

**RESOLUTION NO. \_\_\_\_-2016**

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL**

**and**

**RESOLUTION NO. ID \_\_\_\_-2016**

**RESOLUTION OF THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT BOARD  
RESOLUTION ADOPTING A FEE SCHEDULE FOR MISCELLANEOUS CITY SERVICES**

**WHEREAS**, the Fort Bragg City Council and the Fort Bragg Municipal Improvement District No. 1 District Board find it appropriate to charge fees for certain miscellaneous services provided by the City; and

**WHEREAS**, the City maintains a comprehensive "Consolidated Fee Schedule" to provide members of the public and City staff with a convenient method for determining fees and charges that apply to certain City and Municipal Improvement District services; and

**WHEREAS**, included in the Consolidated Fee Schedule is a list of fees for miscellaneous services; and

**WHEREAS**, the City and District have conducted an analysis of their miscellaneous services and the costs reasonably incurred in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for miscellaneous services; and

**WHEREAS**, the City and District have a policy of recovering the full costs reasonably incurred in providing miscellaneous services of a voluntary and limited nature, such that those receiving the miscellaneous services pay the associated costs and general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such miscellaneous services; and

**WHEREAS**, pursuant to Government Code Section 66018, the specific fees to be charged for such miscellaneous services must be adopted by the City Council and the Municipal Improvement District Board after providing notice and holding a public hearing; and

**WHEREAS**, the City Council and Municipal Improvement District Board conducted a public hearing on November 28, 2016, following proper notice, to obtain comments on the proposed fee schedule; and

**WHEREAS**, based on all the evidence presented at the time of the public hearing on this matter, the City Council and the District Board of the Municipal Improvement District No. 1 find as follows:

1. All notices and publications have been given in accordance with Government Code section 6062a; and
2. The fees collected for providing miscellaneous services are not a source of additional general fund revenues nor are they a "special tax" as described in California Government Code section 50076; and
3. Modifications to the current fees, as identified in Exhibit "A", have been reviewed and are found to not exceed the estimated reasonable cost of providing the services for which the fees are levied.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg

and the Fort Bragg Municipal Improvement District No. 1 do hereby adopt the fees as shown on Exhibit "A", attached, showing the fees to be charged for the services described therein; and

**BE IT FURTHER RESOLVED** that the City Clerk/District Clerk is authorized and directed to update the Consolidated Fee Schedule to reflect the fees described in Exhibit "A"; and

**BE IT FURTHER RESOLVED** that these fees shall become effective upon adoption.

The above and foregoing Resolution was introduced by Council/Board Member \_\_\_\_\_, seconded by Council/Board Member \_\_\_\_\_, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg/District Board of the Fort Bragg Municipal Improvement District No. 1 held on the 28<sup>th</sup> day of November, 2016, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**RECUSED:**

\_\_\_\_\_  
**DAVE TURNER,**  
**Mayor/Chair**

**ATTEST:**

\_\_\_\_\_  
**June Lemos**  
**City/District Clerk**



# Exhibit A 2017 Fee Schedule

Updated 11/28/2016

<b>ANIMAL CARE AND CONTROL FEES &amp; FINES</b>		
<b>CATEGORY</b>	<b>2016 FEE</b>	<b>2017 FEE</b> only fee changes are noted
<b>Adoption, Surrender Impoundment and Medical Fees</b>		
Adoption Fees	Set by MCHS*	
Protective Custody Hold	Set by County	
Spay/Neuter Fees	Set by MCHS	
Vaccinations/Medications/Tests/Microchip	Set by MCHS	
Veterinary Services	Set by MCHS	
Feed & Care Fees	Set by MCHS	
<b><u>Impound/Redemption Fee - Unaltered</u></b>		
* 1st Offense	\$35	\$40
* 2nd Offense	\$50	\$60
* 3rd and Subsequent Offenses	\$100	
<b><u>Impound/Redemption Fee - Altered</u></b>		
* 1st Offense	\$10	\$20
* 2nd Offense	\$25	\$40
* 3rd and Subsequent Offenses	\$50	\$60
<b><u>Surrender Fees:</u></b>		
* Stray Animals	Set by MCHS	
* Owner Surrender	Set by MCHS	
<b><u>Dog Licenses</u></b>		
* Altered	\$20	\$25
* Unaltered	\$50	\$55
* Duplicate License/Tag	\$5	
* Delinquent Licensing Penalty - altered	Double license fee	
* Delinquent Licensing Penalty - unaltered	Double license fee	
* Potentially Dangerous/Vicious Dog License	\$100	
Vicious Potentially Dangerous Animal Hearing Fee	\$340	\$500
*Mendocino Coast Humane Society		



# **Exhibit A** **2017 Fee Schedule**

Updated 11/28/2016

<b>FILM PERMIT FEES</b>		
<b>CATEGORY</b>	<b>2016 FEE</b>	<b>2017 FEE</b> only fee changes are noted
<u><b>Permit Processing Fee:</b></u>		
* Minor Events (up to 7 days)	\$50	
* Major Events (over 7 days)	\$100	
<u><b>Event Deposit Account:</b></u>		
* Minor Events (up to 7 days)	\$5,000	text deleted
* Major Events (over 7 days)	\$10,000	text deleted
NOTE: A deposit account will be set up to cover cost of employees & equipment required during filming. Deposit amount will be established by City Manager on a case-by-case basis.		
<del>Employee Rates</del>	<del>Current straight or overtime hourly rate of employee</del>	text deleted
<u><b>Equipment Rates (per hour):</b></u>		
* <del>Police Car</del>	<del>\$15</del>	text deleted
* <del>Public Works Light Vehicle</del>	<del>\$15</del>	text deleted
* <del>Public Works Heavy Vehicle (depending on vehicle used)</del>	<del>\$25-\$80</del>	text deleted
<del>Buildings/Parks</del>	<del>City buildings &amp; parks may be used upon the approval of the City Manager. Use rates shall depend upon the level of use and disruption of the normal course of service to the park.</del>	text deleted
<del>NOTE: Equipment must at all times be operated by a City employee.</del>		
<u><b>Other Rates:</b></u>		
* <del>Water</del>	<del>As established by City Manager</del>	text deleted
* <del>Deposit to borrow City-owned Equipment</del>	<del>See Public Works Fees</del>	text deleted
* <del>Other small equipment (not specified herein)</del>	<del>As established by City Manager</del>	text deleted



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

FINANCE DEPARTMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
<b>Reports, Billing, etc.</b>		
Audit Reports - Complete Set	\$32	\$34
Audit Reports - Subsets	\$13	\$14
Replace Lost Accounts Payable Check	\$39	\$40
Return Check Fee (Charge for return of bad check from bank or financial institution)	\$37	\$40
Budget Document	\$54	
Utility Bill Payment by Phone	\$4.50	\$5
Utility Bills - Final Notice Penalty	\$45	\$55
Utility Profile Fee (one free in 12-month period)	\$20	\$42
<b>Licenses</b>		
Bingo License (6 month period)	\$10	
<b><u>Business License Fees:</u></b>		
* Initial License	\$97	\$104
* Initial License for Home Occupation	\$58	\$65
* Change of Name	\$13	\$16
* Change of Ownership	\$97	\$88
* Change of Business Location	\$97	\$104
* Contractor's Business License Fee	0.04% of building permit valuation	
* Duplicate License	\$7	\$9
* <u>Employee Formula:</u>		
* For the first person employed	\$50	
* For the next five persons employed, per person	\$5	
* For all other persons employed, per person	\$2	
* <u>Flat Rate:</u>		
* Junk dealer, per year	\$75	
* Pawnbroker, per year	\$100	
* Peddler, including food, regular routes with truck, per year (included in Mobile Vending Permit Fees)	\$75	
* Peddler, solicitor, transient business, peddling goods and wares from a vehicle, or from a temporary location, per day	\$20	
* <u>Gross Receipts Rate:</u>		
* Below \$5,000	\$10	
* From \$5,000 to \$30,000	\$30	
* From \$30,000 to \$200,000	above \$30,000	
* Greater than \$200,000	above \$200,000	
* License Renewal (Annual)	\$77	
* License Renewal for Home Occupancy (Annual)	\$57	
* Non-Profit Business License	\$41	



# **Exhibit A** **2017 Fee Schedule**

Updated 11/28/2016

FINANCE DEPARTMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
* Small, one-time jobs (under \$1,000)	\$20	change to (under \$2000)
* Vehicle Delivery Business - Operational Rate, per year	\$50	
<b><u>Flea Market Fees:</u></b>		
* Per day	\$50	
* Per month	\$100	
* Per quarter	\$250	
* Per year	\$600	
<b><u>Tobacco Sellers License Fees:</u></b>		
* Annual License	\$191	\$193
* Change of Business Location	\$45	\$46
* Change of Name	\$12	\$15
* Change of Ownership	\$45	\$46
* Duplicate License	\$7	\$9



**Exhibit A**  
**2017 Fee Schedule**

Updated 11/28/2016

GYM USE FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
Basic Use Fee (per hour)	\$20	
Daily Use Fee (12 hours)	\$100	
Extended Use Fee	Fee established on case-by-case basis by City Manager	
Non-Profit Use Fee (for up to 3 hours of use)	\$25	



# Exhibit A 2017 Fee Schedule

Updated 11/28/2016

MISCELLANEOUS FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
<b>Appeal Fees</b>		
Appeal of Water Bill	\$200	
Appeal Fee for Appeal of Administrative Decision	\$500	
Appeal Fee for Code Enforcement Actions		Equal to Code Enforcement Fee
<b>Certification of Documents</b>		
* First Page (includes copy)	\$8	\$9
* Each Additional Page	\$0.15	
<b>Copy Fees Charged to the Public</b>		
Aerial Photographs	Cost of Reproduction + 15%	
<b>Black &amp; White Copies:</b>		
* 8 ½ x 11 & 8 ½ x 14 (per page)	\$0.15	
* 11 x 17 (per page)	\$0.30	
<b>Color Copies:</b>		
* 8 ½ x 11 & 8 ½ x 14 (per page)	\$0.30	
* 11 x 17 (per page)	\$0.60	
<b>Engineering Plans</b>		
* Black & White Copies	\$3	
* Color Copies	\$5	
Electronic Response to Records Request	\$5	\$0
Letter of Public Convenience or Necessity	\$220	\$225
Letter of Public Convenience or Necessity - Public Hearing	\$615	\$740
Publications and Reports	Cost of Printing + 15%	
Transferring Electronic Files to CD (City provides disk)		\$20
Transferring Electronic Files to CD (requestor provides disk)	\$15	
Zoning Maps, General Plan Maps, Other Maps	Cost of Reproduction + 25%	





## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
<b>General Information and Letters</b>		
Address Listing Fee	\$20	\$30
Assign Street Address	\$50	\$0
Geographic Information System (GIS) Site Map	\$20	
Inclusionary Housing Fees	Determined at time of application	
Parking In-lieu Fees:		
* Existing Commercial Building **	fee waived	
* New Commercial Building	fee waived	
** NOTE: City Council Resolution No. 3780-2015 establishes a temporary moratorium on collection of Parking In-lieu Fees until December 31, 2016.		Staff recommends that the moratorium be extended until Dec 31, 2017.
Research Fee	\$45/hour	
Technical Advisory Committee Review (Fee waived for non-profit events)		
* Minor	\$580	
* Major	Costs Incurred	
Zoning Letter	\$110/hour	\$115/hour
<b>Building Permit Fees</b>		
Building Permit Surcharge on Construction Permits	1% of valuation of building permit	
NOTE: Surcharge is not assessed for reroof permits and certain utility permits.		
General Plan Maintenance Fee:		
* Construction Permits	1.5% of total permit valuation	
* Residential Mobile Homes	1.5% of assigned valuation; based on gross floor area x \$51/sq. ft.	
* Affordable housing units (as defined by Fort Bragg Municipal Code Title 18)	City Council may grant exemptions upon written request	
Construction & Demolition Waste Recycling Deposit:		
* New construction projects	0.37/sf	
* Remodel or renovation projects of more than 500 sq. ft.	0.47/sf	
* Demolition projects of more than 1,000 sq. ft.	0.52/sf	



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
* projects that result in removal of 200 sq. ft. or more of asphalt or concrete	0.26/sf	
* Waste Management Checklist Processing Fee	\$35	\$40
NOTE: Waste Recycling Deposits are refunded based on a pro-rated percentage of the recycling target met.		
Sign Permit		
* Permanent & Temporary	\$40	\$45
* Political (refundable deposit)	\$100	
Planning Commission sign permit (No public hearing required)	\$200	
Planning Permits		
Pre-Application Analysis & Meeting(s)	Costs Incurred; \$550 Deposit	
<b>Administrative Permits:</b>		
* Administrative Coastal Development Permit	\$890	\$1,035
* Administrative Design Review	\$350	\$560
Administrative Design Review of Public Art & Murals		\$25
* Administrative Variance	\$550	\$560
* Amendment to Administrative Permit (major/minor)	\$500	\$560
* Certificate of Compliance	\$715	\$770



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES			
CATEGORY	2016 FEE	2017 FEE	only fee changes are noted
* Floodplain Development Permit	\$500	\$560	
* Limited Term Permits not requiring TAC review	\$145	\$180	
* Mobile Vending Unit Permit (includes business license fee)	\$550		
* Annual Renewal - Mobile Vending Unit Permit	\$500		
* Minor Use Permit	\$700	\$815	
Medical Marijuana Cultivation Minor Use Permit	\$445	\$510	
* Public Hearing (when requested for Administrative Permit)	\$900		
Amendment to Design Review, CDP, Use Permit (Minor -	\$425	\$490	
Emergency Permit	\$525	\$565	
<u>Permits Requiring Planning Commission Review:</u>			
* Hearing Cost (in addition to permit fee, below)	\$1,115	\$760	
* Adult-Oriented Business Permit	\$1,400	\$1,525	
* Certificate of Appropriateness	\$515	Costs Incurred	
* Coastal Development Permit	\$890	\$1,035	
* Coastal Development Permit for Second Units	\$660	\$755	
* Design Review	\$365	\$430	
* Use Permit	\$700	\$815	
* Cannabis Manufacturing Use Permit		Costs Incurred	
* Variance	\$565	\$645	
<u>Planning Permit Extension</u>			
* Non-subdivision; does not require a public hearing	\$165	\$140	
* Non-subdivision; requires a public hearing before Director	\$270	\$200	
* Non-subdivision; requires a public hearing before the Planning Commission	\$1,250	\$1,000	



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
Appeal of Planning Commission decision to City Council	\$1,000	\$500 Note: DDA will be charged for all costs incurred by City in processing appeal. Appeal fee will be credited to DDA. Council retains authority to reimburse appeal fees.
<b>Development Deposit Account Projects</b>		
Annexation	Costs Incurred	
Development Agreement	Costs Incurred	
Environmental Review: Negative Declaration; Environmental	Costs Incurred	
General Plan Amendment	Costs Incurred	
Local Coastal Plan Amendment	Costs Incurred	
Mitigation Monitoring	Costs Incurred	
Planned Development Permit	Costs Incurred	
Rezoning	Costs Incurred	
Specific Plan	Costs Incurred	
<b>Subdivision</b>		
<b>Subdivision Map:</b>		
* Extension of Time	\$215	\$165
* Final Map	\$550 plus \$20/parcel	Costs Incurred
* Improvement Plan, Plan Check, Construction Inspections	Costs Incurred	
* Minor Subdivision (<5 Parcels)	Costs Incurred	
* Major Subdivision (>5 Parcels)	Costs Incurred	
* Parcel Merger	Costs incurred	
* Parcel Map	\$550 plus \$20/parcel	Costs Incurred
* Reversion to Acreage	Costs incurred	



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
Certificate of Compliance	\$715	
Lot Line Adjustment	\$740	DDA
<b>Code Enforcement</b>		
<u>Code Enforcement Fees</u>		
* <b>Type 1 Code Enforcement Activity:</b> sign permit, fence & retaining wall issues, expired permit, overgrown vegetation, lawn parking, inoperable vehicle, broken windows, and other similar code enforcement activities.	\$275	\$205
* <b>Type 2 Code Enforcement Activity:</b> building maintenance, unsafe dangerous building, nuisance conditions, condition of approval violation, illegal home occupation, blight, and other similar code enforcement activities.	\$450	\$290
* <b>Type 3 Code Enforcement Activity:</b> illegal second unit, construction without permits, change of use without permit, establishment of an un-permitted use, and other similar code enforcement activities.	\$600	\$445
* <b>Type 4 Code Enforcement Activity:</b> illegal marijuana cultivation, nuisance conditions such as abandoned buildings that provide setting for illegal activities.	\$920	\$790
* <b>Double Fee for Non-Compliance with Request to Stop Violation.</b> For code violations not abated within 45 days (or a longer time period as established by the Community Development Director, if warranted by the violation) of the code violation letter.	Double Fee	
Violations - Penalty fee shall be equal to fee for required application(s) or, where there is not a set fee, \$1000	\$1,000	



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PLANNING AND DEVELOPMENT FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
NOTE: A penalty fee shall be collected for each violation, regardless of whether abatement involves removal of the violation or submittal of a permit application. When the City imposes a penalty fee, it shall follow the procedures in FBMC Chapter 6.12 which shall provide the property owner with an opportunity to present evidence regarding the violations before payment of the penalty fee is due. The City may require payment of the penalty fee in addition to any remedies provided under FBMC Chapter 6.12.		
NOTE: For applications requiring payment of "costs incurred," a deposit account will be established for the project. The opening deposit will be determined based upon the estimated cost to complete the permitting process. The minimum deposit will be \$2,000. Costs for staff time will be based on fully-loaded hourly rates. City Attorney costs will be based on the City's actual costs incurred and vary depending on which attorney is providing services. Costs of consultants are based on the City's actual costs incurred in accordance with professional service agreements for said services.		
NOTE: At the discretion of the Director, a deposit account may be required in lieu of a flat fee for any planning permit(s) deemed likely to substantially exceed the City's typical costs in processing the permit.		



# Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PUBLIC SAFETY FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
<b>Alarm Fees</b>		
<del>Alarm Fees - for alarms terminating at Police Department, annually</del>	<del>\$30</del>	service no longer available
<b>Alarm Fees - Charge for Excessive False Alarms:</b>		
* After third false alarm in calendar year	\$50	
* After fourth false alarm in calendar year	\$100	
* After fifth false alarm in calendar year	\$200	
* Reinstatement bond, annually	\$500	
<b>Miscellaneous Recordings and Copies</b>		
<b>Audio Tape Recording Copy:</b>		
* Requestor Provides Tape	\$35	
* City Provides Tape	\$36	
Civil Subpoena Appearance Fee	\$275 + additional time/rate adjustment	
Conference Room Use (during non-business hours - per hour)	\$50	
Fingerprinting	\$12	
<b>Photographs (Evidence):</b>		
* Digital	\$27 + cost of photo supplies (\$1 per sheet of photo paper or digital CD copy) + postage if mailed	
* Commercial Film Developing	\$54 + charge by commercial film developer + postage if mailed	
Insurance Letter for Crime Report	\$25	
Record Clearance Checks	\$54	
<b>Video Tape Copy:</b>		
* Requestor provides tape	\$30	
* City provides tape	\$35	
Vehicle Accident Report	\$25	
<b>Miscellaneous Storage Fees</b>		
Stored Vehicle Storage Fee (when stored onsite; per day)	\$12	
Repossessed Vehicle Release	\$15	
Gun Storage Fee (per gun)	\$77	\$70



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PUBLIC SAFETY FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
Found Property Claimant	\$35	
Vehicle Release (for towed vehicle) - normal release	\$90	
Vehicle Release (for towed vehicle) - 30 day hold review/release	\$115	
Penalties & Violations		
<u>Parking Citation Penalties for Violation:</u>		
Administrative Fee (for cancelling a violation issued when person fails to display their handicap placard)	\$25	
* Blocking a Driveway	\$35	
* Disabled Parking Space w/o Disabled Plate or Placard	\$285	
* Double Parking	\$35	
* No Parking	\$35	
* Off Street Parking Violation	\$35	
* Parked More than 18" from Curb	\$35	
* Parked on Sidewalk	\$35	
* Parking in Alley	\$35	
* Parking Space Markings	\$35	
* Permit Parking Only	\$35	
* Registration Tabs	\$35	
* Red Zone	\$35	
* Timed Parking Zone	\$35	
* Wrong Side of Road	\$35	
* Yellow Loading Zone	\$35	
* 72-Hour Continuous Parking (Parking Violation)	\$75	
NOTE: Tow Charge when applicable is due to City prior to release of vehicle by local tow company	Amount set by local tow company	
<u>Skate Park Facility Violations:</u>		
* First Offense	\$5	
* Second Violation within a year	\$10	
* Third or Further Violation within a year	\$25	
Licenses		
Bicycle License	\$0	
<u>Taxicab Fees:</u>		
* License Fee, per year:		
* For first vehicle	\$50	
* Per vehicle additional	\$10	
* Permit Application Fee	\$130	
* Taxi Driver Background Check	\$110 + DOJ	
Dance Fees		





**Exhibit A**  
**2017 Fee Schedule**

Updated 11/28/2016

<b>PUBLIC SAFETY FEES</b>		
<b>CATEGORY</b>	<b>2016 FEE</b>	<b>2017 FEE</b> only fee changes are noted
* Public dance, per event	\$75	
* Dances at a fixed place of business where alcoholic beverages are sold, annually	\$300	
* Dances at fixed place of business where alcoholic beverages are not sold, annually	\$150	
* Dances, as defined in Section 5.12.080	No fee	



# **Exhibit A** **2017 Fee Schedule**

Updated 11/28/2016

<b>PUBLIC WORKS FEES</b>		
<b>CATEGORY</b>	<b>2016 FEE</b>	<b>2017 FEE</b> only fee changes are noted
<b>Miscellaneous Development Fees</b>		
Building Permit for driveway and/or handicap ramp	\$65	
Grading Permit Fee	Actual cost incurred for staff review & approval; \$300 deposit	
Construction Cost Estimates	Actual cost with \$30 minimum	service no longer available
<b>Street Furniture Permit Fees:</b>		
* First Year	\$155	
* Renewal: Subsequent Years	\$55	
<b>Streets and Facility Fees</b>		
<b>Cost for City-owned Equipment</b>		
* Processing Fee for borrowing City-Owned Equipment	\$80	
* Processing Fee for Parade/Street Closure	\$270	
<b>Deposit to Borrow City-Owned Equipment</b>		
* Barricades (deposit, per barricade)	30% of cost of borrowed barricades (i.e. number borrowed x \$35 x 30%)	
* 36" Reflective Traffic Cone (deposit, per cone)	30% of cost of borrowed cones (i.e. number borrowed x \$25 x 30%)	
* 28" Reflective Traffic Cone (deposit, per cone)	30% of cost of borrowed cones (i.e. number borrowed x \$15 x 30%)	
* 18" Reflective Traffic Cone (deposit, per cone)	30% of cost of borrowed cones (i.e. number borrowed x \$10 x 30%)	
* 12" Reflective Traffic Cone (deposit, per cone)	30% of cost of borrowed cones (i.e. number borrowed x \$8 x 30%)	
* No Parking Tripod (deposit, per tripod)	30% of cost of borrowed cones (i.e. number borrowed x \$30 x 30%)	
D-2 Rate for Hourly Supervision of Contractors Modifying City Water System	Fully loaded staff rate of employee(s) performing work; deposit required	
Hot Tap Machine Use (per tap; plus preparation cost)	\$400 (does not include preparation costs)	
Pot Holing	Cost incurred	



# Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PUBLIC WORKS FEES			
CATEGORY		2016 FEE	2017 FEE only fee changes are noted
<b>Encroachment Permit Fees:</b>			
*	<u>Performance Bond</u>		
	(		
	B		
*	Deposit	\$500	
*	For excavation within paved roadway, alley, or easement areas	\$2 per square foot	
*	For excavation within unpaved roadway, alley, or easement areas	\$1 per square foot	
*	For excavation within parkway or sidewalk area, whether or not improved with concrete sidewalk	\$5 per square foot	
*	For all other public improvements	Amount shall be estimated construction cost, as determined by the developer and approved by the City Engineer	
*	Permit Issuance Fee	\$80	
*	<u>Permit (Inspection) Fee</u>		
*	Annual Encroachment Permit	\$100	
*	Driveway - Commercial	\$95	
*	Driveway - Residential	\$55	
*	Trenching - Less than 50 lineal feet (lf)	\$75 + 0.25/lf	
*	<del>Trenching - More than 50 lf</del>	<del>\$200</del>	
*	Trenching - Additional charge over 100 lf	0.50/lf	
*	Inspection - Repairs & Replacements	\$50	
*	Sidewalk Closure (façade work, sidewalk sales, etc.)	\$40	\$70
*	Miscellaneous Permits (not covered elsewhere; per location)	\$100	
*	Parking closure (per day; per space)	\$25	
*	Sidewalk, Curb & Gutter, Ramp & Conform Paving	0.25/sf	
*	Street Closure, excluding parades	\$150	
*	Street Closure - Recurring, excluding parades	\$50	
*	Fine for Working without Encroachment Permit	Double cost of permit	
<b>Waste Water Enterprise Fees</b>			
<b>Backflow Prevention Device Fees:</b>			
*	Annual test fee if performed by City personnel (should the device fail the test, customer is responsible for repairs & would receive one follow-up retest at no charge)	\$95	\$105



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

PUBLIC WORKS FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
* Annual fee for private business who wishes to be listed as a Backflow Prevention Device Tester (upon filing the proper documentation with the City Clerk)	\$225	
* Temporary backflow device for special events	\$80	\$90
<b><u>Food Service Establishment Wastewater Discharge Permit Fees:</u></b>		
* Initial Application Fee	\$140	
* demonstration by the permittee that fats, oils, and grease collected in grease interceptors, or alternate approved systems, have been recycled for conversion to bio-diesel or other products as approved by the District)	\$90	This service is provided by County Env. Health
<b><u>Grease Trap/Interceptors:</u></b>		
* Initial Application Fee	\$130	\$155
* Annual Inspection Fee (this fee may be waived upon demonstration by the permittee that fats, oils, and grease collected in grease interceptors, or alternate approved systems, have been recycled for conversion to bio-diesel or other products as approved by the	\$70	\$90
<b><u>Sanitary Sewer Fees:</u></b>		
* Permit and inspection of new connections/alterations to the sanitary sewer system per residential or nonresidential unit (exluding apts > 5 units)	\$115	\$140
* Permit and inspection of new connections/alterations to the sanitary sewer system (apartments > 5 units)	\$60 + \$10 per each unit in excess of 5 units	\$140 + \$10 per each unit in excess of 5 units
* Alteration of existing sewer installations	\$115	
* Extension of sewer mains or other work required, such as setting manholes or installing pump stations, to extend service to an area or parcel to accommodate a connection	Actual cost of work; \$70 for written cost estimate	
<b><u>Septic Tank Dump Fees:</u></b>		
* Trucks unloading septic tank/chemical toilet effluent from locations within District. Up to first 1500 gallons.	\$180	\$205
* Each additional 500 gallons	\$35	\$30
<b><u>Service Calls (if due to customer fault or private line failure):</u></b>		
* During Normal Operation Hours	Minimum charge of one hour, hourly rate is based on the current rate of employee, including benefits & overhead	



# **Exhibit A** **2017 Fee Schedule**

Updated 11/28/2016

<b>PUBLIC WORKS FEES</b>			
<b>CATEGORY</b>		<b>2016 FEE</b>	<b>2017 FEE</b> only fee changes are noted
*	If After Hours	Minimum charge to cover up to 3 hours, rate is based on three times the current overtime rate of employee, including benefits & overhead. Hourly rate thereafter, rate is based on the current overtime rate of employee, including benefits & overhead	
<b>Treated Wastewater Disposal Fee</b>			
*	Public Agencies	\$0.17/gallon	
*	Others	\$0.25/gallon	
<b>Water Enterprise Fees</b>			
Water Charges for Voluntary Water Sales (per Hundred Cubic Feet (HCF))		\$14.96	
Water Deposit		\$150	
Water Hydrant Meter Rental Deposit		\$950	
Water Hydrant Meter Rental (per month)		\$25	
Water Line Testing and Forms (New)		Costs incurred	
Water Meter Split Evaluation		\$55	\$65
Water Distribution System Permit and Inspection of Connections		\$70	
Water Turn On/Off at Customer Request		\$25	\$30
Water Turn On After Hours*		\$165	\$185
*	After hours is considered after 2:30pm on regular business days and anytime on weekends and holidays		
<b>Greywater Reuse Application Fee</b>			\$50



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

TOWN HALL FEES		
CATEGORY	2016 FEE	2017 FEE only fee changes are noted
Additional Use Beyond Basic 12 Hours (per hour)	\$10	
Basic Use Fee (each 12 hours)	\$120	
Non-Profit Use Fee (each 12 hours)	\$60	
Custodian Charge (per hour during normal hours of work)	\$55	\$60
Custodian Charge (per hour; Overtime Rate)	\$80	\$90
Deposit for Alcohol Use	\$500	
Security/Cleaning & Key Deposit	\$200	
Sound Equipment Use (per day)	\$100	
AV Tech (per hour)	<del>\$25</del>	



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

<b>WATER CONSERVATION PENALTIES</b>		No changes proposed for 2017	
<b>CATEGORY</b>	<b>PENALTY</b>		
<u>Penalties for Violation:</u>			
<b>Stage 1</b>			
1. First Offense:			
a. Minor Offense	\$20 + written warning		
b. Major Offense	\$100 + written warning		
2. Second Offense:			
a. Minor Offense	\$100		
b. Major Offense	\$500		
3. Third or Subsequent Offense:			
a. Minor Offense	\$500		
b. Major Offense	\$1,000		
<b>Stage 2</b>			
1. First Offense:			
a. Minor Offense	\$100		
b. Major Offense	\$250		
2. Second Offense:			
a. Minor Offense	\$250		
b. Major Offense	\$500		
3. Third or Subsequent Offense:			
a. Minor Offense	\$500		
b. Major Offense	\$1,000		
<b>Stages 3 &amp; 4</b>			
1. First Offense	\$500		
2. Second Offense	\$1,000		
3. Third or Subsequent Offense			
The City Manager may instruct staff to shut off the water service to the offending property. Service will not be restored until the water emergency is at an end and all outstanding fines are paid. The fee for restoring service shall be:			
	\$1,000		



## Exhibit A 2017 Fee Schedule

Updated 11/28/2016

WATER CAPACITY CHARGE & CONNECTION FEES - 2017									
2016 WATER CAPACITY CHARGE				\$4,245.61					
2017 WATER CAPACITY CHARGE				\$4,313.95		Based on Engineering News Record CCI - 1.61%			
WATER SERVICE CONNECTION FEES									
Water Service Type								Over 50 feet, \$/foot	
						2016		2017	
3/4" Single Service						\$3,222.96		\$3,274.85	
1" Single Service						\$3,481.49		\$3,537.54	
1" Single Service Split into 2 5/8" x 3/4"						\$3,832.73		\$3,894.44	
1 1/2" Single Service						\$4,129.82		\$4,196.31	
2" Single Service Split into 5 5/8" x 3/4"						\$5,261.18		\$5,345.88	
2" Service Disc Meter Low Demand						\$4,726.48		\$4,802.58	
2" Service Compound High Demand						\$6,354.67		\$6,456.98	
3" Service						\$9,868.50		\$10,027.38	
4" Service						\$11,075.32		\$11,253.63	
6" Service *						\$14,953.58		\$15,194.33	
* Fee is a deposit; total cost based on time/materials									
METER ONLY INSTALL									
Size						2016		2017	
5/8" x 3/4"						\$360.40		\$366.20	
1"						\$524.56		\$533.01	
1.5"						\$926.56		\$941.48	
2" Disc Meter Low Demand						\$1,159.96		\$1,178.64	
2" Compound						\$2,737.67		\$2,781.75	
3"						\$3,200.80		\$3,252.33	
4"						\$4,644.55		\$4,719.33	
6"						Time & Materials			
METER SPLIT									
Size						2016		2017	
2 5/8" x 3/4" meters on existing service						\$1,089.33		\$1,106.87	
Meter split with street crimp in cement side						\$1,419.24		\$1,442.09	
NOTE: Recently enacted State housing legislation will require the City to establish a separate connection and capacity fee structure for Accessory Dwelling Units. Staff recommends that options be vetted by the Public Works & Facilities Committee and brought forward to City Council for adoption in early 2017.									





Exhibit A  
2017 Fee Schedule

Updated 11/28/2016

SEWER CAPACITY CHARGE & CONNECTION FEES - 2017									
2016 SEWER CAPACITY CHARGE				\$	3,336.32				
2017SEWER CAPACITY CHARGE					\$3,390.33	Based on ENR CCI = 1.61%			
SEWER SERVICE CONNECTION FEES									
Sewer Only (no Water)									
Sewer Service Type								Over 50 feet, \$/foot	
				2016	2017			2016	2017
4" Lateral, 4' Deep				\$2,840.17	\$2,885.90			\$42.47	\$43.15
4" Lateral, 6' Deep				\$3,050.84	\$3,099.96			\$47.50	\$48.26
4" Lateral, 8' Deep				\$3,588.46	\$3,646.23			\$59.87	\$60.83
4" Lateral, 10' Deep				\$4,098.33	\$4,164.31			\$69.32	\$70.44
6" Lateral, 4' Deep				\$2,890.00	\$2,936.53			\$42.54	\$43.22
6" Lateral, 6' Deep				\$3,188.75	\$3,240.09			\$48.89	\$49.68
6" Lateral, 8' Deep				\$3,726.39	\$3,786.38			\$61.25	\$62.24
6" Lateral, 10' Deep				\$4,236.24	\$4,304.44			\$70.70	\$71.84
SEWER SERVICE CONNECTION FEES									
Combined with Water									
Sewer Service Type								Over 50 feet, \$/foot	
				2016	2017			2016	2017
4" Lateral, 4' Deep				\$950.99	\$966.30			\$25.01	\$25.42
4" Lateral, 6' Deep				\$1,188.34	\$1,207.47			\$24.23	\$24.62
4" Lateral, 8' Deep				\$1,970.80	\$2,002.53			\$41.51	\$42.18
4" Lateral, 10' Deep				\$2,489.09	\$2,529.16			\$52.87	\$53.72
6" Lateral, 4' Deep				\$1,647.74	\$1,674.27			\$28.63	\$29.09
6" Lateral, 6' Deep				\$1,682.56	\$1,709.65			\$28.63	\$29.09
6" Lateral, 8' Deep				\$2,611.07	\$2,653.11			\$43.52	\$44.22
6" Lateral, 10' Deep				\$2,626.99	\$2,669.28			\$54.24	\$55.11
				NOTE: Recently enacted State housing legislation will require the City to establish a separate connection and capacity fee structure for Accessory Dwelling Units. Staff recommends that options be vetted by the Public Works & Facilities Committee and brought forward to City Council for adoption in early 2017.					



## Exhibit A 2017 Fee Schedule

Updated 11/28/16

DRAINAGE FEES	
NOTE: The City's drainage impact fees were last updated in 2008. Staff proposes that modified drainage fee calculation methodologies be vetted by the Public Works & Facilities Committee and brought forward to City Council for adoption in early 2017.	
LAND USE CLASSIFICATION	FEE PER ACRE
RVH, RM	\$4,264
RH, RL	\$3,682
RS, RR	\$2,325
CN, CO, CBD, CG, CH	\$5,043
IH, IL	\$5,043
HD	\$5,043
PR, PF, OS	\$1,748