

**TOWN OF FAIRFAX  
STAFF REPORT**

**To: Mayor, Members of the Town Council**

**From: Michael Rock, Town Manager  
Laurie Ireland-Ashley, Finance Department**



**Date: August 4, 2010**

**Subject: Discussion/Consideration of the Adoption of a Resolution of the Town Council of the Town of Fairfax adopting a revised Master Fee Schedule**

**RECOMMENDATION**

Discussion/Consideration of the Adoption of a Resolution of the Town Council of the Town of Fairfax adopting a revised Master Fee Schedule.

**DISCUSSION**

Under state law, municipalities may charge fees for services or regulatory activities which do not exceed the reasonable cost of providing those services or activities. The Town of Fairfax has a current active Master Fee Schedule adopted by the Town Council on September 6, 2006. Since that time period general operating costs have continued to rise. The Town hired Willdan Financial Services to complete a User Fee Study dated May 15, 2009 (the "User Fee Study") to analyze the Town's costs of services and activities for which fees may be charged. The User Fee Study then identified through a Cost Allocation Plan (CAP) fees that recover those costs.

Willdan identified the Fully Burdened Hourly Rate (FBHR) for several key positions within the Town of Fairfax. FBHR includes all of the costs, direct and indirect associated with the position. Direct Labor (Salary & Benefits), and Indirect (Departmental Overhead and Central Services overhead) to determine the true cost to the Town of performing various functions.

Based upon this analysis and the User Fee Full Cost Recovery Calculation (so that the Town is recouping the incurred expenses of staff), the Staff reviewed all of the fees currently charged by the Town. Staff proposes the adoption of a new fee resolution in accordance with the following:

**Planning Fees (Exhibit A)**

Staff recommends that the planning fees be adjusted to reflect the Planning Department Fees listed in Exhibit A.

Willdan reviewed the services provided by the Planning Department. Based on that input, Staff recommends that the Town change the fee schedule in the areas of Environmental Review, Lot Line Adjustments, and Subdivisions to a deposit, then FBHR + Materials. This will create a fair balance for the use of staff time. The rate will be entirely based upon the actual time used and therefore fairly represented for each project.

### Building Permit Fees (Exhibit B)

Staff recommends that the building permit fees be established as provided in Exhibit B. Those fees reflect the FBHR with the exception of the Water Heater, and Furnace Building Permits. For those, in an effort to foster and insure compliance for the public safety, staff recommends that these permits be set at a rate of \$100 each with the Town absorbing the remainder of the FBHR. Staff further recommends that the Residential Earthquake Retrofit, and Commercial ADA Minor/Major Upgrades be reflected at a zero cost to the citizens with the Town absorbing the remainder of the FBHR. Per previous Council direction, Solar permits remain exempt.

### Administrative, Facilities and Police Fees (Exhibit C, D, and E)

Staff recommends that the Administrative fees be set as provided in Exhibit C, that the Facilities Rental fees be increased in all categories as shown in Exhibit D. The Facilities Rental fee recommendations were reviewed by the Parks & Recreation Committee prior to submission to Council.

Finally, staff recommends that Police Fees be adjusted based on Exhibit E. One of those fees, Subpoena Town Employee for Civil Matter, is reduced because state law limits the amount of recovery to \$150.

### FISCAL IMPACT

Full Cost Recovery Fees would contribute to a sustainable budget. The estimated revenue increase to the Town is difficult to calculate because it depends on the state of the economy and what decisions people make regarding using each service for which a fee is charged.

### ATTACHMENTS

1. Resolution Adopting Master Fee Schedule
2. Exhibit A: Planning Fees
3. Exhibit B: Building Fees
4. Exhibit C: Administrative Fees
5. Exhibit D: Facilities Fees
6. Exhibit E: Police Fees

**RESOLUTION NO.**

**A RESOLUTION OF THE TOWN OF FAIRFAX APPROVING THE  
MASTER FEE SCHEDULE TO RECOVER COSTS AND  
PROVIDE IMPROVED CUSTOMER SERVICE**

**WHEREAS,** state law, as codified in Government Code section 50076, permits municipalities to charge fees for services or regulatory activities which do not exceed the reasonable cost of providing those services or activities; and

**WHEREAS,** the Town retained Willdan Financial Services to complete a User Fee Study dated May 15, 2009 (the "User Fee Study") to analyze the Town's costs of services and activities for which fees may be charged; and

**WHEREAS,** based on the User Fee Study, the Town Council hereby determines that it is necessary that fees pertaining to planning fees, building permit fees, administrative fees, facilities fees, and police fees be more commensurate with the costs to the Town of Fairfax, relative to providing such services; and

**WHEREAS,** based on the User Fee Study, the Town Council hereby finds that the fees identified in Exhibits A-E do not exceed the reasonable costs of providing the services or activities for which they are charged; and

**WHEREAS,** the Town Council further hereby determines that planning, building, administrative, facilities and police fees geared to improve cost recovery are critical to the goal of providing excellent customer service, given budget constraints and related impacts on the General Fund of the Town of Fairfax.

**NOW, THEREFORE BE IT RESOLVED,** that the Town Council of the Town of Fairfax does hereby adopt the following attached fee schedule listed as Exhibits A-E.

The foregoing Resolution was duly passed and adopted at a Regular Meeting of the Town Council of the Town of Fairfax held in said Town on the 4th day of August, 2010, by the following vote, to wit:

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
LEW TREMAINE, MAYOR

Attest:

\_\_\_\_\_  
Town Clerk, Judy Anderson



Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
<b>Ridgeline Scenic Corridors</b>					
Principal Structures	5.50	\$658	\$750	\$750	\$0
Accessory Structures	5.50	\$658	\$275	\$750	\$475
<b>Planned Development District (**Deposits for Contract Planners)</b>					
Preliminary Development Plan	0.00	\$0	\$950	\$2,500	\$1,550
Master Plan	0.00	\$0	\$950	\$2,500	\$1,550
Precise Plan	0.00	\$0	\$950	\$2,500	\$1,550
Amendment to Approved Plan	0.00	\$0	\$950	\$2,500	\$1,550
<b>Rezoning and Pre-zoning</b>					
Rezoning and Pre-zoning	0.00	\$0	\$772	\$3,000	\$2,228
			+ graphics at cost		
<b>General Plan Amendment</b>					
General Plan Text	0.00	\$0	\$772	\$2,500	\$1,728
			+ graphics at cost		
General Plan Map	0.00	\$0	\$772	\$2,500	\$1,728
			+ graphics at cost		
<b>**All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30% or FHBR per hour.</b>					
<b>Use Permits</b>					
Use Permit	7.50	\$943	\$925	\$942	\$17
Modifications of Approved Use Permits	7.50	\$943	\$465	\$942	\$477
<b>Variances</b>					
Fences	4.50	\$534	\$450	\$534	\$84
Modification of Approved Fence Variances	4.50	\$534	\$230	\$534	\$304
All Other Variances	7.00	\$854	\$925	\$925	\$0
Modification of Approved Variances	6.00	\$738	\$465	\$925	\$460
Renewal, Extension of Time	1.00	\$142	\$175	\$175	\$0
<b>Annexation</b>					
Annexation Application/Processing	0.50	\$80	\$950	\$950	\$0
LAFCO Fee (estimated minimum)	0.50	\$80	\$7,500	\$4,795	-\$2,705

Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
<b>Hill Area Residential Development Permit (HRD)</b>					
HRD	41.58	\$5,159	\$1,100	\$5,158	\$4,058
Modification of Approved HRD Permit	0.00	\$0	\$545	\$5,158	\$4,613
Renewal	1.50	\$181	\$175	\$180	\$5
<b>Traffic Impact Report (TIP) - consultant fees</b>					
TIP	43.00	\$5,430	\$905	\$5,430	\$4,525
+	5.50	\$699	\$420	\$698	\$278
<b>Illegal Tree Cutting Fee</b>	0.00	\$0	\$500	\$1,000	\$500
<b>Well Drilling Permit</b>	0.00	\$0	\$126	\$126	\$0
<b>Research (\$60.00 minimum)</b>	0.00	\$0	\$60	FBHR Rate per dept - \$60.00 Minimum	
This Fee pertains to extensive research of records and information at Town Hall by Town Hall Staff					
<b>Photocopying - Planning</b>	0.08	\$7	\$2	.25 per page for the first 10 pages additional pages at staff hourly rate	
<b>Ordinance Preparation</b>					
Application Fee	30.00	\$3,713	\$630	\$3,713.00 minimum (FHBR per hour over 30 hours)	
Town Attorney Deposit	0.00	\$0	\$390	\$400.00 Deposit (\$190.00 per hour)	
<b>Development Agreement</b>					
Application Fee	6.00	\$815	\$578	\$814.00 minimum (\$FHBR per hour over 6 hours)	
Town Attorney Deposit	0.00	\$0	\$380	\$400.00 Deposit (\$190.00 per hour)	
<b>Excavation or Fill</b>					
1 to 25 cubic yards		\$39			
1 to 100 Cubic Yards	0.75	\$101	\$72	\$100	\$28
Over 100 Cubic Yards	10.50	\$1,376	\$144	\$1,375	\$1,231
<b>Certificates of Compliance</b>					
Any	4.25	\$535	\$264	\$535	\$271

Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
		plus \$37 per parcel	plus \$37 per parcel		
conditional certificates	0.00	\$264	\$264	\$264	\$0
		plus \$37 per parcel	plus \$37 per parcel		
<b>Encroachment Permits</b>					
Fences	5.00	\$595	\$95	\$595	\$500
Retaining Walls	6.00	\$719	\$300	\$718	\$418
Other Structures	6.00	\$719	\$200	\$718	\$518
Street Opening Permit	2.50	\$283	\$125	\$282	\$157
<b>Environmental Review (**Deposits)</b>					
Initial Study/Negative Declaration	40.00	\$4,951	\$575	\$2,500	\$1,925
Environmental Impact Report	0.00	\$0	\$0	\$2,500	\$2,500
County Processing Fee	0.00	\$0	\$0	\$2,500	\$2,500
Mitigation Monitoring	0.00	\$0	\$60	\$2,500	\$2,440
State Fish and Game Fees	0.00	\$0	\$0	\$2,500	\$2,500
<b>**All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30%.</b>					
<b>Lot Line Adjustments</b>					
Lot Line Adjustment Application/Processing - Ministerial	12.00	\$1,499	\$263	\$1,500	\$1,237
Lot Line Adjustment Application/Processing - Discretionary	20.00	\$2,489	\$263	\$2,500	\$2,237
Engineering Deposit	0.00	\$0	\$225	\$2,500	\$2,275
<b>**All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at FHBR by dept per hour.</b>					
<b>Subdivisions</b>					
Tentative Map					
a. Less than 5 lots	0.00	\$0	\$772	\$2,500	\$1,728
b. 5 lots or more	0.00	\$0	\$772	\$2,500	\$1,728
c. Extension of Tentative Map	0.00	\$0	\$263	\$2,500	\$2,237
Final Map Fee	0.00	\$0	\$210	\$2,500	\$2,290

Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
<b>Preliminary Planning Review</b>					
Preliminary review of planning entitlement applications, and related consultation with the Planning Director				1 Hr Deposit + FBNR x Time	
Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation under \$50,000)	2.00	\$266	\$140	\$265	\$125
Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation greater than or equal to \$50,000)	2.50	\$327	\$230	\$327	\$97
Appeal Fee	8.00	\$1,095	\$105	\$300	\$195
<b>ENGINEERING REVIEW FEES*</b>					
Commercial Projects	0.00	\$0	\$850	\$850	\$0
HRD Permit Review, Single Family Residences	20.00	\$2,475	\$750	\$2,500	\$1,750
HRD Permit Review, 50% (or greater) Remodels	20.00	\$2,475	\$500	\$2,500	\$2,000
Non-HRD, Single Family Residences	0.00	\$0	\$650	\$650	\$0
Non-HRD, 50% (of greater) Remodels	0.00	\$0	\$450	\$450	\$0
Planned Development District Applications	10.00	\$1,238	\$750	\$1,250	\$500
Annexation	10.00	\$1,238	\$850	\$1,250	\$400
Traffic Impact Permit	0.00	\$0	\$750	\$750	\$0
Excavation Permit Review	10.00	\$1,238	\$500	\$1,250	\$750
Map Review	20.00	\$2,475	\$850	\$2,500	\$1,650
Site Specific Engineering Review	5.00	\$619	\$450	\$450	\$0

Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
<p>* These deposits are estimated minimums based upon the cost of reviewing various permits and entitlements, plus 20% for related planning review and administrative costs.</p>					
<p>* Unused portions of these fees will be refunded to the applicant at the conclusion of the permit or entitlement review process. If the cost of the review exceeds the original deposit amount, the applicant will be required to deposit additional monies, at the rate of \$96 per hour, before processing continues or prior to the issuance of the respective permits or entitlements.</p>					
<p><b>CONTRACT OR CONSULTING SERVICES</b></p> <p>In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant may be necessary. The consultant's time will be charged on a cost basis plus 10% of the contract cost to recover administrative costs incurred by the Town.</p>				<p>In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant may be necessary. The consultant's time will be charged on a cost basis plus 30% of the contract cost to recover administrative costs incurred by the Town.</p>	
<p><b>ADVANCED PLANNING, TECHNOLOGY and INFRASTRUCTURE IMPROVEMENT FEES</b></p> <p>General Plan Maintenance Fee</p>	0.00	\$0		5% on building permit fee with a value greater than \$10,000	
Technology Improvement Fee	0.00	\$0		5% on building permit fee	
Infrastructure Improvement Fee	0.00	\$0		5% on building permit fee	
<p><b>PENALTY FOR WORK WITHOUT VALID ENTITLEMENT OR PERMITS</b></p>					

Service/Application	Time in Hrs	Cost	Current Fee	Proposed Fee	Fee Change
<p>Where work requiring a permit or entitlement required by the Fairfax Town Code or the Uniform or California Building Codes, for which fees are specified in this resolution, is started or proceeded with prior to obtaining said permit, the fees shall be three times the cost of the required permit. The payment of such fees shall not relieve any persons from fully complying with the requirements of the Codes in the execution of the work nor from any other penalties prescribed therein.</p>					
<p><b>REIMBURSEMENT OF TOWN ATTORNEY COSTS</b></p> <p>The Town Attorney's time is charged at the rate specified in the current contract with the Town. A minimum deposit equivalent to one hour of time is required in conjunction with a formal request for the Town Attorney Services</p>					
<p><b>RESIDENTIAL RE-SALE INSPECTION</b></p> <p>Residential Re-Sale Inspection</p>	3.25	\$469	\$210	\$340	-\$128
<p>Per additional living Unit</p>	0.50	\$81	\$25	\$25	-\$56
<p><b>SOLAR ENERGY PERMIT FEES</b></p> <p>Installation of Solar Energy collection devices</p>	1.25	\$182	Waived	Waived	

**Exhibit B**  
**Resolution No.**  
**Fee Schedule : Building Permits**  
**Year: 2010/2011**

FB Hourly Rate <sup>1</sup> (FB Hourly Rate/60 Minutes)	Total Time (in Hours)	Fully Burdened Cost to Provide Service Permit Cost	Current Fee	Valuation	Proposed Fee	Fee Change
Service/Application	Time in Hrs	Cost	Fee	Valuation	Proposed Fee	Fee Change
<b>RESIDENTIAL</b>						
New Home	39	\$ 6,004.27	\$ 5,608.75	\$ 1,000,000.	\$ 6,004.27	\$396
Major Remodel	29	\$ 4,462.55	\$ 543.25	40,000	\$ 4,462.55	\$3,919
Major Kitchen Structural	22	\$ 3,324.18	\$ 251.25	15,000	\$ 3,324.18	\$3,073
Major Bath Structural	16	\$ 2,309.39			\$ 2,309.39	\$2,309
Minor Kitchen	12	\$ 1,782.46			\$ 1,782.46	\$1,782
Addition Major	22	\$ 3,324.18			\$ 3,324.18	\$3,324
Minor Bath	7	\$ 1,014.80			\$ 1,014.80	\$1,015
Roof Large	4	\$ 608.24			\$ 608.24	\$608
Roof Small	3	\$ 445.62			\$ 445.62	\$446
Water Heater	2	\$ 323.65			\$ 100.00	\$100
Water Line	2	\$ 282.99			\$ 282.99	\$283
Gas Service	4	\$ 526.93			\$ 526.93	\$527
Electrical Service	4	\$ 526.93			\$ 526.93	\$527
Solar	4	\$ 526.93	Exempt		\$ 526.93	\$527
Furnace	2	\$ 323.65			\$ 100.00	\$100
Addition Minor	14	\$ 2,192.22	\$ 713.75	60,000	\$ 2,192.22	\$1,478
Garage New	17	\$ 2,598.78			\$ 2,598.78	\$2,599
Carport New	11	\$ 1,704.35			\$ 1,704.35	\$1,704
Garage Repair	7	\$ 1,096.11			\$ 1,096.11	\$1,096
Carport Repair	7	\$ 1,096.11	\$ 181.25	10,000	\$ 1,096.11	\$915
Deck New	7	\$ 1,096.11			\$ 1,096.11	\$1,096

Service/Application	Time in Hrs	Cost	Fee	Valuation	Proposed Fee	Fee Change
Deck Repair	5	\$ 689.55			\$ 689.55	\$690
New Foundation	6	\$ 933.49			\$ 933.49	\$933
Earthquake Retro	3	\$ 445.62			\$ -	\$0
Ejector Pump	3	\$ 364.30			\$ 364.30	\$364
Sun Room	5	\$ 689.55			\$ 689.55	\$690
Grage Door	2	\$ 282.99			\$ 282.99	\$283
Pool House	17	\$ 2,680.09			\$ 2,680.09	\$2,680
Repipe Home	2	\$ 282.99			\$ 282.99	\$283
Radiant Heating	3	\$ 445.62			\$ 445.62	\$446
Creek Bank Repairs	12	\$ 1,866.97	\$ 321.25	\$ 20,000	\$ 1,866.97	\$1,546
Woodstove	2	\$ 282.99			\$ 282.99	\$283
Swimming Pool	9	\$ 1,297.79			\$ 1,297.79	\$1,298
Hot Tub	4	\$ 526.93			\$ 526.93	\$527
Retaining Wall	7	\$ 1,096.11			\$ 1,096.11	\$1,096
<b>COMMERCIAL</b>						
Major Remodel	44	\$ 6,693.82			\$ 6,693.82	\$6,694
Roof Large	6	\$ 912.36			\$ 912.36	\$912
Roof Small	5	\$ 668.42			\$ 668.42	\$668
Water Heater	3	\$ 485.47			\$ 485.47	\$485
Water Line	3	\$ 424.49			\$ 424.49	\$424
Gas Service	5	\$ 790.39			\$ 790.39	\$790
Electrical Service	5	\$ 790.39			\$ 790.39	\$790
ADA Upgrades Minor	7	\$ 1,014.80			\$ -	\$0
ADA Upgrades Major	11	\$ 1,665.29			\$ -	\$0
Grease Traps	2	\$ 282.99			\$ 282.99	\$283
Awring	2	\$ 282.99			\$ 282.99	\$283
Sign Structural	2	\$ 282.99			\$ 282.99	\$283
Freezer	5	\$ 689.55			\$ 689.55	\$690
Mop Sink	2	\$ 282.99			\$ 282.99	\$283
Solar	5	\$ 790.39		Exempt	\$ 790.39	\$790
<b>RESIDENTIAL &amp; COMMERCIAL</b>						
Pool Equipment	3	\$ 445.62			\$ 445.62	\$446
Demolation	1	\$ 120.37			\$ 120.37	\$120
Insulation	2	\$ 282.99			\$ 282.99	\$283

Service/Application	Time in Hrs	Cost	Fee	Valuation	Proposed Fee	Fee Change
Siding	3	\$ 445.62			\$ 445.62	\$446
Windows	2	\$ 282.99	\$ 181.25	\$ 10,000	\$ 282.99	\$102
Doors	2	\$ 282.99			\$ 282.99	\$283
Sheet Rock Repairs	2	\$ 282.99			\$ 282.99	\$283
Minor Dryrot Repairs	3	\$ 445.62			\$ 445.62	\$446
Major Dryrot Repairs	7	\$ 1,014.80			\$ 1,014.80	\$1,015
Plumbing Minor	2	\$ 282.99			\$ 282.99	\$283
Plumbing Major	5	\$ 689.55			\$ 689.55	\$690
Interior Stairway	5	\$ 689.55			\$ 689.55	\$690
Exterior Stairway	3	\$ 445.62			\$ 445.62	\$446
Air Conditioning	2	\$ 323.65			\$ 323.65	\$324
Temp Power Pole	4	\$ 526.93			\$ 526.93	\$527
Sauna	3	\$ 445.62			\$ 445.62	\$446
Skylight	3	\$ 445.62			\$ 445.62	\$446

Exhibit C  
 Resolution No.  
 Fee Schedule : ADMINISTRATIVE  
 Year 2010/2011

Type of Service	Current Fee	Proposed Fee	Fee Change
Service/Application	Current Fee	Proposed Fee	Fee Change
<b>Returned Check Fee</b>	\$ -	\$ 35.00	\$35 new fee
<b>Duplication - CD</b>			
Recording of Town Council Meetings	\$ -	\$ 5.00	\$5 new fee
<b>Photocopying Fee (8 1/2 x 11)</b>	\$ 2.00	.25 for pages 1-10	
	for 1st page, .25 after	Staff rate thereafter	
<b>Candidate Filing Fee</b>			
County - pass thru cost	annual rate	annual rate	\$0
Town Clock Processing Fee	\$ -	\$ 125.00	\$125 new fee
<b>Research Fee (\$60.00 minimum)</b>			
For extensive research of records and information by Town Hall Staff	\$ -	\$ 60.00	\$60 new fee
		FBHR per dept - \$60 minimum	
<b>Council Agenda Packet - Paper</b>	\$ -	\$ 20.00	\$20 new fee
<b>Duplicate Business License</b>	\$ -	\$ 25.00	\$25 new fee

Exhibit D  
 Resolution No.  
 Fee Schedule : FACILITIES RENTAL FEES  
 Year 2010/2011

Type of Service	Current Fee	Proposed Fee	Fee Change
Facility/Property	Current Fee	Proposed Fee	Fee Change
<b>Women's Club (per hour rates)</b>			
Fairfax, non-profit group	\$ 23.00	\$ 50.00	\$27
Non-Fairfax, non-profit group	\$ 52.00	\$ 75.00	\$23
Fairfax Resident, private event	\$ 75.00	\$ 100.00	\$25
Non-Resident, private event	\$ 81.00	\$ 125.00	\$44
<b>Pavilion (3 Hour Minimum)</b>			
Fairfax, non-profit group	\$ 46.00	\$ 75.00	\$29
Non-Fairfax, non-profit group	\$ 104.00	\$ 125.00	\$21
Fairfax Resident, private event	\$ 167.00	\$ 185.00	\$18
Non-Resident, private event	\$ 173.00	\$ 215.00	\$42
Non-Resident, private event	\$ 23.00	\$ 40.00	\$17
<b>Bolinas &amp; Peri Park (2 hour minimum)</b>			
Non-Profit Group - per hour	\$ -	\$ 50.00	\$50 new fee
Private Event - per hour	\$ -	\$ 75.00	\$75 new fee
Non-Profit Group - Day Rate	\$ -	\$ 250.00	\$250 new fee
Private Event - Day Rate	\$ -	\$ 300.00	\$300 new fee
<b>All Facilities and Parks - required</b>			
Maintenance Fee	\$ 58.00	\$ 75.00	\$17
<b>Street Closures *</b>			
Town Sponsored Events	\$ 58.00	\$ 75.00	\$17
All Other Events	\$ 173.00	\$ 200.00	\$27
* Per day non-refundable			
<b>Damage/Cleaning Deposit</b>			
All Buildings	\$ 400.00	\$ 450.00	\$50
If alcohol is served	\$ 500.00	\$ 550.00	\$50
<b>Damage/Cleaning Deposit</b>			
All Parks	\$ 250.00	\$ 300.00	\$50
If alcohol is served	\$ 350.00	\$ 400.00	\$50
<b>Key Deposit - All Buildings</b>			
	\$ 25.00	\$ 25.00	\$0
or Drivers License		or Drivers License	
<b>Key Loss Fee - All Buildings</b>			
	\$ 40.00	\$ 50.00	\$10

Exhibit E  
 Resolution No.  
 Fee Schedule : POLICE DEPARTMENT  
 Year 2010/2011

Type of Service	Current Fee	Proposed Fee	Fee Change
Service/Application	Current Fee	Proposed Fee	Fee Change
<b>Reports:</b>			
Traffic Accidents	\$ 15.00	\$ 15.00	\$0
Crime and Incidents	\$ 15.00	\$5 for pages 1- 10 \$.10 each additional page	variable
<b>Duplication</b>			
Audio, Video, & Data	<i>actual cost</i>	<i>actual cost</i>	\$0
<b>Vehicle</b>			
Release	\$ 35.00	\$ 75.00	\$40
Immobilization Device Removal (Boot)	\$ 75.00	\$ 120.00	\$45
Repossession Fee	\$ 25.00	\$ 25.00	\$0
<b>Fingerprints</b>			
Ink	\$ 25.00	\$ 25.00	\$0
Livescan	\$ -	\$ 20.00	\$20
<b>Bicycle License</b>			
Kid	\$ 1.00	\$ 2.00	\$1
Adult	\$ 2.00	\$ 2.00	\$0
<b>Subpoena town employee for civil matter</b>			
	\$ 165.00	\$ 150.00	-\$15
<b>Parking Permits (per year)</b>			
Residents	\$ 60.00	\$ 60.00	\$0
Merchants	\$ 120.00	\$ 120.00	\$0
<b>CCW Application Fee</b>			
	\$ 100.00	\$ 100.00	\$0
<b>Security check - Home</b>			
	\$0	\$0	\$0
<b>Street Closure- Block Party</b>	0	\$ 25.00	\$25 new fee
<b>Letter</b>			
Clearance / Good Citizen Letter	0	Residents \$25	\$25 new fee
Notary and Fees arranged by requestor	0	Non-Residents \$50	\$50 new fee
<b>Research/Crime Analysis (per hr.)</b>	0	\$ 45.00	\$45 new fee
<b>Special Events Staffing (per hr.)</b>	0	\$ 100.00	\$100 new fee
<b>ABC One-day License</b>	0	\$ 35.00	\$35 new fee