



AGENDA ITEM SUMMARY FORM

MEETING DATE: 5/11/26

PREPARED BY: Linda Kunath, Finance Director/Treasurer

AGENDA ITEM CONTENT: Public Hearing for Fiscal Year 2027 Budget Resolution and Tax Levy

AGENDA ITEM SECTION: Public Hearings

BUDGETED AMOUNT:

FUNDS REQUESTED:

FUND:

EXECUTIVE SUMMARY:

This public hearing is scheduled to receive public comments on the Proposed Budget, to appropriate funds, to establish the tax levy for the budget appropriations, and to approve changes to department fees. Pursuant to Section 8.4 of the City's Charter, a resolution has been drafted which, if approved, will adopt the FY 2027 Budget, appropriate funds, levy the property tax, and approve several fee adjustments.

RECOMMENDATION:

Following the public hearing, I recommend that Council approve the FY 2027 Budget Resolution.

ADOPTED FY 2026-27 Budget Resolution

A RESOLUTION TO ADOPT A BUDGET FOR MUNICIPAL PURPOSES FOR THE CITY OF MADISON HEIGHTS FOR THE FISCAL YEAR 2026-27 TO APPROPRIATE FUNDS FOR SAID PURPOSES AND TO PROVIDE FOR A LEVY OF TAXES FOR SAID BUDGET APPROPRIATIONS

WHEREAS, in accordance with Section 8.4 of the Charter of the City of Madison Heights, it is provided that the City Council shall adopt a budget for the fiscal year, appropriate funds for said purposes and provide for a levy of taxes for said Budget appropriations; and

WHEREAS, on May 11, 2026, a public hearing was held in accordance with Section 8.3 of the Charter of the City of Madison Heights, and the statutes of the State of Michigan for the fiscal year.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Budget hereto as Exhibit “A” is hereby adopted.
2. That the amounts set forth in said Budget are hereby appropriated for the purposes stated therein.
3. That 24.9022 mills per \$1,000 State Taxable Valuation on the real and personal property in the City of Madison Heights be levied to provide funds for said Budget for municipal purposes:

General Operating	13.5384
Solid Waste	2.3984
Police & Fire Retiree Benefits	6.5015
Neighborhood Road Improvements	1.8131
Senior Citizens	0.4305
Chapter 20 Drain Debt	0.1786
Publicity	0.0417
Total	<u>24.9022</u>

4. That the City of Madison Heights approves the imposition, by the City Treasurer, of a one percent (1%) property tax administration fee for all property taxes levied in Fiscal Year 2026-27 and for the imposition of a late penalty charged, when applicable, in accordance with Public Act 1982, specifically Michigan Compiled Laws, Section 211.44(7).
5. That the City of Madison Heights approves the levying of taxes to cover the necessary expenses for the operation of the Police and Fire Pension System.
6. That the City of Madison Heights assigns the authority to the City Manager and/or Finance Director to assign amounts for fund balance to be used for specific purposes.
7. That the City of Madison Heights approves and establishes Department Fee schedule, set forth in Exhibit “B”. Water and Wastewater Charges were approved at meeting of March 9, 2026.
8. That the City of Madison Heights approves the levying of taxes to cover the necessary expenses for principal and interest for the Chapter 20 Drain Debt Obligations.
9. That the City of Madison Heights approves the levying of taxes for Publicity, Recreation, and Advertising promotion, pursuant to Act 359 of 1925, otherwise known as MCL 123.881, to be levied starting with the 2026 tax year; and recognizing that the total amount to be recovered will not exceed \$50,000.00 in any one year.

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout the Budget, and all transfers between appropriations may be made only by further action of the Council, pursuant to the provisions of the Michigan Uniform Accounting and Budget Act.

EXHIBIT "A"
CITY OF MADISON HEIGHTS
ADOPTED BUDGET RESOLUTION
FISCAL YEAR 2026-27

EXPENDITURES

REVENUES

GENERAL FUND

General Government	\$8,131,726	Property Taxes and Fees	\$29,794,487
Public Safety	24,927,095	Intergovernmental Revenues	6,395,873
Community Services	4,398,329	Other	6,706,125
Cultural and Recreation	3,489,366	Use of Fund Balance	427,833
Community Development	1,352,308		
Debt Service	1,025,494		
TOTAL	<u><u>\$43,324,318</u></u>		<u><u>\$43,324,318</u></u>

MAJOR STREET FUND

Program Expenditures	\$1,998,958	Intergovernmental Revenues	\$2,844,951
		Use of Fund Balance	(845,993)
	<u><u>\$1,998,958</u></u>		<u><u>\$1,998,958</u></u>

LOCAL STREET FUND

Program Expenditures	\$3,338,831	Property Taxes	\$2,174,735
		Intergovernmental Revenues	2,573,724
		Other	75,000
		Use of Fund Balance	(1,484,628)
	<u><u>\$3,338,831</u></u>		<u><u>\$3,338,831</u></u>

PARKS MAINTENANCE & IMPROVEMENT FUND

Program Expenditures	\$63,887	Other	\$46,000
		Use of Fund Balance	17,887
	<u><u>\$63,887</u></u>		<u><u>\$63,887</u></u>

DOWNTOWN DEVELOPMENT AUTHORITY

Program Expenditures	\$206,829	Property Taxes	\$264,221
		Intergovernmental Revenues	26,810
		Other	500
		Use of Fund Balance	(84,702)
	<u><u>\$206,829</u></u>		<u><u>\$206,829</u></u>

EXHIBIT "A"
CITY OF MADISON HEIGHTS
ADOPTED BUDGET RESOLUTION
FISCAL YEAR 2026-27

EXPENDITURES

REVENUES

	DRUG FORFEITURE FUND		
Program Expenditures	\$61,500	Other	\$24,500
		Use of Fund Balance	37,000
	<u>\$61,500</u>		<u>\$61,500</u>
	COMMUNITY IMPROVEMENT FUND		
Program Expenditures	\$153,311	Intergovernmental Revenues	\$153,311
	<u>\$153,311</u>		<u>\$153,311</u>
	SPECIAL ASSESSMENT REVOLVING		
Program Expenditures	\$32,500	Other	\$4,959
		Use of Fund Balance	27,541
	<u>\$32,500</u>		<u>\$32,500</u>
	MUNICIPAL BUILDING BOND		
Program Expenditures	\$483,300	Transfers In	\$483,300
	<u>\$483,300</u>		<u>\$483,300</u>
	WATER AND SEWER FUND		
Program Expenditures	\$15,361,947	Sales to Customers	\$14,822,460
		Other	377,300
		Use of Retained Earnings	162,187
	<u>\$15,361,947</u>		<u>\$15,361,947</u>
	DEPARTMENT OF PUBLIC SERVICES		
Program Expenditures	\$2,449,502	Other	\$2,449,502
	<u>\$2,449,502</u>		<u>\$2,449,502</u>
	MOTOR AND EQUIPMENT POOL		
Program Expenditures	\$1,288,592	Other	\$1,288,592
	<u>\$1,288,592</u>		<u>\$1,288,592</u>
	CHAPTER 20 DRAIN DEBT SERVICE		
Program Expenditures	\$214,027	Property Taxes	\$214,027
	<u>\$214,027</u>		<u>\$214,027</u>

EXHIBIT "B"
CITY OF MADISON HEIGHTS
**WATER AND WASTEWATER CHARGES AND DEPARTMENT FEES
FISCAL YEAR 2026-27

** WATER AND WASTEWATER RATE CHARGES		
Description	Old Rate	New Rate
Water rate	\$4.74	\$5.01
Wastewater rate	\$6.96	\$7.29

** City Council approved on March 9, 2026, a resolution to adopt water and wastewater rates effective for bills processed on or after July 1, 2026 for \$5.01 per unit of water and \$7.29 per unit of wastewater.

EXHIBIT "B"
CITY OF MADISON HEIGHTS
WATER AND WASTEWATER CHARGES AND DEPARTMENT FEES
FISCAL YEAR 2026-27

**CITY OF MADISON HEIGHTS
FEE SCHEDULE
FY 2027**

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EXHIBIT “B”
CITY OF MADISON HEIGHTS
WATER AND WASTEWATER CHARGES AND DEPARTMENT FEES
FISCAL YEAR 2026-27

The FY 2027 City of Madison Heights Fee Schedule will be effective July 1, 2026, unless otherwise noted. Revisions approved are listed below:

Summary of Changes:

Section 1. Community Development Department Services

- Added \$90 Reinspection fee to Certificate of Occupancy. The current fee covers the costs of admin and two inspections; there are cases where we are inspecting many times beyond this. The change covers inspector costs and encourages applicants to be ready for inspection.
- Include 1% of site construction cost deposit to engineering plan review fee

Section 2. Clerk Department Services

- Increase hotel business license from \$300 to \$500
- Update animal licenses to remove cats

Section 3. Water and Wastewater (formerly Water and Sewer)

- Increase in Commodity Charges:
 - Increase water rate from \$4.74 per unit to \$5.01 per unit
 - Increase in wastewater rate from \$6.96 per unit to \$7.29 per unit

Section 5. Library Services Fees

- Remove coffee concert fee. Rates will be set by the Recreation department and announced in the Madison Heights Happenings brochure.

Section 6. Fire Services Fees

- Increase ALS Emergency Transport to \$950
- Increase ALS Emergency Transport II to \$1,400
- Increase BLS Emergency Transports to \$800
- Increase BLS Non-Emergency Transports to \$500
- Increase Loaded Mile fee to \$18.00 per mile
- Increase Extrication to \$550
- Increase Fire Re-Inspections to the following:
 - 3rd inspection \$150 each
 - 4th inspection \$300 each
 - 5th or more inspections \$600 each
- Add HazMat Recovery Fee = Flat fee + hourly rate + personnel cost + materials and cleanup charges.
 - Moderate HazMat incident flat fee is \$1,000
 - Major HazMat/extended incident flat fee is \$2,500
 - Hourly rates:
 - Rescue \$200/hr.
 - Engine \$400/hr.
 - Ladder \$800/hr.
 - Command/Utility Vehicle \$100/hr.

EXHIBIT "B"
CITY OF MADISON HEIGHTS
WATER AND WASTEWATER CHARGES AND DEPARTMENT FEES
FISCAL YEAR 2026-27

- Add Utility Emergency/ Stand By fee. Charges begin *after* the first hour of the on-scene time. The charge is an hourly rate + personnel cost.
 - Hourly Rates
 - Rescue \$200/hr.
 - Engine \$400/hr.
 - Ladder \$800/hr.
 - Command/Utility Vehicle \$100/hr.

Section 8: Department of Public Services

- Increase garbage bag cost to \$25/box
- Add 96 Gallon Garbage Cart, \$75.00
- Replace Recycling Bin and Lid with 65 Gallon Recycling Cart, \$65.00
- Increase mobile home solid waste collection to \$14 per unit

Section 9: Parks, Park Facilities, Recreation, and Active Adult Center

- Active Adult Center Rentals:
 - Increase rates to \$100 per hour for MH residents, \$50 per hour for civic groups.
- Sports Field Preparation:
 - Add Baseball/Softball Field Rental Permit Fee: \$20.00
 - Change field preparation fees to \$60 (Residents)/\$75 (Non-Residents) (Includes field rental Fee)

Section 1. COMMUNITY DEVELOPMENT DEPARTMENT SERVICES

SCHEDULE OF FEES FOR PERMITS AND SERVICES

BUILDING FEES AND INSPECTION SCHEDULE

Notice for all permits: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. A permit will be closed when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Closed permits cannot be refunded. The charge to re-open a closed permit is \$75.00. Permits may be renewed, *prior to their expiration*, for a period of 180 days.

Developers/Contractors: For those interested in discussing a project in anticipation of submitting for plan review, Building Services offers a pre-construction meeting upon request for a fee of \$210 (limit two meetings)

1.0 ELECTRICAL, MECHANICAL & PLUMBING PERMIT FEE SCHEDULE

Receipted to 101-017-476-4771

- 1.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 1.2 The permit fees for any electrical, mechanical or plumbing permit shall be \$75.00 per inspection. A minimum of one inspection and the application fee are required on all permits. Permit renewals shall be \$35.00. Permit fees are non-refundable after work has started and non-transferable.
- 1.3 Contractor registration fee shall be \$30.00 for all categories of electrical, mechanical and plumbing contractors.
- 1.4 Permits shall be for the minimum number of inspections required in Section 3.
- 1.5 The fee of \$90.00 per inspection shall be charged for the re-inspection of all failed inspections.

2.0 BUILDING, MOVING, DEMOLITION AND SIGN PERMIT FEE SCHEDULE

Receipted to 101-017-476-4771

- 2.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 2.2 The permit fees for building permits shall be an application fee plus the applicable permit fee. One inspection and the application fee are required on all permits. Permit renewals shall be \$35.00. Permit fees are non-refundable after work has started and non-transferable.
- 2.3 Contractor registration fee shall be \$30.00 for building, moving, demolition and sign contractors.
- 2.4 A fee of \$90.00 per inspection shall be charged for the re-inspection of all failed inspections.
- 2.5 FEE SCHEDULE:

Building Permit Fees Residential Alterations, Additions and Accessory Structures

Receipted to 101-017-476-4771

Accessory structures, remodels, repairs, alterations, and other small jobs based on improvement cost as follows:

\$30.00 non-refundable application fee plus permit fees as follows:

<u>Improvement Cost</u>		<u>Fee</u>
\$0.00 to \$1,000.00	=	\$75.00
\$1001.00 up	=	\$75.00 + \$6.30 per thousand or fraction thereof, over \$1,000.00
Plan review fee when required	=	\$55.00
Certificate of Occupancy including replacement certificates	=	\$105.00

New One and Two Family Residential Construction

Receipted to 101-017-476-4771

\$30.00 non-refundable application fee plus permit fees as follows:

\$850.00 plus \$1.15 per square foot over 1,000 square feet. For fee purposes, all finished areas are included including habitable basement spaces and all attached garages.

Plan review fee when required	\$80.00
Certificate of Occupancy including replacement certificates	\$25.00

Exception: Permit and inspection fees for the construction of barrier-free ramps serving one and two family dwelling units shall be waived.

Multiple Family, Commercial, and Industrial

Receipted to 101-017-476-4771

\$30.00 non-refundable application fee plus permit fees as follows:

<u>Improvement Cost</u>		<u>Fee</u>
\$0.00 to \$6,000.00	=	\$78.00
\$6,001.00 and above	=	\$0.013 x construction cost

Plan review fee = .005 x cost, minimum \$200.00, maximum \$5,000.00. In the event that the Department requires review by outside consultants as part of the plan review, all costs for required outside architectural or engineering reviews shall be paid by the applicant in addition to the standard plan review fees.

Certificate of Occupancy - Multiple-Family, Commercial, Industrial

Receipted to 101-017-476-4771

Additions/New Construction/Change in use, owner or occupant: \$210.00.

(Where only the ownership of a multi-tenant building changes, the building owner shall be responsible for obtaining a new certificate of occupancy for each tenant. The fee for each new tenant certificate shall be 20% of the regular fee. Where it has been less than one year since the issuance of a certificate of occupancy for any tenant space, the fee and inspection will be waived for that tenant space.)

Attached residential condominiums:	\$25.00 per unit.
Replacement certificates:	\$25.00

Certificate of Occupancy – Mobile Food Vendors

Received to 101-017-475-4774

Annual Certificate of Occupancy Mobile Food Vendor Fee: \$100.00

Mobile Food Vendor must have an Annual Certificate of Occupancy in addition to annual business licenses.

Temporary Certificate of Occupancy

Received into 101-017-476-4770 with bonds in 705-000-265-2830

Single-family residential - \$250.00 plus bond of \$500.00 per incomplete item or 100% of cost, whichever is greater. Bondable items are concrete, sod, and final grade in the winter months only. Bond for an as-built plot plan shall be \$1000.00.

All other construction - \$325.00 plus bond for 100% of incomplete work.

All temporary certificates are 90 days maximum with one renewals.

Signs

Received into 101-017-476-4770

All permits shall be assessed a non-refundable application fee of \$30.00.

Permit Fees: Permit fees are non-transferable.

Permanent signs

Ground signs:	Up to 60 square feet	\$200
Wall signs:	Up to 100 square feet	\$200
	Over 100 square feet	\$280

Re-Facing Permanent Signs:

	Up to 60 square feet	\$185
Ground signs:		
Wall signs:	Up to 100 square feet	\$185
	Over 100 square feet	\$265

Demolition

Received into 101-017-476-4770 with bonds in 705-000-265-2830

All permits shall be assessed a non-refundable application fee of \$30.00.

Residential:

\$225.00

(Includes pre-demolition, open hole and final site inspections. Additional inspections \$90.00 each. The inspector shall estimate the number of visits required.)

Commercial and Industrial:

\$210 up to 30,000 cubic square feet

(Includes pre-demolition, open hole and final site inspections. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required.)

\$210 over 30,000 cubic square fee plus \$5 per 1,000 cubic square feet

(Includes pre- demolition, open hole and final site inspections. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required.)

Performance Bond

\$5,000.00

Note: Bond required for all demolition permits including homeowner permits. Bond may be reduced to \$1,000.00 for qualified homeowners at the Department's discretion.

Moving

Received into 101-017-476-4770 with bonds in 705-000-265-2830

All permits shall be assessed a non-refundable application fee of \$30.00.

Permit Fees:

\$140.00

Includes pre and post-move inspection. Additional inspections \$75.00 each. The inspector shall estimate the number of visits required.

Performance Bond

\$5,000.00

Utility Disconnect Fees for Demolition (established by Utility Department):

Received into 592-551-818-0000

See page 15, Miscellaneous Service Fees

Code Inspections

Received into 101-017-476-4770

\$70.00 per inspector/per hour, or fraction thereof.

Overtime Inspections

Received into 101-017-476-4770

\$105.00 per hour.

Additional/Add-on Inspections, All Permits

Received into 101-017-476-4770

\$70.00 per inspection.

Appeal Boards

Received into 101-017-476-4770

\$250.00 for the Construction Board of Appeals.

3.0 INSPECTIONS: MINIMUM NUMBER AND WHEN REQUIRED

3.1 Electrical: Single-Family Residential

For new construction, a minimum of three inspections are required: a service, a rough, and a final inspection. An additional inspection shall be required if temporary service is provided.

Remodels shall require a minimum of two inspections; a rough and a final. For all other types of work in this class, inspections shall be required for each visit required from the electrical inspector.

3.2 Electrical: Multiple-Family, Commercial, and Industrial

For a multiple-family structure or multi-tenant commercial or industrial building, a minimum of two inspections (a rough and a final) shall be required for each living or work unit in such a structure. An inspection shall also be required for the service.

For all other buildings in this class, inspections shall be required for each visit required by the electrical inspector. The inspector shall estimate the number of visits required.

A separate inspection shall be required for temporary service.

3.3 Mechanical: Single-Family Residential

For new construction, a minimum of three inspections: a rough, a final, and a gas line inspection shall be required for each heating system. A separate inspection shall be required for each cooling system. A heating or cooling unit without a distribution system shall require one inspection.

Remodels shall require a minimum of a rough and final inspection. For all other types of work in this class, inspections shall be required for each visit required by the mechanical inspector.

Pre-fab fireplaces shall require a minimum of one inspection per dwelling unit. Multiple fireplaces in the same dwelling unit and inspected on the same visit shall require one inspection. Units may also require a gas line pressure test and inspection.

3.4 Mechanical: Multiple-Family, Commercial, Industrial

Each heating and/or cooling unit shall require one inspection. Each multi-family dwelling unit shall require a rough and final. Installation or modification of any distribution system not involving the associated heating/cooling unit shall require one inspection. Where an underground inspection(s) is required, an additional inspection shall be charged per visit. Gas lines require an additional pressure test and inspection per system.

Refrigeration units of one horsepower or greater shall require one inspection per unit. Concealed piping shall require an additional inspection per system.

3.5 Plumbing: Single-Family Residential

For new construction, an underground, rough, and final plumbing inspection shall be required.

Remodels shall require a minimum of two inspections, a rough and final. For all other types of work in this class, inspections shall be required for each visit required from the plumbing inspector.

3.6 Plumbing: Multiple-Family, Commercial, Industrial

Each unit in a multiple-family structure or in a multi-tenant structure shall require a rough and final inspection. An additional inspection for underground plumbing shall be required for each unit in a strip

center. A multiple-family structure or other multi-tenant building shall require an additional inspection for underground plumbing at the rate of one inspection per building. An additional inspection shall be required for sewer and water service.

All other commercial and industrial buildings shall be charged at the rate of one inspection for each visit required from the plumbing inspector. The inspector shall estimate the number of visits required.

3.7 Building: All Construction

Building inspections shall follow the schedule below to the extent applicable:

- a. Footing - before footing is poured. Property lines must be identified for the inspection.
- b. Backfill - before foundation wall is backfilled and before slab floors and with sill plate and foundation drain in place and anchor bolts installed.
- c. Brick Ledge - after the first course of brick, flashing, weep holes, and pea stone are installed.
- d. Rough - before any framing is covered and after rough electrical, mechanical and plumbing inspections are approved.
- e. Insulation - prior to covering insulation.
- f. Slab - prior to pouring concrete slab with sub-base, forms, and any reinforcement and insulation installed.
- g. Fireplace - Masonry - when damper and first flue liner are in place.
- h. Drywall - fastener inspection before drywall is taped.
- i. Final - after final electrical, plumbing, and mechanical inspections are approved.
- j. Final Site/Certificate of Occupancy - when all inspections are approved and prior to Occupancy. It is illegal to occupy a building before a Certificate of Occupancy is issued. As built drawings including the approved, existing, and final grade elevations must be received before an occupancy certificate can be issue

CONCRETE PERMITS INCLUDING NON-TELECOMMUNICATION WORK IN RIGHT-OF-WAY

Received into 101-017-476-4770 with bonds in 705-000-265-2830

1.1 All permits shall be assessed a non-refundable application fee of \$30.00.

1.2 Permit Fees: Permit fees are non-refundable after work has started and non-transferable.

Cutting, repair, sawing, removal, replacement or modification of street surface, aprons, or curb and gutter: \$75.00 per required inspection (two inspections are required minimum unless work is covered by a site plan and bond.)

\$5,000 bond (\$1,000 for qualified homeowner permits at the Department's discretion) is required for ROW work. Waived for registered contractors with annual bonds posted and projects with site plan guarantee bonds posted.

Concrete flatwork: \$75.00 per inspection
(fees waived for five (5) squares or less of public sidewalk)

1.3 Contractor registration fee:

Registration \$30.00

Performance Bond Minimum \$5,000.00 (Required for ROW)

PRIVATE WATER AND SEWER SERVICE

Received into 101-017-476-4770-000 with bonds in 705-000-265-2830

1.1 All permits shall be assessed a non-refundable application fee of \$30.00.

1.2 Permit Fees: Permit fees are non-refundable after work has started and non-transferable.

Private sewer and water leads (from the building to the storm sewer, sanitary sewer or water main) including replacements:

Storm or sanitary sewer lead	\$70.00 each.
Water lead	\$70.00 each.
Gate wells or structures	\$70.00 each.

Public sewer and water mains: See non-telecommunication engineering fees below

1.3 Contractor registration fee:

Registration \$30.00

Performance Bond \$5,000.00 (Required for ROW)

PLANNING FEES

Received into 101-030-628-6071

Pre-Application Meetings, Conceptual Review, and Pre-Construction Meetings

- No charge for Pre-Application or conceptual meetings with Community & Economic Development (CED) Department staff.
- Concept Plan review or Pre-Application meeting at Technical Review Committee (TRC): \$100.00
- Pre-Construction (post site plan approval) meeting at Technical Review Committee (TRC): \$100.00

Pre-Application Meetings, Conceptual Review, and Pre-Construction Meetings

- No charge for Pre-Application or conceptual meetings with Community & Economic Development (CED) Department staff.
- Concept Plan review or Pre-Application meeting at Technical Review Committee (TRC): \$100.00
- Pre-Construction (post site plan approval) meeting at Technical Review Committee (TRC): \$100.00

Site Plan Review:

- Major Site Plan - Technical Review Committee (TRC) Application:
 - Residential (multi-family): \$700.00
 - Non-Residential: \$850.00
- Major Site Plan - Planning Commission Application: \$1,000.00
- Minor Site Plan and Mobile Food Site Plan Application: \$200.00

All site plan review fees cover the initial submittal and one (1) revision. There shall be a charge of \$200.00 for each subsequent review

Site Plan Extensions & Amendments

- Site Plan Extensions: \$100.00 for each extension.
- Small-scale amendment to an approved Minor Site Plan: \$100.00
- Small-scale amendment to an approved Major Site Plan: \$200.00
- Large-scale amendment to an approved Minor or Major Site Plan: 75% of original fee.

Special Land Use Application: \$750.00

Temporary Use Application: \$30.00

Land Divisions, Combinations, Plats and Site Condominiums, Public Easements

- Land Divisions: \$500.00 + \$50.00 per resulting parcel
- Land Divisions with new roads: \$750.00 + \$50.00 per resulting parcel
- Land Combinations: \$500.00
- Plats and Site Condominiums: \$1,000.00 + \$15.00 per unit for residential and \$75.00 per acre for nonresidential.
- Public Easement Vacation Application: \$500.00
- Encroachment into Public Easement: \$50.00

ZONING FEES

Receipted into 101-044-680-6701

Zoning Board of Appeals (ZBA)

- Dimensional Variance Application (Single-Family, Duplex, Multiplex, Townhomes): \$400.00
- Dimensional Variance Application (Multi-Family and Non-Residential): \$400.00 + \$300.00 for each additional variance request.
- Appeal of Administrative Decision: \$400.00
- Zoning Interpretation: \$400.00

Rezoning

- Petition for Traditional Rezoning or Rezoning with Conditions: \$1,500.00
- Planned Unit Development (PUD):
 - Pre-Application Conference (TRC): \$100.00
 - Determination of Qualification Application: \$750.00
 - PUD Plan Application: \$1,250.00

Zoning District Verification Letter: \$30.00

BROWNFIELD REDEVELOPMENT AUTHORITY FEES

Receipted into 101-044-680-6701

Application fee: \$1,500.00 plus \$2,500.00 engineering escrow.

ENGINEERING FEES – (NON-TELECOMMUNICATION)

Receipted into 101-030-628-6701

Engineering Plan Review:	Application fee (non-refundable)	\$400.00 for all projects
	Public projects: Review fee	2% of site construction cost
	Inspection fee	4% of site construction cost (see ROW inspection below.)
	Private projects: Review fee	2% of site construction cost (\$200.00 minimum)
	Residential site/plot plan review	\$75.00
Engineering Inspections:	\$75 / Inspection + \$100 for each Compaction / Material Test	
Landfill permits:	\$60.00 + \$0.05 per cubic yard of fill.	

RIGHT OF WAY PERMITS – (NON-TELECOMMUNICATION)

Received into 101-030-628-6701

Application Fee:	\$200.00 (non-refundable)
Review fee	2% of the cost of the project. Minimum \$200.00
Inspection Fees:	4% of the cost of the project. If the inspection fees exceed 4% of the project cost, the permittee shall be charged 175% of the actual payroll costs (including but not limited to wages, fringe benefits and/or expenses) for all inspection fees exceeding the non-refundable 4% inspection fee. \$100.00 for each road crossing/driveway compaction test
Bonds:	Cash Bond 5,000.00
GIS Fee:	\$150.00

LANDLORD LICENSING

Received into 101-017-476-4771

<u>Four-Year Registration Fees:</u>	<u>New Registrations and Renewals Through Renewal Date*</u>
Single-family	\$210.00
2 to 4 units	\$245.00
5 or more units	\$47.50 per unit

*Code enforcement action will commence if the application and fee are not received before the current expiration date; if the renewal is not completed within thirty (30) days after the renewal date; or if a new application is not completed within thirty (30) days of the initial application date.

A fee of \$75.00 per inspection shall be charged for all locked-out inspections and \$90 for a re-inspection of all failed inspections.

Note: All renewal licenses are for forty-eight (48) months. New and pro-rated licenses may be for less than forty-eight (48) months. All licenses for the same landlord will expire on the same date.

CODE ENFORCEMENT PROPERTY MAINTENANCE FEES

Service and Mowing

Received into 101-030-626-6260

Service:	Mowing, labor and disposal costs are based on the current contract.
Mowing	<u>First Offense</u> : \$100.00 Administrative Fee + Actual Contractor Charges <u>Second Offense</u> (same growing season): \$200 + Actual Contractor Charges <u>Third or more Offenses</u> (same growing season): \$300 + Actual Contractor Charges

Clean Up/Debris Removal

Received into 101-030-626-6270

Electronic File Format Prices (when available)

Layers	Prices	Per Section
Benchmarks (elevations)	\$50.00	NA
Contours	\$250.00	\$75.00
Aerial Photos	\$250.00	\$75.00
Parcel Coverage (property lines)	\$500.00	\$135.00
Pictures of all parcels	\$200.00	NA
Pavement Management (profiles)	\$500.00	NA
Road Projects	\$50.00	NA
Sidewalk Gap	\$50.00	NA
Utilities (each)	\$500.00	\$135.00
City Fiber Network	\$200.00	NA
Street ROW	\$200.00	NA
Street light network	\$200.00	NA
Street sign	\$100.00	NA
Public Facilities (buildings, properties)	\$100.00	NA
Zoning	\$100.00	NA
Existing Land Use	\$100.00	NA
Future Land Use	\$100.00	NA

FIRE SUPPRESSION AND FIRE ALARM

Administration Fee:	\$125.00
Mechanical/Electrical Inspection	\$75.00
Re-inspection Fee	\$90.00
Plan Review In-House:	
Suppression	Project cost x 0.03, minimum \$150.00
Alarm	Minimum \$150.00
Contractor Registration Fee:	\$30.00

Permit Fees

Suppression	
1 to 20 heads	\$205.00
21 to 100 heads	\$435.00
101 to 200 heads	\$580.00
201 to 300 heads	\$665.00
301 to 500 heads	\$980.00
Over 500 heads	\$980 plus \$1.09 per head over 500
Fire Pumps	\$200.00 per pump
Rush Plan Reviews	Add 100% to base fee. 1 to 3 days turnaround. In addition, add \$25 for overnight plan return.

Restaurant Hoods Systems	
1 to 15 nozzles wet chemical system	\$280.00
16 to 30 nozzles wet chemical system	\$390.00
31 to 50 nozzles wet chemical system	\$500.00
Mechanical Hood and Duct System	\$390.00 per hood system; additional hood at same time \$195.00
Gas or Dry Chemical Suppression Agent System	
1 to 50 pounds of suppression agent	\$265.00
51 to 100 pounds of suppression agent	\$320.00
101 to 200 pounds of suppression agent	\$330.00
201 to 300 pounds of suppression agent	\$345.00
301 to 400 pounds of suppression agent	\$375.00
401 to 500 pounds of suppression agent	\$400.00
501 to 750 pounds of suppression agent	\$465.00
751 to 1,000 pounds of suppression agent	\$580.00
Over 1,000 pounds of suppression agent	\$580.00 plus \$0.29 for each pound of agent over 1,000
1 to 10 fire alarm devices	\$200.00
11 to 25 fire alarm devices	\$290.00
26 to 50 fire alarm devices	\$435.00
51 to 75 fire alarm devices	\$700.00
76 to 100 fire alarm devices	\$850.00
101 to 125 fire alarm devices	\$1,020.00
Over 125 fire alarm devices	\$1,020.00 plus \$5.70 per additional device over 125
Small Project Fee (without substantial changes to suppression or alarm systems)	\$150.00

Section 2. CLERK DEPARTMENT SERVICES

SCHEDULE OF FEES FOR PERMITS AND SERVICES

BUSINESS LICENSE/PERMIT FEES

Receipted into 101-014-476-4570

Business Licenses: \$100.00 per year

Marihuana - Medical/Adult-Use Business License:	\$5,000.00 per year
Marihuana – Caregiver Business License: fees	\$2,500.00 per year + any applicable re-inspection fees
Massage Business License: therapist.	\$500.00 per year + \$150.00 per licensed massage therapist.
Hotel Business License:	\$300.00 + per unit fee

Late Fee is double the fee listed above.

Temporary/Seasonal Business Licenses	\$100.00
Home Solicitation Licenses	\$100.00
Medical or Adult-Use Marihuana Facility/Medical or Adult-Use Marihuana Grow Operation Business License	\$500.00 non-refundable application fee

ANIMAL LICENSE

1.0 Dogs and Cats.

Receipted into 101-017-490-4800

- All dogs, six (6) months of age or older, must be licensed and have a current Rabies Vaccination Certificate.
- Residents must provide a valid rabies vaccination certificate signed by the veterinarian to obtain a license. Senior Defined as (65+) in age.
- Tags can be purchased year-round, with tag replacements costing \$1.00 per tag.

1 Year Spayed/Neutered	\$15
1 Year Male/Female	\$25
1 Year Spayed/Neutered Senior Discount	\$14
1 Year Male/Female Senior Discount	\$23

3 Year Spayed/Neutered	\$40
3 Year Male/Female	\$70
3 Year Spayed/Neutered Senior Discount	\$37
3 Year Male/Female Senior Discount	\$64

A \$5.00 penalty per dog will be imposed if the license renewal occurs more than 30 days after the rabies vaccination expires

MISCELLANEOUS FEES

1.0 **Bicycle Licenses**

Receipted into 101-017-490-4810

All bicycles to be ridden in the City on a street or public path shall be licensed.

Bicycle \$2.00 One-time fee per bicycle

2.0 **Vital Health Statistics**

Receipted into 101-030-628-6078

Birth Certificates – First Copy \$15.00

Birth Certificates – Second and additional copies \$ 5.00

Death Certificates – First Copy \$15.00

Death Certificates – Second and additional copies \$ 5.00

3.0 **Video/Vending Machine**

Receipted into 101-014-476-4570

Distributor Licenses \$10.00

Amusement Devices (Pool Tables, Jukeboxes) \$20.00

Vending Machines \$20.00

Video/Electronic Amusement Devices \$62.50

4.0 **Voter Registration Records**

Processing Fee and Excel spreadsheet \$12.00

Electronic Media Storage and Excel spreadsheet \$12.00 + actual price of storage device

5.0 **Notary Fees**

No Charge for first document \$10 for additional document

Non-Resident \$10 for each document

6.0 **Copy Fees**

Copies \$0.10 per page

Section 3. WATER AND WASTEWATER OPERATION SERVICE FEES

UTILITY RATES

1.0 Water and Wastewater Rates

Residential water receipted into 590-010-642-6430

Commercial/industrial water receipted into 590-010-642-6440

Wastewater receipted into 590-020-630-6115

Residential customers of the City are billed quarterly depending on what district or area of the City they live. All residential customers that are connected to the City water/wastewater system are subject to a minimum bill of 10 units per quarter.

Commercial customers of the City are billed monthly. All commercial customers that are connected to the City water/wastewater system are subject to a minimum bill of 3.33 units per month.

Water and Wastewater are billed in units. 1 unit = 100 cubic feet = approximately 748 gallons.

Rate increases go into effect for bills processed on or after July 1.

Water \$5.01 per unit

Wastewater \$7.29 per unit

SERVICE FEES

1.0 Service Tapping Fees

Meter & Materials receipted into 592-000-273-5000

Service Connection receipted into 592-000-273-6000

Transmission receipted into 592-010-629-6113

Paving receipted into 592-010-626-6111

Sewer Privilege Fee receipted into 592-020-630-6117

If the service requires crossing a five (5) lane highway, additional charges will apply.

Description	Supply/ Meter Size					
	1"	1 ½"	2"	3"	4"	6"
Meter & Materials	\$1,250	\$1,700	\$2,300	\$3,900	\$4,900	\$7,950
Service Connection	\$900	\$1,250	\$1,500	-	-	-
Transmission	\$72	\$72	\$72	-	-	-
Paving & Restoration	\$750	\$750	\$750	-	-	-
Sewer Privilege Fee	\$622	\$897	\$1,183	\$2,310	\$3,493	\$3,575
Total	\$3,144	\$4,219	\$5,355	\$6,210	\$8,393	\$11,525

2.0 Meter Fees

Receipted into 592-010-626-6111

GLWA pass through charges receipted into 592-010-642-6490

Description	5/8"	¾"	1"	1 ½"	2"	3"	4"	6"
Frozen Meter Charge w/service	\$180	\$180	\$350	\$725	\$925	\$3,000	\$3,950	\$6,500
Damaged/Missing Transmitter	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150
Damaged Register Head (Per Head if Compound)	\$115	\$115	\$115	\$115	\$115	\$115	\$115	\$115
GLWA (Pass Through)	\$3.64	\$5.46	\$9.10	\$20.02	\$29.12	\$52.78	\$72.80	\$109.20

3.0 Miscellaneous Service Fees
Receipted into 592-010-626-6111

Fire Suppression Private Water Line Charge	\$5 per month
Final Reading	\$20 per account processed
“No Show” Charge for service calls	\$30 per occurrence
Turn-Off/Turn-On	\$60
Reinstall Meter with Turn-On	\$60
Meter Bench Test (5/8 – 1 ½”) – Reading within AWWA range	\$60
Meter Bench Test (2” and above)– Reading within AWWA range	\$350
Fire Suppression System – Turn-Off/Turn-On	\$60
Construction Water Use	\$125
Hydrant Meter Deposit	\$2,000
Disconnect Water Service from Main (3/4”-2”)	\$700
Disconnect Water Service from Main (3”-6”)	\$1,000
Service Call Overtime Charge (Mon- Sat)	\$100
Service Call Overtime Charge (Sun & Holidays)	\$200
Hydrant Flow Test	\$100
Hydrant Flow Test with Salt Needed	\$175
Hydrant and Meter Rental	\$5 per day + water consumption

Tampering with meter or water service:

Residential	50-unit penalty plus the City may prosecute
Commercial/Industrial	100-unit penalty plus the City may prosecute
Bypass violations	100 unit penalty plus the City may prosecute

Section 4. TREASURY AND ASSESSING SERVICE FEES

PROPERTY AFFIDAVIT PENALTY

Receipted into 101-011-445-0000

A Property Affidavit must be filed within 45 days of the property transfer. Filing is mandatory and requires Form 2766 from the Michigan Department of Treasury.

Penalty for failure to complete and submit all required paperwork to the City:

- Industrial and Commercial property:

If the sale is \$100,000,000 or less - \$20 per day for each separate failure beginning after the 45 days have elapsed up to a maximum of \$1,000

If the sale is \$100,000,000 or more - \$20,000 after the 45 days have elapsed

- Real property other than industrial and commercial:

\$5 per day for each separate failure beginning after the 45 days has elapsed, up to a maximum of \$200.

TAX ADMINISTRATION FEE

Receipted into 101-011-447-0000

The City of Madison Heights bills and collects taxes on behalf of all taxing jurisdictions in the City. A 1% fee of all taxes billed is added to cover this service as allowed in the State of Michigan General Property Tax Act 211.4 (3).

DUPLICATE BILL FEE

Receipted into 101-044-680-6701

If a duplicate bill must be printed for payment or customer records the City charges a duplicate bill fee. This fee is set by the Department Head Based on an estimate of time and materials.

\$3 per bill requested.

STOP PAYMENT FEE

Receipted into 101-044-680-6701

If the City must stop payment of a check issued a \$25 stop payment fee may be charged to the payee of the check. This fee is set by the Department Head based on the fee the City is charged from our banking institution.

RETURNED CHECK/ACH FEE

Receipted into 101-044-628-6705

If a customer has a payment returned for any reason including (non-sufficient funds, closed account, or wrong account information) a \$25 returned check/ACH fee will be charged to the customer. This fee is set by the Department Head based on the fee the City is charged from our banking institution.

Section 5. LIBRARY SERVICES

RENTAL AND LATE FEE

Receipted into 101-030-628-6085

Library materials that are not returned within 21 days of the date due or are returned damaged are charged the full replacement cost of the item at the time of purchase. Damaged items needing repair instead of replacement will be charged the repair cost instead of replacement.

PROGRAM FEES

Receipted into 101-033-628-6086

Self-service copier pages (<i>Page: one side of paper</i>)	\$0.10 per page, black and white \$0.25 per page, color
Paper pages (<i>Page: one side of paper</i>)	First five pages are free-of-charge daily. \$0.10 per additional page, black and white \$0.25 per additional page, color
3D printing	\$0.10 per gram
Buttons	\$0.25 small button
Specialty Printing Paper	\$1.00 per 8.5 x 11 sheet
Sublimation mug	\$5.00 each
Laminating pouches	\$0.25 per pouch (8.5 x 11)
Embroidery stabilizer	\$1.00 per foot (12 in sq)
Cricut material (vinyl, transfer tape, etc.)	\$2.00 per foot
USB drives	\$5.00 each
Headphones or earbuds	\$1.25 each
Large-format laminator	\$1.00 per linear foot
Poster Printer	\$1.00 per linear foot
Embroidery Thread	\$0.25 per 5,000 stitches (Stitches will be rounded up to the nearest 5,000)

MISCELLANEOUS FEES

Arcadia Book Fees receipted into Historical Commission Escrow 705-000-291-9000

All other receipted into 101-030-628-6085

Library Card non-resident	\$100 annual
Arcadia Book: <i>Images of America, Madison Heights</i>	\$22

Section 6. FIRE SERVICE FEES

AMBULANCE AND EMERGENCY RESPONSE FEES

1.0	<u>Advanced Life Support Services</u> <i>Receipted into 101-044-638-6707</i>	
	ALS Emergency Transport	\$936
	ALS Emergency Transport II	\$1,356
	ALS Non-Emergency Transport	\$591
	Treat No Transport	\$400
2.0	<u>Basic Life Support Services</u> <i>Receipted into 101-044-638-6707</i>	
	BLS Emergency Transports	\$788
	BLS Non-Emergency Transport	\$439
3.0	<u>Miscellaneous Fees</u> <i>Receipted into 101-044-638-6707</i>	
	Loaded Mile (scene to hospital fee per mile)	\$17.50 per mile
	Oxygen	\$50
	Extrication	\$500
	Defibrillator	\$50
	Cost Recovery for Structure Fires	\$500

MISCELLANEOUS FEES

1.0	<u>Cardiopulmonary Resuscitation (CPR) Course Courses</u> <i>Receipted into 101-044-637-6709</i>	
	Course fees include supplies and materials used.	
	BLS for Healthcare Providers	\$40 per participant
	Heartsaver First Aid/CPR/AED	\$60 per participant
	Heartsaver CPR/AED	\$50 per participant
	Online CPR Practical Skills Verification	\$30 per participant
	Off-site Location Fee	\$100 per class
2.0	<u>Inspections and Reporting</u>	
	Fire incident reports	See Section 12 –
	FOIA Fees EMS reports	See Section 12 – FOIA Fees
	Environmental Inspection Assessment	\$25 per assessment
	Fire Re-Inspection	1 st and 2 nd inspections no charge
	3 rd inspection	\$100 each
	4 th inspection	\$200 each
	5 th or more inspections	\$300 each

False alarms – see fee schedule in the Police Department in Section 7.

3.0 Hazmat

Total HazMat Recovery Fee = Flat fee + hourly rate + personnel cost + materials and cleanup charges.

Flat Fee

Moderate HazMat incident	\$1,000
Major HazMat/ extended incident	\$2,500

Hourly Rate

Rescue \$200/hr.

Engine \$400/hr.

Ladder \$800/hr.

Command/Utility Vehicle \$100/hr.

Personnel cost

Personal costs shall be based on the actual hourly cost to the City, including wages and benefits.

4.0 Utility Emergency/ Stand By

First hour, no Charge. Charges begin after the first hour of the on-scene time.

Total Utility Emergency/ Stand by Fee = Hourly rate + personnel cost

Hourly Rate

Rescue \$200/hr.

Engine \$400/hr.

Ladder \$800/hr.

Command/Utility Vehicle \$100/hr.

Personnel cost

Personal costs shall be based on the actual hourly cost to the City, including wages and benefits.

Section 7. POLICE SERVICES

FALSE ALARM FEES

Number of alarms is determined on a rolling calendar year from the date of the first false alarm.

1st False Alarm	No Charge
2nd False Alarm	No Charge
3rd False Alarm	\$100
4th False Alarm	\$200
5th False Alarm	\$300
6th False Alarm	\$400
7th and all subsequent violations	\$500

POLICE FOIA AND MISCELLANEOUS FEES

1.0	<u>FOIA</u>	
	In-Car Video Recordings	actual wages to prepare
	Audio Tape	actual wages to prepare
	Photographs	actual wages to prepare
	File size requiring an external drive	\$7.50 in addition to the actual wages to prepare
2.0	<u>Reports</u>	
	Accident Reports	\$15 per report set by contract with Oakland County
3.0	<u>Gun Purchase Permit (LTP)</u>	\$10 for residents and \$20 for non-residents
	IChat	\$15

Section 8. DEPARTMENT OF PUBLIC SERVICES

RV LOT RENTAL FEE

Receipted into 101-030-651-6285

RV Lot Rental based on availability	\$250 annually with renewals on July 1
RV Lot Late Payment Fee	\$50 late fee after renewal due date of June 30 each year

BRUSH CHIPPING FEE

Receipted into 101-030-626-6270

Curbside brush chipping service	\$30 per every 15 minutes
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MOBILE HOME SOLID WASTE COLLECTION FEE

Receipted into 101-030-626-6240

Solid Waste Collection	\$14.00 per unit
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This fee is invoiced twice per year based on per unit count as verified by a representative of the Department of Public Services.

MEMORIAL PROGRAM

Receipted into 101-030-642-6431

Memorial Tree (tree only):	\$600.00
Memorial Plaque (one-time installation):	\$100.00
Park Bench (bench only):	\$1,575.00
Bike Rack (rack and associated pavement):	\$1,275.00
Drinking Fountain (fountain, plumbing and service connection and associated pavement)	\$13,000.00

ITEMS FOR SALE

Garbage Bags <i>Receipted into 101-033-642-6421</i>	Box of 100 Heavy Duty bags \$25 per box
65 Gallon Recycling Cart <i>Receipted into 101-033-642-6421</i>	\$65
96 Gallon Trash Cart <i>Receipted into 101-033-642-6422</i>	\$75

Section 9. PARK FACILITY RENTAL FEES

The City of Madison Heights allows the rental of multiple park facilities (Civic Center Park A,B,C, Monroe Park, Soccer Complex), buildings (Civic Center Park, Rosie's Park, Soccer Complex), and the Civic Center Bandshell.

MEETING ROOM RENTALS

Receipted into 101-036-633-6511.

The City of Madison Heights allows groups to use the Breckenridge Room, City Hall, Lower-Level Rooms, and Fire Department Training Room. Nonprofit and volunteer groups that regularly volunteer in the City shall rent the (Breckenridge Room), Fire Station (Training Room), Park Buildings, and City Hall (Lower-Level Rooms) at no cost if the rental does not require staffing. If staffing is required, fees shall cover staffing costs. A refundable damage deposit of \$100 is required.

1.0 Groups for which No fee is charged:

- Programs sponsored by the City
- Meeting of Madison Heights non-profit (501 C3) political, and educational organizations
- Organizations where all members reside in Madison Heights (i.e. sports leagues, condo associations, etc.) Service clubs that reside in Madison Heights
- County, state and federal offices requesting usage for business use

2.0 Groups for which a \$20 an hour/minimum of 2 hours will be charged:

- Any non-profit groups (must provide a copy of 501-C3 documentation) that do not reside in Madison Heights (this would include organizations such as Toy Dog Club, Trout Unlimited, etc.)
- Any adult* group/club providing an activity to make money for the club/group
- Any adult* group desiring to have an instructional or social activity for their own benefit where a fee is assessed to participants

3.0 Groups for which a \$30 an hour/minimum of 2 hours will be charged:

- Any group originating from a business establishment, such as union meetings, company staff meetings
- Groups other than civic, cultural, educational, political groups, deriving personal or financial gain
- Any group not comprised of 75% Madison Heights residents.

PARK, PARK PAVILION, AND PARK BUILDING RENTALS

The City of Madison Heights allows the rental of multiple park pavilions (Civic Center Park A,B,C, Monroe Park, Soccer Complex), buildings (Civic Center Park, Rosie's Park, Soccer Complex), and the Civic Center Bandshell.

Park Rental Fees	\$25/hour with a minimum of 2 hours up to 6 hours. *Rentals exceeding 6 hours will incur an additional \$20/hour up to a maximum of 14 hours + minimum \$100 refundable damage deposit, subject to change based on the nature of the event.
Non-Resident Park Rental Fees	\$30/hour with a minimum of 2 hours up to 6 hours. *Rentals exceeding 6 hours will incur an additional \$25/hour up to a maximum of 14 hours + minimum \$100 refundable damage deposit, subject to change based on the nature of the event.
Resident Bandshell Rental Fee	\$50/2 hour block of time, rounded to each 2-hour period +100 refundable damage/cleaning deposit
Pavilion Rental Fees	\$50 per pavilion + \$50 refundable damage/cleaning deposit

Non Resident Rental Fee	\$100 per pavilion + \$50 refundable damage/cleaning deposit
Cancellation Fee	\$10 with one week (7 days) notice No refund will be given if cancelled in less than one week (7 days) of the rental date
Park Building Rental Fee	\$50/2 hour block of time, rounded to each 2 hour period per building \$100 refundable damage/cleaning deposit
Non-Resident Park Building Rental Fee	\$100/2 hour block of time, rounded to each 2 hour period per building + \$100 refundable damage/cleaning deposit
Park Building Lost Key Fee	\$25 if key is not returned
Special Event Fee (Resident)	\$500 per day + \$500 refundable security deposit
Special Event Fee (Non-Resident)	\$750 per day + \$500 refundable security deposit.

SPORTS FIELD PREPARATION

Receipted into 101-036-633-6511

The City of Madison Heights will prepare any of its available sports fields to include dragging, lining, and/or striping. Groups wishing to have a field prepared must have a field permit and follow all guidelines to obtain such.

Baseball/Softball Field Rental Permit	\$20 per field
Field Preparation (Field rental included) Includes dragging and lining field	\$60 (Residents) \$75 (Non-Residents) per field
Soccer/Football Fields	\$25/hour (Residents) \$45/hour (Non-Residents)

Section 10. ACTIVE ADULT CENTER SERVICE FEES

The City of Madison Heights offers numerous trips, classes, and programs through our Active Adult Center. The resident and non - resident fees are set for each trip/program based on cost by the Center Coordinator.

TRANSPORTATION

Receipted into 101-036-628-6532

The City of Madison Heights transports residents who are age 50 and older and/or disabled, Monday through Friday, to banks, beauty shops, grocery stores, the Active Adult Center, and social service appointments.

Rides: \$1.00 each way within Madison Heights. \$2.00 each way outside Madison Heights, up to a 7-mile radius of the Active Adult Center.

MISCELLANEOUS

Trip Cancellation Fee	\$5
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ACTIVE ADULT CENTER RENTALS

Receipted into 101-036-667-6530

\$100 per hour	3 hour minimum for Madison Heights residents and businesses.
\$50 per hour	3 hour minimum for civic groups, schools and scout troops
\$200	Refundable damage deposit.

The City reserves the right to deny or discontinue rentals based on staffing availability, operational needs, prior use history, and associated facility costs.

Section 11. GENERAL GOVERNMENT SERVICE FEES

MESSAGE BOARD GREETINGS

City Hall Message Board

\$10 for one per day or \$20 for a week

WEDDING CEREMONIES

Administration fee

\$75 per wedding Plus \$50 Payable to Mayor

Section 12. FOIA FEES

A fee will not be charged for the cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the City because of the nature of the request in the particular instance, and the City specifically identifies the nature of the unreasonably high costs.

The Michigan FOIA statute permits the City to assess and collect a fee for six designated processing components. The City may charge for the following costs associated with processing a request:

- Labor costs associated with searching for, locating and examining a requested public record.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure of information which is disclosed.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media.
- The cost of duplication or publication, not including labor, of paper copies of public records.
- Labor costs associated with duplication or publication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- The cost to mail or send a public record to a requestor.

1.0 Labor Costs

- All labor costs will be estimated and charged in 15-minute increments with all partial time increments rounded down.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.

2.0 Non-paper Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes or other digital or similar media would be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.

3.0 Paper Copies

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will be \$.10 per sheet of paper. Copies for non-standard-sized sheets will reflect the actual cost of reproduction.
- The City may provide records using double-sided printing, if cost-saving and available.

4.0 Mailing Costs

- The cost to mail public records will use a reasonably economical and justified means.
- The City may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless requested.