City of Winslow

ORDINANCE NO. 637

SCHEDULE OF RATES, FEES, AND CHARGES

(November 2015)

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SCHEDULE OF RATES, FEES AND CHARGES
AMENDING ORDINANCE NO. 637

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SCHEDULE 1
ADMINISTRATION - FEES AND FINES

SECTION 1-1 Check Policy

Any person who presents a check to the City that is not honored by the financial institution upon which it is written shall be assessed $25.00 and any other charges such as court fees and filing charges incurred by the City.

SECTION 1-2 Public Records

Any person desiring to inspect the City's public records may do so without charge. Records are available for public inspection during normal business hours.

SECTION 1-3 Copies of Public Records

Any person desiring to obtain a copy of a specific public record shall pay a copying fee in the amount of 50 cents per page. A $5.00 fee shall be charged for the duplication of each tape and cd. Postal charges will be added to the cost of all items required to be mailed. A $5.00 fee shall be charged for the first page and $1.00 for each page thereafter to fax a document.

SECTION 1-4 Obtaining Public Records

Any person desiring to obtain a copy of a public record that is not specifically identified may inspect the City's public records without charge to determine the identity of the public record or may request the city conduct such a search. In the event that the City does the search, there will be a fee of $25.00 per hour or a portion thereof.

SECTION 1-5 Fee Collection

The fees described in these sections shall be collected prior to the receipt of the information described or prior to the search requested.

SCHEDULE 3
BUILDING PERMIT FEES

SECTION 3-1 Mechanical Permit Fees

The City of Winslow Mechanical Permit Fees shall be calculated as set forth in Table 1-A of the 1997 Edition of the Uniform Mechanical Code plus 10% with the exception of the issuance fee, which shall be $40.00.

SECTION 3-2 Electrical Permit Fees

The City of Winslow Electrical Permit Fees shall be calculated as set forth in Table 3-A of the 1999 Edition of the National Electric Code plus 10% with the exception of the issuance fee, which shall be $40.00.

SECTION 3-3 Plumbing Permit Fees

The City of Winslow Plumbing Permit Fees shall be calculated as set forth in Table 1-1 of the 1997 Edition of the Uniform Plumbing Code plus 10% with the exception of the issuance fee, which shall be $40.00.

SECTION 3-4 Building Permit Fees

The City of Winslow Building Permit Fees shall be calculated as set forth in Table 1-A of the 1997 Edition of the Uniform Building Code plus 10%. The issuance fee shall be $40.00. Residential re-roofing permits shall be charged only the above issuance fee. Residential block fences requiring a building permit shall be charged only the above issuance fee.

Building without a permit shall require purchase of a building permit which shall be issued at two times the normal permit fee and any other fines or penalties as prescribed by the relevant code, plus the actual cost to the city of investigation of the failure to obtain a building permit.

SECTION 3-5 Residential Plan Review Fee

A fee of $100.00 shall be due and payable at the time of submission of residential building plans for review. This fee will be applied to the final residential plan review fee. The total fee for residential plan review, for up to three plan review sessions, shall be calculated at the rate of 65% of the total building permit fee or other permit fee, or at the city and consultant actual cost, whichever is greater.

SECTION 3-6 Commercial Plan Review Fee

A fee of $250.00 shall be due and payable at the time of submission of commercial building plans for review. This fee will be applied to the final commercial plan review fee. The total fee for commercial plan review, for up to three plan review sessions, shall be calculated at

the rate of 65% of the total building permit fee or other permit fee, or at the actual city and consultant cost, whichever is greater.

SECTION 3-7 Mobile, Manufactured, and Factory Built Building Installation Fees

The permit fees for mobile homes, manufactured homes, and factory built buildings are as follows:

Mobile/MFG Home - $350.00 per home (includes 3 inspections)
Factory Built Building - Residential - $450.00 per story (includes 3 inspections)
Factory Built Building – Commercial - $4.50/LF per story (includes 3 inspections)

SCHEDULE 4
COMMUNITY SERVICES FEES

SECTION 4-1 Recreation Fees

Aquatics General Admissions:

General admission adult	$2.00
General admission senior citizen (55+)	.75
General admission children (under 18)	1.50
Pool pass 18 visits (adult)	30.00
Pool pass 18 visits (senior, 55+)	10.00
Pool pass 18 visits (children under 18)	20.00
Pool pass 18 visits per family	25.00

Swimming Lessons:

Per person (8 Lessons)	20.00
Per person (Pre-school ages 3-5)	17.00
Aqua Tots per month (4 classes total)	15.00
Per person (Jr. Lifeguard – 16 Lessons)	45.00
Private (8 Lessons)	45.00
Adult Private (8 lessons)	60.00

Recreation Program per person unless otherwise indicated:

Water Aerobics (per class)	4.00
Swim Team	
(Sept – May 3 times per week)	30.00 per month
(June – August 5 times per week)	40.00 per month
Youth basketball league (per person)	45.00
Youth basketball league (family of 3)	110.00
Men's basketball league per team	350.00
Coed softball league per team	350.00
Coed volleyball league per team	350.00

SECTION 4-2 Facility Rental Charges

Swimming Pool Parties (limit 90 people)	60.00 (per hour)

Girl Scout House

Daily Reservation fee:	
Refundable cleaning deposit	50.00
Daily reservation fee	50.00 (Up to 4 hours)
	10.00 (Every hour after 4 hours)

Monthly reservation fee:

Minimum 1-4 hours per month	50.00
5-8 hours per month	65.00
8 hours or over not to exceed 16 hours	80.00

Gazebo Use Fee	50.00

Vargas and other Multi-purpose Field Complexes Tournament Rentals:

Fenced Area:	
Daily use fee	100.00
Cleaning/security deposit (refundable)	50.00
No Lights Included – Fields Reserved Only Until Dusk	

Fire Department Training/Conference Room

Daily Reservation fee	50.00

Hubbell Trading Post

User fee – conference room only (8:00 am – 5:00 pm)	5.00 per hour
User fee – conference room (after 5:00 pm or weekends)	30.00 per hour
($25/ hour goes to Chamber of Commerce for personnel costs)	
User fee – north room/conference room/kitchen	50.00 (up to 4 hours)
User fee – north room/conference room/kitchen	10.00 (every hour after 4 hours)
User fee – north room/conference room/kitchen – (8:00 am – 5:00 pm)	90.00 (full day)
User fee – north room/conference room/kitchen – after normal business hours	50.00 (each hour after 5:00 pm)
($25/ hour goes to Chamber of Commerce for personnel costs)	
User fee – north room/conference room/kitchen – maximum 2 hr. use after 5:00 pm (no day use)	60.00 per hour
($25/ hour goes to Chamber of Commerce for personnel costs)	
Security/Cleaning deposit (refundable)	100.00

Route 66 Plaza

Daily use fee	25.00
Cleaning/Security deposit	25.00

McHood Park

Large ramada	50.00 (for 3 hour reservation)
Cleaning/security deposit	50.00
Small ramadas	10.00 (for 3 hour reservation)
Cleaning/security deposit	10.00

SCHEDULE 5
DEVELOPMENT SERVICES FEES

SECTION 5-1 Desert View Cemetery

Purchase of resident adult lots, perpetual care	$ 450.00
Purchase of non-resident **within Navajo County** adult lots, perpetual care	900.00
Purchase of non-resident **outside Navajo County** adult lots, perpetual care	1200.00
Purchase of resident infant lots, perpetual care	175.00
Purchase of non-resident **within Navajo County** infant lots, perpetual care	350.00
Purchase of non-resident **outside Navajo County** infant lots, perpetual care	475.00
Opening and closing of plots adults	350.00
Opening and closing of plots infants	225.00
Opening and closing of plots cremation	120.00
Opening or closing of crypts	120.00
Setting Headstone 2 ft wide with base	55.00
Setting Headstone 3 ft wide with base	95.00
Setting Headstone 4 ft wide with base	125.00
Setting Tablet with base	125.00
Setting Vases	50.00
Disinterment	500.00
Set up	50.00
Weekend overtime fee (For funerals or other special projects)	250.00
Overtime for cremation	100.00

SECTION 5-2 Utility Deposits by Class

Maximum Residential Deposit Per Unit	$200.00

Renters and owners who have made three or more late utility payments to the city within the last twelve months will be charged the maximum deposit. Owners who have less than three late utility payments within the last twelve months shall pay a reduced deposit of $100.00.

Commercial – Utility Manager to determine but not less than	150.00
Motels, hotels and apartments (or the average of two-month bill over the last year, whichever is greater)	400.00
Restaurants, churches, bars and taverns (or the average of a two-month bill over the last year, whichever is greater)	200.00
Auxiliary meter or fire hydrant service	150.00

SECTION 5-3 Ready to Serve Water Rates, Plus Sales Tax

Meter size	Design Max. Flow Rate	Cost per Month
5/8"	20 Gal/Min	$ 13.66
3/4"	30 Gal/Min	13.66
1"	50 Gal/Min	17.18

1 ½"	100 Gal/Min	25.98
2"	160 Gal/Min	36.53
3"	300 Gal/Min	61.18
4"	500 Gal/Min	96.39
6"	1,000 Gal/Min	184.40
8"	1,600 Gal/Min	290.01

If service is terminated other than at the end of the billing cycle or initiated other than at the start of the billing cycle, the ready to serve charge shall be prorated based on the number of days of service received in the billing cycle.

SECTION 5-3 (1) Water Rates for Customers Outside the City Limits

Any property receiving water service outside the corporate boundaries of the City of Winslow shall pay a rate two times the in City of Winslow rate. Any customer outside the City of Winslow corporate boundaries on the effective date of the adoption of the Water and Wastewater Policy (Resolution No. 1392, December 12, 2006) shall continue to receive the service at one and one-half the rate of the in City of Winslow rates.

SECTION 5-3 (2) Water Rate Discounts for Low-Income Households

A policy providing for discounts for low-income households, residing in an owner-occupied residential property, is hereby established:

1) Property owners shall be eligible for a forty percent (40%) discount per month on water rates up to the first 15,000 gallons by completing and submitting an application available from the City of Winslow Finance Department, provided the total income for the household is no more than one hundred percent (100%) of the Federal poverty guideline for a two-person household and the head of the household provides proof of income satisfactory to the City.

2) Proof of income shall consist of the head of household's most recent Federal income tax return or such other proof as may be satisfactory to the City. Proof of income shall be presented annually by the anniversary date of approval of the initial application.

3) A low-income property owner shall not be eligible for more than one discounted rate at a time, which shall be applicable to only one owner-occupied residential property.

SECTION 5-4 Rate Per 1,000 Gallons – Non-Residential Customers

The charge will be $2.91 plus sales tax per 1000 gallons within the City. The charge for delivering water to customers outside the City limits shall be as described in Section 5-3(1).

SECTION 5-4 (1) Tiered Rates Per 1,000 Gallons – Residential Customers

The water rate will be $2.51 per 1,000 gallons up to 15,000, $3.02 per 1,000 gallons for the next 5,000 gallons, and $5.03 per 1,000 gallons over 20,000 gallons.

The charge for delivering water to customers outside the city limits shall be as described in Section 5-3(1).

SECTION 5-4 (2) Water Surcharge – Water Rights

A monthly surcharge shall be charged to each active customer account to help offset legal fees associated with the City's Water Rights. The fee per residential meter will be $2.84. All commercial accounts will pay a flat $10 base charge each month for up to the first 50,000 gallons of water used. Commercial customers using more than 50,000 gallons of water each month will also be assessed an amount of $15 for each additional 50,000 of water used in addition to the base charge.

SECTION 5-5 Service Calls

During working hours $25.00

A minimum of $75.00 will be charged for any service call up to 2 hours after normal working hours (7:00 a.m. - 4:30 p.m.) and on weekends and holidays.

SECTION 5-6 Water Past Due Charges

Bills paid after the due date shall accrue a late fee of $20.00 for each active bill that is paid after the due date unless a repayment agreement has been approved as indicated hereafter and is kept current. Bills not paid within twenty-one (21) days shall result in discontinued service and a reconnection fee of forty ($40.00) dollars together with any bills for repairs to meters or pipes made necessary by carelessness or willful damage on the part of the consumer, payment of current maximum deposit fee and all past due accounts in the same name, will become payable before reconnection, unless a written repayment agreement is signed by the City Manager.

SECTION 5-6 (1) Turn On Fee

A turn on fee of $15.00 will be charged for new customer accounts.

SECTION 5-6 (2) Transfer Fee

A transfer fee of $15.00 will be charged for an existing consumer moving from one address to another.

SECTION 5-6 (3) Meter Testing Fee

Each consumer shall have the privilege of insisting upon a meter test. Once the customer signs an agreement with the city, the meter will be pulled and sent in for testing, and a new meter will be installed. The agreement states that if the meter is found to be registering correctly or in the customer's favor, the customer will be billed for the total actual cost the Water Division incurred for testing services rendered. If the meter is found to be defective, or over-registering, the city shall make reasonable adjustments to the customer's bill for any overbilling associated with the defective meter.

SECTION 5-7 Stand Pipe Service

No ready to serve charge shall be charged for a water stand pipe when the water stand pipe is used solely for the purpose of standby fire protection. A ready to serve charge shall be charged for a stand pipe for each month or fraction of month based on meter size in subsection A of this section if it is used for other than standby fire protection service.

SECTION 5-8 Auxiliary Meter or Fire Hydrant Service

No ready to serve charge shall be charged for an auxiliary meter or fire hydrant service when the auxiliary meter or fire hydrant service is used solely for the purpose of standby fire protection. A ready to serve charge shall be charged for an auxiliary meter or fire hydrant service for each month or fraction of month based on meter size in Section 5-3 if it is used for other than standby fire protection service.

SECTION 5-9 Unmetered Fire Service Lines Shall Not Be Permitted

All fire service lines shall be equipped with a bypass meter and assessed a ready to serve charge based on bypass meter size as shown in Section 5-3.

SECTION 5-10 Bulk Water Rates

$5.00 per 1000 gallons plus sales tax for residents. Non-resident fee will be double the resident fee.

SECTION 5-11 New Water Connections

Any new connection to the water system shall be assessed a plant investment fee. Said fee shall be based upon an equivalent residential unit (EQR) as indicated:

One (1) EQR = 1.0 X $330	$330.00
5/8" to 1" meter, less than 10'	770.00
5/8" to 1" meter, more than 10' up to 20'	870.00
5/8" to 1" meter, per ft' beyond 20'	43.50

All other service lines above 1" in size will be charged for actual cost of labor, materials, incidental expenses and overhead, plus a 10% administrative charge. Costs will be estimated at time of permit fees paid and any balance due or overpaid will be billed or refunded before service is turned on.

Water Deposit	See Section 5-2
Right of way saw cut & repair fee	$400.00
Sewer deposit (see Section 10-11)	

Ten percent of all funds accruing pursuant to this schedule shall be used to replace any defective water lines and related equipment.

SECTION 5-11 (1) For the purpose of plant investment fee computation, the following amounts shall be assessed:

For each EQR unit where both the tap and all points of consumption are within the city:	$330.00
For each EQR unit where both the tap and all points of consumption is outside the city:	two times the fees charged within the City.

SECTION 5-12 Computation and collection of plant investment fees -Table of equivalent residential units (EQR)

SECTION 5-13 Certificate of Occupancy

No certificate of occupancy shall be issued to any dwelling or to any water consuming addition to any existing service until all tap fees and plant investment fee have been paid. Arrangements for payment of systems development charges shall be allowed as provided by Section 5-14.

SECTION 5-14 Systems Development Charges

Each applicant shall be required to submit plant investment fee as provided by this Section in accordance with the following table:

CLASSIFICATION	**EQR**
Equivalent residential unit conversions:	
Single family residence,	1.0
Associated outside lawn irrigation	1.0

Multifamily residential units, duplexes, apartments, condominiums, when in one building and billed collectively and associated lawn irrigation:

Studio apartment	.6
Up to and including two bedrooms-no more	.8
Three bedrooms or more	1.0
Mobile home (trailer in court)	1.0

Transient rental units, hotels, motels or rental units in residence and associated lawn irrigation:

First unit or Manager's apartment	1.0
Each additional unit - no cooking facilities	.3
Each additional unit - with cooking facilities	.4

Bars, restaurants and associated lawn irrigation:

For business, less than 12 seating capacity	1.0
Each additional 12 seat capacity or any part	.6

Service stations with associated outside irrigation:

Full service (with service, lubrication and/or one wash bay)	2.0
Self-service (no bays)	1.0
Each wash bay in addition to the above	1.0

Commercial or public buildings such as stores, offices, industrial warehouses and similar, having industrial wastes, process water or waste loads (i.e., which are served by sanitation sewer used only for non solid waste disposal) and associated lawn irrigation:

Stores and office of first 2,800 square feet of floor space	1.0
Each additional 100 square feet or fraction	.04
Warehouse and light industrial for the first 8,400 square feet of floor space	1.0
Each additional 300 square feet or fraction	.04

In addition to the above basic rates add the following factor for each item contained in the establishment:

Toilet or urinal with continuous flow	1.0
Shower, tub or combination, laundry or mop-sink	.3
1,000 gallons per day of process water uses	2.2

Churches, nonprofit organization halls (no residence or regular eating facilities), plus up to 4,000 square feet of lawn irrigation: 1.0

Schools, public or private (basic rate per pupil capacity 0-50) pupils and associated lawn irrigation:	2.0
Each additional 50 students or fraction	1.0
Multiply above factor by 1.2 for gym and showers	
Multiply above factor by 1.2 for cafeteria	
Swimming pools, and associate lawn irrigation, in conjunction with other use classification, for each 25,000 gallons or fraction thereof swimming pool capacity:	1.0
Automatic sprinkling systems (fire protection)	0.0
Laundromat, or laundry and associate lawn irrigation, basic for 12 washing machines or fraction thereof:	1.0
Additional washing machines shall be charged	
Up to 21 lbs capacity	.0175
21.1 to 31 lbs capacity	.025
31.1 to 41 lbs capacity	.325
41.1 to 51 lbs capacity	.4
51.1 to 75 lbs capacity	.5
Car wash and associated lawn irrigation:	
Customer operated (per bay)	1.0
Automatic (per bay)	.75

SECTION 5-15 Other Situations

In the event the uses associated with a connection or proposed connection do not fit within the categories provided herein, the Utility Manager may make a separate EQR determination, at the applicant's expense, subject to the City Manager's approval.

SECTION 5-16 Imposing Plant Investment Fees

The City Council may modify plant investment fees in cases where, because of the number, location or other circumstances of the proposed taps the City Council determines that fairness to the applicant or the interest of the City justifies modified charges.

SECTION 5-17 Inspection of Facilities and Adjustments

Inspection of completed facilities and adjustment of fees prior to final approval to occupy facility:

Before any water is furnished to a completed facility, the Water Division shall inspect the property designated on the application and shall certify on the application that the number of EQR units stated on the application is equal to the number of EQR units actually to be used. If

the actual EQR total is less than the EQR total stated in the application, the applicant shall be entitled to a refund through a credit on the monthly bill of the amount actually overpaid. If the actual EQR total is greater than the EQR total stated in the application, or if the actual tap fees are more than those paid by the applicant, no approval to occupy or operate the facility will be issued until the deficit in plant investment fees or tap fees has been paid. If a larger tap is required, no water service shall be furnished until such tap is connected and all associated fees have been paid.

SECTION 5-18 Sewer Use Rates

*Residential: Base minimum charge of $12.92 plus $4.60 per 1000 gallons of water use per single family unit, mobile home and apartment unit

*Commercial I: Base minimum charge of $12.92 plus $3.87 per l000 gallons of water use

Commercial II: Base minimum charge of $12.92 plus $6.04 per l000 gallons of water use

Commercial III: Base minimum charge of $12.92 plus $15.20 per 1000 gallons of water use

*The amount of water use shall be an average of that used in December, January and February of each year.

If service is terminated other than at the end of the billing cycle or initiated other than at the start of the billing cycle, the base charge shall be prorated based on the number of days of service received in the billing cycle.

SECTION 5-18 (1) Wastewater Rates for Customers Outside the City Limits

Any property receiving wastewater service outside the corporate boundaries of the City of Winslow shall pay a rate two (2) times the in City of Winslow rate. Any customer outside the City of Winslow corporate boundaries on the effective date of the adaptation of the Water and Wastewater Policy (Resolution No. 1392, December 12, 2006) shall continue to receive the service at one and one-half (1½) the rate of the in City of Winslow rates.

SECTION 5-18 (2) Sewer Rate Discounts for Low-Income Households

A policy providing for discounts for low-income households, residing in an owner-occupied residential property, is hereby established:

1) Property owners shall be eligible for a forty percent (40%) discount per month on sewer rates by completing and submitting an application available from the City of Winslow Finance Department, provided the total income for the household is no more

than one hundred percent (100%) of the Federal poverty guideline for a two-person household and the head of the household provides proof of income satisfactory to the City.

2) Proof of income shall consist of the head of household's most recent Federal income tax return or such other proof as may be satisfactory to the City. Proof of income shall be presented annually by the anniversary date of approval of the initial application.

3) A low-income property owner shall not be eligible for more than one discounted rate at a time, which shall be applicable to only one owner-occupied residential property.

SECTION 5-19 Sewer Tap-In Fees

Residential Unit	$ 300.00

Commercial and non-residential units shall be paid based on the size of the water meter to the property serviced.

Meter Size by Inches	Buy-in Charge
Sewer fee 5/8" meter	$ 300.00
Sewer fee 3/4" meter	420.00
Sewer fee 1" meter	780.00
Sewer fee 1 1/2" meter	1,680.00
Sewer fee 2" meter	2,880.00
Sewer fee 4" meter	11,280.00
Sewer fee 6" meter	28,800.00
Right of way saw cut & repair fee	$ 400.00

SECTION 5-20 Solid Waste Collection

Residential Service:

All residential users as defined in Chapter 8.12.010 shall be billed monthly: $26.77. Bag service will still be available and will be billed at the rate of $15.50 per month.

If service is terminated other than at the end of the billing cycle or initiated other than at the start of the billing cycle, the monthly fee shall be prorated based on the number of days of service received in the billing cycle.

SECTION 5-21 Use of Transfer Station

City Residents - proof of residency required

Domestic use - no charge
Private remodeling (non commercial) 1 pick-up load - no charge
Additional pick-up load-$5.00 (vouchers required)

Commercial and Non-Resident Voucher Fees

Pickup or utility trailer - $10.00
Flat bed truck - $20.00
Five yard dump truck - $45.00
Ten yard dump truck - $90.00

SECTION 5-22 Septic Tank Dumping

Septic Tank Load under 1000 gallons	$ 35.00
Septic Tank Load over 1000 gallons	70.00
Grease Trap Disposal	150.00

SECTION 5-23 Deposit Fee for Dumpster Requests

All dumpster requests will require a $150 refundable deposit. If the original deposit is lost due to overfilling and an additional dumpster is authorized, then the property owner or renter must provide another $150 deposit prior to any additional dumpster being provided. If the container is not too heavy or overfilled, then the deposit will be returned.

SECTION 5-24 Transportation System Use License and Fee

All companies/persons conducting a solid waste or recycling collection or transportation business within the Winslow City limits, which places collection containers within the City streets or alleys, or uses the City streets or alleys to access collection containers for the relevant business activity, shall, before beginning operations, secure a Transportation System Use License and shall pay a license fee of 5% of the gross annual revenues from said business conducted within the City limits. The 5% of the gross annual revenue fee shall be calculated quarterly, beginning January 1, 2011, and paid at the end of each quarter.

SECTION 5-25 Transportation System Use License Application Fee

In addition to the 5% of the gross annual revenue fee referred to in Section 5-24, all companies/persons conducting a solid waste or recycling transportation business within the Winslow city limits which places collection containers within the city streets or alleys, or uses the city streets or alleys to access collection containers for the relevant business activity shall, before beginning operations, pay an annual $500.00 application fee in order to secure from the City of Winslow a Transportation System Use License. The Transportation System Use License Application Fee shall be due and payable on an annual basis at the time of the commencement of the business referred to herein.

SCHEDULE 6
FIRE DEPARTMENT

SECTION 6-1 Fire Alarms

Fees for Out of City Limits Responses for Fire Alarms; Hazardous Materials Incidents; Restitution or Insurance Reimbursement:

Base rate for:

Fire Apparatus:	$250.00
Manpower:	
Full-Time Employee (Per Hour)	Hourly Rate Plus Benefits & Overhead
On-Call Employee (Per Hour)	Hourly Rate Plus Benefits & Overhead
Other Charges:	
a) Damaged or Loss of Equipment	Actual Cost of Repair/Replacement of Said Equipment
b) Replenishment of Fire Fighting Consumable Aids	Actual Cost of Replenishment Plus Taxes & Shipping & Handling Cost
Mileage round trip:	$5.00/Mile/Vehicle
Water Rate (Restitution or Arson):	$3.22/Gallon
Injury to Firefighter(s)	Actual Cost to City

SECTION 6-2 Wildfire Responses

Fees for Areas Under Contract with State Land Department:

Base Rate for:

Fire Apparatus & Related Vehicles	Fees are Established by the Arizona State Land Department under Co-Op Agreement
Manpower:	
Full-Time Employee (Per Hour)	Hourly Rate Plus Benefits & Overhead Based on State Land Department Rates Under Coop Agreement

On-Call Employee (Per Hour)	Hourly Rate Plus Benefits & Overhead Based on Stated Land Department Rates Under Coop Agreement

SECTION 6-3 Emergency Medical Services

Fees for Out of City Limits for Emergency Medical Services; Water Rescue/Recovery Incidents; Restitution or Insurance Reimbursement:

Base Rate for:

BLS (Basic Life Support) Responses	$250.00/Hour
ALS (Advanced Life Support)/ACLS (Advanced Cardiac Life Support) Responses	$300.00/Hour
Jet Powered Boat	$200.00/Hour
Rescue Raft	$200.00/Hour

Manpower:

Full-Time Employee (Per Hour)	Hourly Rate Plus Benefits & Overhead

Other Charges:

Damaged or Loss of Equipment	Actual Cost of Repair/Replacement of Said Equipment
Mileage-Round Trip	$ 5.00/Mile
Injury to EMS Personnel or Firefighters(s)	Actual Cost to City

Itemized EMS Equipment Used:

Cardiac Monitor	$100.00
AED (Automatic External Defribrillator)	$ 50.00
Extrication Equipment:	
Jaws/Cutters	$ 50.00
Air Bags	$ 30.00
A-Jax Tool	$ 20.00
Full backboard with straps	$ 20.00
Short backboard (ZED, KED)	$ 10.00
Intubation Equipment	$ 20.00
Suction Unit	$ 10.00
Traction Splints	$ 10.00 each
Vac Pac Extremity Splints	$ 10.00 per splint
Vac Pac Full-Body Splint	$ 20.00

Pharmaceuticals	Actual Cost of Replenishment Plus Taxes & Shipping & Handling Cost

(Consumable supplies are re-supplied by the ambulance service).

SECTION 6-4 Miscellaneous

Burn Permits	$ 5.00
Film/Photos/CD/DVD	Actual Cost + 10%
Fire Reports/Incident Reports	$1.00 for 1 Page $5.00 for 2-20 Pages
Fire Investigation	$50.00/hour
Testify in Deposition/Grand Jury/Court	$45.00/hour (including travel)
Arson Fire in City limits	Charge Relevant Applicable Rates
Damage to Equipment/Apparatus	Actual Repair/Replacement Cost
Water rate (inside City)	$1.61 per gallon
Water rate (outside City)	$3.22 per gallon

SCHEDULE 7
LIBRARY CHARGES AND FEES

SECTION 7-1 The following fees are established for services:

1st Library Card	Free
Replacement card	$ 5.00
Visitor's card	$20.00 deposit, refundable upon return of checked out item/items
Copying (per page)	$ 0.15
Color copying (per page)	$ 0.50

SECTION 7-2 Overdue Charges:

Materials returned after due date shall be charged the following overdue charges:

Best Sellers & New Books	$ .25 per day, $5.00 Maximum
Books	$ .10 per day, $5.00 Maximum
Audio Books	$ .25 per day, $5.00 Maximum
Videos & DVDs	$ 1.00 per day, $10.00 Maximum
Music CDs	$ 1.00 per day, $10.00 Maximum
Interlibrary loan (ILL)	$ 1.00 per day
Patron charge if ILL is not picked up	$ 3.00 plus return postage charge within Seven days of notice to patron that inter-library loan (ILL) material has been received by library

No additional materials may be checked out until overdue charges in excess of $3.00 are paid.

SECTION 7-3 Lost or Damaged Book Replacement Charges:

When books or materials are lost, the patron shall pay the actual cost of replacement. If no replacement is available then the following charges will apply:

Adult (hardback)	$30.00
Adult (paperbacks)	$10.00
Young adult (hardback)	$25.00
Young adult (paperback)	$10.00
Children (hardback)	$25.00
Children (paperback)	$10.00
Audio Books*	$50.00*
Videos & DVDs	$25.00
Specialty, oversize & reference	$50.00
Music CDs	$20.00
Minor repair, bar code replace	$ 5.00
Kit bag w/hanger	$ 5.00

Mylar jacket	$ 5.00
DVD or video case replace	$ 5.00
Audio book case (CD or cassette)	$15.00

When materials are returned damaged, the patron shall be charged the following:

Minor repair or water damage	$ 5.00
Bar code replacement	$ 5.00
Kit bag with hanger	$ 5.00
Mylar book jacket	$ 5.00
DVD or video case	$ 5.00
Audio book case	$15.00

An administrative processing fee of $10.00 will be added to each of the above replacement charges.

*Minimum replacement cost. Exact item cost is in catalog record.

SECTION 7-4 Collection Fee

In the event a patron incurs a charge or fee referred to under any section of Schedule 7, and does not pay the charge or fee when due and as a result the charge or fee is assigned to a collection agency for collection, an additional $10.00 collection fee shall be assigned to and collected from said patron.

SCHEDULE 8
POLICE DEPARTMENT FEES

Pursuant to regional standards the Police Department has established the following fees for copies of documents:

SECTION 8-1 Vehicle Impound Hearing Fee $75.00

Fee is paid at the time a written request is filed by the vehicle owner in an attempt to secure the early release of his/her impounded vehicle. This fee is non-refundable and gives the owner an opportunity to be heard by the hearing officer.

SECTION 8-2 Accidents, Offense and Incident Reports

One page	$1.00/page
2 to 20 pages	$5.00
21 or more pages	$5.00+.25/page over 20
Complaint logs	$1.00/page

Any person desiring to obtain a copy of a police report that is not specifically identified may request the records office to conduct a search for that report. In the event that the Police Department does a search, there will be a minimum fee of $5.00 per quarter hour. If the fax of a document is requested, a $5.00 fee shall be charged for the first page plus $1.00 for each page thereafter.

SECTION 8-3 Fingerprints Flat Fee Per Set $15.00

SECTION 8-4 Duplication of Video Tapes/Cassettes/Micro-mini-reg

Video tapes	$10.00
Video tapes (if own tape brought in)	$ 5.00
Cassettes/Micro-mini-reg	$ 5.00
Compact Disc	$ 5.00

The fees described shall be collected prior to the receipt of the information described. In the event that the search results in no information being obtained, the fees are waived.

SCHEDULE 9
PUBLIC HOUSING FEES

SECTION 9-1 Fees for Repairs

Doors and hardware:

Install exterior lockset	$ 45.00
Rekey lock	30.00
Replacement - entrance key	5.00
Replacement - mail box key	30.00
Install interior door lockset	35.00
Replace interior door	115.00
Replace exterior door	190.00
Repair door	35.00
Paint door	25.00
Kitchen cabinet door replacement	90.00
Kitchen cabinet door repair	40.00
Medicine cabinet door replacement	65.00

Windows:

Replace window	200.00
Screen repair	75.00
Screen replacement	50.00

Range replacement parts:

Broiler pan	25.00
Oven rack	25.00
Burner tops	25.00
Oven door handle	25.00
Oven burner	30.00
Range hood	55.00
Range fan	40.00
Gas flex line	25.00
Safety valve	25.00
Stems - orifice tubes	5.00
Oven pilot	25.00
Clean range	40.00
Knobs	5.00

Plumbing charges:

Unstop drain	20.00
Replace sink basket	25.00
Replace kitchen faucet	95.00
Replace bathroom faucet	95.00
Replace toilet handle	25.00
Replace toilet seat	30.00

Painting charges:

One year resident pays 2/3 of cost
Two year resident pays 1/3 of the cost
Three year resident pays no cost
If painted during tenancy, resident paints and pays for prorated paint.

Refrigerator replacement parts:

Door gasket	40.00
Ice tray	5.00
Freezer hinge	25.00
Freezer catch	25.00
Crisper drawer	15.00
Door handle	40.00
Freezer door	35.00
Clean refrigerator	40.00
Shelf rails	25.00
Rail connector	25.00

Miscellaneous charges:

Patch hole in wall	20.00
Replace clothes pole	20.00
Replace towel rack	25.00
Replace paper holder	25.00
Replace shower rod	25.00
Replace receptacle	25.00
Replace receptacle cover	22.00
Replace switch	25.00
Replace switch cover	22.00
Replace Floor Tile (Each)	3.00 and labor
Replace light globe	27.00
Replace thermostat	40.00
Replace door stop	23.00
Replace smoke alarm	45.00

Reconnect smoke alarm	20.00
Replace baseboard (per foot)	3.00 and labor
Labor charge per hour	20.00

SECTION 9-2 Grounds Maintenance

The following charges are established for maintenance of areas when attributable to a resident:

Yard maintenance:
Minimum of 1 hour charge at $20.00 per hour for the required clean up.

Common area maintenance:
Minimum of 1 hour charge at $20.00 per hour for the required clean up.

SECTION 9-3 Copy Fees

Copy fees are fifty cents per page and to send a fax $3.00 per page.

SECTION 9-4 Late Rent Payment

Rent paid after the 5th working day of each month shall be subject to a $10.00 late fee.

SECTION 9-5 After-Hours Call-Out Fee

Urgent maintenance calls made after hours, for which the tenant is responsible, shall be subject to an after-hours call-out fee of $30.00.

SECTION 9-6 Insufficient Funds Check Charge

Checks returned for insufficient funds shall be subject to a $25.00 fee.

SECTION 9-7 Other Charges

The above itemized charges are not intended to be all inclusive. Other charges will be based on comparable charges set out above or based on actual cost of parts and minimum 1 hour labor, rounded off to the nearest dollar.

SCHEDULE 10
ZONING

SECTION 10-1 Zoning Fees*

Zoning request or amendments	$ 250.00
Conditional Use Permit	$ 250.00
Variance	$ 250.00
Appeal to Board of Adjustment or Planning & Zoning	$ 200.00
Site plan review	$ 150.00 plus Engineer fee
Sign permit review and permit fee	$ 50.00 min. + $1.50 per square foot
Subdivision preliminary plat review	$ 400.00 + $6.00/Lot
Subdivision final plat review	$ 400.00 + $6.00/Lot
Abandonment or reversion to acreage	$ 250.00
Development Review Board (per meeting up to 1 hour)	$ 400.00 + $100.00 for each additional hour
Development Agreement	$1000.00 if drafted by City
General Plan Amendment	$ 400.00
Special Event Permit (Non-Profit Organizations exempt)	$ 200.00
Minor land division/lot split/combination	$ 250.00
Address labels per page	$ 5.00
Fence permit and inspection	$ 15.00
Removal of illegal sign by City	$ 50.00

*NOTE: The actual cost for required publications shall be added to each relevant fee. Additionally, the applicant is responsible to mail out required notices of relevant applications as directed by City staff but at applicant's expense.

SCHEDULE 11
MUNICIPAL COURT

SECTION 11-1 Municipal Court Collection Fee

The Municipal Court shall impose a $10.00 per case fee in all cases filed in the Municipal Court in which it is necessary for the defendant to consult with the Court Collections Officer for the purpose of making financial arrangements to pay a fine or when it is necessary for the Court Collections Officer to assist with the collection of fines, restitution, or other monetary amounts ordered by the Court.

SECTION 11-2 Municipal Court Surcharge for Reimbursement of City Expenses

The Municipal Court shall impose a $100.00 surcharge on every case that is filed in the City Court regarding civil or criminal traffic, criminal charges in violation of State statute and criminal charges in violation of City Code provisions to be imposed upon the adjudication of responsibility or the conviction of the individual charges, or the entry of a plea agreement admitting responsibility or pleading guilty or no contest for violation of any State Statute or City Ordinance to be paid as part of the Court's fines and surcharges to reimburse the City for expenses incurred for enforcement of codes and prosecution of violations.

SECTION 11-3 Civil Traffic Default Fee

The Municipal Court incurs substantial costs in civil traffic cases where the defendant defaults in the payment of a civil sanction, and the Court must take steps to collect the sanction and notify the Motor Vehicle Department pursuant to A.R.S. §28-1601. Accordingly, there is hereby imposed an Administrative Fee of $30.00 per case to be collected in civil traffic case filed in the Municipal Court where the defendant defaults in the payment of a civil sanction.

SECTION 11-4 Court Automation Fee

The Municipal Court has established a coordinated plan for the automation of cases and cash flow management, and seeks to offset the annual maintenance and support of automation equipment and programs. Accordingly, there is hereby imposed a Court Automation Fee of $10.00 per case to be collected in cases filed in the Municipal Court.

SECTION 11-5 Court User and Staffing Fee

There is hereby imposed a Municipal Court User Fee of $30.00 to be collected in cases filed in the Municipal Court. This fee shall be collected as follows:

1) From the defendant as part of the fines, fees and surcharges imposed in each criminal action resulting in a conviction, said fee to be collected on each separate court for which the defendant is convicted.

2) From the defendant as part of the civil sanctions, fees and assessments in each civil traffic action in which a judgment is entered in favor of the City/State, said fee to be collected on each separate violation as to which a judgment is entered in favor of the City/State; and

3) From the defendant as part of a civil sanction in a civil action brought pursuant to Winslow City Code in which a judgment is entered in favor of the Plaintiff/City/State, said fee to be collected on each separate violation as to which a judgment is entered in favor of the Plaintiff/City/State.

SECTION 11-6 Handling of Fees

The fees collected pursuant to this ordinance shall be deposited monthly with the City Finance Department, and accounted separately for the purposes set forth herein.

SCHEDULE 12
WINSLOW ANIMAL CARE FACILTY FEES

The following fees shall be charged at the Winslow Animal Care Facility:

SECTION 12-1 Canine/Feline Licenses:

	1 Year	3 Year
Male/Female Unsterilized	$15.00	$40.00
Male/Female Sterilized	$ 7.50	$20.00

No costs or fees are refundable due to death or loss of animal.

SECTION 12-2 Canine/Feline Impound Fees:

Impound	Licensed Animal	Unlicensed Animal
First Impound (+ relevant licensing fee)*	$35.00	$50.00
Second Impound	$45.00	$60.00
Third Impound	$55.00	$70.00
Fourth & Subsequent Impound	$65.00	$80.00

All impounds lasting more than 48 hours will incur a $15.00 per day boarding fee.

*Every animal impounded must be licensed before release.

In addition to the above fees, the following fees shall be assessed for unsterilized and impounded canines/felines:

First Impound	$20.00
Second or Subsequent Impound/Same Animal	$40.00

If an unsterilized canine or feline is impounded for a second or latter time, the canine or feline will be sterilized at the owner's expense.

SECTION 12-3 Certain Fees Waived:

Upon the first impound of an unsterilized canine or feline, all of the impound fees noted above will be waived if the owner elects to have the canine/feline sterilized. The owner will be responsible for the costs of sterilization and applicable board and licensing fees. Upon the second impound of any unsterilized canine/feline, the impound fees associated with unsterilized canines/felines will be waived if the owner elects to sterilize the canine/feline at owner's expense.

SECTION 12-4 Miscellaneous Fees:

Euthanasia (EU) of owner's pet	$75.00
Out of county impound of pet	$45.00 plus board
Deposit (refundable) for trap	$15.00

SECTION 12-5 Adoption Fees:

	Male	Female
Adult Dog	$45.00	$60.00
Adult Cat	$40.00	$50.00
Puppy 2 to 4 months	$40.00	$50.00
Kitten 2 to 4 months	$50.00	$60.00
Male or female rabbits	$40.00 includes sterilization if needed	
Birds	Small $5.00, Medium $10.00, Large $15.00	
Rodents	Small $2.50, Medium to Large $5.00	
Reptiles	Small $2.50, Medium $7.50, Large $15.00	

Adoption fee for canines and felines includes sterilization, if any, leash/collar for canine, collar and carrier for feline, vaccination and City pet license.

Adoption fees as set out above may be waived by the Community Environment Manager as part of an Adopt-a-Thon or similar event.

SECTION 12-6 Boarding Fees:

$15.00 per day per animal: dog, puppy, cat, kitten or other domestic pet

SCHEDULE 13
AIRPORT FEES

SECTION 13-1 Aircraft Parking

Aircraft Type		Nightly	Monthly
Single-engine, piston engine (including helicopter):		$5.00[1]	$35.00
Twin-engine, piston engine (including helicopter):		$7.00[1]	$55.00
Jet/turboprop:	Less than 12,500 pounds	$30.00	$180.00
	Greater than 12,500 pounds	$75.00	$300.00

[1] Single-engine and twin-engine piston aircraft will have their first night's parking fees waived.

Persons desiring to park their aircraft on a month-to-month basis will be offered a ten percent (10%) discount on annual fees if prepaid in full.

No parking fees shall be assessed to aircraft that do not remain overnight at the airport.

SECTION 13-2 Commercial Operation Fees

The following monthly Commercial Operation Fees shall be assessed to each commercial aeronautical activity or enterprise operating out of the Winslow Lindbergh Regional Airport with an operating agreement:

Air Ambulance/Aeromedical Companies:	$450.00[1]
Aircraft Charter/Air Taxi Operators:	$125.00
Commercial Flying Club:	$125.00
Airframe and Powerplant Repair:	$ 75.00
Avionics Repair:	$ 75.00
Special Commercial Activity:	$ 62.50
Aircraft Rental	
One aircraft available:	$ 25.00
Two or more aircraft available:	$ 50.00
Aircraft Sales:	$ 50.00
Aircraft Flight Instruction:	$ 25.00
Mobile Airframe and Powerplant Mechanic:	$ 25.00[2]

Commercial aeronautical activity operators shall pay each fee applicable to the operator's activities; however, the operator(s) in aggregate shall not pay more than the highest individual Commercial Operation Fee with the exception of air ambulance/aeromedical companies which shall be required to pay the respective monthly fee for air ambulance/aeromedical companies.

[1] An air ambulance/aeromedical company fee shall include the right to park one aircraft on the airport property. Any additional aircraft are subject to relevant fees.

[2] Mobile mechanics shall be required to obtain and provide the applicable insurance policies equal to those required of a based airframe and powerplant repair station. Mobile mechanics shall be defined as aircraft mechanics conducting aircraft repair activities on the airport without a hangar or operating agreement.

SECTION 13-3 After Hours Service Fees

Snow Removal: A fee of $300.00 shall be charged each time airport staff are called out to the airport to provide on-demand snow removal services after or before the City's established snow removal policy. This fee shall be based on a minimum of two persons operating snow removal equipment for no less than four hours.

The maximum fee for a combined after-hours personnel call-out and snow removal shall be $300.00.

Fees:

Fees in SECTION 3 shall be subject to adjustment based on a review of personnel and equipment costs by the City of Winslow.

SECTION 13-4 Late Penalty Fees

All fees shall be due and payable on the first day of each month or as the fees occur. All fees listed in this schedule of rates and charges shall be subject to a monthly late penalty fee of $10.00 in addition to the fee(s) due. Late fees shall be cumulative on a monthly basis until the applicable fee(s) and late fee(s) are paid.

Commercial operators failing to pay the applicable fees and/or late fees may lose the right to conduct commercial activities at the Winslow Lindbergh Regional Airport until such time as all fees are paid in full.

SECTION 13-5 Fuel Flowage Fees

Aircraft fueled from aircraft fueling vehicles or tanks other than those owned and operated by the City of Winslow shall pay a fuel flowage fee of $0.10 per gallon of fuel. This fee shall be assessed based on the volume of the tank or vehicle involved in the fueling operation. Operators of vehicles or tanks must provide the city with insurance policies evidencing liability and environmental coverage in an amount acceptable to the city.

SECTION 13-6 Commercial Operator Access Fee

All for-profit commercial operators requiring access to aircraft operations areas of the airport shall be required to pay an access fee for entry into these areas. These fees shall be applicable to, but not limited to, cargo companies except those based at the airport, ambulance companies, taxis, limousines, and hunting outfitters.

Commercial operator access fees shall be as follows:

Per occurrence:	$10.00
Monthly:	$50.00

SECTION 13-7 Lease Application Fee

Persons desiring to enter into a ground lease shall pay the following fee to help offset the City's cost of advertising and preparing the various documents:

Per lease application: $100.00

SECTION 13-8 Lease/Operating Agreement Assignment Fee

Persons or entities with a current ground lease or operating agreement shall pay the following fee when selling, assigning, or transferring their agreement to another person or entity:

Per sale, assignment or transfer: $100.00

SECTION 13-9 Non-Commercial Ground Lease Rates

Effective January 1, 2011 non-commercial ground leases shall be leased at the minimum rate of $0.25 per square foot per year. This rate shall be subject to a Consumer Price Index adjustment in January of each successive year.