

July 1, 2023

Fee, Bond, and Insurance Schedule

City of Battle Creek

Adopted June 6, 2023

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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.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Copies	\$ 1.00 first page	101.02.2270.671.040	No charge for property owner
a. Deeds	\$.50 each additional page		
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
a. Additional pages	\$ 1.00		
All Property Record Cards	\$ 1.00	101.02.2270.671.040	No charge for property owner
a. Additional pages over 1	\$ 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
Internet Users (Property Record Data)	\$ Free		
Special Reports	\$ 0.20 (printing)	101.02.2270.671.040	Note: May be subject to FOIA.
Including:			
a. Assessment Rolls	\$ Employee Wage + benefits		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	
All Land Splits and/or Combinations:			
Application for land split, with all parcels fronting on a public road		101.02.2270.671.040	
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		101.02.2270.671.040	
First two tax parcels	\$ 150.00		
Each additional tax parcel	\$ 50.00		
Application for combinations		101.02.2270.671.040	
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 6:45 p.m., Monday through Friday, and 9:15 a.m. to 5:00 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
Bus Fares		588.21.1588.622.010	Transfers are free
a. Adults and children taller than the fare box	\$ 1.75		
b. Seniors and handicapped	\$ 0.85		
c. Children shorter than the fare box	Free		
Passes		588.21.1588.622.030	
a. 12 Ride Punch (Seniors/Disabled)	\$ 15.00 \$ 8.00		
b. 48 Ride Punch (Seniors/Disabled)	\$ 56.00 \$ 34.00		
c. Student	\$ 45.00		
d. 10 Rides - Tele-transit (Seniors/Disabled)	\$ 50.00 \$ 30.00		
e. 20 Rides - Tele-transit (Seniors/Disabled)	\$ 100.00 \$ 60.00		
Tele-Transit		588.21.1588.622.010	
a. Senior and disabled	\$ 3.00		
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	\$ 2.00	588.21.1588.622.010	Identification card for seniors and disabled individuals

**BATTLE CREEK TRANSIT
Business Unit 1588 (cont.)**

BCGo is a State funded countywide mobility pilot. All BCGo expenses are currently funded through the Michigan Department of Transportation.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BCGo Fares		588.21.6323.622.010	Weekdays 6:00am – 9:00pm
a. <6 miles	\$ 3.00		
b. 6-10 miles	\$ 5.00		
c. 11-15 miles	\$ 7.00		
d. 16-20 miles	\$ 10.00		
e. >20 miles	\$ 15.00		
f. Additional passenger(s)	\$ 3.00		
ITC Long Term Parking		597.21.2650.620.090	
a. First 15 minutes	Free		
b. 16 minutes to 2 hours	\$ 2.00		
c. 121 minutes to 3 hours	\$ 4.00		
d. 181 minutes to 4 hours	\$ 6.00		
e. 241 minutes to full day	\$ 8.00		
f. Maximum (Weekly/7 days)	\$ 50.00		
g. Lost Ticket fee/30 days	\$ 150.00		

**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	101.17.2110.451.060	
Amusement Device	\$ 25.00/device	101.17.2110.451.080	
Auctioneers		101.17.2110.451.030	License and Permit Bond - \$2,000
a. One Day License	\$ 15.00		
b. One Year License	\$ 50.00		
Bowling Alleys		101.17.2110.451.100	
a. Annual Fee	\$ 25.00		
b. Per Alley	\$ 15.00		
Burning Permits		101.17.2110.451.090	
a. Bonfire	\$ 25.00		
b. Residential	\$ 25.00		
Carnivals & Shows		101.17.2110.451.100	\$1,000,000 CSL Comprehensive General Liability
a. First Day	\$ 50.00		
b. Each Additional Day	\$ 25.00		
Circuses	\$ 150.00/day	101.17.2110.451.100	\$1,000,000 CSL Comprehensive General Liability
City Charter	\$ 15.00	101.17.2110.671.040	Available on City Website
Codified Ordinance Book	\$ 160.00	101.17.2110.671.040	Available on City Website
a. Replacement Pages	\$ 30.00		
Commercial Redevelopment		101.17.2110.451.020	
a. Exemption Certificate application	\$ 150.00		
b. Request for District	\$ 200.00		
Copying Charges	\$.15/single page	101.17.2110.671.040	

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cemeteries		101.17.2110.451.110	
Grave Opening & Closing Rates		May 2nd – October 31st	November 1st – May 1st
a Full Burial - Adult (61" - 96" vault)		\$475.00	\$625.00
b Oversize Burial (oversize vault)		\$575.00	\$725.00
c Full Burial - Child		\$425.00	\$575.00
d Infant Burial - Stillborn (up to 36" vault)		\$275.00	\$425.00
e Cremated remains		\$175.00	\$325.00
f Saturdays or Sundays		\$100.00 additional	\$100.00 additional
g Late/Short Notice Fee (less than 36 hours prior to funeral start)		\$300.00 additional	\$300.00 additional
h Holidays		\$200.00 additional	\$200.00 additional
i Dis-interments (all vault sizes)		\$625.00	\$775.00
j Overtime Rate		\$200.00	\$200.00
No service may be scheduled to start offsite after 2PM, or arrive at the cemetery after 3PM: In the event that the procession arrives after 3PM, overtime charge will apply			
Burial Lots		101.17.2110.451.120	
a Per Section	\$ 500.00		
b Transfer of title	\$ 25.00		
Foundations	\$ 0.45/sq. inch		To include a 3" border
Installed twice per season:			Spring (prior to Memorial Day) or Fall (prior to November 30 th)
Drop Box Permits	\$ 60.00/box	101.17.2110.451.100	
		101.17.8020.451.160	
Elections		101.17.2110.671.040	
a Registration lists	\$ 0.15/single page		
b Turnout reports	\$ 0.15/single page		
c Voter Disc or CD	\$ 20.00		
d Labels	\$ 0.21/label		
e Labor	FOIA rates		Lowest paid Clerical Staff capable of fulfilling the request
Fee, Bond and Insurance Schedule		101.17.2110.671.040	
Full Booklet	\$ 20.00		Available on City Website

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance		
Facility Use Fees		101.17.2110.451.060			
Administrative Fee	\$ 25.00 \$100.00		Monday – Friday: 5:00 pm – 9:00 pm Saturday or Sunday		
			Monday – Friday	Saturday	Sunday
Hourly Facility Use Fee	8:00 am – 5:00 pm	5:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
City Hall					
Room 301, Commission Chambers	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Room 302A, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Room 302B, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Police Department					
Room 109, Community Room	No Fee	\$58.35/hour	\$58.35/hour	\$58.35/hour	
Department of Public Works	8:00 am – 4:00 pm	4:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
Room 204, Conference Room	Not Available	\$41.37/hour	\$41.37/hour	\$41.37/hour	
Room 214 Multi-Purpose Room	Not Available	\$41.37/hour	\$41.37/hour	\$41.37/hour	
Battle Creek Executive Airport at Kellogg Field					
Room 130, Conference Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour	
Multi-Purpose Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour	
Freedom of Information		101.17.2110.671.040			
Clerk Labor	Employee Wage + benefits		Lowest paid Clerical Staff capable of fulfilling the request, hourly calculation based upon MI FOIA law		
a Copy Rate	\$0.10/page				
b Mailing	Actual Costs				
c Discs/CDs	\$ 1.80/disc				
d Digital Media	\$ 5.99/thumb drive		Cost is dependent on size of media		
Going out of Business permit	\$ 50.00/30 days	101.17.2110.451.100	Only two extensions allowed		
Extension of permit	\$ 50.00 each				
Industrial Facilities					
a Exemption certificate application	\$ 150.00		Fees established by State		
b Request for abatement district	\$ 200.00		Fees established by State		

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Marihuana Business Permitting (New and Annual Renewal)			All Marihuana application fees are Non-Refundable
Medical Marihuana Facilities Permit	\$ 5,000.00	101.17.2110.451.015	Worker's Compensation Insurance – MI: Statutory limits, Commercial General Liability & Bodily
Annual Renewal	\$ 5,000.00		
Adult Use Marihuana Establishment	\$ 5,000.00	101.17.2110.451.015	Injury Insurance, with minimum limits of \$100,000 All Marihuana business fees are Non-Refundable
Annual Renewal	\$ 5,000.00		
Late Fee (if renewal application submitted after November 1st)	\$ 250.00	101.17.2110.451.015	
Wedding Officiating	\$ 25.00	101.00.1101.671.040	
Mechanical Amusement Rides	\$ 15.00/ride/ day	101.17.2110.451.100	\$1,000,000 CSL Comprehensive General Liability
Neighborhood Enterprise Zone		101.17.2110.671.040	
a Application	\$ 20.00		
b Transfer	\$ 20.00		
Notary Services	\$ 5.00	101.17.2110.671.040	
Obsolete Property		101.17.2110.451.020	
a Exemption certificate application	\$ 150.00		
b Request for abatement district	\$ 200.00		
Open Meetings Act Annual Notice Request	\$ 1.00/meeting		
Pawnbrokers		101.17.2110.451.060	
a Annual fee	\$ 200.00		Registration with Leads Online: Must Attend 2-Year Certification Training; \$3,000 Bond with at least two sureties
b Each Additional employee fee	\$ 10.00		
Pool and Billiard Halls		101.17.2110.451.015	
a Annual fee	\$ 25.00		
b Each table	\$ 15.00		
Quadricycles			
a. Vehicle Permit	\$ 250.00	101.00.1101.671.040	
b. Driver Permit, including background check	\$ 25.00	101.00.1101.671.040	
c. Replacement Permit	\$ 10.00	101.17.2110.671.040	

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Precinct Inspector Compensation		101.17.2120.703.020	
a. Precinct Chairperson	\$ 16.00/hour		
b. Electronic Poll Book Operator	\$ 15.00/hour		
c. Precinct Inspector	\$ 14.00/hour		
d. Receiving Board	\$ 15.00/hour		
e. Election Training	Minimum Wage		
Precinct Maps		101.17.2110.671.040	
a. Combined Wards	\$ 15.00		
b. Individual Ward	\$ 5.00		
Refuse Haulers		101.17.2110.451.100	
a. Annual Fee	\$ 100.00		\$500,000 CSL Comprehensive General Liability, \$500,000
b. Inspection fee	\$ 20.00/vehicle		Automobile Liability, \$1,000 Bond
c. Replacement tag	\$ 15.00/vehicle		
Scooter/Skateboard (Electric)			Vehicle Inspection Required: Commercial General Liability
a. Business License – Initial (2 year)	\$ 1,000.00	101.17.2110.451.100	insurance coverage with a limit of \$1,000,000 each occurrence and \$2,000,000 aggregate: Automobile
b. Compliance Fee (Year 2)	\$ 250.00	101.17.2110.451.100	insurance \$1,000,000 each occurrence/aggregate
c. Renewal Fee - Every 2 Years	\$ 500.00	101.17.2110.451.100	Umbrella or Liability coverage of \$5,000,000 each occurrence/aggregate. Licensee employs persons within the City, Workers' Compensation coverage of no less than statutory requirement
Secondhand Goods/Junk Dealers		101.17.2110.451.100	Registration with LeadsOnline per year paid for BCPD
Annual Fee	\$ 200.00/year		
Each Additional Employee	\$ 10.00		
Shooting Galleries	\$ 25.00/year	101.17.2110.451.100	\$1,000,000.00 CSL General Liability

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Special Events			
a. Parking spaces	\$ 0.50/space/day		
b. Clean-up by City	\$ 50.00/hr	101.22.4560.671.040	
c. Pole Banners	\$ 40.00 each	101.22.7190.671.040	
d. Street Banners	\$ 100.00 each	101.22.7190.671.040	
e. Barricades - all delivered and picked up by DPW	No charge		
f. Electricity Usage - Parks	\$ 25.00	101.22.4560.671.040	
g. Electricity Usage Downtown	\$ 25.00	101.22.7190.671.040	
Tax Abatements		101.17.2110.451.020	
a. Tax Abatement Application	\$ 150.00	101.17.2110.451.060	
b. Establishment of an Abatement District	\$ 200.00		Fees established by State
Theaters		101.17.2110.451.100	
a. Up to 500 seats	\$ 25.00/theater		
b. 501 - 1,000 seats	\$ 40.00/theater		
c. 1,001 and more seats	\$ 50.00/theater		
Tree Trimmers	\$ 25.00/year	101.17.2110.451.100	\$1,000,000 CSL Comprehensive General Liability: \$500,000 Automobile Liability
Used Motor Vehicle Sales Lot			
a. New	\$ 170.00 / year	101.17.2110.451.010	101.12.8020.451.160 - Planning
b. Renewal (rec'd prior to 9/15)	\$ 85.00 / year		
Vendors		101.17.2110.451.070	
a. License fee	\$ 50.00		\$1,000 License and Permit Bond
b. Each succeeding month	\$ 20.00/month		\$300,000 per accident - Bodily Injury
c. Each succeeding month w/	\$ 30.00/month		\$100,000 per accident - Property Damage OR \$300,000 -
d. Each Additional Employee	\$ 10.00 per added employee		Bodily Injury & Property Damage (Combined Single Limit)

CODE COMPLIANCE

Business Unit 8040

Code Compliance is responsible for neighborhoods to ensure compliance with the city’s housing code. The primary concern is helping property owners bring their property into compliance with the City Housing Code. In order to do this, they address many issues, including inoperable vehicles, junk and trash in yards, exterior housing violations, and interior housing violations on rental property, and rental inspections.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Administrative Search Warrant	\$ 250.00	101.12.8041.453.120	
Dangerous Building Appeal	\$ 50.00 for 2 nd Appeal	249.12.3870.671.040	No fee for first appeal
Demolition		101.12.3880.635.020	
a. Administration fee	\$ 125.00		
b. Investigation fee	\$ 50.00		
Board of Appeals	\$ 40.00 2 nd Appeal	249.12.3870.671.040	No fee for first appeal
Inspection Lockout	\$ 40.00	217.12.6204.453.120	
Property cleanup		101.12.3880.671.110	
a. Administration fee	\$ 125.00		
b. Investigation fee	\$ 50.00		
Re-inspection	\$ 40.00	217.12.6204.453.120	
Rental Inspection / Unit	\$ 10.00	217.12.6204.453.120	No fee for first inspection
Rental Registration			
a. Voluntary	\$ 50.00	217.12.6204.453.120	
b. Solicited by City	\$ 500.00	217.12.6204.453.120	
Rental Registration Renewal		101.12.8041.453.120	
a. Voluntary	\$ 50.00		
b. Late	\$ 50.00		
Securing building		101.12.3880.635.020	
a. Administration fee	\$ 125.00		
b. Investigation fee	\$ 45.00		
c. Cost to secure fee	\$ 30.00/opening minimum		

CODE COMPLIANCE

Business Unit 8040

Description	Current Charges	Account Credited	Additional Requirements/Insurance
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	101.12.8041.453.120	
**Exemptions: To comply with the Vacant & Abandoned Structure Ordinance, non-profit agencies such as 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		
b. Administration fee	\$ 50.00		
c. Investigation	\$ 25.00		
Hotel/Motel/Tourist Home			
Application	\$ 32.00	101.12.8040.455.030	
Initial Inspection	\$ 15.00/unit	101.12.8040.455.030	
Reinspection	\$ 15.00/unit	101.12.8040.455.030	
Permit Renewal Late Fee	\$ 150.00	101.12.8040.455.030	
Police Department Analysis	\$ 57.00	101.14.3250.703.030	
Fire Department Inspection	\$ 125.00	101.13.3360.671.040	
Inspections Division			
Outdoor Pool Inspection	\$ 50.00	249.12.3870.671.040	
Indoor Pool Inspection	\$ 100.00	249.12.3870.671.040	
All Trades Inspection	\$ 400.00	249.12.3870.671.040	

Economic Development (Small Business Development)

Business Unit 6000

Economic Development is responsible for promoting the growth and development of small business in the community. Staffed by the city's Small Business Development Office, the economic development team contributes to a business ecosystem that supports and sustains business by providing access to capital, technical advice, regulatory guidance, recruitment and retention and other business supports designed to launch and grow local business.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cargo Shops			
Seasonal Rental Fee	\$ 1,200.00	599.50.6000.667.020	Liability Insurance

**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.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Annual Financial Report		101.06.2290.671.040	
a. Full booklet	\$ 35.00		
b. Per page	\$ 0.10		
Attachment to City employee		101.06.2290.671.040	
Wages - garnishment	\$ 6.00		
Budget		101.06.2290.671.040	
a. Pamphlet	\$ 0.20		
b. Per page	\$ 0.10		
Capital Improvement Plan		101.06.2290.671.040	
a. Full booklet	\$ 26.00		
b. Per page	\$ 0.10		
<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		
b. Flat rate charge	\$ 6.00		
International Wire	\$ 17.00		
<u>Late Fees</u>			
Charge for late payments on invoices	\$ 5.00 one-time fee	Departments carrying the receivables will show revenue in 671.170	
Finance charge for late payments on invoices	2.5 % (per year)	101.06.2290.664.090	

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, hospitals, schools and commercial property fire safety inspections. Other responsibilities include the inspection of firework sales, 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		101.17.2110.451.090	<u>Issued by the City Clerk's office</u>
a. Bonfires	\$ 25.00		
b. 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 per MI FOIA law
c. Postage	Current Rate		
Audio Tapes	\$ 21.00/hour	101.13.3360.671.040	
Personnel Costs	Hourly Rate	Overtime	101.13.3380.671.040
Fire Fighter	\$ 43.36	\$ 53.93	
Equipment Operator	\$ 44.62	\$ 55.26	
Fire Lieutenant	\$ 48.75	\$ 61.98	
Fire Captain	\$ 50.83	\$ 65.09	
Battalion Chief	\$ 56.92	\$ 74.20	
Fire Marshal	\$ 68.25	\$ 91.12	
Fire Inspector	\$ 65.33	\$ 86.76	
Chief	\$ 76.33		
Services		101.13.3360.671.040	
Fire Engine	\$ 85.00/hour		
Ladder Truck	\$ 125.00/hour		
Staff Car/Pick-up	\$ 20.00/hour		
Hazardous Materials Truck	\$ 85.00/hour		
Fire Apparatus Response	\$ 110.00/hour		
Inspection Fees		101.13.3360.671.040	Flat Fee Pricing
Fire alarm system	\$ 75.00		
Fire suppression/protection	\$ 75.00		
Additional inspection	\$ 50.00		
False Alarms			
3rd occurrence/calendar year	\$ 50.00		
Each subsequent occurrence in a	\$ 50.00		

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
Commissioned GIS Work:		671.10.9170.612.050	
a. Custom Map Production, Analysis, or GIS Services	\$ 50.00/hour		Production of deliverables that do not currently exist. First print/PDF included. One Hour minimum.
b. Printed Map	\$ 15.00/each		Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)
GIS Digital Data Products*:		671.10.9170.612.050	
a. Maintained Data (Irregular Update Schedule)			
Road Centerlines	\$ 500.00		
Zoning Boundaries	\$ 500.00		
NPC Boundaries	\$ 100.00		
b. Maintained Data (Regular Update Schedule)		101.02.2270.671.040	
Parcel Boundaries (Geometry Only)	\$ 4,650.00		(\$0.20/ea.)
Parcel Boundaries (With Attributes)	\$ 5,400.00		(\$0.23/ea.)
c. Production Data (Not updated, Final Form)			
2' Elevation Contours	\$5.00/tile	671.10.9170.612.050	Derived from LiDAR point clouds.
d. Aerial Imagery			
2020 Imagery	\$5.00/tile	590.24.6440.671.040	Tile area equals 0.32mi ² . Call for Imagery specifications.
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	
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 (continued)

Aerial Imagery	2008 Flight Initial Purchase	2010 USGS Sale Amount
	\$250,000.00	\$22,000.00
Number of Tiles Acquired/Sold	2,420	2,420
Cost Per Tile	\$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 re-construction, new construction, demolition 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
RESIDENTIAL BUILDING PERMIT FEES			
Section 1. Administrative Fee		249.12.3870.453.010	
a. Applies to all permits	\$ 50.00		
b. Re-inspection fee	\$ 50.00		See note above for applicability
c. Administrative Search Warrant	\$ 250.00		
d. Lock-out Fee - Inspections	\$ 50.00		
e. Work Without a Permit Fee	\$ 150.00		All Trades
Section 2. Plan Review Residential		249.12.3870.453.010	
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		
b. Each add'l 500 sq. ft. or fraction thereof	\$ 15.00		
Section 3. Dwellings/Additions/ Alterations & Pre-Manufactured Homes		249.12.3870.453.010	
a. Zoning approval fee	\$20.00 minimum		
b. Inspection fee per 100 sq. ft.	\$15.00/50.00 minimum		
c. Pre-manufactured homes, per 100 sq. ft.	\$ 8.00		
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
b. Inspection Fee	\$ 50.00		Existing foundation w/tie-down inspection
c. Inspection Fee	\$ 100.00		New foundation w/tie-down inspection

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Section 5. Garages, Decks, Porches, Shed and Pole barns		249.12.3870.453.010	
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)		249.12.3870.453.010	
a Inspection fee	\$ 50.00		
Section 7. Razing/Demolition or Removal of a Building			
a Inspection fee without basement	\$ 50.00	249.12.3870.453.050	
b Inspection fee with basement	\$ 100.00	249.12.3870.453.050	
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		249.12.3870.453.010	
a Zoning approval fee	\$ 20.00		
b Inspection fee for dwellings and accessory buildings over 200 sq. ft.	\$ 50.00		
Section 9. Swimming Pools, Spas & Hot Tubs (over 24 inches in depth) includes fence (if part of same application for pool)		249.12.3870.453.010	
a Zoning approval fee	\$ 20.00/hr./\$10.00 minimum		
b Inspection fee-above ground pool	\$ 50.00		
c Inspection fee-in ground pool	\$ 100.00		
Section 10. Safety, Pre-sale & Additional Inspections			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		249.12.3870.453.010	
a Inspection Fee	\$ 100.00		
Section 12. Construction/Alteration started prior to Application For Permit (Applies to residential & commercial projects)			This charge is in addition to all other fees associated with obtaining a permit.
a Inspection Fee	\$ 150.00		

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		249.12.3870.453.010	
Section 13. Plan Review - New Construction			
a First 500 square feet	\$ 100.00		
b Each add'l 500 square feet	\$ 10.00		

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.
b Zoning approval fee	\$ 20.00		A site plan review fee may be required in lieu of
c Investigation fee	See Section 12		
d Certificate of Occupancy	\$ 100.00		

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

A-1	\$.62	I-2 & I-4	\$.61
A-2, A-3 & A-4	\$.44	I-3	\$.55
A-5	\$.39	M	\$.33
B	\$.40	R-2	\$.41
E	\$.43	R-2	\$.35
F-1, F-2 & H	\$.23	S-1, S-2 & U or unfinished space	\$.21
I-1	\$.39	Unfinished Basement	\$.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.

Section 15. Minor Alterations not requiring architectural or engineered plans.		249.12.3870.453.010	
a Administrative fee	\$80.00		
b Inspection Fee	\$80.00 minimum		One half of fee listed in Section 14

Section 16. Commercial/Industrial Demolition		249.12.3870.453.050	
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.

INSPECTION DIVISION
Business Unit 3870 (continued)
Current

Description	Charges	Account Credited	Additional Requirements/Insurance
ELECTRICAL PERMIT			
FLAT FEE PRICING			
		249.12.3870.453.030	
Service only up to 400 AMP	\$ 100.00		
Storable Pools less than 48 inches	\$ 50.00		
Standby Generators, electric only	\$ 150.00		
INSPECTION FEES			
1 Application Fee - Commercial	\$ 75.00		
1 Application fee - Residential	\$ 50.00		
2 Additional inspection, Underground, Safety etc.	\$ 50.00		
SERVICES			
4 Temporary Service	\$ 25.00		
5 0-400 AMP	\$ 20.00		
6 401-800 AMP	\$ 30.00		
7 801-1200 AMP	\$ 40.00		
8 Over 1200 AMP	\$ 50.00		
9 Transformers & Motors up to 15 KVA or H.P.	\$ 50.00		
10 Transformers & Motors up to 15 to 50 KVA or H.P.	\$ 60.00		
11 Transformers & Motors 50 KVA or H.P. & above	\$ 70.00		
12 Sub or Accessory Panels	\$ 20.00		
13 Transfer Switch / Generator	\$ 75.00		
CIRCUITS			
		249.12.3870.453.030	
14 Retro Fit Light Fixtures (per 25) Commercial Only	\$ 20.00	24	Air Conditioners or HVAC Equipment (up to 5 ton) \$ 15.00
15 Alt Energy up to 50 KW (solar, wind, PV, etc.)	\$ 50.00	25	Air Conditioners (over 5 ton) \$ 25.00
16 Ufer Ground	\$ 50.00	26	Swimming Pool Bonding \$ 35.00
17 Circuits (or alteration to existing circuit)	\$ 5.00	27	Signs and Neon (per unit) \$ 25.00
18 220 Volt Circuits	\$ 10.00	28	Data / Telecommunications (per device) \$ 5.00
19 440 or Higher Volt Circuits	\$ 15.00	29	Data / Telecommunications (per circuit) \$ 5.00
20 Furnace or Unit Heater (per unit)	\$ 10.00	30	Feeders / Bus Duct (per 50 feet) \$ 10.00
21 Radiant or Baseboard Heat (per circuit)	\$ 10.00	31	Fire Alarm/ Nurse Call System (up to 10 devices) \$ 55.00
22 Dishwasher	\$ 10.00	32	Fire Alarm/ Nurse Call (each additional device) \$ 5.00
23 Water Well Circuit	\$ 10.00	33	Vehicle Charger (per unit) \$ 10.00

Plan review Fee (when required) 25% of calculated Building Plan Review Fee

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
MECHANICAL PERMITS		249.12.3870.453.020	
FLAT FEE PRICING			
Furnace Replacement	\$ 100.00		
Water Heater Replacement	\$ 55.00		
AC Replacement	\$ 100.00		
Generator Gas only	\$ 55.00		
Furnace and AC Replacement	\$ 110.00		
INSPECTIONS FEES			
1 Administration fee Commercial	\$ 75.00		
1 Administration fee Residential	\$ 50.00		
2 Additional Inspection, Underground, Safety etc.	\$ 50.00		
ITEM FEES			
4 Gas/Oil Burning Equipment - (New or Replacement) Air Handler	\$ 35.00	16 Piping (per Ft) (minimum \$30)	\$ 0.05
5 Residential Boiler	\$ 35.00	17 Gas Piping: New Installation (each opening)	\$ 15.00
6 Chimney, factory built - Class A,B Chimney Liners etc.	\$ 30.00	18 V.A.V. Box	\$ 15.00
7 Gas Burning Fireplace	\$ 35.00	19 Refrigeration (split system)	\$ 35.00
8 Humidifiers	\$ 20.00	20 Rooftop or Ground Mount HVAC	\$ 55.00
9 Water Heaters	\$ 5.00	21 Heat Recovery / ERV	\$ 15.00
10 Solar; Hot Water set of 3 panels (includes piping)	\$ 25.00	22 Unit Heaters	\$ 20.00
11 Bath/Kitchen/Laundry Exhaust (\$5 ea./ min. \$15)	\$ 5.00	23 Fire Suppression/ Protection (per head) (minimum \$25)	\$ 0.75
12 Aboveground / Underground LP Tanks	\$ 256.00	24 Commercial Hood (incl. duct and make-up air unit)	\$ 60.00
13 Air conditioning or Heat Pump Split System	\$ 35.00	25 Chiller/ Cooling Tower	\$ 35.00
14 Multi Head AC or HP Additional Heads	\$ 15.00	26 Geothermal W Hydro Loop (Per Ft) (Min \$30)	\$ 0.02
15 Duct System (per ft.) (Minimum \$30)	\$ 0.10		

Plan Review Fee (when required) 25% of calculated Building Plan Review Fee

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

Description	Current Charges	Account Credited	Additional Requirements/Insurance
PLUMBING PERMIT		249.12.3870.453.040	
FLAT FEE PRICING			
Water heater Replacement	\$ 55.00		SECTION VIII
Full Bath Remodel	\$ 115.00		Water Closet
Half Bath Remodel	\$ 110.00		Condensate Drain
Water Service Only	\$ 100.00		Washing Machine
Sewer Only	\$ 100.00		Garbage Grinder
Laundry Relocation	\$ 110.00		Refrigerator
Water and Sewer Install	\$ 150.00		Water Outlet Cooler
Kitchen Remodel	\$ 115.00		Emergency Shower
Backflow Preventer (1)	\$ 100.00		Emergency Eye Wash
			Bathtub
			Lavatories
INSPECTION FEES			Water Connected Sterilizer
1 Administration fee Commercial	\$ 75.00		Floor Drain
1 Administration fee Residential	\$ 50.00		Drinking Fountain
2			Ice Making Machine
Additional inspection, Underground, Safety etc.	\$ 50.00		Water Heater
ITEM FEES			Laundry Tray
4 Miscellaneous Fixtures (each) (see section VIII)	\$ 5.00		Water Softener
5 Water Service (per 100 ft.)	\$ 15.00		Acid Waste Drain
6 Water Distribution (per 100 ft.)	\$ 10.00		Urinal
7 Sump Pumps and Ejectors (each)	\$ 5.00		Dishwasher
8 Private Sewers (per 100 feet)	\$ 15.00		Slop Sink
9 Municipal Sewers (per 100 feet)	\$ 15.00		Roof Drain
10 Storm Sewer (per 100 feet)	\$ 15.00		Connection to a Sprinkler System (irrigation)
11 Catch Basins and Manholes (each)	\$ 15.00		Water Connection to Carbonated Beverage Dispensers
12 Building Drain (per 100 feet)	\$ 15.00		Water Outlet or Connection to Heating System
13 Miscellaneous Drains (each)	\$ 5.00		Water Outlet or Connection to Filters
14 Stacks-All (each)	\$ 11.00		Water Outlet or Connection to any Make-up Water Tank
15 Air Admittances Valves (each)	\$ 5.00		

Plan review Fee (when required) 25% of calculated Building Plan Review Fee

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
SIGN PERMITS		249.12.3870.453.060	
Portable/temporary			
a. Administration Fee	\$ 25.00		
b. Zoning Approval	\$ 15.00		
c. Inspection Fee	\$ 25.00		
Permanent Signs			
a. Administration Fee	\$ 50.00		
b. Zoning Approval	\$ 25.00		
c. Inspection Fee - First \$1000 of cost	\$ 50.00		
d. Inspection Fee - each add'l \$1,000 of cost	\$ 20.00		
ZONING PERMITS		249.12.3870.453.070	
a. Administration fee	\$ 30.00		For fences less than 6' high, residential accessory structures
b. Zoning Approval	\$ 10.00		less than 200 sq. ft. in area, and commercial accessory
c. Inspection Fee	\$ 40.00		structures less than 120 sq. ft. in area
d. Motor Home Parking permit	\$ 40.00		
LICENSE REGISTRATION FEES	Current Charges	Account Credited	Additional Requirements/Insurance
Electrical			
License Registration	\$ 15.00	249.12.3870.453.100	
Plumbing			
License Registration	\$ 15.00	249.12.3870.453.010	
Mechanical			
License Registration	\$ 15.00	249.12.3870.453.210	
Building			
License Registration	\$ 15.00	249.12.3870.453.090	
Demolition			Required for demolition of houses and commercial buildings by
Demolition License	\$ 50.00	249.12.3870.453.090	persons without a Demolition License. Not required for
Demolition Bond	\$ 500.00	101.202.320	residential accessory buildings without basements. Bond
			refundable after completion of demolition and inspection
			approval.
Moving/Wrecking	\$ 50.00/year		\$5,000 Bond
*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.

**PARKS AND RECREATION DEPARTMENT
Business Unit 6970**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Green Fees			
a. Weekdays			
9 Holes	\$ 14.00	584.16.6970.623.010	
18 holes	\$ 25.00	584.16.6970.623.020	
27 holes	\$ 36.00	584.16.6970.623.030	
9 hole (league)	\$ 14.00	584.16.6970.623.040	
b. Weekends			
9 holes	\$ 15.00	584.16.6970.623.010	
18 holes	\$ 27.00	584.16.6970.623.020	
27 holes	\$ 38.00	584.16.6970.623.030	
Green Fees – Jr./Sr.			
a. 9 holes	\$ 9.00	584.16.6970.623.050	Mon-Fri before 2pm, Sat/Sun after 4pm
b. 18 holes	\$ 15.00		
c. 27 holes	\$ 19.50		
Three Hole Course			
3 holes	\$ 3.75	584.16.6970.623.090	
First Tee Program			
a. 3 holes	\$ 3.00	584.16.6970.623.060	
b. 9 holes	\$ 5.50		Requires First Tee membership card
c. 18 holes	\$ 11.00		
Memberships - Golf			
Single	\$ 595.00	584.16.6970.623.220	
Couples	\$ 830.00	584.16.6970.623.210	
Senior	\$ 490.00	584.16.6970.623.240	
Senior Couples	\$ 695.00	584.16.6970.623.250	
Family	\$ 950.00	584.16.6970.623.200	
Junior	\$ 240.00	584.16.6970.623.230	
School	\$ 335.00	584.16.6970.623.260	
Ltd. Single	\$ 370.00	584.16.6970.623.270	Mon-Fri before 2pm, Sat/Sun after 4pm
Ltd. Couple	\$ 570.00	584.16.6970.623.280	Mon-Fri before 2pm, Sat/Sun after 4pm

PARKS AND RECREATION DEPARTMENT
Business Unit 6970 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Range and Practice Holes			
Non-golf members			
		584.16.6970.623.090	
Single	\$ 290.00		
Couple	\$ 340.00		
Family	\$ 395.00		
Golf Members			
		584.16.6970.623.090	
Single	\$ 175.00		
Couple	\$ 235.00		
Family	\$ 290.00		
Range			
		584.16.6970.623.100	
Regular bucket	\$ 4.75		
Large bucket	\$ 8.00		
Jumbo bucket	\$ 12.00		
Carts			
		584.16.6970.623.300	
3 holes	\$ 2.75		
9 holes	\$ 8.50		
18 holes	\$ 16.50		
27 holes	\$ 22.50		
9 holes Sr./Jr.	\$ 7.50		
18 holes Sr./Jr.	\$ 15.00		
27 holes Sr./Jr.	\$ 21.00		
Golf Equipment			
Pull carts	\$ 2.00	584.16.6970.623.310	
Clubs and accessories	n/a	584.16.6970.623.320	Rates: Contact Pro Shop
Facility Rentals			
Picnic Shelter/Pavilion	n/a	584.16.6970.623.200	Rates: Contact Pro Shop
Club House	n/a	584.16.6970.623.230	Rates: Contact Pro Shop
First Tee Building	n/a	584.16.6970.623.260	Rates: Contact Pro Shop

**PARKS AND RECREATION DEPARTMENT
Business Unit 7020**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Girls Fast Pitch	\$ 680.00	101.16.7020.6510.630.090	
Soccer Camp 3-5 yr. old	\$ 40.00	101.16.7020.6511.630.090	
Soccer Camp 6-16 yr. old	\$ 80.00	101.16.7020.6511.630.090	
Lifeguard Training	\$ 150.00	101.16.7020.6516.630.090	CPR/First Aid/ Emergency Oxygen
Little Tyke T-Ball	\$ 40.00	101.16.7020.6523.630.090	
Adult Stan Musial Baseball	\$ 1,875.00	101.16.7020.6525.630.090	Insurance, Concussion Forms, Background Checks
Youth Flag Football	\$ 55.00	101.16.7020.6526.630.090	
Spring Soccer	\$ 45.00	101.16.7020.6560.630.090	
Claude Evans Basketball	\$ 80.00	101.16.7020.6580.630.090	
Youth Baseball			Insurance, Concussion Forms, Background Checks
8u-14u	\$ 800.00		
16-18u	\$ 700.00		
Adult Softball Fall			
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Adult Softball Summer			
		101.16.7020.6630.630.090	
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Fall Soccer	\$ 45.00	101.16.7020.6650.630.090	
Youth Individual Baseball	\$ 60.00	101.15.7020.6610.630.090	

**PARKS AND RECREATION DEPARTMENT
Business Unit 7022**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Kidventure Camp		101.16.7022.6223.630.090	Camp license, staff training
a. 10 weeks	\$1,250.00		
b. Weekly	\$ 150.00		
Baseball Training Camp	\$ 80.00	101.16.7022.6229.630.090	
Youth Indoor Flag Football	\$ 40.00	101.16.7022.6234.630.090	
Start Smart Golf	\$ 30.00	101.16.7022.6243.630.090	
Volleyball Camp	\$ 70.00	101.16.7022.6251.630.090	
Youth Indoor Soccer	\$ 40.00	101.16.7022.6257.630.090	
Start Smart Sports Development	\$ 30.00	101.16.7022.6260.630.090	
Start Smart Basketball	\$ 30.00	101.16.7022.6261.630.090	
Spring Break Camp	\$ 125.00	101.16.7022.6262.630.090	
Youth Basketball	\$ 125.00	101.16.7022.6264.630.090	
Youth Floor Hockey	\$ 40.00	101.16.7022.6268.630.090	
Tiny Tot Floor Hockey	\$ 30.00	101.16.7022.6269.630.090	
International Floor Hockey Tournament	\$ 125.00	101.16.7022.6270.630.090	
Start Smart Indoor Soccer	\$ 30.00	101.16.7022.6271.630.090	
Youth Volleyball League	\$ 60.00	101.16.7022.6273.630.090	
City Basketball League	\$400 / team	101.16.7022.6231.630.090	

**PARKS AND RECREATION DEPARTMENT
Business Unit 7023**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Instruction			
Junior Tour			
Champions Division	\$60/\$10 per tour	101.16.7023.6291.630.520	
Calhoun Cup Division	\$70/\$15 per tour	101.16.7023.6291.630.520	
Instruction			
Club 25	\$80/ session	101.16.7023.6291.630.500	
Club 50 and Up	\$80/ session	101.16.7023.6291.630.500	
Qualifying Events	\$10/ event	101.16.7023.6291.630.500	

**PARKS AND RECREATION DEPARTMENT
Business Unit 7028**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Lifeguard Training	\$150.00	101.16.7020.6516.630.090	Training class for Lifeguards for water park
Lifeguard Recertification	\$75.00	101.16.7020.6516.630.090	
CPR Training	\$65.00	101.16.7028.6707.630.090	
CPR Recertification	\$35.00	101.16.7028.6707.630.090	
First Aid Training	\$65.00	101.16.7028.6707.630.090	
First Aid Recertification	\$35.00	101.16.7028.6707.630.090	
CPR/First Aid/BBP	\$80.00	101.16.7028.6707.630.090	

PARKS AND RECREATION DEPARTMENT

Business Unit 7050

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Diamond Rental		101.16.7050.630.090	
a C.O. Brown Stadium	\$635.00		Includes all refits, supervision, and clean-up
b Nichols Field	\$535.00		Includes all refits, supervision, and clean-up
c Morrison Field	\$525.00		Includes all refits, supervision, and clean-up
d Diamond #9	\$300.00		Includes all refits, supervision, and clean-up
e Convis Field	\$265.00		Includes all refits, supervision, and clean-up
f Flannery Field	\$265.00		Includes all refits, supervision, and clean-up
Gate Fees		101.16.7050.630.090	
a C.O. Brown Stadium	\$80.00		per team, per tournament
b Nichols Field	\$80.00		per team, per tournament
c Morrison Field	\$80.00		per team, per tournament
d Diamond #9	\$80.00		per team, per tournament
e Convis Field	\$80.00		per team, per tournament
f Flannery Field	\$80.00		per team, per tournament
Scoreboards		101.16.7050.630.020	
a C. O. Brown Stadium	\$40.00		per game
b Nichols Field	\$35.00		per game
c Morrison Field	\$35.00		per game
d Convis Field	\$35.00		per game
e Flannery Field	\$35.00		per game
Lighting		101.16.7050.630.020	
a C. O. Brown Stadium	\$65.00		per hour
b Nichols Field	\$50.00		per hour
c Morrison Field	\$50.00		per hour
d Convis Field	\$25.00		per hour
e Flannery Field	\$25.00		per hour
Temporary Fencing		101.16.7050.630.020	
a Convis Field	\$150.00		
b Flannery Field	\$150.00		

**PARKS AND RECREATION DEPARTMENT
Business Unit 7100**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
WILLARD BEACH			
Admission Fee	\$2.00/ \$5.00	101.16.7100.631.040	Individual/Vehicle (3 or more)
Large Pavilion	\$35.00	101.16.7100.631.030	Per row, per use
Pavilions 1, 2, 3 and Octagon	\$35.00	101.16.7100.631.030	
Large Pavilion on Beach	\$75.00	101.16.7100.631.030	
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
FULL BLAST			
Flash Flood			
Admission Fees			
General Admission	\$12.00	101.16.7160.630.130	
Season pass	\$75.00	101.16.7160.630.100	
Season pass - Family of 4	\$260.00	101.16.7160.630.100	
Attractions			
Water Wars	\$1.00	101.16.7160.630.170	
Equipment Rental			
Lockers	\$5.00	101.16.7160.630.310	
Life Jackets	\$4.00	101.16.7160.630.130	
Double Tubes	\$5.00	101.16.7160.630.150	
Summer group rentals			
General Admission			
Participants (25-74)	\$11.50	101.16.7163.630.200	
Participants (75-124)	\$11.25	101.16.7163.630.200	
Participants (125-249)	\$11.00	101.16.7163.630.200	
Participants (250+)	\$10.75	101.16.7163.630.200	
Birthday Parties			
Indoor (Labor day to Memorial day)	\$25/hour	101.16.7163.630.280	
Tables	\$5.00/table		
Chairs	.50/chair		
Clean up fee	\$25		
Outdoor (Memorial-Labor day)	\$18/child \$8/adult	101.16.7163.630.280	
Lock-Ins			
Participants (50 person minimum)	\$60.00	101.16.7163.630.290	
Company/Group Picnic			
Participants (100 person minimum)	\$22.00	101.16.7163.630.210	

**PARKS AND RECREATION DEPARTMENT
Business Unit 7170**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
FULL BLAST			
Sports Forum			
Memberships			
Fitness membership City Employee (12 months)	\$60.00	101.16.7175.630.380	Individuals/City employees
Fitness membership (1 month)	\$25.00	101.16.7175.630.360	Monthly
Fitness membership (12 months)	\$185.00	101.16.7175.630.360	Yearly membership
Second Individual	\$140.00	101.16.7175.630.360	Yearly membership
3+ people	\$95.00	101.16.7175.630.360	Yearly membership
Walk and play pass	\$20.00	101.16.7175.630.360	Monthly
Day pass	\$5.00	101.16.7175.630.120	Daily Rate
Facilities Rental			
	\$20.00/		
Gymnasiums (1,2,3)	\$35.00 hr.	101.16.7170.630.320	Depending on user group
Sports Court	\$15.00/hr.	101.16.7170.630.320	
	\$50.00/		
Auditorium	\$150.00 hr.	101.16.7170.630.320	Depending on media use
	\$7.50/		
Batting Cages	\$15.00 per hr.	101.16.7170.630.320	Half hour/Hourly rates
Equipment Rental			
Tables	\$5.00 per unit	101.16.7170.630.320	Included in \$150.00 Auditorium rate
Chairs	\$0.50 per unit	101.16.7170.630.320	Included in \$150.00 Auditorium rate
Multi-media package	Inc.	101.16.7170.630.320	Included in \$150.00 Auditorium rate

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
Planned Unit Residential Development	\$750.00	101.12.8020.451.160	
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	available on city's web site at no charge
Plats		101.12.8020.455.020	
a Filing Fee	\$400.00		
b Per Lot Review Fee	\$40.00		
Site Condo			
a Filing Fee	\$400.00	101.12.8020.455.020	
b Condo review fee-per site	\$40.00		
Special Use Permits	\$750.00	101.12.8020.455.040	
Telecommunications Towers			
a Administrative Review/Collocation	\$250.00	101.12.8020.455.020	
Zoning Board of Appeals		101.12.8150.455.020	
a Residential	\$200.00		
b Commercial/Industrial	\$200.00		
Zoning Reclassifications	\$750.00	101.12.8020.455.040	
Street/Alley/ROW Vacations	\$300.00	101.12.8020.671.040	
Site Plan Review	\$300.00	101.12.8020.453.250	For properties under 5 acres
	\$400.00	101.12.8020.453.250	For properties over 5 acres
Administrative Search Warrants	\$250.00	101.12.8020.671.040	
House Trailers	\$25.00	101.12.2110.451.100	Maximum allowed - six weeks
Zoning Compliance Letter	\$100.00		

**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
PERSONNEL COSTS:			
a Police Officer	\$ 46.24	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	\$ 57.19		
b Police Sergeant	\$ 58.35	101.14.3250.703.030	
Overtime	\$ 77.63		
c Police Lt's	\$ 69.34	101.14.3250.703.030	
Overtime	\$ 64.37		
d Police Detective	\$ 56.03	101.14.3070.703.030	
Overtime	\$ 80.03		
e Forensic Tech	\$ 45.63	101.14.3060.703.030	
Overtime	\$ 57.19		
f Forensic Specialist	\$ 51.63	101.14.3060.703.030	
Overtime	\$ 66.15		
g Word Processor/Typist	\$ 27.10	101.14.3210.703.030	
Overtime	\$ 28.96		
h Cadets	\$ 22.84	101.14.3110.703.030	
Overtime	\$ 33.32		

**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	Current	Account Credited	Additional Requirements/Insurance
PERSONNEL COSTS:			
a Police Officer	\$ 46.24	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	\$ 57.19		
b Police Sergeant	\$ 58.35	101.14.3250.703.030	
Overtime	\$ 77.63		
c Police Lt's	\$ 69.34	101.14.3250.703.030	
Overtime	\$ 94.37		
d Police Detective	\$ 56.03	101.14.3070.703.030	
Overtime	\$ 80.03		
e Forensic Tech	\$ 45.63	101.14.3060.703.030	
Overtime	\$ 57.19		
f Forensic Specialist	\$ 51.63	101.14.3060.703.030	
Overtime	\$ 66.15		
g Word Processor/Typist	\$ 27.10	101.14.3210.703.030	
Overtime	\$ 28.96		
h Cadets	\$ 22.84	101.14.3110.703.030	
Overtime	\$ 33.32		
VEHICLE COSTS:			
Police vehicles	\$11.00/hour	101.14.3250.394.060	
Legal cost			
Emergency medical services		As charged by service provider	
Collection costs			
Travel Expenses			
OUIL Cost Recovery Fee	\$153.00	101.14.3250.627.020	Personnel costs are subject to adjustment in
Blood Test	\$ 77.00	101.14.3250.627.020	
OUIL Accident Scene Investigation	\$ 53.00	101.14.3250.627.020	
Warrant Cost Recovery	Current	101.14.3250.627.020	
False Alarms			
First Occurrence		2 Officer response totaling 15	
Second Occurrence		minutes to respond & clear	
Each Additional Occurrence in a	\$ 50.00		

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.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
TESTS:		101.14.3250.671.040	
a Court-Ordered PBT Test	\$15.00		Specialized training by a Sgt.
b Court-Ordered Breathalyzer Test	\$20.00		Specialized training by a Sgt.

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
Precious Metal and Gold Permits	\$50.00	101.14.3070.451.150	LeadsOnline software is \$9,291 per year paid for BCPD
Precious Metal and Gold Dealer Permit	\$20.00		LeadsOnline software is \$9,291 per year paid for BCPD

**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
Burglar/Panic Alarm Annual Registration	\$25.00	101.14.3210.671.040	
Fingerprint processing	\$20 + State/ Federal Mandated fee	101.14.3210.452.020	Fingerprint Training, access to the system
Accident reports	\$10.00	101.14.3210.452.040	
Criminal/Background checks	\$15.00	101.14.3210.452.030	Notary, LEIN Certification
SOR – Sex Offender Registry	\$50.00	101.14.3070.452.080	Notary, LEIN Certification
Police reports			
a Clerical fee	Employee Wage + benefits	101.14.3210.452.040	Lowest paid Clerical Staff capable of fulfilling the request
B Copy fee	\$0.10/page		
c Postage	Current rate		
Gun Registration Copy	\$2.00	101.14.3210.452.010	
Fax	\$2.00	101.14.3210.671.040	
Notary fee	\$5.00	101.14.3210.452.040	
Photograph development		101.14.3060.671.040	
a Disk/CD format	\$1.80		
b Flash Drive			
8 G	\$3.93		
16G	\$3.99		
32G	\$4.79		
c Editing fee	\$3.80/ 5 minutes	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 15 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, leases and special event parking.

Description	Current Charges		
Parking Structures	All parking related revenues and expenses are administered by ABM Parking Services		
First hour	Free	Minutes	Fee
Each additional hour	2nd Hour	61-120	Free
	3rd Hour	121-180	\$4.00
	4th Hour	181-240	\$5.00
	5th Hour	241-300	\$6.00
	6th Hour	301-360	\$7.00
Maximum	\$8.00/day		
Monthly Permits	Up to \$100.00/vehicle		
Special Events	\$1.00 to \$10.00/vehicle		
Honor Boxes	\$0.25/hr		

Number of Tickets Within a Year	Fine Amount	Fine if Paid by Close of Next Business Day
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

PUBLIC WORKS DEPARTMENT

PARKING DIVISION

Business Unit 5430

Violations	Original Fee	10-20 days	21+ days
Overtime Parking (non-DPD)	\$5.00	\$10.00	\$15.00
Second ticket during same calendar	\$10.00	\$15.00	\$20.00
Third and additional tickets during	\$15.00	\$20.00	\$25.00
Night Parking	\$5.00	\$10.00	\$15.00
Second & subsequent	\$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	\$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

PUBLIC WORKS DEPARTMENT

RECORDS DIVISION

Business Unit 4450 (now Organization Set - 202.22.4792)

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			
a Curb cuts, driveways, etc.	\$ 65.00 each	202.22.1202.671.040	
b Lane/road closures, obstructions	\$ 105.00 each	202.22.1202.671.040	
c Street Cut Penalty	\$ 1,000.00 each	202.22.1202.632.020	
d Work Without a Permit Fee	\$ 130.00 each	202.22.1202.671.040	
DPW Document Copies		591.23.1591.671.040	
(Maps 18" X 24" and larger)	\$ 15.00		
DPW GIS Map Production	\$50.00/hr	591.23.1591.671.040	Production of Deliverables that do not currently exist. First print/PDF included (Minimum of one hour, estimate provided.)
Commissioned DPW GIS Work (Custom map production, analysis, DPW			
Printed Maps	\$ 15.00 each	591.23.1591.671.040	Printing of previously compiled maps/media. (Letter, ledger, 36" or 42" print sizes available)

PUBLIC WORKS DEPARTMENT

SIGN & SIGNAL DIVISION

Business Unit 5430

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Street Sign Resale	\$ 25.00		

PUBLIC WORKS DEPARTMENT

RECORDS DIVISION

Business Unit 4440 (now Organization Set - 591.23.4440)

Description	Current Charges				Account Credited
Water Service					
Installation					591.23.1591.616.230
a Residential (¾" or smaller water meter)	\$4,200.00 each	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
b Other	Time & Materials				
Service and Meter Size	Construction Fee	Capacity Fee	Meter Setting	Total	591.23.1591.616.230
a Residential Water Service 5/8"	Estimate Provided	\$610.00	\$60.00	TBD	
b Residential Water Service 3/4"	Estimate Provided	\$915.01	\$60.00	TBD	
c Residential Water Service 1"	Estimate Provided	\$1,525.01	\$60.00	TBD	
d Commercial Water Service 1 ½"	Estimate Provided	\$3,050.00	\$60.00	TBD	
e Commercial Water Service 2"	Estimate Provided	\$4,880.01	\$60.00	TBD	
f Commercial Water Service 3"	Estimate Provided	\$9,150.01	\$60.00	TBD	
g Commercial Water Service 4"	Estimate Provided	\$15,250.03	\$60.00	TBD	
h Commercial Water Service 6"	Estimate Provided	\$30,500.06	\$60.00	TBD	
i Commercial Water Service 8"	Estimate Provided	\$48,800.08	\$60.00	TBD	
j Commercial Water Service 10"	Estimate Provided	\$70,150.13	\$60.00	TBD	
Sewer Services (Sanitary)					
Installation					
a Residential (¾" or smaller water meter)	\$4,200.00	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
b Other	Time & Materials				
Capacity	Construction Fee	Capacity Fee	Total		590.24.1590.615.110
a 1" Service with a 5/8" Meter	Estimate Provided	\$740.00	TBD		
b 1" Service with a 3/4" Meter	Estimate Provided	\$1,110.01	TBD		
c 1" Service with a 1" Meter	Estimate Provided	\$1,850.01	TBD		
d 2" Service with a 1 ½" Meter	Estimate Provided	\$3,700.00	TBD		
e 2" Service with a 2" Meter	Estimate Provided	\$5,920.02	TBD		
f 4" Service with a 3" Meter	Estimate Provided	\$11,100.02	TBD		
g 4" Service with a 4" Meter	Estimate Provided	\$18,500.03	TBD		
h 6" Service with a 6" Meter	Estimate Provided	\$37,000.07	TBD		
i 8" Service with a 8" Meter	Estimate Provided	\$59,200.10	TBD		
j 10" Service with a 8" Meter	Estimate Provided	\$85,100.15	TBD		
Sewer Services (Storm)					
Installation: 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 prepares 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
Dog/Cat Licenses			
a Non-neutered	\$20.00	101.14.3230.452.060	
b Neutered - One year license	\$5.00	101.14.3230.452.060	
c Neutered - Three year license	\$12.00	101.14.3230.452.060	
Service animal	Free		Signed affidavit by owner
d Replacement fee	\$5.00	101.14.3230.452.060	
Kennel Licenses			
a Less than 11 dogs and/or cats	\$10.00	101.14.3230.452.060	
b Eleven or more dogs and/or cats	\$25.00	101.14.3230.452.060	
c Late charge	Double original fee	101.14.3230.452.060	
Kennel Inspection Fee			
a 3-10 Dogs and/or Cats	\$40.00	101.14.3230.627.150	
b 11-30 Dogs and/or Cats	\$65.00	101.14.3230.627.150	
c 31+ Dogs and/or Cats	\$105.00	101.14.3230.627.150	
Return Check or Bank Draft and Credit	\$35.00	101.03.2540.671.040	
Card Chargeback/Return Fee			
Late fee on City miscellaneous invoices	1.50%/month/	(Invoicing dept. #)	
Credit/Debit Card Enhanced Access Fee	Price Range	Enhanced Access Fee	
	\$0.00 to \$49.99	\$2.50 flat rate per order	
	\$50.00 to \$99.99	\$4.00 flat rate per order	
	\$100.00 to \$199.99	\$5.50 flat rate per order	
	\$200.00 to \$299.99	\$8.25 flat rate per order	
	\$300.00 to \$399.99	\$11.00 flat rate per order	
	\$400.00 to \$499.99	\$13.75 flat rate per order	
	\$500.00 to \$599.99	\$16.50 flat rate per order	
	\$600.00 to \$699.99	\$19.25 flat rate per order	
	\$700.00 to \$799.99	\$22.00 flat rate per order	
	\$800.00 to \$899.99	\$24.75 flat rate per order	
	\$900.00 to \$999.99	\$27.50 flat rate per order	
	\$1,000.00 and over	2.75 % (percent) of order	
	Payment via		
	Electronic Check	\$2.50 flat rate per order	

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 Charges	Account Credited	Additional Requirements/Insurance
Water turn-on charge	\$60.00	591.23.1591.616.010	Fee charged for water turn on (new account turn on does not
Missed Appointment Fee	\$30.00	591.23.1591.616.010	
Metering Equipment Charges	Equipment Cost	Setting Fee	Total Charge
a 5/8" Positive Displacement	\$ 114.00	\$60.00	\$ 174.00
b 3/4" Positive Displacement	\$ 164.50	\$60.00	\$ 224.50
c 1" Positive Displacement	\$ 228.50	\$60.00	\$ 288.50
d 1 1/2" Positive Displacement	\$ 489.00	\$60.00	\$ 549.00
e 2" Positive Displacement	\$ 627.00	\$60.00	\$ 687.00
f 1 1/2" Turbine Class II	\$ 632.50	\$60.00	\$ 692.50
g 2" Turbine Class II	\$ 632.50	\$60.00	\$ 692.50
h 3" Turbine Class II	\$1,135.50	\$60.00	\$1,195.50
i 4" Turbine Class II	\$1,292.50	\$60.00	\$1,352.50
j 6" Turbine Class II	\$2,412.00	\$60.00	\$2,472.00
k 8" Turbine Class II	\$3,580.00	\$60.00	\$3,640.00
l 10" Turbine Class II	\$5,602.50	\$60.00	\$5,662.50
m 2" Compound	\$1,481.50	\$60.00	\$1,541.50
n 3" Compound	\$2,028.00	\$60.00	\$2,088.00
o 4" Compound	\$2,638.50	\$60.00	\$2,698.50
p 6" Compound	\$4,450.50	\$60.00	\$4,510.50
q 8" Compound	\$7,387.00	\$60.00	\$7,447.00
r R900 Radio transmitter	\$ 114.00	\$60.00	\$ 174.00
s R900 Radio transmitter pit unit	\$ 164.50	\$60.00	\$ 224.50
t 5/8" Mach 10 Ultrasonic	\$ 228.50	\$60.00	\$ 288.50
u 3/4" Mach 10 Ultrasonic	\$ 489.00	\$60.00	\$ 549.00
v 1" Mach 10 Ultrasonic	\$ 627.00	\$60.00	\$ 687.00
w 1 1/2" Mach 10 Ultrasonic	\$ 632.50	\$60.00	\$ 692.50
x 2" Mach 10 Ultrasonic	\$ 632.50	\$60.00	\$ 692.50
y 3" Mach 10 Ultrasonic	\$1,135.50	\$60.00	\$1,195.50
z 4" Mach 10 Ultrasonic	\$1,292.50	\$60.00	\$1,352.50
aa 6" Mach 10 Ultrasonic	\$2,412.00	\$60.00	\$2,472.00
Call in charge, includes \$60 turn on fee	\$215.00 per incident	591.23.1591.616.010	Regular Business hours: 7:30 a.m. – 4:00 p.m.
Monthly Water Commodity Charge		591.23.1591.616.010	Rate per 100 cubic feet (748 Gallons)
All metered water	7/1/23-6/30/24 \$1.51	7/1/24-6/30/25 \$1.57	7/1/25-6/30/26 \$1.64

UTILITY BILLING
Business Unit 5570 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Monthly Water Readiness to Serve Charge		591.23.1591.616.010	
Inside City	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
a 5/8" meter	\$13.84	\$14.43	\$15.04
b 3/4" meter	\$19.65	\$20.49	\$21.36
c 1" meter	\$31.25	\$32.58	\$33.96
d 1 ½ " meter	\$60.28	\$62.84	\$65.51
e 2" meter	\$95.10	\$99.14	\$103.35
f 3" meter	\$176.35	\$183.84	\$191.65
g 4" meter	\$292.42	\$304.85	\$317.81
h 6" meter	\$582.59	\$607.35	\$633.16
i 8" meter	\$930.81	\$970.37	\$1,011.61
j 10" meter	\$1,337.06	\$1,393.89	\$1,453.13
k Over 10"	Calculated at the time of permit		
Monthly Fire Sprinkler Charge (based on proportional cost allocation)			591.23.1591.616.010
Inside City	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
a 2" Tap	\$10.83	\$11.29	\$11.77
b 3" Tap	\$20.32	\$21.18	\$22.08
c 4" Tap	\$33.86	\$35.30	\$36.80
d 6" Tap	\$67.73	\$70.61	\$73.61
e 8" Tap	\$108.37	\$112.98	\$117.78
f 10" Tap	\$155.77	\$162.39	\$169.29
g 12" Tap	\$224.31	\$233.84	\$243.78
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
3" Metered Fire Hose	\$1,500.00	\$60.00	See rate schedule
3" Daily Unmetered Hose	\$300.00	\$60.00 Set up and Hydrant Operation training	\$65.00 per additional day, not billed on consumption
1" Daily Unmetered Hose	\$150.00	\$60.00 Set up and Hydrant Operation training	\$30.00 per additional day, not billed on consumption
Loading Fee (1/2 Hr wage)	1 day of 3" Ready to Serve		Consumption @ Current City of BC rate
Bulk Water @ DPW Building	\$11.14	\$5.27	See rate table

UTILITY BILLING
Business Unit 5570 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Sewer charge/100 cubic feet		590.24.1590.615.010	
Monthly Sewer Readiness Charge – (prorated on bills)		590.24.1590.615.010	
(inside City & outside City	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
a 5/8" meter	\$16.98	\$17.70	\$18.45
b 3/4" meter	\$24.48	\$25.52	\$26.60
c 1" meter	\$39.45	\$41.13	\$42.88
d 1 ½" meter	\$76.92	\$80.19	\$83.60
e 2" meter	\$121.86	\$127.04	\$132.44
f 3" meter	\$226.73	\$236.37	\$246.42
g 4" meter	\$376.54	\$392.54	\$409.22
h 6" meter	\$751.09	\$783.01	\$816.29
i 8" meter	\$1,200.54	\$1,251.56	\$1,304.75
j 10" meter	\$1,724.90	\$1,798.21	\$1,874.63
Industrial Pretreatment Program (IPP)		590.24.1590.615.010	
BOD and Suspended Solids Charges	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
BOD (per pound over 300	\$0.2400	\$0.2500	\$0.2600
SS (per pound over 300 mg/l)	\$0.4000	\$0.4200	\$0.4400
Sampling (per sample)	\$332.40	\$346.53	\$361.26
Flat Rate Monthly Sewer Usage		590.24.1590.615.010	
Per Residential Equivalent Unit	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
Inside City	\$45.76	\$47.70	\$49.73
Solid Waste (Garbage) Collection Charges		596.31.5590.614.010	
Garbage Rates (based on 30 days)	7/1/23-6/30/24	7/1/24-6/30/25	7/1/25-6/30/26
a Curb	\$21.48	\$22.34	\$23.25
b Curb discount	\$13.66	\$14.21	\$14.79
c Backyard	\$33.33	\$34.67	\$36.09
d Backyard discount	\$21.18	\$22.02	\$22.93
Tenant Deposits		591.241.001	
a Water	Three times Ready to Service Charge (per largest meter size presently installed)		
b Sewer	Three times Ready to Service Charge (per largest meter size presently installed)		
c Garbage	Three times 30 day rate currently in effect		
Return Check or Bank Draft and	\$35.00	591.23.1591.671.050	
Credit Card Chargeback/Return Fee			
Opt-Out Exception Meter Reading	\$60.00/quarter		Completion of Exception Request, appointment scheduled during the 3rd month of every quarter of the year & provide access to the water meter.
Fee (as defined in the Exception Request - Automated Meter Read			

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD

Business Unit 1580

The Battle Creek Executive Airport (BTL) at Kellogg Field's mission is to maintain and leverage safe, secure, and efficient infrastructure that 1) fosters an environment for diverse, high-quality aviation products, services, and facilities 2) sustains and enhances economic development and 3) connects the Battle Creek community to the national air transportation system and the world. BTL operates 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 Aircraft Corp. 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
Gross aircraft landing weight fee		580.20.1580.625.010	
a Less than 8,000 lbs.	Free		
b 8,000 to 12,500 lbs.	\$54.00		
c 12,501 to 24,999 lbs.	\$85.25		
d 25,000 to 54,999 lbs.	\$143.50		
e 55,000 to 89,999 lbs.	\$194.50		
f 90,000 to 129,999 lbs.	\$292.25		
g 130,000+ lbs.	\$2.62 per 1,000lbs		
Fuel flowage fee	\$0.15/gallon	580.20.1580.625.020	
T-hangar key fee	\$38.00	580.20.1580.671.040	Includes 2 keys, non-refundable
Additional T-hangar keys	\$16.50/each key	580.20.1580.671.040	Non-refundable
Airport Badge - New	\$42.00/badge	580.20.1580.625.080	Non-refundable
Airport Badge with Driving Privileges - New	\$74.00/badge	580.20.1580.625.080	Non-refundable
Airport Badge with Driving Privileges - Renewal	\$58.00/badge	580.20.1580.625.080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 1st	\$110.00/badge	580.20.1580.625.080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 2nd	\$165.00/badge	580.20.1580.625.080	Non-refundable
Replace Worn out/Damaged	\$35.00/badge	580.20.1580.625.080	Non-refundable

Landing Fee Exemptions: The Battle Creek Executive Airport 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.

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD
Business Unit 1580 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
T-Hangar Rental Rates			
A Slide Door Width – 39’ 9” Depth – 31’ 4” Tail Width – 12’ 5” Hangar #3 & #8 offers extra storage space	\$146.00/month	580.20.1580.625.060	Insurance requirements set by City.
B Electric Bi-Fold Door Width – 41’ 6” Depth – 32’ Tail Width – 20’ 6” Height Clearance – 11’	\$182.00/month	580.20.1580.625.060	Insurance requirements set by City.
C End T-Hangars Dimensions – Same As Each Hangar offers extra storage space	\$203.00/month	580.20.1580.625.060	Insurance requirements set by City.
D Electric Bi-Fold Door Width – 42’ Depth – 33’ Height Clearance – 12’	\$233.00/month	580.20.1580.625.060	Insurance requirements set by City.
E Electric Bi-Fold Door Width – 43’ 6” Depth – 38’ Tail Width – 21’ 7” Height Clearance – 13’ Hangar #46 offers extra storage space	\$242.00/month	580.20.1580.625.060	Insurance requirements set by City.
Airport owned/operated Open Tie-Down	\$45.00/month	580.20.1580.625.105	Insurance requirements set by City.

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.

