

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal

From: Kingsley Okereke

Dept: City Manager

Dept: Finance

Subject: PUBLIC HEARING – RESOLUTION
ESTABLISHING AND AMENDING USER
AND DEVELOPMENT PROCESSING FEES
FOR VARIOUS CITY SERVICES

Date: June 26, 2012

OBJECTIVE

For the City Council to hold a Public Hearing to consider the adoption of the attached Resolution (Attachment 1) establishing and amending user and development processing fees for various City services as set forth in Schedule A (Attachment 2).

BACKGROUND

The City has traditionally held the philosophy that fees for certain services should be charged to those individuals who use the services and directly benefit from them. The City's philosophy also has been to try to recover most, if not all, of the costs for such services, although it is recognized that this is not always practical or possible.

DISCUSSION

All City departments have reviewed the current fees charged, studied the costs of services being provided, and identified fees that should be added or considered for adjustment. The identified fees are being proposed for addition or adjustment to offset new or increased costs for providing the services or to ensure compliance with applicable laws. Schedule A includes a complete list of the proposed fee changes, which includes fees for Community Development, Engineering, Fire Services, facility rental charges, and other Community Service fees (Attachment 2). Cost documentation supporting each proposed change is provided (Attachment 3).

A Public Hearing is required for the establishment and amendment of user fees. A Public Hearing Notice was published in accordance with Government Code Section 6062(a). If approved, the new fees will become effective 60 days following the adoption of the attached Resolution.

PUBLIC HEARING – RESOLUTION ESTABLISHING AND
AMENDING USER AND DEVELOPMENT PROCESSING FEES
FOR VARIOUS CITY SERVICES

June 26, 2012

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FINANCIAL IMPACT

It is estimated that the establishment and amendment of the fees set forth in Schedule A will generate approximately \$150,000 per year, depending upon the level and nature of services provided.

RECOMMENDATION

It is recommended that the City Council:

- Conduct the public hearing; and
- Adopt the attached Resolution establishing and amending user fees and development processing fees for various City services.



KINGSLEY OKEREKE
Finance Director




By: Ann Eifert
Senior Administrative Analyst

Attachment 1 – Fee Resolution

Attachment 2 – Schedule A: Listing of Fee Changes

Attachment 3 – Cost Documentation for Proposed Fee Changes

Approved for Agenda Listing



Matthew Ferial
City Manager

GARDEN GROVE CITY COUNCIL

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE
ESTABLISHING AND AMENDING USER AND DEVELOPMENT PROCESSING FEES FOR
VARIOUS CITY SERVICES

WHEREAS, State law authorizes a city to adopt and implement fees, rates, and charges for municipal services, including miscellaneous user and development processing fees, provided that such fees, rates, and charges do not exceed the estimated reasonable cost of providing such services;

WHEREAS, the various departments of the City of Garden Grove have identified certain services provided on request to members of the public and organizations;

WHEREAS, the actual and direct costs to the City to provide these services have been calculated and analyzed, and where the cost of such services have changed, a revised fee or charge has been determined as set forth in attached Schedule A;

WHEREAS, the actual and direct costs to the City to provide certain other services have been calculated and analyzed and fees or charges for such other services are set forth in Schedule A;

WHEREAS, the revised fees and charges are based on the actual or estimated reasonable cost of providing the services, including labor, materials and overhead, and do not exceed such costs;

WHEREAS, the City Council has previously established fees and charges for various City services in Resolution No. 8726-06, as amended by Resolution Nos. 8730-06, 8731-06, 8791-07, 8794-07, 8823-08, 8861-08, 8902-09, 8999-10, 9064-11, 9073-11 and each such established fee and charge is unaffected by this Resolution, unless such fee or charge is superseded by a revised fee or charge in attached Schedule A;

WHEREAS, pursuant to legal notice, a Public Hearing was held by the City Council on June 26, 2012, and all interested persons were given an opportunity to be heard; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Garden Grove does hereby establish the revised fees and charges as set forth in attached Schedule A. The revised fees and charges in Schedule A supersede any fees and charges previously adopted for the same user and development processing fees.

BE IT FURTHER RESOLVED that in order to provide the public an easy-to-understand schedule of fees, the City Clerk is directed to compile and make available upon request an updated schedule of fees and charges for City services that combines: (1) the list of previously-established service fees and charges that are not addressed by this Resolution, with (2) the list of services subject to revised fees and charges attached hereto as Schedule A. The combined list is for public information purposes, and clerical or other errors or omissions in the preparation of the list shall not have the effect of increasing, decreasing, invalidating, or waiving adopted fees or charges.

BE IT FURTHER RESOLVED that the fees attached in Schedule A shall become effective sixty (60) days following the adoption of this Resolution.

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

ATTACHMENT 2

Public Works Engineering Services		
Plan Check	Current Fee	New Fee
Commercial / Arterial Sidewalk	\$125.00	\$200.00
Residential Curb & Gutter	\$85.00	\$100.00
Commercial Arterial Curb & Gutter	\$125.00	\$200.00
Material / Equipment Storage in St.	\$85.00	\$100.00
Class B Permits		
Traffic Control Set-up & Others (Traffic control field set-up)	\$85.00	\$100.00
Plan Check		
Lot line Adjustment	\$100.00/hr	\$135.00/hr
Parcel	\$100.00/hr	\$135.00/hr
Tract	\$100.00/hr	\$135.00/hr
Plan Check		
Engineering Plan Check for Public Improvements (Tracts & Non-Tracts)	\$100.00/hr	\$135.00/hr
Grading Plan Checks	\$100.00/hr	\$135.00/hr
Community Development		
Planning Fee Schedule		
Planning Document Retention Fee	N/A	\$35.00
Building Permit Fees		
Building Permit Software Fee	N/A	\$10.00
Building Permit Document Retention Fee	N/A	\$5.00

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Fire Services		
Hazardous Materials Disclosure	Current Fee	New Fee
Unlimited number of employees, 1 to 2 chemicals, less than 10,000 gallons or less than 1000 lbs. or less than 1000 cubic feet of compressed gas	\$200.00	\$225.00
1-10 Employees, 1-15 chemicals, less than 10,000 gallons or less than 1000 lbs. or less than 1000 cubic feet of compressed gas	\$200.00	\$225.00
11-20 Employees, 1-15 chemicals, less than 20,000 gallons or less than 2000 lbs. or less than 2000 cubic feet of compressed gas	\$300.00	\$325.00
21-30 Employees, 1-15 chemicals, less than 30,000 gallons or less than 3000 lbs. or less than 3000 cubic feet of compressed gas	\$400.00	\$425.00
31+ Employees, 1-15 chemicals, more than 30,000 gallons or more than 3000 lbs. or more than 2000 cubic feet of compressed gas	\$500.00	\$525.00
1+ Employees, 16-30 chemicals, any reportable amount	\$750.00	\$775.00
1+ Employees, 31 or more chemicals, any reportable amount	\$1,000.00	\$1,025.00
Reinspection Fee, Construction - fee is charged if inspection is requested by contractor and contractor is not ready at the appointed time, causing an additional trip by inspector	\$25.00	\$100.00

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Community Services	Current Fee	New Fee
Field Restoration Fee*	N/A	\$7/day
Atlantis Park Entry Fee	\$1.00	\$2.00
Community Meeting Center		
Classification II		
Butterfield Rooms AB		
Weekday Rate	\$126.00/hr.	\$132.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Butterfield Rooms A		
Weekday Rate	\$84.00/hr.	\$88.00/hr.
Weekend Rate	\$882.00/hr.	\$926.00/event
Butterfield Rooms B		
Weekday Rate	\$63.00/hr.	\$66.00/hr.
Weekend Rate	\$882.00/hr.	\$926.00/event
Council Chamber		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$42.00/hr.	\$44.00/hr.
Gazebo		
Weekday / Weekend Rate	\$27.00/hr.	\$28.00/hr.

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Classification III	Current Fee	New Fee
Butterfield Rooms AB		
Weekday Rate	\$150.00/hr.	\$158.00/hr.
Weekend Rate	\$975.00/event	\$1,024.00/event
Butterfield Rooms A		
Weekday Rate	\$111.00/hr.	\$117.00/hr.
Weekend Rate	\$975.00/hr.	\$1,024.00/event
Butterfield Rooms B		
Weekday Rate	\$79.00/hr.	\$83.00/hr.
Weekend Rate	\$975.00/hr.	\$1,024.00/event
Council Chamber		
Weekday / Weekend Rate	\$58.00/hr.	\$61.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Gazebo		
Weekday / Weekend Rate	\$58.00/hr.	\$61.00/hr.
Classification IV		
Butterfield Rooms AB		
Weekday Rate	\$174.00/hr.	\$183.00/hr.
Weekend Rate	\$1,455.00/event	\$1,528.00/event
Butterfield Rooms A		
Weekday Rate	\$142.00/hr.	\$149.00/hr.
Weekend Rate	\$1,455.00/hr.	\$1,528.00/event

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Butterfield Rooms B	Current Fee	New Fee
Weekday Rate	\$105.00/hr.	\$110.00/hr.
Weekend Rate	\$1,455.00/hr.	\$1,528.00/event
Council Chamber		
Weekday / Weekend Rate	\$90.00/hr.	\$95.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Gazebo		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Classification V		
Butterfield Rooms AB		
Weekday Rate	\$195.00/hr.	\$205.00/hr.
Weekend Rate	\$1,523.00/event	\$1,599.00/event
Butterfield Rooms A		
Weekday Rate	\$153.00/hr.	\$161.00/hr.
Weekend Rate	\$1,523.00/hr.	\$1,599.00/event
Butterfield Rooms B		
Weekday Rate	\$121.00/hr.	\$127.00/hr.
Weekend Rate	\$1,523.00/hr.	\$1,599.00/event
Council Chamber		
Weekday / Weekend Rate	\$116.00/hr.	\$122.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Gazebo	Current Fee	New Fee
Weekday / Weekend Rate	\$69.00/hr.	\$72.00/hr.
Garden Grove Senior Center		
Classification II		
Dining Room		
Weekday Rate	\$63.00/hr.	\$66.00/hr.
Weekend Rate	\$551.00/event	\$579.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Classification III		
Dining Room		
Weekday Rate	\$84.00/hr.	\$88.00/hr.
Weekend Rate	\$562.00/event	\$590.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.

SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES

Classification IV	Current Fee	New Fee
Dining Room		
Weekday Rate	\$111.00/hr.	\$117.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$63.00/hr.	\$60.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$105.00/hr.	\$110.00/hr.
Classification V		
Dining Room		
Weekday Rate	\$132.00/hr.	\$139.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$72.00/hr.	\$83.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$132.00/hr.	\$139.00/hr.
Classification V		
Dining Room		
Weekday Rate	\$132.00/hr.	\$139.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event

SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES

Activity Rooms 1 and 2	Current Fee	New Fee
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$72.00/hr.	\$83.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$132.00/hr.	\$139.00/hr.
Garden Grove Courtyard Center		
Classification II		
Meeting Center		
Weekday Rate	\$69.00/hr.	\$72.00/hr.
Weekend Rate	\$670.00/event	\$704.00/event
Activity Center		
Weekday / Weekend Rate	\$27.00/hr.	\$28.00/hr.
Classification III		
Meeting Center		
Weekday Rate	\$90.00/hr.	\$95.00/hr.
Weekend Rate	\$683.00/event	\$717.00/event
Activity Center		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.
Classification IV		
Meeting Center		
Weekday Rate	\$116.00/hr.	\$122.00/hr.
Weekend Rate	\$1,025.00/event	\$1,076.00/event

SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES

Activity Center	Current Fee	New Fee
Weekday / Weekend Rate	\$42.00/hr.	\$44.00/hr.
Classification V		
Meeting Center		
Weekday Rate	\$121.00/hr.	\$127.00/hr.
Weekend Rate	\$1,155.00/event	\$1,213.00/event
Activity Center		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Garden Grove Community Meeting Center Additional Fees		
Butterfield Room AB & Gazebo Set Up Fee		
Weekday / Weekend Rate	\$75.00/hr.	\$79.00/hr.
Butterfield Room A or B Set Up Fee		
Weekday / Weekend Rate	\$50.00/hr.	\$53.00/hr.
Small Rooms (Heritage, Constitution and Founders) Set Up Fee		
Weekday / Weekend Rate	\$30.00/hr.	\$31.00/hr.
Garden Grove Senior Center Additional Fees		
Dining Room & Activity Room 1, 2 and 3 Set Up Fee		
Weekday / Weekend Rate	\$60.00/hr.	\$63.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$35.00/hr.	\$37.00/hr.

**SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES**

Garden Grove Courtyard Center Additional Fees	Current Fee	New Fee
Meeting Center Set Up Fee		
Weekday / Weekend Rate	\$75.00/hr.	\$79.00/hr.
Activity Center Set Up Fee		
Weekday / Weekend Rate	\$45.00/hr.	\$47.00/hr.
Buena Clinton Youth and Family Center		
Non-Profit Organization, Government Agencies, GGUSD		
Deposit		
Room with food (with full access of kitchen usage)	N/A	\$250.00
Room without food	N/A	\$200.00
Set Up Fee	N/A	\$50.00
Extended Hour Fee		
Weekday / Weekend Rate	N/A	\$35.00/hr.
Weekday / Weekend Rate	N/A	\$45.00/hr.
Downstairs Recreation Room 114		
Weekday / Weekend Rate	N/A	\$42.00/hr.
Downstairs Computer Lab Room 114 (Classroom with 4 MAC computers)		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Downstairs Recreation Room 115		
Weekday / Weekend Rate	N/A	\$42.00/hr.
Combined Recreation Rooms 114/115		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Upstairs Computer Lab Room 207 (Classroom with 6 MAC Computers)		
Weekday / Weekend Rate	N/A	\$84.00/hr.

SCHEDULE A
USER AND DEVELOPMENT PROCESSING FEES

Upstairs Teen Room with Full Access to Game Room	Current Fee	New Fee
Weekday / Weekend Rate	N/A	\$84.00/hr.
Set Up Fee	N/A	\$100.00
Courtyard (outside basketball courts)		
Weekday / Weekend Rate	N/A	\$27.00/hr.

ATTACHMENT 3

**COST DOCUMENTATION
FOR PROPOSED FEE CHANGES**

PUBLIC WORKS
Engineering Fee Schedule

Class B Permits	Current Fee	Proposed Fee
Commercial / Arterial Sidewalk	\$ 125.00	\$ 200.00
Residential Curb & Gutter	\$ 85.00	\$ 100.00
Commercial Arterial Curb & Gutter	\$ 125.00	\$ 200.00
Material / Equipment Storage in St.	\$ 85.00	\$ 100.00

Justification

These Class A Street Permits have not been increased over the past ten years. The proposed fees are needed to achieve cost recovery for the number of staff hours required to inspect permits and will ensure permit conditions are met in the field. It is anticipated that the City will recover an additional \$6,900 annually for the above Class A permit fees.

Actual City Costs

Description	Title	Estimated Hours	Hourly Rate	Total cost
Commercial / Arterial Sidewalk	Construction Inspector	3.5	\$ 64.75	\$ 226.63
Residential Curb & Gutter	Construction Inspector	2.0	\$ 64.75	\$ 129.50
Commercial Arterial Curb & Gutter	Construction Inspector	3.5	\$ 64.75	\$ 226.63
Material / Equipment Storage in St.	Construction Inspector	2.0	\$ 64.75	\$ 129.50

PUBLIC WORKS
Engineering Fee Schedule

Class B Permits	Current Fee	Proposed Fee
Traffic Control Set-up & Others (Traffic control field set-up)	\$ 85.00	\$ 100.00

Justification

The proposed fee increase is needed to achieve cost recovery for the number of staff hours required to inspect traffic control set-up by contractors. It is anticipated that the City will recover an additional \$1,300 annually for the above Class B permit fee.

Actual City Costs

Title	Base Hourly	Estimated Hours	Total Cost
Construction Inspector	64.75	1.00	\$ 64.75
Permit Technician	52.55	0.75	\$ 39.41
Total			\$ 104.16

**Public Works
Engineering Fee Schedule**

Class B Permits	Current Fee	Proposed Fee
Lot line Adjustment	\$100.00/hr	\$135.00/hr
Parcel	\$100.00/hr	\$135.00/hr
Tract	\$100.00/hr	\$135.00/hr

Justification

The fee adjustment is based on the current contractual fees with with Engineering Resources. The adjustment is needed for cost recovery for final map check services. It is estimated that the City will recover an additional \$19,700 in costs annually.

Actual City Costs	Hourly Rate
Consultant Contract	\$ 135.00

PUBLIC WORKS
Engineering Fee Schedule

Plan Check	Current Fee	Proposed Fee
Engineering Plan Check for Public Improvements (Tracts & Non-Tracts)	\$100.00/hr, deposit of 3% construction cost, as determined by Engineering Division, required	\$135.00/hr, deposit of 3% construction cost, as determined by Engineering Division, required
Grading Plan Checks	\$100.00/hr	\$135.00/hr

Justification

The fee adjustment is based on the current contractual fees with with Engineering Resources. The adjustment is needed for cost recovery for final map check services. It is estimated that the City will recover an additional \$9,100 in costs annually.

Actual City Costs	Hourly Rate
Consultant Contract	\$ 135.00

COMMUNITY DEVELOPMENT

Planning	Current Cost	Proposed Cost
Planning Document Retention Fees	N/A	\$ 35.00

Justification

The proposed fee will recover costs associated with the scanning, storing, and maintenance of planning records. Planning documents are stored electronically and therefore must be scanned. The cost to the City includes staff time to prepare documents for scanning and the contractual cost for the scanning service.

Actual City Costs			
Labor Costs	Hourly Rate	Time	Cost per Case
Department Secretary	\$ 53.91	0.2	\$ 10.78
		Subtotal	\$ 10.78
Contractual Costs	Rate	Average sheets per case	Cost per Case
Contractual Cost for Service	\$0.10 per 8-1/2 x 11"	200	\$ 20.00
Contractual Cost for Service	\$1.00 oversize sheet	5	\$ 5.00
		Subtotal	\$ 25.00
Total Cost Per Case			\$ 35.78

COMMUNITY DEVELOPMENT

Building Permit	Current Cost	Proposed Cost
Building Permit Software Fee	N/A	\$ 10.00

Justification

The fee is proposed to provide cost recovery for automation services related to building permits. The City incurs approximately \$39,225 in costs annually to provide software and maintenance for the building permit systems.

Actual City Costs	Annual Cost	Annual Number of Permits	Cost Per Permit
Staff Labor: Sr. IT Technology Analyst 2 hours/week @ \$86.25	\$ 8,625	3100	\$ 2.78
Selectron Software: Cost \$45,000 for 5 years ($\$45,000/5=9000$)	\$ 9,000	3100	\$ 2.90
Selectron Maintenance Fee	\$ 6,600	3100	\$ 2.13
PermitSoft Software	\$ 15,000	3100	\$ 4.84
Total Cost for Single Permit			\$ 12.65

COMMUNITY DEVELOPMENT

Building Permit Fees	Current Cost	Proposed Cost
Building Permit Document Retention Fee	N/A	\$ 5.00

Justification

The new fee will provide the City the ability to recover costs associated with the scanning and maintenance of building permits. All permits and related documents are scanned and stored electronically for accessibility.

Actual City Costs			
Labor Costs	Hourly Rate	Hours	Cost Per Permit
Department Secretary	\$ 53.91	0.1	\$ 5.39

FIRE SERVICES

Description	Current Fee	Proposed Fee
Hazardous Materials Disclosure		
Unlimited number of employees, 1 to 2 chemicals, less than 10,000 gallons or less than 1000 lbs. or less than 1000 cubic feet of compressed gas	\$ 200.00	\$ 225.00
1-10 Employees, 1-15 chemicals, less than 10,000 gallons or less than 1000 lbs. or less than 1000 cubic feet of compressed gas	\$ 200.00	\$ 225.00
11-20 Employees, 1-15 chemicals, less than 20,000 gallons or less than 2000 lbs. or less than 2000 cubic feet of compressed gas	\$ 300.00	\$ 325.00
21-30 Employees, 1-15 chemicals, less than 30,000 gallons or less than 3000 lbs. or less than 3000 cubic feet of compressed gas	\$ 400.00	\$ 425.00
31+ Employees, 1-15 chemicals, more than 30,000 gallons or more than 3000 lbs. or more than 2000 cubic feet of compressed gas	\$ 500.00	\$ 525.00
1+ Employees, 16-30 chemicals, any reportable amount	\$ 750.00	\$ 775.00
1+ Employees, 31 or more chemicals, any reportable amount	\$ 1,000.00	\$ 1,025.00

Justification

State Assembly Bill 2286 was passed in 2008. It requires all agencies and businesses in the state to file disclosure forms electronically by January 2013. To comply with AB2286 Garden Grove and all participating agencies in Orange County have contracted with Ecompliance, Inc. to manage our web portal. The annual cost to Garden Grove is \$10,000. The annual cost is passed on to 540 businesses that participate in the program. In addition, some staff administrative costs is included to offset this added expense to the city. Staff recommends that the hazardous materials disclosure fee be increased by \$25.

Actual City Costs	Cost Per Business
Contractual Costs (\$10,000/540 businesses)	\$18.52
Staff Costs: Fire Captain (\$113.00/hr x 0.25 hours)	\$28.25
Total	\$46.77

FIRE SERVICES

Description	Current Fee	Proposed Fee
Reinspection Fee, Construction - fee is charged if inspection is requested by contractor and contractor is not ready at the appointed time, causing an additional trip by inspector	\$ 25.00	\$ 100.00

Justification

Staff is requesting an increase from \$25 to \$100. Re-inspection fees are charged to contractors who schedule appointments with the fire department for inspection but are not prepared for the inspection. The fee includes one hour of staff time for traveling to the site, time at the site, scheduling, and documentation.

Actual City Costs	Total Cost
Fire Captain (\$113/hr x 1 hr)	\$ 113.00

COMMUNITY SERVICES

Atlantis Park Entry Fee	Current Fee	Proposed Fee
Entry Fee	\$1	\$2

Justification

The \$1 increase is needed in order to achieve greater cost recovery for the staffing and maintenance of Atlantis Park. The addition of the splash pad has increased maintenance by \$9,300 annually. The last time the entry fee was increased was 1992. The \$1 increase will result in an additional \$41,000 in revenue for the City.

Annual Expense for Atlantis Park	
Staffing Costs	\$ 115,645
Misc Maintenance Costs	\$ 6,300
Splash Pad	\$ 9,300
Total Cost	\$ 121,945
Annual Attendance	41,000
Cost per Person	\$ 2.97

COMMUNITY SERVICES

Description	Current Fee	Proposed Fee
Field Restoration Fee*	N/A	\$7/day

*Charged to Classification III, V, and VI only.

Classification III - Garden Grove based local community/non-profit adult sports organizations.

Classification V - Non-residents and non-affiliated teams; sports camps, travel or club teams, and other community sports organizations; tournaments and special athletic events

Classification VI - Commercial businesses, for-profit organizations, leagues, tournaments, and special events.

Justification

Adult League sport teams spend approximately 2,000 hours annually utilizing the City's 9 soccer/football fields. Unlike the AYSO or PopWarner nonprofit organizations, the adult league teams do not contribute financially to the cost of field restoration. The sport causes damage to the fields which results in the need for overseeding and renovation during the off-seasons. Staff recommends that the adult league sports teams pay a \$7 per day fee to help offset the cost of the field restoration. The fee will generate approximately \$3,000 in revenue to offset the restoration costs to the City.

Annual Expense for Field Restoration

Contractual Cost for Field Restoration (\$26,000/ea annually)	\$ 26,000
Cost per Day	\$ 71.23

COMMUNITY SERVICES

Buena Clinton Youth and Family Center Facility Room Rental Fees Justification

The Buena Clinton Youth and Family Center (BCYFC) is a new facility that provides specific services. Staff recommends the establishment of fees for the various rooms available to be rented by only non-profit organizations. The proposed rates were determined by using the current proposed rates of the Community Meeting Center rooms of similar size and capacity.

The proposed set up fee is based on the total number of hours and staff that are required for the set up of the rental room. The \$50 rate is based on a calculation of 2 part-time recreation staff, working 2 hours per set up, at an average hourly rate of \$12.50 per hour.

Buena Clinton Youth and Family Center	Current Fee	Proposed Fee
Non-Profit Organization, Government Agencies, GGUSD		
Deposit		
Room with food (with full access of kitchen usage)	N/A	\$250.00
Room without food	N/A	\$200.00
Set Up Fee	N/A	\$50.00
Extended Hour Fee		
Weekday / Weekend Rate	N/A	\$35.00/hr.
Weekday / Weekend Rate	N/A	\$45.00/hr.
Downstairs Recreation Room 114		
Weekday / Weekend Rate	N/A	\$42.00/hr.
Downstairs Computer Lab Room 114 (Classroom with 4 MAC computers)		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Downstairs Recreation Room 115		
Weekday / Weekend Rate	N/A	\$42.00/hr.
Combined Recreation Rooms 114/115		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Upstairs Computer Lab Room 207 (Classroom with 6 MAC Computers)		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Upstairs Teen Room with Full Access to Game Room		
Weekday / Weekend Rate	N/A	\$84.00/hr.
Set Up Fee	N/A	\$100.00
Courtyard (outside basketball courts)		
Weekday / Weekend Rate	N/A	\$27.00/hr.

COMMUNITY SERVICES

Community Meeting Center, Courtyard Center, Senior Center Facility Room Rental Fees

Justification

Rental fees at the Community Meeting Center (CMC) have not been increased since 2007. Since 2007, labor costs have increased by 10% for the CMC; however, staff is recommending that the current rental rates for rooms at the Community Meeting Center be increased by 5% across all classifications. The 5% increase will continue to provide the City with marketable rates similar to other cities. Attached is a list of the various room rentals at our facility along with the current rental rate, as well as the proposed rate.

Community Meeting Center	Current Fee	Proposed Fee
Classification II		
Butterfield Rooms AB		
Weekday Rate	\$126.00/hr.	\$132.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Butterfield Rooms A		
Weekday Rate	\$84.00/hr.	\$88.00/hr.
Weekend Rate	\$882.00/hr.	\$926.00/event
Butterfield Rooms B		
Weekday Rate	\$63.00/hr.	\$66.00/hr.
Weekend Rate	\$882.00/hr.	\$926.00/event
Council Chamber		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$42.00/hr.	\$44.00/hr.
Gazebo		
Weekday / Weekend Rate	\$27.00/hr.	\$28.00/hr.
Classification III		
Butterfield Rooms AB		
Weekday Rate	\$150.00/hr.	\$158.00/hr.
Weekend Rate	\$975.00/event	\$1,024.00/event

COMMUNITY SERVICES

Butterfield Rooms A	Current Fee	Proposed Fee
Weekday Rate	\$111.00/hr.	\$117.00/hr.
Weekend Rate	\$975.00/hr.	\$1,024.00/event
Butterfield Rooms B		
Weekday Rate	\$79.00/hr.	\$83.00/hr.
Weekend Rate	\$975.00/hr.	\$1,024.00/event
Council Chamber		
Weekday / Weekend Rate	\$58.00/hr.	\$61.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Gazebo		
Weekday / Weekend Rate	\$58.00/hr.	\$61.00/hr.
Classification IV		
Butterfield Rooms AB		
Weekday Rate	\$174.00/hr.	\$183.00/hr.
Weekend Rate	\$1,455.00/event	\$1,528.00/event
Butterfield Rooms A		
Weekday Rate	\$142.00/hr.	\$149.00/hr.
Weekend Rate	\$1,455.00/hr.	\$1,528.00/event
Butterfield Rooms B		
Weekday Rate	\$105.00/hr.	\$110.00/hr.
Weekend Rate	\$1,455.00/hr.	\$1,528.00/event
Council Chamber		
Weekday / Weekend Rate	\$90.00/hr.	\$95.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.

COMMUNITY SERVICES

Gazebo	Current Fee	Proposed Fee
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Classification V		
Butterfield Rooms AB		
Weekday Rate	\$195.00/hr.	\$205.00/hr.
Weekend Rate	\$1,523.00/event	\$1,599.00/event
Butterfield Rooms A		
Weekday Rate	\$153.00/hr.	\$161.00/hr.
Weekend Rate	\$1,523.00/hr.	\$1,599.00/event
Butterfield Rooms B		
Weekday Rate	\$121.00/hr.	\$127.00/hr.
Weekend Rate	\$1,523.00/hr.	\$1,599.00/event
Council Chamber		
Weekday / Weekend Rate	\$116.00/hr.	\$122.00/hr.
Small Rooms (Heritage, Constitution, and Founders)		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.
Gazebo		
Weekday / Weekend Rate	\$69.00/hr.	\$72.00/hr.
Garden Grove Senior Center		
Classification II		
Dining Room		
Weekday Rate	\$63.00/hr.	\$66.00/hr.
Weekend Rate	\$551.00/event	\$579.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.

COMMUNITY SERVICES

Activity Rooms 1, 2, and 3	Current Fee	Proposed Fee
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Classification III		
Dining Room		
Weekday Rate	\$84.00/hr.	\$88.00/hr.
Weekend Rate	\$562.00/event	\$590.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.
Classification IV		
Dining Room		
Weekday Rate	\$111.00/hr.	\$117.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$63.00/hr.	\$66.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$63.00/hr.	\$60.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$105.00/hr.	\$110.00/hr.
Classification V		
Dining Room		
Weekday Rate	\$132.00/hr.	\$139.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.

COMMUNITY SERVICES

Activity Rooms 3	Current Fee	Proposed Fee
Weekday / Weekend Rate	\$72.00/hr.	\$83.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$132.00/hr.	\$139.00/hr.
Classification V		
Dining Room		
Weekday Rate	\$132.00/hr.	\$139.00/hr.
Weekend Rate	\$882.00/event	\$926.00/event
Activity Rooms 1 and 2		
Weekday / Weekend Rate	\$79.00/hr.	\$83.00/hr.
Activity Rooms 3		
Weekday / Weekend Rate	\$72.00/hr.	\$83.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$132.00/hr.	\$139.00/hr.
Garden Grove Courtyard Center		
Classification II		
Meeting Center		
Weekday Rate	\$69.00/hr.	\$72.00/hr.
Weekend Rate	\$670.00/event	\$704.00/event
Activity Center		
Weekday / Weekend Rate	\$27.00/hr.	\$28.00/hr.
Classification III		
Meeting Center		
Weekday Rate	\$90.00/hr.	\$95.00/hr.
Weekend Rate	\$683.00/event	\$717.00/event
Activity Center		
Weekday / Weekend Rate	\$37.00/hr.	\$39.00/hr.

COMMUNITY SERVICES

Classification IV	Current Fee	Proposed Fee
Meeting Center		
Weekday Rate	\$116.00/hr.	\$122.00/hr.
Weekend Rate	\$1,025.00/event	\$1,076.00/event
Activity Center		
Weekday / Weekend Rate	\$42.00/hr.	\$44.00/hr.
Classification V		
Meeting Center		
Weekday Rate	\$121.00/hr.	\$127.00/hr.
Weekend Rate	\$1,155.00/event	\$1,213.00/event
Activity Center		
Weekday / Weekend Rate	\$48.00/hr.	\$50.00/hr.
Garden Grove Community Meeting Center Additional Fees		
Butterfield Room AB & Gazebo Set Up Fee		
Weekday / Weekend Rate	\$75.00/hr.	\$79.00/hr.
Butterfield Room A or B Set Up Fee		
Weekday / Weekend Rate	\$50.00/hr.	\$53.00/hr.
Small Rooms (Heritage, Constitution and Founders) Set Up Fee		
Weekday / Weekend Rate	\$30.00/hr.	\$31.00/hr.
Garden Grove Senior Center Additional Fees		
Dining Room & Activity Room 1, 2 and 3 Set Up Fee		
Weekday / Weekend Rate	\$60.00/hr.	\$63.00/hr.
Activity Rooms 1, 2, and 3		
Weekday / Weekend Rate	\$35.00/hr.	\$37.00/hr.
Garden Grove Courtyard Center Additional Fees		
Meeting Center Set Up Fee		
Weekday / Weekend Rate	\$75.00/hr.	\$79.00/hr.
Activity Center Set Up Fee		
Weekday / Weekend Rate	\$45.00/hr.	\$47.00/hr.