

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
ADMINISTRATION							
	<u>Other City Fees</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	115.00	134.44	119.00	89%	3%	
	Prof & Medical services w/o Taxable Sales-All Others	57.00	67.22	59.00	88%	4%	
	Banks, Financial Institutions, & Utility Companies	231.00	275.62	240.00	87%	4%	
	Automotive Repair Shops & Gas Stations	25.00 minimum	33.61	25.00 minimum	74%	0%	\$.50 per \$1,000 gross sales
	Other Retail Business-Located in "Foothill Park Plaza"	25.00 minimum	33.61	25.00 minimum	74%	0%	\$1.00 per \$1,000 gross sales
	Other Retail Business-Not Located in "Foothill Park Plaza"	25.00 minimum	33.61	25.00 minimum	74%	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)	34.72	40.20	36.20	90%	4%	Fully burdened hourly rate
3	Open Video System:						
	Franchise Applications / Renewal Fee	Actual Cost	Varies	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
	Filing Fee-Open Video System Operations	Actual Cost	Varies	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
	<u>Finance</u>						
4	Returned Payment Fee	25.00	40.33	25.00	62%	0%	\$25 first offense/\$35 subsequent offense (Set by California Civil Code 1719)
5	Collections Processing Fee		Varies	Actual Cost	100%	0%	New fee effective 5/16/24. (AR-1 04/16/24)
	<u>City Clerk</u>						
6	Records Research Service:						
	First 15 Minutes per month	0.00	Varies	0.00	100%	0%	No charge- 15 minutes per month
	Over 15 Minutes per month	11.00	Varies	11.00	100%	0%	Per ¼ hour, over 15 minutes (only if it's 5yrs+ and in archives).
7	Document Retrieval & Reproductions:						Standard Computer Printing Fee for all Departments
	Copies - Standard Black, per 8 ½"x11" / 8½"x14" page	0.25	0.33	0.25	76%	0%	Per copy, as of 5th page (first 4 pages are free) by law. Standard Computer Printing Fee for all Departments
	Copies - Color, per 8 ½"x11" / 8½"x14" page	0.50	0.67	0.50	75%	0%	Per copy, as of 5th page (first 4 pages are free) by law. Standard Computer Printing Fee for all Departments
	Copies - Large Format/Plans, per page	5.79	6.21	6.03	97%	4%	
	CD or DVD	1.12	1.17	1.17	100%	4%	
	USB Flash Drive (32 GB)	3.09	5.00	5.00	100%	62%	Flash drive increased to 32GB in FY 24/25.
8	Retrieval Fee (FPPC Forms/Statements 5 or more years old)	5.00	N/A	5.00	N/A	0%	By law, maximum fee allowed is \$5

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
ADMINISTRATION							
9	Agenda Subscription Service: (Annual)						
	CC Agenda Only	49.00	521.66	51.00	10%	4%	
	CC Agenda Summary	99.00	338.84	96.00	28%	4%	
	CC Adopted Minutes	72.00	338.84	75.00	22%	4%	
	Agenda & Agenda Summary	142.00	656.14	148.00	23%	4%	
	Agenda, Agenda Summary, & Adopted Minutes	217.00	805.35	226.00	28%	4%	
	Documents reserved for Pick-up	124.00	443.68	129.00	29%	4%	
	Electronic Distributions	0.00	98.14	0.00	0%	0%	No fee for service electronically
10	Document Certification	5.00	19.19	5.00	26%	0%	
11	General Election Candidate Handbook	47.00	155.96	49.00	31%	4%	Charged only to non-candidates
12	Candidate Filing Fee	25.00	N/A	25.00	N/A	0%	Fee Set by California Elections Code
13	Document Notarization	15.00	18.10	15.00	83%	0%	By law, maximum fee allowed is <u>\$15</u>
14	Duplication of Commercial Building Plans and Certified Mail with Return Receipt	56.00	76.65	65.00	85%	16%	\$65 fee, plus actual cost of certified mail and return receipt.
	<u>Human Resources</u>						
15	Fingerprinting Rolling Fee	27.00	31.45	28.00	89%	4%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
	<u>BUILDNG DIVISION</u>						
1	Minor Permits - Tier 1						
	<u>Building</u> : Drywall repair. Roof repairs (less than 120 sq. ft.), Fences, Misc.	105.00	110.01	110.00	100%	5%	
	<u>Mechanical</u> : Wall furnace. HVAC Ductless Mini-split Systems. Window/Wall A/C unit, Misc.	105.00	110.01	110.00	100%	5%	
	<u>Electrical</u> : Light Outlets/Receptacles/Switches (per unit). Fixtures (per unit). Generators/Motors up to 150kw/75hp. Appliance Circuits (per unit). Electric Vehicle Charging Station (Level 1 and 2), House Rewire (per unit), Miscellaneous.	105.00	110.01	110.00	100%	5%	
	<u>Plumbing</u> : Gas pipe installation/modification, Water Heater Replacement, Water Service (new or replacement). Backflow/vacuum breaker. Lawn sprinkler system. Condensate line. Roof drains. Residential Sewer Replacement.	105.00	110.01	110.00	100%	5%	
2	Minor Permits - Tier 2						
	<u>Building</u> : Residential Garage re-roof only. Repair/renovation/alteration of existing pool/spa (Re-plaster with no gunite removal). Residential bathroom remodel (no movement of walls, interior work only). Residential kitchen remodel (no movement of walls, interior work only). Residential seismic retrofits (per LADBS Standard Plan). Siding replacement (less than 10% of any wall larger than 100 sq ft). Window retrofits like for like (base fee plus \$20 per/window). Block Walls per City Standard Plan (not located on hillside). Residential Solar PV System (Per toolkit).	198.00	207.40	207.00	100%	5%	
	<u>Mechanical</u> : Residential HVAC change out.	198.00	207.40	207.00	100%	5%	
	<u>Electrical</u> : Electrical Service Replacement (Same amp). Residential Service Upgrade (200 amps or less). Temporary Power (per project). Battery Storage Systems.	198.00	207.40	207.00	100%	5%	
	<u>Plumbing</u> : Commercial/mixed-use sewer replacement.	198.00	207.40	207.00	100%	5%	
3	Minor Permits - Tier 3						
	<u>Building</u> : Accessory structures (i.e. storage sheds, uncovered decks, gazebos <500 sq ft). Single family residential re-roof. Antennas. Commercial signs (w/electrical). Awnings. Commercial Solar PV System.	292.00	304.90	304.00	100%	4%	
	<u>Mechanical</u> : Commercial rooftop HVAC replacement (<400 lbs).	292.00	304.90	304.00	100%	4%	
	<u>Electrical</u> : Residential Service 400 amp or greater. Electric Vehicle Charging Station (Level 3 and up)	292.00	304.90	304.00	100%	4%	
4	Moderate Permits - Tier 1						
	<u>Building</u> : Single story covered porches, decks, patios <500 sq ft, Commercial reroof (non-structural). New spa/hot tub. Retaining walls within City Standard Plan (not located on hillside).	437.00	456.55	456.00	100%	4%	
	<u>Mechanical</u> : Commercial rooftop HVAC replacement (>400 lbs). Type 1 & 2 hoods (replacement).	437.00	456.55	456.00	100%	4%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
5	Moderate Permits - Tier 2						
	<u>Building</u> : New residential pools not located on a hillside. Sunroom/screened-rooms <500 sq ft	880.00	918.56	918.00	100%	4%	
6	Moderate Permits - Tier 3						
	<u>Building</u> : Accessory Dwelling Unit (ADU) <500 sq ft (Garage Conversions only).	1,078.00	1,125.38	1,125.00	100%	4%	
7	Major Mechanical, Electrical & Plumbing (MEP) Permits	\$160.50 per unit or \$0.12 per square foot, whichever is greater	172.95	\$167.00 per unit or \$0.13 per square foot, whichever is greater	N/A	4%	
8	Major Building Permits/Plan Revision Checking:						
	Based on Valuation:						
	\$1 - \$500	43.80	Varies	45.68	100%	4%	\$45.68 - Base Fee for first \$500
	\$501 - \$2,000	43.81 - 139.55	Varies	45.69 - 145.55	100%	4%	\$45.69, plus \$6.66 for each add'l \$100, or fraction thereof
	\$2,001 - \$25,000	139.56 - 628.89	Varies	145.56 - 655.93	100%	4%	\$145.56, plus \$22.19 for each add'l \$1000, or fraction thereof
	\$25,001 - \$50,000	628.90 - 1,043.45	Varies	655.94 - 1,088.32	100%	4%	\$655.94, plus \$17.30 for each add'l \$1000, or fraction thereof
	\$50,001 - \$100,000	1,043.46 - 1,606.64	Varies	1,088.33 - 1,675.73	100%	4%	\$1,088.33, plus \$11.75 for each add'l \$1000, or fraction thereof
	\$100,001 - \$500,000	1,606.65 - 5,110.89	Varies	1,675.74 - 5,330.66	100%	4%	\$1,675.74, plus \$9.14 for each add'l \$1000, or fraction thereof
	\$500,001 - \$1,000,000	5,110.90 - 9,334.75	Varies	5,330.67 - 9,736.14	100%	4%	\$5,330.67, plus \$8.81 for each add'l \$1000, or fraction thereof
	\$1,000,001 - Up	9,334.76 - 38,119.65	Varies	9,736.15 - 39,758.79	100%	4%	\$9,736.15, plus \$7.51 for each add'l \$1000, or fraction thereof
9	Special Housing Inspections	295.00	336.93	300.00	89%	2%	
10	Building Plan Check:						
	Regular Plan Reviews - Building Permits	100% of bldg permit fee	Varies	100% of bldg permit fee	100%	0%	
	Regular Plan Reviews - All Other Permits	50% of bldg permit fee	Varies	50% of bldg permit fee	100%	0%	
	Fast Track	150% of bldg permit fee	Varies	150% of bldg permit fee	100%	0%	
	Miscellaneous Plan Review	236.00	248.85	248.00	100%	5%	
	Alternative Materials or Methods of Construction Request	270.00	282.55	282.00	100%	4%	
11	Miscellaneous Building Inspection and Fees:						
	Re-Inspection fees	150.00	161.75	161.00	100%	7%	
	Inspection Outside of Business Hours	527.00	550.90	550.00	100%	4%	
	Inspections where no fee is specified (per hour)	161.00	Varies	167.00	100%	4%	
	Add'l Plan Review due to changes-Staff (per hour)	135.00	Varies	140.00	100%	4%	After 3 rechecks
	Add'l Plan Review due to changes (contracted out)	Actual Cost	Varies	Actual Cost	100%	0%	After 3 rechecks, done by consultant
	Processing of request to duplicate official copy of plans	50.00	53.51	53.00	99%	6%	
	Scanning of plans & calculations:						
	Plans, per sheet calculations	4.00	5.37	4.00	74%	0%	
	8½" x 11" or 8½" x 14", per sheet	1.79	2.02	2.00	99%	12%	
	Scanning of permits and letters	10.93	12.10	12.00	99%	10%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
	12 Building Inspection	Actual Cost	Varies	Actual Cost	100%	0%	Cost reflects an average for this cost center
	<u>Other Miscellaneous Permit Fees</u>						
	13 Permit Renewal	60.00	63.02	63.00	100%	5%	
	14 Plan Review/Permit Extension	30.00	32.03	32.00	100%	7%	
	15 Work Without Permit - TBD	154.00	161.75	161.00	100%	5%	Penalty related fee. Title 15 MMC.
	16 Duplicate Permit Card	27.00	32.03	28.00	87%	4%	
	17 Miscellaneous Permits (For work otherwise not specified)	145.00	153.26	153.00	100%	6%	
	<u>Certificate of Occupancy Fees</u>						
	18 Temporary Certificate of Occupancy (1st time)	527.00	550.82	550.00	100%	4%	
	19 Temporary Certificate of Occupancy (1st Extension)	1,056.00	1,101.63	1,101.00	100%	4%	
	20 Temporary Certificate of Occupancy (Second Extension)	1,056.00	1,101.63	1,101.00	100%	4%	
	21 Duplicate Copy of Certificate of Occupancy	29.00	32.03	32.00	100%	10%	
	22 Technology Cost Recovery Fee	8.00	Varies	8.00	N/A	0%	
	State Seismic Fee (SMIP) - Category 1	Varies	Varies	Varies	N/A	0%	Pass through fees based on rates and calculations set by State of California Department of Conservation.
	State Seismic Fee (SMIP) - Category 2	Varies	Varies	Varies	N/A	0%	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	Varies	N/A	0%	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	0.00	217.36	0.00	0%	0%	
	Level 2: SFR Addition - front, single story	120.00	555.14	125.00	23%	4%	
	Level 3: SFR New - single story	842.00	1,218.79	878.00	72%	4%	
	Level 4: SFR Addition - 2-story to 2-story	1,179.00	1,640.54	1,229.00	75%	4%	
	Level 5: SFR Addition - single story to 2-story	1,460.00	2,125.25	1,522.00	72%	4%	
	Level 6: SFR New - 2-story	1,685.00	2,125.25	1,757.00	83%	4%	
	Level 7: Multifamily not subject to CUP	1,909.00	2,238.28	2,200.00	98%	15%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
24	Development Review Committee (DRC) Fees						
	DRC Advisory Review (recommendation to PC)	561.00	1,024.61	585.00	57%	4%	
	DRC Design Review (decision)	1,400.00	1,681.53	1,460.00	87%	4%	
	DRC Sign Review - Face Change	73.00	191.26	75.00	39%	3%	
	DRC Sign Review - New	126.00	238.02	130.00	55%	3%	
	DRC Sign Review - Master Sign	450.00	685.94	475.00	69%	6%	
	DRC - Major Determination (non single family residential)	505.00	703.61	530.00	75%	5%	
	DRC - Minor Determination (single family residential)	150.00	389.16	156.00	40%	4%	
	DRC - Miscellaneous Review	145.00	283.76	151.00	53%	4%	
	Minor Conditional Use Permit Review (DRC)	800.00	1,356.01	834.00	62%	4%	Amendment 50% of fee
	Minor Exception (DRC)	580.00	819.86	604.00	74%	4%	
	Minor Exception (DRC) - Fences and Walls	290.00	406.31	302.00	74%	4%	50% of Minor Exception Fee
	Oak Tree Permit	75.00	240.88	78.00	32%	4%	Fee waived if arborist report submitted
25	Development-Related Pass-Through Charges	Actual Cost	Varies	Actual Cost+ 15%	100%	N/A	Legal fees related to Development projects. 15% Admin Fee.
26	Planning Commission						
	Conditional Use Permit (CUP) Review - New Construction	3,600.00	4,268.18	3,800.00	89%	6%	Plus \$0.06 per SF over 50,000 SF (non-residential), plus \$198 per unit (residential) when no subdivision map requested. Amendment 50% of fee
	Conditional Use Permit (CUP) Review - Use only	1,800.00	2,442.40	1,900.00	78%	6%	Amendment 50% of fee
	Hillside Development Permit Review	4,500.00	10,180.01	6,000.00	59%	33%	
	Variance Review	2,200.00	2,419.43	2,400.00	99%	9%	
27	Subdivision						
	Tentative Parcel / Vesting Parcel Map Review	2,200.00	3,612.16	2,500.00	69%	14%	Plus \$198 per unit; amendment 50% of fee (base + per unit)
	Tentative Tract / Vesting Tract Map Review	2,700.00	4,746.73	3,000.00	63%	11%	Plus \$198 per unit; amendment 50% of fee (base + per unit)
	Lot Line Adjustment (DRC)	1,080.00	1,136.44	1,136.00	100%	5%	
28	General Plan/Specific Plan						
	General Plan/Zoning Amendment	6,500.00	6,914.90	6,800.00	98%	5%	Map amendments only - 50% of base fee
	Specific Plan	8,000.00	8,640.44	8,400.00	97%	5%	Amendment, 50% of original fee
29	Wireless Facility (WF)						
	WF - Minor CUP	5,785.00	6,038.20	6,038.00	100%	4%	
	WF - Major CUP	9,637.00	10,057.52	10,057.00	100%	4%	
	WF -Exception	2,452.00	2,564.72	2,564.00	100%	5%	
	Administrative Review	1,809.00	1,891.47	1,891.00	100%	5%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
30	CEQA/Environmental						
	Notice of Exemption (NOE)	40.00	41.79	41.00	98%	3%	
	Negative/Mitigated Negative Declaration (by City)	Actual Cost	Varies	Actual Cost	100%	0%	Actual cost, fully burdened rate; \$5,000 deposit
	Negative/Mitigated Negative Declaration (by Applicant)	8,078.00	8,430.95	8,430.00	100%	4%	
	Environmental Review by applicant (ND/MND/EIR)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	0%	Cost + 15%. Finance Sends Invoice (Third Party Billing)
	Mitigation Monitoring	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Technical Review (3rd party)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	0%	Cost + 15%. Finance Sends Invoice (Third Party Billing)
31	Appeals/Miscellaneous Planning Fees						
	Appeal of Development Review Committee (DRC) Decision	170.00	2,562.61	175.00	7%	3%	Plus public hearing fee
	Appeal of Planning Commission / Historic Preservation Commission Decision	170.00	1,710.07	175.00	10%	3%	Plus public hearing fee
	Time Extension Review (non-HP)	480.00	676.12	500.00	74%	4%	
32	Administrative						
	Temporary Banner Review	9.00	16.70	9.00	54%	0%	
	Change of Address - Non Single Family	300.00	349.70	315.00	90%	5%	
	Change of Address - Single Family	150.00	174.85	156.00	89%	4%	50% of Change of Address - Non-Single Family Fee
	Conditions, Covenants, and Restrictions (CCR) Review	438.00	459.06	456.00	99%	4%	
	Covenant Preparation - Residential Unit	250.00	310.82	275.00	88%	10%	
	Covenant Preparation - Non-residential Unit	500.00	804.26	600.00	75%	20%	
	Landscape Plan Check	440.00	459.74	459.00	100%	4%	
	Pre-application review	1,235.00	4,518.47	1,300.00	29%	5%	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	12.00	16.70	12.00	72%	0%	
	Zoning Research Letter - Standard	75.00	114.90	80.00	70%	7%	
	Zoning Research Letter - Non-Standard	200.00	296.62	250.00	84%	25%	
	Reasonable Accommodation	280.00	579.38	292.00	50%	4%	
	Administrative Determinations	280.00	656.75	292.00	44%	4%	
33	Historic Preservation						
	Historic Preservation - Cert. Appropriateness	300.00	911.30	312.00	34%	4%	
	Historic Preservation - Historic Landmark Designation	600.00	1,905.78	625.00	33%	4%	Plus publication fee
	Historic Preservation - Historic District Designation	119 + 196 per home	16,827.46	124 + 204 per home	N/A	4%	\$124 fee, plus # of homes in district x \$204
	Historic Preservation - HCD Design Review	1,011.00	1,593.39	1,054.00	66%	4%	Non-structural - 50% of base fee
	Historic Preservation - Historic Assessment Exemption	290.00	1,206.95	302.00	25%	4%	
	Historic Preservation - Historic Assessment Review	27.00	635.51	28.00	4%	4%	
	Historic Preservation - Mills Act Contract	1,100.00	1,479.23	1,147.00	78%	4%	
	Historic Preservation - Mills Act Contract Time Extension	300.00	349.54	312.00	89%	4%	
	Historic Preservation - Miscellaneous Review	115.00	736.27	119.00	16%	3%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY DEVELOPMENT DEPARTMENT							
34	Noticing						
	Publication Fee	202.00	229.41	210.00	92%	4%	Based on average cost provided by City Clerk
	Property Owner List Preparation	162.00	171.30	168.00	98%	4%	
	Development Sign	Actual Cost	Actual Cost	Actual Cost	100%	0%	
35	Surcharge						
	Technology Cost Recovery Fee	8.00	Varies	8.00	N/A	0%	
	Historic Preservation Surcharge	3.00	7.39	3.00	41%	0%	
	General Plan Maintenance	15% of bldg & plan check fees	Varies	15% of bldg & plan check fees	N/A	0%	15% of Building Plan Check Fee and 15% of Building Permit Fee
36	Mining						
	Surface Mining Permit	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Surface Mining Reclamation Plan	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Surface Mining Financial Assurances	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Surface Mining Interim Mgmt Plan	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
37	Small Cell Wireless Collocation Facilities						
	Application for 1-5 installations	535.00	1,037.50	558.00	54%	4%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	Application for each additional installation	107.00	430.14	111.00	26%	4%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	New Pole for SWF	1,070.00	1,125.27	1,116.00	99%	4%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	SWF Annual Row Access Fee	288.00	485.46	300.00	62%	4%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
38	Cumulative Entitlement Collection Fee	Actual Cost	Varies	Actual Cost	100%	0%	100% Main Request (highest fee), 50% Additional Requests. Fee applicable only to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Hillside Development, Major Variances, and Specific Plans.
39	Entitlement Amendment Fee	50% of Full Entitlement Fee	Varies	50% of Full Entitlement Fee	100%	0%	Amendment Fee applies to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Major Variances, Hillside Development Permits, and Specific Plans.
40	Preliminary Application (SB 330)	1,070.00	1,121.70	1,121.00	100%	5%	
	<u>BUSINESS LICENSE</u>						
41	Business License Processing						
	New Business and Home Occupation Application	32.00	62.09	33.00	53%	3%	
	Renewal and Moved Business Application	16.00	38.41	17.00	44%	6%	
	Cannabis Business Application	181.00	190.90	190.00	100%	5%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
<u>COMMUNITY DEVELOPMENT DEPARTMENT</u>							
42	Business License Fees (Tax)						Tax - Fees do not increase
	Regular Business License (in town)	177.00	N/A	177.00	N/A	0%	Plus \$15 for each employee
	Home Occupation Licenses	88.00	N/A	88.00	N/A	0%	
	Hotels/Motels (based on per room)	28.00	N/A	28.00	N/A	0%	
	Delivery Truck Businesses (based on # of trucks)	61.00	N/A	61.00	N/A	0%	
	Regular Business License (out of town owner)	177.00	N/A	177.00	N/A	0%	Plus \$15 for each employee
	3 Month License	103.00	N/A	103.00	N/A	0%	Plus \$8 for each employee
	Single Job License	56.00	N/A	56.00	N/A	0%	Plus \$5 for each employee
	Residential Rental Property Owner (\$ per unit)	33.00	N/A	33.00	N/A	0%	Plus initial app. Fee of \$30, \$15 each year after.
	Commercial Rental Property Owner	187.00	N/A	187.00	N/A	0%	Plus initial app. Fee of \$30, \$15 each year after.
43	Garage Sale Permit	5.00	32.76	5.00	15%	0%	
44	Surcharges						
	State Mandated Disability Access and Education Revolving Fund	1.00	N/A	1.00	N/A	0%	State Mandated (Senate Bill 1186)
	Technology Cost Recovery Fee (TRAKIT)	6.00	Varies	6.00	100%	0%	
<u>COMMUNITY DEVELOPMENT DEPARTMENT</u>							
45	Printing and Copies						
	Per Page Printing (no charge for 3 or less)	0.25	0.31	0.25	81%	0%	Standard Computer Printing Fee for all Departments
	Per Page Printing - Color (no charge for 3 or less)	0.50	0.62	0.50	81%	0%	Standard Computer Printing Fee for all Departments
	Zoning Map Printing	5.00	6.03	5.00	83%	0%	
46	Dwelling Unit Tax (\$125/bedroom)	\$125 per bedroom	0.00	\$125 per bedroom	N/A	0%	Set by Resolution No 7940

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
1	Fire and Life Safety System Plan Check/Inspection	\$284 + \$19.80 per device	\$310 + \$21.09 per device	\$310 + \$21.09 per device	100%	9%	Flat rate which includes fully burdened hourly rate for review and inspection plus \$20.50 per device (sprinkler heads, smoke detectors, etc.)
2	Plan Check and Inspection Fees:						
	Single Family Residential Site	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Multi-Dwelling Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Commercial/Industrial Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Inspections outside of Normal Business Hours (3 hr min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Inspections where no fee is specified (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Add'l Plan Review/Insp required by changes/additions	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
	Additional Plan Review/Inspection Revisions	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
	Outside Consultant Plan Review Fee	Actual Cost	Varies	Actual Cost	100%	0%	Consultant Fee
	Division Consultation Fees-not otherwise stated (½ hr min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Reinspections after 2nd inspections	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Commercial Building & Site Plan Check	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	Commercial building construction & inspection	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, 154% deposit required
	Processing of request to duplicate official copy of plans	50.00	53.51	53.00	99%	6%	
	Optical scanning of plans and calculations	Actual Cost	Varies	Actual Cost	100%	0%	
	Failure to Obtain Fire Permit	623.00	652.66	652.00	100%	5%	Plus fully burdened rate
3	Annual Fire Permit (includes engine company inspection)						
	Places of Assembly (50-300)	205.00	215.37	215.00	100%	5%	
	Places of Assembly (301-1000)	308.00	323.72	323.00	100%	5%	
	Places of Assembly (1000+)	410.00	430.75	430.00	100%	5%	
	Aerosol	205.00	215.37	215.00	100%	5%	
	Aviation Facilities	306.00	323.06	323.00	100%	6%	
	Aboveground Storage Tanks	410.00	430.75	430.00	100%	5%	
	Battery System	205.00	215.37	215.00	100%	5%	
	Cellulose Nitrate Film	205.00	215.37	215.00	100%	5%	
	Combustible Fibers	205.00	215.37	215.00	100%	5%	
	Misc. Combustible Storage	410.00	430.75	430.00	100%	5%	
	Compressed Gases	410.00	430.75	430.00	100%	5%	
	Cryogenic Fluids	410.00	430.75	430.00	100%	5%	
	Combustible Dust Producing Operations	410.00	430.75	430.00	100%	5%	
	Cutting & Welding	410.00	430.75	430.00	100%	5%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments	
FIRE DEPARTMENT								
4	Covered & Open Mall Buildings	617.00	646.13	646.00	100%	5%		
	Dry Cleaning	410.00	430.75	430.00	100%	5%		
	Explosives	410.00	430.75	430.00	100%	5%		
	Open Flames & Candles	205.00	215.37	215.00	100%	5%		
	Flammable/Combustible Liquids	410.00	430.75	430.00	100%	5%		
	Fats, Oils, Grease (FOG)	410.00	430.75	430.00	100%	5%		
	Fruit & Crop Ripening	410.00	430.75	430.00	100%	5%		
	Hazardous Materials	617.00	646.13	646.00	100%	5%		
	Hot Works (included in cutting & welding)	410.00	430.75	430.00	100%	5%		
	High Piled Storage	617.00	646.13	646.00	100%	5%		
	Industrial Ovens	410.00	430.75	430.00	100%	5%		
	LP Gas	205.00	215.37	215.00	100%	5%		
	Liquid or Gas Fueled Vehicles / Equip in Assembly	205.00	215.37	215.00	100%	5%		
	Lumbar Yard and Woodworking Plants	410.00	430.75	430.00	100%	5%		
	Magnesium	306.00	323.06	323.00	100%	6%		
	Open Burning	205.00	215.37	215.00	100%	5%		
	Organic Coatings	410.00	430.75	430.00	100%	5%		
	Pyrotechnic Special Effects Material	823.00	861.51	861.00	100%	5%		
	Pyroxylin Plastics	410.00	430.75	430.00	100%	5%		
	Refrigeration Equipment	410.00	430.75	430.00	100%	5%		
	Rooftop Heliports	205.00	215.37	215.00	100%	5%		
	Spraying and Dipping	410.00	430.75	430.00	100%	5%		
	Storage of Scrap Tires, Byproducts & Rebuilding Plant	410.00	430.75	430.00	100%	5%		
	Temporary Membrane Structure	205.00	215.37	215.00	100%	5%		
	Waste Handling	410.00	430.75	430.00	100%	5%		
	Wood Products	410.00	430.75	430.00	100%	5%		
	Special Activity Permits							
		Christmas Tree Lot	95.00	100.69	100.00	99%	5%	1 hour fully burdened rate
		Parade Floats	205.00	215.37	215.00	100%	5%	
		Vehicle Display	205.00	215.37	215.00	100%	5%	
	Model Rockets	205.00	215.37	215.00	100%	5%		
	Exhibits & Trade Shows	410.00	430.75	430.00	100%	5%		
	Carnivals & Fairs	410.00	430.75	430.00	100%	5%		
	Failure to Obtain Required Permit	623.00	652.66	652.00	100%	5%	Plus fully burdened rate	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
5	Fire False Alarm Response:						
	1st and 2nd Response in a 12-Month Period	0.00	532.57	0.00	0%	0%	No Charge (notice to repair system)
	3rd and subsequent response in 12-month period	508.00	532.57	532.00	100%	5%	Fully burdened hourly rate plus dispatch cost
	Fire Alarm Company Dispatching Error	415.00	457.12	457.00	100%	10%	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	266.00	295.00	295.00	100%	11%	
	Liquid 55-550 / Solid 500-2000 / Gas 200-2000	486.00	535.18	535.00	100%	10%	
	Liquid 501-2000 /Solid 2001-15000 /Gas 2001-5000	759.00	834.10	834.00	100%	10%	
	Liquid 2001-2500 /Solid 15001-25000 /Gas 5001-10000	1,248.00	1,369.29	1,369.00	100%	10%	
	Service Stations	816.00	895.45	895.00	100%	10%	
	7 Cal ARP Program, Risk Management Prevention	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus 100% Consultant Fee
8 Cal ARP Facility Permit & Annual Inspection Fee	756.00	790.56	790.00	100%	4%	Required by LA County Fire Department of Hazardous Materials Division	
9 Hazardous Materials Clean-up/Response	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation	
10 Spilled Load Clean-Up	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation	
11	Illegal Burn Response:						
	1st Response in 5 Years	0.00	111.59	0.00	0%	0%	No Charge
	2nd Response in 5 Years	Actual Cost	111.59	Actual Cost	100%	0%	Fully burdened hourly rate
12	Fire Incident Report Copy:						Fees handled through City Clerks Office
	Response Reports	23.00	26.88	23.00	86%	0%	
	Other Copies (per page)	0.25	0.33	0.25	76%	0%	Standard Computer Printing Fee for all Departments
	Original Document Preparation (first 15 minutes, per month)	0.00	13.44	0.00	0%	0%	No charge for the first 15 minutes per month
	Original Document Preparation (over 15 minutes, per month)	Actual Cost	13.44	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	245.00	255.58	255.00	100%	4%	
	Building square footage > 501 feet and < 4,000 sq feet	277.00	289.21	289.00	100%	4%	
	Building square footage > 4,000 feet and < 10,000 sq feet	374.00	390.10	390.00	100%	4%	
	Building square footage > 10,000 feet and < 50,000 sq feet	470.00	490.99	490.00	100%	4%	
Building square footage > 50,000 sq feet	567.00	591.88	591.00	100%	4%		

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
	Rental Units - Based on No. of Units:						
	Unit Range from 3-4	225.00	235.40	235.00	100%	4%	Per California Fire Code.
	Unit Range from 5-10	245.00	255.58	255.00	100%	4%	
	Unit Range from 11-20	277.00	289.21	289.00	100%	4%	
	Unit Range from 21-30	374.00	390.10	390.00	100%	4%	
	Unit Range from 31-50	470.00	490.99	490.00	100%	4%	
	Unit Range from 50 +	567.00	591.88	591.00	100%	4%	Per California Fire Code.
	<u>Second Inspection</u>						
	Commercial Units:						
	Building square footage < 500 sq feet	147.00	154.21	154.00	100%	5%	Assessed only if violation is not corrected.
	Building square footage > 501 feet and < 4,000 sq feet	178.00	186.34	186.00	100%	4%	
	Building square footage > 4,001 feet and < 10,000 sq feet	209.00	218.46	218.00	100%	4%	
	Building square footage > 10,001 and < 50,000 sq feet	240.00	250.60	250.00	100%	4%	
	Building square footage > 50,000 sq feet	301.00	314.85	314.00	100%	4%	
	Rental Units - Based on No. of Units:						
	Unit Range from 3-10	147.00	154.21	154.00	100%	5%	Assessed only if violation is not corrected.
	Unit Range from 11-20	178.00	186.34	186.00	100%	4%	
	Unit Range from 21-30	209.00	218.46	218.00	100%	4%	
	Unit Range from 31-50	240.00	250.60	250.00	100%	4%	
	Unit Range from 50 +	301.00	314.85	314.00	100%	4%	
	<u>Third Inspection</u>						
	Commercial Units:						
	Building square footage < 500 sq feet	191.00	200.16	200.00	100%	5%	Assessed only if violation is not corrected.
	Building square footage > 501 feet and < 4,000 sq feet	235.00	245.87	245.00	100%	4%	
	Building square footage > 4,001 feet and < 10,000 sq feet	282.00	294.93	294.00	100%	4%	
	Building square footage > 10,001 and < 50,000 sq feet	329.00	344.01	344.00	100%	5%	
	Building square footage > 50,000 sq feet	406.00	424.36	424.00	100%	4%	
	Rental Units - Based on No. of Units:						
	Unit Range from 3-10	191.00	200.16	200.00	100%	5%	Assessed only if violation is not corrected.
	Unit Range from 11-20	235.00	245.87	245.00	100%	4%	
	Unit Range from 21-30	282.00	294.93	294.00	100%	4%	
	Unit Range from 31-50	329.00	344.01	344.00	100%	5%	
	Unit Range from 50 +	406.00	424.36	424.00	100%	4%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
14	Fire Prevention Inspection (Non-Engine Company) (Annual Fee)						
	Commercial Units:						
	Building square footage < 500 sq feet	63.00	66.54	66.00	99%	5%	
	Building square footage > 500 feet and < 4,000 sq feet	97.00	101.56	101.00	99%	4%	
	Building square footage > 4,000 feet and < 10,000 sq feet	130.96	136.59	136.00	100%	4%	
	Building square footage > 10,000 feet and < 50,000 sq feet	164.00	171.61	171.00	100%	4%	
	Building square footage > 50,000 sq feet	Actual Cost	Varies	Actual Cost	100%	0%	
	Rental Units - Based on No. of Units:						
	Unit Range from 3-4	58.00	61.28	61.00	100%	5%	
	Unit Range from 5-10	63.00	66.54	66.00	99%	5%	
	Unit Range from 11-20	97.00	101.56	101.00	99%	4%	
	Unit Range from 21-30	130.96	136.59	136.00	100%	4%	
	Unit Range from 31-50	164.00	171.61	171.00	100%	4%	
	Unit Range from 50 +	Actual Cost	Varies	Actual Cost	100%	0%	
	<u>Second Inspection</u>						
	Commercial Units:						
	Building square footage < 500 sq feet	44.00	46.84	46.00	98%	5%	Assessed only if violation is not corrected.
	Building square footage > 501 feet and < 4,000 sq feet	57.00	60.22	60.00	100%	5%	
	Building square footage > 4,001 feet and < 10,000 sq feet	73.00	76.95	76.00	99%	4%	
	Building square footage > 10,001 and < 50,000 sq feet	89.00	93.69	93.00	99%	4%	
	Building square footage > 50,000 sq feet	105.00	110.42	110.00	100%	5%	
	Rental Units - Based on No. of Units:						
	Unit Range from 3-10	44.00	46.84	46.00	98%	5%	Assessed only if violation is not corrected.
	Unit Range from 11-20	57.00	60.22	60.00	100%	5%	
	Unit Range from 21-30	73.00	76.95	76.00	99%	4%	
	Unit Range from 31-50	89.00	93.69	93.00	99%	4%	
	Unit Range from 50 +	105.00	110.42	110.00	100%	5%	
	<u>Third Inspection</u>						
	Commercial Units:						
	Building square footage < 500 sq feet	89.00	93.69	93.00	99%	4%	Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
	Building square footage > 501 feet and < 4,000 sq feet	115.00	120.45	120.00	100%	4%	
	Building square footage > 4,001 feet and < 10,000 sq feet	147.00	153.91	153.00	99%	4%	
	Building square footage > 10,001 and < 50,000 sq feet	179.00	187.37	187.00	100%	4%	
	Building square footage > 50,000 sq feet	211.00	220.83	220.00	100%	4%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
	Rental Units - Based on No. of Units:						
	Unit Range from 3-10	89.00	93.69	93.00	99%	4%	Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
	Unit Range from 11-20	115.00	120.45	120.00	100%	4%	
	Unit Range from 21-30	147.00	153.91	153.00	99%	4%	
	Unit Range from 31-50	179.00	187.37	187.00	100%	4%	
	Unit Range from 50 +	211.00	220.83	220.00	100%	4%	
15	Water/Flood Pumping, Covering And Clean-Up:						
	Emergency/Hazardous Situation	0.00	330.74	0.00	0%	0%	No charge
	Non-Emerg. Flood Incident-1st Response in 12 mo period	0.00	330.74	0.00	0%	0%	No charge
	Non-Emerg. Flood Incident-All Subsequent Responses	Actual Cost	330.74	Actual Cost	100%	0%	Fully burdened hourly rate
	Non-Emerg. Roof Leak Incident-1st Response in 12 mos.	0.00	330.74	0.00	0%	0%	No charge
	Non-Emerg. Roof Leak Incident-All Subsequent Responses	Actual Cost	330.74	Actual Cost	100%	0%	Fully burdened hourly rate
	Flooding/Leaking Incident caused by Natural Disaster	0.00	330.74	0.00	0%	0%	No charge
	Add'l Non-Emergency Minor Incident	Actual Cost	Varies	Actual Cost	100%	0%	
	Add'l Non-Emergency Minor Incident (over ½ hour)	Actual Cost	330.74	Actual Cost	100%	0%	Fully burdened hourly rate
16	Emergency Medical/Fire Protection Service: (Monthly Fees)						
	Single Family Dwelling	3.16	8.49	3.29	39%	4%	
	Multiple Family Dwelling	3.16	8.49	3.29	39%	4%	For 1st unit, plus \$2.17 for each add'l unit
	Trailer Parks	3.10	8.33	3.23	39%	4%	For 1st space, plus \$2.41 for each add'l space
	Lifeline	1.58	4.24	1.64	39%	4%	
	Commercial	7.93	21.32	8.27	39%	4%	
	Governmental/Public Facilities	7.93	21.32	8.27	39%	4%	
	Industrial	29.31	78.81	30.57	39%	4%	
	Cemetery	7.93	21.32	8.27	39%	4%	
	Agricultural	0.00	N/A	0.00	N/A	0%	
17	Civil Fire Incident	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
18	Underground Tank Installation/Removal Inspection (2 hr minimum)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
19	Special Events, Tests, & Inspections/ Fire Protection Stand-by:						
	Candles/Open Flames in an Assembly (charged daily)	25.00	26.88	26.00	97%	4%	
	Circus or Carnivals (Fire staff required-2hr min)	189.00	200.69	200.00	100%	6%	Fully burdened hourly rate beyond 2 hour minimum
	Tent, for public assembly use (charged daily)	94.00	99.45	99.00	100%	5%	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)	94.00	99.45	99.00	100%	5%	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)	94.00	99.45	99.00	100%	5%	Inspection generally occurs alongside a tent inspection. Same rate to apply.
	Approved Fireworks Show (charged daily)	480.00	1,464.15	500.00	34%	4%	
	Blasting Operations (charged daily)	104.00	111.88	111.00	99%	7%	
	Filming:						
	Each inspection during regular business hours	Actual Cost	110.24	Actual Cost	100%	0%	Fully burdened hourly rate
	Each inspection outside of regular business hours	Actual Cost	110.24	Actual Cost	100%	0%	Fully burdened hourly rate (3 hour minimum)
	Cancellation of Inspection (failure to notify Fire Dept.)	105.00	N/A	109.00	N/A	4%	
	Other Temporary Special Use Fire Permit	35 + Actual Cost	Varies	37 + Actual Cost	100%	6%	Fully burdened hourly rate (3 hr minimum)
	Failure to obtain a required permit	Double Fee	Varies	Double Fee	100%	0%	
	Fire Protection System installation/modification inspection	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate-minimum charge-½ hr
	Low cost sprinkler systems-residential attached garage	104.00	111.88	111.00	99%	7%	Fee paid by group/agency requesting the test.
	Fire alarm inspections - Initial request	104.00	111.88	111.00	99%	7%	Fee paid by group/agency requesting the test.
	Fire alarm inspections - Follow-Up request	104.00	111.88	111.00	99%	7%	Fee paid by group/agency requesting the test.
	Special After-Hours Occupancy:						
	Annual inspection - occupancy load under 50	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
Semi-Annual inspection - occupancy load over 50	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate	
Consultation for civil cases	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus duplication cost	
20	Brush Defensible Space Inspection:						
	First Inspection	0.00	140.04	0.00	0%	0%	No chage for first inspection.
	Second Inspection	140.00	140.83	140.00	99%	0%	Assessed only if violation is not corrected.
	Third Inspection	203.00	203.22	203.00	100%	0%	Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
AB-38 Defensible Space Inspections and Compliance Report Fee	105.00	109.82	105.00	96%	0%	Based on fully burdened hourly rate.	
21	Brush Abatement:						Rate shall be the same as inspector reinspect fee after second reinspect
	Brush clearance by City or City contractor	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus cost of equipment/staff for remediation
	Admin Fee for City administered abatement	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus legal fees
	Failure to abate - Re-Inspection Fee	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
FIRE DEPARTMENT							
22	State-Mandated Fire Inspections:						Required for businesses to be licensed by regulatory agencies.
	High Rise (8 hour minimum)	3,145.00	3,446.07	3,446.00	100%	10%	Fully burdened hourly rate
	Day Care (1/2 hr minimum)	194.00	215.37	215.00	100%	11%	Fully burdened hourly rate
	Hospital (5 hr minimum)	1,964.00	2,153.79	2,153.00	100%	10%	Fully burdened hourly rate
	Convalescent (3 hr minimum)	1,178.00	1,230.74	1,230.00	100%	4%	Fully burdened hourly rate
	Other Licensed Care (1 hr minimum)	391.00	410.24	410.00	100%	5%	Fully burdened hourly rate
	Schools	401.00	419.99	419.00	100%	4%	Fully burdened hourly rate
23	Structure Fire Response	1,991.00	2,078.08	2,078.00	100%	4%	
	Malicious/Negligent Fee	Actual Cost	0.00	Actual Cost	100%	0%	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	0.90	Varies	0.90	100%	0%	Cost per square foot
	Residential Construction without Fire Sprinklers	2.20	Varies	2.20	100%	0%	Cost per square foot
	Commercial Construction with Fire Sprinklers	0.90	Varies	0.90	100%	0%	Cost per square foot
	Commercial Construction without Fire Sprinklers	2.20	Varies	2.20	100%	0%	Cost per square foot
	Industrial Construction with Fire Sprinklers	0.90	Varies	0.90	100%	0%	Cost per square foot
	Industrial Construction without Fire Sprinklers	2.20	Varies	2.20	100%	0%	Cost per square foot
25	First Responder Fee	356.00	Varies	371.00	100%	4%	
26	Fire - Technology Cost Recovery Fee	7.00	Varies	7.00	100%	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
POLICE DEPARTMENT							
1	Fortune Telling Permit - New	1,011.00	1,063.49	1,054.00	99%	4%	
2	Fortune Telling Permit - Renewal	449.00	471.91	468.00	99%	4%	
3	Massage Establishment License	945.00	988.32	985.00	100%	4%	
4	Massage Practitioner Application	606.00	642.66	632.00	98%	4%	
5	Special Business Regulation Permit:						
	New or Renewed Permit	37.00	40.33	38.00	94%	3%	
	ABC Transfers	501.00	524.61	522.00	100%	4%	
6	Film Permit:						
	Overtime for Police and/or Fire Dept	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened overtime rate
7	Noise Disturbance Response Call-Back:						
	First Response within 24 Hours	0.00	109.87	0.00	0%	0%	Warning Issued (per Municipal Code)
	Second Response within 24 Hours	0.00	109.87	0.00	0%	0%	Warning Issued (per Municipal Code)
	Third Response within 24 Hours	173.00, plus Actual Cost	219.74	180.00, plus Actual Cost	82%	4%	\$180.00 fee plus actual costs of 3rd response. The \$180.00 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	50.00	56.50	52.00	92%	4%	Plus \$8 computer fee.
	30 Day Temp Parking Permit	33.00	33.90	34.00	100%	3%	Plus \$8 computer fee.
	1 Day Temp Parking Permit	5.00	33.90	5.00	15%	0%	
	Recreational Vehicle Parking Permit Fee	5.00	92.37	5.00	5%	0%	
9	Police Special Services	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
10	Police False Alarm Response:						
	First 3 Calls in a 12-Month Period	0.00	219.74	0.00	0%	0%	Warning Issued (per Municipal Code Section 9.47.050)
	4th Call in a 12-Month Period	256.00	292.99	267.00	91%	4%	
	5th Call in a 12-Month Period	347.00	366.22	361.00	99%	4%	
	6th Call in a 12-Month Period	476.00	878.96	496.00	56%	4%	Penalty/fine related fee
11	Impounded/Abandoned/Abated Vehicle Release:	148.00	165.77	154.00	93%	4%	Per Veh. Code Sec. 22850.5(a). No charge for crime victims. Plus \$8 computer fee.
12	Veh. Impound Storage Fee (Suspended or No License)	184.00	193.89	191.00	99%	4%	Per Veh. Code Section 22850.5(a). Plus \$8 computer fee.
13	Records Check/Clearance Letter	44.00	49.60	45.00	91%	2%	Plus \$8 computer fee.
14	Taxi Service Establishment License	786.00	884.67	819.00	93%	4%	Per Monrovia Municipal Code 5.20.020
15	Taxi Service Driver License	454.00	509.56	473.00	93%	4%	Per Monrovia Municipal Code 5.20.021
16	Police Crime Verification Letter	29.00	31.24	30.00	96%	3%	
17	Police Photo Reproduction (on CD or thumb drive)	50.00	89.26	52.00	58%	4%	Per Government Code Section 53150. Plus \$8 computer fee. Cost of media storage device (thumb drive)

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments	
POLICE DEPARTMENT								
18	Reproduction / Records Search:							
	Video/Audio Tape Reproduction	95.00	133.90	99.00	74%	4%	Plus \$8 computer fee.	
	911 Recording Reproduction	100.00	108.73	104.00	96%	4%		
	Computer Records Search	75.00	80.50	78.00	97%	4%		
	Microfilm Reproduction	32.00	67.28	33.00	49%	3%	Plus \$8 computer fee.	
	19	Vehicle Equipment Correction Inspection (Fix-it Ticket)						
		Resident Fee	27.00	110.24	28.00	25%	4%	
		Non-Resident Fee	38.00	110.24	39.00	35%	3%	
	20	Vehicle / Traffic Accident Investigation Report Reproduction:						
		1st Copy of Traffic Report (Non-Injury or Injury)	44.00	73.67	45.00	61%	2%	
		Subsequent Copy of Traffic Report (Non-Injury or Injury)	27.00 Flat Fee Per Report	0.25 per page	28.00 Flat Fee Per Report	N/A	4%	\$28 flat fee for subsequent copies of collision reports
	21	DUI Accident Response Investigation	Actual Cost + Booking	Varies	Actual Cost + Booking	100%	0%	Fully burdened hourly rate, plus County Booking Fee
	22	Booking Fee (Criminal Justice Admin Fee)	115.00	162.33	119.00	73%	3%	
	23	Weapon Release	38.00	43.70	39.00	89%	3%	
	24	DUI Arrest/Impound and Report	732.00	765.27	763.00	100%	4%	Per Vehicle Code Section 22850.5. Plus \$8 computer fee.
	25	Animal Control:						
		Annual License for Dogs - Sterilized	22.00	26.10	22.00	84%	0%	
		Annual License for Dogs - Non-Sterilized	68.00	94.76	70.00	74%	3%	
		Annual License for Cats - Sterilized	5.00	19.04	5.00	26%	0%	
		Annual License for Cats - Non-Sterilized	10.00	19.04	10.00	53%	0%	
		Penalty-If not licensed within annual license period	50% of license fee	N/A	50% of license fee	100%	0%	
	26	Impounds - Dogs & Cats (In Any 12 Month Period)						
		1st Impound - Licensed Dog or Cat	33.00	279.70	34.00	12%	3%	Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		1st Impound - Unlicensed Dog or Cat	33.00	279.70	34.00	12%	3%	Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		2nd Impound - Licensed/Unlicensed Dog or Cat	56.00	279.70	58.00	21%	4%	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	92.00	279.70	95.00	34%	3%	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	161.00	279.70	167.00	60%	4%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
	27	Impounds - Other Animals (small/medium):						
		1st Impound (In Any 12 Month Period)	40.00	279.70	41.00	15%	3%	
		2nd Impound	57.00	279.70	59.00	21%	4%	
3rd Impound		87.00	279.70	90.00	32%	3%		
4th or More Impound		87.00	279.70	90.00	32%	3%		

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
POLICE DEPARTMENT							
28	Impounds - Other Animals (large):						
	1st Impound (In Any 12 Month Period)	57.00	340.01	59.00	17%	4%	
	2nd Impound	87.00	340.01	90.00	26%	3%	
	3rd Impound	118.00	340.01	123.00	36%	4%	
	4th or More Impound	118.00	340.01	123.00	36%	4%	
29	Impounds - Other Animals (large livestock):						
	1st Impound (In Any 12 Month Period)	594.00	755.21	619.00	82%	4%	
	2nd Impound	594.00	755.21	619.00	82%	4%	
	3rd Impound	594.00	755.21	619.00	82%	4%	
	4th or More Impound	594.00	755.21	619.00	82%	4%	
30	Kennel Fee (per day)	10.00	91.41	10.00	11%	0%	
31	Dead Animal Pick Up:						
	Licensed Cat or Dog	0.00	279.70	0.00	0%	0%	
	Non-Licensed Animal	27.00	279.70	28.00	10%	4%	
	Large Dog (over 70 lbs)	57.00	302.28	59.00	20%	4%	
	Other Small & Medium Animals	27.00	279.70	28.00	10%	4%	
	Large Animals (Not Including Livestock)	57.00	340.01	59.00	17%	4%	
	Livestock	237.00	664.30	247.00	37%	4%	
32	Tranquilization Fee	176.00	436.58	183.00	42%	4%	
33	Vaccination Fees						
	6-1	10.00	47.40	10.00	21%	0%	
	Bordetella	8.00	44.79	8.00	18%	0%	
	FVRCP	8.00	44.79	8.00	18%	0%	
34	Adoption Fees:						
	Cats	99.00	454.51	103.00	23%	4%	\$75 will be refunded after proof of spay or neuter (cats & dogs)
	Dogs	118.00	454.51	123.00	27%	4%	
35	Civil Subpoena Production Of Records:						
	Standard Reproduction (Up to 8½"x 14" Inches)	0.10	0.67	0.10	15%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
	Reproduction from Microfilm	0.20	0.67	0.20	30%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
	Reproduction of Oversized Documents	Actual Cost	Varies	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
	Reproductions requiring Special Processing	Actual Cost	Varies	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
	Reproduction for Attorney or Atty Representative	15.00	Varies	15.00	N/A	0%	Per Calif. Evidence Code Section 1563 (b)(6)
36	Firearms Dealer Permit	594.00	631.91	619.00	98%	4%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

ATTACHMENT A

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
POLICE DEPARTMENT							
	<u>FINES:</u>						
37	Parking Enforcement	60.00	78.93	60.00	76%	0%	Per Monrovia Municipal Code Section 10.16
38	Parking Enforcement - Fire Lane	231.00	161.50	240.00	149%	4%	Penalty/fine related fee
39	Parking Enforcement - Bus Zone	202.00	161.50	210.00	130%	4%	Penalty/fine related fee
40	Parking Enforcement (City Streets)- Vehicles over 10,000 lbs	115.00	N/A	119.00	N/A	3%	
41	Parking Enforcement (Truck Routes)- Vehicles over 10,000 lbs	115.00	N/A	119.00	N/A	3%	
42	General Municipal Ordinance Enforcement:						
	Misdemeanors	1000.00	Varies	1000.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.010
	Infraction - 1st	100.00	Varies	100.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
	Infraction - 2nd within a year	200.00	Varies	200.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
	Infraction - 3rd and subsequent within a year	500.00	Varies	500.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
	Admin fine - 1st	100.00	Varies	100.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
	Admin fine - 2nd within a year	200.00	Varies	200.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
	Admin fine - 3rd and subsequent within a year	300.00	Varies	300.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
	Penalty - if not paid on time	50% of the fine	Varies	50% of the fine	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
43	AB 503 Indigent Parking Citation Processing Fee	5.00	12.43	5.00	40%	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025**

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
PUBLIC WORKS DEPARTMENT - ENGINEERING							
1	Grading Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
2	Grading Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
3	Grading Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
4	Grading Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
5	Grading Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
6	Grading Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
7	Public Improvement Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
8	Public Improvement Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
9	Public Improvement Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
10	Public Improvement Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
11	Public Improvement Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
12	Public Improvement Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
13	Street Vacation Processing	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost
14	Final Maps (Parcel Map and Tract Map)	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1500
15	Lot Line Adjustment	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1000
16	Technical Services Fee	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	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	449.00	470.18	468.00	100%	4%	Each additional inspection charge \$84 per hour.
	Sidewalk Inspection Fee (per 300 sq. ft.)	490.00	514.15	511.00	99%	4%	Plus \$0.25 per square foot (over 300). Each additional inspection charge \$84 per hour.
	Street Excavation Inspection Fee (per 50 sq. ft.)	574.00	602.09	598.00	99%	4%	Plus \$2.00 per square foot (over 50). Each additional inspection charge \$84 per hour.
	Sewer Wye Inspection Fee	353.00	370.08	368.00	99%	4%	Each additional inspection charge \$84 per hour.
	Curb and Gutter Inspection Fee (per 50 linear ft.)	490.00	514.15	511.00	99%	4%	Plus \$1.50 per square foot (over 50). Each additional inspection charge \$84 per hour.
	Curb Drain Inspection Fee	323.00	338.27	336.00	99%	4%	Each additional inspection charge \$84 per hour.
	ADA Curb Ramp Inspection Fee		422.84	422.00	100%	N/A	New Fee in FY24/25.
18	Additional Inspection Fee	81.00	86.62	84.00	97%	4%	Cost of additional permit inspections. Fee assessed on a per hour basis.
19	Slurry Seal Reconstruction (per sq. ft.)	Actual Cost	Varies	Actual Cost	100%	0%	
20	Encroachment Permit	311.00	326.11	324.00	99%	4%	
21	Encroachment Permit Extension	150.00	158.30	156.00	99%	4%	Extends Encroachment Permit for 45 days.
22	Encroachment Permit (Annual)	0.00	436.52	0.00	0%	0%	Renewal date every July 1st
23	Encroachment in Residential Zone	Plus \$19 per day for each day (over 14 days). Charges shall not exceed \$270.	Plus \$19 per day for each day (over 14 days). Charges shall not exceed \$270.	Plus \$19 per day for each day (over 14 days). Charges shall not exceed \$270.	100%	0%	
24	Traffic Control:						
	Traffic Control Plan Review Fee		111.59	111.00	99%	N/A	New Fee in FY24/25.
	Lane Closure and Traffic Control Inspection Fee		84.09	84.00	100%	N/A	New Fee in FY24/25.

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
PUBLIC WORKS DEPARTMENT - ENGINEERING							
25	Wide, Overweight, Overlong Load Review						
	Single Trip	16.00	21.51	16.00	74%	0%	Fee set by Caltrans
	Annual Permit	90.00	119.65	90.00	75%	0%	Fee set by Caltrans
26	Storm Drainage Maintenance: (Monthly Fees)						Need Voter Approval to Update Fees
	Residential	1.68	2.43	1.68	69%	0%	
	Multiple Dwellings	1.68	2.43	1.68	69%	0%	For 1st unit, plus \$1.25 for each add'l unit
	Trailer Park	2.55	3.68	2.55	69%	0%	For 1st space, plus \$1.92 for each add'l space
	Lifeline	1.51	2.43	1.51	62%	0%	
	Cemetery/Horticultural Facilities	2.70	3.91	2.70	69%	0%	
	Public Facilities	10.70	15.51	10.70	69%	0%	
	Motels, Hotels, Commercial, Churches, Church Schools	2.70	3.91	2.70	69%	0%	For 1st unit, plus \$2.02 for each add'l unit
	Industrial	3.13	4.52	3.13	69%	0%	
27	Park & Street Tree Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
28	Median & Parkway Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
29	Street Lighting Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
30	Gold Hills Landscape Assessment (LLMD)	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
31	Park Maintenance Assessment (PMD)	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
32	Damage To City Property Repair	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
33	Street Sweeping: (Monthly Fees)						
	Residential	1.30	2.11	1.30	62%	0%	
	Commercial, Cemeteries, and Public Facilities	2.37	3.86	2.37	61%	0%	For 1st unit, plus \$1.42 for each add'l unit
	Multiple Dwellings	1.30	2.11	1.30	62%	0%	For 1st unit, plus \$0.84 for each add'l unit
	Trailer Park	1.30	2.11	1.30	62%	0%	For 1st space, plus \$0.84 for each add'l space
	Industrial	1.75	2.86	1.75	61%	0%	For 1st unit, plus \$1.16 for each add'l unit
	Lifeline	1.17	2.17	1.17	54%	0%	
34	Building Departmental Review Process	311.00	326.82	324.00	99%	4%	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.
35	Encroachment License - Ground Monitoring Well	0.00	2,893.81	0.00	0%	0%	Fee includes two inspections per month
36	Encroachment License	0.00	915.06	0.00	0%	0%	
37	Engineering - Technology Cost Recovery Fee	7.00	Varies	7.00	100%	0%	

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
PUBLIC WORKS DEPT - UTILITY & ENTERPRISE SERVICES							
38	Water Service (For the Monthly Stand by Charge and Consumption Charge, please refer to Ordinance No. 2024-04)						
39	Fire Hydrant Rental Charges	5.00	6.17	5.00	81%	0%	
40	Hydrant System Flow Testing:						
	Checking consultant's test	Actual Cost	Varies	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
	Witness of contractor's test	Actual Cost	110.24	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
	Conduct flow test	Actual Cost	242.00	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
41	Private Fire Protection (non-metered) Service (per diam inch)	16.00	18.52	16.00	86%	0%	
42	New Water Service Installation:						
	Materials and Labor	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
43	Water Delinquent Turn Off & Service Reconnection:						
	During Normal Business Hours	45.00	91.42	45.00	49%	0%	
	After Business Hours	150.00	Varies	150.00	100%	0%	2 hour minimum staff time charge.
	Damages-Tampering with City Property	Actual Cost + \$150	Varies	Actual Cost + \$150	100%	0%	Actual Cost, plus <u>\$150</u> penalty
44	New Account Activation Fee	25.00	60.34	25.00	41%	0%	
45	Temp. Meter Rental Service/Water used thru Fire Hydrant						
	Deposit	750.00	N/A	750.00	N/A	0%	
	Monthly Charge	84.35	104.86	84.35	80%	0%	
	Usage Charge (per 100 cubic ft.)	2.44	2.77	2.44	88%	0%	
46	Backflow Utility Fees	5.00	N/A	5.00	N/A	0%	Fee for utility customers with backflow devices requiring inspection.

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
PUBLIC WORKS DEPT - UTILITY & ENTERPRISE SERVICES							
47	Sewer Service Monthly Fees: (Located within City Limits)						
	Residential	9.66	14.25	14.25	100%	48%	
	Multiple Dwellings	9.66	14.25	14.25	100%	48%	
	Multiple Dwelling Units - Add'l Monthly Charge (per unit)	5.42	5.09	5.09	100%	-6%	Fee for each additional Multi-Family Dwelling Unit
	Trailer Park	9.66	14.25	14.25	100%	48%	
	Trailer Park - Add'l Monthly Charge (per unit)	5.42	5.09	5.09	100%	-6%	Fee for each additional Trailer Park Dwelling Unit
	Lifeline	3.62	5.36	5.36	100%	48%	
	Cemetery/Horticultural Facilities	9.66	14.25	14.25	100%	48%	
	Governmental/Public Facilities	156.10	238.04	238.04	100%	52%	
	Motels, Hotels, Comm'l, Ind'l, Churches, Church Schools	21.03	26.99	26.99	100%	28%	Fee for first 1,000 cubic ft.
	Motels, Hotels, Comm'l, Ind'l, Churches, Church Schools (without water service)	21.03	26.99	26.99	100%	28%	Fee for first 1,000 cubic ft.
	Sewer Over 1,000 cubic feet - Commercial, Industrial	0.23	0.27	0.27	100%	17%	Fee for each additional 100 cubic ft. that is over the first 1,000 cubic ft
	<i>* Sewer Rates are effective 7/1/2024. The Annual Sewer Rate Adjustment is authorized by Ord. 2024-04.</i>						
48	Waste Impact Fee (AB939 Fee)						
	Residential (Single Family & Multi-Family)	3.28	5.09	3.41	67%	4%	AB 939 Fee; Annual CPI increase approved via Resolution 2008-67 (based on US City Average Urban Wage Earners CPI Index for Los Angeles-Long Beach-Anaheim)
	Lifeline	0.45	5.24	0.45	9%	0%	
	Construction and Demolition Plan Review Fee	69.00	Varies	71.00	100%	3%	Fully burdened hourly rate
	Electrical/Plumbing/Mechanical Review (per permit)	13.00	16.64	13.00	78%	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).
49	Commercial/Industrial Solid Waste Collection Program:						
	Diversion of 50% or more (charged per ton)	10.00	21.23	10.00	47%	0%	Per Ordinance
	Diversion of less than 50% (charged per ton)	15.00	21.23	15.00	71%	0%	Per Ordinance
50	Environmental Cleanup Fee	Actual Cost	N/A	Actual Cost	100%	0%	Actual cost calculated per project

CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-2025

Department #	Service Description	2023-24 Fees	2024-25 Cost	2024-25 Proposed Fees	Cost Recovery %	% Change (Rounded)	Comments
COMMUNITY SERVICES - LIBRARY							
1	Overdue Library Book/Periodicals/Materials:						
	Overdue Fee	0.15	4.03	0.15	4%	0%	Per day, with a maximum of \$5.00
	Collection Agency Fee	10.00	13.44	10.00	74%	0%	
2	Replacement of Lost/Damaged Library Items	Actual Cost	Varies	Actual Cost	100%	0%	
3	Library Devices:						
	Overdue fee	5.00	6.21	5.00	81%	0%	Daily fee, with a maximum of \$25.00
	Replacement of lost/damaged items	Actual Cost	Varies	Actual Cost	100%	0%	
4	Damaged Book Cover:						
	Plastic Cover	5.00	6.72	5.00	74%	0%	
5	Replacement of Lost/Damaged Audio/Video Item:						
	Case for Audio, CD, DVD, and Video	5.00	6.72	5.00	74%	0%	
	Audio, CD, DVD and Video	Actual Cost	Varies	Actual Cost	100%	0%	
6	Replacement of Barcode	1.00	6.72	1.00	15%	0%	
7	First Replacement of Lost Library Card	0.00	6.72	0.00	0%	0%	First replacement of Library Card is waived
8	Second and Subsequent Replacement of Lost Library Card	2.00	6.72	2.00	30%	0%	First replacement is waived; fee will be charged for every replacement thereafter.
9	Library Microfilm/Computer Printing:						
	Computer Printing	0.25	0.30	0.25	83%	0%	Public printing provided by outside contractor (VBS), funds not collected by city
10	Interlibrary Loan Service	5.00	20.88	5.00	24%	0%	
11	DVDs:						
	Overdue Fee (per day)	0.15	N/A	0.15	N/A	0%	
	Maximum Fine	5.00	N/A	5.00	N/A	0%	
	DVD on hold	0.00	N/A	0.00	N/A	0%	
12	Music CDs:						
	Overdue Fee (per day)	0.15	N/A	0.15	N/A	0%	
	Maximum Fine	5.00	N/A	5.00	N/A	0%	
13	Library Computer Supplies Charge:						
	Flash Drive	3.00	3.12	3.00	96%	0%	
	Youth Headphones	4.00	4.97	4.00	80%	0%	
	Ear Buds	2.00	2.48	2.00	81%	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	0.15	10.57	0.15	1%	0%	Daily Overdue Fee when returned late after 3 week check out period.
	Replacement Fee for Library Book Baskets	26.00	28.96	27.00	93%	4%	Replacement cost for book baskets when not returned to Library.

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-25
COMMUNITY SERVICES DEPARTMENT**

#	Rental Type Code	Category	FY 2023-24 CURRENT RATES			FY 2024-25 PROPOSED RATES			Comments
			Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	
PARK - RECREATION PARK									
1	Park - Recreation	Youth / Adult Program Field Rental - Hourly Rate	\$ 39.00	\$ 19.50	-50%	\$ 41.00	\$ 20.50	-50%	
2	Park - Recreation	Youth / Adult Program Field Rental - 3-Hour Block	\$ 80.00	\$ 40.00	-50%	\$ 83.00	\$ 41.50	-50%	
3	Park - Recreation	Youth / Adult Program Field Rental - 6-Hour Block	\$ 161.00	\$ 80.50	-50%	\$ 168.00	\$ 84.00	-50%	
4	Park - Recreation	Youth / Adult Program Field Rental - 12-Hour Block	\$ 323.00	\$ 161.50	-50%	\$ 337.00	\$ 168.50	-50%	
5	Park - Recreation	Youth / Adult Program Field Rental w/ Lights - Hourly Rate	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
6	Park - Recreation	Youth / Adult Program Field Rental w/ Lights - 3-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
7	Park - Recreation	Youth / Adult Program Field Rental w/ Lights - 6-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
8	Park - Recreation	Youth / Adult Program Field Rental w/ Lights - 12-Hour Block	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
9	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) - Hourly Rate	\$ 39.00	\$ 19.50	-50%	\$ 41.00	\$ 20.50	-50%	
10	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) - 3-Hour Block	\$ 80.00	\$ 40.00	-50%	\$ 83.00	\$ 41.50	-50%	
11	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) - 6-Hour Block	\$ 161.00	\$ 80.50	-50%	\$ 168.00	\$ 84.00	-50%	
12	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) - 12-Hour Block	\$ 323.00	\$ 161.50	-50%	\$ 337.00	\$ 168.50	-50%	
13	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - Hourly Rate	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
14	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 3-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
15	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 6-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
16	Park - Recreation	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 12-Hour Block	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
17	Park - Recreation	Gazebo Rental - Hourly	\$ 27.00	\$ 13.50	-50%	\$ 28.00	\$ 14.00	-50%	
18	Park - Recreation	Gazebo Rental - 3-Hour Block	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
19	Park - Recreation	Gazebo Rental - 6-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
20	Park - Recreation	Gazebo Rental - 12-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
21	Park - Recreation	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
PARK - JULIAN FISHER PARK									
22	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) - Hourly Rate	\$ 39.00	\$ 19.50	-50%	\$ 41.00	\$ 20.50	-50%	
23	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) - 3-Hour Block	\$ 80.00	\$ 40.00	-50%	\$ 83.00	\$ 41.50	-50%	
24	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) - 6-Hour Block	\$ 161.00	\$ 80.50	-50%	\$ 168.00	\$ 84.00	-50%	
25	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) - 12-Hour Block	\$ 323.00	\$ 161.50	-50%	\$ 337.00	\$ 168.50	-50%	
26	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - Hourly Rate	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
27	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 3-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
28	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 6-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
29	Park - JFP	Court Rental (Multi-Use / Sand / Tennis) w/ Lights - 12-Hour Block	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
30	Park - JFP	Gazebo Rental - Hourly	\$ 28.00	\$ 14.00	-50%	\$ 29.00	\$ 14.50	-50%	
31	Park - JFP	Gazebo Rental - 3-Hour Block	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
32	Park - JFP	Gazebo Rental - 6-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
33	Park - JFP	Gazebo Rental - 12-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
34	Park - JFP	Park Rental - Hourly (Excluding Recreation, Library, & Canyon Parks)	\$ 287.00	\$ 143.50	-50%	\$ 299.00	\$ 149.50	-50%	
35	Park - JFP	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
PARK - LIBRARY PARK									
36	Park - Library	Band Shell Rental - Hourly	\$ 28.00	\$ 14.00	-50%	\$ 29.00	\$ 14.50	-50%	
37	Park - Library	Band Shell Rental - 3-Hour Block	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
38	Park - Library	Band Shell Rental - 6-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
39	Park - Library	Band Shell Rental - 12-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
40	Park - Library	Band Shell Rental w/ Lights - Hourly	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
41	Park - Library	Band Shell Rental w/ Lights - 3-Hour Block	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
42	Park - Library	Band Shell Rental w/ Lights - 6-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
43	Park - Library	Band Shell Rental w/ Lights - 12-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
44	Park - Library	Park Rental - Populate the Park Program - Hourly Rate	\$ -	\$ -	0%	\$ -	\$ -	0%	
45	Park - Library	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-25
COMMUNITY SERVICES DEPARTMENT**

#	Rental Type Code	Category	FY 2023-24 CURRENT RATES			FY 2024-25 PROPOSED RATES			Comments
			Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	
PARK - STATION SQUARE PARK									
46	Park - SS	Band Shell Rental - Hourly	\$ 28.00	\$ 14.00	-50%	\$ 29.00	\$ 14.50	-50%	
47	Park - SS	Band Shell Rental - 3-Hour Block	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
48	Park - SS	Band Shell Rental - 6-Hour Block	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
49	Park - SS	Band Shell Rental - 12-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
50	Park - SS	Band Shell Rental w/ Lights - Hourly	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
51	Park - SS	Band Shell Rental w/ Lights - 3-Hour Block	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
52	Park - SS	Band Shell Rental w/ Lights - 6-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
53	Park - SS	Band Shell Rental w/ Lights - 12-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
54	Park - SS	Park Rental - Hourly (Excluding Recreation, Library, & Canyon Parks)	\$ 287.00	\$ 143.50	-50%	\$ 299.00	\$ 149.50	-50%	
55	Park - SS	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
PARK - ROTARY PARK									
56	Park - Rotary	Park Rental - Hourly (Excluding Recreation, Library, & Canyon Parks)	\$ 287.00	\$ 143.50	-50%	\$ 299.00	\$ 149.50	-50%	
57	Park - Rotary	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
PARK - KIWANIS PARK AT GRAND AVENUE									
58	Park - Kiwanis	Park Rental - Hourly (Excluding Recreation, Library, & Canyon Parks)	\$ 287.00	\$ 143.50	-50%	\$ 299.00	\$ 149.50	-50%	
59	Park - Kiwanis	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
PARK - LUCINDA GARCIA PARK									
60	Park - LGP	Park Rental - Hourly (Excluding Recreation, Library, & Canyon Parks)	\$ 287.00	\$ 143.50	-50%	\$ 299.00	\$ 149.50	-50%	
61	Park - LGP	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
FACILITY - CANYON PARK (Cabin & Fireman's Flat)									
62	Facility - Canyon Park	Canyon Park Cabin Rental - Hourly	\$ 46.00	\$ 46.00	0%	\$ 48.00	\$ 48.00	0%	
63	Facility - Canyon Park	Canyon Park Cabin Rental - 3-Hour Block	\$ 92.00	\$ 92.00	0%	\$ 96.00	\$ 96.00	0%	
64	Facility - Canyon Park	Canyon Park Cabin Rental - 6-Hour Block	\$ 184.00	\$ 184.00	0%	\$ 192.00	\$ 192.00	0%	
65	Facility - Canyon Park	Canyon Park Cabin Rental - 12-Hour Block	\$ 369.00	\$ 369.00	0%	\$ 385.00	\$ 385.00	0%	
66	Facility - Canyon Park	Canyon Park Cabin Rental - All Day + Overnight Fee	\$ 577.00	\$ 577.00	0%	\$ 602.00	\$ 602.00	0%	
67	Facility - Canyon Park	Canyon Park Fireman's Flat Rental - Per 10'x10' Space Per Day	\$ 56.00	\$ 56.00	0%	\$ 58.00	\$ 58.00	0%	
68	Facility - Canyon Park	Canyon Park Fireman's Flat Rental - Entire Camp Site Per Day	\$ 577.00	\$ 577.00	0%	\$ 602.00	\$ 602.00	0%	
69	Facility - Canyon Park	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
FACILITY - LIBRARY (Community Room & Heritage Room)									
70	Facility - Library	Room Rental - Hourly (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
71	Facility - Library	Room Rental - 3-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
72	Facility - Library	Room Rental - 6-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
73	Facility - Library	Room Rental - 12-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
74	Facility - Library	Library Community Room Rental - Hourly Rate	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
75	Facility - Library	Library Community Room Rental - 3-Hour Block	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
76	Facility - Library	Library Community Room Rental - 6-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
77	Facility - Library	Library Community Room Rental - 12-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
78	Facility - Library	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
FACILITY - HISTORIC MUSEUM (Full Facility)									
79	Facility - Museum	Historic Museum Rental - Hourly	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
80	Facility - Museum	Historic Museum Rental - 3-Hour Block	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
81	Facility - Museum	Historic Museum Rental - 6-Hour Block	\$ 925.00	\$ 462.50	-50%	\$ 965.00	\$ 482.50	-50%	
82	Facility - Museum	Historic Museum Rental - 12-Hour Block	\$ 1,851.00	\$ 925.50	-50%	\$ 1,931.00	\$ 965.50	-50%	
83	Facility - Museum	Historic Museum Wedding Rental	\$ 1,735.00	\$ 867.50	-50%	\$ 1,810.00	\$ 905.00	-50%	
84	Facility - Museum	Security Deposit	\$ 606.00	\$ 606.00	0%	\$ 632.00	\$ 632.00	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-25
COMMUNITY SERVICES DEPARTMENT**

#	Rental Type Code	Category	FY 2023-24 CURRENT RATES			FY 2024-25 PROPOSED RATES			Comments
			Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	
FACILITY - MARY WILCOX YOUTH CENTER (Conference Room, Gymnasium, Full Facility)									
85	Facility - MWC	Mary Wilcox Full Facility Rental - Hourly Rate	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
86	Facility - MWC	Mary Wilcox Full Facility Rental - 3-Hour Block	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
87	Facility - MWC	Mary Wilcox Full Facility Rental - 6-Hour Block	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
88	Facility - MWC	Mary Wilcox Fully Facility Rental - 12-Hour Block	\$ 925.00	\$ 462.50	-50%	\$ 965.00	\$ 482.50	-50%	
89	Facility - MWC	Mary Wilcox Gym Rental - Hourly Rate	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
90	Facility - MWC	Mary Wilcox Gym Rental - 3-Hour Block	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
91	Facility - MWC	Mary Wilcox Gym Rental - 6-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
92	Facility - MWC	Mary Wilcox Gym Rental - 12-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
93	Facility - MWC	Room Rental - Hourly (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
94	Facility - MWC	Room Rental - 3-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
95	Facility - MWC	Room Rental - 6-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
96	Facility - MWC	Room Rental - 12-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
97	Facility - MWC	Security Deposit	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
FACILITY - COMMUNITY CENTER (Monroe Room, Senior Game Room, Arts & Crafts Room, Multi-Purpose Room, East / West Kay Dalton Room, Kay Dalton Room, & Kitchen Use)									
98	Facility - Com. Ctr.	Room Rental - Hourly (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	
99	Facility - Com. Ctr.	Room Rental - 3-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 115.00	\$ 57.50	-50%	\$ 120.00	\$ 60.00	-50%	
100	Facility - Com. Ctr.	Room Rental - 6-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 231.00	\$ 115.50	-50%	\$ 241.00	\$ 120.50	-50%	
101	Facility - Com. Ctr.	Room Rental - 12-Hour Block (Excluding Kay Dalton, East / West Rooms, and Library Community Room)	\$ 462.00	\$ 231.00	-50%	\$ 482.00	\$ 241.00	-50%	
102	Facility - Com. Ctr.	Kay Dalton Rental - Hourly Rate	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
103	Facility - Com. Ctr.	Kay Dalton Rental - 3-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
104	Facility - Com. Ctr.	Kay Dalton Rental - 6-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
105	Facility - Com. Ctr.	Kay Dalton Rental - 12-Hour Block	\$ 1,387.00	\$ 693.50	-50%	\$ 1,447.00	\$ 723.50	-50%	
106	Facility - Com. Ctr.	West / East Kay Dalton Rental - Hourly Rate	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
107	Facility - Com. Ctr.	West / East Kay Dalton Rental - 3-Hour Block	\$ 172.00	\$ 86.00	-50%	\$ 179.00	\$ 89.50	-50%	
108	Facility - Com. Ctr.	West / East Kay Dalton Rental - 6-Hour Block	\$ 346.00	\$ 173.00	-50%	\$ 361.00	\$ 180.50	-50%	
109	Facility - Com. Ctr.	West / East Kay Dalton Rental - 12-Hour Block	\$ 693.00	\$ 346.50	-50%	\$ 723.00	\$ 361.50	-50%	
110	Facility - Com. Ctr.	Community Center Kitchen Use - Flat Rate	\$ 85.00	\$ 42.50	-50%	\$ 89.00	\$ 44.50	-50%	
111	Facility - Com. Ctr.	Security Deposit (Room Rental)	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
112	Facility - Com. Ctr.	Security Deposit (Kay Dalton, Kay Dalton East / West)	\$ 287.00	\$ 287.00	0%	\$ 299.00	\$ 299.00	0%	
PASS THROUGH FEES									
113	Facility - Pass Through	Pass Through Fees - Staff Cost Per Hour	\$ 24.00	\$ 24.00	0%	\$ 25.00	\$ 25.00	0%	
114	Facility - Pass Through	Pass Through Fees - Coffee For Up To 25	\$ 28.00	\$ 28.00	0%	\$ 29.00	\$ 29.00	0%	
115	Facility - Pass Through	Pass Through Fees - Coffee For 25 To 50	\$ 56.00	\$ 56.00	0%	\$ 58.00	\$ 58.00	0%	
116	Facility - Pass Through	Pass Through Fees - Museum Cleaning Fixed Fee	\$ 287.00	\$ 287.00	0%	\$ 299.00	\$ 299.00	0%	
117	Facility - Pass Through	Pass Through Fees - Mary Wilcox Cleaning Fixed Fee	\$ 287.00	\$ 287.00	0%	\$ 299.00	\$ 299.00	0%	
118	Facility - Pass Through	Pass Through Fees - Kay Dalton Cleaning Fixed Fee	\$ 287.00	\$ 287.00	0%	\$ 299.00	\$ 299.00	0%	
119	Facility - Pass Through	Pass Through Fees - Security Guard Per Hour	\$ 35.00	\$ 35.00	0%	\$ 37.00	\$ 37.00	0%	
120	Facility - Pass Through	Pass Through Fees - Security Guard Per Overtime Hour *	\$ 52.50	\$ 52.50	0%	\$ 55.00	\$ 55.00	0%	
121	Facility - Pass Through	Pass Through Fees - Pigtail Fee *	\$ 56.00	\$ 56.00	0%	\$ 58.00	\$ 58.00	0%	
122	Facility - Pass Through	Pass Through Fees - Program Material Fee *	\$ 10.00	\$ 10.00	0%	\$ 10.00	\$ 10.00	0%	
123	Facility - Pass Through	Passport Photo	\$ 20.00	\$ 20.00	0%	\$ 21.00	\$ 21.00	0%	
124	Facility - Pass Through	Passport Execution / Review Fee - Set by State Department	\$ 35.00	\$ 35.00	0%	\$ 35.00	\$ 35.00	0%	Fee set by the State and cannot be increased
125	Facility - Pass Through	Passport Expedite Fee *	\$ 60.00	\$ 60.00	0%	\$ 60.00	\$ 60.00	0%	Fee set by the State and cannot be increased
126	Facility - Pass Through	Passport Check Fee	\$ 3.00	\$ 3.00	0%	\$ 3.00	\$ 3.00	0%	

**CITY OF MONROVIA
SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2024-25
COMMUNITY SERVICES DEPARTMENT**

#	Rental Type Code	Category	FY 2023-24 CURRENT RATES			FY 2024-25 PROPOSED RATES			Comments
			Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	Non-Resident Rate	Resident / Monrovia Org. Rate	Resident % Savings	
PROGRAM FEES									
127	Program	Youth Sports Per Session	\$ 100.00	\$ 100.00	0%	\$ 100.00	\$ 100.00	0%	
128	Program	Family Hike & Campout 10'x10' Space (Max. 4 People) *	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	
129	Program	Outdoor Educational Programs	\$ 5.00	\$ 5.00	0%	\$ 5.00	\$ 5.00	0%	
130	Program	Memorial Tree	\$ 594.00	\$ 594.00	0%	\$ 620.00	\$ 620.00	0%	
131	Program	Old Town Memorial Bench	\$ 3,544.00	\$ 3,544.00	0%	\$ 3,696.00	\$ 3,696.00	0%	
132	Program	Park Bench Memorial	\$ 2,016.00	\$ 2,016.00	0%	\$ 2,103.00	\$ 2,103.00	0%	
133	Program	Memorial Mutt Mitt Sponsorship (Includes Dog Waste Station and Custom Plaque Installation)	\$ 1,048.00	\$ 1,048.00	0%	\$ 1,093.00	\$ 1,093.00	0%	
134	Program	Memorial Plaque Only (Custom Plaque Installation on Memorial Bench, Tree or Mutt Mitt)	\$ 609.00	\$ 609.00	0%	\$ 635.00	\$ 635.00	0%	
135	Program	Recreation Classes At City Owned Facility	Actual Cost	Actual Cost	0%	Actual Cost	Actual Cost	0%	
136	Program	Recreation Classes at Private Facility	Actual Cost	Actual Cost	0%	Actual Cost	Actual Cost	0%	
137	Program	Corporate Camp Out (Up To 20 People)	\$ 1,735.00	\$ 1,735.00	0%	\$ 1,810.00	\$ 1,810.00	0%	
138	Program	Corporate Camp Out (Additional Per Guest Cost)	\$ 85.00	\$ 85.00	0%	\$ 89.00	\$ 89.00	0%	
FILMING FEES									
139	Film Permits	Non-Refundable Application Filming Fee (To be credited towards actual permit fees) *	\$ 866.00	\$ 866.00	0%	\$ 903.00	\$ 903.00	0%	
140	Film Permits	Issuance Fee (Per Filming Day)	\$ 866.00	\$ 866.00	0%	\$ 903.00	\$ 903.00	0%	
141	Film Permits	Permit Fee Per Each Additional Filming Day	\$ 577.00	\$ 577.00	0%	\$ 602.00	\$ 602.00	0%	
142	Film Permits	Historic Preservation Fee	\$ 75.00	\$ 75.00	0%	\$ 78.00	\$ 78.00	0%	Fee set by Community Development. Requires 218 process to increase.
143	Film Permits	Overtime - PD / FD	Actual Cost	Actual Cost	0%	Actual Cost	Actual Cost	0%	
144	Film Permits	Fire Inspection Hourly Rate - 4 Hour Minimum	\$ 97.00	\$ 97.00	0%	\$ 101.00	\$ 101.00	0%	Fee set by Fire.
145	Film Permits	Filming in Old Town Impact Fee - Daily Rate	\$ 1,735.00	\$ 1,735.00	0%	\$ 1,810.00	\$ 1,810.00	0%	
146	Film Permits	Generator Inspection Fee - Per Location	\$ 115.00	\$ 115.00	0%	\$ 120.00	\$ 120.00	0%	Fee set by Fire.
147	Film Permits	Park Naturalist Hourly Rate - Canyon Park Filming	\$ 51.00	\$ 51.00	0%	\$ 53.00	\$ 53.00	0%	
148	Film Permits	Canyon Park Coordinator Hourly Rate - Canyon Park Filming	\$ 62.00	\$ 62.00	0%	\$ 65.00	\$ 65.00	0%	
149	Film Permits	HWP Supervisor Hourly Rate - Canyon Park Filming	\$ 73.00	\$ 73.00	0%	\$ 76.00	\$ 76.00	0%	
150	Film Permits	Public Works Filming Fee *	Actual Cost	Actual Cost	0%	Actual Cost	Actual Cost	0%	
PARKING FEES - CANYON PARK									
151	Parking Fee	Automobile - Weekday Rate	\$ 5.00	\$ 5.00	0%	\$ 5.00	\$ 5.00	0%	
152	Parking Fee	Automobile - Weekend & Holiday Rate	\$ 6.00	\$ 6.00	0%	\$ 6.00	\$ 6.00	0%	
153	Parking Fee	Bus - Daily Rate	\$ 30.00	\$ 30.00	0%	\$ 30.00	\$ 30.00	0%	
154	Parking Fee	Parking Pass - Annual	\$ 65.00	\$ 65.00	0%	\$ 65.00	\$ 65.00	0%	
155	Parking Fee	Disabled Person Vehicle Parking Pass - Annual	\$ 45.00	\$ 45.00	0%	\$ 45.00	\$ 45.00	0%	
MISCELLANEOUS FEES									
156	Miscellaneous	Document Reproduction - Copies - Standard Black, per 8 1/2"x11" / 8 1/2"x14" page	\$ 0.25	\$ 0.25	0%	\$ 0.25	\$ 0.25	0%	
157	Miscellaneous	Document Reproduction - Copies - Color, per 8 1/2"x11" / 8 1/2"x14" page	\$ 0.50	\$ 0.50	0%	\$ 0.50	\$ 0.50	0%	
158	Miscellaneous	Software Recovery Fee	\$ 10.00	\$ 5.00	-50%	\$ 10.00	\$ 5.00	-50%	
159	Miscellaneous	Special Event Permit (Commercial Only)	\$ 56.00	\$ 28.00	-50%	\$ 58.00	\$ 29.00	-50%	