

August 10, 2010

Fee, Bond, and Insurance Schedule

City of Battle Creek

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**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Copies	\$ 1.00 first page	101.02.2270.671.040	No charge for property owner
a. Deeds	\$.50 each additional		
b. Affidavits	page		
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
a. Additional pages	\$ 1.00 each		
Maps – Arc Info	\$ 15.00	101.02.2270.671.040	No charge for property owner
Maps - Arc Explorer (copy or generated)	\$ 3.00		
All Property Record Cards	\$ 1.00	101.02.2270.671.040	No charge for property owner
a. Additional pages over 2	\$.50		
b. Extra buildings	\$.50		
c. Sketch	\$.50		
d. Photo image	\$.50		

ASSESSOR
Business Unit 2270 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Registered Web User (Property Record Data)	\$2.00 per parcel to print, Read only is free		
Special Reports	\$.20 (printing)	101.02.2270.671.040	Note: May be subject to FOIA.
Including:	\$ 6.92 (Clerical)		
a. Assessment rolls	\$ 8.40 (Appraiser)		
b. Sale books	Minimum charge ¼ hour of preparer		
c. Property lists			
d. Value & tax lists			
All Land Splits and/or Combinations:			
Application for land split, with all parcels fronting on a public road			
First two tax parcels	\$100.00		
Each additional tax parcel	\$ 25.00		
Application for land split, where one or more tax parcels would not front on a public road			
First two parcels	\$150.00		
Each additional tax parcel	\$ 50.00		
Application for combinations			
Combination of two tax parcels	\$ 100.00		
Each additional tax parcel	\$ 10.00		
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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Bus Fares		588.21.1588.622.010	
a. Adults and children taller than the fare box	\$ 1.25		
b. Seniors and handicapped	\$.60		
c. Children shorter than the fare box	Free		
Passes		588.21.1588.622.030	
a. 12 Ride Punch	\$ 11.00		
	\$ 6.00 (seniors/handicapped)		
b. 48 Ride Punch	\$ 40.00		
	\$ 24.00 (seniors/handicapped)		
c. Student	\$ 32.00		
d. 10 Rides - Tele-transit	\$ 50.00		
	\$ 20.00 (seniors/handicapped)		
e. 20 Rides - Tele-transit	\$100.00		
	\$ 40.00 (seniors/handicapped)		
Tele-Transit		588.21.1588.622.010	
a. Senior and handicapped	\$ 2.00		
b. General public	\$ 5.00		Weekdays after 6:45 P.M.
c. General public	\$ 7.00		Weekdays before 6:45 P.M.
Reduced Fare Program - Identification card for seniors and handicapped individuals	\$ 2.00	588.21.1588.622.010	

**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.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Ambulance	\$ 25.00	101.12.2110.451.060	
Amusement Device	\$ 25.00	101.12.2110.451.080	
Auctioneers		101.12.2110.451.030	License and Permit Bond - \$2,000
a. One day license	\$ 15.00		
b. One year license	\$ 50.00		
Bowling Alleys		101.12.2110.451.100	
a. Annual fee	\$ 25.00		
b. Per alley	\$ 15.00		
Burning Permits		101.12.2110.451.090	
a. Bonfire	\$ 25.00		
b. Commercial	\$500.00		
c. Residential	\$ 25.00		
Carnivals and Shows		101.12.2110.451.100	\$500,000 CSL Comprehensive General Liability
a. First day	\$ 50.00		
b. Each additional day	\$ 25.00		

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cemeteries			
a. Grave openings and closings		101.12.2110.451.110	
1. Adult	\$325.00		
2. Child (12 and younger)	\$160.00		
3. Cremated remains	\$125.00		
4. Overtime	\$190.00		After 4pm Monday thru Friday, Saturday, Sunday and Holidays
b. Burial Lots		101.12.2110.451.120	
1. Per section	\$275.00		
2. Transfer title of lot	\$ 25.00		
Circuses	\$150.00/day	101.12.2110.451.100	\$500,000 CSL Comprehensive General Liability
City Charter	\$ 15.00	101.12.2110.671.040	
Codified Ordinance Book	\$160.00	101.12.2110.671.040	
a. Replacement pages	\$ 30.00		
Commercial Redevelopment		101.12.2110.451.020	
a. Exemption certificate application	\$150.00		
b. Request for district	\$200.00		
Copying Charge	\$.10/page	101.12.2110.671.040	
Elections		101.12.2110.671.040	
a. Registration Lists	\$.10/page		
b. Turnout Reports	\$.10/page		
c. Voter Disk or CD	\$ 20.00		
d. Labels	\$.021/label		
e. Labor	\$ 4.34¹/₄ hour		

CITY CLERK
Business Unit 2110 (continued)

Descriptions	Current Charges	Account Credited	Additional Requirements/Insurance
Fee, Bond and Insurance Schedule		101.12.2110.671.040	
a. Full Booklet	\$ 20.00		May waive fee for students
Freedom of Information		101.12.2110.671.040	
a. Clerk Labor	\$ 4.61¹/₄ hr.		
b. Copy rate	\$.10/page		
c. Postage	Current rate		
d. Cassette (dubbing)	\$ 2.00		
Gas Stations		101.12.2110.451.100	
a. Annually - per pump	\$ 20.00		
Going Out of Business	\$ 50.00/30 days	101.12.2110.451.100	Only two extensions allowed
a. Extensions	\$ 50.00 each		
Housing Code	\$ 15.00	101.12.2110.671.040	
House Trailers	\$ 15.00	101.12.2110.451.100	Maximum allowed - six weeks
Industrial Facilities		101.12.2110.451.020	
a. Exemption certificate application	\$150.00		
b. Request for abatement district	\$200.00		
Limousines		101.12.2110.451.050	
a. Annual fee	\$ 35.00		\$100,000 per person - Bodily Injury
b. Inspection fee	\$ 20.00/vehicle		\$300,00 per accident - Bodily Injury
c. Replacement tag	\$ 15.00/vehicle		\$100,000 per accident - Property Damage or \$300,000 Property Damage/Bodily Injury (Combined Single Limit)
Marriage License	\$ 25.00		

CITY CLERK
Business Unit 2110 (continued)

<u>Descriptions</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Mechanical Amusement Rides	\$ 15.00/ride/day	101.12.2110.451.100	\$500,000 CSL Comprehensive General Liability
Neighborhood Enterprise Zone		101.12.2110.671.040	
a. Application	\$ 25.00		
b. Transfer	\$ 20.00		
Notary Services	\$ 5.00	101.12.2110.671.040	
Obsolete Property			
a. Exemption certificate application	\$150.00	101.12.2110.451.020	
b. Request for abatement district	\$200.00		
Pawnbrokers		101.12.2110.451.100	
a. Annual fee	\$ 50.00		\$3,000 Bond with at least two sureties
b. Inspection fee	\$ 25.00		Mayor issues
Pictures	\$ 1.00 each	101.12.2110.671.040	
Pool and Billiard Halls		101.12.2110.451.100	
a. Annual fee	\$ 25.00		
b. Each table	\$ 15.00		
Precinct Maps		101.12.2110.671.040	
a. Combined Wards	\$ 15.00		
b. Individual Ward	\$ 5.00		

CITY CLERK
Business Unit 2110 (continued)

<u>Descriptions</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Refuse Haulers		101.12.2110.451.100	
a. Annual fee	\$100.00		\$1,000 Licensing/Permit Bond
b. Inspection fee	\$ 20.00/vehicle		\$500,000 CSL Comprehensive
c. Replacement tag	\$ 15.00/vehicle		General Liability \$500,000 Automobile Liability
Secondhand Goods/Junk Dealers	\$ 25.00/year	101.12.2110.451.100	Mayor issues
Shooting Galleries	\$ 25.00/year	101.12.2110.451.100	
Special Events		101.12.2110.451.130	
a. Picnic tables	\$ 25.00 each		
b. Parking spaces	\$ 0.50/space/day		
c. Clean-up by City	\$ 50.00/hr	101.22.4550.671.040	
d. Pole Banners	\$ 20.00 each	101.22.4550.671.040	Banners supplied by applicant
e. Street Banners	\$ 75.00 each	101.22.4550.671.040	Banners supplied by applicant
e. Reviewing stand	\$ 50.00	101.22.4550.671.040	
f. Risers	\$ 75.00	101.22.4550.671.040	
g. Barricades	n/c		Picked up and returned by applicant
Delivered/picked up by DPW	\$ 50.00	101.22.4550.671.040	
Special Use Permit Petition	\$600.00	101.12.2110.451.130	
Taxi Cab Company		101.12.2110.451.050	
a. Annual fee	\$ 35.00		\$100,000 per person
b. Inspection fee	\$ 20.00/vehicle		\$300,000 per accident- Bodily Injury \$100,000 per accident -Property Damage OR
c. Replacement license fee	\$ 15.00/vehicle		\$300,000-Bodily Injury & Property Damage (Combined Single Limit)
Taxi Cab Drivers		101.12.2110.451.040	
a. Annual fee	\$ 25.00		Approval by Police Dept.
a. Replacement license	\$ 5.00		Fee includes background check (IChat)

CITY CLERK
Business Unit 2110 (continued)

Descriptions	Current Charges	Account Credited	Additional Requirements/Insurance
Theaters		101.12.2110.451.100	
a. Up to 500 seats	\$ 25.00		
b. 501 - 1,000 seats	\$ 40.00		
c. 1,001 and more seats	\$ 50.00		
Tree Trimmers	\$ 25.00/year	101.12.2110.451.100	\$1,000,000 CSL Comprehensive General Liability \$500,000 Automobile Liability
Used Motor Vehicle Sales Lot		101.12.2110.451.010	
a. New	\$100.00/year		
b. Renewal (rec'd prior to 9/15)	\$ 50.00/year		
Vendors		101.12.2110.451.070	\$1,000 License and Permit Bond
a. License fee	\$ 20.00/month		
Zoning Reclassification Petition	\$600.00	101.12.2110.451.100	

**CODE COMPLIANCE
Business Unit 8040**

Description	Current Charges	Account Credited	Additional Requirements/Charges
Housing Board of Appeals	\$ 20.00 second appeal	101.12.3870.671.040	No fee for first appeal
Dangerous Building appeal	\$ 35.00 second appeal	101.12.3870.671.040	No fee for first appeal
Vacant & Abandoned Structures**		101.12.8040.455.030	
a. Registration fee	\$ 25.00		
b. Monitoring fee	\$ 40.00/month		
c. Administrative Search Warrant	\$250.00		
<p>**Exemptions: To comply with the Vacant & Abandoned Structure Ordinance, non-profit agencies such as Neighborhoods, Inc., Habitat for Humanity and the Adventist Village will be required to register their properties but the registration and monitoring fees are waived by the City of Battle Creek.</p>			
Weed control	\$ 75.00 min/\$50.00 each add'l hr	101.12.5300.671.030	Includes 1 st hour of mowing
a. Administration fee	\$ 25.00		
Demolition	Cost incurred	101.12.3880.635.020	
a. Administration fee	\$125.00	101.12.3880.635.020	
b. Investigation fee	\$ 50.00	101.12.3880.635.020	
Property cleanup	Cost incurred	101.12.3880.671.110	
a. Administration fee	\$125.00	101.12.3880.671.110	
b. Investigation fee	\$ 50.00	101.12.3880.671.110	
Securing building			
a. Administration fee	\$125.00	101.12.3880.635.020	
b. Investigation fee	\$ 45.00	101.12.3880.635.020	
c. Cost to secure fee	\$ 30.00 minimum/ \$ 30.00/opening	101.12.3880.635.020	

**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; performs 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; creates invoices.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Annual Financial Report			
a. Full booklet	\$ 45.00	101.06.2290.671.040	
b. Per page	\$ 1.00		
Attachment to City employee Wages - garnishment	\$ 1.00	101.06.2290.671.040	
Budget			
a. Full booklet	\$ 25.00	101.06.2290.671.040	
b. Per page	\$ 1.00		
Capital Improvement Plan		101.06.2290.671.040	
a. Full booklet	\$ 55.00		
b. Per page	\$ 1.00		

**FIRE DEPARTMENT
Business Unit 3380**

The Fire Department is responsible for dispatching police and 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 service responses include pumping basements, lockouts, and animal removal in the absence of Animal Control Officers.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Basement Pump	\$ 50.00/hour	101.13.3380.671.040	
Burning Permits		101.13.3360.454.010	
a. Bonfires	\$ 25.00		
b. Commercial	\$500.00		
c. Residential	\$ 25.00		
False Alarms		101.14.3250.671.040	
a. First offense	\$ 10.00		
b. Second offense	\$ 25.00		
c. Each additional offense	\$ 50.00		
Fire Reports		101.13.3380.671.040	
a. Each page	\$.10		
b. Clerical fee	\$ 3.55/¼ hr		
c. Postage	Current Rate		
Hazardous Materials Response	\$ 50.00/hr	101.13.3380.671.040	Labor includes personnel and fringes; any other equipment used or damaged
Audio Tapes	\$ 21.00	101.15.3260.607.100	

**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Charges</u>
Map Production:			
a. ¼ section grid (36"x36")	\$ 15.00	671.10.9170.612.050	
b. Custom map (8 1/2" x 11")	\$ 15.00	671.10.9170.612.050	
c. Custom map/analysis (Any > 8 1/2" x 11")	\$ 50.00/hr	671.10.9170.612.050	Estimate provided - minimum 1 hour
CD ROM Production:			
a. Digital orthophotographs (16 per CD)	\$ 50.00	671.10.9170.612.050	
b. Coverages	\$ 50.00	671.10.9170.612.050	
c. Conversion of files	\$ 35.00/hr	671.10.9170.612.050	Estimate provided - minimum 1 hour
Meta data for GIS data	\$ 2.00 per coverage	671.10.9170.612.050	

**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirement/Insurance</u>
RESIDENTIAL			
BUILDING PERMIT FEES		101.12.3870.453.010	
Section 1. Administrative Fee			
a. Applies to all permits	\$ 50.00		
b. Re-inspection fee (see note above for applicability)	\$ 50.00		
c. Administrative Search Warrant	\$250.00		
Section 2. Plan Review - All New 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	101.12.3870.453.010	
b. Each add'l 500 sq. ft. or fraction thereof	\$ 15.00		
Section 3. Dwellings/Additions/Alterations & Pre-Manufactured Homes			
a. Zoning approval fee	\$ 20.00 minimum	101.12.3870.453.010	
b. Inspection fee per 100 sq. ft.	\$ 15.00/50.00 minimum		
c. Pre-manufactured homes per 100 sq.ft.	\$ 8.00		

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirement/Insurance
Section 4. Pre-Manufactured/State approved Structures in Mobile Home Parks		101.12.3870.453.010	
a. Site plan review	\$ 20.00		Compliance w/Mobile Home Commission Rules
b. Inspection fee	\$ 50.00		Existing foundation w/tie-down inspection
c. Inspection fee	\$100.00		New foundation w/tie-down inspection
Section 5. Garages, Decks, Porches, Shed and Polebarns		101.12.3870.453.010	
a. Zoning approval fee	\$ 20.00		
b. Inspection fee (0 to 600 sq. ft.)	\$100.00		
c. Inspection fee (per add'l 100 sq. ft.)	\$ 15.00		
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)		101.12.3870.453.010	
a. Inspection fee	\$ 50.00		
Section 7. Razing/Demolition or Removal of a Building		101.12.3870.453.050	
a. Inspection fee without basement	\$ 50.00		
b. Inspection fee with basement	\$100.00		
c. Sewer capping fee	\$ 15.00	590.24.1590.615.100	
d. Water service capping fee	\$ 15.00	590.24.1590.615.100	
Section 8. Relocation of Structures		101.12.3870.453.010	
a. Zoning approval fee	\$ 20.00		
b. Inspection fee dwellings and accessory buildings over 200 sq. ft.	\$ 50.00		

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Section 9. Swimming Pools, Spas & Hot Tubs (over 24 inches in depth) includes fence (if part of same application for pool)		101.12.3870.453.010	
a. Zoning approval fee	\$ 20.00/hr./\$10.00 minimum		
b. Inspection fee-above ground pool	\$ 50.00		
c. Inspection fee-in ground pool (Minimum \$40/inspection)	\$100.00		
Section 10. Safety, Pre-sale & Additional Inspections		101.12.3870.453.010	Pre-sale inspection only applicable if approved by the City Commission
a. Inspection fee Zoning approval fee	\$ 50.00/hr/\$50.00 minimum		
Section 11. Masonry Chimney/Fireplace		101.12.3870.453.010	
a. Inspection fee	\$100.00		
Section 12. Construction/Alteration started prior to Application For Permit (Applies to residential & commercial projects)			
a. Investigation Fee	\$ 50.00		This charge is in addition to all other fees associated with obtaining a permit.

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
COMMERCIAL AND INDUSTRIAL FEES		101.12.3870.453.010	
Section 13. Plan Review - New Construction			
a. First 500 square feet	\$100.00		
b. Each add' 500 square feet	\$10.00		
Section 14. Inspection Fee- Commercial & Industrial		101.12.3870.453.010	
a. Administrative fee inspection fee, maximum \$600.	\$ 50.00 minimum		or 20% of the total of plan review and
b. Zoning approval fee	\$ 20.00		A site plan review fee may be required in
c. Investigation fee	See Section 12		lieu of zoning fee.

COMMERCIAL/INDUSTRIAL INSPECTION FEE BASED ON USE GROUP PER SQUARE FOOT OF FLOOR AREA

A-162
A-2, A-3 & A-444
A-539
B40
E43
F-1, F-2 & H23
I-139
I-2 & I-461
I-355
M33
R-141
R-235
S-1, S-2, & U or unfinished/unoccupied space21
Unfinished basement08

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
Section 15. Minor Alterations not requiring architectural or engineered plans.		101.12.3870.453.010	
a. Administrative fee	\$80.00		
b. Inspection fee	\$80.00 minimum		One half of fee listed in Section 14
Section 16. Commercial/Industrial Demolition		101.12.3870.453.050	
a. Administrative fee	\$60.00		
b. Inspection Fee	\$.01/sq. ft minimum \$50.00		

-- 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		101.12.3870.453.030	
a. Application fee	\$50.00		
b. Special/safety/pre-sale inspection and investigations	\$50.00		
c. Additional/pre inspection	\$50.00		
d. Reinspection/Underground	\$50.00		
e. Final inspection	\$50.00		
f. Certificate fee	\$11.00		
g. Plan review (when required)	25% of calculated Building Plan Review Fee, required were 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
SERVICES			
a. Temporary service	\$21.00		
b. 0-800 AMP	\$21.00		
c. 801-1200 AMP	\$21.00		
d. Over 1200 AMP	\$53.00		
e. Transfer switch	\$53.00		
f. Sub or accessory panels	\$21.00		
g. Primary service	\$84.00		Includes initial transformer
TRANSFORMERS AND MOTORS			
a. Up to 50 KVA or H.P.	\$11.00		
b. Over 50 KVA or H.P.	\$21.00		
CIRCUITS			
a. Circuits or alteration to an existing circuit	\$ 5.00		
b. Dishwasher	\$ 5.00		
c. Furnace - Unit heater	\$ 5.00		
d. Radiant heat or baseboard	\$ 11.00/circuit		
e. Ranges	\$ 11.00		
f. Clothes dryers	\$ 11.00		
g. Water heaters	\$ 11.00		
h. Air conditioners/HVAC equipment	\$ 11.00		
i. Swimming pools, fountains, hot tubs	\$ 32.00		
j. Signs and neon	\$ 26.00/unit		
k. Fire alarms/nurse call system	\$ 53.00 (up to and including 10 devices)		
l. Fire alarms/signal(additional devices)	\$ 5.00		
m. Feeders/buss duct-per 50 ft.	\$11.00		

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
MISCELLANEOUS			
a. Retro fit lighting fixtures (per 25)	\$ 26.00		
b. Conduit or grounding only	\$ 42.00		
c. Underground inspection	\$ 50.00		
d. Work before Application	\$ 42.00		
e. Temperature Control – energy retrofit	\$ 47.00		
f. Data/Telecom	\$ 5.00		
g. Water/Well circuit	\$ 10.00		
h. Alternative Energy	\$ 50.00 (up to 10 KVA)		
Each add'l KVA	\$ 5.00		
 Moving/Wrecking	 \$ 50.00/year		 \$5000 Bond
A license may be issued excluding blasting, in this case, blasting may be excluded from XCU insurance			Comprehensive General Liability w/ XCU \$300,000/occurrence Bodily Injury \$500,000 Agg. + \$100,000 Property
Damage			 OR \$500,000/occurrence CSL

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
MECHANICAL PERMITS		101.12.3870.453.020	
a. Administration fee	\$ 50.00		
b. Residential heating system (Includes duct & pipe)	\$ 50.00		
c. Gas/Oil Burning Equipment - New and/or conversion units	\$ 32.00		
d. Residential Boiler	\$ 32.00		
e. Water heater	\$ 5.00		
f. Combination HVAC unit	\$ 50.00		
g. Flue/Vent Damper	\$ 5.00		
h. Solid Fuel Equip.-includes chimney & Gas burning fireplace	\$ 32.00		
i. Chimney, factory built - installed separately	\$ 26.00		
j. Solar - set of 3 panels (includes piping)	\$ 21.00		
k. Gas piping-each opening New installation	\$ 5.00/\$15.00 minimum		
l. Air conditioning (includes split systems)	\$ 32.00		
m. Heat pumps-complete residential	\$ 32.00		
n. Bath/kitchen/laundry exhaust	\$ 5.00/\$15.00 minimum		
o. Tanks - 14 aboveground	\$ 21.00		
p. Tanks - 15 underground	\$ 26.00		
q. Humidifiers	\$ 11.00		
r. Process Piping	\$ 00.05/ft/\$30.00 minimum		
s. Piping-radiant in floor	\$.02/ft/\$30.00 minimum		

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Mechanical Permits - continued:		101.12.3870.453.020	
r. Duct	\$.11/ft/\$11.00minimum		
s. Heat pumps - Commercial	\$ 20.00		
Roof top heating & cooling units	\$ 11.00		Pipe not included
t. Air Handlers/Heat Wheels			
1. Under 10,000 CFM	\$ 21.00		
2. Over 10,000 CFM	\$ 63.00		
u. Commercial Hoods	\$ 60.00		Duct not included
v. Heat Recovery Units	\$ 11.00		
w. V.A.V. Boxes	\$ 11.00		
x. Unit Ventilators	\$ 11.00		
y. Unit Heaters - Terminal Units	\$ 16.00		
z. Fire Suppression/Protection	\$ 00.75/head / \$20.00 minimum		
aa. Evaporator Coils	\$ 32.00		
bb. Refrigeration (Split System)	\$ 32.00		
cc. Chiller	\$ 32.00		
dd. Cooling Towers	\$ 32.00		
ee. Compressor	\$ 32.00		
ff. Special/safety/pre-sale inspection	\$ 50.00		
gg. Additional/underground Inspection	\$ 50.00		
hh. Final inspection	\$ 50.00		
ii. Certification fee	\$ 11.00		
jj. Plan review (when required)	25% of calculated Building Plan Review Fee, required for commercial projects with conditioned space and others with unusual designs.		
kk. Investigation	\$50.00		
ll. Work done before application	\$42.00		
mm. Geothermal loop	\$30.00		

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
PLUMBING PERMIT		101.12.3870.453.040	
a. Application fee	\$ 50.00		
b. Safety Inspection	\$ 50.00		
c. Plan review (when required)	25% of calculated Building Plan Review Fee, required for commercial projects with plumbing systems and others with unusual designs.		
d. Underground Inspection	\$ 50.00		
e. Final Inspection	\$ 50.00		
f. Investigation Fee	\$ 50.00		
Fixtures and Water Piping			
a. Water conditioning equipment	\$ 5.00 each	k. Sump pumps and ejectors	\$ 5.00 each
b. Laundry tray	\$ 5.00 each	l. Sewer/private-per 100 ft.	\$ 11.00
c. Laundry hook-up	\$ 5.00 each	m. Sewer/municipal-per 100 ft.	\$ 11.00
d. Toilet	\$ 5.00 each	n. Storm sewer	\$ 11.00
e. Sink or lavatory	\$ 5.00 each	o. Drain/building-per 100 ft.	\$ 11.00
f. Shower or bathtubs	\$ 5.00 each	p. Drain/miscellaneous	\$ 5.00 each
g. Other miscellaneous fixtures, (See section VII on plumbing permit)	\$ 5.00 each	q. Stacks - all	\$ 11.00 each
h. Water Service-per 100 ft.	\$ 11.00 each	r. Air admittance valves	\$ 5.00 each
i. Water distribution-per 100 ft.	\$ 5.00 each	s. Catch basins-manholes - Downspouts & roof drains	\$ 10.00 each
j. Fire system water service-per 100 ft.	\$ 11.00 each	t. Underground inspections	\$ 50.00

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Backflow Prevention Devices		101.12.3870.453.040	
a. Irrigation systems/Lawn sprinklers	\$ 16.00 each		
b. Boiler connections/Miscellaneous	\$ 16.00 each		
Other Miscellaneous			
a. Medical Gas Piping	\$ 32.00/hr/\$40.00 minimum		
b. Certificate fee	\$ 11.00		
c. Work started before application	\$ 42.00		
SIGN PERMITS		101.12.3870.453.060	
Portable/temporary			
Administration Fee	\$ 25.00		
Zoning Approval	\$ 15.00		
Inspection Fee	\$ 25.00		
Permanent Signs			
Administration Fee	\$ 50.00		
Zoning Approval	\$ 25.00		
Inspection Fee - First \$1000 of cost	\$ 50.00		
Inspection Fee - each add'l \$1000 of cost	\$ 20.00		
ZONING PERMITS		101.12.3870.453.070	For fences less than 6' high, residential accessory structures less than 200 sq ft in area, and commercial accessory structures less than 120 sq ft in area.
a. Administration fee	\$ 30.00		
b. Zoning Approval	\$ 10.00		
c. Inspection Fee	\$ 40.00		
d. Motor Home Parking permit	\$ 40.00		

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

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
LICENSE REGISTRATION FEES			
<u>Electrical</u>			
License Registration	\$ 15.00	101.12.3870.453.100	
<u>Plumbing</u>			
License Registration	\$ 15.00	101.12.3870.453.010	
<u>Mechanical</u>			
License Registration	\$ 15.00	101.12.3870.453.210	
<u>Building</u>			
License Registration	\$ 15.00	101.12.3870.453.090	
<u>Demolition</u>			
Demolition License	\$ 50.00	101.12.3870.453.090	
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.

INSPECTION DIVISION
Business Unit 3870 (continued)

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
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LEAD INSPECTION SERVICES FEE SCHEDULE

Lead survey definition: A walk through visual inspection, identifying potential hazards and how they may be remedied. **Fee: \$50.00**

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**

Paint Test Definition: The process of determining the presence or absence of lead-based paint on deteriorated main surfaces or painted surfaces to be disturbed or replaced. **Fee: \$200.00**

Lead Risk Assessment - Residential

Risk assessment definition:

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. **Fee: \$500.00****

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**

24-hour service add - **Fee: \$75.00**

Additional dust or soil samples taken while on site - **Fee: \$10.00/sample

* 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.

NEIGHBORHOOD SERVICES
Business Unit 8041

The Neighborhood Services Department is responsible for enforcing the City of Battle Creek Rental Housing Program. This department is involved in registering and inspecting rental properties in addition to issuing rental permits to rental properties that meet required minimum housing standards.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Charges</u>
Rental Registration			
a. Voluntary	\$ 25.00	101.12.8041.453.120	
b. Solicited by City	\$ 50.00	101.12.8041.453.120	
Rental Inspection / Unit			
a. Voluntary Registration	\$ 10.00	101.12.8041.453.120	
b. Solicited by City	\$ 30.00	101.12.8041.453.120	
Rental Registration Renewal			
a. Voluntary	\$ 25.00	101.12.8041.453.120	
b. Late	\$ 50.00	101.12.8041.453.120	
Lockouts	\$ 30.00	101.12.8041.453.120	
Administrative Search Warrant	\$250.00	101.12.8041.453.120	
Housing Board of Appeals	\$ 20.00 second appeal	101.12.8041.453.120	No fee for first appeal

PARKS AND RECREATION DEPARTMENT
Business Unit 6760

Description	Current Charges	Account Credited	Additional Requirements/Insurance
AABC Junior Baseball		101.16.6790.630.070	
a. Willie Mays, Pee Wee Reese, Sandy Koufax, Roberto Clemente	\$ 700.00/team		
b. Connie Mack, _____	\$ 500.00/team		
c. Micky Mantle	\$ 600.00/team		
Adult Stan Musial Baseball			
a. Team	\$1,885.00/team	101.16.6790.630.070	
Baseball/Softball Connection	\$ 35.00	101.16.6790.630.070	
Challenger Soccer Camp	\$ 65.00/\$80.00/\$105.00	101.16.6790.630.070	
Claude Evans High School Basketball League	\$ 250.00/team	101.16.6790.630.070	
Claude Evans Drop-In Basketball	\$ 50.00	101.16.6790.630.070	

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Floor Hockey 7 - Junior	\$ 35.00/\$350.00	101.16.7162.630.090	Individual/Team Fees
Tiny Tot Floor Hockey	\$ 25.00	101.16.7162.630.090	
Adult Floor Hockey	\$ 350.00/team	101.16.7162.630.090	
International Floor Hockey Tournament	\$ 100.00	101.16.7162.630.090	
Indoor Playground	\$ 2.00	101.16.7162.630.090	drop-in fee
Indoor Soccer	\$ 25.00	101.16.7162.630.090	
Youth Basketball	\$ 34.00	101.16. 7162.630.090	
Just for Kids	n/c	101.16.6770.630.060	
Kidventure Camp	\$ 750.00/\$125.00	101.16.7162.630.090	
Little Tike T-Ball	\$ 31.00	101.16.6790.630.070	
New Years Splash	\$ 14.00	101.16.6770.630.060	
NFL Flag Football	\$ 45.00	101.16.6790.630.070	
Pepsi Pitch, Hit and Run	n/c	101.16.6790.630.070	
Punt, Pass & Kick-Free	n/c	101.16.6790.630.070	
Skate With Us I	\$ 90.00	101.16.6790.630.070	
Skate With Us II	\$ 90.00	101.16.6790.630.070	\$115.00 for specialty skaters

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Skills and Drills Baseball	\$ 85.00	101.16.6790.630.070	
Softball Fall Slowpitch		101.16.6790.630.070	
a. 8 Games	\$585.00		
b. 16 Games	\$935.00		
Softball Summer Slowpitch		101.16.6790.630.070	
a. 8 Games	\$585.00		
b.16 Games	\$935.00		
Soccer I	\$ 40.00	101.16.6790.630.070	
Soccer II	\$ 40.00	101.16.6790.630.070	
Softball Girls 14 & Under Fast Pitch (8th grade)	\$400.00	101.16.6790.630.070	
Softball Women's Fast Pitch (9th grade & up)	\$500.00	101.16.6790.630.070	
Spring Break Blast Off	\$125.00	101.16.7162.630.090	
Start Smart Bball	\$ 25.00	101.16.7162.630.090	
Tennis Instruction USA 123	\$ 30.00	101.16.6790.630.070	
Tennis City Championship Singles	\$ 18.00	101.16.6790.630.070	

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Tennis City Championship Doubles	\$ 24.00	101.16.6790.630.070	
Volleyball Camp	\$ 70.00	101.16.7162.630.090	
Youth Cheerleading	\$ 60.00	101.16.7162.630.090	
Youth Volleyball	\$45.00	101.16.7022.6231.630.090	
Water Aerobics	\$ 36.00/month	101.16.7022.6236.630.090	
Jr. High Basketball	\$300.00/team	101.16.7022.6510.630.070	
Smart Start Tennis	\$ 25.00	101.16.7022.6263.630.090	
Basketball University	\$ 30.00	101.16.7022.6263.630.090	

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
<u>BAILEY PARK</u>			
Diamond Rental		101.16.7050.630.020	
a. C. O. Brown Stadium	\$575.00		Includes all refit, supervision and clean-up
b. Nichols Field	\$520.00		Includes all refit, supervision and clean-up
c. Morrison Field	\$500.00		Includes all refit, supervision and clean-up
d. Diamond #9	\$155.00		Includes all refit, supervision and clean-up
e. Convis Field	\$240.00		Includes all refit, supervision and clean-up
f. Flannery Field	\$240.00		Includes all refit, supervision and clean-up
Gate Fees		101.16.7050.630.020	
a. C. O. Brown Stadium	\$100.00		Per team, per tournament
b. Nichols Field	\$100.00		Per team, per tournament
c. Morrison Field	\$100.00		Per team, per tournament
d. Diamond #9	\$100.00		Per team, per tournament
e. Convis Field	\$100.00		Per team, per tournament
f. Flannery Field	\$100.00		Per team, per tournament
Scoreboards		101.16.7050.630.020	
a. C. O. Brown Stadium	\$ 15.00		
b. Nichols Field	\$ 10.00		
c. Morrison Field	\$ 10.00		
d. Convis Field	\$ 5.00		
e. Flannery Field	\$ 5.00		
Lighting		101.16.7050.630.020	
a. C. O. Brown Stadium	\$ 60.00		
b. Nichols Field	\$ 40.00		
c. Morrison Field	\$ 40.00		
d. Convis Field	\$ 25.00		
e. Flannery Field	\$ 25.00		

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (Continued)

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Temporary Fencing		101.16.6810.630.020	
a. C. O. Brown Stadium	\$100.00		
b. Nichols Field	\$100.00		
c. Morrison Field	\$100.00		
d. Convis Field	\$100.00		
e. Flannery Field	\$100.00		
 <u>BINDER PARK GOLF COURSE</u>			
Green Fees			
a. Weekends			
9 holes	\$ 13.00	584.16.6970.623.010	
18 holes	\$ 23.00	584.16.6970. 623.020	
27 holes	\$ 32.50	584.16.6970.623.030	
b. Weekdays			
9 holes	\$ 12.00	584.16.6970.623.010	
18 holes	\$ 21.00	584.16.6970.623.020	
27 holes	\$ 29.50	584.16.6970.623.030	
9 hole (league)	\$ 12.00	584.16.6970.623.040	
Green Fees – Jr./Sr.		584.16.6970.623.050	
a. 9 holes	\$ 7.75		Mon-Fri before 2pm, Sat/Sun after 4pm
b. 18 holes	\$ 12.50		
c. 27 holes	\$ 16.50		
Three Hole Course		584.16.6970.623.090	
a. 3 holes	\$ 3.50		
First Tee Program		584.16.6970.623.060	Requires First Tee membership card
a. 3 holes	\$ 2.50		
b. 9 holes	\$ 5.50		
c. 18 holes	\$ 10.00		

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Memberships - Golf			
Single	\$550.00	584.16.6970.623.220	
Couples	\$765.00	584.16.6970.623.210	
Senior	\$445.00	584.16.6970.623.240	
Senior Couples	\$630.00	584.16.6970.623.250	
Family	\$895.00	584.16.6970.623.200	
Junior	\$225.00	584.16.6970.623.230	
School	\$300.00	584.16.6970.623.260	
Ltd. Single	\$425.00	584.16.6970.623.270	(Mon-Fri before 2 p.m.)
Ltd. Couple	\$565.00	584.16.6970.623.280	(Mon-Fri before 2 p.m.)
Range and Practice Holes			
Non-golf members		584.16.6970.623.090	
Single	\$225.00		
Couple	\$275.00		
Family	\$325.00		
Golf Members		584.16.6970.623.090	
Single	\$125.00		
Couple	\$175.00		
Family	\$225.00		
Range		584.16.6970.623.100	
Regular bucket	\$ 3.50		
Large bucket	\$ 6.00		
Jumbo bucket	\$ 8.50		
Carts		584.16.6970.623.300	
3 holes	\$ 2.00		
9 holes	\$ 7.00		
18 holes	\$ 13.00		
27 holes	\$ 18.00		
9 holes Sr./Jr.	\$ 6.00		Mon-Fri before 2pm, Sat/Sun after 4pm

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
18 holes Sr./Jr.	\$ 12.00		Mon-Fri before 2pm, Sat/Sun after 4pm
27 holes Sr./Jr.	\$ 16.50		Mon-Fri before 2pm, Sat/Sun after 4pm
Golf Equipment			
Pull carts	\$ 2.00	584.16.6970.623.310	
Clubs and accessories	n/a	584.16.6970.623.320	Contact Pro Shop for rates
Facility Rentals			
Picnic Shelter/Pavilion	n/a		Contact Pro Shop for rates
Club House	n/a		Contact Pro Shop for rates
First Tee Building	n/a		Contact Pro Shop for rates
<u>FULL BLAST</u>			
Sports Forum			
Memberships			
Fitness membership (3 months)	\$ 99.00	101.16.7175.630.360	individuals/city employees
Fitness membership (12 months)	\$250.00	101.16.7175.630.380	
Corporate fitness membership	\$220.00		Eight person minimum
Active membership	\$150.00		
Walk and play pass	\$ 10.00		Monthly
Facilities Rental			
Gymnasiums (1,2,3)	\$15.00/\$35.00	101.16.7170.630.320	Depending on user group
Mall (left, right, center)	\$15.00/\$35.00		Depending on user group
Auditorium	\$50.00/\$150.00		Depending on media use
Conference Room	\$12.00/\$35.00		Depending on user group
Batting Cages	\$ 6.00/\$12.00		Half hour/Hourly rates
Golf Nets	\$ 6.00/\$12.00		Half hour/Hourly rates
Equipment Rental			
Tables	\$ 5.00	101.16.7170.630.320	per unit, Included in \$150.00 Auditorium rate

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Chairs	\$ 0.50		per unit, Included in \$150.00 Auditorium rate
Multi-media package	Inc.		Included in \$150.00 Auditorium rate
End of School Year I		101.16.7163.630.200	
Participants (50-74)	\$5.75/\$14.00		Regular/Superblast admissions
Participants (75-124)	\$5.50/\$13.50		Regular/Superblast admissions
Participants (125-249)	\$5.25/\$13.00		Regular/Superblast admissions
Participants (250+)	\$5.00/\$12.50		Regular/Superblast admissions
End of School Year II		101.16.7163.630.200	
Participants (50-74)	\$8.50/\$15.00		Regular/Superblast admissions, 2 pools
Participants (75-124)	\$8.25/\$14.50		Regular/Superblast admissions, 2 pools
Participants (125-249)	\$8.00/\$14.00		Regular/Superblast admissions, 2 pools
Participants (250+)	\$7.75/\$13.50		Regular/Superblast admissions, 2 pools
Summer		101.16.7163.630.200	
Participants (50-74)	\$8.50/\$11.50		Regular/Superblast admissions, 2 pools
Participants (75-124)	\$8.25/\$11.50		Regular/Superblast admissions, 2 pools
Participants (125-249)	\$8.00/\$10.50		Regular/Superblast admissions, 2 pools
Participants (250+)	\$7.75/\$10.00		Regular/Superblast admissions, 2 pools
Birthday Parties		101.16.7163.630.280	
Indoor (year-round)	\$ 110.00		charge per group, 15 person minimum
Outdoor (Memorial-Labor day)	\$ 17.00		per person, 12 person minimum
Lock-Ins		101.16.7163.630.290	
Participants (100 person minimum)	\$45.00/\$60.00		Depending on package selected
Chaperones	\$ 5.00		
Company/Group Picnic		101.16.7163.630.210	
Participants (100 person minimum)	\$16.00/\$22.00		Depending on package selected

PARKS AND RECREATION DEPARTMENT
Business Unit 6760 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
After Hours		101.16.7163.630.290	
Participants (100 person minimum)	\$ 25.00/\$30.00		Depending on package selected
Chaperones	\$ 5.00		
Flash Flood			
Admission Fees			
General Admission	\$ 9.00	101.16.7160.630.130	
Superblast	\$ 12.00	101.16.7160.630.110	
Season pass	\$ 65.00	101.16.7160.630.100	Single
Season pass	\$220.00	101.16.7160.630.100	Family 4 pack
Attractions			
Rides	\$ 2.00	101.16.7160.630.160	
Water Wars	\$ 1.00	101.16.7160.630.170	
Equipment Rental			
Lockers	\$ 5.00	101.16.7160.630.310	\$3.00 refundable deposit with return of key
Life Jackets—	\$ 5.00	101.16.7160.630.130	\$3.00 refundable deposit w/ return of jacket
<u>WILLARD BEACH</u>			
Admission Fee	\$ 2.00/5.00	101.16.7100.631.040	Individual/Vehicle (3 or more)
Pavilion	\$ 50.00	101.16.7100.631.030	Per row, per use (Includes admission for 50)
Sailing/Slip Rental	\$ 135.00	101.16.7100.631.010	
Facilities/Restrooms	\$ 25.00	n/a	Fully refundable deposit
<u>PARK FACILITIES</u>			
Facilities/Restrooms	\$ 25.00	n/a	Fully refundable deposit
Picnic tables	\$ 25.00	City Clerk	Per table, community events only
Reviewing stand	\$ 15.00	City Clerk	Per use, community events only
Athletic Equipment	n/a		Must be approved by P & R Director

**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Planned Unit Residential Development	\$600.00	101.12.2110.451.160	
Planning and Zoning Map			Available on city's web site
Planning and Zoning Ordinance			Available on city's web site
Plats			
a. Filing Fee	\$250.00		
b. Per Lot	\$ 25.00		
Site Condo			
a. Filing Fee	\$250.00		
b. Condo review fee-per site	\$ 20.00		
Special Use Permits	\$600.00	101.12.2110.451.160	
Telecommunications Towers			
a. Administrative Review/Collocation	\$ 75.00	101.12.8020.455.020	
Zoning Board of Appeals		101.12.8150.455.020	
a. Residential	\$100.00		
b. Commercial/Industrial	\$200.00		
Zoning Reclassifications	\$600.00	101.12.2110.451.160	
Street/Alley/ROW Vacations	\$300.00		
Site Plan Review	\$150.00		For properties under 5 acres
	\$250.00		For properties over 5 acres

**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, Operation Identification, Police Cadets, School Liaison Officers, Adult School Crossing Guards and Code Enforcement.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Alarm Permits		101.14.3210.452.070	
a. First permit	\$ 35.00		
b. Second permit	\$ 40.00		
c. Each additional permit	\$ 55.00		
False Alarm Charges		101.14.3210.452.110	
a. First Alarm	\$ 20.00		
b. Second Alarm	\$ 40.00		
c. Each additional Alarm	\$ 80.00		

**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
<u>PERSONNEL COSTS:</u>			
a. Police Officer	\$ 25.36	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
Overtime	\$ 38.04		
b. Police Sergeant	\$ 27.55	101.14.3250.703.030	
Overtime	\$ 41.32		
c. Police Detective	\$ 26.68	101.14.3250.703.030	
Overtime	\$ 40.02		
d. Forensic Tech	\$ 23.54	101.14.3250.703.030	
Overtime	\$ 35.31		
e. Forensic Specialist	\$ 26.68	101.14.3250.703.030	
Overtime	\$ 40.02		
f. Word Processor/Typist	\$ 16.74	101.14.3250.703.030	
Overtime	\$ 25.11		
g. Firefighter	\$ 17.37	101.13.3380.703.030	
Overtime	\$ 26.06		
h. Fire Lieutenant	\$ 19.10	101.13.3380.703.030	
Overtime	\$ 28.65		
i. Fire Captain	\$ 20.42	101.13.3380.703.030	
Overtime	\$ 30.63		
<u>VEHICLE COSTS:</u>			
a. Police vehicles	\$ 12.50/hr/vehicle	101.14.3250.3940.060	
b. Fire vehicles	\$110.00/hr/vehicle	101.13.3380.606.040	

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

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
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	
Blood Test	\$ 75.00	101.14.3250.627.020	
OUIL Accident Scene Investigation	\$ 50.00	101.14.3250.627.020	
Fire Apparatus Response	\$110.00	101.13.3380.606.040	

**POLICE DEPARTMENT
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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
TESTS:		101.14.3250.671.040	
a. Court-Ordered PBT Test	\$ 12.00		
b. Court-Ordered Breathalyzer Test	\$ 15.00		
c. Narcotics testing - outside agencies	\$ 25.00	101.14.3250.671.040	

**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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Precious Metal and Gold Permits	\$ 60.00	101.14.3070.451.150	Annually

**POLICE DEPARTMENT
MANAGEMENT SERVICES
Business Unit 3210 (continued)**

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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Fingerprint processing (ST/FED combined)	\$ 20.00	101.14.3210.452.020	Add'l \$49.25 State-mandated charge
Accident reports	\$ 10.00	101.14.3210.452.040	
Criminal checks	\$ 15.00	101.14.3210.452.030	Includes Notary fee
Bicycle licenses	\$ 4.00	101.14.3210.452.040	
Police reports			
a. Clerical fee	\$ 4.18 per ¼ hr.	101.14.3210.452.040	
b. Copy fee	\$.10		
c. Postage	Current rate		
Notary fee	\$ 5.00	101.14.3210.452.040	
Photograph development		101.14.3060.671.040	
a. Per set of three pictures	\$ 20.00		
b. Singles	\$ 7.00		
c. Disk format	\$ 20.00		
Video tapes	\$ 25.00	101.14.3060.671.040	
a. Editing fee	\$ 20.00 per hr.	101.14.3060.671.040	

**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 12 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, as well as fees for tokens, leases and special event parking.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Parking Structures			All parking related revenues and expenses are administered by AMPCO Parking Services
a. First hour	Free		
b. Each additional hour	\$0.50		
c. Maximum	\$3.50/day		
Monthly Permits	Up to \$50.00/vehicle		
Honor Boxes	\$0.25/hr		
Special Events	\$1.00 to \$5.00/vehicle		

**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/Charges
Right of Way Permits		591.23.4440.632.010	
Residential/Commercial			
a. Curb cuts, driveways, etc.	\$ 60.00 each		
b. Lane/road closures, obstructions	\$ 100.00 each		
c. Street Cut Penalty	\$ 1,000.00 each	101.26.4450.632.020	
DPW Document Copies	\$ 15.00	591.23.4440.671.040	
(Maps 18" X 24" and larger)			
DPW GIS MAP Production		591.23.4440.671.040	
Custom Map (8½" X 11")	\$ 15.00		
Custom Map (>8½" X 11")	\$ 50.00/hr/\$50.00 minimum		Estimate provided
Water Service			
Installation		591.23.1591.616.230	
a. Residential (¾" or smaller water meter)	\$ 2,420.00		Extenuating circumstances may require a T&M fee instead of a flat residential fee
b. Other	Time and materials		
Capacity		591.23.1591.616.230	
a. Residential (¾" or smaller water meter)	\$ 385.00		
b. 1" meter	\$ 645.00		
c. 1 ½ " meter	\$ 1,290.00		
d. 2" meter	\$ 2,060.00		
e. 3" meter	\$ 3,860.00		
f. 4" meter	\$ 6,430.00		
g. 6" meter	\$12,865.00		
h. 8" meter	\$20,580.00		

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

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Charges</u>
Sewer Services (Sanitary)		590.24.1590.615.110	
Installation			
a. Residential (¾" or smaller water meter)	\$2,420.00		Certain extenuating circumstances may require a T&M fee instead of a flat residential fee
b. Other	Time and materials		
Capacity:		590.24.1590.615.110	
a. Residential (¾" or smaller water meter)	\$ 595.00		
b. 1" meter	\$ 990.00		
c. 1 ½" meter	\$ 1,985.00		
d. 2" meter	\$ 3,175.00		
e. 3" meter	\$ 5,950.00		
f. 4" meter	\$ 9,920.00		
g. 6" meter	\$19,850.00		
h. 8" meter	\$30,870.00		
Sewer Services (Storm)			
Installation			
a. All	Time and materials	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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Charges</u>
Dog/Cat Licenses			
a. Non-neutered	\$ 20.00	101.14.3230.452.060	
b. Neutered	\$ 3.00	101.14.3230.452.060	
c. Non-neutered/leader dog and Police tracking dog	Free		
d. Late charges	\$ 2.00	101.14.3230.452.060	
e. Replacement fee	\$.50	101.14.3230.452.060	
Kennel Licenses			
a. Less than 11 dogs	\$ 10.00/per dog	101.14.3230.452.060	
b. Eleven or more dogs	\$ 25.00/per dog	101.14.3230.452.060	
c. Late charge	Double original fee	101.14.3230.452.060	
Bad Checks	\$ 25.00	101.03.2540.671.040	
Late fee on City miscellaneous invoices	1.50%/month/maximum	(Invoicing dept #) 664.090	

WATER 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.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Insurance</u>
Delinquent turn-on charge	\$ 50.00	591.23.1591.616.010	
Frozen or broken meter charge		591.23.1591.616.010	
a. 5/8" meter	\$ 124.00		
b. 3/4" meter	\$ 168.00		
c. 1" meter	\$ 222.00		
d. 1 1/2 " meter	\$ 977.00		
e. 2" meter	\$1,413.00		
f. 3" meter	\$2,120.00 - \$3,004.00		
g. 4" meter	\$3,114.00 - \$4,076.00		
h. 6" meter	\$4,336.00 - \$8,050.00		
i. 8" meter	\$6,561.00		
Off Hours frozen water service line thaw (Regular Business hours 7:30 a.m. – 4:00 p.m.)	\$ 200.00 per incident	591.23.1591.616.010	
Monthly Water Commodity Charge		591.23.1591.616.010	Rate per 100 cubic feet
	1/1/10-12/31/10-	1/1/11 – 12/31/11	
a. All metered water purchased (0 up to 4,410,000 cf)	\$1.29	\$1.32	
b. All metered water purchased (4,410,000 up to 11,000,000 cf)	\$0.63	\$0.64	
c. All metered water purchased (above 11,000,000 cf)	\$0.95	\$0.97	

WATER BILLING
Business Unit 5570 (continued)

Water Readiness Charge - monthly		591.23.1591.616.010
	1/1/10-12/31/10-	1/1/11 – 12/31/11
a. 5/8” meter	\$ 7.41	\$ 7.59
b. 3/4” meter	\$ 9.30	\$ 9.52
c. 1” meter	\$ 13.07	\$ 13.37
d. 1 ½ “ meter	\$ 22.49	\$ 22.99
e. 2” meter	\$ 33.80	\$ 34.54
f. 3” meter	\$ 60.19	\$ 61.49
g. 4” meter	\$ 97.89	\$ 99.99
h. 6” meter	\$192.14	\$196.24
i. 8” meter	\$305.24	\$311.74
j. 10” meter	\$437.19	\$446.49
k. Over 10”	Calculated at the time of permit	

Fire Sprinkler Charge (by meter size) - monthly		591.23.1591.616.010
	1/1/10-12/31/10-	1/1/11 – 12/31/11
a. 2” meter	\$ 5.53	\$ 5.67
b. 3” meter	\$10.36	\$10.62
c. 4” meter	\$17.28	\$17.72
d. 6” meter	\$34.55	\$35.41
e. 8” meter	\$55.30	\$56.68
f. 10” meter	\$79.50	\$81.48

- Hydrant meter fees: 591.23.1591.616.010
- a. **Garden Hose Sizes Hydrant Meter ¾” – 1”:** **\$212.48** - This includes a \$50.00 established setting fee each set, \$12.78 readiness charge first 30 days (over 30 days see below) and \$150.00 Security deposit
 - b. Readiness Charges over 30 days shall be \$ 0.43 per day up to a maximum of \$12.78 per 30 day period
 - c. **Fire Hose Sizes Hydrant Meter 2” – 3 1/2 “:** **\$233.13** - This includes a \$50.00 established setting fee, \$33.13 readiness charge first 30 days (over 30 days see below) and \$150.00 Security deposit*)
 - d. Readiness Charges over 30 days shall be \$1.10 per day up to a maximum of \$33.13 per 30 day period.

WATER BILLING
Business Unit 5570 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Sewer charge/100 cubic feet	\$ 2.01	590.24.1590.615.010	
Sewer Readiness Charge - monthly (inside City and outside City customers billed by City)		590.24.1590.615.010	
	Effective 7/1/10		
a. 5/8" meter	\$ 10.15		
b. 3/4" meter	\$ 13.39		
c. 1" meter	\$ 19.87		
d. 1 1/2 " meter	\$ 36.07		
e. 2" meter	\$ 55.51		
f. 3" meter	\$100.87		
g. 4" meter	\$165.67		
h. 6" meter	\$327.67		
i. 8" meter	\$522.07		
j. 10" meter	\$748.87		
Sewer Readiness Charge - monthly (outside City performing their own billing)		590.24.1590.615.010	
	Effective 7/1/10		
a. 5/8" meter	\$ 6.48		
b. 3/4" meter	\$ 9.72		
c. 1" meter	\$ 16.20		
d. 1 1/2 " meter	\$ 32.40		
e. 2" meter	\$ 51.84		
f. 3" meter	\$ 97.20		
g. 4" meter	\$162.00		
h. 6" meter	\$324.00		
i. 8" meter	\$518.40		
j. 10" meter	\$745.20		
Monitoring Charge	\$ 89.80/sample		

WATER BILLING
Business Unit 5570 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BOD and Suspended Solids Charges			
	7/1/10 – 6/30/11		
BOD Charge (per pound)	\$.1574		
Suspended Solids Charge (per pound)	\$.2118		
Sewer Customer Only (no water service)			
		590.24.1590.615.010	
Customer charge is based on 750 cubic feet per month commodity charge, readiness to serve charge (same as outside City performing their own billing for 5/8" meter) and bill processing fee.			
Bill Processing charge			
	7/1/2010 – 6/30/2011		
	\$ 1.00		
Garbage Rates (based on 30 days)			
	Effective 4/1/10 – 3/31/11	596.31.5590.614.010	
a. Curb	\$14.71		
b. Curb discount	\$ 9.35		Handicapped/senior citizen rate.
c. Backyard	\$22.82		
d. Backyard discount	\$14.49		Handicapped/senior citizen rate.
Tenant Deposits			
a. Water	\$40.00	591.241.001	
b. Sewer	\$30.00		
c. Garbage	\$20.00		
Non-sufficient funds			
	\$25.00	591.23.1591.671.050	

W. K. KELLOGG REGIONAL AIRPORT
Business Unit 1580

The WK Kellogg Airport serves greater Battle Creek and Southwest Michigan with a 10,003-foot primary 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 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, the Michigan Air National Guard, as well as the Kellogg Corporation and the Eaton Corporation.

<u>Description</u>	<u>Current Charges</u>	<u>Account Credited</u>	<u>Additional Requirements/Charges</u>
Gross aircraft landing weight fee		580.20.1580.625.010	
a. Under 5,500 lbs.	Free		
b. 5,500 to 15,000 lbs.	\$ 7.50		
c. 15,001 to 40,000 lbs.	\$15.00		
d. 40,001 to 100,000 lbs.	\$22.50		
e. Over 100,001 lbs.	\$37.50		
Fuel flowage fee	\$.07/gallon	580.20.1580.625.020	
T-hangar key fee	\$20.00	580.20.1580.671.040	Includes 2 keys, non-refundable
Additional T-hangar keys	\$ 5.00/key	580.20.1580.671.040	Non-refundable
Gate access card	\$15.00/card	580.20.1580.625.080	Non-refundable
ID badge	\$15.00/badge	580.20.1580.625.080	Non-refundable
Replacement ID badge	\$50.00/badge	580.20.1580.625.080	Non-refundable

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
W.K. Kellogg Airport T-Hangar Rental Rates			
A. Slide Door Width – 39’ 9” Depth – 31’ 4” Tail Width – 12’ 5” Hangar #3 & #8 offers extra storage space	\$114.45/month	580.20.1580.625.060	
B. Electric Bi-Fold Door Width – 41’ 6” Depth – 32’ Tail Width – 20’ 6” Height Clearance – 11’ 11”	\$145.95/month	580.20.1580.625.060	
C. End T-Hangars Dimensions – Same As Above Each Hangar offers extra storage space	\$160.65/month	580.20.1580.625.060	
D. Electric Bi-Fold Door Width – 42’ Depth – 33’ Height Clearance – 12’	\$183.75/month	580.20.1580.625.060	
E. Electric Bi-Fold Door Width – 43’ 6” Depth – 38’ Tail Width – 21’ 7” Height Clearance – 13’ 11” Hangar #46 offers extra storage space	\$192.15/month	580.20.1580.625.060	

Lease agreement required.

Insurance requirements determined by the Risk Manager of the City of Battle Creek.

All policies shall name Lessor as an additional insured.