

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
ADMINISTRATION								
		<u>City Manager's Office</u>						
	1	Business Improvement District Maintenance: (Annual Fees)						(Maximum charge not to exceed \$1,500/year)
		Prof & Medical services w/o Taxable Sales-Fronting Myrtle	111.39	100.00	100.00	90%	0%	
		Prof & Medical services w/o Taxable Sales-All Others	55.70	50.00	50.00	90%	0%	
		Banks, Financial Institutions, & Utility Companies	228.36	200.00	200.00	88%	0%	
		Automotive Repair Shops & Gas Stations	27.85	25.00 minimum	25.00 minimum	90%	0%	\$.50 per \$1,000 gross sales
		Other Retail Business-Located in "Foothill Park Plaza"	27.85	25.00 minimum	25.00 minimum	90%	0%	\$1.00 per \$1,000 gross sales
		Other Retail Business-Not Located in "Foothill Park Plaza"	27.85	25.00 minimum	25.00 minimum	90%	0%	\$1.50 per \$1,000 gross sales
		Residential, Manufacturing, & Wholesaling						N/A, Business type not allowed in district
	2	Film Permit Review:						
		Filming Liaison-Bus Improvement District (per hour)	33.31	30.00	30.00	90%	0%	Fully burdened hourly rate
	3	Open Video System:						
		Franchise Applications / Renewal Fee	Varies	Actual Cost	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
		Filing Fee-Open Video System Operations	Varies	Actual Cost	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
		<u>Finance</u>						
	4	Returned Payment Fee	33.42	25.00	25.00	75%	0%	\$25 first offense/\$35 subsequent offense (Set by California Civil Code 1719)
		<u>City Clerk</u>						
	5	Records Research Service:						
		First 15 Minutes per month	Varies	0.00	0.00	100%	0%	No charge- 15 minutes per month
		Over 15 Minutes per month	Varies	10.75	10.75	100%	0%	Per ¼ hour, over 15 minutes (only if it's 5yrs+ and in archives).
	6	Document Retrieval & Reproductions:						Standard Computer Printing Fee for all Departments
		Copies - Standard Black, per 8 ½"x11" / 8½"x14" page	0.28	0.25	0.25	90%	0%	Per copy, as of 5th page (first 4 pages are free) by law
		Copies - Color, per 8 ½"x11" / 8½"x14" page	0.56	0.50	0.50	90%	0%	Per copy, as of 5th page (first 4 pages are free) by law
		Copies - Large Format/Plans, per page	5.15	5.00	5.00	97%	0%	
		CD or DVD	1.39	1.29	1.29	93%	0%	
	7	Retrieval Fee (FPPC Forms/Statements 5 or more years old)	N/A	5.00	5.00	N/A	0%	By law, maximum fee allowed is \$5
	8	Agenda/Minute Subscription Service: (Annual)						
		CC Agenda Only	432.21	43.00	43.00	10%	0%	
		CC Agenda Summary	280.71	81.00	81.00	29%	0%	
		CC Adopted Minutes	280.71	64.00	64.00	23%	0%	
		Agenda & Agenda Summary	543.61	124.00	124.00	23%	0%	
		Agenda, Agenda Summary, & Adopted Minutes	667.25	189.00	189.00	28%	0%	
		Documents reserved for Pick-up	367.60	108.00	108.00	29%	0%	
		Electronic Distributions	81.32	0.00	0.00	0%	0%	No fee for service electronically
	9	Document Certification	15.91	5.00	5.00	31%	0%	
	10	General Election Candidate Handbook	129.22	41.00	41.00	32%	0%	Charged only to non-candidates
	11	Candidate Filing Fee	N/A	25.00	25.00	N/A	0%	Fee Set by California Elections Code
	12	Document Notarization	15.00	15.00	15.00	100%	0%	By law, maximum fee allowed is \$15
	13	Duplication of Commercial Building Plans and Certified Mail with Return Receipt	63.51	50.00	50.00	79%	0%	\$50 fee, plus actual cost of certified mail and return receipt. New Fee in FY 19-20
		<u>Human Resources</u>						
	14	Fingerprinting Rolling Fee	26.06	25.00	25.00	96%	0%	

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COMMUNITY DEVELOPMENT DEPARTMENT								
		<u>BUILDING DIVISION</u>						
	1	Minor Permits - Tier 1						
		<u>Building</u> : Drywall repair, roof repairs (less than 120 sq. ft.), Skylights, Misc.	91.15	75.00	75.00	82%	0%	New Fee in FY 19-20
		<u>Mechanical</u> : Remodels without associated building permit .10 sq.ft. Wall furnace, HVAC Ductless Mini-split Systems, Window/Wall A/C unit, Misc.	91.15	75.00	75.00	82%	0%	New Fee in FY 19-20
		<u>Electrical</u> : Remodels w/o associated building permit .10/sq. ft (Min. \$75); Light Outlets/Receptacles/Switches (per unit), Fixtures (per unit), Generators/Motors up to 150kw/75hp, Appliance Circuits (per unit), Miscellaneous	91.15	75.00	75.00	82%	0%	New Fee in FY 19-20
		<u>Plumbing</u> : Remodels w/o assoc. building permit .10/sq.ft. (min \$75), Gas pipe installation/modification, Water Heater Replacement, Water Service (new or replacement), Backflow/vaccum breaker, lawn sprinkler system, Condensate line, Roof drains, Energy/Solar: Electric Vehicle Charging System (Level 1 and 2).	91.15	75.00	75.00	82%	0%	New Fee in FY 19-20
		<u>Energy/Solar</u> : Electric Vehicle Charging System (Level 1 and 2)	91.15	75.00	75.00	82%	0%	New Fee in FY 19-20
	2	Minor Permits - Tier 2						
		<u>Building</u> : Single family residential re-roof, Repair/renovation/alteration of existing pool/spa (Re-plaster with no gunite removal), Residential bathroom/kitchen remodel (no movement of walls, interior work only), Residential, seismic retrofits (per LADBS Standard Plan), Chimney Repair/Rebuild, Siding replacement (less than 10% of any wall larger than 100 sq ft, Windows like for like plus \$20 per/window, Marquee signs, Awnings	171.84	150.00	150.00	87%	0%	New Fee in FY 19-20
		<u>Mechanical</u> : Residential HVAC Changeout, Spray booths Electrical: Electrical Service Replacement (Same amp), Residential Service Upgrade (200 amps or less), Temporary Power (per project)	171.84	150.00	150.00	87%	0%	New Fee in FY 19-20
		<u>Electrical</u> : Electrical Service Replacement (Same amp), Residential Service Upgrade (200 amps or less), Temporary Power (per project)	171.84	150.00	150.00	87%	0%	New Fee in FY 19-20
		<u>Plumbing</u> : Grease traps, grease interceptors, Commercial/mixed-use sewer	171.84	150.00	150.00	87%	0%	New Fee in FY 19-20
		<u>Energy/Solar</u> : Residential Solar PV/Roof (Per toolkit), Battery Storage Systems	171.84	150.00	150.00	87%	0%	New Fee in FY 19-20
	3	Minor Permits - Tier 3						
		<u>Building</u> : Accessory structures (i.e. storage sheds, uncovered decks, gazebos), Non-structural interior remodels, Residential bathroom/kitchen remodels (no movement walls, interior only), single family residential re-roof, window changeouts involving framing/bay windows, Antennae, commercial signs (w/electrical), Awnings	252.62	250.00	250.00	99%	0%	New Fee in FY 19-20
		<u>Mechanical</u> : Commercial rooftop HVAC replacement (<400 lbs), Garage ventilation systems, Stair pressurization systems	252.62	250.00	250.00	99%	0%	New Fee in FY 19-20
		<u>Electrical</u> : Residential Service 400 amp or greater	252.62	250.00	250.00	99%	0%	New Fee in FY 19-20
		<u>Energy/Solar</u> : Commercial PV System not to exceed \$500 plus \$15 for each kw above 15kw	252.62	250.00	250.00	99%	0%	New Fee in FY 19-20
		<u>Electric Vehicle Charging Stations</u>	252.62	250.00	250.00	99%	0%	New Fee in FY 19-20

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Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
COMMUNITY DEVELOPMENT DEPARTMENT (CON'T)								
	4	Moderate Permits - Tier 1						
		<u>Building</u> : Residential bathroom/kitchen remodels (movement of walls, interior only), Single story covered porches, decks, patios <500 sq. ft., new residential garage structures, commercial roof replacement (non-structural), new spa/hot tub, Retaining walls within City Standard Plan (not located on hillside)	378.27	350.00	350.00	93%	0%	New Fee in FY 19-20
		<u>Mechanical</u> : Commercial rooftop HVAC replacment (>400 lbs), Type 1 & 2 hoods,	378.27	350.00	350.00	93%	0%	New Fee in FY 19-20
	5	Moderate Permits - Tier 2						
		<u>Building</u> : New residential pools not located on a hillside, attic/basement conversions, Sunroom/screened-rooms <500 square feet	761.05	650.00	650.00	85%	0%	New Fee in FY 19-20
	6	Moderate Permits - Tier 3						
		<u>Building</u> : Accessory Dwelling Unit (ADU) Conversions, New residential garage structures. Additions/remodels less than 500 square feet	932.41	900.00	900.00	97%	0%	New Fee in FY 19-20
	7	Major Mechanical, Electrical & Plumbing (MEP) Permits	143.30	\$150.00 per unit or \$0.11 per square foot, whichever is greater	\$150.00 per unit or \$0.11 per square foot, whichever is greater	N/A	0%	New Fee in FY 19-20
	8	Major Building Permits/Plan Revision Checking: Based on Valuation:						
		\$1 - \$500	Varies	37.85	37.85	100%	0%	\$37.86 - Base Fee for first \$500
		\$501 - \$2,000	Varies	37.86 - 120.59	37.86 - 120.59	100%	0%	\$37.86, plus \$5.52 for each add'l \$100
		\$2,001 - \$25,000	Varies	120.60 - 543.46	120.60 - 543.46	100%	0%	\$120.60, plus \$18.39 for each add'l \$1,000
		\$25,001 - \$50,000	Varies	543.47 - 901.70	543.47 - 901.70	100%	0%	\$543.47, plus \$14.33 for each add'l \$1,000
		\$50,001 - \$100,000	Varies	901.71 - 1,388.38	901.71 - 1,388.38	100%	0%	\$901.71, plus \$9.73 for each add'l \$1,000
		\$100,001 - \$500,000	Varies	1,388.39 - 4,416.58	1,388.39 - 4,416.58	100%	0%	\$1,388.39, plus \$7.57 for each add'l \$1,000
		\$500,001 - \$1,000,000	Varies	4,416.59 - 8,066.64	4,416.59 - 8,066.64	100%	0%	\$4,416.59, plus \$7.30 for each add'l \$1,000
		\$1,000,001 - Up	Varies	8,066.65 - 32,941.14	8,066.65 - 32,941.14	100%	0%	\$8,066.65 plus \$6.22 for each add'l \$1,000
	9	Special Housing Inspections	279.16	256.00	256.00	92%	0%	New Fee in FY 19-20
	10	Building Plan Check:						
		Regular Plan Reviews - Building Permits	Varies	100% of bldg permit fee	100% of bldg permit fee	100%	0%	
		Regular Plan Reviews - All Other Permits	Varies	50% of bldg permit fee	50% of bldg permit fee	100%	0%	
		Fast Track	Varies	150% of bldg permit fee	150% of bldg permit fee	100%	0%	
		Miscellaneous Plan Review	206.18	205.00	205.00	99%	0%	New Fee in FY 19-20
		Alternative Materials or Methods of Construction Request	234.97	205.00	205.00	87%	0%	New Fee in FY 19-20
	11	Miscellaneous Building Inspection and Fees:						
		Re-Inspection fees	134.02	105.00	105.00	78%	0%	
		Inspection Outside of Business Hours	456.44	450.00	450.00	99%	0%	Fee structure revised from an hourly fee to a flat rate fee
		Inspections where no fee is specified (per hour)	Varies	140.00	140.00	100%	0%	
		Add'l Plan Review due to changes-Staff (per hour)	Varies	118.00	118.00	100%	0%	After 3 rechecks
		Add'l Plan Review due to changes (contracted out)	Varies	Actual Cost	Actual Cost	100%	0%	After 3 rechecks, done by consultant
		Processing of request to duplicate official copy of plans	44.34	44.00	44.00	99%	0%	
		Scanning of plans & calculations:						
		Plans, per sheet calculations	4.46	4.00	4.00	90%	0%	
		8½" x 11" or 8½" x 14", per sheet	1.68	1.55	1.55	92%	0%	
		Scanning of permits and letters	10.03	9.45	9.45	94%	0%	

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COMMUNITY DEVELOPMENT DEPARTMENT (CON'T)								
	12	Building Inspection	Varies	Actual Cost	Actual Cost	100%	0%	Cost reflects an average for this cost center
		<u>Other Miscellaneous Permit Fees</u>						
	13	Permit Renewal	53.08	50.00	50.00	94%	0%	New Fee in FY 19-20
	14	Permit Extention	26.54	25.00	25.00	94%	0%	New Fee in FY 19-20
	15	Work Without Permit - TBD	134.02	TBD	TBD	N/A	0%	New Fee in FY 19-20. Penalty related fee to be determined upon Title 15 MMC update at later point in time
	16	Duplicate Permit Card	26.54	25.00	25.00	94%	0%	New Fee in FY 19-20
	17	Miscellaneous Permits (For work otherwise not specified)	126.98	105.00	105.00	83%	0%	New Fee in FY 19-20
		<u>Certificate of Occupancy Fees</u>						
	18	Temporary Certificate of Occupancy (1st time)	456.37	450.00	450.00	99%	0%	New Fee in FY 19-20
	19	Temporary Certificate of Occupancy (1st Extension)	912.73	900.00	900.00	99%	0%	New Fee in FY 19-20
	20	Temporary Certificate of Occupancy (Second Extension)	912.73	900.00	900.00	99%	0%	New Fee in FY 19-20
	21	Duplicate Copy of Certificate of Occupancy	26.54	25.00	25.00	94%	0%	New Fee in FY 19-20
	22	Technology Cost Recovery Fee	Varies	7.00	7.00	100%	0%	
		State Seismic Fee (SMIP) - Category 1		Varies	Varies	N/A	N/A	Pass through fees based on rates and calculations set by State of California Department of Conservation.
		State Seismic Fee (SMIP) - Category 2		Varies	Varies	N/A	N/A	Pass through fees based on rates and calculations set by State of California Department of Conservation.
		State Building Standards Special Revolving Fund Fee		Varies	Varies	N/A	N/A	Pass through fees based on rates and calculations set by California Building Standards Commission.
		<u>PLANNING DIVISION</u>						
	23	Neighborhood Compatibility Design Review						
		Level 1: SFR Addition - rear, single story	180.09	0.00	0.00	0%	0%	
		Level 2: SFR Addition - front, single story	459.95	100.00	100.00	22%	0%	
		Level 3: SFR New - single story	1,009.80	450.00	450.00	45%	0%	
		Level 4: SFR Addition - single story to 2-story	1,760.83	1,000.00	1,000.00	57%	0%	
		Level 5: SFR Addition - 2-story to 2-story	1,359.23	800.00	800.00	59%	0%	
		Level 6: SFR New - 2-story	1,760.83	1,150.00	1,150.00	65%	0%	
		Level 7: Multifamily not subject to CUP	1,854.47	1,250.00	1,250.00	67%	0%	
	24	Development Review Committee (DRC) Fees						
		DRC Advisory Review (recommendation to PC)	848.92	425.00	425.00	50%	0%	
		DRC Design Review (decision)	1,393.19	1,000.00	1,000.00	72%	0%	
		DRC Sign Review - Face Change	158.47	65.00	65.00	41%	0%	
		DRC Sign Review - New	197.21	110.00	110.00	56%	0%	
		DRC Sign Review - Master Sign	568.32	350.00	350.00	62%	0%	

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COMMUNITY DEVELOPMENT DEPARTMENT (CON'T)								
		DRC - Major Determination (non single family residential)	582.96	290.00	290.00	50%	0%	
		DRC - Minor Determination (single family residential)	322.43	130.00	130.00	40%	0%	
		DRC - Miscellaneous Review	235.11	125.00	125.00	53%	0%	
		Minor Conditional Use Permit Review (DRC)	1,123.49	650.00	650.00	58%	0%	Amendment 50% of fee (new)
		Minor Exception (DRC)	679.28	500.00	500.00	74%	0%	
		Minor Exception (DRC) - Fences and Walls	336.64	250.00	250.00	74%	0%	50% of Minor Exception Fee
		Oak Tree Permit	199.58	50.00	50.00	25%	0%	Fee waived if arborist report submitted
	25	Planning Commission						
		Conditional Use Permit (CUP) Review - New Construction	3,536.30	3,100.00	3,100.00	88%	0%	Plus \$0.04 per SF over 50,000 SF (non-residential), plus \$170 per unit (residential) when no subdivision map requested. Amendment 50% of fee
		Conditional Use Permit (CUP) Review - Use only	2,023.59	1,500.00	1,500.00	74%	0%	Amendment 50% of fee
		Hillside Development Permit Review	8,434.39	2,300.00	2,300.00	27%	0%	
		Variance Review	2,004.56	1,850.00	1,850.00	92%	0%	
	26	Subdivision						
		Tentative Parcel / Vesting Parcel Map Review	2,992.77	1,850.00	1,850.00	62%	0%	Plus \$170 per unit; amendmnt 50% of fee
		Tentative Tract / Vesting Tract Map Review	3,932.79	2,250.00	2,250.00	57%	0%	Plus \$170/unit, amendment 50% of fee
		Lot Line Adjustment (DRC)	941.57	800.00	800.00	85%	0%	
	27	General Plan/Specific Plan						
		General Plan/Zoning Amendment	5,729.17	5,300.00	5,300.00	93%	0%	Map amendments only - 50% of base fee
		Specific Plan	7,158.82	6,000.00	6,000.00	84%	0%	Amendment, 50% of original fee
	28	Wireless Facility (WF)						
		WF - Minor CUP	5,002.80	5,000.00	5,000.00	100%	0%	
		WF - Major CUP	8,332.91	8,330.00	8,330.00	100%	0%	
		WF -Exception	2,124.94	2,120.00	2,120.00	100%	0%	
		ROW - Minor CUP	6,733.03	6,730.00	6,730.00	100%	0%	If the Right of Way Minor CUP is for a Small Cell Wireless attachment (not a new Pole), then the fee is limited to a maximum of \$500 as set by the FCC (83 FR 51867-01) .
		ROW - Major CUP	10,125.95	10,125.00	10,125.00	100%	0%	
		Administrative Review	1,567.13	1,565.00	1,565.00	100%	0%	
	29	CEQA/Environmental						
		Notice of Exemption (NOE)	36.36	35.00	35.00	96%	0%	Existing fee that was never charged for until FY 19-20.
		Negative/Mitigated Negative Declaration (by City)	varies	Actual Cost	Actual Cost	100%	0%	Actual cost, fully burdened rate; \$5,000 deposit
		Environmental Review by applicant (ND/MND/EIR)	varies	Consultant cost + 15%	Consultant cost + 15%	100%	0%	\$5,000 deposit
		Mitigation Monitoring	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Technical Review (3rd party)	Varies	Consultant cost + 15%	Consultant cost + 15%	100%	0%	\$1,000 deposit per report
	30	Appeals/Miscellanoeous Planning Fees						
		Appeal of Development Review Committee (DRC) Decision	2,123.19	150.00	150.00	7%	0%	Plus public hearing fee
		Appeal of Planning Commission / Historic Preservation Commission Decision	1,416.84	150.00	150.00	11%	0%	Plus public hearing fee
		Time Extension Review (non-HP)	560.19	400.00	400.00	71%	0%	

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COMMUNITY DEVELOPMENT DEPARTMENT (CON'T)								
	31	Administrative						
		Temporary Banner Review	13.84	8.00	8.00	58%	0%	
		Change of Address - Non Single Family	289.74	250.00	250.00	86%	0%	
		Change of Address - Single Family	144.87	125.00	125.00	86%	0%	50% of Change of Address - Non-Single Family Fee
		Conditions, Covenants, and Restrictions (CCR) Review	380.35	380.00	380.00	100%	0%	
		Covenant Preparation - ADU	257.53	125.00	125.00	49%	0%	
		Covenant Preparation (other than secondary residential unit)	666.35	350.00	350.00	53%	0%	
		Landscape Plan Check	383.50	375.00	375.00	98%	0%	
		Preapplication review	3,743.67	1,000.00	1,000.00	27%	0%	Fee will be credited toward entitlement fees
		Plan Check of Building Plans	15% of permit fee	15% of permit fee	15% of permit fee	100%	0%	15% of permit fee for all building permits
		Window/Awning Sign Permit	13.84	12.00	12.00	87%	0%	
		Zoning Research Letter - Standard	95.20	65.00	65.00	68%	0%	
		Zoning Research Letter - Non-Standard	245.76	150.00	150.00	61%	0%	
	32	Historic Preservation						
		Historic Preservation - Cert. Appropriateness	755.04	260.00	260.00	34%	0%	
		Historic Preservation - Historic Landmark Designation	1,578.99	510.00	510.00	32%	0%	Plus publication fee
		Historic Preservation - Historic District Designation	13,941.97	103 + 170 per home	103 + 170 per home	N/A	0%	\$103 fee, plus # of homes in district x \$170
		Historic Preservation - HCD Design Review	1,320.17	875.00	875.00	66%	0%	Non-structural - 50% of base fee
		Historic Preservation - Historic Assessment Exemption	999.99	250.00	250.00	25%	0%	
		Historic Preservation - Historic Assessment Review	526.54	25.00	25.00	5%	0%	New Fee for FY 19-20
		Historic Preservation - Mills Act Contract	1,225.58	850.00	850.00	69%	0%	
		Historic Preservation - Mills Act Contract Time Extension	289.61	245.00	245.00	85%	0%	
		Historic Preservation - Miscellaneous Review	610.02	103.00	103.00	17%	0%	
	33	Noticing						
		Publication Fee	190.08	175.00	175.00	92%	0%	Based on average cost provided by City Clerk
		Property Owner List Preparation	141.93	141.00	141.00	99%	0%	
		Development Sign	Actual Cost	Actual Cost	Actual Cost	100%	0%	
	34	Surcharge						
		Technology Cost Recovery Fee	Varies	7.00	7.00	100%	0%	
		Historic Preservation Surcharge	6.13	3.00	3.00	49%	0%	
		General Plan Maintenance	Varies	15% of bldg & plan check fees	15% of bldg & plan check fees	100%	0%	15% of Building Plan Check Fee and 15% of Building Permit Fee
	35	Mining						
		Surface Mining Permit	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Reclamation Plan	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Financial Assurances	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Interim Mgmt Plan	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		<u>BUSINESS LICENSE</u>						
	36	Business License Processing						
		New Business and Home Occupation Application	51.45	30.00	30.00	58%	0%	
		Renewal and Moved Business Application	31.83	15.00	15.00	47%	0%	
		Cannabis Business Application	158.17	158.00	158.00	100%	0%	New fee for FY 19-20

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
COMMUNITY DEVELOPMENT DEPARTMENT (CON'T)								
	37	Business License Fees (Tax)						
		Regular Business License (in town)	178.43	165.00	165.00	92%	0%	Plus \$15 for each employee
		Home Occupation Licenses	151.13	82.00	82.00	54%	0%	
		Hotels/Motels (based on per room)	51.70	27.00	27.00	52%	0%	
		Delivery Truck Businesses (based on # of trucks)	75.85	58.00	58.00	76%	0%	
		Regular Business License (out of town owner)	168.92	165.00	165.00	98%	0%	Plus \$15 for each employee
		3 Month License	126.62	97.00	97.00	77%	0%	Plus \$8 for each employee
		Single Job License	69.41	53.00	53.00	76%	0%	Plus \$5 for each employee
		Residential Rental Property Owner (\$ per unit)	56.24	32.00	32.00	57%	0%	Plus initial app. Fee of \$30, \$15 each year after.
		Commercial Rental Property Owner	178.42	174.00	174.00	98%	0%	Plus initial app. Fee of \$30, \$15 each year after.
	38	Garage Sale Permit	27.15	5.00	5.00	18%	0%	
	39	Surcharges						
		State Mandated Disability Access and Education Revolving Fund	N/A	1.00	1.00	N/A	0%	State Mandated (Senate Bill 1186)
		Technology Cost Recovery Fee (TRAKIT)	Varies	5.00	5.00	100%	0%	
COMMUNITY DEVELOPMENT DEPARTMENT								
	40	Printing and Copies						
		Per Page Printing (no chg for 3 or less)	0.26	0.25	0.25	97%	0%	Standard Computer Printing Fee for all Departments
		Per Page Printing - Color (no chg for 3 or less)	0.52	0.50	0.50	97%	0%	Standard Computer Printing Fee for all Departments
		Zoning Map Printing	5.00	5.00	5.00	100%	0%	
	41	Dwelling Unit Tax (\$125/bedroom)	-	\$125 per bedroom	\$125 per bedroom		0%	Set by Resolution No 7940
FIRE DEPARTMENT								
	1	Fire and Life Safety System Plan Check/Inspection	\$257 plus \$18.00 per device	\$257 plus \$18.00 per device	\$257 plus \$18.00 per device	100%	0%	Flat rate which includes fully burdened hourly rate for review and inspection plus \$18.00 per device (sprinkler heads, smoke detectors, etc.)
	2	Plan Check and Inspection Fees:						
		Single Family Residential Site	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Multi-Dwelling Site Field Review (½ hour min)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial/Industrial Site Field Review (½ hour min)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Inspections outside of Normal Business Hours (3 hr min)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Inspections where no fee is specified (½ hour min)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Add'l Plan Review/Insp required by changes/additions	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
		Additional Plan Review/Inspection Revisions	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
		Outside Consultant Plan Review Fee	Varies	Actual Cost	Actual Cost	100%	0%	Consultant Fee
		Division Consultation Fees-not otherwise stated (½ hr min)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Reinspections after 2nd inspections	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial Building & Site Plan Check	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial building construction & inspection	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, 154% deposit required
		Optical scanning of plans and calculations	Varies	Actual Cost	Actual Cost	100%	0%	
		Failure to Obtain Fire Permit	540.75	540.00	540.00	100%	0%	Plus fully burdened rate

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
FIRE DEPARTMENT (CON'T)								
	3	Annual Fire Permit (includes engine company inspection)						
		Places of Assembly (50-300)	178.45	178.00	178.00	100%	0%	
		Places of Assembly (301-1000)	268.21	267.00	267.00	100%	0%	
		Places of Assembly (1000+)	356.90	356.00	356.00	100%	0%	
		Aersol	178.45	178.00	178.00	100%	0%	
		Aviation Facilities	267.67	266.00	266.00	99%	0%	
		Aboveground Storage Tanks	356.90	356.00	356.00	100%	0%	
		Battery System	178.45	178.00	178.00	100%	0%	
		Cellulose Nitrate Film	178.45	178.00	178.00	100%	0%	
		Combustible Fibers	178.45	178.00	178.00	100%	0%	
		Misc. Combustible Storage	356.90	356.00	356.00	100%	0%	
		Compressed Gases	356.90	356.00	356.00	100%	0%	
		Cryogenic Fluids	356.90	356.00	356.00	100%	0%	
		Combustible Dust Producing Operations	356.90	356.00	356.00	100%	0%	
		Cutting & Welding	356.90	356.00	356.00	100%	0%	
		Covered & Open Mall Buildings	535.34	534.00	534.00	100%	0%	
		Dry Cleaning	356.90	356.00	356.00	100%	0%	
		Explosives	356.90	356.00	356.00	100%	0%	
		Open Flames & Candles	178.45	178.00	178.00	100%	0%	
		Flammable/Combustible Liquids	356.90	356.00	356.00	100%	0%	
		Fats, Oils, Grease (FOG)	356.90	356.00	356.00	100%	0%	
		Fruit & Crop Ripening	356.90	356.00	356.00	100%	0%	
		Hazardous Materials	535.34	534.00	534.00	100%	0%	
		Hot Works (included in cutting & welding)	356.90	356.00	356.00	100%	0%	
		High Piled Storage	535.34	534.00	534.00	100%	0%	
		Industrial Ovens	356.90	356.00	356.00	100%	0%	
		LP Gas	178.45	178.00	178.00	100%	0%	
		Liquid or Gas Fueled Vehicles / Equip in Assembly	178.45	178.00	178.00	100%	0%	
		Lumbar Yard and Woodworking Plants	356.90	356.00	356.00	100%	0%	
		Magnesium	267.67	266.00	266.00	99%	0%	
		Open Burning	178.45	178.00	178.00	100%	0%	
		Organic Coatings	356.90	356.00	356.00	100%	0%	
		Pyrotechnic Special Effects Material	713.79	713.00	713.00	100%	0%	
		Pyroxylin Plastics	356.90	356.00	356.00	100%	0%	
		Refrigeration Equipment	356.90	356.00	356.00	100%	0%	
		Rooftop Heliports	178.45	178.00	178.00	100%	0%	
		Spraying and Dipping	356.90	356.00	356.00	100%	0%	
		Storage of Scrap Tires, Byproducts & Rebuilding Plant	356.90	356.00	356.00	100%	0%	
		Temporary Membrane Structure	178.45	178.00	178.00	100%	0%	
		Waste Handling	356.90	356.00	356.00	100%	0%	
		Wood Products	356.90	356.00	356.00	100%	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
FIRE DEPARTMENT (CON'T)								
	4	Special Activity Permits						
		Christmas Tree Lot	83.43	83.00	83.00	99%	0%	1 hour fully burdened rate
		Parade Floats	178.45	178.00	178.00	100%	0%	
		Vehicle Display	178.45	178.00	178.00	100%	0%	
		Model Rockets	178.45	178.00	178.00	100%	0%	
		Exhibits & Trade Shows	356.90	356.00	356.00	100%	0%	
		Carnivals & Fairs	356.90	356.00	356.00	100%	0%	
		Failure to Obtain Required Permit	540.75	540.00	540.00	100%	0%	Plus fully burdened rate
	5	Fire False Alarm Response:						
		1st and 2nd Response in a 12-Month Period	441.25	0.00	0.00	0%	0%	No Charge (notice to repair system)
		3rd Response in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		4th Response in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		5th Response in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		6th Response in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		7th Response in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		8th and Subsequent Responses in a 12-Month Period	441.25	420.00	420.00	95%	0%	Fully burdened hourly rate plus dispatch cost
		Fire Alarm Company Dispatching Error	378.74	360.00	360.00	95%	0%	Plus contractor dispatching fee
	6	Regulate as Participating Agency (LACO CUPA program)						
		Hazardous Materials Handlers:						
		Liquid < 1 gallon/ Solid < 1 lbs / Gas < 1 cu.ft.	Exempt	Exempt	Exempt	0%	0%	No Charge
		Liquid 1-54 / Solid 1-499 / Gas 1-199	244.42	232.00	232.00	95%	0%	
		Liquid 55-550 / Solid 500-2000 / Gas 200-2000	443.42	422.00	422.00	95%	0%	
		Liquid 501-2000 /Solid 2001-15000 /Gas 2001-5000	691.08	658.00	658.00	95%	0%	
		Liquid 2001-2500 /Solid 15001-25000 /Gas 5001-10000	1,134.49	1,080.00	1,080.00	95%	0%	
		Service Stations	741.91	706.00	706.00	95%	0%	
	7	Cal ARP Program, Risk Management Prevention	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate plus 100% Consultant Fee
	8	Cal ARP Facility Permit & Annual Inspection Fee *	655.00	655.00	655.00	N/A	0%	Required by LA County Fire Department of Hazardous Materials Division
	9	Hazardous Materials Clean-up/Response	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation
	10	Spilled Load Clean-Up	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation
	11	Illegal Burn Response:						
		1st Response in 5 Years	92.46	0.00	0.00	0%	0%	No Charge
		2nd Response in 5 Years	92.46	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
	12	Fire Incident Report Copy:						
		Response Reports	22.28	21.00	21.00	94%	0%	
		Other Copies (per page)	0.28	0.25	0.25	89%	0%	Standard Computer Printing Fee for all Departments
		Original Document Preparation (first 15 minutes, per month)	11.14	0.00	0.00	0%	0%	No charge for the first 15 minutes per month
		Original Document Preparation (over 15 minutes, per month)	11.14	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, in 15 minute increments
	13	Engine Company Inspection: (Annual Fee)						
		Commercial Units:						
		Building square footage < 500 sq feet	231.87	231.00	231.00	100%	0%	
		Building square footage > 501 feet and < 4,000 sq feet	262.38	262.00	262.00	100%	0%	
		Building square footage > 4,000 feet and < 10,000 sq feet	353.91	353.00	353.00	100%	0%	
		Building square footage > 10,000 feet and < 50,000 sq feet	445.44	445.00	445.00	100%	0%	
		Building square footage > 50,000 sq feet	536.97	536.00	536.00	100%	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
FIRE DEPARTMENT (CON'T)								
		Rental Units - Based on No. of Units:						
		Unit Range from 3-4	213.57	213.00	213.00	100%	0%	Newly added per California Fire Code, based on fully burdened hourly rate
		Unit Range from 5-10	231.87	231.00	231.00	100%	0%	
		Unit Range from 11-20	262.38	262.00	262.00	100%	0%	
		Unit Range from 21-30	353.91	353.00	353.00	100%	0%	
		Unit Range from 31-50	445.44	445.00	445.00	100%	0%	
		Unit Range from 50 +	536.97	536.00	536.00	100%	0%	
		School Fire Inspection Fee (MUSD)		348.00	348.00	100%	0%	
		First Re-Inspection	-					
		Building square footage < 10,000 sq feet	356.90	0.00	0.00	0%	0%	No charge for first re-inspection -
		Building square footage > 10,000 sq feet	713.79	0.00	0.00	0%	0%	No charge for first re-inspection
		Second Re-Inspection						Second Re-Inspection-3rd trip to business + all subsequent re-inspections
		Building square footage < 10,000 sq feet	Varies	123.00	123.00	100%	0%	Fully burdened hourly rate.
		Building square footage > 10,000 sq feet	Varies	247.00	247.00	100%	0%	Fully burdened hourly rate
	14	Fire Prevention Inspection (Non-Engine Company) (Annual Fee)						
		Commercial Units:						
		Building square footage < 500 sq feet	71.38	71.00	71.00	99%	0%	
		Building square footage > 500 feet and < 4,000 sq feet	118.97	118.00	118.00	99%	0%	
		Building square footage > 4,000 feet and < 10,000 sq feet	261.72	261.00	261.00	100%	0%	
		Building square footage > 10,000 feet and < 50,000 sq feet	520.20	520.00	520.00	100%	0%	
		Building square footage > 50,000 sq feet	Varies	Actual Cost	Actual Cost	100%	0%	
		Rental Units - Based on No. of Units:						
		Unit Range from 3-4	41.20	41.00	41.00	100%	0%	New Fee - based on fully burdened rate for .5 hour
		Unit Range from 5-10	71.38	71.00	71.00	99%	0%	
		Unit Range from 11-20	118.97	118.00	118.00	99%	0%	
		Unit Range from 21-30	261.72	261.00	261.00	100%	0%	
		Unit Range from 31-50	520.20	520.00	520.00	100%	0%	
		Unit Range from 50 +	Varies	Actual Cost	Actual Cost	100%	0%	
		First Re-Inspection						
		Building square footage < 10,000 sq feet	210.54	0.00	0.00	0%	0%	No charge for first re-inspection
		Building square footage > 10,000 sq feet	467.86	0.00	0.00	0%	0%	No charge for first re-inspection
	15	Water/Flood Pumping, Covering And Clean-Up:						
		Emergency/Hazardous Situation	274.03	0.00	0.00	0%	0%	No charge
		Non-Emerg. Flood Incident-1st Response in 12 mo period	274.03	0.00	0.00	0%	0%	No charge
		Non-Emerg. Flood Incident-All Subsequent Responses	274.03	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Non-Emerg. Roof Leak Incident-1st Response in 12 mos.	274.03	0.00	0.00	0%	0%	No charge
		Non-Emerg. Roof Leak Incident-All Subsequent Responses	274.03	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Flooding/Leaking Incident caused by Natural Disaster	274.03	0.00	0.00	0%	0%	No charge
		Add'l Non-Emergency Minor Incident	Varies	Actual Cost	Actual Cost	100%	0%	
		Add'l Non-Emergency Minor Incident (over ½ hour)	274.03	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
FIRE DEPARTMENT (CON'T)								
	16	Emergency Medical/Fire Protection Service: (Monthly Fees)						
		Single Family Dwelling	7.04	3.16	3.16	45%	0%	
		Multiple Family Dwelling	7.04	3.16	3.16	45%	0%	For 1st unit, plus \$2.08 for each add'l unit
		Trailer Parks	6.91	3.10	3.10	45%	0%	For 1st space, plus \$2.31 for each add'l space
		Lifeline	3.52	1.58	1.58	45%	0%	
		Commercial	17.67	7.93	7.93	45%	0%	
		Governmental/Public Facilities	17.67	7.93	7.93	45%	0%	
		Industrial	65.30	29.31	29.31	45%	0%	
		Cemetery	17.67	7.93	7.93	45%	0%	
		Agricultural	N/A	0.00	0.00	N/A	0%	
	17	Civil Fire Incident	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	18	Hydrant System Flow Testing:						Fee paid by group/agency requesting the test.
		Checking consultant's test	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
		Witness of contractor's test	91.34	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
		Conduct flow test	200.51	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	19	Underground Tank Installation/Removal Inspection (2 hr minimum)	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	20	Special Events, Tests, & Inspections/ Fire Protection Stand-by:						
		Candles/Open Flames in an Assembly (charged daily)	22.28	21.00	21.00	94%	0%	
		Circus or Carnivals (Fire staff required-2hr min)	166.28	165.00	165.00	99%	0%	Fully burdened hourly rate beyond 2 hour minimum
		Tent, for public assembly use (charged daily)	82.40	82.00	82.00	100%	0%	Fee covers 1 hour of inspection of 1-4 tents or approx. 600 sq ft. Fully burdened rate beyond 1 hour.
		Tent, for commercial use (one time charge)	82.40	82.00	82.00	100%	0%	Fee covers 1 hour of inspection of 1-4 tents or approx. 600 sq ft. Fully burdened rate beyond 1 hour.
		Air Supported Structures (charged daily)	82.40	82.00	82.00	100%	0%	Inspection generally occurs alongside a tent inspection. Same rate to apply.
		Approved Fireworks Show (charged daily)	1,213.09	416.00	416.00	34%	0%	
		Blasting Operations (charged daily)	92.70	92.00	92.00	99%	0%	
		Filming:						
		Each inspection during regular business hours	91.34	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Each inspection outside of regular business hours	91.34	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate (3 hour minimum)
		Cancellation of Inspection (failure to notify Fire Dept.)	N/A	93.00	93.00	N/A	0%	
		Other Temporary Special Use Fire Permit	Varies	32+Actual Cost	32+Actual Cost	100%	0%	Fully burdened hourly rate (3 hr minimum)
		Failure to obtain a required permit	Varies	Double Fee	Double Fee	100%	0%	
		Fire Protection System installation/modification inspection	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate-minimum charge-1/4 hr
		Low cost sprinkler systems-residential attached garage	92.70	92.00	92.00	99%	0%	Fee paid by group/agency requesting the test.
		Fire alarm inspections - Initial request	92.70	92.00	92.00	99%	0%	Fee paid by group/agency requesting the test.
		Fire alarm inspections - Follow-Up request	92.70	92.00	92.00	99%	0%	Fee paid by group/agency requesting the test.
		Special After-Hours Occupancy:						
		Annual inspection - occupancy load under 50	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Semi-Annual inspection - occupancy load over 50	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
		Consultation for civil cases	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus duplication cost
	21	Weed Abatement:						Rate shall be the same as inspector reinspect fee after second reinspect
		Second Re-Inspect (Engine or Fire Inspector)	123.68	105.00	105.00	85%	0%	New Fee, blended Fire Engine and Fire Inspector
		Brush clearance by City or City contractor	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus cost of equipment/staff for remediation
		Admin Fee for City administered abatement	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate plus legal fees
		Failure to abate - Re-Inspection Fee	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
FIRE DEPARTMENT (CON'T)								
	22	State-Mandated Fire Inspections:						Required for businesses to be licensed by regulatory agencies.
		High Rise (8 hour minimum)	2,855.16	2,719.00	2,719.00	95%	0%	Fully burdened hourly rate
		Day Care (1/2 hr minimum)	178.45	169.00	169.00	95%	0%	Fully burdened hourly rate
		Hospital (5 hr minimum)	1,784.48	1,699.00	1,699.00	95%	0%	Fully burdened hourly rate
		Convalescent (3 hr minimum)	1,019.70	1,019.00	1,019.00	100%	0%	Fully burdened hourly rate
		Other Licensed Care (1 hr minimum)	339.90	339.00	339.00	100%	0%	Fully burdened hourly rate
		Schools	347.98	0.00	0.00	0%	0%	Fully burdened hourly rate
	23	Structure Fire Response	1,721.75	1,722.00	1,722.00	100%	0%	
		Malicious/Negligent Fee	-	Actual Cost	Actual Cost	100%	0%	New Fee, Malicious/Negligent fee for actual response costs per MMC 15.20.335 and MMC 15.20.300
	24	Fire Service Impact Fee						
		Residential Construction with Fire Sprinklers	Varies	0.90	0.90	100%	0%	Cost per square foot
		Residential Construction without Fire Sprinklers	Varies	2.00	2.00	100%	0%	Cost per square foot
		Commercial Construction with Fire Sprinklers	Varies	0.90	0.90	100%	0%	Cost per square foot
		Commercial Construction without Fire Sprinklers	Varies	2.00	2.00	100%	0%	Cost per square foot
		Industrial Construction with Fire Sprinklers	Varies	0.90	0.90	100%	0%	Cost per square foot
		Industrial Construction without Fire Sprinklers	Varies	2.00	2.00	100%	0%	Cost per square foot
	24	First Responder Fee	Varies	309.00	309.00	100%	0%	
POLICE DEPARTMENT								
	1	Fortune Telling Permit - New	881.13	854.00	854.00	97%	0%	
	2	Fortune Telling Permit - Renewal	390.99	381.00	381.00	97%	0%	
	3	Massage Establishment License	818.85	818.00	818.00	100%	0%	
	4	Massage Practitioner Application	532.47	515.00	515.00	97%	0%	
	5	Special Business Regulation Permit:						
		New or Renewed Permit	33.42	32.00	32.00	96%	0%	
		ABC Transfers	434.66	434.00	434.00	100%	0%	
	6	Film Permit:						
		Overtime for Police and/or Fire Dept	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened overtime rate
	7	Noise Disturbance Response Call-Back:						
		First Response within 24 Hours	91.03	0.00	0.00	0%	0%	Warning Issued (per Municipal Code)
		Second Response within 24 Hours	91.03	0.00	0.00	0%	0%	Warning Issued (per Municipal Code)
		Third Response within 24 Hours	182.06	150.00, plus Actual Cost	150.00, plus Actual Cost	85%	0%	\$150.00 fee plus actual costs of 3rd response. The \$150.00 fee is to recoup costs for 1st & 2nd response. No subsequent response after 3rd attempt since PD shuts down party.
	8	Parking Permits:						
		Annual Parking Permit	46.82	40.00	40.00	85%	0%	Plus \$8 computer fee.
		30 Day Temp Parking Permit	28.09	20.00	20.00	71%	0%	Plus \$8 computer fee.
		1 Day Temp Parking Permit	28.09	5.00	5.00	18%	0%	
		Recreational Vehicle Parking Permit Fee	76.53	5.00	5.00	7%	0%	New fee for RV Parking Established in FY 18-19
	9	Police Special Services	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate
	10	Police False Alarm Response:						
		First 3 Calls in a 12-Month Period	182.06	0.00	0.00	0%	0%	Warning Issued (per Municipal Code Section 9.47.050)
		4th Call in a 12-Month Period	242.75	200.00	200.00	82%	0%	
		5th Call in a 12-Month Period	303.43	300.00	300.00	99%	0%	
		6th Call in a 12-Month Period	728.24	400.00	400.00	55%	0%	Penalty/fine related fee
	11	Impounded/Abandoned/Abated Vehicle Release:	137.35	130.00	130.00	95%	0%	Veh. Code Sec. 22850.5(a). No charge for crime victims. Plus \$8 computer fee.

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
POLICE DEPARTMENT (CON'T)								
	12	Veh. Impound Storage Fee (Suspended or No License)	160.65	151.00	160.00	100%	6%	Per Vehicle Code Section 22850.5(a). Plus \$8 computer fee.
	13	Records Check/Clearance Letter	41.10	38.00	38.00	92%	0%	Plus \$8 computer fee.
	14	Taxi Service Establishment License	732.98	677.00	677.00	92%	0%	Per Monrovia Municipal Code 5.20.020
	15	Taxi Service Driver License	422.19	390.00	390.00	92%	0%	Per Monrovia Municipal Code 5.20.021
	16	Police Crime Verification Letter	25.89	20.00	25.00	97%	25%	
	17	Police Photo Reproduction (on CD or thumb drive)	73.96	30.00	40.00	54%	33%	Per Government Code Section 53150. Plus \$8 computer fee. Cost of media storage device (thumb drive)
	18	Video/Audio Tape Reproduction	110.94	75.00	82.00	74%	9%	Plus \$8 computer fee.
		911 Recording Reproduction	90.09	60.00	70.00	78%	17%	New fee in FY 19-20
		Computer Records Search	66.70	60.00	65.00	97%	8%	New fee in FY 19-20
	19	Microfilm Reproduction	12.98	12.00	12.00	92%	0%	Plus \$8 computer fee.
	20	Vehicle Equipment Correction Inspection (Fix-it Ticket)						
		Resident Fee	91.34	16.00	20.00	22%	25%	
		Non-Resident Fee	91.34	32.00	32.00	35%	0%	
	21	Vehicle / Traffic Accident Investigation Report Reproduction:						
		1st Copy of Traffic Report (Non-Injury or Injury)	61.04	25.00	35.00	57%	40%	\$25 flat fee for each traffic collision report
		Subsequent Copy of Traffic Report (Non-Injury or Injury)	0.25 per page	25.00 Flat Fee Per Report	25.00 Flat Fee Per Report	N/A	0%	\$25 flat fee for subsequent copies of collision reports
	22	DUI Accident Response Investigation	Varies	Actual Cost+Booking	Actual Cost+Booking	100%	0%	Fully burdened hrly rate, plus County Booking Fee
	23	Booking Fee (Criminal Justice Admin Fee)	134.50	100.00	100.00	74%	0%	New fee in FY 19-20
	24	Weapon Intake and Release	36.21	30.00	30.00	83%	0%	New fee in FY 19-20
	25	DUI Arrest/Impound and Report	634.05	517.00	634.00	100%	23%	Per Vehicle Code Section 22850.5. Plus \$8 computer fee.
	26	Animal Control:						
		Annual License for Dogs - Sterilized	21.63	20.00	20.00	92%	0%	
		Annual License for Dogs - Non-Sterilized	78.52	60.00	60.00	76%	0%	
		Annual License for Cats - Sterilized	15.78	5.00	5.00	32%	0%	
		Annual License for Cats - Non-Sterilized	15.78	10.00	10.00	63%	0%	
		Penalty-If not licensed within annual license period		50% of license fee	50% of license fee	100%	0%	
	27	Impounds - Dogs & Cats (In Any 12 Month Period)						
		1st Impound - Licensed Dog or Cat	231.74	30.00	30.00	13%	0%	New Fee in FY 19-20. Previously did not charge impound fees for dogs/cats that had an annual license. Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		1st Impound - Unlicensed Dog or Cat	231.74	30.00	30.00	13%	0%	No Change. Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		2nd Impound - Licensed/Unlicensed Dog or Cat	231.74	50.00	50.00	22%	0%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
		3rd Impound - Licensed/Unlicensed Dog or Cat	231.74	80.00	80.00	35%	0%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
		4th or More Impound - Licensed/Unlicensed Dog or Cat	231.74	140.00	140.00	60%	0%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
	28	Impounds - Other Animals (small/medium):						
		1st Impound (In Any 12 Month Period)	231.74	36.00	36.00	16%	0%	
		2nd Impound	231.74	51.00	51.00	22%	0%	
		3rd Impound	231.74	77.00	77.00	33%	0%	
		4th or More Impound	231.74	77.00	77.00	33%	0%	
	29	Impounds - Other Animals (large):						
		1st Impound (In Any 12 Month Period)	281.71	51.00	51.00	18%	0%	
		2nd Impound	281.71	77.00	77.00	27%	0%	
		3rd Impound	281.71	103.00	103.00	37%	0%	
		4th or More Impound	281.71	103.00	103.00	37%	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
POLICE DEPARTMENT (CON'T)								
	30	Impounds - Other Animals (large livestock):						
		1st Impound (In Any 12 Month Period)	625.71	515.00	515.00	82%	0%	
		2nd Impound	625.71	515.00	515.00	82%	0%	
		3rd Impound	625.71	515.00	515.00	82%	0%	
		4th or More Impound	625.71	515.00	515.00	82%	0%	
	31	Kennel Fee (per day)	75.74	10.00	10.00	13%	0%	
	32	Dead Animal Pick Up:						
		Licensed Cat or Dog	231.74	0.00	0.00	0%	0%	
		Non-Licensed Animal	231.74	25.00	25.00	11%	0%	
		Large Dog (over 70 lbs)	250.45	51.00	51.00	20%	0%	
		Other Small & Medium Animals	231.74	25.00	25.00	11%	0%	
		Large Animals (Not Including Livestock)	281.71	51.00	51.00	18%	0%	
		Livestock	550.40	206.00	206.00	37%	0%	
	33	Tranquilization Fee	361.72	154.00	154.00	43%	0%	
	34	Vaccination Fees						
		6-1	39.28	10.00	10.00	25%	0%	
		Bordatella	37.12	8.00	8.00	22%	0%	
		FVRCP	37.12	8.00	8.00	22%	0%	
	35	Adoption Fees:						
		Cats	376.58	87.00	87.00	23%	0%	\$75 will be refunded after proof of spay or neuter (cats & dogs)
		Dogs	376.58	103.00	103.00	27%	0%	
	36	Civil Subpoena Production Of Records:						
		Standard Reproduction (Up to 8½"x 14" Inches)	0.56	0.10	0.10	18%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
		Reproduction from Microfilm	0.56	0.21	0.21	37%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
		Reproduction of Oversized Documents	Varies	Actual Cost	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
		Reproductions requiring Special Processing	Varies	Actual Cost	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
		Reproduction for Attorney or Atty Representative	Varies	15.00	15.00	100%	0%	Per Calif. Evidence Code Section 1563 (b)(6)
	37	Firearms Dealer Permit	523.55	509.00	509.00	97%	0%	
		FINES:						
	38	Parking Enforcement	65.40	55.00	55.00	84%	0%	Per Monrovia Municipal Code Section 10.16
	39	Parking Enforcement - Fire Lane	133.82	200.00	200.00	149%	0%	Penalty/fine related fee
	40	Parking Enforcement - Bus Zone	133.82	175.00	175.00	131%	0%	Penalty/fine related fee
	41	Parking Enforcement (City Streets)- Vehicles over 10,000 lbs	N/A	100.00	100.00	N/A	0%	
	42	Parking Enforcement (Truck Routes)- Vehicles over 10,000 lbs	N/A	100.00	100.00	N/A	0%	
	43	General Municipal Ordinance Enforcement:						
		Misdemeanors	Varies	1,030.00	1,030.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.010
		Infraction - 1st	Varies	103.00	103.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Infraction - 2nd within a year	Varies	206.00	206.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Infraction - 3rd and subsequent within a year	Varies	515.00	515.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Admin fine - 1st	Varies	103.00	103.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Admin fine - 2nd within a year	Varies	206.00	206.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Admin fine - 3rd and subsequent within a year	Varies	309.00	309.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Penalty - if not paid on time	Varies	50% of the fine	50% of the fine	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
	44	AB 503 Indigent Parking Citation Processing Fee	10.30	5.00	5.00	49%	0%	New fee for AB 503 established in FY 18-19
	45	Inmate Worker Program						
		Processing Fee	73.96	50.00	73.00	99%	46%	Processing Fee for review of initial court paperwork
		Accepted Daily Fee	436.56	90.00	100.00	23%	11%	Accepted Daily Fee for cost of monitoring and providing food for the inmate.
		Completion Letter	36.98	25.00	36.00	97%	44%	Fee for drafting letter to certify completion of Inmate Worker Program.

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
PUBLIC WORKS DEPARTMENT - ENGINEERING								
	1	Grading Plan Check - Residential	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	2	Grading Plan Check - Commercial < 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	3	Grading Plan Check - Commercial >= 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	4	Grading Inspection - Residential	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	5	Grading Inspection - Commercial < 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	6	Grading Inspection - Commercial >= 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	7	Public Improvement Plan Check - Residential	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	8	Public Improvement Plan Check - Commercial < 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	9	Public Improvement Plan Check - Commercial >= 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	10	Public Improvement Inspection - Residential	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	11	Public Improvement Inspection - Commercial < 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	12	Public Improvement Inspection - Commercial >= 2 Acres	Varies	3% Est. Const Cost	3% Est. Const Cost	100%	0%	
	13	Street Vacation Processing	Varies	Actual Cost plus 15%	Actual Cost plus 15%	100%	0%	15% administrative cost
	14	Final Maps (Parcel Map and Tract Map)	Varies	Actual Cost plus 15%	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1500
	15	Lot Line Adjustment	Varies	Actual Cost plus 15%	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1000
	16	Technical Services Fee	Varies	N/A	Actual Cost plus 15%	100%	100%	New Fee in FY20-21. Cover the cost of outside technical services utilized in the process of reviewing on-site and off-site development plans. The fee includes the actual costs incurred by outside consultants plus 15% to cover costs to coordinate/manage consultants.
	17	Public Works Construction Permits:						
		Driveway Inspection Fee	389.56	347.00	389.00	100%	12%	Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Sidewalk Inspection Fee (per 300 sq. ft.)	425.99	382.00	425.00	100%	11%	Plus \$0.25 per square foot (over 300). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Street Excavation Inspection Fee (per 50 sq. ft.)	498.85	450.00	498.00	100%	11%	Plus \$2.00 per square foot (over 50). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Sewer Wye Inspection Fee	306.63	269.00	306.00	100%	14%	Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Curb and Gutter Inspection Fee (per 50 linear ft.)	425.99	382.00	425.00	100%	11%	Plus \$1.50 per square foot (over 50). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Curb Drain Inspection Fee	280.27	244.00	280.00	100%	15%	Each additional inspection charged \$72 per hour plus the Administrative Processing Fee of Seventy-one dollars and Seventy-Seven cents (\$71.77).
	18	Administrative Processing Fee	71.77	N/A	71.00	99%	100%	New Fee in FY20-21. Cost of additional construction permit inspections. Fee assessed on a per inspection basis for each additional inspection beyond that provided in the initial construction permit.
	19	Slurry Seal Reconstruction (per sq. ft.)	Varies	Actual Cost	Actual Cost	100%	0%	
	20	Encroachment Permit	270.20	244.00	270.00	100%	11%	
	21	Encroachment Permit (Annual)	361.68	360.00	0.00	0%	-100%	Renewal date every July 1st
	22	Encroachment in Residential Zone	Plus \$18 per day for each day (over 14 days). Charges shall not exceed \$270.	N/A	Plus \$18 per day for each day (over 14 days). Charges shall not exceed \$270.	100%	100%	New Fee in FY20-21
	23	Wide, Overweight, Overlong Load Review						
		Single Trip	17.82	16.00	16.00	90%	0%	Fee set by Caltrans
		Annual Permit	99.14	94.00	94.00	95%	0%	
	24	Storm Drainage Maintenance: (Monthly Fees)						Need Voter Approval
		Residential	2.02	1.68	1.68	83%	0%	
		Multiple Dwellings	2.02	1.68	1.68	83%	0%	For 1st unit, plus \$1.25 for each add'l unit
		Trailer Park	3.06	2.55	2.55	83%	0%	For 1st space, plus \$1.92 for each add'l space
		Lifeline	2.02	1.51	1.51	75%	0%	
		Cemetery/Horticultural Facilities	3.24	2.70	2.70	83%	0%	
		Public Facilities	12.85	10.70	10.70	83%	0%	
		Motels, Hotels, Commercial, Churches, Church Schools	3.24	2.70	2.70	83%	0%	For 1st unit, plus \$2.02 for each add'l unit
		Industrial	3.75	3.13	3.13	84%	0%	
	25	Park & Street Tree Maintenance (LLMD)	Varies	Assessment	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	26	Median & Parkway Maintenance (LLMD)	Varies	Assessment	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021**

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
PUBLIC WORKS DEPARTMENT - ENGINEERING (CON'T)								
	27	Street Lighting Maintenance (LLMD)	Varies	Assessment	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	28	Gold Hills Landscape Assessment (LLMD)	Varies	Assessment	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	29	Park Maintenance Assessment (PMD)	Varies	Assessment	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	30	Damage To City Property Repair	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	31	Street Sweeping: (Monthly Fees)						
		Residential	1.75	1.30	1.30	74%	0%	
		Commercial, Cemeteries, and Public Facilities	3.20	2.37	2.37	74%	0%	For 1st unit, plus \$1.42 for each add'l unit
		Multiple Dwellings	1.75	1.30	1.30	74%	0%	For 1st unit, plus \$0.84 for each add'l unit
		Trailer Park	1.75	1.30	1.30	74%	0%	For 1st space, plus \$0.84 for each add'l space
		Industrial	2.37	1.75	1.75	74%	0%	For 1st unit, plus \$1.16 for each add'l unit
		Lifeline	1.81	1.17	1.17	65%	0%	
	32	Building Departmental Review Process	270.78	218.00	270.00	100%	24%	The fee includes 0.5 hr for utility research, 2 hr for plan check, 0.5 hr for site visit & 0.5 hr for letter to Bldg. Dept.
	33	Encroachment License - Ground Monitoring Well	2,397.60	2,396.00	0.00	0%	-100%	Fee includes two inspections per month
	34	Encroachment License	758.15	758.00	0.00	0%	-100%	
	35	Engineering - Computer Cost Recovery Fee	Varies	7.00	7.00	100%	0%	
PUBLIC WORKS DEPT - UTILITY & ENTERPRISE SERVICES								
	36	Fire Hydrant Rental Charges	5.11	5.00	5.00	98%	0%	
	37	Private Fire Protection (non-metered) Service (per diam inch)	15.35	15.00	15.00	98%	0%	
	38	New Water Service Installation:						
		Materials and Labor	Varies	Actual Cost	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	39	Water Delinquent Turn Off & Service Reconnection:						
		During Normal Business Hours	75.75	45.00	45.00	59%	0%	
		After Business Hours	Varies	150.00	150.00	100%	0%	2 hour minimum staff time charge.
		Damages-Tampering with City Property	Varies	Actual Cost + \$150	Actual Cost + \$150	100%	0%	Actual Cost, plus \$150 penalty
	40	New Account Activation Fee *	50.00	50.00	50.00	100%	0%	
	41	Temp. Meter Rental Service/Water used thru Fire Hydrant						
		Deposit	N/A	750.00	750.00	N/A	0%	
		Monthly Charge	86.88	84.35	84.35	97%	0%	
		Usage Charge (per 100 cubic ft.)	1.75	1.70	1.70	97%	0%	
	42	Backflow Utility Fees	N/A	5.00	5.00	N/A	0%	Fee for utility customers with backflow devices requiring inspection.
	43	Fire Meter Utility Fees						
		1 1/2 inch	N/A	61.06	61.06	N/A	0%	The Fire Meter Utility Fees will not have any future rate
		2 inch	N/A	77.28	77.28	N/A	0%	increases that were originally adopted through the multi-year
		3 inch	N/A	118.04	118.04	N/A	0%	rate schedule in Ord. No. 2018-01 (during the last Prop 218
		4 inch	N/A	154.54	154.54	N/A	0%	water rate increase in March 2018). The Fire Meter Utility Fees
		6 inch	N/A	258.04	258.04	N/A	0%	will remain as-is pursuant to the initial year rate increase outlined
		8 inch	N/A	439.36	439.36	N/A	0%	in the multi-year rate schedule of Ord. No. 2018-01.
		12 inch	N/A	745.49	745.49	N/A	0%	
	44	Waste Impact Fee (AB939 Fee)						
		Residential (Single Family & Multi-Family)	4.22	2.81	2.82	67%	0%	AB 939 Fee; Annual CPI increase approved via Resolution 2008-67 (based on April 2019 CPI of 3.6%)
		Lifeline	4.35	0.45	0.45	10%	0%	
		Construction and Demolition Plan Review Fee	Varies	61.00	61.00	100%	0%	Fully burdened hourly rate
		Electrical/Plumbing/Mechanical Review (per permit)	13.79	13.00	13.00	94%	0%	\$13 + job valuation divided by 1000, times 45% Calculated as Job valuation divided by 1,000, times 45%, plus \$13, (up to a maximum of \$500).
	45	Commercial/Industrial Solid Waste Collection Program:						
		Diversion of 50% or more (charged per ton)	17.59	10.00	10.00	57%	0%	Per Ordinance
		Diversion of less than 50% (charged per ton)	17.59	15.00	15.00	85%	0%	Per Ordinance
	46	Environmental Cleanup Fee *	N/A	N/A	N/A	100%	0%	Actual cost calculated per project

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2020-2021

ATTACHMENT E

Department	#	Service Description	2020-21 Cost	2019-20 Fees	2020-21 Proposed Fees	Cost Recovery %	% Change	Comments
COMMUNITY SERVICES - LIBRARY								
	1	Overdue Library Book/Periodicals/Materials:						
		Overdue Fee	3.34	0.15	0.15	4%	0%	Per day, with a maximum of \$5.00
		Collection Agency Fee	11.14	10.00	10.00	90%	0%	
	2	Replacement of Lost/Damaged Library Items	Varies	Actual Cost + 6.00	Actual Cost + 6.00	100%	0%	
	3	Library Devices:						
		Overdue fee	5.15	5.00	5.00	97%	0%	Daily fee, with a maximum of \$25.00
		Replacement of lost/damaged items	Varies	Actual cost + 6.00	Actual cost + 6.00	100%	0%	
	4	Damaged Book Cover:						
		Plastic Cover	5.57	5.00	5.00	90%	0%	
	5	Replacement of Lost/Damaged Audio/Video Item:						
		Case for Audio, CD, DVD, and Video	5.57	5.00	5.00	90%	0%	
		Audio, CD, DVD and Video	Varies	Actual Cost + 6.00	Actual Cost + 6.00	100%	0%	
	6	Replacement of Barcode	5.57	1.00	1.00	18%	0%	
	7	First Replacement of Lost Library Card	5.57	0.00	0.00	0%	0%	First replacement of Library Card is waived
	8	Second and Subsequent Replacement of Lost Library Card	5.57	2.00	2.00	36%	0%	First replacement is waived; fee will be charged for every replacement thereafter.
	9	Library Microfilm/Computer Printing:						
		Computer Printing	0.25	0.25	0.25	100%	0%	Standard Computer Printing Fee for all Departments
	10	Interlibrary Loan Service	17.30	5.00	5.00	29%	0%	
	11	DVDs:						
		Overdue Fee (per day)	N/A	1.00	1.00	N/A	0%	
		Maximum Fine	N/A	5.00	5.00	N/A	0%	
		DVD on hold	N/A	0.00	0.00	N/A	0%	
	12	Music CDs:						
		Overdue Fee (per day)	N/A	0.15	0.15	N/A	0%	
		Maximum Fine	N/A	5.00	5.00	N/A	0%	
	13	Library Computer Supplies Charge:						
		Flash Drive	7.57	7.00	7.00	92%	0%	
		Youth Headphones	4.12	4.00	4.00	97%	0%	
		Ear Buds	2.06	2.00	2.00	97%	0%	Purchasing at a discounted price
	14	Library Book Basket						Checkout book basket for ease with transporting library materials.
		Daily Overdue Fee for Library Book Baskets	8.76	1.00	1.00	0.11	0%	Daily Overdue Fee when returned late after 3 week check out period.
		Replacement Fee for Library Book Baskets	24.00	24.00	24.00	1.00	0%	Replacement cost for book baskets when not returned to Library.