



CITY OF MARTINEZ

**CITY COUNCIL AGENDA
May 20, 2015**

TO: Mayor and City Council
FROM: Michael Chandler, Senior Management Analyst
SUBJECT: Amend City Master Fee Schedule
DATE: May 11, 2015

RECOMMENDATION:

Conduct a public hearing and adopt a resolution amending the City’s Schedule of Fees for City Services.

BACKGROUND:

The City last conducted a comprehensive cost of services study in 2004-05 to determine the full cost of providing its fee-based services. The results of this study showed significant subsidies in every major department fee category. State law authorizes a public agency to charge up to the full cost of providing a service for most user fees. Council elected to phase-in fee increases over a 3 year period to recover some or all of the costs identified in 2005 for providing the services. By the end of its third phase in 2007-08, the City’s fee schedule trailed actual costs by 3 years, as the fees in place were based on cost data from 2005 and did not include any provisions for interim adjustments based on increased costs. To avoid further significant subsidization of user fees, Council adjusted most of the fee schedule by a “blended” annual Consumer Price Index (CPI) and Labor increase factor on March 19, 2008 (Fee Resolution No. 019-08) and again on March 4, 2009 (Fee Resolution No. 015-09). These fee resolutions indicated the intent to continue adjusting fees annually by a combination of CPI and Labor increases from the year before until the next Comprehensive Fee Study was conducted.

Following the last blended rate adjustment to the Schedule of Fees for City Services (“Master Fee Schedule”), the economy fell into a recession. The City Council subsequently adopted an “Economic Stimulus Program” in September 2010. This program, among other things, provided certain commercial and single family residential projects discounted rates on building permit and impact fees. As a result, the development-related areas of the fee schedule (e.g. Building, Planning, and Engineering fees) were not increased during this time. Recreation fees were the only program area to receive consistent updates from 2009 until now in order to establish a more accurate fee structure reflecting the City’s increased costs related to support of several significant facility upgrades through the Measure H Parks, Library and Pool Improvement Bond. Note that although Recreation fees have been adjusted in recent years, significant operational City subsidies remain.

The table below is an illustration of the projected 2015-16 gap between revenues and expense for Recreation and Senior Center program areas:

TOTALS	Revenue	Expense	Net
Recreation Programs	130,500	503,115	(372,615)
Swimming Pool	204,000	295,144	(91,144)
Senior Center	50,000	350,340	(300,340)
Totals	384,500	1,148,599	(764,099)

These fees – as well as the rest of the Master Fee Schedule – will be evaluated with a new comprehensive fee study to be initiated after the start of the fiscal year.

The Budget Subcommittee met March 31, 2015, and favored applying the same basic blended CPI and Labor method as before to adjust the rates. The last blended adjustment used the 2007 to 2008 change in CPI (All Urban Consumers for the San Francisco-Oakland-San Jose area). Using the 2008 to 2014 timeframe as the basis for these adjustments results in an annualized CPI increase of 13.1%. The Labor cost changes for the respective fee areas took into account any staff vacancies or changes since 2009-10 and were adjusted accordingly to create an approximate “apples to apples” comparison of the true change in the City’s costs since then.

The table below shows the projected impact of another blended rate application to the fee schedule. Police labor costs have remained relatively flat from 2009-10 to 2014 due primarily to an influx of a younger workforce hired at lower salary and pension benefit rates.

	<u>CPI Change</u>	<u>Labor Change</u>	<u>Blended Rate</u>
Building Revenues	13.1%	4.4%	8.8%
Planning Revenues	13.1%	3.0%	8.1%
Engineering Revenues	13.1%	5.0%	9.0%
Police Fee Revenues	13.1%	0.3%	6.7%

Notice of a public hearing announcing the date, time and location of the hearing on the proposed fees was published twice (May 6 and 10) in the Martinez News-Gazette (a newspaper published on a weekly basis) within 14 days of the date of the hearing, posted outside City Hall, and mailed to any interested persons at least 14 days in advance of the hearing date, and supporting data made available to the public at least 10 days in advance of the hearing date. If approved, adjustments to the Master Fee Schedule utilizing the blended rate application will go into effect July 20, 2015, to allow 60 days following adoption of the fee increases with the exception of the Police fees, which will go into effect immediately.

Modifications to Existing Fees

Beyond the aforementioned general Fee Schedule adjustments, staff proposes modifications to existing fees (listed by function or program area) in order to recover a greater percentage of the City's actual incurred costs in providing the services for which the fees are being charged. Please refer to Exhibit A for a sample comparative table of some of these adjustments relative to other area jurisdictions.

General Administration

Appeals to Planning Commission – increase from \$100 to \$150. There is significant staff time involved with these appeals and increasing to \$150 brings the fee closer in line with Appeals to City Council. This fee has not been adjusted since 2008.

Council or Commission Packet Subscription – increase from \$120/year to \$150/year. City postage for these packets is \$130/year so a nominal increase to \$150/year to cover that expense and include additional charges for material (paper) and labor costs is warranted. This fee has not been adjusted since 2000.

Returned Check Processing Charge – increase from \$15 to \$25. There is significant staff time and expense required to process bounced checks warrants increase to this charge. This fee has not been adjusted since 2000.

Refund Check Processing Charge – increase from \$5 to \$10. Staff time and expense is required to process check refunds on cancellations, application withdrawals, etc. This fee has not been adjusted since 2000.

Building

Plumbing Permits for Solar Water System Fixtures and Solar Photovoltaic –50% discounts on the full rate solar plumbing permit fees were first introduced in 2005 and extended multiple times. These fee discounts are due to sunset on July 15, 2015 and are recommended to be extended to July 15, 2017.

Planning

General Plan Amendment – change fee from flat \$7,755 to \$5,000 billable deposit replenished by applicant when less than \$1,000. There is significant staff time involved with projects which require a General Plan Amendment. Changing to a \$5,000 billable deposit against which staff and legal time will be billed and replenished when less than \$1,000 assures the City will recover its true costs for these services. This fee has not been adjusted since 2009.

Rezoning – change fee from flat \$5,170 to \$5,000 billable deposit replenished by applicant when less than \$1,000. There is significant staff time involved with projects which require Rezoning. Changing to a \$5,000 billable deposit against which staff and legal time will be billed and replenished when less than \$1,000 assures the City will recover its true costs for these services. This fee has not been adjusted since 2009.

Environmental Review: initial study/negative declaration – change/clarify fee from flat \$1,695 (for staff time) to actual consultant cost (borne by applicant) + \$5,000 chargeable deposit for City legal and planning review, replenished when less than \$1,000. These changes will make it clear the applicant bears the expense for the consultant(s) performing the initial study and will ensure the City’s project management and review expenses (staff and legal) are recovered.

Discounts on Concurrent Applications – the allowance to provide a discount of 50% to each of the lesser fees when two applications are processed concurrently is removed.

Additionally, the Planning Fee Schedule Note 1 has been amended to clarify the Assistant City Manager or the City Manager has the authority to charge an hourly rate for any service, including those for which no fee is specifically designated.

Engineering

The Engineering Fee Schedule Additional Note (a) has been amended to clarify that the City Engineer may charge an hourly rate for any service, including those for which no fee is specifically designated.

Impact/Mitigation

Mitigation Drainage Fees – updated to reflect drainage areas 47, 72, 87, and 88 which were each established by County Ordinance.

Economic Stimulus Program – the Economic Stimulus Program first adopted in 2010 and last amended in 2013 is now closed so all references are removed from the fee schedule.

Senior Center

Rental Rates, per Section – change fees from \$33/hr to \$45/hr per section for Martinez residents and non-profits; from \$44/hr to \$60/hr for non-Martinez individuals and non-profits; and from \$66/hr to \$80/hr for Corporate rentals. These increases are necessary to recover a greater portion of facility overhead expense. These fees have not been adjusted since 2009 and a substantial subsidy exists between revenues and expense.

Kitchen Rentals – change fees from \$17/hr to \$25/hr for all groups renting the kitchen. These increases are necessary to recover a greater portion of facility overhead expense. These fees have not been adjusted since 2009 and a substantial subsidy exists between revenues and expense.

Any adopted increases to the aforementioned fees will go into effect July 20, 2015, at the same time as the other adjusted Building, Planning, and Engineering fees, with the exception of the General Administration and Senior Center rental adjustments, which will go into effect immediately.

Introduction of New Fees

Staff also recommends introducing various new fees within the respective fee areas. These fees will be further reviewed when the aforementioned comprehensive fee study is completed. The following is a high-level overview of each new fee and its justification, by major function/program area:

Building

Inspections and Investigations for which No Fee is Specifically Indicated – established at \$140/hr (minimum two hours) to match proposed adjusted fee for Other Electrical Inspections – per hour. Fee is necessary to ensure an effective hourly rate is available for any other service not already indicated within the Building Fee Schedule.

Planning

Environmental Review: State Department of Fish & Game Public Noticing – this is a pass-through charge through the County Clerk that is currently \$50. Fee is necessary to ensure City is reimbursed for expenses incurred through the County Clerk.

Noticing and Mailing Costs – Single Family Residential – established as an initial \$150 deposit replenished by the applicant when less than \$30. Fee is necessary to recover the City's noticing and mailing expenses relative to Single Family Residential applications.

Noticing and Mailing Costs – All Others – established as an initial \$500 deposit replenished by the applicant when less than \$100. Fee is necessary to recover the City's noticing and mailing expenses relative to other project applications, such as major subdivisions, which result in significant City expense.

Engineering

Out of Agency Water Service Agreement (per LAFCO) – established as a flat fee of \$2,500. Costa Local Agency Formation Commission (LAFCO) and State codes require applicants for new water service outside the City limits (but within the City's "Water Agency Boundary") to obtain approval from LAFCO. On behalf of the applicant, the City must petition LAFCO to approve an "Out of Agency Water Service Agreement." This fee is necessary to reimburse the City for staff time incurred to prepare the Contra Costa Local Agency Formation Commission (LAFCO) applications and agreements.

Out of Agency Water System Plan Check – established as 10% of construction costs. Developers of property outside City limits but within the City's Water Agency Boundary require staff review and approval of construction drawings for water system improvements. Using a percentage of construction costs will provide the necessary funds to reimburse the City for staff time incurred reviewing and approving water system improvement drawings. Using a published percentage of construction costs for this service provides the developer a firm idea of expenses when budgeting and obtaining financing for a project.

Engineering Construction Inspection Support – established as \$500 plus 1% of construction costs. The City currently only collects fees for Public Works inspection time spent during the construction phase of private development projects, but Engineering staff support is also required during this phase. On small projects, only a preconstruction meeting and final inspection review are typically necessary. On larger, more complicated projects, plan revision reviews and special field inspections and meetings are typically also required. Establishing this fee will provide the necessary funds to reimburse the City for Engineering staff time incurred during the construction phase.

Recreation

Amphitheater Picnic Rentals – established as a flat \$600 for the refundable cleaning/security deposit based on capacity, and picnic facility rental fees tiered by type of applicant similar to fee structure for other facility rentals and equivalent to the Waterfront Group Area rental fees as follows: \$105 for Martinez residents and non-profits; \$259 for non-Martinez individuals and non-profits; and \$303 for Corporate rentals. Rentals with restrooms require a \$400 flush out charge.

Amphitheater Rentals – established as a flat \$600 for the refundable cleaning/security deposit based on capacity, and rental fees tiered by type of applicant (similar to fee structure for other facility rentals) as follows: \$345 for Martinez residents and non-profits; \$520 for non-Martinez individuals and non-profits; and \$575 for Corporate rentals. Rentals with restrooms require a \$400 flush out charge. Rentals using the Concession Booth require an additional \$100 for non-profits and \$150 for private/corporate rentals, and rentals using the City's traffic signs and barricades require an additional \$80. The City does not currently have a fee structure in place to recapture any of its costs for outside use of the amphitheater unless 1) the restrooms are used (in which case the City bills the user a standard \$400 pump out charge) and 2) the use qualifies in the fee schedule as a Large Event of over 1,000 participants per day. The City Council approved a refundable cleaning/security deposit amount of \$600 for facility rentals of 250 or more people on April 1, 2015 which already established the required level of deposit. Staff estimates that for every Amphitheater rental, City maintenance support will be required. The estimates include two parks caretakers doing custodial work (5 hours each); one street worker checking the lighting and electrical in the bathrooms and seating area for deficiencies (two hours); and one street sweeper performing one sweep through the grounds (one hour) for a total labor cost of \$575. The full \$575 amount is recommended for the Corporate rental rate and proportionately tiered down to the individual/non-profit and local rates. The Concession

Booth is 11' x 21' and provides refrigerated space, shelving and a counter available for use. A fee of \$100 for non-profit and \$150 for private/corporate rentals is below the current concession rental rates of a neighboring city for a similarly sized booth. Finally, renting the City's signs and barricades is estimated to require two hours of general laborer support for set up and tear down resulting in a flat rate of \$80.

Police

Film Permit Application Fee – established as a flat fee of \$250. Chapter 5.70 of the Martinez Municipal Code addresses “Procedures and Requirements for Film Permitting.” Section 5.70.120 indicates that “a permit application processing fee in an amount established by City Council resolution shall be charged to cover the cost of permit issuance.” The current application process includes review by a Police Lieutenant and Administrative Secretary and the fee of \$250 is warranted to reimburse the City for a portion of the staff time incurred. The City of Concord also charges a \$250 processing fee for film permitting.

Police Officer/Police Assistant Callout Fees – established as a fee of \$100/hour and \$75/hour, respectively. Section 5.70.120 of the Martinez Municipal Code indicates intent for the City to recover “the cost of providing services occasioned by the filming, including administration, police, fire, and other necessary services...” In lieu of creating a separate flat fee, staff recommends introducing an hourly rate for any Police Officer and Police Assistant callouts to assist with filming permit activity (or any other special requests for assistance, such as traffic control services), when Police Reserves are not available. These rates are below the actual fully-burdened hourly rates for Police Officer (\$112/hour) and Police Assistant (\$88/hour) but are reduced to \$100/hour and \$75/hour for ease of administration.

The adopted new fees will go into effect on July 20, 2015, at the same time as the other adjusted Building, Planning, and Engineering fees, with the exception of the Amphitheater and Police fees, which will go into effect immediately.

The City Manager recommends automatically adjusting the fees incorporated within the Master Fee Schedule annually for inflation effective July 1st of each year thereafter.

FISCAL IMPACT:

Applying the blended CPI/Labor modifier to existing fees and introducing the new fees is expected to generate over \$95K in additional revenue in FY 2015-16.

ACTION:

Motion to adopt a resolution amending the City’s Schedule of Fees for services provided by the City and making findings that the project is statutorily exempt pursuant to CEQA Guidelines Section 15273(a) since the fees being established are for the purposes of meeting operating expenses.

Attachments:

Resolution

Exhibit A – Comparative Table of Local Fees

Attachment A – Master Fee Schedule

APPROVED BY:


Rob Braulik, City Manager

RESOLUTION NO. -15

**AMENDING THE SCHEDULE OF FEES FOR CITY SERVICES,
RESCINDING RESOLUTION NO. 015-09, AND MAKING FINDINGS THAT THE ACTION IS
STATUTORILY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO
CEQA GUIDELINES SECTION 15273(A)**

WHEREAS, it is the policy of the City Council of the City of Martinez to establish fees in regard to governmental services specifically authorized by statute or ordinance as well as certain services and functions performed by the City in a proprietary capacity; and

WHEREAS, it has been the policy of the City Council of the City of Martinez to review and adjust the fees periodically to ensure they are equitable and justifiable; and

WHEREAS, the City last conducted a Comprehensive Fee Study in 2004-05, which identified the actual costs of providing City fees; and

WHEREAS, the City increased its fees over a 3 year period based on the costs identified at the time; and

WHEREAS, the City's fee consultant recommended interim year fee adjustments based on increases to CPI, labor, and/or overall department budgets to avoid further gaps between the cost to the City of providing a service and the fees to be charged; and

WHEREAS, the City Council adopted interim year fee adjustments based on annual increases to CPI and labor in 2008 and 2009 via fee resolutions 019-08 and 015-09, respectively; and

WHEREAS, the aforementioned fee resolutions indicated the intent of the City Council to continue to adjust the fees annually by a combination of CPI and labor increases until the next Comprehensive Fee Study is conducted; and

WHEREAS, the economy fell into a major recession following the 2009 adjustments; and

WHEREAS, the City Council subsequently adopted an "Economic Stimulus Program" in September 2010 which was in effect until July 2014; and

WHEREAS, the Economic Stimulus Program provided discounted rates on certain fees and essentially froze other development-related service fees as a means of trying to incentivize development activity; and

WHEREAS, the City needs to adjust the majority of its service fees to account for changes in its costs since the last blended rate adjustment was made in 2009; and

WHEREAS, the recommended blended rate adjustments reflect a combination of the annualized CPI change from 2008 to 2014 of 13.1% for All Urban Consumers for the San Francisco – Oakland – San Jose area and the estimated change in labor costs within each fee program area; and

WHEREAS, the City also wishes to modify certain existing fees and introduce certain other fees at this time; and

WHEREAS, the City wishes to adopt the recommended and proposed user fees or service charges in the amounts set forth in the attached Schedule of Fees for City Services (“Master Fee Schedule”); and

WHEREAS, the fees incorporated herein shall be adjusted annually for inflation thereafter commencing on July 1, 2016, utilizing any increase from the prior calendar year in the U.S. Bureau of Labor Statistics, San Francisco area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U); and

WHEREAS, notice of a public hearing announcing the date, time and location of the hearing on the proposed fees was published in the Martinez News-Gazette two times fourteen days in advance of the hearing, posted outside City Hall, and mailed to any interested persons at least 14 days in advance of the hearing date, and supporting data made available to the public at least 10 days in advance of the hearing date, all in compliance with Government Code Sections 66016, 66017 and 66018, and the required Public Hearing was held on May 20, 2015, at which time oral and written presentations were made and received; and

WHEREAS, the project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15273(a) in that the fees being established are for the purposes of meeting the operating expenses of the City in providing the services performed specifically at the request of the applicant at the same levels of service as are currently being provided; and

WHEREAS, the fees being proposed by this resolution will be imposed for any one or more of the following purposes: 1) to confer a specific benefit or grant a privilege that is not provided to those who are not charged; 2) to provide a specific government service that is not provided to any person not charged; 3) to defray the reasonable regulatory costs associated with issuing licenses and permits, performing investigations and inspections; and such fees will not exceed the reasonable costs to the City of conferring the benefit, granting the privilege or providing the service, as is applicable; and, accordingly, such fees do not constitute a “tax” under Article XIII C section 1 of the California Constitution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Martinez adopts the proposed fees set forth in the attached City Master Fee Schedule.

BE IT FURTHER RESOLVED, the project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15273(a) in that the fees being established are for the purposes of meeting the operating expenses of the City in providing the services performed specifically at the request of the applicant or user at the same levels of service as are currently being provided; and

BE IT FURTHER RESOLVED, this Resolution shall become effective on July 20, 2015, pursuant to Government Code Section 66017, with the exception of the General Administration, Police, Amphitheater Rental Reservation, and Senior/Community Center Rental fees, which shall become effective upon adoption, and that Resolution 015-09 and any previous resolutions in conflict with this Resolution are rescinded upon the effective date(s) of the new fees.

* * * * *

I HEREBY CERTIFY the foregoing is a true and correct copy of a resolution duly adopted by the City Council of the City of Martinez at a Regular Meeting of said Council held on the 20th day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

RICHARD G. HERNANDEZ, CITY CLERK
CITY OF MARTINEZ

EXHIBIT A – SAMPLE COMPARATIVE TABLE OF LOCAL FEES

<u>Fee</u>	<u>Martinez (Proposed)</u>	<u>Concord</u>	<u>Hercules</u>	<u>Pleasant Hill</u>	<u>Walnut Creek</u>
Appeals to Planning Commission	\$150	\$99, + public notification costs	25% of initial fee	\$166	\$205
Returned Check Processing Charge	\$25	\$25 (1 st), then \$35	\$36	\$29 (1 st), then \$43	\$40
Refund Check Processing Charge	\$10	n/a	\$10	n/a	\$11
General Plan Amendment	\$5K chargeable deposit subject to replenishment for staff/legal expense	\$5,936 + \$172/hr for plan text or diagram changes	\$10K deposit, and actual + 20% costs	Actual costs, billed at \$137/hr	\$4k deposit, actual costs billed at \$185/hr
Rezoning	\$5K chargeable deposit subject to replenishment for staff/legal expense	\$6,588	\$2,500 deposit, and actual + 20% costs	Actual costs, billed at \$137/hr	\$4K deposit, actual costs billed at \$185/hr
EIR: initial study/negative declaration	Consultant costs + \$5K chargeable deposit subject to replenishment for staff/legal expense	Full costs + 20% admin fee	\$10K deposit, and actual + 20% costs	Consultant costs at actual + 10%, + \$2,181.25 staff support	\$1,200 deposit, actual costs billed at \$185/hr

ATTACHMENT A



MASTER FEE SCHEDULE

Resolution No. 015-09
Effective July 1, 2009
Last Revised: April 1, 2015

CITY OF MARTINEZ MASTER FEE SCHEDULE

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**CITY OF MARTINEZ
GENERAL ADMINISTRATIVE SERVICES**

SERVICE	FEE/PROPOSED
Administrative Review Fee	\$130/hr
Administrative Review Deposit (replenish/refund as needed)	\$10,000 - \$20,000
Appeals to City Council	\$250
Appeals to Planning Commission	\$100/\$150
Copies of Fair Political Practices Commission Forms	\$0.10/page
Copies (excepting FPPC forms)	No charge for first 10 pages; then \$5 minimum + \$0.25/page
Fee Schedule	\$5
Municipal Code Books	\$150; \$50 for annual update
Notice of Intent Processing	\$200
Public Hearing Continuance	\$120/request
Council or Commission Agenda Subscription	\$45/year
Council or Commission Packet Subscription	\$120/year / \$150/year
Audio Tape of Council or Commission Meeting	\$10 plus tape
Research	\$25/hr
Returned Check Processing Charge	\$15/\$25
Refund Check Processing Charge	\$5/\$10
Refund Check Processing Charge – Senior Center	\$2
Business License List	\$45
Recreation Administration Fee (per class and pool party reservation)	\$1

BUILDING FEE SCHEDULE

VALUATION-BASED FEES

GENERAL BUILDING PERMIT FEES VALUATION THRESHOLD	Fee Schedule (effective 7/1/09)		Fee Schedule (proposed 7/20/15)	
	BASE FEE	INCREMENT PER \$1,000	BASE FEE	INCREMENT PER \$1,000
\$1 - 1,500	\$ 77.00	\$	\$ 84.00	\$
\$1,501 - 2,000	\$ 98.00	\$	\$ 107.00	\$
\$2,001 - 25,000	\$ 149.00	\$ 30.28	\$ 162.00	\$ 32.94
\$25,001 - 50,000	\$ 845.00	\$ 21.85	\$ 919.00	\$ 23.77
\$50,001 - 100,000	\$ 1,392.00	\$ 15.14	\$ 1,515.00	\$ 16.47
\$100,001 - 500,000	\$ 2,149.00	\$ 12.12	\$ 2,338.00	\$ 13.19
\$500,001 - 1,000,000	\$ 6,995.00	\$ 10.27	\$ 7,611.00	\$ 11.17
\$1,000,001 or greater	\$ 12,131.00	\$ 6.80	\$ 13,199.00	\$ 7.40
GENERAL BUILDING - PLAN REVIEW	38% of Building Permit fee		38% of Building Permit Fee	
PLAN CHECK - ENERGY CALCS (TITLE 24)	Additional 25% of Plan Review Fee		Additional 25% of Plan Review Fee	

Fees listed in table above do not include discounts referenced in notes below.

1. Seismic retrofits of URM properties will be given a 75% discount on the listed Building Permit fees in effect from September 15, 2010 through July 15, 2015. (per Resolution No. 092-13)
2. Furnace or fireplace conversions from wood-burning to gas, and any associated plumbing, will be given a 50% discount on the listed Building Permit fees in effect. (per Resolution No. 036-08)
3. Effective February 15, 2011, a \$15 Technology Fee will be charged for each permit or project application. (per Resolution No. 121-10)

CALIFORNIA BUILDING STANDARDS COMMISSION FEE

Fees effective January 1, 2009 (Resolution No. 101-08)

Building Permit Project Valuation	Fee
\$1 - \$25,000	\$1
\$25,001 - \$50,000	\$2
\$50,001 - \$75,000	\$3
\$75,001 - \$100,000	\$4
Every \$25,000 or fraction thereof above \$100,000	Add \$1

Note: This State-mandated fee resulted from the passage of Senate Bill 1473, effective January 1, 2009. The fee applies only to Building permits (not electrical, plumbing, or HVAC) and creates the Building Standards Administration Special Revolving Fund, which will be used for the State's Green Building programs. The City remits the fee quarterly to the California Building Standards Commission and retains 10% of the fees collected for administrative costs as allowed by SB 1473.

BUILDING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
NEW CONSTRUCTION PERMIT FEES		
General Building - All Permits (includes Inspection) - Annual Hours	See valuation table	See valuation table
General Building - Plan Review - Annual Hours	See valuation table	See valuation table
Plan Check - Energy Calcs (Title 24)	See valuation table	See valuation table
Add'l Plan Review (hourly)	\$161	\$175
City Administration of Consultant Projects (per project)	\$182	\$198
MISCELLANEOUS ITEMS PERMIT FEES		
SF Re-Roof - Overlay (each)	\$185	\$201
SF Re-Roof - Tear Off & Re-sheet (each)	\$298	\$324
SF Re-Roof - Metal / Special (each)	\$241	\$262
Comm/Ind/Multi Re-roof - < 2,500 s.f. (each)	\$185	\$201
Comm/Ind/Multi Re-roof -2,501 + (ea add'l 2,500 s.f)	\$85	\$92
Comm/Ind/Multi Re-roof - Replace Sheeting (per 100 s.f.)	\$28	\$31
Satellite Dish (per unit)	\$185	\$201
Demolition (each)	\$183	\$200
Signs (each)	\$183	\$200
Pool - < 800 s.f. (each)	\$1,027	\$1,118
Pool >801 s.f. (ea add'l 100 s.f.)	\$117	\$128
Listed Factory Build Spa (each)	\$311	\$339
Sign Redemption (Code Enforcement)	\$247	\$269
Carport (each)	\$467	\$508
Deck (each)	\$467	\$508
Fence/Freestanding Wall (non-masonry), (6-10 ft high, up to 100 lf)	\$352	\$383
Fence/Freestanding Wall (non-masonry), (ea add'l 100 lf)	\$91	\$99
Fence/Freestanding Wall (non-masonry), (> 10 ft high, up to 100 lf)	\$451	\$490
Fence/Freestanding Wall (non-masonry), (ea add'l 100 lf)	\$91	\$99
Fence or Freestanding Wall (masonry, standard design), (4-10 ft high, up to 100 lf)	\$361	\$392
Fence or Freestanding Wall (masonry, standard design), (ea add'l 100 lf)	\$91	\$99

BUILDING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Fence or Freestanding Wall (masonry, special design), (6-10 ft high, up to 100 lf)	\$438	\$477
Fence or Freestanding Wall (masonry, special design), (ea add'l 100 lf)	\$91	\$99
Fireplace (masonry), each	\$352	\$383
Fireplace (pre-fabricated, metal), each	\$239	\$260
Patio Cover, (wood frame), up to 300 sf	\$280	\$305
Patio Cover, (metal frame), up to 300 sf	\$280	\$305
Patio Cover, (other frame), up to 300 sf	\$309	\$336
Patio Cover, (ea add'l 300 sf)	\$57	\$62
Enclosed Patio Cover, (wood frame), up to 300 sf	\$420	\$457
Enclosed Patio Cover, (metal frame), up to 300 sf	\$478	\$520
Enclosed Patio Cover, (other frame), up to 300 sf	\$478	\$520
Enclosed Patio Cover, (ea add'l 300 sf)	\$57	\$62
Pile Foundation, (cast in place concrete), (up to 10)	\$435	\$473
Pile Foundation, (cast in place concrete), (ea add'l 10 piles)	\$155	\$169
Retaining Wall (standard), (up to 50 lf)	\$239	\$260
Retaining Wall (standard), (each add'l 50 lf)	\$57	\$62
Retaining Wall (special design) (3-10 ft high, up to 50 lf)	\$378	\$412
Retaining Wall (special design) (ea add'l 50 lf)	\$113	\$123
Retaining Wall (special design) (>10 ft high, up to 50 lf)	\$476	\$518
Retaining Wall (special design) (ea add'l 50 lf)	\$114	\$124
Gravity / Crib Wall, 0-10' high (up to 50 lf)	\$239	\$260
Gravity / Crib Wall (ea add'l 50 lf)	\$56	\$60
Gravity / Crib Wall, (>10 ft high, up to 50 lf)	\$378	\$412
Gravity / Crib Wall (ea add'l 50 lf)	\$56	\$60
Stucco Applications (up to 400 sf)	\$239	\$260
Stucco Applications (ea add'l 400 sf)	\$28	\$31
Pre-work or site inspection (hourly)	\$120	\$130
After-hours Inspection (min 2 hrs)	\$245	\$267
Construction Inspection (hourly)	\$123	\$134
Re-Inspection (hourly)	\$123	\$134
Inspections and investigations for which no fee is specifically indicated (hourly, min 2 hrs)	n/a	\$140/hr

BUILDING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
MECHANICAL PERMIT FEES		
Stand Alone Mechanical Plan Check (hourly rate)	\$124	\$135
A/C (Residential) - each	\$185	\$201
Furnaces (F.A.U., Floor)	\$186	\$202
Heater (Wall), (each)	\$171	\$186
Appliance Vent / Chimney (Only), (each)	\$171	\$186
Refrigeration Compressor, each	\$171	\$186
Boiler - up to 2,000k BTU	\$226	\$246
Boiler - greater than 2,000k BTU	\$255	\$277
Chiller (each)	\$171	\$186
Fan Coil Unit (each)	\$171	\$186
Heat Pump (Package Unit)	\$171	\$186
Heater (Unit, Radiant, etc.)	\$170	\$185
Air Handler w/ducts to 10k CFM	\$171	\$186
Air Handler w/ducts more than 10k CFM	\$205	\$224
Duct Work only (each)	\$111	\$121
Evaporative Cooler (each)	\$111	\$121
Make-up Air System, (each)	\$111	\$121
Moisture Exhaust Duct (Clothes Dryer), (each)	\$111	\$121
Variable Air Volume Box (Including Duct Work), (each)	\$111	\$121
Vent Fan (Single Duct) - each	\$111	\$121
Vent System, each	\$111	\$121
Exhaust Hood and Duct (Residential), (each)	\$115	\$125
Exhaust Hood - Type I (Commercial Grease Hood), (each)	\$537	\$584
Exhaust Hood - Type II (Commercial Steam Hood),(each)	\$568	\$618
Refrigerator Condenser Remote, each	\$171	\$186
Walk-in Box / Refrigerator Coil, each	\$172	\$187
Other Mechanical Inspections (per hour)	\$124	\$135
PLUMBING PERMIT FEES		
Stand Alone Plumbing Plan Check (hourly rate)	\$124	\$135
Fixtures (each)	\$182	\$198
Gas System (First 5 Outlets)	\$186	\$202
Gas Outlets (Each Additional)	\$28	\$31
Building Sewer, each	\$172	\$187
Grease Trap, each	\$186	\$202

BUILDING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Ejector Pump, (each)	\$186	\$202
Backflow Preventer	\$172	\$187
Roof Drain - Rainwater System, each	\$392	\$427
Water Heater (First Heater)	\$114	\$124
Water Heater (Each Additional Heater)	\$28	\$30
Water Pipe Repair / Replacement, each	\$128	\$139
Water Service, each	\$172	\$187
Drain-Vent Repair / Alterations, each	\$144	\$157
Solar Water System Fixtures (solar panels, tanks, water treatment equipment), each (50% discount listed)	\$256 (\$128)	\$279 (\$139)
Other Plumbing and Gas Inspections per hour; (Greywater System Permit Fee discounted at a flat rate of \$35).	\$125 (\$35)	\$136 (\$35)
Water System (first 5 outlets)	\$172	\$187
Water System (each add'l outlet)	\$19	\$21
ELECTRICAL PERMIT FEES		
Stand Alone Electrical Plan Check (hourly rate)	\$125	\$136
New Multi-Family: Single Phase Service (per 100 amps)	\$172	\$187
New Multi-Family: Three Phase Service (per 100 amps)	\$202	\$220
All Other Types of Construction: 15 to 20 amp - First 10 circuits (each)	\$172	\$187
All Other Types of Construction: 15 to 20 amp - (each add'l 10 circuits)	\$58	\$63
All Other Types of Construction: 25 to 40 amp circuits - First 10 circuits (each)	\$171	\$186
All Other Types of Construction: 50 to 175 amp - first 10 circuits	\$200	\$218
All Other Types of Construction: 200 amp and larger circuits (each)	\$230	\$250
Power Pole / Temporary Service (each)	\$172	\$187
Sign Circuit (each)	\$114	\$124
Swimming Pool/Spa (each)	\$172	\$187
Solar Photovoltaic (per kW; 50% discount listed)	\$172 (\$86)	\$187 (94)
Other Electrical Inspections (per hour)	\$129	\$140

Notes: Plumbing permits for Solar Water System Fixtures and electrical permits for Solar Photovoltaic are subject to 50% discounts on the fees in effect and will sunset on July 15, 2015 (note: recommendation to extend to July 15, 2017). Greywater system “Other Plumbing and Gas” permits will be charged flat rate \$35 and sunset July 1, 2016. The discounted fees are listed in parentheses above.

PLANNING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Preliminary Project Review - first submittal (single family)	\$715	\$775
Preliminary Project Review - each subsequent submittal - (non single family)	\$645	\$705
Preliminary Project Review - each subsequent submittal - (single family)	\$370	\$400
Preliminary Project Review - written response - (non single family - hourly rate)	\$130	\$140
Preliminary Project Review - written response - (single family - hourly rate)	\$130	\$140
Design Review - administrative	\$365	\$395
Design Review - SFR - single house	\$715	\$775
Design Review - Residential: more than one house (per project)	\$2,855	\$3,085
Design Review - Residential: PUD (per project)	\$5,170	\$5,590
Design Review - All others	\$925	\$1,000
General Plan Amendment	\$7,755	Initial \$5,000 chargeable deposit for staff/legal review, replenished when less than \$1,000
Home Occupation Permit	\$95	\$105
Rezoning	\$5,170	Initial \$5,000 chargeable deposit for staff/legal review, replenished when less than \$1,000
Sign Design Review: administrative	\$140	\$150
Sign Design Review: zoning administrator review	\$455	\$490
Sign Design Review: Planning Commission Review	\$465	\$505
Street vacation, open space or easement abandonment	\$795	\$860
Major Subdivision Review Tentative Map Phase (>4 lots)	\$6,145 + \$215/lot	\$6,645 + \$230/lot
Minor Subdivision Review Tentative Map Phase (4 lots or less)	\$3,400 + \$215/lot	\$3,675 + \$230/lot

PLANNING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Lot Line Adjustment	\$930	\$1,005
Certificate of Compliance	\$340	\$370
Parcel Map Waiver	\$510	\$550
Property Merger	\$510	\$550
Use Permit: SFR	\$465	\$505
Use Permit: Planned Unit Development	\$1,510	\$1,630
Use Permit: non-conforming use	\$935	\$1,010
Use Permit: Zoning Administrator	\$620	\$670
Use Permit: all others	\$1,555	\$1,680
Variance: front yard parking	\$1,170	\$1,265
Variance: administrative	\$800	\$865
Variance: SFR	\$620	\$670
Variance: all others	\$1,170	\$1,265
Changes to previously approved applications	\$1,005	\$1,085
Research (cost per hour)	\$130	\$140
Zoning Compliance letter	\$145	\$155
Tree Removal Permit	\$110	\$120
Services Not Specified (cost per hour)	\$130	\$140

PLANNING FEE SCHEDULE

Service	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Environmental Review: initial study / negative declaration	\$1,695	Consultant Cost (borne by applicant) + \$5,000 chargeable deposit for City legal and planning review, replenished when less than \$1,000
Environmental Review: expanded initial study / mitigated negative declaration	\$2,865	\$3,095
Environmental Review: EIR	\$1,285	\$1,390
Environmental Review: mitigation monitoring	\$2,855	\$3,085
Environmental Review: special studies	\$2,855	\$3,085
Environmental Review: State Dept of Fish & Game	up to \$8,164.50	up to \$8,164.50
Environmental Review: State Dept of Fish & Game Public Noticing (County Clerk charge)	N/A	\$50
Unspecified Site Visit (cost per hour)	\$130	\$140
Planner time over 30 minutes	\$130	\$140
Noticing and Mailing Costs – Single Family Residential	N/A	\$150 initial deposit, replenished when less than \$30
Noticing and Mailing Costs – All others	N/A	\$500 initial deposit, replenished when less than \$100
Technology Fee (see Note 4 below)	\$15	\$15

Notes:

1. At the discretion of the Assistant City Manager or City Manager, an hourly rate may be charged for any service, including those for which no fee is specifically designated.
2. Fees for peer review or consultant plan check shall be at actual cost plus 25% overhead charge.
3. Fee listed above for Environmental Review: State Department of Fish & Game, is effective January 1, 2010, and represents a direct pass through of various State and County fees that includes numerous components such as: Negative Declaration; Mitigated Negative Declaration; Environmental Impact Report; Environmental Document pursuant to a Certified Regulatory Program; and County Clerk Processing Fee. This Fee does not include any City administrative costs, and is subject to change upon notice from the State and County.
4. Effective February 15, 2011, a \$15 Technology Fee will be charged for applications requiring Design Review, General Plan Amendment (Text and/or Map), Lot Line Adjustment, Major Subdivision, Minor Subdivision, Planned Unit Development, Rezoning (Text and/or Map), Use Permit, Variance, Zoning Amendment, Zone Compliance Letter, or Tree Removal Permit services. This fee will only be charged once per project.
5. Applications processed concurrently will no longer receive discounted fees.

ENGINEERING FEE SCHEDULE

Service	Refundable Security Deposit	Fee Schedule (effective 7/1/09)	Fee Schedule (proposed 7/20/15)
Major Subdivision Tentative Map phase		\$3,250 + \$435/lot	\$3,545 + \$475/lot
Minor Subdivision Tentative Map phase		\$3,255	\$3,550
Major Subdivision Improvement Plan Check	\$10,000	\$14,090 + \$1,085/lot	\$15,360 + \$1,185/lot
Major Subdivision Stormwater Control Plan Review		\$1,445 + \$150/lot	\$1,575 + \$165/lot
Minor Subdivision Improvement Plan Check	\$5,000	\$8,670 + \$1,085/lot	\$9,450 + \$1,185/lot
Minor Subdivision Stormwater Control Plan Review		\$865 + \$150/lot	\$945 + \$165/lot
Single Family Residence Plan Check (1)	\$2,500	\$5,705	\$6,220
Commercial Planning Phase (2)		\$1,085 + \$435/acre	\$1,185 + \$475/acre
Commercial Plan Check Phase	\$5,000	\$1,085 + \$4,985/acre	\$1,185 + \$5,435/acre
Commercial/Site Development Stormwater Control Plan Review (established 2013)		\$123/hr	\$134/hr
Inspection of Existing Stormwater Control Facilities (established 2013)		\$123/hr, and/or peer review (as one or both may apply); inspected annually	\$134/hr, and/or peer review (as one or both may apply); inspected annually
Encroachment Permit (3)	\$500 (min.)	\$123/hr	\$134/hr
Building Permit (4)		\$123/hr	\$134/hr
Overload Permit (State regulated fee)		\$16	\$16
Lot Line Adjustment	\$2,000 (min.)	\$123/hr	\$134/hr
Certificate of Compliance	\$2,000 (min.)	\$123/hr	\$134/hr
Creek Encroachment Permit	\$2,500	\$123/hr	\$134/hr
Subdivision Map checking		\$2,710 + \$545/lot	\$2,955 + \$595/lot
Map Checking - Commercial/Industrial (major)		\$123/hr	\$134/hr
New Parcel Charge (County fee for computer mapping)		\$50/lot	\$50/lot
Out of Agency Water Service Agrmt (per LAFCO)		N/A	\$2,500
Out of Agency Water System Plan Check		N/A	10% of Construction Cost
Engineering Construction Inspection Support		N/A	\$500 + 1% of Construction Cost

- Notes:**
- (1) Grading/site development permit, retaining walls, or drainage improvement required.
 - (2) Project acreage is developed portion of property including building pad and disturbed area.
 - (3) Excluding sidewalk repair permits, for which no fee is charged. Minimum security deposit on sidewalk repair permits reduced from \$500 to \$250.
 - (4) New house in subdivision with composite plan approved

Additional Notes:

- (a) At the City Engineer's discretion, an hourly rate may be charged in lieu of sliding scale for any service, including those for which no fee is specifically designated.
- (b) Fees for peer review or consultant plan check shall be at actual cost plus 25% overhead charge
- (c) Fees are based on two reviews and final submittal check. Additional reviews will be charged an hourly rate.

IMPACT/MITIGATION FEE SCHEDULE

Fees effective March 15, 2004

MITIGATION DRAINAGE FEES

Drainage Area 5	\$0.25/SF new or additional impervious surface area Per County Ordinance # 82-09 Per County Ordinance #2001-04 Per County Ordinance # 88-86 Per County Ordinance # 2002-36 Per County Ordinance #2002-38 Per County Ordinance # 2002-39 Per City reimbursement agreement
Drainage Area 40A	
Drainage Area 47	
Drainage Area 57	
Drainage Area 72	
Drainage Area 87	
Drainage Area 88	
Muir Road Oversize	

LAND USE CATEGORIES – STANDARD FEES

IMPACT MITIGATION FEES	Single-family residential (per unit)	Multi-family residential (per unit)	Retail (per sq. ft.)	Office (per. Sq. ft.)	Industrial (per sq. ft.)
TRANSPORTATION	\$2,221	\$1,528	\$2.23	\$1.81	\$0.99
PARKS & RECREATION	\$2,509	\$1,834	\$1.09	\$1.41	\$0.61
PARK IN-LIEU	\$5,095	\$3,723	-0-	-0-	-0-
CULTURAL FACILITIES	\$3,373	\$2,466	\$1.13	\$1.44	\$0.64
POLICE FACILITIES	\$411	\$411	\$0.39	\$0.05	\$0.05
CHILDCARE FACILITIES	\$432	\$86	\$0.16	\$0.44	\$0.18
TOTALS:	\$14,041.00	\$10,048.00	\$5.00	\$5.15	\$2.47

LAND USE CATEGORIES – STIMULUS 35% FEE REDUCTION (PER NOTE 4 BELOW)

IMPACT MITIGATION FEES	Single-family residential (per unit)	Multi-family residential (per unit)	Retail (per sq. ft.)	Office (per. Sq. ft.)	Industrial (per sq. ft.)
TRANSPORTATION	\$1,443.65	\$993.20	\$1.45	\$1.18	\$0.64
PARKS & RECREATION	\$1,630.85	\$1,192.10	\$0.71	\$0.91	\$0.40
PARK IN-LIEU	\$3,311.75	\$2,419.95	-0-	-0-	-0-
CULTURAL FACILITIES	\$2,192.45	\$1,602.90	\$0.74	\$0.94	\$0.41
POLICE FACILITIES	\$267.15	\$267.15	\$0.25	\$0.03	\$0.03
CHILDCARE FACILITIES	\$280.80	\$55.90	\$0.10	\$0.29	\$0.12
TOTALS:	\$9,126.65	\$6,531.20	\$3.25	\$3.35	\$1.61

Notes:

- 1) For applications involving two or more types of services, the lesser fee(s) shall be 50% of the above amounts excepting environmental review.
- 2) Fees above do not include any direct costs incurred by the City Attorney's Office.
- 3) Standard Fees reflect an increase of 30.14% from March 2004 Base ENR Building Cost Index
- 4) ~~Economic Stimulus Program adopted by Council on 9/15/10 (extended 2/15/12 and 9/4/13) allows for 35% reduction in development impact fees as shown for new residential and commercial projects that:~~
 - a) ~~Were approved or conditionally approved between 9/15/05 and 9/15/10 but were not issued at least one building permit until the period between 9/15/10 and 3/15/14, or~~
 - b) ~~Were approved or conditionally approved between 9/15/05 and 9/15/10 and have, by 3/15/14, submitted a complete set of subdivision improvement plans and final map as deemed acceptable by the City, paid all Economic Stimulus Program development impact fees in full, and are issued at least one building permit by 7/1/14, or~~
 - c) ~~Are approved or conditionally approved between 9/15/10 and 3/15/14 and have at least one building permit issued by no later than 3/15/14.~~

CITY OF MARTINEZ

COMMUNITY SERVICES –PARK FACILITY/**AMPHITHEATER RESERVATIONS**

Fees effective June 6, 2012; Amended by Resolution No. 011-14 and Resolution No. 039-15

Picnic facilities **which have not been reserved** are available for drop-in use at all park facilities. The fees below are aimed at large group planned activities. All group reservations include an alcohol consumption permit. Alcohol sales, amplification of music, or special or non-traditional activities/events must be approved by the Parks and Recreation Commission and may be subject to special event fees and use conditions.

Facility	Cleaning/ Security Dep. (refundable)	Martinez Resident & Non-profit Org.	Non-Martinez Individual & Non-profit Org.	Corporate (Local & Non-Martinez)
<u>15-40 person capacity (per pod)</u>				
Golden Hills -25	\$150	\$28	\$50	\$94
Morello Park -25	\$150	\$28	\$50	\$94
Nancy Boyd East -30	\$150	\$45	\$90	\$120
Nancy Boyd West -15	\$150	\$22.50	\$45	\$60
Nancy Boyd Pavilion -30	\$150	\$45	\$90	\$120
Hidden Valley Beech -40	\$150	\$60	\$120	\$160
Holiday Highlands North -16	\$150	\$25	\$48	\$64
Holiday Highlands Creekside -16	\$150	\$25	\$48	\$64
<u>75 – 120 person capacity</u>				
Gazebo -120 (Rankin)	\$300	\$240	\$340	\$360
Canyon - 110 (Rankin)	\$300	\$165	\$260	\$275
Poplar - 100 (Hidden Valley)	\$300	\$150	\$300	\$400
Sycamore - 100 (Hidden Valley)	\$300	\$150	\$300	\$400
Oak - 75 (Hidden Valley)	\$300	\$112.50	\$225	\$300
Waterfront Pavilion	\$300	\$55	\$99	\$187
<u>125 person capacity</u>				
½ Waterfront Group Area	\$300	\$66	\$132	\$187
<u>160 person capacity</u>				
Olive Grove (Rankin Park)	\$350	\$240	\$360	\$400
<u>250 person capacity</u>				
Waterfront Group Area	\$600	\$105	\$259	\$303
Amphitheater Picnic Area	\$600	\$105	\$259	\$303
Special Request Park Use*	\$150	\$105	\$127	\$193
Amphitheater Rental (1,000+ person capacity)**	\$600	\$345	\$520	\$575

*Specialized park uses that are not specifically provided for in the fee schedule must be approved by the Parks and Recreation Commission.

**Rental with restrooms also requires additional \$400 flush out charge. Other options include:

- Concession booth rental: additional \$100 for non-profit/\$150 for private/corporate
- Signs/barricades rental: additional \$80

CITY OF MARTINEZ
COMMUNITY SERVICES –LARGE EVENT RESERVATIONS
Fees effective June 19, 2013 (Resolution No. 060-13)

The fees below shall be charged for large group planned activities (with noted exceptions) subject to the Special Event Permit process and are in addition to any facility rental fees and deposits included elsewhere in this fee schedule.

Non-Alcohol Events

Number of Attendees/Day	Security Deposit (refundable)	Martinez Fee Resident & Non-profit Org	Non-Martinez Fee Individual & Non-profit Org.	Corporate Fee (Local & Non-Martinez)
1,000 – 2,499	\$250	\$250	\$750	\$1,000
2,500 – 4,999	\$500	\$625	\$1,875	\$2,500
5,000 and up	\$1,000	\$1,250	\$3,750	\$5,000

Alcohol Events

Number of Attendees/Day	Security Deposit (refundable)	Martinez Fee Resident & Non-profit Org	Non-Martinez Fee Individual & Non-profit Org.	Corporate Fee (Local & Non-Martinez)
1,000 – 2,499	\$750	\$250	\$750	\$1,000
2,500 – 4,999	\$1,000	\$625	\$1,875	\$2,500
5,000 and up	\$1,500	\$1,250	\$3,750	\$5,000

City Personnel Call-out/Reservation Rates:

Reserve Police Officer: \$25/hour (minimum 2-4 hours depending on event)

General Laborer: \$41/hour

Maintenance Leadworker: \$51/hour

Maintenance Worker I: \$44/hour

Maintenance Supervisor: \$54/hour

Maintenance Worker II: \$47/hour

Additional Fees:

Large Event Turf Rehab Fee: \$500/event (for large events held at parks or lawn areas)

Notes:

- 1) All use of City Reserve Police Officers will be paid at the current rate as specified on this page and taken from the Security Deposit.
- 2) Call outs of, or reservations for, City maintenance personnel in support of events may be allowed at the City's discretion. Reimbursement for such call outs will be paid at the current labor rate(s) listed on this page, and taken from the Security Deposit.
- 3) City will supply event holder a reconciliation of costs to be charged against the Security Deposit within approximately 2 weeks of the event's completion, and the amount of refund due the event holder or additional amount owed the City.
- 4) Events sponsored or co-sponsored by the City; the Martinez Unified School District; the Mount Diablo Unified School District; or the City's partner non-profit economic development organizations Chamber of Commerce and Main Street Martinez, are exempt from fees and deposits set forth above, with the exception of costs for Reserve Police Officer reservations, which will be due upon receipt of City invoice.
- 5) Parades, rallies, strikes, marches, picketing, and demonstrations or other similar expressive free speech events or activities are exempt from fees and deposits set forth above.

CITY OF MARTINEZ
COMMUNITY SERVICES – SPORTS AND RECREATION

Fees effective January 1, 2010, amended by Resolution No. 082-12 and Resolution No. 039-15

SPORTS FACILITY USE FEES

These fees are for independent (non-City organized) youth and adult recreational programs that use City sports fields.

Youth: \$2/player

Effective January 1, 2016, the Youth Sports Facility Use Fees will be adjusted as follows:

- January 1, 2016 - \$3/player
- January 1, 2017 - \$5/player
- January 1, 2018 - \$7/player
- January 1, 2019 - \$10/player

Conditions for use of City facilities:

- A \$2 million liability insurance policy naming the City of Martinez as additionally insured to the group/organization must be submitted.
- Deposits for turf area use may be required to ensure against the use of wet turf in inclement weather.
- Concession operations will be assessed a \$200 refundable deposit and \$75 monthly use fee for basic utilities.
- Payments and conditions must be provided in full prior to the first scheduled day of use.

PLAYFIELD FACILITY RENTAL

These rates are for organized softball and baseball tournament and league sports activities. Rental fees are waived for City-authorized youth groups. Deposits are required for tournament and special event use only, and these events are required to provide liability insurance naming the City as additionally insured.

Facility	Security Deposit (refundable)	Hourly Rental Rate (all users)
Waterfront Complex	\$150	\$16.50/hr
Tavan Field	\$150	\$18.00/hr
Hidden Lakes Fields (2 fields)	\$150	\$16.50/hr
Hidden Valley	None	\$9/hr
Nancy Boyd	None	\$9/hr
Mountain View	None	\$9/hr
Morello School/Park (2 fields)	None	\$9/hr

CITY OF MARTINEZ

COMMUNITY SERVICES – MUNICIPAL SWIMMING POOLS

Fees effective May 1, 2012 (Resolution No. 034-12), amended by Resolution No. 032-14

The City operates a fully ADA accessible 2-pool complex that includes a kiddie pool with playground and spray features, and an 8-lane lap pool with diving well. All pools are heated to an average temperature of 82-84 degrees.

Activity	Fee
Ages 0 – 2	No charge with paying adult
Youth Ages 3 – 17 Daily Fee 10-punch swim card 20-punch swim card City Resident Full Season Pass*	 \$ 3.00 \$ 24.00 \$ 42.00 \$ 54.00
Adults Ages 18 – 54 Daily Fee 10-punch swim card 20-punch swim card City Resident Full Season Pass*	 \$ 5.00 \$ 40.00 \$ 70.00 \$115.00
Senior Citizens (55+ years) Daily Fee 10-punch swim card 20-punch swim card City Resident Full Season Pass*	 \$ 4.00 \$ 32.00 \$ 56.00 \$ 92.00
Family Pass (up to 5 people) Daily Fee	 \$ 16.00

*** Must reside within Martinez city limits or produce tax bill showing Measure H contribution**

Group Swim Lessons (4-14 years old; 8 lessons, 30 minutes each):

\$59 resident, \$64 non-resident

Parent-Tot Swim Lessons (2-3 years old; 8 lessons, 30 minutes each):

\$32 resident, \$37 non-resident

Parent-Tot Swim Lessons (2-3 years old; 4 lessons, 30 minutes each):

\$18 resident, \$21 non-resident

Private Swim Lessons (all ages):

\$25 per lesson, or 4 lessons for \$90

CITY OF MARTINEZ
COMMUNITY SERVICES – MUNICIPAL SWIMMING POOLS
FACILITY RESERVATIONS

Fees effective May 1, 2012 (Resolution No. 034-12), amended by Resolution No. 032-14

RECREATIONAL SWIM POOL PARTIES

(Weekend rentals Sat/Sun 12-5 p.m.; Weekday rentals Mon. 1-4 p.m., Tues-Fri 12-4 p.m.)

Location	Cleaning/ Security Dep. (refundable)	Martinez Resident	Non-Resident
Weekend Shelters 1, 2 or 3 (up to 30 people)	\$20	\$160	\$170
Weekday Shelters 1, 2 or 3 (up to 30 people)	\$20	\$130	\$140
Weekend Shelter Area 4A (up to 20 people)	\$20	\$140	\$150
Weekday Shelter Area 4A (up to 20 people)	\$20	\$112	\$122
Weekend Shelter Area 4B (up to 30 people)	\$20	\$160	\$170
Weekday Shelter Area 4B (up to 30 people)	\$20	\$130	\$140
Weekend Shelter Area 4 (A+B, up to 50 people)	\$40	\$260	\$270
Weekday Shelter Area 4 (A+B, up to 50 people)	\$40	\$210	\$220

PRIVATE POOL PARTY RENTAL FEES

Pool and Amenities	1 – 50	50 -100	100-200	200-300	Each person Above 300
A. Rec Pool – No bucket (Good for kids 5 & under)	\$190	\$230	\$270	NA	N/A
B. Rec Pool with Bucket	\$235	\$275	\$315	NA	N/A
C. Lap Pool – No Dive Tank	\$190	\$230	\$270	\$310	\$3 each
D. Lap Pool & Dive Tank	\$235	\$275	\$315	\$360	\$3 each
E. Lap & Rec Pool – No Dive or bucket	\$360	\$420	\$480	\$540	\$3 each
F. Lap & Rec Pool -Use bucket or dive tank	\$405	\$465	\$525	\$585	\$3 each
G. Full Facility	\$450	\$510	\$570	\$630	\$3 each

A 20 % cleaning deposit is paid at the pool at the time of rental. The deposit is returned if the rental area is left clean. Brooms and dust pans are provided.

**CITY OF MARTINEZ
COMMUNITY SERVICES – FACILITY RENTALS**

Fees effective January 1, 2009, Amended by No. 033-12

Use of building facilities is subject to availability of City-authorized times and approval by the Parks and Recreation Commission. Fees are waived for use by local youth groups.

Building Rentals

Facility	Cleaning/ Security Dep. (refundable)	Martinez Resident & Non- profit Org.	Non-Martinez Individual & Non-profit Org.	Corporate (Local & Non-Martinez)
Kiwanis Club Building	\$150	\$39/hr	\$50/hr	\$66/hr
Golden Hills Recreation Room	\$100	\$19/hr	\$28/hr	\$44/hr

Minimum rental: 2 hour minimum; 9 hours maximum charged

Deposits: Due upon application and confirmation of date

Policy regarding sale or consumption of alcoholic beverages: A license from the Alcoholic Beverage Control Board is required. In addition, licensed security personnel must be provided by the facility user. Appropriate permits and verification of security personnel are required upon payment of final fee.

Cancellations: Rental fees will be refunded. A portion of the deposit will be withheld according to the following schedule:

31 days or more prior to scheduled date	10% of deposit
15 to 30 days prior to scheduled date	20% of deposit
1 to 14 days prior to scheduled date	30% of deposit

Ignacio Plaza and Susana Park Rentals*

Facility	Cleaning/ Security Dep. (refundable)	Martinez Resident & Non- profit Org.	Non-Resident	Corporate
Ignacio Plaza	\$250	\$200	\$240	\$370
Susana Park	\$250	\$200	\$240	\$370

*Must be done in accordance with the *Facility Use Policy – Ignacio Plaza and Susana Park*

CITY OF MARTINEZ
COMMUNITY SERVICES – SENIOR/COMMUNITY CENTER

Fees effective January 1, 2009

SENIOR CENTER MEMBERSHIP

Martinez/Non-Residents: \$10/year

SENIOR/COMMUNITY CENTER RENTAL

Capacity: 50 for dining (per section – 3 sections)
 80 for assembly (per section – 3 sections)

Rental Component (current rates)	Cleaning/ Security Dep. (refundable)	Martinez Resident & Non- profit Org.	Non-Martinez Individual & Non-profit Org.	Corporate (Local & Non-Martinez)
Per Section Kitchen Alcohol served	\$75 \$100 \$100	\$33/hr \$17/hr* n/a	\$44/hr \$17/hr* n/a	\$66/hr \$17/hr* n/a
Rental Component (proposed rates)	Cleaning/ Security Dep. (refundable)	Martinez Resident & Non- profit Org.	Non-Martinez Individual & Non-profit Org.	Corporate (Local & Non-Martinez)
Per Section Kitchen Alcohol served	\$75 \$100 \$100	\$45/hr \$25/hr* n/a	\$60/hr \$25/hr* n/a	\$80/hr \$25/hr* n/a

*If food is served, kitchen must be rented entire time of rental.

Minimum Rental: 4 hour minimum on Friday, Saturday, Sunday and holidays
 2 hour minimum on other days

Deposits: Due upon application and confirmation of date

Policy regarding sale of alcoholic beverages: A license from the Alcoholic Beverage Control Board is required if alcohol is sold. In addition, licensed security personnel must be provided by the facility user. Appropriate permits and verification of security personnel are required upon payment of final fee.

Cancellations: Rental fees will be refunded. A portion of the deposit will be withheld according to the following schedule:

31 days or more prior to scheduled date	10% of deposit
15 to 30 days prior to scheduled date	20% of deposit
1 to 14 days prior to scheduled date	30% of deposit

CITY OF MARTINEZ
COMMUNITY SERVICES – MISCELLANEOUS

Fees effective January 1, 2001

MEMORIAL TREE PLANTING

Purchase of tree, planting materials, labor \$150
(includes one-time replacement)

POLICE FEE SCHEDULE

Fees effective July 1, 2009, amended by Resolution No. 005-11

Service	Fee Schedule (current)	Fee Schedule (proposed)
Police / Traffic Collision Reports	\$2 for first 5 pages + \$0.25/page	\$2 for first 5 pages + \$0.25/page
Copies of Photographs	\$15 + \$0.50 (4x6); \$1.50 (5x7); \$3.00 (8x10)	\$15 + \$0.50 (4x6); \$1.50 (5x7); \$3.00 (8x10)
Fingerprinting	\$15	\$15
Live Scan	\$25	\$25
Clearance Letters / Visa Letters	\$55	\$60
Taxi Permits	\$130	\$140
Taxi Inspections (annual)*	\$75/vehicle; \$25/reinspection	\$80/vehicle; \$25/reinspection
Cardroom Dealers Permit	\$165	\$15
Examination of Local Criminal Records	\$55	\$60
Concealed Weapon Permit	\$155	\$165
Concealed Weapon Permit - Renewal	\$155	\$165
Civil Subpoena - records / reports	\$15	\$15
Alarm System Registration - Residential	\$30	\$35
Alarm System Registration - Commercial	\$40	\$45
False Alarm Response (per incident starting with 3 rd incident)	\$110	\$120
Solicitors / Peddlers Permit	\$180	\$190
Stored Vehicle Redemption	\$120	\$125
Crime Analysis - area computer check	\$30	\$30
Review of Tapes / Preparation of Copies	\$110	\$120
VIN Verification	\$55	\$60
Curfew Violation Response	\$100	\$100
Nuisance Violation Response	\$100	\$100
Vehicle Impound Release	\$210	\$220
Film Permit Application Fee	N/A	\$250
Police Officer Callout **	N/A	\$100/hr
Police Assistant Callout **	N/A	\$75/hr

Notes:

*Taxi inspections are conducted by the Corpyard but the fees are collected by the Police Department.

**Callouts for Police Officer and Police Assistant services related to special requests for assistance (e.g. traffic control services) when Police Reserves are not available.