

ASSESSOR
Business Unit 2270

The Assessing Department is required by State law to assess properties at 50% of their market value. The Assessor conducts physical inspections of residential properties, updates old records to calculate new assessed values, updates commercial and industrial appraisal records, and conducts a Personal Property Audit Program.

Descrip	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Copies	\$ 1.00 first page	101.02.2270.671.040	No charge for property owner	Cost of Materials		0%	Unknown
a. Deeds	\$.50 each additional page					0%	Unknown
b. Affidavits							
c. Certificates							
d. Applications							
e. Building file records							
f. Tax bill copies							
g. Tax receipts							
h. Legal descriptions							
Faxes/Mail Requests	\$ 3.00 first two pages	101.02.2270.671.040	No charge for property owner	Cost of Materials		0%	Unknown
a. Additional pages	\$ 1.00 each					0%	Unknown
Maps							
a. Custom Maps (do not currently exist)	\$ 50.00/hr	101.02.2270.671.040	Estimate provided, minimum 1 hr	GIS Specialist/Cartographer Salary + benefits		Added	2014
b. Printed Maps (previously compiled)	\$ 15.00 each			per hour		Inc 50%	2009
c. BC GIS Map	\$ 3.00 each			Cost of upgrade to mapping system		0%	Unknown
All Property Record Cards	\$ 1.00	101.02.2270.671.040	No charge for property owner	Cost of Materials		0%	Unknown
a. Additional pages over 2	\$ 0.50						
b. Extra buildings	\$ 0.50						
c. Sketch	\$ 0.50						
d. Photo image	\$ 0.50						

ASSESSOR
Business Unit 2270 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification /Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Internet Users (Property Record Data)	Free						Dec-10
Special Reports Including:	\$ 0.20 (printing) \$ Employee Wage + benefits	101.02.2270.671.040	Note: May be subject to FOIA.	Cost of Materials <u>Lowest paid Clerical/Appraisal staff capable of fulfilling the request</u>		Increases are due to collective bargaining agreements and benefit cost changes each year.	
a. Assessment rolls			Minimum charge 1/4 hour of preparer				
b. Sale books							
c. Property lists							
d. Value & tax lists							
Electronic Reports							
Electronic version of database, partial or complete	\$ 1,000.00	101.12.2270.671.040		maintenance \$3,600		Added	2014
All Land Splits and/or Combinations:							
Application for land split, with all parcels fronting on a public road							
First two tax parcels	\$ 100.00			Cartographer salary + benefits per hour		Inc 34%	2010
Each additional tax parcel	\$ 25.00					0%	Unknown
Application for land split, where one or more tax parcels would not front on a public road							
First two parcels	\$ 150.00			Cartographer salary + benefits per hour		0%	Unknown
Each additional tax parcel	\$ 50.00					0%	Unknown
Application for combinations							
Combination of two tax parcels	\$ 100.00			Cartographer salary + benefits per hour		Added	2010
Each additional tax parcel	\$ 10.00					Added	2010
No additional charge for combining tax parcels with no public road frontage							

Note: No charge to other government units for record requests less than \$25.00. Reserve the right to charge government units for requests of \$25.00 or more. No charge to government units for land division splits.

BATTLE CREEK TRANSIT
Business Unit 1588

The Transit System provides public transportation throughout the Battle Creek area. Regular route buses operate from 5:15 a.m. to 11:45 p.m., Monday through Friday, and 9:15 a.m. to 5:15 p.m., on Saturday. Tele-Transit service is available from 5:15 a.m. to 11:45 p.m., Monday through Friday, and 9:15 a.m. to 5:15 p.m., on Saturday.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/ Decrease over last 5 years	Last time changed
In FY14-15, the City paid 23% of revenue as a subsidy for all of BCT operations. Federal assistance was 27%, State assistance was 39% and miscellaneous revenue which included farebox was 11%.					All fees below represent the 23% City subsidy		
Bus Fares		588.21.1588.622.010					
a. Adults and children taller than the fare box	\$ 1.25			Actual Cost - \$5.78 per ride	\$1.04	0	2003
b. Seniors and handicapped	\$ 0.60			Actual Cost - \$5.78 per ride. Federal regulations require	\$1.19	0	2003
c. Children shorter than the fare box	Free			Actual Cost - \$5.78 per ride	\$1.33	0	2000
Passes		588.21.1588.622.030					
a. 12 Ride Punch	\$ 11.00			Actual Cost - \$69.36 per punch pass (\$5.78 per ride)	\$13.42	0	1994
	\$ 6.00 (seniors/disabled)			Actual Cost - \$69.36 per punch pass (\$5.78 per ride)	\$14.57	0	1994
b. 48 Ride Punch	\$ 40.00			Actual Cost - \$277.44 per punch pass (\$5.78 per ride)	\$54.61	0	1994
	\$ 24.00 (seniors/disabled)			Actual Cost - \$277.44 per punch pass (\$5.78 per ride)	\$58.29	0	1994
c. Student	\$ 32.00			Actual Cost - \$277.44 per punch pass (\$5.78 per ride)	\$56.45	0	1994
	\$ 50.00			Actual Cost - \$440.30 per punch pass (\$44.03 per ride)	\$89.77	0	2002
d. 10 Rides - Tele-transit	\$ 20.00 (seniors/disabled)			Actual Cost - \$440.30 per punch pass (\$44.03 per ride)	\$96.67	0	2002
	\$ 100.00			Actual Cost - \$880.60 per punch pass (\$44.03 per ride)	\$179.54	0	2002
e. 20 Rides - Tele-transit	\$ 40.00 (seniors/disabled)			Actual Cost - \$880.60 per punch pass (\$44.03 per ride)	\$193.34	0	2002
Tele-Transit		588.21.1588.622.010					
a. Senior and disabled	\$ 2.00			Actual Cost - \$44.03 per ride. Federal regulations require a half ride fare program for seniors or disabled	\$9.67	0	2002
b. General public	\$ 5.00		Weekdays after 6:45 P.M.	Actual Cost - \$44.03 per ride	\$8.98	0	2002
c. General public	\$ 7.00		Weekdays before 6:45 P.M.	Actual Cost - \$44.03 per ride	\$8.52	0	2003
Reduced Fare Program	\$ 2.00	588.21.1588.622.010	Identification card for seniors and disabled individuals	Actual Cost - \$2.00	0	0	Not sure

CITY CLERK
Business Unit 2110

The City Clerk is responsible for providing specialized clerical and administrative services to the Mayor and the City Commission; provides for the issuance of licenses as outlined in City Ordinance; acts as the Freedom of Information coordinator; manages City cemeteries; maintains all public records of the City; provides the coordination, direction, and conduct of all the elections within the City; acts as ex-officio member of the Civil Service Commission; maintains firefighter personnel files, and conducts testing activities and preparation of Eligibility Lists for positions within the Fire Department as directed by the Civil Service Commission.

Descr	Current Charges	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Ambulance	\$ 25.00		101.12.2110.451.060		Risk \$14.43-86.60: Clerk labor .5-1 hour (\$13.98-27.96); Postage \$.44 - \$1.32	\$3.85 - \$90.8	No change	Unknown
Amusement Device	\$ 25.00/device		101.12.2110.451.080		\$4.50/tag: Clerk labor .5-1 hour (\$13.98-27.96); Postage \$.44 - \$1.32; Zoning labor .25 hr (\$8.50); PD labor .5 hr (\$23.22)	\$25.64	No change	Unknown
Auctioneers			101.12.2110.451.030	License and Permit Bond - \$2,000				
a. One day license	\$ 15.00				Risk \$14.43-86.60: Clerk labor .5 (\$13.98); Postage \$.44	\$13.85	No change	Unknown
b. One year license	\$ 50.00					0	No change	Unknown
Bowling Alleys			101.12.2110.451.100		Clerk labor .5-1 hour (\$13.98-27.96); Postage \$.44 - \$1.32; Fire labor .5 hr (\$15.49) ;Inspections 1 hr (\$45.24) ;Police .5 hr (\$23.22)	0	No change	Unknown
a. Annual fee	\$ 25.00						No change	Unknown
b. Per alley	\$ 15.00						No change	Unknown
Burning Permits			101.12.2110.451.090					
a. Bonfire	\$ 25.00				Clerk labor .25 hr (\$6.99); Fire Dept, dependent upon complaints	0	No change	Unknown
b. Residential	\$ 25.00						No change	Unknown
Carnivals and Shows			101.12.2110.451.100	\$1,000,000 CSL Comprehensive General Liability	Risk \$14.43-86.60: Clerk 3/4 hr (\$20.97); Postage \$.44 ; Fire Inspector 2 hr (\$61.94); Inspections 1 hr (\$45.24) ; Police .5 hr (\$23.22)	\$66.24+	No change	Unknown
a. First day	\$ 50.00						No change	Unknown
b. Each additional day	\$ 25.00						No change	Unknown
Cemeteries			101.12.2110.451.110					
a. Grave openings and closings					Actual Costs submitted by independent contractor, with \$20.00administrative fee	\$15,000		
April 1 - November 30		December 1 - March 31						
1. Adult	\$370.00	\$470.00		Additional \$75.00 for Saturday			\$25.00/\$50.00	2017
2. Children's Burial Vault 70" or less	\$270.00	\$370.00		Additional \$75.00 for Saturday			\$25.00/\$50.00	2017
3. Cremated remains and Infant Burials	\$145.00	\$245.00		Additional \$75.00 for Saturday			\$25.00/\$50.00	2017
4. Overtime	\$100.00	\$100.00		Sunday and Holidays				\$25.00 2017
b. Burial Lots				101.12.2110.451.120				
1. Per section	\$ 500.00				Administrative cost of \$25 and Annual Maintenance costs			55% Unknown
2. Transfer title of lot	\$ 25.00				Cost of 3 Cemeteries \$15,000		No change	Unknown

CITY CLERK
Business Unit 2110 (continued)

Descr Current Charges	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Circuses	\$ 150.00/day	101.12.2110.451.100	\$1,000,000 CSL Comprehensive General Liability	Clerk 3/4 hr (\$20.97): Postage \$.44 : Risk \$14.43-\$6.60: Fire 2 hr (\$61.94) : Inspections 1 hr (\$45.24) : Police .5 hr (\$23.22)	\$16.44	No change	Unknown
City Charter	\$ 15.00	101.12.2110.671.040		Available on city website	0	No change	Unknown
Civil Service Entry Level Testing	\$ 20.00	101.12.2130.671.040		Written: 225 apps, postage \$99, ad \$3864, 4 hrs of 10 staff (\$700), 1 day use of arena (5,698), 142 exams @ \$39, \$73.48 score notification: Physical Agility 106 candidates, 4 days use of arena (\$13,833), 1 day set up, 8 staff each day (\$1920): SOI - schedule postage \$31.62, scoring \$425, notification postage \$31.68, printing \$317.55, 3 staff members, 6 days, 8 hours (\$6,144): Total Cost \$11,355.33, not including staff time for processing, written & agility testing, and oral interviews, or use of arena for written test and agility test (we were not charged for arena).	Testing fees received \$3860, total billed costs subsidized \$7495.33, not including staff or venue costs	Fee established in 2012 due to higher testing costs and national trend to charge for introductory testing in an effort to get truly interested applicants	2012
Codified Ordinance Book	\$ 160.00	101.12.2110.671.040		Available on city website	0	No change	Unknown
a. Replacement pages	\$ 30.00					No change	Unknown
Commercial Redevelopment		101.12.2110.451.020		Established by state		No change	Unknown
a. Exemption certificate application	\$ 150.00					No change	Unknown
b. Request for district	\$ 200.00					No change	Unknown
Copying Charge	\$ 0.15/single page	101.12.2110.671.040		True Cost of Paper plus printing charge		No change	Unknown
Drop Boxes	\$ 60.00/box	101.12.2110.451.100 101.12.8020.451.160 101.12.2110.671.040		Clerk labor 1 hr - 2 hr (\$27.96 - 55.92) : Postage : \$.44 : Zoning: 1-2 hr (\$51.29-102.58) (\$35 to Planning)	\$19.69 - \$98.94		42% 2013 New Ordinance
Elections							
a. Registration Lists	\$ 0.15/single page			True Cost of Paper plus printing charge		No change	Unknown
b. Turnout Reports	\$ 0.15/single page			True Cost of Paper plus printing charge		No change	Unknown
c. Voter Disk or CD	\$ 20.00			Disk cost average \$.75-2.00, labor and data time		No change	Unknown
d. Labels	\$ 0.21/label			Average costs of labels		No change	Unknown
e. Labor	\$ FOIA rates		Lowest paid Clerical Staff capable of fulfilling the request	Fees established by State Law - as of 7/1/15, rate hourly wage + up to 50% for benefits, billed in 15 minute increments at \$28.55/hr		Change to reflect amended FOIA law	
Facility Use							
Administrative Fee	Monday - Friday \$25.00 Saturday - Sunday \$100.00			Administrative Fee is our administrative, cleanup, and overhead costs. For example, City Hall shuts its heating/cooling system off over the weekend, so our fee is higher			New Charge
Hourly Facility Use Fee	Monday - Friday 8:00 am - 5:00 pm 5:00 pm - 9:00 pm Saturday 8:00 am - 9:00 pm Sunday 12:00 pm - 6:00 pm			Hourly Rate is the hourly rate of the person who will be required to stay at the facility during the time of the event.			
City Hall							
Room 112, Conference Room	No Fee \$24.95/hour	\$24.95/hour	\$24.95/hour	\$24.95/hour			
Room 301, Commission Chambers	No Fee \$24.95/hour	\$24.95/hour	\$24.95/hour	\$24.95/hour			
Room 302A, Conference Room	No Fee \$24.95/hour	\$24.95/hour	\$24.95/hour	\$24.95/hour			
Room 302B, Conference Room	No Fee \$24.95/hour	\$24.95/hour	\$24.95/hour	\$24.95/hour			
Department of Public Works							
Room 204, Conference Room	Not Available \$27.60/hour	\$27.60/hour	\$27.60/hour	\$27.60/hour			
Room 214 Multi-Purpose Room	Not Available \$27.60/hour	\$27.60/hour	\$27.60/hour	\$27.60/hour			
W. K. Kellogg Airport							
Room 130, Conference Room	No Fee \$48.13/hour	\$48.13/hour	\$48.13/hour	\$48.13/hour			
Multi-Purpose Room	No Fee \$48.13/hour	\$48.13/hour	\$48.13/hour	\$48.13/hour			

CITY CLERK
Business Unit 2110 (continued)

Descr Current Charges	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Fee, Bond and Insurance Schedule		101.12.2110.671.040					
a. Full Booklet	\$ 20.00		Available on City Website		0	No change	Unknown
Freedom of Information		101.12.2110.671.040					
a. Clerk Labor		Employee Wage + benefits	Lowest paid Clerical Staff capable of fulfilling the request, hourly calculation based upon MI FOIA law	Fees established by State Law - as of 7/1/15, rate hourly wage + up to 50% labor rate for benefits, billed in 15 minute increments at \$25.04/hr	Dependent upon # of FOIAs actually paid for	6.85% Change to reflect amended FOIA law	2015
b. Copy rate	\$ 0.10/page		State Statute established fee	Double sided copies	\$.20/double sided she	5%	Unknown
c. Mailing		Actual Costs					
d. Recordings	\$ 5.00 per disc		Redaction rate if required will be at the Police Lab Specialist Labor rate				
Going out of Business	\$ 50.00/30 days	101.12.2110.451.100	Only two extensions allowed	Cost mandated by State statute	0	No change	Unknown
a. Extensions	\$ 50.00 each			Clerk labor .5-1 hour (\$13.98-27.96)	0		
Industrial Facilities		101.12.2110.451.020					
a. Exemption certificate application	\$ 150.00		Fees established by State	Clerk 1 - 1.5 hr (\$34.52 - 69.04): Assessing	0	No change	Unknown
b. Request for abatement district	\$ 200.00		Fees established by State		0		
Marriage License	\$ 25.00					No change	Unknown

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Mechanical Amusement Rides	\$ 15.00/ride/day	101.12.2110.451.100	\$1,000,000 CSL Comprehensive General Liability	Clerk 3/4 hr (\$20.97): Postage \$.44 : Risk \$14.43-86.60: Fire 2 hr (\$61.94) : Inspections 1 hr (\$45.24) : Police .5 hr (\$23.22)	Dependent upon number of rides	No change	Unknown
Neighborhood Enterprise Zone		101.12.2110.671.040					
a. Application	\$ 25.00			State mandated fee		0 No change	Unknown
b. Transfer	\$ 20.00					0	
Notary Services	\$ 5.00	101.12.2110.671.040		Annual bond and application costs		0 No change	Unknown
Obsolete Property							
a. Exemption certificate application	\$ 150.00	101.12.2110.451.020		Clerk 1 - 1.5 hr (\$34.52 - 69.04): Assessing		0 No change	Unknown
b. Request for abatement district	\$ 200.00			Fees established by State		0 No change	Unknown
Open Meetings Act Annual Notice Request	\$ 1.00/meeting			Fees established by State		0 No change	Unknown
Pawnbrokers		101.12.2110.451.100	Leadsonline software is \$6688 per year paid for BCPD	Clerk 3/4 hr - 1 1/2 hr (\$20.97 - 41.94) : Postage \$.44 - \$1.32 : ICHAT - \$10.00/employee : Zoning 1 hr (\$34.00) : Police 1 hr (\$46.44) : Fire .5 (\$15.94) : Inspections .5 hr (\$22.64)	\$170.96, not including cost of Leads on Line (2014 =		2014
a. Annual fee	\$ 200.00		\$3,000 Bond with at least two sureties				2014
b. Each Additional employee fee	\$ 10.00		Mayor issues	Clerk 3/4 hr - 1 1/2 hr (\$20.97 - 41.94) : Postage \$.44 - \$1.32 : ICHAT - \$10.00/employee : Police 1 hr (\$46.44)	\$67.85-\$89.70	100%	2014
Pool and Billiard Halls		101.12.2110.451.100			\$45.58 - \$60.44		
a. Annual fee	\$ 25.00			Clerk labor .5-1 hour (\$13.98-27.96): Postage \$.44 - \$1.32; Police .5 hr (\$23.22) : Fire .5 hr (\$15.94): Inspections .5 hr (\$22.64) : Zoning .5 hr (\$17.00)		No change	Unknown
b. Each table	\$ 15.00					No change	Unknown
Precinct Inspector Compensation		101.12.2120.703.020	Must Attend 2-Year Certification Training				
a. Precinct Chairperson	\$ 12.00/hour			Resolution #94 of March 9, 2016			8% 2010
b. Electronic Poll Book Operator	\$ 11.00/hour			Resolution #94 of March 9, 2016			9% 2010
c. Precinct Inspector	\$ 10.00/hour			Resolution #94 of March 9, 2016			10% 2010
d. Election Training	\$ 12.00/session			Resolution #94 of March 9, 2016			17% 2010
Precinct Maps		101.12.2110.671.040			Cost of materials.		2008
a. Combined Wards	\$ 15.00			Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)		No change	Unknown
b. Individual Ward	\$ 5.00					No change	Unknown

CITY CLERK
Business Unit 2110 (continued)

Descr	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Refuse Haulers		101.12.2110.451.100			\$33.92 - \$119.10		
a. Annual Fee	\$ 100.00		\$500,000 CSL Comprehensive General Liability, \$500,000				
b. Inspection fee	\$ 20.00/vehicle		Automobile Liability, \$1,000 Bond	Risk \$14.43-86.60; Clerk labor .5-1 hour (\$13.98-27.96); License Sticker \$1.85 each vehicle; Postage \$.44 - \$1.32 : Police .5 hr (\$23.22)		No change	Unknown
c. Replacement tag	\$ 15.00/vehicle					No change	Unknown
Secondhand Goods/Junk Dealers				Set by resolution (9/17/13) costs associated with Leads on Line: Clerk 3/4 hr - 1 1/2 hr (\$20.97-41.94) : Postage \$.44 - \$1.32 : ICHAT - \$10.00/employee : Zoning 1 Hr (\$34.00) : Police 1 hr (\$46.44) : Fire .5 hr (\$15.94): Inspections .5 hr (\$22.64)	\$149.54-\$170.96, not including cost of Leads on Line (2014 = \$8000)	100%	2013
a. Annual Fee	\$ 200.00/year	101.12.2110.451.100	Leadsonline software is \$6688 per year paid for BCPD				2013
b. Each Additional Employee	\$ 10.00						2013
Shooting Galleries	\$ 25.00/year	101.12.2110.451.100	\$1,000,000.00 CSL General Liability	Risk \$14.43-86.60: Clerk labor .5-1 hour (\$13.98-27.96); Postage \$.44 - \$1.32 : ICHAT \$10.00/owner : Fire .5 hr (\$15.94) : Inspections .5 hr (\$22.67); Zoning .5 hr (\$17.00) : Police .5 hr (\$23.22)	\$93.56 - \$179.71	No change	Unknown
Special Events				Risk \$14.43-86.60; Clerk labor 1 hr - 2 hr (\$27.96 - 55.92)	142.52		
a. Picnic tables	25.00 each	101.22.4560.671.040	Tables are only available for City sponsored or community events	Field Services : Fire varies by event (\$30.97/hr) : Parks & Rec : Police varies \$46.44/hr : Traffic : Transit	Fire, PD, P&R, Traffic & Transit	No change	Unknown
b. Parking spaces	\$ 0.50/space/day					No change	Unknown
c. Clean-up by City	\$ 50.00/hr	101.22.4560.671.040	Banners supplied by applicant. Must have received approval and permit from Consumers Energy.	City costs are dependent upon amount of clean up		No change	Unknown
d. Pole Banners	\$ 25.00 each	101.22.7190.671.040	Banners supplied by applicant	DPW staff wages		No change	Unknown
e. Street Banners	\$ 100.00 each	101.22.7190.671.040	Banners supplied by applicant	DPW staff wages		No change	Unknown
f. Reviewing stand	\$ 100.00	203.22.1203.671.040	Includes Delivery	DPW staff wages		No change	Unknown
g. Risers	\$ 250.00	203.22.1203.671.040	Includes Setup	DPW staff wages		No change	Unknown
h. Barricades	n/c		Picked up and returned by applicant				
Delivered/picked up by DPW	\$ 100.00	202.22.1202.671.040		DPW staff wages			2014
i. Electricity Usage	\$ 25.00	101.22.4560.671.040				0	No change
j. Electricity Usage Downtown	\$ 25.00	101.22.7190.671.040					Unknown
Special Use Permit Petition	\$ 600.00	101.12.2110.451.130		Staff hours - 12 (\$484); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)= \$769	\$169	0%	2007
Tax Abatements		101.12.2110.451.020	To be filed with the State of Michigan	Clerk process/complete 1.25 hour @ \$39.62; Assessor review, analysis, resolutions 3 hours @ \$48.46			
a. Tax Abatement Application	\$ 150.00						\$55
b. Establishment of an Abatement District	\$ 200.00						\$5

CITY CLERK
Business Unit 2110 (continued)

Descr Current Charges	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Theaters		101.12.2110.451.100			\$78.74 - 88.88		
a. Up to 500 seats	\$ 25.00/theater			Clerk labor .5-1 hour (\$13.98-27.96); Postage \$.44 - \$1.32 ; Police .5 hr (\$23.22) ; Fire 1 hr (\$30.97) ;		No change	Unknown
b. 501 - 1,000 seats	\$ 40.00/theater			Inspections 1 hr (\$45.27)		No change	Unknown
c. 1,001 and more seats	\$ 50.00/theater					No change	Unknown
Tree Trimmers	\$ 25.00/year	101.12.2110.451.100	\$1,000,000 CSL Comprehensive General Liability \$500,000 Automobile Liability	Risk \$14.43-86.60: Clerk labor .5-1 hour (\$13.98-27.96); License Sticker \$1.85 each vehicle; Postage \$.44 - \$1.32	\$6.72 - \$92.73	No change	Unknown
Used Motor Vehicle Sales Lot		101.12.2110.451.010 - Clerk		Clerk labor 1 hour (\$27.96); Postage \$.49 - \$1.32;			
a. New	\$ 170.00 / year	101.12.8020.451.160 - Planning		Zoning Review-Site Inspection 1.5 hr (\$76.94); Inspections 1hr (\$45.27) (\$70 for new license/\$35 renewals to Planning)			58% Unknown
b. Renewal (rec'd prior to 9/15)	\$ 85.00 / year						58% Unknown
Vendors		101.12.2110.451.070		ICHAT \$10.00/employee ; Clerk labor .5-1 hour(\$13.98-27.96); Postage \$.44 ; Police .5 hr (\$23.22) ; Risk ; Zoning 1 hr (\$34.00) ; Fire (if fireworks \$30.97/hr)	\$81.64-\$106.59		
a. Application and 1st Month fee	\$ 50.00		\$1,000 License and Permit Bond		\$31.64 - \$76.15		101.12.8020.451.160 -
b. Each succeeding month	\$ 20.00/month		\$300,000 per accident - Bodily Injury	PD/FD/Zoning monthly monitoring: Clerk office addressing complaints		No change	Unknown
c. Each succeeding month w/ Downtown Designation	\$ 30.00/month		\$100,000 per accident - Property Damage OR	Background checks on each employee	Varies		\$10 2014
d. Each Additional Employee	\$ 10.00 per added employee		\$300,000 - Bodily Injury & Property Damage (Combined Single Limit)			0 No change	2014
Zoning Reclassification Petition	\$ 600.00	101.12.8020.455.040		Staff hours - 12 (\$484); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=769; American Legal Publishing Costs vary depending on size	\$169.00+	0%	2007

**CODE COMPLIANCE
Business Unit 8040**

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Administrative Search Warrant	\$ 250.00	101.12.8041.453.120		Customer service represent: (.5 hour) Property research for verification ownership, prepares search warrant affidavit. Department staff: (2.5 hour) Compilation of chronological enforcement history, and justification for search warrant request, meeting with City Attorney and County Magistrate, conducting of inspection, report of inspection findings and any required follow up action. Attorney's Office: (1 hour) \$75 Review of justification of search warrant request, meeting with staff and magistrate for issuance. Police Department: (2 hours - \$120) Presence during execution of search warrant. Misc: Vehicle , fuel, printing. Actual cost \$365.	\$115	No change	2009
Dangerous Building Appeal (No fee for first appeal) Second Appeal	\$5 249.12.3870.671.040	No fee for first appeal		Customer Service Rep (1 hr) Receive and process appeal form and payment, Entry into the database, schedule inspection for Code Officer, Create meeting agenda and mailing to property owner, Record meeting minutes. Building Inspector (1 hr) Conduct reinspection of progress, put inspection result and photos into the database, present property conditions and recommendation at HBA meeting, insert compliance date based on HBA determination. Misc - DB Administrator (1 hr), Vehicle, fuel, printing, postage. Actual Cost - \$120.00	\$120.00 / \$70.00	No Change	Unknown
Demolition	101.12.3880.635.020						
a. Administration fee	#			Clerical time spent to investigate property records, processing letters, sending out mailings, notarizing, scanning documents, responding to inquiries and attending Dangerous Building Hearing and Housing Board Meetings. (5 hour @ \$25). The cost of certified mailings \$7	\$50.00	No Change	Unknown
b. Investigation fee	#			Inspector time (2 hour @ \$50) performing property inspection, uploading inspection results & photos into database. Next performing a compliance inspection, uploading results & photos into data base.	\$70.00	No Change	Unknown
Housing Board of Appeals for first appeal) Appeal	(No fee Second \$4 249.12.3870.671.040	No fee for first appeal		Customer Service Rep (1 hr) Receive and process appeal form and payment, Entry into the database, schedule inspection for Code Officer, Create meeting agenda and mailing to property owner, Record meeting minutes. Code Officer (1 hr) Conduct reinspection of progress, put inspection result and photos into the database, present property conditions and recommendation at HBA meeting, insert compliance date based on HBA determination. Misc - HBA Administrator (1 Hr), Vehicle, fuel, printing, postage. Actual Cost - \$110.00	\$70.00	No Change	Unknown
Inspection Lockout	\$ 40.00	217.12.6204.453.120		Code Officer (.75 hr) - Travel to / from, time spent waiting for owner, data entry of lockout, phone call to property owner to reschedule, issuance of inspection letter. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$40.00	\$0.00	No Change	2007
Property cleanup	101.12.3880.671.110						
a. Administration fee	#			Clerical time spent to investigate property records, processing letters, sending out mailings, notarizing, scanning documents, responding to inquiries. Code compliance officer posting notices on dwelling (.5 hour @ \$35)	\$50.00	No Change	Unknown
b. Investigation fee	#			Inspector time (2 hour @ \$50) performing property inspection, uploading inspection results & photos into database. Next performing a compliance inspection, uploading results & photos into data base.	\$0.00	N/A	N/A
Re-inspection	\$ 40.00	217.12.6204.453.120		Code Officer (.75 hr) - Travel to / from, Reinspection, data entry of results, issuance of permit, potential issuance of citation and court process. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$40.00	\$0.00	N/A	N/A
Rental Inspection / Unit	\$ 10.00	217.12.6204.453.120	No fee for first inspection	Code Officer (.25) - Inspection, data entry of results. Actual Cost - \$10.00 / Unit	\$0.00	No Change	2007
Rental Registration							
a. Voluntary	\$ 40.00	217.12.6204.453.120		Customer Service Rep (.25 hr) - Process application and payment, entry into the database, schedule inspection for Code Officer. Code Officer (1 hr) - Contacting the owner to schedule inspection, Travel to / from, Inspection, data entry of results, issuance of notices / permit. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$55.00	\$15.00	No Change	2007
b. Solicited by City	\$ 500.00	217.12.6204.453.120		Customer Service Reps & Code Officers - Ongoing staff time researching property ownership property sales, utility billing , etc to identify non owner occupied properties. Customer Service Rep (1.5 hr) - Create enforcement and issue solicitation notice, process application and payment, entry into database, schedule inspection for Code Officer, scheduling of pretrial & show cause hearings if applicable. Code Officer (12 hrs) If non compliance with registering the property issuance of Order to Vacate and posting which may result in the issuance of a citation, If registered contacting the owner to schedule inspection, Travel to - from, Inspection, data entry of results, violation notice issued to property owner, resinspection of property, possible issuance of citation for non compliance of order, preparation of court file, attendance at pretrial, scheduling and conducting of judgement reinspection, data entry of results updated, if non compliance process affidavit for a show cause hearing, preparation of cour file, attendance at show cause hearing, scheduling and conducting of court judgement. Misc - Asst Attorney (2 hrs), Vehicle, fuel, printing, postage. Actual Cost - \$500	\$0	No Change	2011
Rental Registration Renewal							
a. Voluntary	\$ 40.00	101.12.8041.453.120		Customer Service Rep (.50 hr) - Generate renewal letter, Process application and payment, entry into the database, schedule inspection for Code Officer. Code Officer (1 hr) - Contacting the owner to schedule inspection, Travel to / from, Inspection, data entry of results, issuance of notices / permit. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$65.00	\$25.00	No Change	2007
b. Late	\$ 50.00			Code Officer (1 hr) Verify that the rental application was not received, Generate Order to Vacate, Insert OTV compliance date into database, Mail Order to owner and post Order at the property. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$50.00	\$0.00	No Change	2007

CODE COMPLIANCE
Business Unit 8040

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Securing building		101.12.3880.635.020					
a. Administration fee	\$125.00			Clerical time spent to investigate property records, processing letters, sending out mailings, notarizing, scanning documents, responding to inquiries. Code compliance officer posting notices on dwelling (.5 hour @\$35)		No Change	Unknown
b. Investigation fee	\$45.00			Inspector time (2 hour @ \$50) performing property inspection, uploading inspection results & photos into database. Next performing a compliance inspection, uploading results & photos into data base.	\$50.00	No Change	Unknown
c. Cost to secure fee	\$30.00/opening minimum			Cost per contract with contractor		No Change	Unknown
Vacant & Abandoned Structures**		101.12.8040.455.030					
a. Registration fee	\$25.00			Customer Service Rep (.25 hr) Receive and process application and fee, Entry into database, schedule monitoring inspection for Code Officer. Actual Cost - \$25.00	\$0.00	No Change	2005
b. Monitoring fee	\$40.00/month			Code Officer (.75 hr) Conduct inspection from the public right of way, put inspection result and photos into the database, issue Order to Repair if violations exist, conduct reinspection if Order is issued, schedule monitoring for following month. Misc - Vehicle, fuel, printing, postage. Actual Cost - \$40.00	\$0.00	No Change	2005
c. Administrative Search Warrant	\$250.00	101.12.8041.453.120					
**Exemptions: To comply with the Vacant & Abandoned Structure Ordinance, non-profit agencies such as Neighborhoods, Inc., Habitat for Humanity and the Adventist Village and for all properties owned by governmental entities, such as Calhoun County, will be required to register their properties, but the registration and monitoring fees are waived by the City of Battle Creek.							
Weed Control		101.12.5300.671.030	Includes 1st hour of mowing				
a. Mowing Fee	\$75.00 min/\$50.00 each add'l hr			Weed inspector time spent to investigate property records, processing letters, sending out mailings, scanning documents, responding to inquiries. Weed inspector posting notices on dwelling (2.5 hour @ \$12.50)		No Change	Unknown
b. Administration fee	\$50.00						
c. Investigation	\$25.00					No Change	Unknown

**COMMUNITY DEVELOPMENT
Business Unit 6200**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commissioned GIS Work:			
a. Custom Map Production, Analysis, or GIS Services	\$ 50.00/hr	217.12.6207.671.040 CDBG17-PLAN	Production of deliverables that do not currently exist. First print/PDF included. Estimate provided, Minimum One Hour
b. Printed Map	\$ 15.00/ea	671.10.9170.612.050	Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)

Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
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New 2017

New 2017

FINANCE DEPARTMENT

Business Unit 2290

The Finance Department coordinates the preparation of the Annual Budget and the Comprehensive Annual Financial Report; administers City bond issues; monitors cash balances and invests funds; assists with water, sewer, and garbage rate studies; and monitors the financial condition of all City funds. In addition, the Finance Department is responsible for maintaining the financial accounting system for all city departments; processes payroll and payables, and creates invoices.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>	<u>Description/Justification/Actual Cost</u>	<u>Subsidized Amount</u>	<u>% Increase/Decrease over last 5 years</u>	<u>Last time changed</u>
Annual Financial Report				This report is available on the City's web site in a PDF format. The charge for the full booklet is to encourage users to use the electronic version that is available rather than request a printed copy from the Finance Department.			
a. Full booklet	\$ 34.00	101.06.2290.671.040		The full booklet is 239 pages X .10 = \$23.90 for copy costs only. Time to print is estimated at \$10 based on what is charged for FOIA requests.	0	-76%	
b. Per page	\$ 0.10			Same as above.	0	-1000%	
Attachment to City employee Wages - garnishment	\$ 6.00	101.06.2290.671.040		State mandated fee	0	600%	
Budget							
a. Pamphlet	\$ 0.20	101.06.2290.671.040		The pamphlet is available on the City's web site in PDF format. 2 pages X .10 = .20 for copy costs only.	0	-1500%	
b. Per page	\$ 0.10			Same as above	0	-1000%	
Capital Improvement Plan		101.06.2290.671.040					
a. Full booklet	\$ 25.00			This report is available on the City's web site in a PDF format. The charge for the full booklet is to encourage users to use the electronic version that is available rather than request a printed copy from the Finance Department.		10.7% reduction from prior year; -220%	
b. Per page	\$ 0.10			The full booklet is 140 (2019-2024) pages X .10 = \$14.00 for copy costs only. Time to print is estimated at \$10 based on what is charged for FOIA requests.	0	over 5 years	
				Same as above per page costs	0	-1000%	
<u>Foreign Exchange Payment</u>							
Charge for Invoice Payments in Currency Other than U.S. Dollars		101.06.2290.625.010					
a. Conversion fee	\$ 6.00			Due to exchange rates and bank charges for foreign currency a fee is charged to customers who pay in non-dollar currency. This is an estimate to cover the conversion from foreign currency to dollars.	0	120% 50% increase from	2014
b. Flat rate charge	\$ 6.00			Comerica Bank charges the City \$6 flat for an exchange of currency	0	prior year	Implemented 2015
International Wire	\$ 25.00			Comerica Bank charges the City \$25 for receipt of international wires.	0		Implemented 2015

FIRE DEPARTMENT

Business Unit 3380

The Fire Department is responsible for fire response, rescue, primary medical response, hazardous material abatement, fire cause and safety inspections, and fire prevention programs throughout the community. Included in these duties are programs for industrial in-plant protection, liquor establishments, hospital, school and commercial property fire safety inspections. Other responsibilities include the issuance of burn and fireworks permits, inspection of fireworks, and the overseeing of underground tank removal and installation. Public services include vehicle lock outs, lift assists, and smoke detector installations.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Burning Permits		101.12.2110.451.090	
a. Bonfires	\$ 25.00		
c. Residential	\$ 25.00		
Fire Reports		101.13.3360.671.040	
a. Each page	\$ 0.10		Estimated paper costs as established by State
b. Clerical fee	Employee Wage + benefits	101.13.3360.671.040	Lowest paid Clerical Staff capable of fulfilling the request, hourly calculation based upon MI FOIA law
c. Postage	Current Rate		
	Hourly Rate		
Audio Tapes	\$ 21.00	101.13.3360.671.040	
a. Firefighter	\$ 31.14	101.13.3380.671.040	
Overtime	\$ 35.65	101.13.3380.671.040	
b. Fire Lieutenant	\$ 41.57	101.13.3360.671.040	
Overtime	\$ 51.25	101.13.3360.671.040	
c. Fire Captain	\$ 43.96	101.13.3360.671.040	
Overtime	\$ 54.82	101.13.3360.671.040	
d. Battalion Chief	\$ 55.89	101.13.3360.671.040	
Overtime	\$ 78.18	101.13.3360.671.040	
e. Chief	\$ 67.94	101.13.3360.671.040	
Services:			
a. Fire Engine	\$ 85.00 per hour	101.13.3360.671.040	
b. Ladder Truck	\$ 125.00 per hour	101.13.3360.671.040	
c. Staff Car/Pick-up	\$ 20.00 per hour	101.13.3360.671.040	
d. Hazardous Material Truck	\$ 85.00 per hour	101.13.3360.671.040	
e. Fire Apparatus Response	\$ 110.00	101.13.3360.671.040	

**GIS DEPARTMENT
Business Unit 9170**

The GIS Department provides mapping and analysis of spatial data in the Battle Creek Utility Service area. Normal operating hours are Monday - Friday, 8:00 a.m. - 5:00 p.m.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Commissioned GIS Work:			Production of deliverables that do not currently exist. First print/PDF included. Estimate provided, Minimum One Hour				
a. Custom Map Production, Analysis, or GIS Services	\$ 50.00/hr	671.10.9170.612.050		GIS Specialist salary + benefits per hour.		0%	2006
b. Printed Map	\$ 15.00/ea	671.10.9170.612.050	Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)	Cost of materials.		0%	2008
GIS Digital Data Products*:							
a. Maintained Data (Irregular Update Schedule)							
-Road Centerlines	\$ 500.00	671.10.9170.612.050		This number was the average result of comparisons amongst several identical municipal operations in the state of Michigan. The cost of the GIS Specialist's time is the result of the time and cost intensity of the creation and layer.	For all GIS data, there is a much larger cost for a consumer to acquire, process, and utilize the GIS data on their own. The consumer would need to purchase the	The method, type, and availability of data for purchase has changed since the fee bond and	2006 - if not earlier
-Zoning Boundaries	\$ 500.00	671.10.9170.612.050					2006 - if not earlier
-NPC Boundaries	\$ 100.00	671.10.9170.612.050					2006 - if not earlier
b. Maintained Data (Regular Update Schedule)							
-Parcel Boundaries				The City's Assessor wanted to keep our prices in line with Calhoun County's.			2006 - if not earlier
- (Geometry Only)	\$ 4,650.00 (\$0.20/ea)	101.02.2270.671.040					
-Parcel Boundaries							
- (With Attributes)	\$ 5,400.00 (\$0.23/ea)	101.02.2270.671.040					
c. Production Data (Not updated, Final Form)							
- 2' Elevation Contours	\$ 5.00/tile	671.10.9170.612.050	Derived from LiDAR point clouds.	c-f: The charges per tile are all the same. The charges are the same because all the data for c-f was derived from the same flight in varying years. The cost was derived from what the cost per tile was to sell our data to USGS. That cost was \$9 per tile. We lowered the cost to \$5 per tile. The new cost makes it more affordable to those that request this data. Our typical request is for 1-2 tiles of data. In the old GIS FBI, the requestor would have had to purchase an entire CD for \$50 in order to get the 1 or 2 tiles they needed.	\$98 per tile. The initial flight cost was \$250,000. To fully recoup that		2006 - if not earlier
d. Aerial Imagery							
- 2015 Imagery	\$ 5.00/tile	590.24.6440.671.040					
- 2010 Imagery	\$ 5.00/tile	101.02.2270.671.040					
- 2008/2001/1996 Imagery	\$ 5.00/tile	671.10.9170.612.050	Tile area equals 0.32mi ² . Call for imagery specifications.				
e. Oblique Imagery							
- 2010 Oblique Imagery	\$ 5.00/tile/direction	101.02.2270.671.040	N, S, E, W exposures, flown @ 45°				
f. LiDAR Point Clouds							
- 2008 Tiles	\$ 5.00/tile	671.10.9170.612.050	Medium Point Density				
- 2010 Tiles	\$ 5.00/tile	101.02.2270.671.040	High Point Density				

* A signed data usage agreement is required for all GIS data purchases. Other GIS digital data not listed may be available. Contact GIS department for information.

**GIS DEPARTMENT
Business Unit 9170**

Aerial Imagery	2008 Flight Initial Purchase	2010 USGS Sale Amount
Number of Tiles Acquired/Sold	\$250,000.00	\$22,000.00
Cost Per Tile	2,420	2,420
	\$103.31	\$9.09
BCGIS Sale Price Per Tile	\$5.00	\$5.00
Subsidized Cost Per Tile	\$98.31	\$4.09

INSPECTION DIVISION
Business Unit 3870

The Inspection Division is responsible for enforcing the State of Michigan Building, Electrical, Mechanical and Plumbing Codes as well as the City of Battle Creek Sign and related Zoning Ordinances. This Division is involved in issuing permits, conducting plan reviews, inspecting all new construction and maintaining permanent records of these activities.

Note: Permit fees up to \$90 include one inspection; fees of \$90 to \$120 include two inspections; larger fees include additional inspections.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
RESIDENTIAL							
BUILDING PERMIT FEES		249.12.3870.453.010					
Section 1. Administrative Fee							
a. Applies to all permits	\$ 50.00			AMSA AGREEMENT		0 No change	2009
b. Re-inspection fee (see note above for applicability)	\$ 50.00			AMSA AGREEMENT		0 No change	2009
c. Administrative Search Warrant				Customer service represent: (.5 hour) Property research for verification ownership, prepares search warrant affidavit. Department staff: (2.5 hour) Compilation of chronological enforcement history, and justification for search warrant request, meeting with City Attorney and County Magistrate, conducting of inspection, report of inspection findings and any required follow up action. Attorney's Office: (1 hour) \$75 Review of justification of search warrant request, meeting with staff and magistrate for issuance. Police Department: (2 hours - \$120) Presence during execution of search warrant. Misc: Vehicle , fuel, printing. Actual cost \$365.	\$115	No change	2009
d. Lock-out Fee - Inspections	\$ 250.00 \$ 50.00			AMSA AGREEMENT			
Section 2. Plan Review - All Construction							
a. New 1 and 2 Family Dwellings - Includes the first 1,000 sq. ft. of floor area (includes basements, garages, pole barns, decks and porches)	\$ 25.00	249.12.3870.453.010		AMSA AGREEMENT		0 No change	2009
b. Each add'l 500 sq. ft. or fraction thereof	\$ 15.00			AMSA AGREEMENT		0 No change	2009
Section 3. Dwellings/Additions/Alterations & Pre-Manufactured Homes							
a. Zoning approval fee	\$ 20.00 minimum	249.12.3870.453.010		AMSA AGREEMENT		0 No change	2009
b. Inspection fee per 100 sq. ft.	\$ 15.00/50.00 minimum			AMSA AGREEMENT		0 No change	2009
c. Pre-manufactured homes per 100 sq. ft.	\$ 8.00			AMSA AGREEMENT		0 No change	2009

**INSPECTION DIVISION
Business Unit 3870 (continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Section 4. Pre-Manufactured/State approved Structures in Mobile Home Parks		249.12.3870.453.010					
a. Site plan review	\$ 20.00		Compliance w/ Mobile Home Commission Rules	AMSA AGREEMENT		No change	2009
b. Inspection fee	\$ 50.00		Existing foundation w/ tie-down inspection	AMSA AGREEMENT		No change	2009
c. Inspection fee	\$ 100.00		New foundation w/ tie-down inspection	AMSA AGREEMENT		No change	2009
Section 5. Garages, Decks, Porches, Shed and Polebarns		249.12.3870.453.010					
a. Zoning approval fee	\$ 20.00			AMSA AGREEMENT		No change	2009
b. Inspection fee (0 to 600 sq. ft.)	\$ 100.00			AMSA AGREEMENT		No change	2009
c. Inspection fee (per add'l 100 sq. ft.)	\$ 15.00			AMSA AGREEMENT		No change	2009
		249.12.3870.453.010					
Section 6. Fencing for pools if separate from Section 9 and those over 6' high, re-roofing, re-siding and finishing of existing frame walls (for those governmental units who require permits)							
a. Inspection fee	\$ 50.00			AMSA AGREEMENT		No change	2009
Section 7. Razing/Demolition or Removal of a Building		249.12.3870.453.050					
a. Inspection fee without basement	\$ 50.00			AMSA AGREEMENT		No change	2009
b. Inspection fee with basement	\$ 100.00			AMSA AGREEMENT		No change	2009
c. Sewer capping fee	\$ 15.00	590.24.1590.615.100		AMSA AGREEMENT		No change	2009
d. Water service capping fee	\$ 15.00	590.24.1590.615.100		AMSA AGREEMENT		No change	2009
Section 8. Relocation of Structures		249.12.3870.453.010					
a. Zoning approval fee	\$ 20.00			AMSA AGREEMENT		No change	2009
b. Inspection fee for dwellings and accessory buildings over 200 sq. ft.	\$ 50.00			AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Section 9. Swimming Pools, Spas & Hot Tubs (over 24 inches in depth) includes fence (if part of same application for pool)							
a. Zoning approval fee	\$ 20.00/hr./\$10.00 minimum	249.12.3870.453.010		AMSA AGREEMENT		No change	2009
b. Inspection fee-above ground pool	\$ 50.00			AMSA AGREEMENT		No change	2009
c. Inspection fee-in ground pool	\$ 100.00			AMSA AGREEMENT		No change	2009
Section 10. Safety, Pre-sale & Additional Inspections							
a. Inspection fee Zoning approval fee	\$ 50.00/hr/\$50.00 minimum		Pre-sale inspection only applicable if approved by the City Commission	AMSA AGREEMENT		No change	2009
Section 11. Masonry Chimney/Fireplace							
a. Inspection fee	\$ 100.00			AMSA AGREEMENT		No change	2009
Section 12. Construction/Alteration started prior to Application For Permit (Applies to residential & commercial projects)							
a. Investigation Fee	\$ 150.00		This charge is in addition to all other fees associated with obtaining a permit.	AMSA AGREEMENT change approved 6.6.2017		No change	2009
Note: Applies to residential and commercial permits							

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING WORK.

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
COMMERCIAL AND INDUSTRIAL FEES		249.12.3870.453.010					
Section 13. Plan Review - New Construction							
a. First 500 square feet	\$ 100.00			AMSA AGREEMENT		No change	2009
b. Each add'l 500 square feet	\$ 10.00			AMSA AGREEMENT		No change	2009
Section 14. Inspection Fee - Commercial & Industrial		249.12.3870.453.010					
a. Administrative fee	\$ 50.00 minimum		Or 20% of the total of plan review and inspection fee, maximum \$600.	AMSA AGREEMENT		No change	2009
b. Zoning approval fee	\$ 20.00		A site plan review fee may be required in lieu of zoning fee.	AMSA AGREEMENT		No change	2009
c. Investigation fee	See Section 12						
COMMERCIAL/INDUSTRIAL INSPECTION FEE BASED ON USE GROUP PER SQUARE FOOT OF FLOOR AREA							
				A-1			\$0.62
				A-2, A-3 & A-4			\$0.44
				A-5			\$0.39
				B			\$0.40
				E			\$0.43
				F-1, F-2 & H			\$0.23
				I-1			\$0.39
				I-2 & I-4			\$0.61
				I-3			\$0.55
				M			\$0.33
				R-1			\$0.41
				R-2			\$0.35
				S-1, S-2, & U or unfinished/unoccupied space			\$0.21
				Unfinished basement			\$0.08

Build out of existing space will be calculated at use group fee listed above less .19 per square foot. Minimum fee assessed is \$70.

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Section 15. Minor Alterations not requiring architectural or engineered plans.		249.12.3870.453.010					
a. Administrative fee	\$ 80.00			AMSA AGREEMENT		No change	2009
b. Inspection fee	\$ 80.00 minimum		One half of fee listed in Section 14	AMSA AGREEMENT		No change	2009
Section 16. Commercial/Industrial Demolition		249.12.3870.453.050					
a. Administrative fee	\$ 60.00			AMSA AGREEMENT		No change	2009
b. Inspection fee	\$.01/sq. ft minimum \$50.00			AMSA AGREEMENT		No change	2009
Use Group Definitions: Reference State of Michigan Building Code:							
Assembly = A-1, A-2, A-3, A-4 & A-5	Business = B		Educational = E				
Factory/Industrial = F-1 & F-2	High Hazard = H-1, H-2, H-3, H-4 & H-5		Mercantile = M				
Residential = R-1 & R-2	Storage = S-1 & S-2		Utility and Miscellaneous = U				
ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING THE WORK.							
ELECTRICAL PERMIT		249.12.3870.453.030					
a. Application Fee	\$ 50.00			AMSA AGREEMENT		No change	2009
b. Special/safety/pre-sale inspection and investigations	\$ 50.00			AMSA AGREEMENT		No change	2009
c. Additional/pre-inspections	\$ 50.00			AMSA AGREEMENT		No change	2009
d. Reinspections/Underground	\$ 50.00			AMSA AGREEMENT		No change	2009
e. Final inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
f. Certificate fee	\$ 11.00			AMSA AGREEMENT		No change	2009
g. Plan review (when required)							
25% of calculated Building Plan Review Fee, required where service exceeds 400 amps or building area exceeds 3,500 sq. ft. Min. \$50.00							

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
SERVICES		249.12.3870.453.030					
a. Temporary service	\$ 21.00			AMSA AGREEMENT		No change	2009
b. 0-800 AMP	\$ 21.00	101.12.2110.671.040		AMSA AGREEMENT		No change	2009
c. 801-1200 AMP	\$ 21.00			AMSA AGREEMENT		No change	2009
d. Over 1200 AMP	\$ 53.00			AMSA AGREEMENT		No change	2009
e. Transfer switch	\$ 53.00			AMSA AGREEMENT		No change	2009
f. Sub or accessory panels	\$ 21.00			AMSA AGREEMENT		No change	2009
g. Primary service	\$ 84.00		Includes initial transformer	AMSA AGREEMENT		No change	2009
TRANSFORMERS AND MOTORS		249.12.3870.453.030					
a. Up to 50 KVA or H.P.	\$ 11.00			AMSA AGREEMENT		No change	2009
b. Over 50 KVA or H.P.	\$ 21.00			AMSA AGREEMENT		No change	2009
CIRCUITS							
a. Circuits or alteration to an existing circuit	\$ 5.00	101.12.2110.671.040		AMSA AGREEMENT		No change	2009
b. Dishwasher	\$ 5.00	101.12.2110.451.100		AMSA AGREEMENT		No change	2009
c. Furnace - Unit heater	\$ 5.00			AMSA AGREEMENT		No change	2009
d. Radiant heat or baseboard	\$ 11.00/circuit	101.12.2110.451.020		AMSA AGREEMENT		No change	2009
e. Ranges	\$ 11.00			AMSA AGREEMENT		No change	2009
f. Clothes dryers	\$ 11.00			AMSA AGREEMENT		No change	2009
g. Water heaters	\$ 11.00			AMSA AGREEMENT		No change	2009
h. Air conditioners/HVAC equipment	\$ 11.00	101.12.2110.451.050		AMSA AGREEMENT		No change	2009
i. Swimming pools, fountains, hot tubs	\$ 32.00			AMSA AGREEMENT		No change	2009
j. Signs and neon	\$ 26.00/unit			AMSA AGREEMENT		No change	2009
k. Fire alarms/nurse call system	\$ 53.00 (up to and including 10 devices)			AMSA AGREEMENT		No change	2009
l. Fire alarms/signal(additional devices)	\$ 5.00			AMSA AGREEMENT		No change	2009
m. Feeders/buss duct-per 50 ft.	\$ 11.00			AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insuran	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years
MISCELLANEOUS		249.12.3870.453.030				
a. Retro fit lighting fixtures (per 25)	\$ 26.00			AMSA AGREEMENT		No change
b. Conduit or grounding only	\$ 42.00			AMSA AGREEMENT		No change
c. Underground inspection	\$ 50.00			AMSA AGREEMENT		No change
d. Work before Application	\$ 42.00			AMSA AGREEMENT		No change
e. Temperature Control – energy retrofit	\$ 47.00			AMSA AGREEMENT		No change
f. Data/Telecom	\$ 5.00			AMSA AGREEMENT		No change
g. Water/Well circuit	\$ 10.00			AMSA AGREEMENT		No change
h. Alternative Energy	\$ 50.00 (up to 10 KVA)			AMSA AGREEMENT		No change
Each add'l KVA	\$ 5.00			AMSA AGREEMENT		No change
Moving/Wrecking	\$ 50.00/year		\$5,000 Bond	AMSA AGREEMENT		No change
*A license may be issued excluding blasting, in this case, blasting may be excluded from XCU insurance				\$1,000,000 CSL Comprehensive General Liability. Must state XCU coverage is included/not excluded.		

**INSPECTION DIVISION
Business Unit 3870 (continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
MECHANICAL PERMITS		249.12.3870.453.020					
a. Administration fee	\$ 50.00			AMSA AGREEMENT		No change	2009
b. Residential heating system (Includes duct & pipe)	\$ 50.00			AMSA AGREEMENT		No change	2009
c. Gas/Oil Burning Equipment - New and/or conversion units	\$ 32.00			AMSA AGREEMENT		No change	2009
d. Residential Boiler	\$ 32.00			AMSA AGREEMENT		No change	2009
e. Water heater	\$ 5.00			AMSA AGREEMENT		No change	2009
f. Combination HVAC unit	\$ 50.00			AMSA AGREEMENT		No change	2009
g. Flue/Vent Damper	\$ 5.00			AMSA AGREEMENT		No change	2009
h. Solid Fuel Equip.-includes chimney & Gas burning fireplace	\$ 32.00						
i. Chimney, factory built - installed separately	\$ 26.00			AMSA AGREEMENT		No change	2009
j. Solar - set of 3 panels (includes piping)	\$ 21.00						
k. Gas piping-each opening New installation	\$ 5.00/\$15.00 minimum			AMSA AGREEMENT		No change	2009
l. Air conditioning (includes split systems)	\$ 32.00			AMSA AGREEMENT		No change	2009
m. Heat pumps-complete residential	\$ 32.00			AMSA AGREEMENT		No change	2009
n. Bath/kitchen/laundry exhaust	\$ 5.00/\$15.00 minimum			AMSA AGREEMENT		No change	2009
o. Tanks - 14 aboveground	\$ 21.00			AMSA AGREEMENT		No change	2009
p. Tanks - 15 underground	\$ 26.00			AMSA AGREEMENT		No change	2009
q. Humidifiers	\$ 11.00			AMSA AGREEMENT		No change	2009
r. Process Piping	\$ 00.05/ft/\$30.00 minimum			AMSA AGREEMENT		No change	2009
s. Piping-radiant in floor	\$ 00.02/ft/\$30.00 minimum			AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
MECHANICAL PERMITS - continued:		249.12.3870.453.020					
t. Duct	\$.11/ft/\$11.00minimum			AMSA AGREEMENT		No change	2009
u. Heat pumps - Commercial	\$ 20.00			AMSA AGREEMENT		No change	2009
Roof top heating & cooling units	\$ 11.00		Pipe not included	AMSA AGREEMENT		No change	2009
v. Air Handlers/Heat Wheels							
1. Under 10,000 CFM	\$ 21.00			AMSA AGREEMENT		No change	2009
2. Over 10,000 CFM	\$ 63.00			AMSA AGREEMENT		No change	2009
w. Commercial Hoods	\$ 60.00		Duct not included	AMSA AGREEMENT		No change	2009
x. Heat Recovery Units	\$ 11.00			AMSA AGREEMENT		No change	2009
y. V.A.V. Boxes	\$ 11.00			AMSA AGREEMENT		No change	2009
z. Unit Ventilators	\$ 11.00			AMSA AGREEMENT		No change	2009
aa. Unit Heaters - Terminal Units	\$ 16.00			AMSA AGREEMENT		No change	2009
bb. Fire Suppression/Protection	\$ 00.75/head / \$20.00 minimum			AMSA AGREEMENT		No change	2009
cc. Evaporator Coils	\$ 32.00			AMSA AGREEMENT		No change	2009
dd. Refrigeration (Split System)	\$ 32.00			AMSA AGREEMENT		No change	2009
ee. Chiller	\$ 32.00			AMSA AGREEMENT		No change	2009
ff. Cooling Towers	\$ 32.00			AMSA AGREEMENT		No change	2009
gg. Compressor	\$ 32.00			AMSA AGREEMENT		No change	2009
hh. Special/safety/pre-sale inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
ii. Additional/underground Inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
jj. Final inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
kk. Certification fee	\$ 11.00			AMSA AGREEMENT		No change	2009
	25% of calculated Building Plan Review Fee, required for commercial projects with conditioned space and others with unusual designs.						
ll. Plan review (when required)				AMSA AGREEMENT		No change	2009
mm Investigation	\$ 50.00			AMSA AGREEMENT		No change	2009
nn. Work done before application	\$ 150.00			AMSA AGREEMENT; Change approved 6.6.2017		No change	2009
oo Geothermal loop	\$ 30.00			AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
PLUMBING PERMIT		249.12.3870.453.040					
a. Application Fee	\$ 50.00			AMSA AGREEMENT		No change	2009
b. Safety Inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
	25% of calculated Building Plan Review Fee, required for commercial projects with plumbing systems and others with unusual designs.						
c. Plan review (when required)				AMSA AGREEMENT		No change	2009
d. Underground Inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
e. Final Inspection	\$ 50.00			AMSA AGREEMENT		No change	2009
f. Investigation Fee	\$ 50.00			AMSA AGREEMENT		No change	2009
Fixtures and Water Piping							
a. Water conditioning equipment	\$ 5.00 each	k. Sump pumps and ejectors	\$ 5.00 each	AMSA AGREEMENT		No change	2009
b. Laundry tray	\$ 5.00 each	l. Sewer/private-per 100 ft.	\$ 11.00	AMSA AGREEMENT		No change	2009
c. Laundry hook-up	\$ 5.00 each	m. Sewer/municipal-per 100 ft	\$ 11.00	AMSA AGREEMENT		No change	2009
d. Toilet	\$ 5.00 each	n. Storm sewer	\$ 11.00	AMSA AGREEMENT		No change	2009
e. Sink or lavatory	\$ 5.00 each	o. Drain/building-per 100 ft.	\$ 11.00	AMSA AGREEMENT		No change	2009
f. Shower or bathtubs	\$ 5.00 each	p. Drain/miscellaneous	\$ 5.00 each	AMSA AGREEMENT		No change	2009
g. Other miscellaneous fixtures	\$ 5.00 each	q. Stacks - all	\$ 11.00 each	AMSA AGREEMENT		No change	2009
(See section VII on plumbing permit)	\$	r. Air admittance valves	\$ 5.00 each	AMSA AGREEMENT		No change	2009
h. Water Service-per 100 ft.	\$ 11.00 each	s. Catch basins-manholes -	\$ 10.00 each	AMSA AGREEMENT		No change	2009
i. Water distribution-per 100 ft.	\$ 5.00 each	Downspouts & roof drains		AMSA AGREEMENT		No change	2009
j. Fire system water service-per 100 ft.	\$ 11.00 each	t. Underground inspections	\$ 50.00	AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Backflow Prevention Devices		249.12.3870.453.040					
a. Irrigation systems/Lawn sprinklers	\$ 16.00 each			AMSA AGREEMENT		No change	2009
b. Boiler connections/Miscellaneous	\$ 16.00 each			AMSA AGREEMENT		No change	2009
Other Miscellaneous							
a. Medical Gas Piping	\$ 32.00/hr/\$40.00 minimum			AMSA AGREEMENT		No change	2009
b. Certificate fee	\$ 11.00			AMSA AGREEMENT		No change	2009
c. Work started before application	\$ 42.00			AMSA AGREEMENT		No change	2009
SIGN PERMITS		249.12.3870.453.060					
Portable/temporary							
a. Administration Fee	\$ 25.00			AMSA AGREEMENT		No change	2009
b. Zoning Approval	\$ 15.00			AMSA AGREEMENT		No change	2009
c. Inspection Fee	\$ 25.00			AMSA AGREEMENT		No change	2009
Permanent Signs							
a. Administration Fee	\$ 50.00			AMSA AGREEMENT		No change	2009
b. Zoning Approval	\$ 25.00			AMSA AGREEMENT		No change	2009
c. Inspection Fee - First \$1000 of cost	\$ 50.00			AMSA AGREEMENT		No change	2009
d. Inspection Fee - each add'l \$1000 of cost	\$ 20.00						
ZONING PERMITS		249.12.3870.453.070					
a. Administration fee	\$ 30.00		For fences less than 6' high, residential accessory	AMSA AGREEMENT		No change	2009
b. Zoning Approval	\$ 10.00		structures less than 200 sq ft in area, and	AMSA AGREEMENT		No change	2009
c. Inspection Fee	\$ 40.00		commercial accessory structures less than 120 sq	AMSA AGREEMENT		No change	2009
d. Motor Home Parking permit	\$ 40.00		ft in area.	AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
<u>LICENSE REGISTRATION FEES</u>							
<u>Electrical</u>							
License Registration	\$ 15.00	249.12.3870.453.100		AMSA AGREEMENT		No change	2009
<u>Plumbing</u>							
License Registration	\$ 15.00	249.12.3870.453.010		AMSA AGREEMENT		No change	2009
<u>Mechanical</u>							
License Registration	\$ 15.00	249.12.3870.453.210		AMSA AGREEMENT		No change	2009
<u>Building</u>							
License Registration	\$ 15.00	249.12.3870.453.090		AMSA AGREEMENT		No change	2009
<u>Demolition</u>							
Demolition License	\$ 50.00	249.12.3870.453.090		AMSA AGREEMENT		No change	2009
Demolition Bond	\$ 500.00	101.202.320	Required for demolition of houses and commercial buildings by persons without a Demolition License. Not required for residential accessory buildings without basements. Bond refundable after completion of demolition and inspection approval.	AMSA AGREEMENT		No change	2009

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
LEAD INSPECTION SERVICES FEE SCHEDULE							
Lead survey definition:	Fee: \$50.00			AMSA AGREEMENT		No change	2009
A walk through visual inspection, identifying potential hazards and how they may be remedied.							
Lead Inspection - Residential							
Lead-based paint inspection definition:							
A surface-by-surface investigation to determine the presence of lead-based paint and a report of the results. Determine the presence of lead-based paint interior and exterior.							
XRF & Written Report	Fee: \$600.00			AMSA AGREEMENT		No change	2009
Paint Test Definition:	Fee: \$200.00						
The process of determining the presence or absence of lead-based paint on deteriorated main surfaces or painted surfaces to be disturbed or replaced.							
Lead Risk Assessment - Residential							
Risk assessment definition:	Fee: \$500.00**						
1. An on site investigation to determine the existence, nature, severity and location of a lead-based paint hazard.							
2. The provision of a report by the person conducting the risk assessment explaining the results of the investigation and options for reducing the lead-based paint hazard.							
				AMSA AGREEMENT		No change	2009
Lead Clearance Test							
Lead clearance test definition:							
Visual examination and collection of environmental samples by a Lead Inspector or Risk Assessor and analysis by an accredited laboratory upon completion of an abatement project, interim control intervention or maintenance job that disturbs lead-based paint (or paint suspected of being lead-based). The clearance test is performed to ensure that lead exposure levels do not exceed standards established by the EPA Administrator pursuant to Title IV of the Toxic Substance Control Act, and that any cleaning following such work adequately meets those standards.							
Eight (8) dust samples maximum.*							
Written report	Fee: \$300.00			AMSA AGREEMENT		No change	2009
24-hour service add	Fee: \$75.00			AMSA AGREEMENT		No change	2009
**Additional dust or soil samples taken while on site	Fee: \$10.00/sample			AMSA AGREEMENT		No change	2009
* Lab fees are an additional cost \$6.00/sample, 3-5 day results and \$8.00/paint chip, soil sample							
* 24-hour lab results \$12.00/sample and \$30.00 overnight shipping							
Travel time will be charged @ \$50/hr.							
Travel mileage will be charged in accordance with the rate set by the Finance Department.							
All lead inspections, assessments, hazard screens or clearance tests must be performed by a State of Michigan certified lead inspector or risk assessor.							
				AMSA AGREEMENT		No change	2009

PARKS AND RECREATION DEPARTMENT
Business Unit 6970

Description	Current Charge	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	Last time changed	Changed Fee To:	Previous Date Changed	Changed Fee To:
BINDER PARK GOLF COURSE									
Green Fees									
Providing accessible and economical golf to residents									
a. Weekdays									
9 Holes	\$13.25	584.16.6970.623.010		Round of Golf - Reso 37 12.15.15		2016	\$13.25	2015	\$13.00
18 holes	\$23.50	584.16.6970.623.020		Round of Golf - Reso 37 12.15.15		2016	\$23.50	2015	\$23.00
27 holes	\$34.25	584.16.6970.623.030		Round of Golf - Reso 37 12.15.15		2016	\$34.25	2015	\$33.50
9 hole (league)	\$13.25	584.16.6970.623.040		Round of Golf - Reso 37 12.15.15		2016	\$13.25	2015	\$13.00
b. Weekends									
9 holes	\$14.25	584.16.6970.623.010		Round of Golf - Reso 37 12.15.15		2016	\$14.25	2015	\$14.00
18 holes	\$25.50	584.16.6970.623.020		Round of Golf - Reso 37 12.15.15		2016	\$25.50	2015	\$25.00
27 holes	\$36.25	584.16.6970.623.030		Round of Golf - Reso 37 12.15.15		2016	\$36.25	2015	\$35.50
Green Fees – Jr./Sr.		584.16.6970.623.050	Mon-Fri before 2pm, Sat/Sun after 4pm						
a. 9 holes	\$8.25			Round of Golf - Reso 37 12.15.15		2016	\$8.25	2015	\$8.00
b. 18 holes	\$13.50			Round of Golf - Reso 37 12.15.15		2016	\$13.50	2015	\$13.00
c. 27 holes	\$18.00			Round of Golf - Reso 37 12.15.15		2016	\$18.00	2015	\$17.25
Three Hole Course		584.16.6970.623.090							
3 holes	\$3.25			Round of Golf on Practice Holes - (3)		2016	\$3.25	2001	\$3.00
First Tee Program		584.16.6970.623.060	Requires First Tee membership card						
a. 9 holes	\$2.75			Round of Golf - Reso 37 12.15.15		2016	\$2.75	2001	\$2.50
b. 18 holes	\$5.25			Round of Golf - Reso 37 12.15.15		2016	\$5.25	2001	\$5.00
c. 27 holes	\$10.50			Round of Golf - Reso 37 12.15.15		2016	\$10.50	2001	\$10.00
Memberships - Golf									
Single	\$565.00	584.16.6970.623.220		Annual Membership - Reso 37 12.15.15		2016	\$565.00	2008	525.00
Couples	\$785.00	584.16.6970.623.210		Annual Membership - Reso 37 12.15.15		2016	\$785.00	2008	700.00
Senior	\$455.00	584.16.6970.623.240		Annual Membership - Reso 37 12.15.15		2016	\$455.00	2008	420.00
Senior Couples	\$645.00	584.16.6970.623.250		Annual Membership - Reso 37 12.15.15		2016	\$645.00	2008	565.00
Family	\$920.00	584.16.6970.623.200		Annual Membership - Reso 37 12.15.15		2016	\$920.00	2008	815.00
Junior	\$230.00	584.16.6970.623.230		Annual Membership - Reso 37 12.15.15		2016	\$230.00	2001	\$225.00
School	\$310.00	584.16.6970.623.260		Annual Membership - Reso 37 12.15.15		2016	\$310.00	2001	\$300.00
Ltd. Single	\$360.00	584.16.6970.623.270	Mon-Fri before 2pm, Sat/Sun after 4pm	Annual Limited Membership - Reso 37 12.15.15		2016	\$360.00	2015	\$350.00

PARKS AND RECREATION DEPARTMENT
Business Unit 6970 (continued)

Description	Current Charge	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
BINDER PARK GOLF COURSE							
Range and Practice Holes							
Non-golf members							
Single	\$255	584.16.6970.623.090		Annual Range Membership		2.0%	2016
Couple	\$310			Annual Range Membership		3.3%	2016
Family	\$360			Annual Range Membership		2.9%	2016
Golf Members							
Single	\$155	584.16.6970.623.090		Annual Range Membership with Golf Mbrshp		3.3%	2016
Couple	\$210			Annual Range Membership with Golf Mbrshp		5.0%	2016
Family	\$260			Annual Range Membership with Golf Mbrshp		4.0%	2016
Range							
Regular bucket	\$4.25	584.16.6970.623.100		Bucket of Range Balls		21.4%	2016
Large bucket	\$7.25			Bucket of Range Balls		20.8%	2016
Jumbo bucket	\$10.25			Bucket of Range Balls		20.6%	2016
Carts							
3 holes	\$2.25	584.16.6970.623.300		Electric Golf Cart Rental		12.5%	2018
9 holes	\$7.75			Electric Golf Cart Rental		17.9%	2018
18 holes	\$14.50			Electric Golf Cart Rental		19.2%	2018
27 holes	\$20.25			Electric Golf Cart Rental		20.8%	2018
9 holes Sr./Jr.	\$6.75			Electric Golf Cart Rental		20.8%	2018
18 holes Sr./Jr.	\$13.50			Electric Golf Cart Rental		20.8%	2018
27 holes Sr./Jr.	\$18.75			Electric Golf Cart Rental		22.7%	2018
Golf Equipment							
Pull carts	2.00	584.16.6970.623.310		Pull Cart Rental			
Clubs and accessories	n/a	584.16.6970.623.320	Contact Pro Shop for rates	Pro Shop Merchandise Sales			
Facility Rentals							
Picnic Shelter/Pavilion	n/a	584.16.6970.623.200	Contact Pro Shop for rates				
Club House	n/a	584.16.6970.623.230	Contact Pro Shop for rates				

PARKS AND RECREATION DEPARTMENT
Business Unit 7020

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
Girls Fast Pitch	\$500.00	101.16.7020.6510.630.090		Meets the departments mission of getting youth active	\$2,000.00		2008	500.00	2005
Soccer Camp	\$40.00/\$80.00	101.16.7020.6511.630.090		Meets the departments mission of getting youth active	\$0.00		2008	\$40.00/\$80.00	
Lifeguard Training	\$125.00	101.16.7020.6516.630.090	CPR/First Aid/Emergency Oxygen	Training class for lifeguards for water park	\$0.00		2016	150.00	
Little Tyke T-Ball	\$45.00	101.16.7020.6523.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	35.00	2016
Adult Stan Musial Baseball	\$1,875.00	101.16.7020.6525.630.090		Provide recreational activities for adults to stay active			2012	1,875.00	2010
Youth Flag Football	\$45.00	101.16.7020.6526.630.090	Insurance, Concussion Forms, Background Checks	Meets the departments mission of getting youth active	\$0.00		2009	55.00	2007
Spring Soccer	\$45.00	101.16.7020.6560.630.090		Meets the departments mission of getting youth active	\$0.00		2018	40.00	2009
Claude Evans Basketball	\$70.00	101.16.7020.6580.630.090		Meets the departments mission of getting youth active	\$5,000.00	60.0%	2014	80.00	2007
Tennis Instructions		101.16.7020.6600.630.090		Meets the departments mission of getting youth active	\$0.00				
a. Fall/Winter	\$36.00					25.0%	2014	40.00	2012
b. Summer	\$48.00		NO LONGER A PROGRAM			-100.0%	2014		2012
Youth Baseball		101.16.7020.6610.630.090		Meets the departments mission of getting youth active	\$0.00				
a. 8u-14u	\$800.00		Insurance, Concussion Forms, Background Checks			1.9%	2016	800.00	2011
b. 16-18u	\$800.00					36.8%	2016	800.00	2011
Adult Softball Fall		101.16.7020.6620.630.090		Provide recreational activities for adults to stay active	\$0.00				
a. 10 games	\$585.00		ASA Insurance				2016	585.00	2007
b. 20 games	\$935.00		ASA Insurance				2016	935.00	2007
Adult Softball Summer		101.16.7020.6630.630.090		Provide recreational activities for adults to stay active	\$0.00				
a. 10 games	\$585.00		ASA Insurance				2016	485.00	2007
b. 20 games	\$935.00		ASA Insurance				2016	815.00	2007
Fall Soccer	\$45.00	101.16.7020.6650.630.090		Meets the departments mission of getting youth active	\$0.00	-11.1%	2018	\$40.00	2009

PARKS AND RECREATION DEPARTMENT
Business Unit 7022

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
Start Smart Tennis	\$35.00	101.16.7022.6210.630.090		Meets the departments mission of getting youth active	\$0.00	-14.3%	2018	\$30.00	2016
Kidventure Camp		101.16.7022.6223.630.090	camp license, staff training	Meets the departments mission of getting youth active	\$0.00				
a. 10 weeks	\$1,500.00					25.0%	2018	\$1,250.00	2010
b. Weekly	\$150.00					20.0%	2018	\$150.00	2010
Baseball Training Camp	\$50.00	101.16.7022.6229.630.090		Meets the departments mission of getting youth active	\$0.00		2014	\$50.00	
Youth Indoor Flag Football	\$45.00	101.16.7022.6234.630.090		Meets the departments mission of getting youth active	\$0.00	14.3%	2018	\$40.00	2012
Start Smart Golf	\$35.00	101.16.7022.6243.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
Volleyball Camp	\$70.00	101.16.7022.6251.630.090		Meets the departments mission of getting youth active	\$0.00		2012	\$70.00	
Start Smart Preschool Camp	\$35.00	101.16.7022.6260.630.090	NO LONGER A PROGRAM	Meets the departments mission of getting youth active	\$0.00	16.7%	2018	\$35.00	2014
Youth Indoor Soccer	\$45.00	101.16.7022.6257.630.090		Meets the departments mission of getting youth active	\$0.00	14.3%	2018	\$40.00	2012
Start Smart Sports Development	\$35.00	101.16.7022.6260.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
Start Smart Basketball	\$35.00	101.16.7022.6261.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
Spring Break Camp	\$150.00	101.16.7022.6262.630.090		Meets the departments mission of getting youth active	\$0.00		2008	\$125.00	2005
Youth Basketball	\$100.00	101.16.7022.6264.630.090	Partnered with LYA	Meets the departments mission of getting youth active	\$0.00	222.6%	2014	\$100.00	2005
Youth Floor Hockey	\$45.00	101.16.7022.6268.630.090		Meets the departments mission of getting youth active	\$0.00		2005	\$40.00	2005
Tiny Tot Floor Hockey	\$35.00	101.16.7022.6269.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
International Floor Hockey Tournament	\$125.00	101.16.7022.6270.630.090		Meets the departments mission of getting youth active	\$0.00	25.0%	2018	\$125.00	2009
Start Smart Indoor Soccer	\$35.00	101.16.7022.6271.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
Mini Spikers Volleyball	\$35.00	101.16.7022.6272.630.090		Meets the departments mission of getting youth active	\$0.00	0.0%	2018	\$30.00	2014
Youth Volleyball League	\$70.00	101.16.7022.6273.630.090		Meets the departments mission of getting youth active	\$0.00		2012	\$60.00	2010

PARKS AND RECREATION DEPARTMENT
Business Unit 7023

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
Youth Golf									
a. 3-4 years old	\$30.00	101.16.7023.6291.630.090	Must comply with The First Tee national ZONE requirements	Meets the departments mission of getting youth active	\$45,000 Total Program cost	-25.00%	2016	\$30.00	2013
b. 5-6 years old	\$30.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		-40.00%	2016	\$30.00	2012
c. 7-17 years old	\$80.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		6.67%	2016	\$80.00	2007
Youth Golf with Membership									
Membership	\$80.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		6.67%	2016	\$80.00	2012
a. 7-17 years old w/ Mbrshp	\$50.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		-33.33%	2016	\$50.00	2012
Golf Outing									
a. Individual	\$55.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		-8.33%	2016	\$55.00	2007
b. Team	\$220.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active		-8.33%	2016	\$220.00	2007
Sponsorships									
a. Par	\$250.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active					
b. Birdie	\$500.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active					
c. Eagle	\$750.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active					
d. Ace	\$1,000.00	101.16.7023.6291.630.090		Meets the departments mission of getting youth active					

PARKS AND RECREATION DEPARTMENT
Business Unit 7028

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed	Changed Fee To:	Previous Date Changed
Lifeguard Training	\$125.00	101.16.7020.6516.630.090		Training class for lifeguards for water			2018	\$150.00	2016	125.00	
Lifeguard Recertification	\$50.00	101.16.7020.6516.630.090		park			2016	\$50.00			
CPR Training	\$55.00	101.16.7028.6707.630.090					2016	\$55.00			
CPR Recertification	\$35.00	101.16.7028.6707.630.090					2016	\$35.00			
First Aid Training	\$55.00	101.16.7028.6707.630.090					2016	\$55.00			
First Aid Recertification	\$35.00	101.16.7028.6707.630.090					2016	\$35.00			

PARKS AND RECREATION DEPARTMENT
Business Unit 7050

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
Diamond Rental		101.16.7050.630.090	Includes all refits, supervision, and clean-up		\$ 253,602	-19.45%	2014	258,602.00	2012
a. C.O.Brown Stadium	\$625.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility		0.00%	2018	\$635.00	2016
b. Nichols Field	\$525.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility			2018	\$535.00	
c. Morrison Field	\$510.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility			2018	\$525.00	
d. Diamond #9	\$325.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility			2018	\$300.00	
e. Convis Field	\$250.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility			2018	\$265.00	
f. Flannery Field	\$250.00		Includes all refits, supervision, and clean-up	Meets the departments requirement to maintain the facility			2018	\$265.00	
Gate Fees		101.16.7050.630.090	per team, per tournament						
a. C.O.Brown Stadium	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
b. Nichols Field	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
c. Morrison Field	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
d. Diamond #9	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
e. Convis Field	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
f. Flannery Field	\$100.00		per team, per tournament			-20.0%	2018	\$80	2018
Scoreboards		101.16.7050.630.020							
a. C. O. Brown Stadium	\$25.00		per game	Meets the departments requirement to maintain the facility			2018	\$40.00	
b. Nichols Field	\$15.00		per game	Meets the departments requirement to maintain the facility			2018	\$35.00	
c. Morrison Field	\$15.00		per game	Meets the departments requirement to maintain the facility			2018	\$35.00	
d. Convis Field	\$15.00		per game	Meets the departments requirement to maintain the facility			2018	\$35.00	
e. Flannery Field	\$15.00		per game	Meets the departments requirement to maintain the facility			2018	\$35.00	
Lighting		101.16.7050.630.020							
a. C. O. Brown Stadium	\$60.00		per hour	Meets the departments requirement to maintain the facility			2018	\$65.00	
b. Nichols Field	\$40.00		per hour	Meets the departments requirement to maintain the facility			2018	\$50.00	
c. Morrison Field	\$40.00		per hour	Meets the departments requirement to maintain the facility			2018	\$50.00	
d. Convis Field	\$25.00		per hour						
e. Flannery Field	\$25.00		per hour						
Temporary Fencing		101.16.7050.630.020							
a. C. O. Brown Stadium	\$300.00			No fencing			2018	\$0	
b. Nichols Field	\$300.00			No fencing			2018	\$0	
c. Morrison Field	\$300.00			No fencing			2018	\$0	
d. Convis Field	\$300.00			Meets the departments requirement to maintain the facility			2018	\$150.00	
e. Flannery Field	\$300.00			Meets the departments requirement to maintain the facility			2018	\$150.00	

PARKS AND RECREATION DEPARTMENT
Business Unit 7100

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
WILLARD BEACH								
Admission Fee	\$2.00/\$5.00	101.16.7100.631.040	Individual/Vehicle (3 or more)	\$14,646		2010		
Large Pavilion	\$35.00	101.16.7100.631.030	Per row, per use (Includes admission for 50)		-30%	2010	\$50.00	
Pavilions 1, 2, 3 and Octogan	\$35.00					2017	\$35.00	
Large Pavilion on Beach	\$75.00					2017	\$75.00	
Facilities/Restrooms	\$25.00	101.16.7100.631.030	September and October before winterization					
PARK FACILITIES								
Facilities/Restrooms	\$25.00	n/a	Fully refundable deposit after key return					
Picnic tables	\$25.00	101.16.7100.631.030	Per table, community events only					

PARKS AND RECREATION DEPARTMENT

Business Unit 7160

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
FULL BLAST (cont.)									
Flash Flood									
Admission Fees									
General Admission	\$9.00	101.16.7160.630.130	per person	admission to waterpark		11.11%	2017	\$10.00	2009
Superblast Upgrade	\$3.00	101.16.7160.630.110	per person	Upgrade to Superblast			2009	\$3.00	2008
Superblast	\$12.00	101.16.7160.630.110	per person	admission to waterpark and all attractions		8.33%	2017	\$13.00	2008
Season pass	\$65.00	101.16.7160.630.100	Single	Summer membership to pool - individual			2017	\$75.00	2010
Season pass	\$220.00	101.16.7160.630.100	Family 4 pack	summer membership to pool - family of 4			2017	\$260.00	2009
Attractions									
Water Wars	\$1.00	101.16.7160.630.170		5 water balloons			2005	\$1.00	
Equipment Rental									
Lockers	\$5.00	101.16.7160.630.310	\$3.00 refundable deposit with return of key	use of daily locker			2005	\$5.00	
Life Jackets	\$4.00	101.16.7160.630.130	\$3.00 refundable deposit w/ return of jacket	use of lifejacket			2005	\$4.00	
Basketball	\$3.00	101.16.7160.630.130	\$2.00 refundable deposit w/ return of jacket	use of basketball			2010	\$3.00	
Double Tubes	\$5.00	101.16.7160.630.150	\$3.00 refundable deposit w/ return of jacket	use of a double tube for tube slide			2010	\$5.00	
Summer group rentals									
Participants (25-74)	\$8.50/\$11.50	101.16.7163.630.200	Regular/Superblast admissions, 2 pools	Admission to Pools			2008	5/1/2008	
Participants (75-124)	\$8.25/\$11.25	101.16.7163.630.200	Regular/Superblast admissions, 2 pools	Admission to Pools			2008	5/1/2008	
Participants (125-249)	\$8.00/\$11.00	101.16.7163.630.200	Regular/Superblast admissions, 2 pools	Admission to Pools			2008	5/1/2008	
Participants (250+)	\$7.75/\$10.75	101.16.7163.630.200	Regular/Superblast admissions, 2 pools	Admission to Pools			2008	5/1/2008	
Birthday Parties									
Indoor (labor day to memorial day)	\$130.00/150.00	101.16.7163.630.280	charge per group, 15 person minimum	130 for 15 kids/150 for 30 kids			2010	5/1/2010	\$ 110.00
Outdoor (Memorial-Labor day)	\$17.00	101.16.7163.630.280	per person, 12 person minimum	Outdoor pool birthday party					
Lock-Ins									
Participants (50 person minimum)	\$45.00/\$60.00	101.16.7163.630.290	Depending on package selected	includes space, food, pools - activities extra					
Company/Group Picnic									

PARKS AND RECREATION DEPARTMENT
Business Unit 7163

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
FULL BLAST									
Special Events/Groups									
End of School Year									
Participants (25-74)	\$ 6.50/8.50/11.50	101.16.7163.630.200	Indoor/Flash Flood/Flash Flood Superblast	Indoor activities/Waterpark admission/Superblast admission					
Participants (75-124)	\$ 6.25/8.25/11.25	101.16.7163.630.200	Indoor/Flash Flood/Flash Flood Superblast	Indoor activities/Waterpark admission/Superblast admission					
Participants (125-249)	\$ 6.00/8.00/11.00	101.16.7163.630.200	Indoor/Flash Flood/Flash Flood Superblast	Indoor activities/Waterpark admission/Superblast admission					
Participants (250+)	\$ 5.75/7.75/10.75	101.16.7163.630.200	Indoor/Flash Flood/Flash Flood Superblast	Indoor activities/Waterpark admission/Superblast admission					
Supervisor Fee									
Supervisor Fee for events	\$ 18.00/hr.	101.16.7163.630.200	Supervisor Fee for events	Cost to have supervisor managing the event					

PARKS AND RECREATION DEPARTMENT
Business Unit 7170

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	Changed Fee To:	Previous Date Changed
FULL BLAST									
Sports Forum									
Memberships									
Fitness membership City Employee (12 months)	\$60.00	101.16.7175.630.380	Individuals/City employees	1 year city employee membership					
Fitness membership (1 month)	\$20.00	101.16.7175.630.360	Monthly	1 month fitness membership			2018	\$25	2010
Fitness membership (12 months)	\$185.00	101.16.7175.630.360	Yearly membership	1 year membership					
Second Individual	\$140.00	101.16.7175.630.360	Yearly membership	1 year membership					
3+ people	\$95.00	101.16.7175.630.360	Yearly membership	1 year membership					
Walk and play pass	\$15.00	101.16.7175.630.360	Monthly	1 month membership to track and basketball courts			2018	\$20	2010
Day pass	\$5.00	101.16.7175.630.120	Daily Rate	daily pass to fitness center and walking track					
Facilities Rental									
Gymnasiums (1,2,3)	\$15.00/\$35.00 hr.	101.16.7170.630.320	Depending on user group	Gym Court Rental					
Sports Court	\$15.00/hr.	101.16.7170.630.320		Sports Court Rental				\$15	2017
Auditorium	\$50.00/\$150.00 hr.	101.16.7170.630.320	Depending on media use	rental of auditorium					
Batting Cages	\$7.50/\$12.00 per hour	101.16.7170.630.320	Half hour/Hourly rates	cage rental/includes pitching machine				\$15/hr	2017
Equipment Rental									
Tables	\$5.00 per unit	101.16.7170.630.320	Included in \$150.00 Auditorium rate	Use & set up of tables and chair					
Chairs	\$0.50 per unit	101.16.7170.630.320	Included in \$150.00 Auditorium rate	Use & set up of tables and chair					

PLANNING DEPARTMENT
Business Unit 8020

The Planning Department performs the following functions and responsibilities - overall administration of the Planning Department, staff control to the Planning Commission, Zoning Board of Appeals and the Historic District Commission; site plan review; zoning ordinance preparation, interpretation and enforcement; tax-reverted property sales; Census coordination and dissemination of data; and preparation of master plans for future growth and development.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years
Planned Unit Residential Development	\$ 600.00	101.12.8020.451.160		Staff hours - 24 hours (\$1048); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=\$1333	<\$733 depending on # of lots	0%
Planning and Zoning Map	\$ 40.00	101.12.8020.671.040	Digital version available on city's web site at no charge			
Planning and Zoning Ordinance	\$ 40.00	101.12.8020.671.040	Digital version available on city's web site at no charge			
Plats		101.12.8020.455.020		Staff hours - 24 hours (\$1048); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=\$1333	<\$733 depending on # of lots	0%
a. Filing Fee	\$ 250.00					
b. Per Lot	\$ 25.00					
Site Condo				Staff hours - 24 hours (\$1048); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=\$1333	<\$733 depending on # of lots	0%
a. Filing Fee	\$ 250.00	101.12.8020.455.020				
b. Condo review fee-per site	\$ 20.00					
Special Use Permits	\$ 600.00	101.12.8020.455.040		Staff hours - 12 (\$484); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=\$769	\$169	0%
Telecommunications Towers						
a. Administrative Review/Collocation	\$ 75.00	101.12.8020.455.020		Staff hours - 3 (\$106)	\$31	0%
Zoning Board of Appeals		101.12.8150.455.020				
a. Residential	\$ 100.00			Staff hours - 6 (\$206); Publishing \$125; PH Notice Postage (\$35 avg)=\$366	\$266	60%
b. Commercial/Industrial	\$ 200.00			Staff hours - 6 (\$206); Publishing \$125; PH Notice Postage (\$35 avg)=\$366	\$166	50%
Zoning Reclassifications	\$ 600.00	101.12.8020.455.040		Staff hours - 12 (\$484); Publishing - 2x's (\$250 avg); PH Notice Postage (\$35 avg)=\$769	\$169	0%
Street/Alley/ROW Vacations	\$ 300.00	101.12.8020.671.040		Staff hours - 8 (\$373); Publishing - \$125; PH Notice Postage (\$35avg)=\$533	\$233	N/A
Site Plan Review	\$ 150.00	101.12.8020.453.250	For properties under 5 acres	Staff hours - 8 (\$301)	\$151	33%
	\$ 250.00	101.12.8020.453.250	For properties over 5 acres	Staff hours - 10 (\$355)	\$105	33%
Administrative Search Warrants	\$ 250.00	101.12.8020.671.040		Customer service represent: (.5 hour) Property research for verification ownership. prepares search warrant	\$115	No change

POLICE DEPARTMENT
COMMUNITY SERVICE
Business Unit 3110

The Community Services Division is responsible for the conduct of crime prevention, school safety and other community outreach programs.
The Programs include: Neighborhood Watch, School Liaison Officers, and Adult School Crossing Guards.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
PERSONNEL COSTS:							
a. Police Officer	\$ 39.22	101.14.3250.703.030	Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response, cost collection, or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes.	The numbers are consistent with the contract in effect at the time the Fee & Bond Schedule is updated. If the Fee & Bond is not updated, the fees stay the same until they are			Everytime a new Fee & Bond Schedule is approved by the Commission
Overtime	\$ 46.91						
b. Police Sergeant	\$ 52.63	101.14.3250.703.030					
Overtime	\$ 68.96						
c. Police Lt's	\$ 66.37	101.14.3250.703.030					
Overtime	\$ 89.88						
d. Police Detective	\$ 51.11	101.14.3070.703.030					
Overtime	\$ 73.43						
e. Forensic Tech	\$ 36.46	101.14.3060.703.030					
Overtime	\$ 43.54						
f. Forensic Specialist	\$ 51.96	101.14.3060.703.030					
Overtime	\$ 66.66						

**POLICE DEPARTMENT
COST RECOVERY FOR EMERGENCY RESPONSE
Business Unit 3250**

The fees are designed to provide for the recovery of costs associated with emergency response personnel and equipment in instances where an emergency situation is caused by a person operating a motor vehicle under the influence of an intoxicating liquor or a controlled substance. The establishment of fees will allow a standard charge per hour for personnel and vehicles, involved in an emergency response.

Description	New Charge (Leave blank if no change)	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
PERSONNEL COSTS:							
a. Police Officer	\$ 39.22	101.14.3250.703.030	Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response, cost collection, or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes.	The numbers are consistent with the contract in effect at the time the Fee & Bond Schedule is updated. If the Fee & Bond is not updated, the fees stay the same until they are. The numbers listed are the "lowest paid position listed in the contract, PLUS fringes)			
Overtime	\$ 46.91						
b. Police Sergeant	\$ 52.63	101.14.3250.703.030					
Overtime	\$ 68.96						
c. Police Lt's	\$ 66.37	101.14.3250.703.030					
Overtime	\$ 89.88						
d. Police Detective	\$ 51.11	101.14.3070.703.030					
Overtime	\$ 73.43						
e. Forensic Tech	\$ 36.46	101.14.3060.703.030					
Overtime	\$ 43.54						
f. Forensic Specialist	\$ 51.96	101.14.3060.703.030	Vehicle cost per Siemens (factored in fuel, vehicle maintenance, etc.) Remaining amount is technology cost.				
Overtime	\$ 66.66						
g. Word Processor/Typist	\$ 26.12	101.14.3210.703.030					
Overtime	\$ 27.52						
h. Cadets	\$ 18.16	101.14.3110.703.030					
Overtime	\$ 33.03						
g. Firefighter	\$ 24.15	101.13.3380.703.030					
Overtime	\$ 33.51						
h. Fire Lieutenant	\$ 33.60	101.13.3380.703.030					
Overtime	\$ 46.63						
i. Fire Captain	\$ 38.12	101.13.3380.703.030					
Overtime	\$ 50.12						

VEHICLE COSTS:

POLICE DEPARTMENT
 COST RECOVERY FOR EMERGENCY RESPONSE
 Business Unit 3250 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount
Legal cost			As charged by the service provider and/or City personnel costs and related expenses		
Emergency medical services			As charged by service provider.		
Collection costs			As charged by the service provider and/or City personnel costs and related expenses.		
Travel Expenses			As charged by the service provider and/or City personnel costs and related expenses.		
OUIL Cost Recovery Fee	\$ 150.00	101.14.3250.627.020		Covered under Chapter 218 of the city ordinance: Cost Recovery for Emergency Responses.	0%
Blood Test	\$ 75.00	101.14.3250.627.020		"Expense of an emergency response means the direct and reasonable cost incurred by the city associated with the occurrence of an emergency response, including, but not limited to the cost of providing police, fire-fighting and rescue services. (Vehicle cost, Personnel time)	0%
OUIL Accident Scene Investigation	\$ 50.00	101.14.3250.627.020			0%
Fire Apparatus Response	\$ 110.00	101.13.3360.606.040	PD will not be charging for ANY fire responses- fee has been moved to fire tab.		0%
Warrant Cost Recovery	Current Wages & vehicle Cost	101.14.3250.627.020		Cost will include Current wages and vehicle cost as listed in the current Fee & bond schedule (according to contract)	

FIELD SERVICES
Business Unit 3250 (continued)

The Police Field Services Division is responsible for administering the Court-Ordered PBT Test and the Court-Ordered Breathalyzer Test.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
TESTS:		101.14.3250.671.040					
a. Court-Ordered PBT Test	\$ 15.00		Specialized training by a Sgt.	Personnel time, equipment, calibration,	0	\$3	2013 increased by \$3
b. Court-Ordered Breathalyzer Test	\$ 20.00		Specialized training by a Sgt.	Personnel time, equipment, calibration,			

POLICE DEPARTMENT

INVESTIGATIONS

Business Unit 3070

The Investigation Division conducts the initial investigation of major crimes and follow-up investigation of all other serious crimes. In addition, this Division conducts drug investigations and operates a full-service crime laboratory.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Precious Metal and Gold Permits	\$ 50.00	101.14.3070.451.150	Leadsonline software is \$6688 per year paid for BCPD	The Precious Metal and Gem Dealer Act of 95 of 1981 states that a dealer shall apply to the local police agency for a certificate of registration, and pay a fee not to exceed \$50.00 to cover the reasonable cost of processing and issuing the certificate of registration, by disclosing the following information: (a) the name, address and thumbprint of the applicant, (b) the name address, and the thumbprint of all agents or employees of the dealer. Within 24hours after hiring a new employee, the dealer shall forward to the local police agency the name, address, and the thumbprint of the new employee.		Unknown	Stay current with the law
Precious Metal and Gold Dealer Permit	\$ 20.00	101.14.3070.451.150	Leadsonline software is \$6688 per year paid for BCPD			Unknown	Stay current with the law

POLICE DEPARTMENT
MANAGEMENT SERVICES
Business Unit 3210

The Management Services Division has the primary task of providing records and clerical support for the Police Department. Division responsibilities include computer services, budget, building and grounds, records management and payroll.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Fingerprint processing (ST/FED combined)	\$ 20+ State/ Federal Mandated fee	101.14.3210.452.020	Fingerprint Training, access to the system	\$20 + City will follow the State of Michigan and Federally mandated charges which vary depending on the type of prints needed using the latest Fingerprint codes available through the State of Michigan. \$1515/quarter & \$6060/yr for AFIS maintenance. \$3495/yr for equipment. Updated code list will be posted on M:\Records\Records Division Operational Procedures\BCPD Mgt. Services Procedures			Unknown 0% n
Electronic Prints	\$ 42.00	101.14.3210.452.020	Fingerprint Training, access to the system	Fingerprint Training, access to the system			0% n
Electronic Prints-Employment-Health Care, DHS	\$ 50.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
Electronic Prints-Children-Field-Child Care-Act	\$ 50.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
Children-Federal-Child Care-Act (PL-101-647)	\$ 50.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
Mailed Prints Only-Conviction set Aside App-Adult	\$ 70.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
Mailed Prints Only-Personal Record Review	\$ 50.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
VISA/Immigration Application (MCL 28.271) Print Only	\$ 50.00		Fingerprint Training, access to the system	Fingerprint Training, access to the system			
Accident reports	\$ 6.00	101.14.3210.452.040		This cost was set to match online pricing from a previous vendor. This also matches the MSP online pricing for their UD10s.			Unknown 0% n
Criminal/Background checks	\$ 15.00	101.14.3210.452.030	Notary, LEIN Certification	Signing into RMS & RMS Archive, searching, printing information & everything that would be involved with printing ie: paper, ink, machine maintenance), notary, LEIN certified.			Unknown 0% n When new law went into
SOR – Sex Offender Registry Police reports	\$ 50.00	101.14.3070.452.080	Notary, LEIN Certification	\$30 is charged by the SOM. \$20 to local agency. Per MCL Act 295 of 1994 28.725b Sec. 5b (1). Printing verification paperwork (includes everything that would be involved in printing 4 sheets of paper, ink, machine maintenance, LEIN certified			0% into
a. Clerical fee	Employee Wage + benefits	101.14.3210.452.040	Lowest paid Clerical Staff capable of fulfilling the request, hourly calculation based upon MI FOIA law	This price is determined by the wage of the lowest paid employee (\$14.45) multiplied by the fringe benefit not to exceed 50% (47%), this total is divided by 4 which the total of 1/4 increments in an hour. Per Public Act 563.			e the new Fee & Bond
b. Copy fee	\$ 0.10			BCPD is charged .10 per copy. The cost is for the Print Shop to purchase the copiers and pay the service contract monthly fees.			Unknown 0% n postage
c. Postage	Current rate						
Gun Registration Copy	\$ 1.00	101.14.3210.452.010		This covers the costs of printing gun registration lists. There is no law to set this fee. Signing into LEIN, searching & printing information (ink, paper, machine maintenance.)			Unknown 0% n
Fax	\$ 2.00	101.14.3210.671.040		The price of faxes are unknown because it is paid for in a bundle. Per the telephone system administrator, .50 would be a best guess estimate. This of course does not include the amount of pages, the paper for the verification, and Notary Certification requires the following for each Notary Republic: a \$10 fee to the state of Michigan, \$10 fee to the county for processing, \$60 fee for \$10,000 Liability Bond			Unknown 0% n
Notary fee	\$ 5.00	101.14.3210.452.040					Unknown 0% n

POLICE DEPARTMENT
MANAGEMENT SERVICES
Business Unit 3210

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Photograph development		101.14.3060.671.040		Minimum is 15 minutes @ \$10.23- if takes longer than 15 minutes we charge an extra \$3.41 per 5 minutes			
a. Disk/CD format	\$1.80		Specialized training and access to confidential information, subject to change based on market cost	Charge the disk amount plus labor		56%	
c. Editing fee	\$3.41 per 5 minutes	101.14.3060.671.040	Specialized training and access to confidential information, subject to current wage and benefit costs.				

**PUBLIC WORKS DEPARTMENT
PARKING DIVISION
Business Unit 5430**

The Parking Division is responsible for the operation and maintenance of the Downtown Parking System. The System includes 15 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, leases and special event parking.

Description	Account Credited			Additional Requirements/Insurance
Parking Structures				All parking related revenues and expenses are administered by ABM Parking Services
a. First hour	Free	Minutes	Fee	
b. Each additional hour	2nd Hour	61-120	\$2.00	
	3rd Hour	121-180	\$4.00	
	4th Hour	181-240	\$5.00	
	5th Hour	241-300	\$6.00	
	6th Hour	301-360	\$7.00	
c. Maximum	\$ 8.00/day			
Monthly Permits	Up to \$100.00/vehicle			Recommendation by Parking Advisory
Special Events	\$1.00 to \$10.00/vehicle			on 11/10/2015 to city commission for
Honor Boxes	\$0.25/hr			resolution to support rate increases
Violations	Original Fee	10-20 days	21+ days	
Overtime Parking (non-DPD)	\$5.00	\$10.00	\$15.00	
Second ticket during same calendar day	\$10.00	\$15.00	\$20.00	
Third and additional tickets during same calendar day	\$15.00	\$20.00	\$25.00	
Night Parking	\$5.00	\$10.00	\$15.00	
Second & subsequent tickets/month(f)	\$10.00	\$15.00	\$20.00	
Taking Two Spaces	\$5.00	\$10.00	\$15.00	
Parking Against Traffic	\$5.00	\$10.00	\$15.00	
Not Parallel to Curb	\$5.00	\$10.00	\$15.00	
Blocking Crosswalk	\$5.00	\$10.00	\$15.00	
Blocking Sidewalk	\$5.00	\$10.00	\$15.00	
Blocking Drive or Alley	\$5.00	\$10.00	\$15.00	
Restricted Parking(d)	\$5.00	\$10.00	\$15.00	
Double Parking	\$10.00	\$15.00	\$20.00	
Obstructing Traffic	\$10.00	\$15.00	\$20.00	
Bus Stop Zone	\$10.00	\$15.00	\$20.00	
15 ft. of Fire Hydrant	\$10.00	\$15.00	\$20.00	
Parking on Bridge	\$10.00	\$15.00	\$20.00	
Parking in Fire Lane	\$10.00	\$15.00	\$20.00	
Blocking Emergency Exits	\$10.00	\$15.00	\$20.00	
Key in Vehicle Unattended	\$5.00	\$10.00	\$15.00	
Miscellaneous Violations	\$5.00	\$10.00	\$15.00	
Front Yard Parking	\$10.00	\$15.00	\$20.00	
Second and subsequent tickets/bimonthly(g)	\$25.00	\$30.00	\$50.00	
Disabled Person Only	\$100.00	\$175.00	\$250.00	
Commercial Vehicle/Truck Parking (e)	\$20.00	\$25.00	\$30.00	
Second ticket/month(f)	\$40.00	\$50.00	\$60.00	
Third and additional ticket/month	\$60.00	\$75.00	\$90.00	
		Fine if Paid by Close of Next Business Day		
Number of Tickets Within a Year	Fine Amount			
First Ticket	Courtesy			
Second and Third Tickets	\$5.00	\$2.00		
Fourth and Fifth Tickets	\$10.00	\$5.00		
Sixth and Seventh Tickets	\$25.00	\$12.00		
Eighth and Ninth Tickets	\$50.00	\$25.00		
Tenth or More Tickets	\$100.00	\$50.00		

Recommendation by Parking Advisory for up to \$100 monthly in surface lots on 3/15/18
Commission supportive of recommendation by Parking Advisory 4/10/18 for increase to \$

**PUBLIC WORKS DEPARTMENT
RECORDS DIVISION
Business Unit 4440 (now Organization Set - 591.23.4440)**

The Records Division is responsible for the record information and drawings for water mains, sanitary sewers and street improvements, water/sewer connections, and construction within the public right-of-way. Connection fees are developed by the Water Division, managed by the Records Division, and submitted to the City Commission for approval.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Right of Way Permits			
Residential/Commercial		591.23.4440.632.010	
a. Curb cuts, driveways, etc.	\$ 65.00 each		
b. Lane/road closures, obstructions	\$ 105.00 each		
c. Street Cut Penalty	\$ 1,000.00 each	101.26.4450.632.020	
DPW Document Copies			
(Maps 18" X 24" and larger)	\$ 15.00	591.23.4440.671.040	
DPW GIS Map Production			
Commsioned DPW GIS Work	\$ 50.00/hr	591.23.4440.671.040	
(Custom map production, analysis, DPW GIS Services)			Production of deliverables that do not currently exist. First print/PDF included (Minimum of one hour, estimate provided.)
Printed Maps	\$ 15.00 each		Printing of previously compiled maps/media. (Letter, ledger, 36" or 42" print sizes available)
PUBLIC WORKS DEPARTMENT SIGN & SIGNAL DIVISION Business Unit 5430			
Street Sign Resale	\$ 25.00		

**PUBLIC WORKS DEPARTMENT
RECORDS DIVISION
Business Unit 4440 (now Organization Set - 591.23.4440)**

Description	Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost
Water Service				
Installation				
		591.23.1591.616.230		
a. Residential (¾" or smaller water meter)	\$2,670.00		Extenuating circumstances may require a T&M fee instead of a flat residential fee	Average cost of personnel, equipment, and materials to construct service Actual cost of personnel, equipment, and materials to construct service
b. Other				
Time & Materials				
	Construction Fee	Capacity Fee	Meter Setting Fee	Total
				591.23.1591.616.230
a. Residential Water Service with a 5/8" Meter	\$2,670.00	\$436.37	\$60.00	\$3,166.37
b. Residential Water Service with a 3/4" Meter	\$2,670.00	\$654.56	\$60.00	\$3,384.56
c. Residential Water Service with a 1" Meter	\$2,670.00	\$1,090.93	\$60.00	\$3,820.93
d. Commercial Water Service with a 1 ½" Meter	Estimate Provided	2151.85 2181.85	\$60.00	TBD
e. Commercial Water Service 2" Meter	Estimate Provided	\$3,490.97	\$60.00	TBD
f. Commercial Water Service 3" Meter	Estimate Provided	\$6,545.56	\$60.00	TBD
g. Commercial Water Service 4" Meter	Estimate Provided	\$10,909.27	\$60.00	TBD
h. Commercial Water Service 6" Meter	Estimate Provided	\$21,818.54	\$60.00	TBD
i. Commercial Water Service with a 8" Meter	Estimate Provided	\$34,909.66	\$60.00	TBD
j. Commercial Water Service with a 10" Meter	Estimate Provided	\$50,182.64	\$60.00	TBD
Sewer Services (Sanitary)				
Installation				
a. Residential (¾" or smaller water meter)	\$2,670.00			591.23.1591.616.230
b. Other				
Time & Materials				
	Construction Fee	Capacity Fee	Total	590.24.1590.615.110
a. 1" Service with a 5/8" Meter	\$2,670.00	\$553.30	\$3,223.30	
b. 1" Service with a 3/4" Meter	\$2,670.00	\$829.95	\$3,499.95	
c. 1" Service with a 1" Meter	\$2,670.00	\$1,383.24	\$4,053.24	
d. 2" Service with a 1 ½" Meter	Estimate Provided	\$2,766.49	TBD	
e. 2" Service with a 2" Meter	Estimate Provided	\$4,426.38	TBD	
f. 4" Service with a 3" Meter	Estimate Provided	\$8,299.46	TBD	
g. 4" Service with a 4" Meter	Estimate Provided	\$13,832.43	TBD	
h. 6" Service with a 6" Meter	Estimate Provided	\$27,664.87	TBD	
i. 8" Service with a 8" Meter	Estimate Provided	\$44,263.79	TBD	
j. 10" Service with a 8" Meter	Estimate Provided	\$63,629.20	TBD	
Sewer Services (Storm)				
Installation				
a. All				202.22.1202.671.040

TREASURER
Business Unit 2540

The Treasurer's Office is responsible for the receipting of all funds due the City. The Treasurer also prepare and collects property tax bills, special assessment bills and collects utility bills, dog licenses, parking violations, delinquent personal property tax, City Income Tax and miscellaneous invoices.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed	
Dog/Cat Licenses								
a. Non-neutered	\$ 20.00	101.14.3230.452.060		\$0.14 per tag; \$0.09 per license form plus personnel costs for issuing license and for animal control, tickets, etc.	\$161,243 for animal control activities - applies to all charges below	\$0	unknown	
b. Neutered	\$ 3.00	101.14.3230.452.060		\$0.14 per tag; \$0.09 per license form plus personnel costs for issuing license and for animal control, tickets, etc.		\$0	unknown	
Service animal	Free		signed affidavit by owner					
c. Late charges	\$ 2.00	101.14.3230.452.060		penalty for not complying with ordinance timely		\$0	unknown	
d. Replacement fee	\$ 0.50	101.14.3230.452.060		\$0.14 per tag; \$0.09 per license form plus personnel costs for issuing license and for animal control, tickets, etc.	\$0	unknown		
Kennel Licenses								
a. Less than 11 dogs and/or cats	\$ 10.00	101.14.3230.452.060		cost of tags and license form plus personnel costs to check for proper zoning, inspection of kennel		previously based on # of dogs - \$10/dog. Now just \$10 total	Resolution no. 111 on 5	
b. Eleven or more dogs and/or cats	\$ 25.00	101.14.3230.452.060		cost of tags and license form plus personnel costs to check for proper zoning, inspection of kennel		previously based on # of dogs - \$25/dog. Now just \$25 total	Resolution no. 111 on 5	
c. Late charge	\$ Double original fee	101.14.3230.452.060		penalty for not complying with ordinance timely		\$0	Resolution no. 111 on 5	
Kennel Inspection Fee								
a. 3-10 Dogs and/or Cats	\$ 40.00	101.14.3230.627.150		Amendments to City Animal Ordinance, Chapter 608, adopted May 16, 2017 and to ensure consistency with state statute		100% - new charge as of 6/6/17	Resolution no. 111 on 5	
b. 11-30 Dogs and/or Cats	\$ 65.00	101.14.3230.627.150					100% - new charge as of 6/6/17	Resolution no. 111 on 5
c. 31+ Dogs and/or Cats	\$ 105.00	101.14.3230.627.150					100% - new charge as of 6/6/17	Resolution no. 111 on 5
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$ 35.00	101.03.2540.671.040		Average banking fees (\$3 or \$4 per item plus processing fees) and personnel costs	\$-15 to +\$15 depending on process necessary	40%	1/12/2012	
Late fee on City miscellaneous invoices	1.50%/month/maximum	(Invoicing dept #) 664.090						

**UTILITY BILLING
Business Unit 5570**

The Water Billing Division is responsible for mailing monthly invoices to users of the City's water, sewer and refuse services. In addition, the Division responds to customer needs in areas such as: turn-ons and turn-offs, high bill complaints and payment arrangements.

Description	Current Fees	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Water turn-on charge	\$60.00	591.23.1591.616.010	Fee charged for any water turn on (new)	Average cost of personnel, equipment, and materials to turn on service	\$0	20%	9/3/2013
Missed Appointment Fee	\$30.00	591.23.1591.616.010		Average cost of personnel and equipment to visit site	\$0	100%	
Metering Equipment Charges	Equipment Cost	Setting Fee	Total Charge	591.23.1591.616.010	Resolution no. 23 on December 6, 2016		
a. 5/8" Positive Displacement	\$77.25	\$60.00	\$137.25		\$0	14%	7/1/2014
b. 3/4" Positive Displacement	\$106.09	\$60.00	\$166.09		\$0	5%	7/1/2014
c. 1" Positive Displacement	\$136.99	\$60.00	\$196.99		\$0	-2%	7/1/2014
d. 1 1/2" Positive Displacement	\$288.40	\$60.00	\$348.40		\$0	-63%	7/1/2014
e. 2" Positive Displacement	\$402.73	\$60.00	\$462.73		\$0	-67%	7/1/2014
f. 1 1/2" Turbine Class II	\$515.00	\$60.00	\$575.00		\$0	-63%	7/1/2014
g. 2" Turbine Class II	\$534.14	\$60.00	\$594.14		\$0	-64%	7/1/2014
h. 3" Turbine Class II	\$718.56	\$60.00	\$778.56		\$0	-54%	7/1/2014
i. 4" Turbine Class II	\$1,078.99	\$60.00	\$1,138.99		\$0	-61%	7/1/2014
6" Turbine Class II	\$1,957.02	\$60.00	\$2,017.02				
8" Turbine Class II	\$2,575.00	\$60.00	\$2,635.00				
10" Turbine Class II	\$4,026.35	\$60.00	\$4,086.35				
2" Compound	\$1,296.21	\$60.00	\$1,356.21				
3" Compound	\$1,605.80	\$60.00	\$1,665.80				
4" Compound	\$2,321.38	\$60.00	\$2,381.38				
6" Compound	\$2,955.62	\$60.00	\$3,015.62				
8" Compound	\$3,507.96	\$60.00	\$3,567.96				
j. R900 Radio transmitter	\$65.92	\$60.00	\$125.92		\$0		7/1/2014
Call in charge (Regular Business hours 7:30 a.m. – 4:00 p.m.)	215.00 per incident	591.23.1591.616.010		Average cost of personnel, equipment, and labor to visit site on overtime	\$0	8%	7/1/2014
Monthly Water Commodity Charge	7/1/2017-6/30/2018	7/1/2018-6/30/2019	7/1/2019-6/30/2020	7/1/2020-6/30/2021	591.23.1591.616.010	Rate per 100 cubic feet (748 Gallons)	Resolution no. 23 on December 6, 2016
a. All metered water	\$1.20	\$1.24	\$1.27	\$1.31		\$0	30%

UTILITY BILLING
Business Unit 5570 (continued)

Description	Current Charges				Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Monthly Water Readiness to Serve Charge					591.23.1591.616.010					
Inside City	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21						
a. 5/8" meter	\$12.51	\$12.82	\$13.15	\$13.47		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
b. 3/4" meter	\$17.35	\$17.76	\$18.18	\$18.59		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
c. 1" meter	\$27.02	\$27.62	\$28.23	\$28.82		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
d. 1 1/2" meter	\$51.22	\$52.28	\$53.35	\$54.42		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
e. 2" meter	\$80.25	\$81.87	\$83.50	\$85.13		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
f. 3" meter	\$147.99	\$150.92	\$153.86	\$156.79		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
g. 4" meter	\$244.77	\$249.56	\$254.36	\$259.16		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
h. 8" meter	\$486.71	\$496.16	\$505.63	\$515.08		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
i. 8" meter	\$777.03	\$792.08	\$807.14	\$822.20		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
j. 10" meter	\$1,115.74	\$1,137.32	\$1,158.91	\$1,180.49		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
Over 10"	Calculated at the time of permit									
Monthly Fire Sprinkler Charge (based on proportional cost allocation)					591.23.1591.616.010					
Inside City	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21						
a. 2" Tap	\$7.98	\$8.38	\$8.80	\$9.24		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
b. 3" Tap	\$14.94	\$15.69	\$16.47	\$17.29		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
c. 4" Tap	\$24.94	\$26.19	\$27.49	\$28.87		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
d. 6" Tap	\$49.82	\$52.31	\$54.93	\$57.68		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
e. 8" Tap	\$79.75	\$83.74	\$87.93	\$92.33		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
f. 10" Tap	\$114.65	\$120.38	\$126.40	\$132.72		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
g. 12" Tap	\$165.10	\$173.35	\$182.02	\$191.12		Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017	
Hydrant meter fees:					591.23.1591.616.010					
Permitted Hydrant Use	Security Deposit				Metering Equipment Setting Fee	Consumption @ 1.5 times Current City of BC rate				
1" Metered Garden Hose	\$300.00				\$60.00	See rate schedule	\$0	20%	7/1/2013	
3" Metered Fire Hose	\$1,500.00				\$60.00	See rate schedule	\$0	20%	7/1/2013	
3" Daily Unmetered Hose	\$300.00				\$60.00 Set up and hydrant Operation	\$65.00 per additional day, not billed on consumption	\$0	20%	7/1/2013	
1" Daily Unmetered Hose	\$150.00				\$60.00 Set up and hydrant Operation	\$30.00 per additional day, not billed on consumption	\$0	20%	7/1/2013	

UTILITY BILLING
Business Unit 5570 (continued)

Description	Current Charges				Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21						
Sewer charge/100 cubic feet					590.24.1590.615.010		Resolution no. 23 on December 6, 2016			7/1/2017
	\$3.07	\$3.19	\$3.34	\$3.49						
Monthly Sewer Readiness Charge – (prorated on bills) (inside City and outside City customers billed by City)					590.24.1590.615.010					
	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
a. 5/8" meter	\$11.89	\$12.46	\$13.03	\$13.60			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
b. 3/4" meter	\$16.83	\$17.65	\$18.47	\$19.29			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
c. 1" meter	\$26.70	\$28.02	\$29.34	\$30.66			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
d. 1 1/2 " meter	\$51.37	\$53.94	\$56.51	\$59.08			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
e. 2" meter	\$80.98	\$85.05	\$89.12	\$93.19			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
f. 3" meter	\$150.07	\$157.64	\$165.21	\$172.78			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
g. 4" meter	\$248.77	\$261.34	\$273.91	\$286.48			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
h. 6" meter	\$495.52	\$520.59	\$545.66	\$570.73			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
i. 8" meter	\$791.62	\$831.69	\$871.76	\$911.83						
j. 10" meter	\$1,137.07	\$1,194.64	\$1,252.21	\$1,309.78						
Monitoring Charge	\$114.61/sample									

UTILITY BILLING
Business Unit 5570 (continued)

Description	Current Charges				Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Industrial Pretreatment Program (IPP)										
BOD and Suspended Solids Charges	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21			Resolution no. 23 on December 6, 2016			
BOD (per pound over 300 mg/l)	\$0.1919	\$0.1996	\$0.2072	\$0.2149			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
SS (per pound over 300 mg/l)	\$0.2313	\$0.2413	\$0.2513	\$0.2613			Resolution no. 23 on December 6, 2016	\$0	28%	7/1/2017
Sampling (per sample)	\$184.78	\$193.53	\$202.27	\$211.02			Resolution no. 23 on December 6, 2016			
Flat Rate Monthly Sewer Usage Charge Per Residential Equivalent Unit										
Inside City	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	590.24.1590.615.010	Customer charge is based on 750 cubic feet per month commodity charge and readiness to serve charge. Bill processing fee is now part of the readiness to serve charge.	Resolution no. 23 on December 6, 2016		28%	7/1/2017
Metered Sewer Usage	\$34.69	\$36.39	\$38.08	\$39.78						
Solid Waste (Garbage) Collection Charges										
Rates are effective April 2, 2017										
Garbage Rates (based on 30 days)	4/1/18 - 3/31/19	4/1/19 - 3/31/20	4/1/20 - 3/31/21		596.31.5590.614.010		Resolution no. 36 on December 15, 2015			
a. Curb	\$17.91	\$18.45	\$19.00				Resolution no. 36 on December 15, 2015	\$0	11%	4/1/2018
b. Curb discount	\$11.39	\$11.74	\$12.09			Handicapped/senior citizen rate.	Resolution no. 36 on December 15, 2015	\$0	11%	4/1/2018
c. Backyard	\$27.80	\$28.63	\$29.49				Resolution no. 36 on December 15, 2015	\$0	11%	4/1/2018
d. Backyard discount	\$17.66	\$18.19	\$18.74			Handicapped/senior citizen rate.	Resolution no. 36 on December 15, 2015	\$0	11%	4/1/2018
Tenant Deposits										
					591.241.001	Per Rules and Regulations, Article 11, General Regulations, Section 4				
a. Water	Three times Ready to Service Charge (per largest meter size presently installed)						per Rules & Regulations adopted 8/4/1958;	\$0	28%	7/1/2017
b. Sewer	Three times Ready to Service Charge (per largest meter size presently installed)						resolution no 128 on May 3, 2011	\$0	28%	7/1/2014
							consistent with water/sewer Rules & Regulations adopted 8/4/1958; resolution no 133 on April 15, 2014	\$0	11%	4/1/2018
c. Garbage	Three times 30 day rate currently in effect									
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$35.00				591.23.1591.671.050		Average banking fees (\$3 or \$4 per item plus processing fees) and personnel costs	\$0	40%	1/12/2012

W.K. KELLOGG REGIONAL AIRPORT
Business Unit 1580

The WK Kellogg Airport serves greater Battle Creek and Southwest Michigan with a 10,004-foot primary runway, a 4,100 foot parallel runway, and a 4,835-foot crosswind runway. Duncan Aviation and Centennial Aircraft Services provide the public with Fixed Base Operator (FBO) services such as fuel, engine maintenance, avionics, etc. Duncan Aviation also provides complete aircraft remanufacturing services, while Waco Classic is an FAA certified aircraft manufacturer. Other major tenants include the Western Michigan University College of Aviation, the FAA Great Lakes Region Flight Inspection Field Office, as well as the Michigan Air National Guard.

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
Gross aircraft landing weight fee		580.20.1580.625.010		Adjusted for market conditions			
a. Less than 8,000 lbs	Free						
c. 8,000 to 12,500 lbs.	\$ 44.00			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
d. 12,501 to 24,999 lbs.	\$ 72.00			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
f. 25,000 to 54,999 lbs	\$ 122.00			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
h. 55,000 to 89,999 lbs.	\$ 165.00			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
i. 90,000 to 129,999 lbs.	\$ 250.00			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
j. 130,000+ lbs.	\$ 2.25 per 1,000lbs.			Adjusted for market conditions and billed flights		approx. 15% from 2017 rate	7/1/2017
Fuel flowage fee	\$.13/gallon	580.20.1580.625.020		Market rate			7/1/2017
T-hangar key fee	\$ 35.00	580.20.1580.671.040	Includes 2 keys, non-refundable	Actual cost includes two key blanks, equipment replacement, parts, 30 mins. of Staff time			Unknown
Additional T-hangar keys	\$ \$15/each key	580.20.1580.671.040	Non-refundable	Key blank, Equipment Replacement, 15 mins. of Staff time			Unknown
Airport Badge - New	\$ \$20/badge	580.20.1580.625.080	Non-refundable	Card, Supplies, Equipment Replacement, 15mins. of Staff time			Unknown
Airport Badge with Driving Priveleges - New	\$ \$77/badge	580.20.1580.625.080	Non-refundable	Card, Supplies, Equipment Replacement, 1.5hrs of Staff time			Unknown
Airport Badge with Driving Priveleges - Renewal	\$ \$55/badge	580.20.1580.625.080	Non-refundable	Card, Supplies, Equipment Replacement, 1hr Staff time			Unknown
Replace Lost/Stolen Badge - 1st occurrence	\$ \$100/badge	580.20.1580.625.080	Non-refundable	To cover cost of replacing a person's badge should it be reported lost or			Unknown
Replace Lost/Stolen Badge - 2nd occurrence	\$ \$150/badge	580.20.1580.625.080	Non-refundable	To cover cost of replacing a person's badge should it be reported lost or			Unknown
Replace Worn out/Damaged Badge	\$ \$15/badge	580.20.1580.625.080	Non-refundable	Card, Supplies, Equipment Replacement, 10mins. of Staff's time			Unknown

Landing Fee Exemptions: The W. K. Kellogg Airport Management will waive landing fees for the following: based aircraft, military aircraft, and non-profit agencies. Any other requests to waive a landing fee will be determined by Airport Management.

**W.K. KELLOGG REGIONAL AIRPORT
Business Unit 1580 (continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance	Description/Justification/Actual Cost	Subsidized Amount	% Increase/Decrease over last 5 years	Last time changed
W.K. Kellogg Airport		Current Charges					
T-Hangar Rental Rates							
A. Slide Door Width – 39’ 9” Depth – 31’ 4” Tail Width – 12’ 5” Hangar #3 & #8 offers extra storage space	\$135.00/month	580.20.1580.625.060	Insurance requirements set by City.	Market rate - should cover snow removal, electricity, building/pavement maintenance, vehicle and pedestrian	Varies	3.00%	7/1/2017
B. Electric Bi-Fold Door Width – 41’ 6” Depth – 32’ Tail Width – 20’ 6” Height Clearance – 11’ 11”	\$170.00/month	580.20.1580.625.060	Insurance requirements set by City.	Market rate - should cover snow removal, electricity, building/pavement maintenance, vehicle and pedestrian gate maintenance, etc.	Varies	3.00%	7/1/2017
C. End T-Hangars Dimensions – Same As Above Each Hangar offers extra storage space	\$190.00/month	580.20.1580.625.060	Insurance requirements set by City.	Market rate - should cover snow removal, electricity, building/pavement maintenance, vehicle and pedestrian gate maintenance, etc.	Varies	3.00%	7/1/2017
D. Electric Bi-Fold Door Width – 42’ Depth – 33’ Height Clearance – 12’	\$217.00/month	580.20.1580.625.060	Insurance requirements set by City.	Market rate - should cover snow removal, electricity, building/pavement maintenance, vehicle and pedestrian gate maintenance, etc.	Varies	3.00%	7/1/2017
E. Electric Bi-Fold Door Width – 43’ 6” Depth – 38’ Tail Width – 21’ 7” Height Clearance – 13’ 11” Hangar #46 offers extra storage space	\$226.00/month	580.20.1580.625.060	Insurance requirements set by City.	Market rate - should cover snow removal, electricity, building/pavement maintenance, vehicle and pedestrian gate maintenance, etc.	Varies	3.00%	7/1/2017

Note: 1) Lease agreement required.

2) Insurance requirements determined by the City's Risk Manager and all policies shall name Lessor as additional insured.

3) Lessee shall pay a late fee equal to 10% of the monthly rent payment each time the rent has not been paid within seven (7) calendar days after it was first due.