



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE: Adopt a resolution approving an updated Master Fee Schedule for a limited number of changes to fees in the Parks and Recreation Department, Police Department/Parking Division and Library.

RECOMMENDED MOTION:

Adopt a resolution approving the updated Master Fee Schedule for the specified changes as identified in the attached Draft Master Fee Schedule update.

SUMMARY

As part of preparations for Fiscal Year 2009-2010, the Treasurer requested that each City department and division review its fees as listed in the Master Fee Schedule, which was most recently updated on November 25, 2008 (Resolution 4984). Several of the departments have submitted a minor number of changes, which are summarized below:

Parks and Recreation

- Increase facility and park rental fees by approximately 5% as noted in Exhibit A.
- Increase rental equipment delivery fee and security deposit as noted in Exhibit B
- Increase filming permits as noted in Exhibit C
- Increase special event permit fees as noted in Exhibit C
- Add fees that are currently not included in the Master Fee Schedule as noted in Exhibit D

Police Department, Parking Division Fees:

Effective January 1, 2009 the California State Legislature enacted SB 1407. This legislation created the Immediate and Critical Needs Account (ISNA) of the State Court Facilities Construction Fund. SB 1407 increased a range of uniformed fees that need to be paid to the State. Among the fees is an increase in the amount of money cities are required to remit as the State Court Construction Penalty for every parking offense with a penalty. This amount is \$4.50 per citation.

Staff recommends a rate increase of \$5.00 per citation to cover the loss of city revenue due to SB 1407 as noted in Exhibit E.

Library Fees:

- Add fee that is not currently in Fee Schedule Charge for out-of-system reserve request - \$3.00 as noted in Exhibit F
- Amend Notary Service - \$10 *per signature* as noted in Exhibit F
- Remove Passport Acceptance Service as noted in Exhibit F

FINANCIAL CONSIDERATIONS

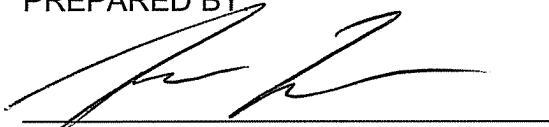
The new rates will provide a minor increase in revenue to the General Fund and will help to offset operational costs.

STAFF RECOMMENDATIONS

Adopt a resolution approving the updated Master Fee Schedule for the specified changes as identified in Exhibits A through F.

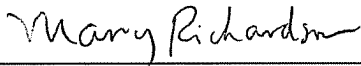
Attachments: Resolution adopting amended Master Fee Schedule with Exhibits A through F.

PREPARED BY:



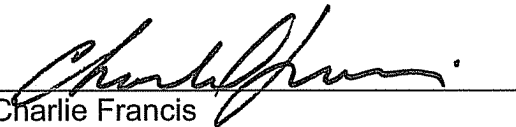
Mike Langford
Parks and Recreation Director

Scott Paulin
Chief of Police



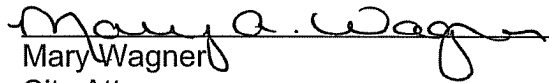
Mary Richardson
Library Director

APPROVED BY:



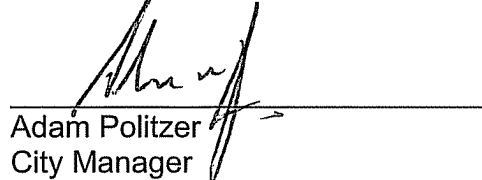
Charlie Francis
Treasurer and Administrative Services Director

APPROVED AS TO FORM BY:



Mary Wagner
City Attorney

SUBMITTED BY:



Adam Politzer
City Manager

Item #: 602
Meeting Date: _____
Page #: 2

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
AMENDING THE REVISED AND RESTATED MASTER FEE SCHEDULE ADOPTED
IN FY2008-09**

WHEREAS, in 1983 with the adoption of Resolution No. 3233, the City Council of the City of Sausalito adopted their first Master Fee Schedule which included fee schedules from all departments; and

WHEREAS, since 1988, the City Council of the City of Sausalito began to annually adopt a Revised and Restated Master Fee Schedule; and

WHEREAS, it is the policy of the City Council of the City of Sausalito to review and amend, as required, the Master Fee Schedule when fees are changed or corrections and/or clarifications need to be made to the Schedule; and

WHEREAS, it is the desire of the City Council to revise and restate the Master Fee Schedule on an annual basis; and

WHEREAS, on June 24, 2008, the City Council adopted the latest Revised and Restated Master Fee Schedule by adoption of Resolution No. 4957 and then amending the Schedule on November 25, 2009, by the adoption of Resolution No. 4984 which revised the Planning Division fee schedule, and on February 24, 2009, by adoption of Resolution No. 5003 which revised the Building Division fee schedule; and

WHEREAS, the Master Fee Schedule is currently being reviewed and contains recommended modifications as follows and is attached hereto as Exhibits A through F:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sausalito does hereby:

1. Amend the Revised and Restated Master Fee Schedule as attached hereto in Exhibits A through F; and
2. Leaves in full force and effect any other fees or fines adopted by the City of Sausalito that are contained in said Master Fee Schedule previously adopted in 2008, along with the above noted amendments.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito on the _____ day of _____, 2009, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

MAYOR OF THE CITY OF SAUSALITO

ATTEST:

CITY CLERK

EXHIBIT A

				Current Fees	Proposed
Facility Rentals					
	Edgewater	Groups under 25	Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$30/ hr	\$32/hr
			Non-Residents	\$40/ hr	\$42/hr
			Commercial	\$55/ hr	\$58/hr
	Edgewater	Groups over 25	Sausalito Non-Profits/ Youth	\$35/ hr	\$37hr
			Residents	\$45/ hr	\$47/hr
			Non-Residents	\$55/ hr	\$58/hr
			Commercial	\$80/ hr	\$84/hr
	Exercise	Groups under 25	Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$30/ hr	\$32/hr
			Non-Residents	\$40/ hr	\$42/hr
			Commercial	\$55/ hr	\$58/hr
	Exercise	Groups over 25	Sausalito Non-Profits/ Youth	\$35/ hr	\$37/hr
			Residents	\$45/ hr	\$47/hr
			Non-Residents	\$55/ hr	\$58/hr
			Commercial	\$80/ hr	\$84/hr
	Game	Groups under 25	Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$35/ hr	\$37/hr
			Commercial	\$45/hr	\$47/hr
	Game	Groups over 25	Sausalito Non-Profits/ Youth	\$30/ hr	\$32/hr
			Residents	\$40/ hr	\$42/hr
			Non-Residents	\$50/ hr	\$53/hr
			Commercial	\$65/hr	\$68/hr
	MLK Gym		Sausalito Non-Profits/ Youth	\$40/ hr	\$42/hr
			Residents	\$55/ hr	\$58/hr
			Non-Residents	\$70/ hr	\$74/hr
			Commercial	\$85/ hr	\$89/hr
Park Rentals					
	Dunphy	Area 1:	Sausalito Non-Profits/ Youth	\$25/ hr	\$26/hr
			Residents	\$35/ hr	\$37/hr
			Non-Residents	\$45/ hr	\$47/hr
			Commercial	\$55/ hr	\$58/hr
		Area 2:	Sausalito Non-Profits/ Youth	\$15 /hr	\$16/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$35/ hr	\$37/hr
			Commercial	\$45/ hr	\$47/hr
		Area 3:	Sausalito Non-Profits/ Youth	\$15 /hr	\$16/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$35/ hr	\$37/hr
			Commercial	\$45/ hr	\$47/hr
		Special Package includes: Area 1, 2, or 3 and Dunphy dirt Parking Lot at Bridgeway and Napa :	Sausalito Non-Profits/ Youth	\$45/ hr	\$47/hr
			Residents	\$55/ hr	\$58/hr
			Non-Residents	\$85/ hr	\$89/hr
			Commercial	\$110/hr	\$116/hr
	Marinship Field		Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$30/ hr	\$32/hr
			Commercial	\$40/ hr	\$42/hr

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	MLK Field		Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$30/ hr	\$32/hr
			Commercial	\$40/ hr	\$42/hr
	Tennis Court (MLK & Marinship)		Sausalito Non-Profits/ Youth	\$20/ hr	\$21/hr
			Residents	\$25/ hr	\$26/hr
			Non-Residents	\$30/ hr	\$32/hr
			Commercial	\$40/ hr	\$42/hr
	Robin Sweeny		Sausalito Non-Profits/ Youth	\$15/ hr	\$16.00
			Residents	\$27/ hr	\$28.00
			Non-Residents	\$40/ hr	\$42.00
			Commercial	\$55/ hr	\$58.00
	Langendorf		Sausalito Non-Profits/ Youth	\$15/ hr	\$16/hr
			Residents	\$27/ hr	\$28/hr
			Non-Residents	\$40/ hr	\$42/hr
			Commercial	\$55/ hr	\$58/hr
	Cloudview		Sausalito Non-Profits/ Youth	\$15/ hr	\$16/hr
			Residents	\$27/ hr	\$28/hr
			Non-Residents	\$40/ hr	\$42/hr
			Commercial	\$55/ hr	\$58/hr
	Other Parks		Sausalito Non-Profits/ Youth	\$15/ hr	\$16/hr
			Residents	\$27/ hr	\$28/hr
			Non-Residents	\$40/ hr	\$42/hr
			Commercial	\$55/ hr	\$58/hr

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EXHIBIT B

Equipment Rental			Current Fees	Proposed
	Delivery/ Pick-up if available (in town only)		\$30 for both ways per event	45 total + Staff time
	Security Deposit		\$100- \$500	100-5000

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EXHIBIT C					
Permits				Current Fees	Proposed
	Commercial Filming:	Still Photography		\$150/ day	\$160/day + staff costs
		Video, Travel, Documentary	On Private Property	\$150/ day + staff costs	\$160/day + staff costs
			On Public Property	\$250/ day + staff costs	\$270/day + staff costs
		Commercials	On Private Property	\$300/ day + staff costs	\$325/day + staff costs
			On Public Property	\$450/ day + staff costs	\$475/day + staff costs
		Feature Film and TV Series	On Private Property	\$500/ day + staff costs	\$525/day + staff costs
			On Public Property	\$650/ day + staff costs	\$675/day + staff costs
		Rush Fee (Applications not fully submitted with two weeks notices)			50% surcharge
	Special Event Application:	High Impact Application Fee		\$100	\$120
		Low Impact Application Fee		\$40	\$50
		Re-Application Fee (Low Impact event for events recurring on an annual basis with no substantial changes)		\$20	\$25
		Rush Fee (Applications not fully submitted with two weeks notices)			50% surcharge

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EXHIBIT D				Current Fees	Proposed
Ads in Magazine					
	Back cover			\$2,500	\$2,500
	Back cover with 4 issue contract			\$2,000	\$2,000
	Inside front cover			\$1,500	\$1,500
	Inside front cover with 4 issue contract			\$1,250	\$1,250
	Inside back cover full page			\$1,250	\$1,250
	Inside back cover full page with 4 issue contract			\$1,000	\$1,000
	Inside back cover 1/2 page			\$650	\$650
	Inside back cover 1/2 page with 4 issue contract			\$500	\$500
	Inside pages full page			\$800	\$800
	Inside pages full page with 4 issue contract			\$600	\$600
	Inside pages 1/2 page			\$500	\$500
	Inside pages 1/2 page with 4 issue contract			\$300	\$300
	Inside pages 1/4 page			\$300	\$300
	Inside pages 1/4 page with 4 issue contract			\$200	\$200
Caledonia Street Fair					
	Vendor Booths				
	10 x 10			\$140	\$140
	10 x 15			\$190	\$190
	10 x 20			\$240	\$240
	Returning Vendor or Local Discount			\$25	\$25
	Non-profit Food Booth			\$300-\$500	\$300-\$500
	Restaurant sidewalk sales			\$350	\$350
Jazz and Blues by the Bay					
	Producer			\$5,000	\$5,000
	Platinum			\$2,000	\$2,000
	Gold			\$1,000	\$1,000
	Silver			\$650	\$650
	Bronze			\$300	\$300
	Resident			\$500	\$500
	Non-resident			\$600	\$600
	Nightly			\$75	\$75
Contract Classes				\$1-\$2500	\$1-\$2500
Event Sponsors				\$50-\$100,000	\$50-\$100,000
Event Fees				\$1-\$500	\$1-\$500

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EXHIBIT E			Current Fee	Proposed Fee
Parking and Vehicle Violations:				
	Expired Meter		\$30	\$35
	Overtime, 3 hour limit		\$30	\$35
	Overtime, 1 hour limit		\$30	\$35
	Overtime, 20 minute		\$53	\$58
	Expired Meter w/overtime		\$40	\$45
	Green, Yellow or White Zone		\$53	\$58
	Red Zone/Posted No Parking		\$53	\$58
	Municipal Lots 1,2,3,4 and 5		\$30	\$35
	Preferential Zones B, C, and H		\$30	\$35
	Improperly Parked in Space		\$30	\$35
	Parked on School Grounds		\$25	\$30
	Parked over 18" from curb		\$48	\$53
	Parked wrong way		\$48	\$53
	Parked in excess of 72 hours		\$270	\$275
	RV/RV trailer parked over 8 hours		\$250	\$255
	Boat/boat trailer parking over 1 hour		\$30	\$35
	All other parking not listed		\$30	\$35
	No Parking in Bike Lane		\$100	\$105
	Parking in front of Driveway, on Sidewalk, Obstructing Traffic, Double Parked		\$55	\$60
	Parking in Intersection, Crosswalk, Fire Station Zone, repairing or washing vehicle on City street		\$75	\$80
	Parked within 15 ft of Fire Hydrant		\$250	\$255
	Parked in a bus stop		\$150	\$155
	Parked in Fire Lane		\$75	\$80
	Unattended vehicle, motor running		\$100	\$105
	Unattended vehicle, occupant unable		\$300	\$305
	Parking in or blocking access to Handicapped/Blue Zone		\$300	\$305
	Parked in cross hatch lines of disable parking stall		\$135	\$140
	Expired Registration		\$75	\$80
	Mutilated license, missing gas cap, no license plates, no current registration tab		\$48	\$53
	Failure to curb wheels, parking commercial vehicles and trailers, restricted parking on City property, cab zone only, restricted Police parking, restricted No Parking 2AM to 6AM		\$75	\$80
	Illegal vessel mooring		\$75	\$80

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