

**Approved Special Districts Fees Schedule  
Fiscal Year 2023-2024**

Pursuant to A.R.S. §11-251.06, §11-251.08, and §48-819 the following is the approved fee schedule for services provided to Fire Districts and other Special Districts by Yavapai County.

	<b>FY23-24</b>	
	<b>Fees</b>	<b>Per</b>
<b>Assessor</b>		
Office Manager	\$ 57.00	Hour
Chief Cartographer	\$ 68.00	Hour
GIS Cartographer Journey	\$ 57.00	Hour
Administrative Assistant II	\$ 52.00	Hour
<b>Attorney</b>		
Chief Civil Deputy (Supervisor)	\$ 109.00	Hour
Civil Attorney IV	\$ 104.00	Hour
Attorney III	\$ 90.00	Hour
Attorney II	\$ 83.00	Hour
Attorney I	\$ 75.00	Hour
Paralegal	\$ 51.00	Hour
Litigation Specialist	\$ 53.00	Hour
Legal Secretary	\$ 43.00	Hour
<b>Development Services</b>		
Director	\$ 124.00	Hour
Assistant Director	\$ 103.00	Hour
Planning Manager	\$ 72.00	Hour
Customer Service & Permitting Manager	\$ 72.00	Hour
Senior Planner	\$ 69.00	Hour
Planner II	\$ 63.00	Hour
Environmental Health Specialist III	\$ 60.00	Hour
Planner I	\$ 58.00	Hour
Environmental Health Specialist II	\$ 55.00	Hour
Office Manager	\$ 55.00	Hour
Records Technician	\$ 43.00	Hour
<b>Elections/Voter Registration</b>		
Director	\$ 145.00	Hour
Assistant Director	\$ 110.00	Hour
Program Administrator - Voter Registration & Early Voting	\$ 99.00	Hour
Elections Manager	\$ 82.00	Hour
Elections Database Programmer	\$ 74.00	Hour
Elections Office Technician	\$ 68.00	Hour
Voter Registration Specialist II	\$ 58.00	Hour
Voter Registration Specialist I	\$ 53.00	Hour
<b>Contract Fees</b>		
Vote by Mail	\$2.25 PER REG. VOTER	
Vote Center Election (Cost Sharing with other Jurisdictions on ballot)	\$4.60 PER REG. VOTER FEE NOT TO EXCEED	
Discount for Jurisdictions who provide assistance	\$0.25 OFF PER REG VOTER	

Minimum Charge (the larger of the cost per voter or minimum charge) \$500.00

**Non-Contract Fees**

Processing Provisional Ballots \$2.50  
 Processing "Conditional" Provisional Ballots \$5.00  
 Early Voting Packet (Includes signature verification) \$2.50  
 Recounts - Machine Count \$0.30 PER BALLOT  
 Recounts - Hand Count \$0.59 PER BALLOT PER RACE

**Miscellaneous/Statutory Fees**

Signature Verification \$0.50 PER NAME  
 Precinct Registers \$50.00 EACH  
 Authorized Public Records Requests:  
     Electronic Files No Charge

For 1-124,999 records \$93.75 plus \$0.0005 per record  
 For 125,000-249,999 \$156.25 plus \$0.000375 per record  
 For 250,000-499,999 records \$203.13 plus \$0.00025 per record  
 For 500,000-999,999 records \$265.63 plus \$0.000125 per record  
 For 1,000,000 or more records \$328.13 plus \$0.0000625 per record

**Court Related Costs** ACTUAL COST

Actual rates as determined by approved hourly rates of Elections and/or Voter Registration staff involved in compiling information related to lawsuits on - elections related matters and/or time spent giving depositions or testifying in court, and cost of copies.

**Facilities**

Director	\$	118.00	Hour
Assistant Director	\$	92.00	Hour
Administrative Support Manager	\$	64.00	Hour
Administrative Assistant I	\$	47.00	Hour
CADD Specialist	\$	52.00	Hour
Mail Services Supervisor	\$	52.00	Hour
Mail Services Technician	\$	40.00	Hour
Contract Specialist	\$	52.00	Hour
Safety and Compliance Specialist	\$	53.00	Hour
Building and Grounds Superintendent	\$	82.00	Hour
Building Maintenance Manager	\$	66.00	Hour
Grounds Supervisor	\$	58.00	Hour
Building Systems Technician	\$	55.00	Hour
Electrician	\$	55.00	Hour
Carpenter	\$	55.00	Hour
Trade Specialist	\$	50.00	Hour
HVAC/R Specialist	\$	55.00	Hour
Maintenance Worker, Journey	\$	44.00	Hour
Plumber	\$	55.00	Hour

Roofing Systems Specialist	\$	53.00	Hour
Custodial Manager	\$	66.00	Hour
Custodial Supervisor	\$	58.00	Hour
Floor Care Technician	\$	43.00	Hour
Custodian	\$	41.00	Hour
<b>Finance</b>			
Director	\$	120.00	Hour
Assistant Director	\$	95.00	Hour
Financial Accountant	\$	58.00	Hour
Accounting Specialist II	\$	54.00	Hour
Senior Accounts Payable Clerk	\$	47.00	Hour
Accounts Payable Clerk	\$	43.00	Hour
Vendor paid per item	\$	3.00	Item
<b>Flood Control</b>			
Director	\$	109.00	Hour
District Engineer	\$	91.00	Hour
Flood Warning Manager	\$	83.00	Hour
Engineer Stormwater	\$	80.00	Hour
Construction Project Manager	\$	69.00	Hour
Hydrologist III	\$	70.00	Hour
Flood Warning Specialist	\$	70.00	Hour
Hydrologist II	\$	64.00	Hour
Hydrologist I	\$	58.00	Hour
Office Manager	\$	58.00	Hour
Administrative Assistant II	\$	53.00	Hour
Administrative Assistant I	\$	49.00	Hour
<b>Geographic Information Systems</b>			
Director	\$	110.00	Hour
GIS Programmer/Analysist II	\$	80.00	Hour
GIS Programmer/Analysist I	\$	70.00	Hour
GIS Specialist	\$	61.00	Hour
GIS Cartographer Journey	\$	59.00	Hour
<b>Management Information Systems</b>			
Director	\$	124.00	Hour
Assistant Director	\$	98.00	Hour
Technology Unit Manager	\$	86.00	Hour
Systems Engineer IV	\$	78.00	Hour
Systems Engineer III	\$	71.00	Hour
Systems Engineer III	\$	62.00	Hour
Systems Engineer II	\$	55.00	Hour
Systems Engineer I	\$	48.00	Hour
Project Manager	\$	42.00	Hour
Customer Service Engineer Senior	\$	42.00	Hour
Customer Service Engineer	\$	46.00	Hour
Administrative Assistant I	\$	50.00	Hour
Administrative Assistant II	\$	50.00	Hour
<b>Public Works</b>			
Director	\$	125.00	Hour
Assistant Public Works Director	\$	103.00	Hour
Roads Manager	\$	86.00	Hour

Assistant County Engineer	\$	90.00	Hour
Senior Engineering Project Manager	\$	86.00	Hour
Operations Manager	\$	75.00	Hour
Civil Engineer	\$	75.00	Hour
Area Roads Superintendent	\$	72.00	Hour
Survey Manager	\$	72.00	Hour
Construction Project Manager	\$	66.00	Hour
Road Construction Supervisor	\$	66.00	Hour
Signs & Markings Project Manager	\$	66.00	Hour
Cultural Resource Manager	\$	66.00	Hour
Survey Party Chief	\$	63.00	Hour
Public Works Inspector Senior	\$	57.00	Hour
Road Improvement District Coordinator	\$	55.00	Hour
Equipment Operator III	\$	55.00	Hour
Geodetic Technician Senior	\$	50.00	Hour
Right-of-Way Specialist	\$	53.00	Hour
Administrative Assistant II	\$	50.00	Hour
Equipment Operator II	\$	50.00	Hour
Accounting Specialist I	\$	46.00	Hour
Administrative Assistant I	\$	46.00	Hour
Geodetic Technician	\$	46.00	Hour
Equipment Operator I	\$	46.00	Hour
Maintenance Worker Entry	\$	43.00	Hour

**Board of Supervisors/Special District Administration**

County Administrator	\$	261.00	Hour
Assistant County Administrator	\$	139.00	Hour
Clerk of the Board/Special Districts Coordinator	\$	110.00	Hour
Administrative Assistant II	\$	54.00	Hour

**Treasurer**

Treasurer	\$	69.00	Hour
Chief Deputy	\$	71.00	Hour
Fiscal Supervisor	\$	52.00	Hour
Property Tax Supervisor	\$	52.00	Hour
Administrative Assistant I	\$	42.00	Hour
Accounting Specialist III	\$	50.00	Hour
Accounting Specialist II	\$	46.00	Hour
Accounting Specialist I	\$	42.00	Hour

**General County Fees**

Transfer Ownership Fees	\$	140.00	
Computer printout	\$	1.00	
Photocopy	\$	0.25	
Mileage		65.5 cents	
Non sufficient fund check charge	\$	25+Bank Fee	

Overtime, if applicable, is 1.5 x the hourly rate.

Other County Departments may have previously established fee schedules or the ability to impose statutory fees. If a fire district or special district uses the services of those departments, they will be required to adhere to those fee schedules.