

CITY OF MONROVIA
CHARGES FOR SERVICES
Fiscal Year 2013-14

Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
COMMUNITY DEVELOPMENT DEPARTMENT				
S-00100	Building Permits/Plan Revision Checking: Based on Valuation:			
	\$1 - \$500	28.00	100%	Base Fee for first \$500
	\$501 - \$2,000	32.10 - 89.50	100%	\$28.00, plus \$4.10 for each add'l \$100
	\$2,001 - \$25,000	104.50 - 434.50	100%	\$89.50, plus \$15.00 for each add'l \$1,000
	\$25,001 - \$50,000	448.60 - 787.00	100%	\$434.50, plus \$14.10 for each add'l \$1,000
	\$50,001 - \$100,000	795.10 - 1,192.00	100%	\$787.00, plus \$8.10 for each add'l \$1,000
	\$100,001 - \$500,000	1,198.10 - 3,632.00	100%	\$1,192.00, plus \$6.10 for each add'l \$1,000
	\$500,001 - \$1,000,000	3,637.75 - 6,507.00	100%	\$3,632.00, plus \$5.75 for each add'l \$1,000
	\$1,000,001 - Up	6,511.75 and up	100%	\$6,507.00, plus \$4.75 for each add'l \$1,000
S-00200	Building Special Fees-Relocation Review	736.00	100%	
S-00201	Building Special Fees-Special Housing Inspection	82.00	28%	
S-00300	Building Plan Check:			
	Regular Plan Reviews - Building Permits	100% of bldg permit fee	100%	
	Regular Plan Reviews - All Other Permits	50% of bldg permit fee	100%	
	Fast Track	150% of bldg permit fee	100%	
S-00400	Miscellaneous Building Inspection and Fees:			
	Permit Issuance Fee (bldg, elect, mech, plumb, solar)	28.00	100%	
	Inspections outside of reg. business hours (per hour)	75.00	100%	
	Re-Inspection fees	49.00	100%	
	Inspections where no fee is specified (per hour)	130.00	100%	
	Add'l Plan Review due to changes-Staff (per hour)	80.00	100%	After 3 rechecks
	Add'l Plan Review due to changes (contracted out)	Actual Cost	100%	After 3 rechecks, done by consultant
	Processing of request to duplicate official copy of plans	41.00	100%	
	Microfilming of plans & calculations:			
	Plans, per sheet calculations	4.00	97%	
	8½" x 11" or 8½" x 14", per sheet	1.50	97%	
	Microfilming of permits and letters	9.00	97%	
	Replacement Inspection Record Card	41.00	100%	
	Computerization Cost Recovery for each permit issued	5.00	97%	
	Issue of supplemental permit (if original permit still on file)	13.00	97%	
S-00410	Building Inspection	Actual Cost	100%	Cost reflects an average for this cost center
	Electrical Permit Fees:			
	New Residential Bldgs: Multifamily (3+ dwelling units)	0.08	100%	Per sq. ft.
	New Residential Bldgs: Single/Two-Family	0.08	100%	Per sq. ft.
	Residential Additions: Single/Two-Family (< 500 sq ft)	0.05	100%	Per sq. ft.
	Residential Additions: Single/Two-Family (> 500 sq ft)	0.06	100%	Per sq. ft.
	Private Swimming Pools or Spa	50.00	100%	
	Receptacle, Switch, & Light Outlets: first 20 outlets	1.25	100%	Per outlet
	Receptacle, Switch, & Light Outlets: 20+ outlets	1.25	100%	Per outlet, after first 20 outlets
	Light Fixtures/Sockets Other Lamp Devices: first 20 outlets	1.25	100%	Per outlet
	Light Fixtures/Sockets Other Lamp Devices: 20+ outlets	1.25	100%	Per outlet, after first 20 outlets
	Pole or Platform-Mounted Lighting Fixtures	2.00	100%	Per fixture
	Theatrical-Type Lighting Fixtures or Assemblies	4.00	100%	Per fixture
	Residential Appliances: not exceeding 1 horsepower	7.35	100%	
	Non-Residential Appliances: not exceeding 1 horsepower	7.35	100%	
	Power Apparatus: 0 - 1 horsepower/kilowatt	7.35	100%	
	Power Apparatus: 1 - 10 horsepower/kilowatt	15.00	100%	
	Power Apparatus: 10 - 50 horsepower/kilowatt	25.00	100%	
	Power Apparatus: 50 - 100 horsepower/kilowatt	50.00	100%	
	Power Apparatus: 100 + horsepower/kilowatt	75.00	100%	
	Bus ways - Trolley and Plug-In Type	13.00	100%	Per 100 ft.
	Signs, Outline Lighting, Marquees: from one circuit	25.00	100%	
	Signs, Outline Lighting, Marquees: add'l circuits	8.00	100%	
	Flashers, Timers, Control Devices-separately installed	8.00	100%	
	Elect. Meter Service: Up to 600 volts, < 200 amperes	35.00	100%	
	Elect. Meter Service: Up to 600 volts, 200-1,000 amperes	65.00	100%	
	Elect. Meter Service: Over 600 volts, > 1,000 amperes	125.00	100%	
	Temporary Service Power Pole/Pedestal-Residential	37.00	100%	
	Temporary Service Power Pole/Pedestal-Commercial	40.00	100%	
	Temporary Service Power Pole/Pedestal-Temp Underground	40.00	100%	
	Temporary Service Power Pole or Pedestal-Subpanels	15.00	100%	
	Temporary Distribution System/Lighting	25.00	100%	
	Elect app, conduits, conductors not otherwise classified	17.00	100%	
	Mechanical Permit Fees:			
	Forced-Air/Gravity-Type Furnace: Up to 100,000 Btu/h	20.00	100%	
	Forced-Air/Gravity-Type Furnace: Over 100,000 Btu/h	25.00	100%	
	Floor Furnace, including vent	20.00	100%	
	Suspended, Recessed Wall, or Floor-Mounted Heater	20.00	100%	
	Appliance Vent: Installation, Relocation, Replacement	13.00	100%	
	Repairs/Additions: Heating, Cooling, Absorption Units	20.00	100%	
	Boiler or Compressor: Up to 3 horsepower	20.00	100%	
	Boiler or Compressor: 3 to 15 horsepower	30.00	100%	
	Boiler or Compressor: 15 to 30 horsepower	45.00	100%	
	Boiler or Compressor: 30 to 50 horsepower	65.00	100%	

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	Boiler or Compressor: 50+ horsepower	100.00	100%	
	Absorption System: Up to 100,000 Btu/h	20.00	100%	
	Absorption System: 100,000 to 500,000 Btu/h	30.00	100%	
	Absorption System: 500,000 to 1,000,000 Btu/h	45.00	100%	
	Absorption System: 1,000,000 to 1,750,000 Btu/h	65.00	100%	
	Absorption System: 1,750,000 + Btu/h	100.00	100%	
	Air-Handling Unit: Up to 10,000 cubic feet per minute	13.00	100%	
	Air-Handling Unit: Over 10,000 cubic feet per minute	23.00	100%	
	Evaporative Cooler (non-portable type)	15.00	100%	
	Ventilation Fan connected to a single duct	13.00	100%	
	Ventilation System, not part of heating/cooling system	15.00	100%	
	Hood and Ducts served by mechanical exhaust	15.00	100%	
	Domestic-Type Incinerator: Installation or relocation	30.00	100%	
	Comm'l/Ind'l-Type Incinerator: Installation or relocation	95.00	100%	
	Appliance or Equipment not otherwise classified	15.00	100%	
	Plumbing Permit Fees:			
	Fixtures and Vents	15.00	100%	Per fixture or vent
	Fixtures and Vents-Repairs or Alterations	9.00	100%	Per fixture or vent
	Building and Trailer Park Sewers	27.00	100%	
	Cesspool (where permitted)	45.00	100%	
	Private Sewage Disposal System	75.00	100%	
	Industrial Waste Pretreatment Interceptor	25.00	100%	
	Rainwater Systems (inside building)	12.00	100%	Per drain
	Water Piping/Treating Equipment-Installation, Repair	8.00	100%	
	Water Heater and/or Vent	15.00	100%	
	Gas Piping System: 1 - 5 outlets	8.00	100%	Per outlet
	Gas Piping System: 5+ outlets	2.00	100%	Per outlet
	Lawn Sprinkler System	20.00	100%	Per system on any one meter
	Atmospheric-Type Vacuum Breakers/Backflow: 1-5	15.00	100%	Per device
	Atmospheric-Type Vacuum Breakers/Backflow: 5+	4.00	100%	Per device
	Swimming Pool - Public	96.00	100%	
	Swimming Pool - Private	65.00	100%	
	Spa - Public	65.00	100%	
	Spa - Private	33.00	100%	
	Fixture, System, or Equipment not otherwise classified	15.00	100%	
	Solar Energy Permit Fees:			
	Collectors: 1 - 1,000 square feet	10.00	100%	
	Collectors: 1,001 - 2,000 square feet	25.00	100%	
	Collectors: 2,001 - Up square feet	12.00	100%	\$6.00, plus \$1.25 per add'l 1000 square feet
	Storage Tanks: 1 - 750 gallons	15.00	100%	
	Storage Tanks: 751 - 2,000 gallons	15.00	100%	
	Storage Tanks: 2,001 - Up gallons	8.00	100%	\$4.00, plus \$1.25 per add'l 1000 gallons
	Rock Storage: 1 - 1,500 cubic feet	15.00	100%	
	Rock Storage: 1,501 - 3,000 cubic feet	25.00	100%	
	Rock Storage: 3,001 - Up cubic feet	8.00	100%	\$4.00, plus \$1.25 per add'l 1000 cubic feet
	Appliance or Equipment not otherwise classified	15.00	100%	
S-00500	Major Conditional Use Permit Review - All Others	1155.00	46%	Plus publication fee
S-00501	Major Conditional Use Permit Review - New Construction	2215.00	60%	Plus \$0.03 per SF over 50,000 SF (non-residential), plus publication fee
S-00505	Minor Conditional Use Permit Review	460.00	70%	Plus publication fee
S-00510	Conditional Use Permit Amendment	960.00	52%	Plus publication fee
S-00600	Major Variance Review	1155.00	46%	Plus publication fee
S-00610	Exceptions Review	315.00	53%	Plus publication fee
S-00700	General Plan Maintenance (excludes res addition < 500sq.ft.)	15% of bldg permit fees	100%	
S-00800	General Plan/Zoning Amendment Review & Revision	2225.00	100%	Plus publication fee
S-00900	Tentative Tract Map Review	1565.00	100%	Plus \$150/unit, plus publication fee
S-00905	Vesting Tract Map Review	1565.00	100%	Plus \$150/unit, plus publication fee
S-00910	Tentative Tract Map Amendment	1050.00	100%	Plus \$150/unit, plus publication fee
S-00915	Tentative Vesting Tract Map Amendment	1050.00	100%	Plus \$150/unit, plus publication fee
S-01000	Tentative Parcel Map Review	1565.00	100%	Plus \$150/unit, plus publication fee
S-01005	Vesting Parcel Map Review	1565.00	100%	Plus \$150/unit, plus publication fee
S-01010	Tentative Parcel Map Amendment	915.00	100%	Plus \$150/unit, plus publication fee
S-01015	Tentative Vesting Parcel Map Amendment	915.00	100%	Plus \$150/unit, plus publication fee
S-01100	Environmental Categorical Exemption Review	0.00	0%	No charge, Per City CEQA guidelines
S-01200	Environmental Negative Declaration	850.00	100%	
S-01300	Environmental Impact Report Review	Contract cost + 15%	100%	
S-01320	Conditions, Covenants, and Restrictions (CCR) Review	415.00	99%	
S-01330	Plan Check of Building Plans	15% of permit fee	100%	15% of permit fee for all building permits
S-01400	City Council Appeal Processing:			
	Single Family House	130.00	11%	Plus publication fee
	Commercial and All Others	355.00	29%	Plus publication fee
S-01500	Planning Commission Appeal Processing			
	Single Family House	160.00	13%	Plus publication fee
	Minor CUP	330.00	27%	Plus publication fee
	All Others	525.00	44%	Plus publication fee
S-01600	Time Extension Review	270.00	100%	
S-01700	Certificate of Compliance / Lot Line Adjustment	700.00	100%	

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S-01810	Temporary Banner Review	7.00	18%	
S-01820	Window/Awning Sign Permit	12.00	26%	
S-01900	Zoning Research Letter:			
	Standard (zoning, lot size, uses allowed, etc.)	50.00	82%	
	Non-Standard (nonconforming uses, bldg permits, etc.)	120.00	99%	
S-02000	Mitigation Monitoring	Actual Cost	100%	Fully burdened hourly rate
S-02100	Misc Dev. Review - Single Family Addition	142.00	21%	
S-02101	Misc Dev. Review - Single Family New	170.00	23%	
S-02102	Misc Dev. Review - Office/Comm'l/Ind'l/Mult Fam Resid 2+			
	With DRC (Dev. Review Committee)-Recommendation	340.00	74%	
	With DRC (Dev. Review Committee)-Decision	755.00	82%	
S-02103	Misc Dev. Review - New Sign	105.00	31%	
S-02104	Misc Dev. Review - Sign Face Change	63.00	22%	
S-02105	Misc Dev. Review - Master Sign	260.00	N/A	
S-02106	Misc Dev. Review - Major Determination	255.00	N/A	
S-02107	Misc Dev. Review - Minor Determination	120.00	N/A	
S-02109	Misc Dev. Review - Other	115.00	34%	
S-02110	Historic Preservation - Mills Act	495.00	52%	
S-02120	Historic Preservation - Designation Fee	285.00	23%	
S-02130	Historic Preservation - Cert. Appropriation	105.00	17%	
S-02140	Historic District Designation	\$103 + Formula	100%	\$103 fee, plus # of homes in district x \$170
S-02145	Historical Preservation Surcharge	3.00	53%	
S-02150	Surface Mining Permit	Actual Cost	100%	Fully burdened hourly rate
S-02160	Surface Mining Reclamation Plan	Actual Cost	100%	Fully burdened hourly rate
S-02170	Surface Mining Financial Assurances	Actual Cost	100%	Fully burdened hourly rate
S-02180	Surface Mining Interim Mgmt Plan	Actual Cost	100%	Fully burdened hourly rate
S-02210	Publication Fee	108.00	100%	
S-02220	Property Owner List Preparation	211.00	98%	
S-02230	Change of Address	159.00	98%	
S-02240	Tax Assessor Information (Hdl Database)	1.00	6%	Charge after 4 copies
S-02250	Landscape Plan Check	365.00	100%	
S-02260	Hillside Development Permit Review	630.00	21%	
S-02270	Environmental Review (\$5000 deposit for consultant cost)	Actual+Consultant Cost	100%	Fully burdened hourly rate
S-02280	Covenant Preparation	105.00	91%	
S-02290	Wireless Facility			
	Technical Review	Actual Cost	100%	Deposit required
	Minor CUP	1,130.00	100%	Plus publication fee
	Major CUP	2,770.00	100%	Plus publication fee; exception fee req. if in discouraged location
	Exception	1,715.00	100%	Plus publication fee; Conditional Use Permit also required
	ROW - Minor CUP	1,530.00	100%	Plus publication fee
	ROW - Major CUP	3,025.00	100%	Plus publication fee; exception fee req. if in discouraged location
	Administrative Services	950.00	N/A	
S-10600	Transportation Development (Dial-A-Ride Local Farebox Rates):			
	General Public (charged per ride)	1.00	9%	% based on total cost of program
	Seniors and Disabled (charged per ride)	0.75	7%	% based on total cost of program
S-11600	New/Renewal/Moved Business License App. Review:			
	New Application	30.00	61%	
	Renewal Application	15.00	56%	
	Moved Application	11.00	40%	
	New Home Occupation Permit	25.00	66%	
	State Mandated Disability Access and Education Revolving Fund	1.00	N/A	State Mandated (Senate Bill 1186)
S-11800	Garage Sale Permit	5.00	29%	
S-11900	Film Permit Review:			
	Issuance Fee (per day)	855.00	100%	
	Police Dept Administrative Review (Optional, by request)	97.00	99%	
	Overtime for Police and/or Fire Dept	Actual Cost	100%	Fully burdened overtime rate
S-12000	Special Event Permit	50.00	6%	Commercial only
	Specific Plan Amendment	2242.00	100%	Plus cost of two publication fees
	Specific Plan - (New Adoption of Plan)	4019.00	100%	Plus cost of two publication fees
	DRC Approval/Encroachment Permit (Old Town) (for outdoor dining, displays and/or signage)	150.00	99%	
PUBLIC WORKS DEPARTMENT - ENGINEERING				
S-02300	Grading Plan Check - Residential	3% Est. Const Cost	100%	
S-02305	Grading Plan Check - Commercial < 2 Acres	3% Est. Const Cost	100%	
S-02310	Grading Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	100%	
S-02400	Grading Inspection - Residential	3% Est. Const Cost	100%	
S-02405	Grading Inspection - Commercial < 2 Acres	3% Est. Const Cost	100%	
S-02410	Grading Inspection - Commercial >= 2 Acres	3% Est. Const Cost	100%	
S-02700	Public Improvement Plan Check - Residential	3% Est. Const Cost	100%	
S-02705	Public Improvement Plan Check - Commercial < 2 Acres	3% Est. Const Cost	100%	
S-02710	Public Improvement Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	100%	
S-02800	Public Improvement Inspection - Residential	3% Est. Const Cost	100%	
S-02805	Public Improvement Inspection - Commercial < 2 Acres	3% Est. Const Cost	100%	
S-02810	Public Improvement Inspection - Commercial >= 2 Acres	3% Est. Const Cost	100%	
S-02900	Street Vacation Processing	Actual Cost	100%	
S-02910	Final Maps (Parcel Map and Tract Map)	Actual Cost	100%	Deposit Required = \$1500

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S-03000	Lot Line Adjustment	Actual Cost	100%	Deposit Required = \$1000
	Public Works Construction Permits:			
	Driveway Inspection Fee	322.00	100%	
	Sidewalk Inspection Fee (per 300 sq. ft.)	354.00	100%	Plus \$0.26 per square foot (over 300)
	Street Excavation Inspection Fee (per 50 sq. ft.)	417.00	100%	Plus \$1.88 per square foot (over 50)
	Sewer Wye Inspection Fee	250.00	100%	
	Curb and Gutter Inspection Fee (per 50 linear ft.)	354.00	100%	Plus \$1.60 per square foot (over 50)
	Curb Drain Inspection Fee	227.00	100%	
S-03010	Slurry Seal Reconstruction (per sq. ft.)	Actual Cost	100%	
S-03100	Encroachment Permit	226.00	100%	
	Encroachment Permit (Annual)	334.00	100%	Renewal date every July 1st
S-03201	Wide, Overweight, Overlong Load Review			
	Single Trip	16.00	97%	Fee set by Caltrans
	Annual Permit	92.00	100%	
S-10800	Storm Drainage Maintenance: (Monthly Fees)			Need Voter Approval
	Residential	1.68	88%	
	Multiple Dwellings	1.68	88%	For 1st unit, plus 1.25 for each add'l unit
	Trailer Park	2.55	87%	For 1st space, plus 1.92 for each add'l space
	Lifeline	1.51	79%	
	Cemetery/Horticultural Facilities	2.70	87%	
	Public Facilities	10.70	87%	
	Motels, Hotels, Commercial, Churches, Church Schools	2.70	87%	For 1st unit, plus 2.02 for each add'l unit
	Industrial	3.13	88%	
S-10900	Park & Street Tree Maintenance	Assessment	100%	Need Voter Approval
S-11200	Damage To City Property Repair	Actual Cost	100%	Fully burdened hourly rate, plus materials
S-11300	Median & Parkway Maintenance	Assessment	100%	Need Voter Approval
S-11400	Street Lighting Maintenance	Assessment	100%	Need Voter Approval
S-11500	Street Sweeping: (Monthly Fees)			Need Voter Approval
	Residential	1.30	78%	
	Commercial, Cemeteries, and Public Facilities	2.37	78%	For 1st unit, plus 1.42 for each add'l unit
	Multiple Dwellings	1.30	78%	For 1st unit, plus .84 for each add'l unit
	Trailer Park	1.30	78%	For 1st space, plus .84 for each add'l space
	Industrial	1.75	78%	For 1st unit, plus 1.16 for each add'l unit
	Lifeline	1.17	68%	
S-13900	Gold Hills Landscape Assessment	Assessment	100%	
	Building Departmental Review Process	203.00	100%	
	Encroachment License - Ground Monitoring Well	2,217.00	100%	Fee includes two inspections per month
	Encroachment License	701.00	100%	
PUBLIC WORKS DEPT - UTILITY & ENTERPRISE SERVICES				
S-09800	Water Service (Monthly Charge-based on meter size):			
	5/8 inch & 3/4 inch	7.88	100%	
	1 inch	11.85	100%	
	1 1/2 inch	19.73	100%	
	2 inch	27.62	100%	
	3 inch	37.47	100%	
	4 inch	55.24	100%	
	6 inch	85.63	100%	
	8 inch	153.90	100%	
	Lifeline Water Service (Monthly charge based on water meter size)			
	5/8 inch & 3/4 inch	3.30	42%	
	1 inch	5.95	50%	
	1 1/2 inch	11.25	57%	
	With backflow devices requiring inspection (add'l charge)	5.31	100%	
	Usage (Based on water used per month) (per 100 cubic ft.)	1.45	100%	
	Lifeline - Usage Rate (per 100 cubic feet)	0.85	73%	
	Add'l Monthly Charge-Multiple dwelling units (per unit)	4.34	100%	
	Fire Hydrant Rental Charges	4.96	100%	
	Private Fire Protection (non-metered) Service (per diam inch)	7.45	100%	
S-09900	New Water Service Installation:			
	Materials and Labor	Actual Cost	100%	Fully burdened hourly rate, plus materials
S-10000	Water Delinquent Turn Off & Service Reconnection:			
	During Normal Business Hours	45.00	64%	
	After Business Hours	150.00	100%	2 hour minimum staff time charge.
	Damages-Tampering with City Property	Actual Cost + \$150	100%	Actual Cost, plus \$150 penalty
S-10005	New Account Activation Fee	25.00	64%	
S-10200	Temp. Meter Rental Service/Water used thru Fire Hydrant			
	Deposit	750.00	N/A	
	Monthly Charge	61.80	100%	
	Usage Charge (per 100 cubic ft.)	1.45	100%	
S-10300	Sewer Service Monthly Fees: (Located within City Limits)			
	Residential	4.77	100%	
	Multiple Dwellings	4.77	100%	For 1st unit, plus 2.92 for each add'l unit
	Trailer Park	4.77	100%	For 1st space, plus 2.92 for each add'l space
	Lifeline	3.62	80%	
	Cemetery/Horticultural Facilities	4.77	100%	
	Governmental/Public Facilities	101.69	100%	

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S-10500	Motels, Hotels, Comm'l, Ind'l, Churches, Church Schools	9.09	100%	For 1,000 cubic ft, plus \$.10 per add'l 100 cubic ft.
	AB939 Fee:			
	Residential	2.47	61%	Per Unit; CPI increase approved per Resolution No. 2008-67
	Lifeline	0.45	11%	
	Construction and Demolition Plan Review Fee	60.00	100%	Fully burdened hourly rate
S-13300	Electrical/Plumbing/Mechanical Review (per permit)	13.00	97%	\$13 + job valuation divided by 1000, times 45%
	Commercial/Industrial Solid Waste Collection Program:			
	Diversion of 50% or more (charged per ton)	10.00	59%	Per Ordinance
	Diversion of less than 50% (charged per ton)	15.00	88%	Per Ordinance
COMMUNITY SERVICES - RECREATION				
S-07500	Youth Sports Programs:			All Fees are established by the Community Services Commission
	Cheerleading	35.00		
	Flag Football	35.00		
	Basketball	35.00		
	Soccer	35.00		
S-07600	Adult Sports Programs:			
	Softball League	355.00		
	Open Gym Basketball	\$1 per player		
	Adult Basketball	328.00		
S-07700	Private Youth Ball field Usage: (charged hourly)		Cost recovery	
	Recreation Park Ball field - Without Lights	20.00	for urban	
	Recreation Park Ball field - With Lights	30.00	park rentals	
	Security Deposit	100.00	use is 50%	
S-07800	Private Adult Ball field Usage:		of operations	
	Recreation Park Ball field - Without Lights	35.00		
	Recreation Park Ball field - With Lights	45.00		
	Security Deposit	100.00		
S-07900	Special Activities: (Fees \$5 or less, est. by City Manager authority)			
	Family Hike & Campout	20.00		
	Parents Night Out	15.00		
	Santa Visits - Residents	50.00		
S-08100	Youth Contract Recreation Classes:		Cost recovery	
	Residents	Varies	for contract	
	Non-Residents	Varies	classes is	Add'l \$5.00 charge per class for non-residents
S-08200	Adult Contract Recreation Classes:		83% of	
	Residents	Varies	operations	
	Non-Residents	Varies		Add'l \$5.00 charge per class for non-residents
S-08250	Software Cost Recovery (Recreation)	3.00		
S-08600	Senior Citizen Recreation Programs	0.00		
S-08810	General Facility Rentals:			
	Priority 1 Rate - Residents & Non-Residents:			
	Kay Dalton Room*	650.00	Cost recovery	
	Kay Dalton Room Rental (hourly)*	110.00	for facility	
	Security / Cleaning Deposit	500.00	rentals is 5%	Refundable Deposit
	East Room*	475.00	of operations	
	East Room Rental (hourly)*	80.00		
	Security / Cleaning Deposit	500.00		Refundable Deposit
	West Room*	500.00		
	West Room Rental (hourly)*	90.00		
	Security / Cleaning Deposit	500.00		Refundable Deposit
	Monroe Room (charged hourly)*	60.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Senior Game Room (charged hourly)*	60.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Kitchen	60.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Arts & Crafts Room (charged hourly)*	25.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Iris Room (charged hourly)*	25.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Dance Studio (charged hourly)	25.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Multi-Purpose Room ((Youth Game Room) hourly)*	25.00		
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Coffee Service - 25 or more people	50.00		
	Coffee Service - less than 25 people	25.00		
	Library Park	150.00		
	Security Deposit	100.00		Refundable Deposit
	Band Shell	80.00		
	Band Shell Lights (per hour)	20.00		
	Security Deposit	100.00		Refundable Deposit
	Recreation Park Gazebo*	65.00		
	Recreation Park- Barney Glenn Field lights	15.00		
	Recreation Park- Middle Field lights (charged hourly)	20.00		
	Multi-Purpose Court (Day Use) (charged hourly)	25.00	Cost recovery	
	Multi-Purpose Court (Night Use) (charged hourly)	40.00	for facility	

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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
	Sand Volleyball Court (per hour)	35.00	rentals is 5%	
	Security Guard Service	Contract cost + actual cost	of operations	
	Security Deposit	100.00		Refundable Deposit
	Julian Fisher Park Gazebo	50.00		
	Security Deposit	100.00		Refundable Deposit
	IT Staff Fee (per hour)	50.00		
	Priority 2 Rate-Non-Profits/Local Bus Groups (501@3)			
	Kay Dalton Room	485.00		
	Kay Dalton Room Rental (hourly)	70.00		
	Security / Cleaning Deposit	300.00		Refundable Deposit
	East Room	355.00		
	East Room Rental (hourly)	25.00		
	Security / Cleaning Deposit	300.00		Refundable Deposit
	West Room	375.00		
	West Room Rental (hourly)	60.00		
	Security / Cleaning Deposit	300.00	Cost recovery	Refundable Deposit
	Monroe Room (charged hourly)	45.00	for facility	
	Security / Cleaning Deposit	50.00	rentals is 5%	Refundable Deposit
	Senior Game Room (charged hourly)	45.00	of operations	
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Kitchen	45.00		
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Arts & Crafts Room (charged hourly)	15.00		
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Iris Room (charged hourly)	15.00		
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Dance Studio (charged hourly)	15.00		
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Multi-Purpose Room (Youth Game Room) hourly)	15.00		
	Security / Cleaning Deposit	50.00		Refundable Deposit
	Coffee Service - 25 or more people	50.00		
	Coffee Service - less than 25 people	25.00		
	Library Park (per quadrant)	100.00		
	Security Deposit	50.00		Refundable Deposit
	Band Shell	60.00		
	Band Shell Lights (per hour)	20.00		
	Security Deposit	50.00	Cost recovery	Refundable Deposit
	Recreation Park Gazebo	50.00	for facility	
			rentals is 5%	
	Recreation Park- Barney Glenn Field lights	15.00	of operations	
	Recreation Park- Middle Field lights (charged hourly)	20.00		
	Multi-Purpose Court (Day Use) (charged hourly)	15.00		
	Multi-Purpose Court (Night Use) (charged hourly)	30.00		
	Sand Volleyball Court	35.00		
	Security Guard Service	Contract cost + actual cost		
	Security / Key Deposit	50.00		Refundable Deposit
	Julian Fisher Park Gazebo	40.00		
	Security / Key Deposit	50.00		Refundable Deposit
	Priority 3 Rate-City & School District Functions			
	Security / Cleaning Deposit	100.00		Refundable Deposit
	Recreation Park- Barney Glenn Field lights	15.00		
	Recreation Park- Middle Field lights (charged hourly)	20.00		
	All Facilities	0.00		No charge for City and MUSD.
S-08811	Mary Wilcox Youth Center:			
	Security Deposit	500.00	Cost recovery	Refundable Deposit
	Cleaning Fee	75.00	is 5%	
	Priority 1 Rate-Residents & Non-Residents:		of operations	
	Mary Wilcox Youth Center-Conf Room (per hour)	30.00	for the	
	Mary Wilcox Youth Center-Game Room (per hour)	35.00	Youth Center	
	Gymnasium (charged hourly)	60.00		
	Youth Center Kitchenette	10.00		
	Priority 2 Rate-Non-Profits/Local Bus Groups (501@3)			
	Mary Wilcox Youth Center-Conf Room (per hour)	20.00		
	Mary Wilcox Youth Center-Game Room (per hour)	25.00		
	Gymnasium (charged hourly)	45.00		
	Youth Center Kitchenette	7.50		
	Priority 3 Rate-City & School District Functions	0.00		No charge for City and MUSD.
S-08815	Monrovia Historic Museum:			
	Priority 1 Rate-Residents & Non-Residents:*			
	Ceremony	500.00		
	Ceremony & Reception	1,350.00		
	Reception Only	950.00		
	Security Deposit	500.00	Cost recovery	Refundable Deposit
	Cleaning Fee	70.00	is 5%	
	Photo Opportunity Fee (2 hour maximum)	200.00	of operations	
	Small Events Fee	200.00	for the	

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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
S-08819	Priority 2 Rate-Non-Profits/Local Bus Groups (501@3)		Youth Center	
	Ceremony	375.00		
	Ceremony & Reception	1,015.00		
	Reception Only	700.00		
	Security Deposit	500.00		Refundable Deposit
	Cleaning Fee	70.00		
	Photo Opportunity Fee (2 hour maximum)	150.00		
	Small Events Fee	150.00		
	Priority 3 Rate-City & School District Functions	0.00		No charge for City and MUSD.
	Equipment Rental:			
	Priority 1 Rate-Residents & Non-Residents:			
	Tables	8.00		
	Chairs	1.00		
	Coffeemaker	10.00	Cost recovery	
	Popcorn Machine	25.00	rentals is 5%	
	Snow-Cone Machine	25.00	of operations	
	Cotton Candy Machine	25.00		
	Portable Electrical Box (Library Park / Recreation Park)	50.00		
	Extension Cords	2.00		
	TV / VCR	80.00		
	Laptop with Projector	85.00		
	Easels	18.00		
	P.A. System	100.00		
	Microphones	20.00		
	Podium	55.00		
	One Way Delivery (charged hourly)	25.00		
	Delivery & Pickup (charged hourly)	50.00		
	Security Deposit	50.00		Refundable Deposit
	Screen Fee	50.00		
	Canopy	35.00		
	Portable Stage	60.00		
	Portable Sound System	50.00		
	Priority 2 Rate-Non-Profits/Local Bus Groups (501@3)			Priority 2 rates are discounted 25% of Priority 1 rates.
	Tables	6.00		
	Chairs	0.75		
	Coffeemaker	7.50	Cost recovery	
	Popcorn Machine	18.00	rentals is 5%	
	Snow-Cone Machine	18.00	of operations	
	Cotton Candy Machine	15.00		
	Portable Electrical Box (Library Park / Recreation Park)	50.00		
Extension Cords	1.50			
TV / VCR	61.00			
Laptop with Projector	65.00			
Easels	15.00			
P.A. System	75.00			
Microphones	15.00			
Podium	43.00			
One Way Delivery	25.00			
Delivery & Pickup	50.00			
Security Deposit	25.00		Refundable Deposit	
Screen Fee	40.00			
Canopy	25.00			
Portable Stage	45.00			
Portable Sound System	40.00			
Priority 3 Rate-City & School District Functions	0.00		No charge for City or MUSD use.	
S-09000	Afterschool Recreation Program			
S-09100	Tennis Court Rental:			
	Without Lights (Adults)	20.00		
	With Lights (Adults)	30.00		
	Without Lights (Youth)	12.50	Cost recovery	
	With Lights (Youth)	24.00	for urban	
S-09120	Basketball Courts:		park rentals	
	Without Lights (Adults)	25.00	use is 50%	
	With Lights (Adults)	40.00	of operations	
	Without Lights (Youth)	12.50		
	With Lights (Youth)	24.00		
S-09140	Racquetball Rates:			
	Prime time Adult Rates	5.00		
	Non-Prime time Adult Rates	5.00		
	Youth Rates (17 yrs and under)	2.00		
S-09141	Other Rentals (Priority 1)			
	Program Staff Recovery Time	15.00		
	Event Rental Staff Recovery Time	15.00		
S-09142	Other Rentals (Priority 2)			
	Program Staff Recovery Time	15.00		
	Event Rental Staff Recovery Time	15.00		

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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
S-09143	Other Rentals (Priority 3)			
	Program Staff Recovery Time	15.00		
	Event Rental Staff Recovery Time	15.00		
S-09710	Proctor Testing	20.00	49%	
	Community Room Rental:			
	Priority 1 Rate-Residents & Non-Residents:			
	Hourly Rate	75.00	N/A	
	6 Hour Block of Time	270.00	N/A	
	Kitchenette	60.00	N/A	
	Coffee Service	50.00	N/A	
	Deposit	100.00	N/A	
	Insurance	based on attendance	N/A	
	Staff Recovery Fee	15.00	N/A	
	LCD Projector	40.00	N/A	
	Podium	60.00	N/A	
	Priority 2 Rate-Non-Profits/Local Bus Groups (501©3)			
	Hourly Rate	55.00	N/A	
	6 Hour Block of Time	200.00	N/A	
	Kitchenette	45.00	N/A	
	Coffee Service	50.00	N/A	
	Deposit	100.00	N/A	
	Insurance	based on attendance	N/A	
	Staff Recovery Fee	15.00	N/A	
	LCD Projector	40.00	N/A	
	Podium	60.00	N/A	
	Heritage Room Rental:			
	Priority 1 Rate-Residents & Non-Residents:			
	Hourly Rate	25.00	N/A	
	Coffee Service	25.00	N/A	
	Deposit	100.00	N/A	
	Staff Recovery Fee	15.00	N/A	
	Priority 2 Rate-Non-Profits/Local Bus Groups (501©3)			
	Hourly Rate	15.00	N/A	
	Coffee Service	25.00	N/A	
	Deposit	50.00	N/A	
	Staff Recovery Fee	15.00	N/A	
S-08820	Canyon Park Rental:			
	Priority 1 Rate-Residents & Non-Residents:			
	Cabin Day Use (charged hourly)*	45.00	14%	
	Cabin Use - All Day*	350.00	100%	
	Cabin Overnight Use*	270.00	91%	
	Security / Cleaning Deposit	100.00	N/A	Refundable Deposit
	Key Deposit	50.00	N/A	Refundable Deposit
	Fireman's Flat Day Use*	75.00	93%	
	Security Deposit	50.00	N/A	Refundable Deposit
	Fireman's Flat Overnight Use*	80.00	100%	
	Security Deposit	50.00	N/A	Refundable Deposit
	Priority 2 Rate-Non-Profits/Local Bus Groups (501©3)			
	Cabin Day Use (charged hourly)	34.00	17%	
	Cabin Use - All Day	285.00	76%	
	Cabin Overnight Use	200.00	68%	
	Security/Cleaning Deposit	100.00	N/A	Refundable Deposit
	Key Deposit	50.00	N/A	Refundable Deposit
	Fireman's Flat Day Use	60.00	75%	
	Security Deposit	50.00	N/A	Refundable Deposit
	Fireman's Flat Overnight Use	60.00	75%	
	Security Deposit	50.00	N/A	Refundable Deposit
	Priority 3 Rate-City & School District Functions	0.00	1	No charge
S-08805	Parking Fees at Canyon Park			
	Automobile - Daily Rate	5.00	97%	
	Bus - Daily Rate	10.00	72%	
	Parking Pass - Annual	55.00	100%	
	Disabled Person Vehicle Parking Pass - Annual	45.00	N/A	
S-08830	Outdoor Educational Programs	3.00	97%	Fee is per person (minimum of 30 participants)
*	Kay Dalton Room: Discount of Priority II rates if rented Friday and Sunday evenings			
*	East Room: Discount of Priority II rates if rented Friday and Sunday evenings			
*	West Room: Discount of Priority II rates if rented Friday and Sunday evenings			
*	Monroe Room: Discount of Priority II rates if rented weekday mornings between 8am and 12pm			
*	Arts & Crafts Room: Discount of Priority II rates if rented weekday mornings between 8am and 12pm			
*	Iris Room: Discount of Priority II rates if rented weekday mornings between 8am and 12pm			
*	Multi-purpose Room: Discount of Priority II rates if rented weekday mornings between 8am and 12pm			
*	Recreation Park Gazebo: Discount of Priority II rates if rented Monday thru Friday			
*	Monrovia Historic Museum: Discount of Priority II rates if rented October thru January and for weekday rentals on Monday, Tuesday, and Wednesday			
*	Senior Game Room: Discount of Priority II rates if rented weekday mornings between 8am and 12pm			
*	Canyon Park Cabin: Discount of Priority II rates if rented after 6pm Monday thru Friday			
*	Canyon Park Fireman's Flat: Discount of Priority II rates if rented October thru February			

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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
COMMUNITY SERVICES - LIBRARY				
S-09200	Overdue Library Book/Periodicals/Materials:			
	Overdue Fee	0.15	5%	
	Collection Agency Fee	10.00	97%	
S-09300	Reservation of Materials	1.00	97%	
S-09400	Replacement of Lost/Damaged Library Items	Actual Cost + 6.00	100%	
S-09410	Damaged Book Cover:			
	Plastic Cover	5.00	97%	
	Publisher's Cover	5.00	97%	
S-09420	Replacement of Lost/Damaged Audio/Video Item:			
	Case for Audio, CD, DVD, and Video	5.00	97%	
	Audio, CD, DVD and Video	Actual Cost + 10.00	100%	
S-09430	Replacement of Barcode	1.00	19%	
S-09500	Replacement of Lost Library Card	2.00	39%	
S-09600	Library Microfilm/Computer Printing:			
	Microfilming Copying	0.25	5%	
S-09650	Replacement of Computer Sticker	0.25	49%	
S-09700	Interlibrary Loan Service	5.00	31%	
	DVDs:			
	Rentals	2.00	N/A	
	Overdue Fee (per day)	1.00	N/A	
	Maximum Fine	5.00	N/A	
	DVD on hold	1.00	N/A	
	Music CDs:			
	Overdue Fee (per day)	0.15	N/A	
	Maximum Fine	5.00	N/A	
	CD on hold	1.00	N/A	
S-13400	Library Vend-A-Card	1.00	47%	
S-13500	Library Computer Supplies Charge:			
	Flash Drive	7.00	100%	
	Ear Buds	7.00	100%	
	Birthday Party Package			
	Basic Party Package	135.00	30%	
	Intermediate Party Package	195.00	39%	
	Delux Party Package	255.00	45%	
	Super Delux Party Package	315.00	50%	
	Computer Classes	10.00	14%	
POLICE DEPARTMENT				
S-02190	Fortune Telling Permit - New	790.00	97%	
S-02191	Fortune Telling Permit - Renewal	350.00	97%	
S-02192	Massage Establishment License	755.00	100%	
S-02193	Massage Practitioner Application	475.00	96%	
S-11700	Special Business Regulation Permit:			
	New or Renewed Permit	30.00	97%	
	ABC Transfers	402.00	100%	
S-11900	Film Permit:			
	Overtime for Police and/or Fire Dept	Actual Cost	100%	Fully burdened overtime rate
S-03500	Noise Disturbance Response Call-Back:			
	First Call	0.00	0%	Warning Issued (per Municipal Code)
	Subsequent Call- Same Event	Actual Cost	100%	Fully burdened hourly rate
	Excess of 3 Calls in 6 months - Separate Events	Actual Cost	100%	Fully burdened hourly rate
S-03600	Police Special Services	Actual Cost	100%	Fully burdened hourly rate
S-03700	Police False Alarm Response:			
	First 3 Calls in a 12-Month Period	0.00	0%	Warning Issued (per Municipal Code Section 9.47.050)
	Subsequent Calls in a 12-Month Period	75.00	93%	For each subsequent call
S-03800	Impounded/Abandoned/Abated Vehicle Release:	133.00	99%	Per Vehicle Code Section 22850.5(a). No charge for crime victims
S-03810	Veh. Impound Storage Fee (Suspended or No License)	144.00	100%	Per Vehicle Code Section 22850.5(a)
S-03900	Records Check/Clearance Letter	25.00	97%	
S-04000	Taxi Service Establishment License	658.00	97%	Per Monrovia Municipal Code 5.20.020
S-04010	Taxi Service Driver License	379.00	97%	Per Monrovia Municipal Code 5.20.021
S-04102	Police Crime Verification Letter	10.00	75%	
S-04200	Police Photo Reproduction (on CD only)	1.25	97%	Per Government Code Section 53150
S-04300	Video/Audio Tape Reproduction	10.00	97%	
S-04400	Vehicle Equipment Correction Inspection	32.00	97%	
S-04500	Vehicle Accident Investigation Report Reproduction:			
	Non-Injury (charge for creation of report)	50.00	23%	Non-required reporting, Per Veh Code Section 20012
	Injury (required report, charge for reproduction)	0.25	100%	Per Vehicle Code Section 20012
S-04600	DUI Accident Response Investigation	Actual Cost+Booking	100%	Fully burdened hrly rate, plus County Booking Fee (Per Government Code Section 53150 and Municipal Code Section 9.45.030
S-04700	DUI Arrest/Impound and Report	499.00	100%	Per Vehicle Code Section 22850.5
S-05000	Animal Control:			
	Annual License - Sterilized	20.00	97%	
	Annual License - Non-Sterilized	60.00	80%	
	Penalty-If not licensed within annual license period	50% of license fee	100%	
	Impounds - Dogs & Cats:			

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	1st Impound (In Any 12 Month Period)	65.00	30%	\$0 for licensed/\$30 unlicensed (dogs only) + State Fee \$35
	2nd Impound	95.00	44%	Monrovia Fee = \$45 + State Fee \$50
	3rd Impound	160.00	75%	Monrovia Fee = \$60 + State Fee \$100
	4th or More Impound	210.00	98%	Monrovia Fee = \$110 + State Fee \$100
	Impounds - Other Animals (small/medium):			
	1st Impound (In Any 12 Month Period)	35.00	16%	
	2nd Impound	50.00	23%	
	3rd Impound	75.00	35%	
	4th or More Impound	75.00	35%	
	Impounds - Other Animals (large):			
	1st Impound (In Any 12 Month Period)	50.00	19%	
	2nd Impound	75.00	29%	
	3rd Impound	100.00	38%	
	4th or More Impound	100.00	38%	
	Impounds - Other Animals (large livestock):			
	1st Impound (In Any 12 Month Period)	500.00	86%	
	2nd Impound	500.00	86%	
	3rd Impound	500.00	86%	
	4th or More Impound	500.00	86%	
	Kennel Fee (per day)	10.00	14%	
	Dead Animal Pick Up:			
	Licensed Cat or Dog	0.00	0%	
	Non-Licensed Animal	25.00	12%	
	Large Dog (over 70 lbs)	50.00	22%	
	Other Small & Medium Animals	25.00	12%	
	Large Animals (Not Including Livestock)	50.00	19%	
	Livestock	200.00	39%	
	Tranquilization Fee	150.00	45%	
	Vaccination Fees			
	6-1	10.00	28%	
	Bordatella	8.00	23%	
	FVRCP	8.00	23%	
	Adoption Fees:			
	Cats	85.00	24%	\$75 will be refunded after proof of spay or neuter (cats & dogs)
	Dogs	100.00	29%	
S-05100	Civil Subpoena Production Of Records:			
	Standard Reproduction (Up to 8½"x 14" Inches)	0.10	19%	Per Calif. Evidence Code Section 1563 (b)(1)
	Reproduction from Microfilm	0.20	39%	Per Calif. Evidence Code Section 1563 (b)(1)
	Reproduction of Oversized Documents	Actual Cost	100%	\$24 per hour clerical, plus misc cost incurred
	Reproductions requiring Special Processing	Actual Cost	100%	\$24 per hour clerical, plus misc cost incurred
	Reproduction for Attorney or Atty Representative	15.00	100%	Per Calif. Evidence Code Section 1563 (b)(6)
S-05210	Firearms Dealer Permit	470.00	97%	
S-03400	FINES:			
	Parking Enforcement	55.00	91%	Per Monrovia Municipal Code Section 10.16
	Parking Enforcement (City Streets)- Vehicles over 10,000 lbs	100.00	N/A	
	Parking Enforcement (Truck Routes)- Vehicles over 10,000 lbs	100.00	N/A	
S-11810	General Municipal Ordinance Enforcement:			
	Misdemeanors	1000.00	100%	Per Monrovia Municipal Code, Section 1.16.010
	Infraction - 1st	100.00	100%	Per Monrovia Municipal Code, Section 1.16.020
	Infraction - 2nd within a year	200.00	100%	Per Monrovia Municipal Code, Section 1.16.020
	Infraction - 3rd and subsequent within a year	500.00	100%	Per Monrovia Municipal Code, Section 1.16.020
	Admin fine - 1st	100.00	100%	Per Monrovia Municipal Code, Section 1.17.060
	Admin fine - 2nd within a year	200.00	100%	Per Monrovia Municipal Code, Section 1.17.060
	Admin fine - 3rd and subsequent within a year	300.00	100%	Per Monrovia Municipal Code, Section 1.17.060
	Penalty - if not paid on time	50% of the fine	100%	Per Monrovia Municipal Code, Section 1.17.060
FIRE DEPARTMENT				
S-05400	Fire Plan Check/Inspection:	\$170 plus \$15 per device	100%	Fully burdened hourly rate, plus the permit fee, plus a \$15 fee based on the number of devices (sprinkler heads, smoke detectors, etc.)
	Other Plan Check/Inspection Fees:			
	Single Family Residential Site	40.00	97%	
	Multi-Dwelling Site Field Review (½ hour min)	Actual Cost + \$5.00/unit	100%	Fully burdened hourly rate, plus \$5 per unit
	Commercial/Industrial Site Field Review (½ hour min)	Actual Cost	100%	Fully burdened hourly rate
	Inspections outside of Normal Business Hours (3 hr min)	Actual Cost	100%	Fully burdened hourly rate
	Inspections where no fee is specified (½ hour min)	Actual Cost	100%	Fully burdened hourly rate
	Add'l Plan Review/Insp required by changes/additions	40.00	100%	After 3 rechecks done, by staff
	Additional Plan Review/Inspection Revisions	100%+Consultant Fees	100%	After 3 rechecks done, by consultant
	Outside Consultant Plan Review Fee	Consultant Fees	100%	
	Division Consultation Fees-not otherwise stated (½ hr min)	Actual Cost	100%	Fully burdened hourly rate
	Reinspections after 2nd inspections	Actual Cost	100%	Fully burdened hourly rate
	Commercial Building & Site Plan Check	Actual Cost	100%	Fully burdened hourly rate
	Commercial building construction & inspection	Actual Cost	100%	Fully burdened hourly rate, 154% deposit required
	Optical scanning of plans and calculations	2.25	100%	Cost plus administration cost
	Failure to Obtain Fire Permit	Penalty = Double Fee	100%	Penalty

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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
S-05500	Annual Fire Permit Inspections-Hazardous Occupancies:			
	Dust Collection System	86.00	99%	
	Repair Garages	86.00	99%	
	Battery Stations	172.00	100%	
	Fuel Stations	86.00	99%	
	Hot work permits	86.00	99%	
	Radioactive Materials	86.00	99%	
	High Piled Storage	172.00	100%	
	Refrigeration equipment	86.00	99%	
	Automobile wrecking yard	168.00	99%	
	Explosives/Blasting Agents	86.00	99%	
	Fire Alarm System	86.00	99%	
	Flammable or Combustible Spraying/Dipping Operation	86.00	99%	
	Combustible Fiber Storage	86.00	99%	
	Other Hazardous Processes	86.00	99%	
Failure to Obtain Required Permit	Penalty = Double Fee	100%	Penalty	
S-05600	Fire False Alarm Response:			
	1st and 2nd Response in a 12-Month Period	0.00	0%	
	3rd Response in a 12-Month Period	103.00	20%	
	4th Response in a 12-Month Period	175.00	26%	
	5th Response in a 12-Month Period	309.00	36%	
	6th Response in a 12-Month Period	412.00	40%	
	7th Response in a 12-Month Period	551.00	46%	
	8th and Subsequent Responses in a 12-Month Period	700.00	51%	
	Fire Alarm Company Dispatching Error	350.00	100%	Plus contractor dispatching fee
S-05700	Hazardous Materials Review & Inspection:			
	Hazardous Materials Handlers:			
	Liquid < 1 gallon/ Solid < 1 lbs / Gas < 1 cu.ft.	0.00	0%	No Charge
	Liquid 1-54 / Solid 1-499 / Gas 1-199	103.00	50%	
	Liquid 55-550 / Solid 500-2000 / Gas 200-2000	319.00	91%	
	Liquid 501-2000 /Solid 2001-15000 /Gas 2001-5000	506.00	100%	
	Liquid 2001-2500 /Solid 15001-25000 /Gas 5001-10000	865.00	100%	
Service Stations	506.00	100%		
S-05800	Risk Mgmt Protection Plan (over 6 hrs, per add'l hour)	Actual Cost	100%	Fully burdened hourly rate
S-05900	Hazardous Materials Clean-up/Response	Actual Cost	100%	Fully burdened hourly rate
S-06000	Spilled Load Clean-Up	Actual Cost	100%	Fully burdened hourly rate, plus equipment rental
S-06100	Illegal Burn Response:			
	1st Response in 5 Years	0.00	0%	
	2nd Response in 5 Years	Actual Cost	100%	Fully burdened hourly rate
S-06200	Fire Incident Report Copy:			
	Response Reports	20.00	97%	
	Other Copies (per page)	0.25	97%	First four copies free
	Original Document Preparation (first 15 minutes, per month)	0.00	0%	No charge for the first 15 minutes per month
	Original Document Preparation (over 15 minutes, per month)	10.00	97%	First 15 minutes is free. Rate is per each subsequent 15 minutes.
S-06300	Engine Company Inspection: (Annual Fee)			
	Commercial Units:			
	Building square footage < 500 sq feet	103.00	71%	
	Building square footage > 500 feet and < 4,000 sq feet	155.00	72%	
	Building square footage > 4,000 feet and < 10,000 sq feet	206.00	71%	
	Building square footage > 10,000 feet and < 50,000 sq feet	618.00	71%	
	Building square footage > 50,000 sq feet	Actual cost	100%	Fully burdened hourly rate
	Rental Units - Based on No. of Units:			
	Unit Range from 5-10	103.00	71%	
	Unit Range from 11-20	155.00	72%	
	Unit Range from 21-30	206.00	71%	
	Unit Range from 31-50	618.00	71%	
	Unit Range from 50 +	Actual cost	100%	
	First Re-Inspection			
	Building square footage < 10,000 sq feet	0.00	0%	No charge for first re-inspection
Building square footage > 10,000 sq feet	0.00	0%	No charge for first re-inspection	
Second Re-Inspection				
Building square footage < 10,000 sq feet	144.00	100%		
Building square footage > 10,000 sq feet	216.00	100%		
S-06310	Fire Prevention Inspection (Non-Engine Company) (Annual Fee)			
	Commercial Units:			
	Building square footage < 500 sq feet	43.00	99%	
	Building square footage > 500 feet and < 4,000 sq feet	86.00	99%	
	Building square footage > 4,000 feet and < 10,000 sq feet	194.00	100%	
	Building square footage > 10,000 feet and < 50,000 sq feet	432.00	100%	
	Building square footage > 50,000 sq feet	Actual cost	100%	Fully burdened hourly rate
	Rental Units - Based on No. of Units:			
	Unit Range from 5-10	43.00	99%	
	Unit Range from 11-20	86.00	99%	
	Unit Range from 21-30	194.00	100%	
Unit Range from 31-50	432.00	100%		
Unit Range from 50 +	Actual cost	100%	Fully burdened hourly rate	

CITY OF MONROVIA
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Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments	
S-06400	First Re-Inspection				
	Building square footage < 10,000 sq feet	0.00	0%	No charge for first re-inspection	
	Building square footage > 10,000 sq feet	0.00	0%	No charge for first re-inspection	
	Second Re-Inspection				
	Building square footage < 10,000 sq feet	194.00	100%		
	Building square footage > 10,000 sq feet	432.00	100%		
	Water/Flood Pumping, Covering And Clean-Up:				
	Emergency/Hazardous Situation	0.00	0%	No charge	
	Non-Emerg. Flood Incident-1st Response in 12 mo period	0.00	0%	No charge	
	Non-Emerg. Flood Incident-All Subsequent Responses	Actual Cost	100%	Fully burdened hourly rate	
S-06500	Non-Emerg. Roof Leak Incident-1st Response in 12 mos.	0.00	0%	No charge	
	Non-Emerg. Roof Leak Incident-All Subsequent Responses	Actual Cost	100%	Fully burdened hourly rate	
	Flooding/Leaking Incident caused by Natural Disaster	0.00	0%	No charge	
	Add'l Non-Emergency Minor Incident	755.00	298%		
	Add'l Non-Emergency Minor Incident (over ½ hour)	Actual Cost	100%	Fully burdened hourly rate	
	Emergency Medical/Fire Protection Service: (Monthly Fees)				
	Single Family Dwelling	3.16	49%		
	Multiple Family Dwelling	3.16	49%	For 1st unit, plus 2.08 for each add'l unit	
	Trailer Parks	3.10	49%	For 1st space, plus 2.31 for each add'l space	
	Lifeline	1.58	49%		
S-06600	Commercial	7.93	49%		
	Governmental/Public Facilities	7.93	49%		
	Industrial	29.31	49%		
	Cemetery	7.93	49%		
	Agricultural	0.00	N/A		
	Non-Resident Fee	463.00	100%	Includes transport to hospital	
	Non-Resident Patient Assessment Fee	257.00	100%	On scene assessment only; No transport to hospital	
	Civil Fire Incident	Actual Cost	100%	Fully burdened hourly rate, plus materials	
	S-06700	Hydrant System Flow Testing:			Fee paid by group/agency requesting the test.
	S-06800	Checking consultant's test	43.00	99%	
Witness of contractor's test		Actual Cost	100%	Fully burdened hourly rate	
Conduct flow test		Actual Cost	100%	Fully burdened hourly rate	
S-06900		Underground Tank Installation/Removal Inspection	185.00	100%	\$185 for 1st tank, plus \$60 for each add'l tank
S-07000	Special Events, Tests, & Inspections/ Fire Protection Stand-by:				
	Candles/Open Flames in an Assembly (charged daily)	20.00	97%		
	Circus or Carnivals (Fire staff required-3hr min)	\$123 Fee + Hourly Rate	100%	\$86 for first hour; \$43 for each add'l hour	
	Tent, for public assembly use (charged daily)	Actual Cost	100%	\$86 for first hour; \$43 for each add'l hour	
	Tent, for commercial use (one time charge)	Actual Cost	100%	\$86 for first hour; \$43 for each add'l hour	
	Air Supported Structures (charged daily)	Actual Cost	100%	\$86 for first hour; \$43 for each add'l hour	
	Approved Fireworks Show (charged daily)	113.00	10%	\$113 for first hour; \$56 for each add'l hour	
	Blasting Operations (charged daily)	86.00	99%	\$86 for first hour; \$43 for each add'l hour	
	Filming:				
	Each inspection during regular business hours	Actual Cost	100%	Fully burdened hourly rate	
Each inspection outside of regular business hours	Actual Cost	100%	Fully burdened hourly rate (3 hour minimum)		
Cancellation of Inspection (failure to notify Fire Dept.)	87.00	N/A			
Other Temporary Special Use Fire Permit	30.00 + Actual Cost	100%	Fully burdened hourly rate (3 hr minimum)		
Failure to obtain a required permit	Double Fee	100%			
Fire Protection System installation/modification inspection	Actual Cost	100%	Fully burdened hourly rate-minimum charge-½ hr		
Low cost sprinkler systems-residential attached garage	86.00	99%	Fee paid by group/agency requesting the test.		
Fire alarm inspections - Initial request	86.00	99%	Fee paid by group/agency requesting the test.		
Fire alarm inspections - Follow-Up request	86.00	99%	Fee paid by group/agency requesting the test.		
Special After-Hours Occupancy:					
Annual inspection - occupancy load under 50	Actual Cost	100%	Fully burdened hourly rate		
Semi-Annual inspection - occupancy load over 50	Actual Cost	100%	Fully burdened hourly rate		
Consultation for civil cases	Actual Cost	100%	Fully burdened hourly rate, plus duplication cost		
S-07000	Weed Abatement:				
S-07100	Brush clearance by City or City contractor	Actual Cost	100%	Fully burdened hourly rate, plus materials	
	Admin Fee for City administered abatement	309.00	100%		
	Failure to abate - Re-Inspection Fee	86.00	99%		
S-xxxxx	State-Mandated Fire Inspections:			Required for businesses to be licensed by regulatory agencies other than the City of Monrovia. These fees shall be paid for by the business requiring the license.	
	High Rise	1,525.00	100%		
	Day Care	86.00	99%		
	Hospital	345.00	100%		
	Convalescent	169.00	99%		
	Other Licensed Care	169.00	99%		
	Schools	0.00	0%		
S-xxxxx	Emergency Response and Mitigation				
	Single Engine Response	433.00	100%		
	Engine/Truck Haz Mat Clean up	508.00	100%		
	Vehicle Accident With Extraction	1,592.00	100%		
ADMINISTRATION					
S-11100	City Manager Business Improvement District Maintenance: (Annual Fees)			(Maximum charge not to exceed \$1,500/year)	
	Prof & Medical services w/o Taxable Sales-Fronting Myrtle	100.00	97%		
	Prof & Medical services w/o Taxable Sales-All Others	50.00	97%		
	Banks, Financial Institutions, & Utility Companies	200.00	95%		

**CITY OF MONROVIA
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Fiscal Year 2013-14**

Ref #	Service Description	Current Fees For 2013-14	Cost Recovery %	Comments
	Automotive Repair Shops & Gas Stations	25.00 minimum	100%	\$.50 per \$1,000 gross sales
	Other Retail Business-Located in "Foothill Park Plaza"	25.00 minimum	100%	\$1.00 per \$1,000 gross sales
	Other Retail Business-Not Located in "Foothill Park Plaza"	25.00 minimum	100%	\$1.50 per \$1,000 gross sales
	Residential, Manufacturing, & Wholesaling	0.00		N/A, Business type not allowed in district
S-11900	Film Permit Review:			
	Filming Liaison-Bus Improvement District (per hour)	30.00	97%	Fully burdened hourly rate
S-13200	Open Video System:			
	Franchise Applications / Renewal Fee	Actual Cost	100%	Actual Fees Paid to Attorneys and Consultants
	Filing Fee-Open Video System Operations	Actual Cost	100%	Actual Fees Paid to Attorneys and Consultants
	Finance			
S-12100	Returned Payment Fee	30.00	97%	
	City Clerk			
S-12200	Records Research Service:			
	First 15 Minutes per month	0.00	100%	No charge- 15 minutes per month
	Over 15 Minutes per month	10.00	100%	Per ¼ hour, over 15 minutes (only if it's 5yrs+ and in archives).
S-12300	Document Retrieval & Reproductions:			
	Copies - Standard Black, per 8 ½"x11" / 8½"x14" page	0.25	97%	Per copy, as of 5th page (first 4 pages are free) by law
	Copies - Color, per 8 ½"x11" / 8½"x14" page	0.50	97%	Per copy, as of 5th page (first 4 pages are free) by law
	CD or DVD	1.25	97%	
S-12350	Retrieval Fee (FPPC Forms/Statements 5 or more years old)	5.00	N/A	By law, maximum fee allowed is \$5
S-12400	Agenda/Minute Subscription Service: (Annual)			
	CC Agenda Only	40.00	10%	
	CC Agenda Summary	75.00	29%	
	CC Adopted Minutes	60.00	23%	
	Agenda & Agenda Summary	115.00	23%	
	Agenda, Agenda Summary, & Adopted Minutes	175.00	28%	
	Documents reserved for Pick-up	100.00	29%	
	Electronic Distributions	0.00	0%	No fee for service electronically
S-13600	Passport Photo	15.00	100%	
	Passport Execution Fee	25.00	N/A	Set by Department of State
S-13700	Document Certification	5.00	34%	
S-13800	General Election Candidate Handbook	35.00	29%	Charged only to non-candidates
S-13850	Candidate Filing Fee	25.00	N/A	Fee Set by California Elections Code
	Document Notarization	10.00	83%	By law, maximum fee allowed is \$10
	Human Resources			
S-13150	Fingerprinting Rolling Fee	20.00	83%	
S-13100	Typing Test / Certification	15.00	66%	