
- (b) *Nonpayment.* If a civil penalty is not paid within the time specified, it will constitute:
 - (1) A lien on the real property upon which the violation occurred if the property or improvements on the property was the subject of the violation; or
 - (2) A personal obligation of the violator in all other situations.
- (c) *Lien.* A lien may be assessed against the property and collected in the same manner as taxes.
- (d) *Personal obligation.* A personal obligation may be collected by appropriate legal means.
- (e) *Late fees/charges.*
 - (1) The fine will increase by ten (10) percent for each week, starting ten (10) days after the citation was issued, that no action is taken to correct the violation.
 - (2) If payment arrives more than one (1) week after it was due, an additional ten (10) percent of the fine may be assessed, together with interest, for each month, or part thereof, that the fine remains unpaid after the due date.
- (f) *License revocation or suspension.* Failure to pay a fine is grounds for suspending or revoking a license or permit related to the violation.

(Ord. No. 2024-11, § 1, 7-23-24)

Section 17-69(e) was established with the language establishing administrative citations. As the author of that ordinance, I did not take a thorough look at the meaning of the late fee and charge language, which

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is now problematic and cannot be implemented. It was never the intention to have administrative citations be financially crippling, and the penalty of 10% being compounded weekly could result in \$100 becoming thousands of dollars very quickly. No other penalty or fee compounds more frequently than monthly.

It is recommended that the language be changed to say a late fee will be charged after 30 days of non-payment, with the late fee to be set by the City Council. This means it would be stated on the fee schedule rather than having a number codified in ordinance that takes multiple readings to change.

Sec. 17-53. - Delinquent payment of service fees.



All repeat nuisance service call fees imposed and charged against the owner or occupant under this section shall be deemed delinquent thirty (30) days after the city's mailing a billing statement therefore. Delinquent payments are subject to a ten (10) percent late penalty of the amount due. Failure to submit services fees will result in the service fee plus late penalties being charged to the property owner's property taxes as authorized pursuant to Minnesota Statutes Sections 429.101, 415.01, 366.011 or 366.012. Where the city issues a license, failure to pay service fees shall result in the city not issuing a license until service fees are paid.

(Ord. No. 2004-17, § 1, 8-10-04)

Section 17-53 of the code states a 10% penalty, which is consistent with the fee schedule. However, it could be changed to reference that the late fee is to be set by City Council and remove a number from the Code. As noted above, numbers set by code are more cumbersome to change than numbers set by resolution on the fee schedule.

Fee Schedule

The fee schedule will need to be updated if the changes noted above move forward, but there is also one late fee currently listed on the fee schedule that is not consistent with the standard. The Rental License late fee is currently set at 15 percent of the application fee, which is higher than the 10% and is a one-time fee versus being something that can be applied every 30 days a payment has not been made. It is recommended that the fee schedule be updated to reflect the 10 percent standard late fee.

If the Council would like to proceed with these changes, we will bring ordinance amendments to the February 24th City Council meeting, with the amendment to the proposed fee schedule to the March 10th City Council meeting to be adopted after the second readings of the ordinances.

Attachments:

1. REVISED 2026 Fee Schedule

EXHIBIT A - Resolution 2026-335

2026 FEES, CHARGES AND UTILITY RATES

CHAPTER 4 - ALCOHOLIC BEVERAGES

Intoxicating 4-15

On-Sale Liquor (City Code Sec 4-15 (a) (2)) (State Statute 340A.408 Subd. 2).....\$3,896
 A Public Hearing is required to increase non-state regulated liquor license fees according to State Statute 340A.408 Subd. 3a; fee set by City but subject to limits; fee intended to cover costs of issuing, inspecting, and other directly related costs of enforcement.

Low Volume Liquor (Res. 2009-210)\$2,000

Sunday On-Sale (State Statute 340A.504) (cannot pro-rate).....\$200

Theater On-Sale (Ord. 2009-04) (License includes Sundays).....\$500

Limited Culinary On-Sale (Ord. 2009-05) (License does not include Sundays)\$300

Club On-Sale (State regulated, fees set by State Statute 340A.408, Subd. 3a (2) & Subd.3c)

Membership of 200 or less\$300

Membership between 201 & 500.....\$500

Membership between 501 & 1,000.....\$650

Membership between 1,001 & 2,000.....\$800

Membership between 2,001 & 4,000.....\$1,000

Membership between 4,001 & 6,000.....\$2,000

Membership of 6,001 or more\$3,000

Off-Sale Liquor (State regulated, fees set by State Statute 340A.408, Subd. 3a (2) & Subd. 3c) ..\$560
 \$100 refunded if conditions set out in State Statute are met.

Wine Sale (State Statute 340A.408 2c)\$1,671

Wine fee cannot exceed 1/2 On-Sale Liquor License fee or \$2,000, whichever is less.

Theater Wine (Ord. 2009-04).....\$200

Temporary On-Sale Intoxicating Liquor (City Code Sec 4-15 a. (9) - up to 4 days).....\$35/day

Consumption & Display Permits (Setup) (State Statute 340A.414 Subd. 6)..... \$300
 (plus \$150 State fee)

Consumption/Display Permits cannot exceed \$300 by state regulation.

One-day Consumption & Display Permit (Setup) (State Statute 340A.414 Subd. 9) (Limit 10/year)
 (Cannot exceed \$25 by state regulation).....\$25

4-15 Malt Liquor (3.2%)

On-Sale License (3.2% Beer) (may pro-rate) Annual Fee - set by City Code (Sec. 4-15 (a) (1))..\$200

Theater On-Sale Malt Liquor-3.2% Beer (Ord. 2009-04).....\$100

Off-Sale License (3.2% Beer) (may pro-rate) Annual fee - set by City Code (Sec. 4-15 (a) (1))...\$100

Temporary On-Sale License (3.2% Beer) City Code Sec. 4-15 (a) (9)\$50/day up to 7 days

Address Change for 3.2% Licenses\$20

4-25 Brewery and Taproom

Brewer Taproom License (Res. 2014-036).....\$600

Small Brewer License (Res. 2014-036).....\$200

4-25 Micro-Distillery	
Distiller and Cocktail Room License.....	\$600
Small Distiller License.....	\$200

Investigation Fees - City Code 4-15 (f) (State Statute 340A. 412, subd 2 limits to \$500)

Investigation – In-State (Liquor, Wine, Beer).....	\$500
Investigation – Out-of-State (Liquor, Wine, Beer).....	Actual Cost Not to Exceed \$10,000
Renewal Application Late	\$100

CHAPTER 5 – AMUSEMENTS

5-57 Dances

Temporary Public Dance License.....	\$25
License Transfer	\$20

CHAPTER 6 - ANIMALS AND FOWL

Animals

6-49 Board	\$35/day
6-24 Voluntary Disposal of Dog	\$50
6-36 Kennel License	\$150
Prescribed Grazing & Beekeeping	See Administrative Zoning Permit

CHAPTER 7 - BUILDINGS AND BUILDING REGULATIONS

Building Permits

7-16 Uniform Building Code Permit Plan

Building Permit	Valuation x 2010 FS
Checking for Commercial Building Plan Review	65% of Permit Fee
Residential Plan Check.....	50% of Permit Fee
Reinspection - Additional Visits (Second Reinspection and Thereafter)	\$75
License Verification.....	\$1
Special Inspection.....	\$75
In-ground Pool	\$150
Above-ground Pool	\$75
Demolition Permit (\$1,500 Escrow for Land Restoration).....	\$150
Building Without Permit	Double the Permit Fee
Solar Installations	\$110
State Surcharge (State Statute 326B.148)\$1 Minimum or Project Valuation x 326B.148 Fee Schedule	
Manufactured Home Set-up (Footing/Foundation)	\$150
Manufactured Home Set-up (Complete).....	\$290
Parking Lot Restriping	\$150

7-39 Rental Property License Fees

Single Family	\$110
Multi-Family.....	\$110 per building + \$20 per unit
Re-Inspection	\$100 (1-3 units), \$50 per unit (4+units)
Rental Compliance Appeal	\$50

Re-Instatement of License	\$50
Delinquent Penalty (Sec 7-39, 1. License Fees, City Ordinances)	15% of the amount of the license fee

7-14 Moving Structures

Moving Permit per Structure	\$150
State Surcharge (State Statute 326B.148)	\$1
License Verification Fee	\$1

Shingling/ Roofing Permit

One-Family and Two-Family Residences	\$150
All Other Uses	Valuation x 2010 FS
Checking for Commercial Building Plan Review	65% of Permit Fee
State Surcharge (per State Statute 326B.148)	\$1 or Project Valuation x 326B.148 Fee Schedule
License Verification Fee	\$1

Siding Permit

One-Family and Two-Family Residences	\$150
Window Replacement	\$150
All Other Uses	Valuation x 2010 FS
Checking for Commercial Building Plan Review	65% of Permit Fee
State Surcharge (State Statute 326B.148)	\$1 or Project Valuation x 326B.148 Fee Schedule
License Verification Fee	\$1

7-68 Electrical Permits, Inspections, and Fees

Residential

Electrical - Temporary Service	\$80
Electrical - New Construction	\$225
Panel Service Charge	\$160
Lower Level (Basement Finish)	\$160
One Trip/One Outlet	\$80
Additional Inspections	\$80
Pool	\$160
Hot Tub/Spa	\$80
Sub Panel	\$110
Solar Arrays	\$160
Service Lateral (Conversion to Underground/Trench Inspection)	\$80
Off-peak Car Charger	\$80
State Surcharge (State Statute 326B.148)	\$1 Minimum
License Verification Fee	\$1

Commercial

Electrical	Valuation x 1.5% up to \$10,000, 1% above \$10,000
If contract cost x 1.5% is less than \$40 (one trip) or \$70 (two trips) then minimum must be paid.	
State Surcharge (per State Statute 326B.148)	Project valuation x 326B.148 Fee Schedule

Commercial Fee Minimums

One Trip	\$80 + State Surcharge
Two Trips	\$160 + State Surcharge
Annual Permit or Audit for Incidental Electrical Work Done Throughout Year by Master of Record Employed by a Business Entity	\$800
Annual Permit State Surcharge	\$1
License Verification Fee	\$1

Plumbing Permits

Residential Dwelling	\$225
Alteration or Additional Fixtures	\$150
Apartments/Unit (1-3)	\$150
Commercial/Industrial - New	2.5% of Valuation
Plan Review	10% of permit fee
State Surcharge (State Statute 326B.148)	\$1 or Project Valuation x 326B.148 Fee Schedule
License Verification Fee	\$1

Mechanical Permits

Residential Dwelling (New)	\$290
HVAC Alteration/Change Out	\$75
Apartments	\$75/Unit
Commercial/Industrial	Valuation x 2010 FS
State Surcharge (State Statute 326B.148)	\$1 or Project Valuation x 326B.148 Fee Schedule
License Verification Fee	\$1

Administrative Penalty	\$100
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CHAPTER 10 - FIRE PREVENTION/PROTECTION**Fire Prevention - Sprinkler Review**

Sprinkler Plan Review	2% of value of Project
New Construction	\$.015 x value of project
Existing/Retrofit	\$0.015 x Value of Project; minimum of \$54
State Surcharge (State Statute 326B.148)	Project Valuation x 326B.148 Fee Schedule

Police & Fire Alarm Charge

Each False Alarm in Excess of 2	\$58
Each False Alarm in Excess of 5	\$112
Each False Alarm in Excess of 10	\$224

Administrative Penalty	\$100
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CHAPTER 11 - GARBAGE AND REFUSE**11-3 License and Inspection**

Garbage and Refuse Hauler License	\$70
Garbage and Refuse Hauler Vehicle Inspection (Per Vehicle - Under 2 Tons)	\$40
Garbage and Refuse Hauler Vehicle Inspection (Per Vehicle - Over 2 Tons)	\$75

Administrative Penalty	\$100
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CHAPTER 14 - LICENSE AND BUSINESS REGULATIONS

4-27 Tobacco

Tobacco License (cannot pro-rate).....	\$200
Tobacco License Name or Address Change	\$20

14-30 Salvage Dealers

14-45 Salvage Dealer License	\$60
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14-142 Pawnbrokers

Pawn Shop/Pawnbroker License	\$500
Pawn Transaction	\$1.15/Transaction

14-56 Massage Establishments

Massage Therapist License (may pro-rate)	\$55
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14-100 Charitable Gambling

Gambling License Exemptions	\$45
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14-112 Fireworks

Fireworks Display License Fee (Res 2010-162)	\$25
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14-116 Fireworks - Sale of (Limits set by State Statute 624.20 Subd.1 (d))

Retailers Selling Only Fireworks	\$350/yr
Retailers Selling Fireworks in Addition to Other Items	\$100/yr

Administrative Penalty	\$100
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14-172 Cannabis and Hemp Businesses (Limits set by State Statute 342.22, subd. 5(e))

Initial Registration and Annual Renewal	
Cannabis Microbusiness	\$0.00
Cannabis Mezzobusiness	\$500/yr
Cannabis Retailer	\$500/yr
Medical Cannabis	\$500/yr
Low-Potency Hemp Products	\$0.00

Second Annual Renewal and Beyond

Cannabis Microbusiness	\$0.00
Cannabis Mezzobusiness	\$1,000/yr
Cannabis Retailer	\$1,000/yr
Medical Cannabis	\$1,000/yr
Low-Potency Hemp Products	\$1,000/yr

Administrative Penalty	\$100
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CHAPTER 15 - MOTOR VEHICLES AND TRAFFIC

15-40 Parking Fine - 18 hr/Specialty Vehicles/Trailers	\$50
15-44 Parking Fine - Snow Emergency Parking	\$50
15-60 Downtown 14-day Residential Parking Permit (Res. 2018-247)	\$100/yr
15-61 Parking Fine - All Other	\$25

15-82 Golf Cart Permits.....	\$150
15-82 Golf Cart Permits (Physical Disability Qualifications).....	\$75
15-82 Mini Truck Permits	\$75

CHAPTER 16 – NUISANCES

Administrative Penalty (certain violations listed below)	\$50
Exposed accumulation of decayed or unwholesome food or vegetable matter	
Public nuisances affecting health	
All noxious weeds and other rank growths of vegetation upon public or private property, except as permitted by Chapter 31 of the City Code	
Dense smoke, noxious fumes, gas and soot or cinders in unreasonable quantities	
Administrative Penalty (all other violations)	\$100

CHAPTER 17 - OFFENSES

17-52 Repeat Nuisance Calls

Petty Misdemeanors & Misdemeanors Offenses

3rd Call	\$250
4th Call	\$350
5th Call	\$450

Gross Misdemeanors and Felonies

2nd Call	\$1,000
3rd Call	\$2,500
4th Call	\$5,000

CHAPTER 18 - PARKS AND RECREATION

18-10 Liquor and Non-intoxicating Malt Liquor Permitted in Alexander Faribault Park (North Alexander) Under Certain Conditions

Keg Permit.....	\$30
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CHAPTER 19 - PEDDLERS

Peddlers License.....	\$50 per person
Transient Merchant Permit.....	\$50 per person
Mobile Food Unit (Food Truck) Annual Registration (City Code Sec. 19-10).....	\$50

Administrative Penalty	\$100 per day
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CHAPTER 25 – STREETS, SIDEWALKS, AND PUBLIC GROUNDS

Administrative Penalty	\$100
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CHAPTER 27 – VEHICLES FOR HIRE

Vehicle for Hire License (City Code Sec. 27-31).....	\$75 includes first vehicle
Vehicle for Hire - Per Vehicle	\$10 each additional
Vehicle for Hire - Per Vehicle	\$20-each additional vehicle registered after February 1
Administrative Penalty	\$100

CHAPTER 28 - WATER, SEWER, & STORM WATER

Administrative Penalty (all violations unless otherwise stated).....	\$100
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Water Rates

Monthly Fixed Water Service Access Charge (Based on Meter Size):

5/8" - 3/4"	\$14.49
1"	\$15.86
1 1/2"	\$26.73
2"	\$30.62
3"	\$83.00
4"	\$96.34
6"	\$127.54

Consumption - Residential/Multi-Family

0-12,000 gallons/month	\$0.002239/gal
12,001-24,000 gallons/month	\$0.002511/gal
>24,000 gallons/month	\$0.002861/gal

Consumption - Commercial

0-50,000 gallons/month	\$0.002402/gal
50,001-300,000 gallons/month	\$0.002483/gal
>300,000 gallons/month	\$0.002777/gal

Consumption - Industrial

0-300,000 gallons/month	\$0.001775/gal
300,001-500,000 gallons/month	\$0.002040/gal
>500,000 gallons/month	\$0.002290/gal

Water Via Fill Station	\$0.008686/gal
Bulk Water Fob Deposit	\$25
Water Meter	City Cost Rounded Up to Nearest Dollar
Water Meter Testing	\$200
Water Disconnection Processing	\$75
Water Irrigation Meter Reshelving	\$75
Water Disconnection/Reconnect for Service Request	\$75
Water Meter/System Tampering	\$130
Hydrant Connection.....	\$125
Backflow device & meter deposit.....	\$250
Backflow device & meter rental.....	\$20/day

Water Restriction Violation Fines

1st Offense.....	Warning
2nd Offense.....	\$25
3rd Offense.....	\$50
4th Offense.....	\$100
5th Offense.....	Place Restrictive Device on Sprinkler System and Outside Water Tap
Lawn Watering Permit.....	No Charge
NOTE: Required to register newly sodded or planted lawns with Public Works Department	

Water Availability Charge

Standard.....	\$1,500
Non-standard.....	\$5,665

Late Payment: A penalty of ten percent (10%) of the amount of the consumer's water bill for water supplied by the municipal water system shall be imposed on any such bills that are delinquent.

Service Call (City Code Sec. 28-74)	\$125
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Sewer Rates

Residential	
Monthly Base Sewerage User Fee (\$/month)	\$11.02
Flow Charge	0.004061/gal
Designated Irrigation Meter.....	No Sewer Charges for a Designated Irrigation Meter

Late Payment: A penalty of ten percent (10%) of the amount of the consumer's sewer bill shall be imposed on any such bills that are delinquent.

Sewer Rates Significant Industrial User (SIU)

Monthly Fixed Charge	\$11.02
Flow Charge.....	Per individual SIU contract

Surcharge/Credit Coefficients

CBOD5	\$0.2925/lb
TSS.....	\$0.3442/lb
NH3	\$0.1032/lb
TP	\$0.4130/lb

Penalties:

Daily Limit Per SIU Contract.....	\$500
Monthly Limit Per SIU Contract	\$1,000
pH	\$100/incident

*SIUs who do not renew their contracts within 90 days of the expiration date will automatically and retroactively revert to the residential flow charge, plus any surcharges and penalties as outlined above.

Sewer Availability Charge

Standard.....	\$1,500
Non-standard.....	\$5,865

Storm Water Rates

Residential Lot Equivalent (RLE)	\$9.82/RLE
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Residential Lot Equivalent (RLE) equals 3,500 square feet of impervious surface. Each single-family residential property is one RLE. The other developed properties will be individually assigned a certain number of RLEs based on property size, impervious surface, and calculated storm water run-off.

Late Payment: A penalty of ten percent (10%) of the amount of the consumer's storm water bill may be imposed onto any such bills that are delinquent.

Water Availability Charge (WAC) Units & Sewer Availability Charge (SAC) Units

The City will adopt and use the Met-Council WAC & SAC schedule to determine the units for calculation of fees, excluding residential multifamily. Residential multifamily per unit (duplex, fourplex, apartments, etc.) 2 units=1 WAC/SAC.

<https://metro council.org/Wastewater-Water/Publications-And-Resources/Appendix-A-SAC-Criteria-for-Commercial-Properties.aspx>

Water Reclamation Facility

Hauled Waste\$44.11/1,000 gallons
Hauled Waste - Annual Registration\$300

Stormwater Pollution Prevention and Wetland Protection

Administrative Penalty\$100 per day per violation

CHAPTER 31 – TALL GRASS, WEED AND OTHER VEGETATION MANAGEMENT

Administrative Penalty\$100

APPENDIX B - UNIFIED DEVELOPMENT REGULATIONS

Administrative Penalty\$100

ADMINISTRATIVE FEES

Copies

Copies (100 pages or fewer).....\$.25/copy; \$.50/2-sided
Special requests from the public for information requiring more than 100 pages will be charged at the hourly wage of lowest paid employee able to retrieve/copy data plus materials and mailing costs.

Adopted Budget Book\$30
Annual Comprehensive Financial Report.....\$30
Capital Improvement Plan\$50
City Code Book Available Online\$0
City Code Book (Printed).....\$150
Code SupplementsActual Cost
City Council Packet (Available on website).....\$30
Copy of Meeting – DVD Format\$10
Filing for Mayor's Office & City Council (State Statute 205.13 Subd.3(b)\$5

Board/Commission Packets

Heritage Preservation Commission.....	\$20
Faribault HRA.....	\$25
Faribault EDA.....	\$25
Planning Commission.....	\$25
Ad Hoc Committee.....	\$15

Maps

Maps.....	\$5
Color map (42 x 60).....	\$30
Color map (24x36).....	\$20
Color map (11x17).....	\$5
Color map (8.5x11).....	\$2
Custom made maps.....	\$25-\$50

Project plans and specifications

Project costs < \$50,000.....	\$10/set
Project costs < \$50,000 - \$250,000.....	\$25/set
Project costs > \$250,000 - \$1,000,000.....	\$50/set
Project costs> \$1,000,000.....	\$75/set
Residential Lot Inventory (new document-multiple color pages).....	\$20
Returned Payment (per State Statute 604.113).....	\$30

Late Payment for Recurring Accounts Receivable Accounts: A penalty of ten percent (10%) of the amount of the customer's bill may be imposed on any such bills that are delinquent.

Assessment Searches

Standard response 2-5 business days.....	\$22
Rush response within 2 business days.....	\$33

Currency Exchange License Application Approval.....\$110

Airport Hangar Rent (based on 1-year lease – for monthly lease add \$15 per month)

Building 2.....	\$227.11/Month
Building 3.....	\$227.11/month
Building 4.....	\$254.68/month
Building 5 Unheated.....	\$350.59/month
Building 5 Heated.....	\$561.17/month
Private Hangar Land Lease (One-time charge of \$100 linear front ft at start of lease).....	\$0.2088/month
Glider Trailer Storage.....	\$288.75/Season
Glider Trailer Storage (November 15 th to March 15 th).....	\$500.00/month
Airport Fuel Flowage.....	\$0.0654month

Engineering Fees

Full Engineering Services - Design, Bidding, Construction Management Including Inter-Agency Coordination and Permits As Well As Project Inspection and Staking.....15%

Bidding and Construction Management Including Inter-Agency Coordination and Permits As Well As Project Inspections and Staking.....9%

General Project Administration, Overview and Limited Inspection to Ensure Compliance to City Standards and Project Acceptance by the City.....	5%
Right-Of-Way Management Registration	\$60
Excavation Permit	
Hole - Paved Surface	\$90
Hole - Unpaved Surface	\$60
Hole - Emergency.....	\$60
Trenching or Directional Boring	\$10/100 l.f. + holes
Obstruction Permit.....	\$45 + \$5/day
Permit Extension	\$25 + \$10/day
Driveway/Second Curb Cut.....	\$30
Sidewalk/Driveway Replacement.....	\$30
Utility Restoration Administrative Charge.....	\$300/hr. - 2 hr. minimum
Grading Permit without Recorded Stormwater Operations and Maintenance Agreement	\$50
Grading Permit with Recorded Stormwater Operations and Maintenance Agreement.....	\$100

Antenna Tower/Utility Pole Rental

Lease agreements are negotiated pursuant to rates, but subject to circumstances, technology, available space, etc.

Tenant's Leasing Space on City Elevated Tower or Monopole

One to Three PCS or Cellular, Community, Repeater, RCC, Multi-User, or Single User Antennas at Same Elevation.....	\$5,500/year
Four to Nine PCS or Cellular, Community, Repeater, RCC, Multi-User, or Single User Antennas at Same Elevation.....	\$16,500/year
Additional Antenna.....	\$1,850/year
Microwave or Sat. Dish < 2' additional fee	\$500/year
Microwave or Sat. Dish 2-3' additional fee.....	\$750/year
Microwave or Sat. dish > 3' additional fee	\$950/year
Small Cell/Can Antenna/Antenna Tower/Utility Pole Rental	Up to \$150 per year rent
Maintenance	\$25 per year
Electrical Service for nodes <= 100 watts.....	\$73 per radio node
Electrical Service for nodes > 100 watts.....	\$182 per radio node
Limit One Coaxial Line Per Antenna or Add Per Additional Coaxial Line.....	\$950/year
Initial Consulting for Review, Mapping, Study, etc. - Paid Prior to Review.....	\$2,500
Initial Landscape and Restoration - Paid Prior to Construction	\$1,500
Utility Pole Rental (increase 2% per year)	\$1,948.37

Subdivision and Vacation Application Fees (County fees included)

Minor Subdivision.....	\$300
Preliminary Plat.....	\$650+\$25/parcel (resulting)
Final Plat	\$500+\$25/parcel (resulting)
Plat Approval Extension.....	\$250

Vacation of Street, Easement or Other Public Reservation	\$500
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Zoning and Comprehensive Plan Application Fees (County fees included)

Certificate of Appropriateness.....	\$150
Comprehensive Plan Amendment	\$700
Conditional Use Permit	\$550
Interim Use Permit	\$550
Ordinance Amendment	\$550
PUD	\$800
PUD Amendment	\$500
Zoning Map Amendment.....	\$450
Site Plan Review	\$600
Site Plan Security/Building Permit TCO Escrow	110% of Improvements (Security in the form of cash, certified check, performance bond, or irrevocable letter of credit, subject to City approval)
SF/Duplex Building Permit Escrow	\$3,000 (For required driveway and landscape associated with construction and/or replacement of garage)
Zoning Appeal.....	\$200
Variance	\$400

Annexation and Environmental Review Application Fees (County fees included)

Annexation Petition	\$500
EAW, AUAR, or EIS.....	\$500
Environmental Review Escrow	\$15,000+*
*Applicant shall pay all City Consultant Costs	
Extension to Record Documents or Start Construction	\$150

Administrative Zoning Permit Fees (County/State fees included)

Address Change Request from Property Owner	\$100
Beekeeping Permit	\$75
Home Occupation Permit	\$200
Home Occupation Permit Renewal	\$50 (every two years)
Sign Permit.....	\$100*
Sign Permit, Sign Refacing	\$50
Sign Permit, Temporary	\$50
Sign Permit (Penalty for Installation Without a Permit)	Double the Sign Permit
Zoning Certificate (incl. Prescribed Grazing)	\$75
Zoning Compliance Letter	\$75
Expedited Zoning Compliance Letter (2-3 business days, as workload allows)	\$225
* When there is more than one sign per wall or leased area frontage, each sign is charged separately	

Police Department Fees

Photos (i.e. accident, burglary, etc.)	\$0.25/printed photo
Copies of Police Reports.....	\$.25/pg for first 100 pgs
Over 100 Copies ..Charge hourly wage of lowest paid employee able to retrieve/copy the data plus materials/mailling costs.	
Copy of Items Put onto Media File.....	\$12
Contract Off-Duty Work	\$95 per hour

Library Fees

Copies & Printing	\$.15/sheet
Copies & Printing (Double-sided).....	\$.30/sheet
Meeting Room (Non-profit Groups - No Charge).....	\$30/4 hours
3D Printing	\$0.10/gram of filament
Non-Residential Card (Set by State Statute)	\$40
Replacement Cards	\$2
Payment for Lost and Damaged Materials	Replacement cost
Obituary Research	\$10/obituary
Headphones.....	\$1
Flash Drives	\$10
Discarded Materials Sale Shelf	Paperbacks \$0.25; Hardcover \$0.50; Books on CD \$2.00;
DVDs \$1.00; Music CDs \$0.50	

Private Activity (Tax Exempt) Bonds Issuance

Administrative Fee	1/2 of 1% of the face amount of bond
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Point of Sale Inspection

Inspector License.....	\$113
Inspection.....	\$35
Additional Visit	\$35

Commercial and Industrial Development Program Application

Special Program Application	\$150
Industrial Development Loan	\$350
Minnesota Investment Fund.....	\$350
Economic Development Revolving Fund	\$350
Micro Loan Program	\$100

Tax Abatement Program

Application	\$500
Tax Abatement Escrow	\$10,000*

*Applicants pay City's legal costs and consultant costs. Balance returned after City costs are recovered.

Tax Increment Financing

Application	\$500
Tax Increment Financing Escrow	\$20,000*
*Applicants pay City's legal costs and consultant costs . Balance returned after City costs are recovered.	

Recreation Center

(Periodically allows discounts up to 20% on programs for promotional purposes)

Aquatics

Lap Swim Punch Card (14 times)	\$55
Lap Swim - Individual.....	\$5
Open Swim - Ages 3 and up	\$5
Open Swim - Family.....	\$16
Open Swim Punch card (14 Punches).....	\$55
3 - Month Lap Swim Unlimited - Individual.....	\$90
Annual Lap Swim Unlimited - Individual (Jan - Dec 31).....	\$330
Pool Rental - One Hour.....	\$100
Birthday Party Rental (Room and Pool).....	\$120
Swim Lessons	\$50
Private Swimming Lesson - 1 Lesson.....	\$50
Private Swimming Lesson - 3 Lessons	\$100
Private Swimming Lesson - 5 Lessons	\$140
Semi-Private Lessons Per One-half Hour (2 Students) 1 Session	\$70
Semi-Private Lessons Per One-half Hour (2 Students) 3 Sessions.....	\$160
Semi-Private Lessons Per One-half Hour (2 Students) 5 Sessions.....	\$225
Water Fitness Punch Card (14 Punches)	\$55
Water Fitness (Pay Per Visit).....	\$5

Fitness Room

Weight Room Passes	Individual	Couples
Same Household		
1 month	\$40	\$60
3 months	\$90	\$144
6 months	\$170	\$275
12 months	\$300	\$400

Daily	\$6
Punch Card (14 Punches).....	\$55
Personal Training	varies

All Around Pass	Individual	Couples	Family (4 Members + \$20/member/month)
Same Household			
1 month	\$48	\$85	\$95
3 months	\$120	\$210	\$240
6 months	\$230	\$380	\$416
12 months	\$400	\$640	\$670

Aerobics- Individual	
Daily	\$6
Punch Card (14 Punches).....	\$55

Locker Rooms

Daily lock rental.....	\$0
1 Month - Small Locker	\$7
1 Month - Large Locker	\$8
2 Months - Small Locker	\$9
3 Months - Small Locker	\$12
3 Months - Large Locker	\$14
4 Months - Small Locker	\$14
4 Months - Large Locker	\$16
5 Months - Small Locker	\$18
5 Months - Large Locker	\$20
6 Months - Small Locker	\$23
6 Months - Large Locker	\$25

Miscellaneous

Noon Time Adult Basketball - Daily	\$4
Open Gym.....	\$4
Open Gym Punch Card (14 Punches).....	\$48
Sauna Punch Card (14 punches).....	\$53
Sauna Only	\$6
Pickle Ball Punch Card (14 punches)	\$55
Pickleball - Daily.....	\$5

Youth Programs

Youth Sports - 4 sessions (Indoor Soccer, Bitty Basketball, Youth Basketball, Floor Hockey)	\$32
Youth Sports - 6 Sessions (Indoor Soccer, Bitty Basketball, Youth Basketball, Floor Hockey).....	\$40
Youth Sports - 8 sessions (Indoor Soccer, Bitty Basketball, Youth Basketball, Floor Hockey)	\$46
Flag Football	\$45
Cub Football.....	\$55
Summer Ball (Includes All Youth Summer Ball Programs)	\$43
Baseball	\$50
Hershey Track.....	\$25
Safety Camp	\$53
Little Tykes.....	\$40

Youth Camps

Youth Camps - 4 Sessions - 3 1/2 to 8 years	\$32
Science Camp.....	\$40
Little Champ.....	\$46

Fun Center

Drop In (Daily).....	\$10
2 Weeks - Morning.....	\$36
2 Weeks - Afternoon	\$45
2 Weeks - Full Day.....	\$70
3 Weeks - Morning.....	\$54
3 Weeks - Afternoon	\$65
3 Weeks - Full Day.....	\$92

Tennis	\$47
Youth Volleyball	\$40
Volleyball Camp (per Day).....	\$10
Youth Pickleball.....	\$28
Youth Soccer, hockey & Bitty Basketball weekday.....	\$35
Weekend.....	\$30
Spirit Team.....	\$32

Adult Programs

TKD (Taekwondo) Punch Card (10 Punches)	\$55
TKD (Taekwondo) Punch Card (20 Punches)	\$100
TKD (Taekwondo) Punch Card (40 Punches)	\$150
3-on-3 Basketball	\$185
Racquetball League	\$45
Racquetball - Daily	\$5 Per Person/Hr
Racquetball - 1 Month.....	\$32
Racquetball Punch Card (14 Punches).....	\$55
Adult Volleyball	\$40/game
Adult Volleyball Double-headers.....	\$40/game
Beginner Golf	\$63
Enrichment	Negotiable

Softball (Team)	
Plus Men 20 Games	\$40/game
Plus Other Leagues 12G	\$40/game

Fall Softball (10 games)	
Team.....	\$40/game
Teen softball league.....	\$300

Drop-In Programs

Ice Arena Public Skating - Individual	\$5
Ice Arena Public Skating - Family	\$18
Ice Arena Public Skating Punch Card (14 Punches)	\$53
Ice Skating Lessons	negotiable

Faribault Family Aquatic Center

General Admission at Entrance.....	\$8 w/tax
Active Military Rate.....	\$5 w/tax
Admission After 5:00 pm	\$5 w/tax
Resident Discount Pass - 10 passes	\$65 + tax
Resident Discount Pass - 20 passes	\$120 + tax
Resident Discount Pass - 30 passes	\$160 + tax
Non-Resident Discount Passes - 10 passes.....	\$60 + tax
Season Pass - Individual	\$80 + tax
Season Pass - Family	\$175+tax+addl members
(2 adults & 2 youth, plus \$20 any extra immediate family members)	
Preseason Sale	10% discount until May 15 for season tickets and discount tickets
Pool Rental (Before or After Hours).....	\$300 per hour + tax
Free Day	3rd Wednesday in June

Park Shelter Reservations

Full Day	\$60
Entire Park (Excluding North or South Alexander)	\$350

Facility Rent

Classrooms – During Regular Hours of Operation	\$30/hour
Classrooms – Before Regular Hours of Operation	\$47/hour
Gymnasium – During Regular Hours of Operation	\$47/hour
Gymnasium – Before Regular Hours of Operation	\$62/hour
After hours rentals	\$87/hr

Washington Center (Full Facility)	\$72/hour
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Community Center Birthday Party Sat and Sunday 1-4pm..	\$100/hour
Community Center- 3hr – Gym and Peterson Room with 2hr of pool time.....	\$300 + Tax
Community Center (Includes 2 hours of pool) Overnight.....	\$500

Armory Building Classrooms.....	\$35
Armory Building Gymnasium - 1 Court = 1/2 Gymnasium	\$35
Armory Building Gymnasium - 2 Courts = Full Gymnasium	\$70

Buckham West Dining Hall and Activity Room – During Regular Hours of Operation	\$40/hour
Buckham West Dining Hall and Activity Room – Before/After Regular Hours of Operation ..	\$55/hour
Buckham West Conference Room - During Regular Hours of Operation.....	\$53/hour
Buckham West Conference Room - Before or After Regular Hours of Operation.....	\$68/hour
Buckham West Commons Area - During Regular Hours of Operation.....	\$53/hour
Buckham West Commons Area - Before or After Regular Hours of Operation	\$63/hour
Buckham West Small Offices - During Regular Hours of Operation.....	\$18/hour
Buckham West Small Offices - Before or After Regular Hours of Operation.....	\$23/hour
Facility Rental Deposit (Refundable)	\$100
Military Discount (Families).....	10%

Viaduct Park

Meeting/warming room (3 hour block)	\$100 + Tax
○ Additional hourly rate	\$34 + Tax
Large gathering room & Fire Pit (3 hour block).....	\$300 + Tax
○ Additional hourly rate.....	\$100 + Tax
Pavillion - cement (summer season) (3 hour block)	\$100 + Tax
○ Additional hourly rate.....	\$34 + Tax
Pavillion - cement (summer months) (all day).....	\$500/day + Tax

References:

Ord. = City of Faribault Ordinance and may be found at <https://www.ci.faribault.mn.us/>

Res. = City of Faribault Resolution and may be found at <https://www.ci.faribault.mn.us/>

State Statute = State Statutes may be found at <https://www.revisor.mn.gov/statutes/>



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: February 17, 2026
SUBJECT: Proposed Short-Term Rental Ordinance

Discussion:

Attached with this memo is a draft of a new article in the Code of Ordinances related to the regulation of short-term rentals. This was drafted based on the Council's feedback on areas not to regulate, like zoning and parking requirements, but focus on life safety and identification for purposes of collecting the lodging tax. A number of the provisions use language reflected in the City's rental property licensing requirements stated in Chapter 7 of the Code of Ordinances. I have also sent this along to Scott Riggs for review but have not heard back at the time the packet was published. The major outstanding question is about insurance and what dollar amount we should list in the ordinance.

We met with a community relations representative from AirBNB who said they are happy to assist with gaining compliance as once we have an active licensing requirement, they will communicate that out to any properties in city limits currently registered with AirBNB, but they are not going to share their applicant information with the City as a way to cover our licensing requirements. They did share that they provide a \$1 million insurance policy to those that are registered with them, as a way to handle all insurance requirements.

Attachments:

1. DRAFT Ordinance XX-2026 Add Short Term Rental License

**CITY OF FARIBAULT
ORDINANCE No. 2026-XX**

**AMEND CHAPTER 14 LICENSES AND BUSINESS REGULATIONS OF
THE CODE OF ORDINANCES TO ADD ARTICLE XII- SHORT TERM
RENTALS**

THE CITY OF FARIBAULT ORDAINS:

Section 1. The City Council fo the City of Faribault has determined that a new Article of Chapter 14- Licenses and Business regulations is necessary to set forth rules and regulations for short term rental properties in the City of Faribault as follows:

Section 14.190 Purpose.

It is the purpose of this section to protect the public health, safety and welfare of those who stay in short-term rental dwelling units by adopting a short-term rental license program. Property owners and local agents are responsible for ensuring the guests who occupy short-term rentals, as may pursue the quiet enjoyment of the normal activities of life in surroundings that are safe, secure, and sanitary, free from noise, nuisances and annoyances, and free from unreasonable fears about safety of persons and property. The same care should be provided for properties that neighbor those that are licensed short-term rentals.

Section 14.191 Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Local Agent means any person responsible for maintenance and operation of the short-term rental dwelling and who is legally constituted and empowered to receive service and orders on behalf of the owner and to institute remedial action to effect such orders. A local agent must reside in any of the following Minnesota counties: Blue Earth, Carver, Dakota, Dodge, Faribault, Freeborn, Goodhue, Hennepin, Le Sueur, Mower, Nicollet, Olmsted, Ramsey, Rice, Scott, Sibley, Steele, Wabasha, Waseca, Washington.

Owner or licensee means any person agent, operator, firm or corporation having a legal or equitable interest in the property or recorded in the official State, County or City records as holding title to the property or otherwise having control of the rental dwelling unit property.

Reinspection means a follow-up City inspection that is:

- (1) Conducted to determine if a code violation has been corrected;

(2) Necessary because a licensee, owner or other responsible party fails to attend a scheduled inspection;

(3) Necessary because a scheduled inspection does not occur or is prevented from occurring due to an act of a property owner or agent; or

(4) Any inspection following an initial inspection.

Short-term rental means a rental dwelling or rental dwelling unit that is offered to transient guests for a period of less than 30 consecutive days.

Section 14.192 License required; license fees; license term.

(a) It is unlawful to operate a short-term rental without first having obtained a license issued by the City in accordance with this article.

(b) The annual license fees for licenses issued under this article shall be set in the City's fee schedule. The license fee shall reflect the cost of issuing the license, including inspections and legal fees. This fee shall be reviewed and adjusted when appropriate.

(c) The term of each license shall be one calendar year, starting February 1st of each year.

Section 14. 143 Application required; license requirements.

(a) Every applicant for a new license issued under this article shall supply the information required herein on a form prescribed by the City. The City may request any and all of this information, as it deems necessary to carry out the purpose of this article.

(b)The following information, at a minimum, is required for a license to be issued:

(1) *Local agent required.* A local agent must be identified if the owner of the property does not reside in any of the following Minnesota counties: Blue Earth, Carver, Dakota, Dodge, Faribault, Freeborn, Goodhue, Hennepin, Le Sueur, Mower, Nicollet, Olmsted, Ramsey, Rice, Scott, Sibley, Steele, Wabasha, Waseca, Washington. The city shall be notified in writing of any change of agent by the owner of the short-term rental.

(2) *Owner identification.* All partnerships, corporations, limited liability companies or other recognized business associations that own a short-term rental dwelling to be licensed under this article shall submit, upon request of the compliance official or the designee(s), the name and address of all partners, shareholders or interest holders. If requested by the compliance official or the designee(s), information regarding the names and addresses of all

partners, shareholders or interest holders must be submitted in a sworn affidavit to the city.

(3) *Responsibility for acts of manager, operator, or agent.* Licensees are responsible for the acts or omissions of their managers, operators, agents, or other authorized representatives.

(4) *Insurance.* The owner of any short-term rental unit shall maintain liability insurance appropriate to cover short-term rental use in the aggregate of not less than _____ or conduct each short-term rental transaction through a short-term rental platform that provides equal or greater coverage.

(5) *Conformance to laws.* No short-term rental license shall be issued, renewed or allowed to be maintained by the owner unless the rental dwelling conforms to all applicable federal, state, and local laws, rules, and regulations.

(6) *Inspection required.* No short-term rental license shall be issued, renewed or allowed to be maintained unless an inspection has occurred.

(7) *Posting and production of license.* Every licensee of a short-term rental dwelling shall conspicuously post the current license certificate issued by the city in a main entryway or other conspicuous location. An owner or agent of a short-term rental must always produce a copy of the current rental license certificate for a rental dwelling upon the request of a renter, potential renter, police officer or compliance official.

(8) *Remission of lodging tax.* All short-term rental units shall collect the City's lodging tax of three (3) percent. This shall be remitted to the State of Minnesota Department of Revenue as required by Chapter 14, Article V of the Code of Ordinances.

Section 14.144 Inspections; re-inspections

(a) The compliance official or designee(s) administers and enforces provisions of this article and is hereby authorized to cause inspections on an annual basis for all short-term rental units and also when reasonable grounds exist to believe a violation of this article has been or is being committed. Access shall not be unreasonably withheld from the compliance official or designee(s), and the owner or local agent must be present during the inspection.

(b) Inspections shall be based upon the International Property Maintenance Code version presently adopted by the City, with properties required to be compliant with other local regulations, including but not limited to ordinances related to public nuisances, parking, animals, and

building and construction regulations, as well as the adopted State Fire Code.

(c) Re-inspections will be assessed a fee as set by the City Council.

Section 14.145 Violations

(a) Any violation of this article may result in the denial, suspension or revocation of a short-term rental license. Any action to deny, suspend or revoke a short-term rental license may be appealed to the City Council.

(b) A violation of this article is a misdemeanor.

Section 2. This ordinance amendment shall take effect and be in force after its passage and publication in accordance with Section 3.05 of the City Charter.

First Reading:

Second Reading:

Publication Date:

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: February 17, 2026
SUBJECT: City Statement as a Welcoming Community

Discussion:

Council Member Doumbouya asked that the Council discuss issuing a statement to the immigrant members of our community. In an effort to assist the Council with this discussion, we came up with two statements that reflect the mission, vision and value statements of either Community Vision 2040 or the City's organizational strategic plan. With the recent announcement that Operation Metro Surge is ending, the Council should consider the timing on issuing a statement. If issuing a statement was only around the recent federal enforcement efforts, the timing should be considered.

COMMUNITY STATEMENT

Faribault is a community where all people find opportunities to succeed, grow, and prosper. As a community, we value a strong sense of belonging, and we celebrate everyone who calls Faribault home. We believe in being a friendly, respectful, safe, inclusive, and welcoming community that celebrates strong connections among all people. As a community, we're all better when we believe in one another. In Faribault, we all belong.

ORGANIZATION STATEMENT:

Since its beginning, the City of Faribault has embraced and celebrated the presence of newcomers who arrive in Faribault in pursuit of safety and opportunity. For generations, the City's commitment to its residents has remained steadfast in providing an environment where anyone who calls Faribault home can feel safe, valued and included. Residents of Faribault are vital to the community's economic and social fabric, and their contributions are paramount to the future success of our community.

The City remains dedicated to its efforts of building trust, encouraging respectful dialogue, and prioritizing community engagement between City officials and residents, and recognizes this neighborly relationship is

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essential to delivering efficient municipal and quality of life services. Faribault honors its heritage while building a bold future, driven by smart investment, community relationships, and a legacy of opportunity for all. Because in Faribault, we all belong.

Attachments: