

**ATTACHMENT A - PART 3  
ADOPTED FISCAL YEAR 2013  
GENERAL FEE SCHEDULE**

Fee #	Description	Revised FY 2013***		Recommended FY 2014	
		Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee
<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
Special Note: Fees for Pasadena-Altadena residents may vary based on income and ability to pay; special arrangements should be made with a Community Service Representative.					
1256	Application for Child Support Services	\$0.00	\$6.75	\$0.00	\$6.75
1257	Employment Applications	\$0.00	\$10.00	\$0.00	\$10.00
1258	Unlawful Detainers	\$25.00	\$50.00	\$25.00	\$50.00
1259	Small Claims Court Applications	\$25.00	\$50.00	\$25.00	\$50.00
1260	SSI Disability -- Vocational Assessment	\$0.00	\$50.00	\$0.00	\$50.00
1261	Worker's Comp Application	\$20.00	\$40.00	\$20.00	\$40.00
1262	EDD (Unemployment Application)	\$0.00	\$10.00	\$0.00	\$10.00
1263	EDD (Work Search Application)	\$0.00	\$10.00	\$0.00	\$10.00
1264	Rental Application	\$5.00	\$10.00	\$5.00	\$10.00
1265	Le Heap (Energy Application)	\$0.00	\$10.00	\$0.00	\$10.00
1266	(TRO) Serve to Prevent Harassment	\$25.00	\$50.00	\$25.00	\$50.00
1267	(TRO) Domestic Violence	\$25.00	\$50.00	\$25.00	\$50.00
1268	Credit Applications	\$10.00	\$20.00	\$10.00	\$20.00
1269	Public Notary - Per Acknowledgement/Jurat (Fee set by State Government Code 8211)	\$10.00		\$10.00	
<b>County Public Assistance Forms</b>					
1270	CA-7 Monthly Report (Welfare Recipient Form)	\$0.00	\$10.00	\$0.00	\$10.00
1271	MediCal Quarterly Report	\$0.00	\$10.00	\$0.00	\$10.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1272	MediCal Application	\$0.00	\$10.00	\$0.00	\$10.00
1273	Food Stamp Application	\$0.00	\$10.00	\$0.00	\$10.00
1274	Cash Assistance Application	\$0.00	\$10.00	\$0.00	\$10.00
1275	Prenatal Medical Intake Application	\$0.00	\$10.00	\$0.00	\$10.00
1276	SSI Application	\$0.00	\$10.00	\$0.00	\$10.00
1277	Re-eligibility Application for AFDC & Food Stamps	\$10.00	\$20.00	\$10.00	\$20.00
<b>Document Printing &amp; Copying</b>					
<b>Photocopies</b>					
1278	First Page of Each Document	\$0.50		\$0.50	
1279	Each Additional Page	\$0.20		\$0.20	
1280	Faxing of Forms (Appeals, Waivers, Etc.)	\$2.00 (includes cost of phone call)		\$2.00 (includes cost of phone call)	
<b>Immigration and Naturalization Service</b>					
1281	Affidavits of Correspondence	\$25.00	\$50.00	\$25.00	\$50.00
1282	Application for Lost Cards (I-90)	\$25.00	\$50.00	\$25.00	\$50.00
1283	Correspondence Translations	\$20.00	\$40.00	\$20.00	\$40.00
1284	Packet # 3 (Consular Pre-Approve Appointment)	\$50.00	\$100.00	\$50.00	\$100.00
1285	Packet #4 (Consular appointment preparation for resident visa)	\$50.00	\$100.00	\$50.00	\$100.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1286	I-130 Application Petition for Alien Relative Packet	\$250.00	\$400.00	\$250.00	\$400.00
1287	I-131 Application for Travel Document	\$20.00	\$40.00	\$20.00	\$40.00
1288	I-485 Application to Register Permanent Residence or to Adjust Status Packet	\$300.00	\$450.00	\$300.00	\$450.00
1289	N-400 Citizenship Application	\$50.00	\$100.00	\$50.00	\$100.00
1290	N-600 Citizenship Application for Children	\$50.00	\$100.00	\$50.00	\$100.00
1291	Consulting Services	\$5.00	\$15.00	\$5.00	\$15.00
	<b>Social Security Administration</b>				
1292	SS Health History Application	\$0.00	\$25.00	\$0.00	\$25.00
1293	Other SSA Forms (Appeals, Waivers, Etc.)	\$0.00	\$30.00	\$0.00	\$30.00
1294	Affidavits of Support	\$0.00	\$50.00	\$0.00	\$50.00
	<b>SPORTS &amp; YOUTH ENRICHMENT PROGRAMS</b>				
1295	Contract Programs (Youth/Adult Sports Programs - Leagues, Recreation Classes, etc.)	60% (Contractor)/40% (City)		60% (Contractor)/40% (City)	
1296	Contract Programs (Youth/Adult Sports Programs - Leagues, Recreation Classes, etc.) held in non-City/PUSD facilities.	NEW		70% (Contractor)/30% (City)	
	<b>Day Camp****</b>	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1297	Day Camp Registration Fee - All Participants (non-refundable)	\$25.00		\$25.00	
		Weekly Rate	Weekly Rate	Weekly Rate	Weekly Rate
1298	Day Camp, Resident	\$25-\$95		\$25-\$95	
1299	Day Camp, Non-Resident		\$97.50-\$142.50		\$97.50-\$142.50
	****Special Notes: (1) Campership and/or Discount Coupons offered to qualified Pasadena Youths for all Neighborhood and Youth related events. The % fee reduction shall be based HUD guidelines (2) City of Pasadena employees pay the Resident rate for Day Camp (3) Siblings receive a 10% discount.				
	<b>Neighborhood Park Camps - La Pintoresca and Washington Parks</b>				
1300	Camp Registration Fee - All Participants (non-refundable)	\$25.00		\$25.00	
1301	Neighborhood Park Camp (La Pintoresca and Washington Parks).	\$0 - \$50	\$37 - \$62	\$0 - \$50	\$37 - \$62
1302	Organized Activities, Classes - Adult & Youth (varies, depending upon class and provider)	\$0.00-\$118.00		\$0.00-\$118.00	
	<b>After School Program*****</b>	<b>Per Week</b>		<b>Per Week</b>	
1303	After School Program Fee	\$25.00		\$25.00	

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
	****Special Note: Siblings receive a percentage-based discount				
	<b>After School Adventures Program</b>				
1304	After School Adventures Program Registration Fee	New	New	\$25.00	\$25.00
1305	After School Adventures Program Before School Care Fee	New	New	\$15.00 per week	\$15.00 per week
1306	After School Adventures Program Late Payment Fee	New	New	\$5.00	\$5.00
	<b>Swimming, Recreational*****</b>	<b>Per Session</b>		<b>Per Session</b>	
1307	Ages 5 & under (must be accompanied by an adult)	\$0.00		\$0.00	
1308	Ages 6 To 17	\$1.00		\$1.00	
1309	Ages 18 to 49	\$2.50		\$2.50	
1310	Senior Citizen (50 Years and Older)	\$1.00		\$1.00	
1311	Family Swim Plan	\$53.00		\$53.00	
	***** Special Note: PUSD students swim for free when presenting a valid school ID card				
	<b>Swimming Instruction</b>	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1312	Half Hour Private Lesson - Youth (Ages 17 and Younger)	\$30.00	\$45.00	\$30.00	\$45.00
1313	Half Hour Private Lesson - Adult (Ages 18 and Older)	\$30.00	\$45.00	\$30.00	\$45.00
1314	8 Half Hour Lessons - Youth (Ages 17 and Younger)	\$45.00	\$60.00	\$45.00	\$60.00
1315	8 Half Hour Lessons - Adult (Ages 18 and Older)	\$60.00	\$75.00	\$60.00	\$75.00
<b>FACILITY RENTALS (CONFERENCE ROOMS, MEETING ROOMS, CLASSROOMS, ETC)</b>					
Special Notes: (1) Use of any City facility, field or area for a City Sponsored or City Co-Sponsored event is Free of Charge; (2) City of Pasadena employees pay the lowest published rate; (3) User is required to provide event security and insurance.					
<b>Rental of Community Center Facilities - Per Hour</b>		Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee
<b>Auditorium</b>		Hourly Rental Rate		Hourly Rental Rate	
1316	Nonprofit Group	\$40.00	\$60.00	\$40.00	\$60.00
1317	Private Individual	\$40.00	\$80.00	\$40.00	\$80.00
1318	Commercial Group	\$80.00	\$120.00	\$80.00	\$120.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
	<b>Classrooms / Multi Purpose Room - per room</b>				
1319	Nonprofit Group	\$18.00	\$27.00	\$18.00	\$27.00
1320	Private Individual	\$18.00	\$36.00	\$18.00	\$36.00
1321	Commercial Group	\$36.00	\$54.00	\$36.00	\$54.00
	<b>Conference Rooms - per room</b>				
1322	Nonprofit Group	\$22.00	\$33.00	\$22.00	\$33.00
1323	Private Individual	\$22.00	\$44.00	\$22.00	\$44.00
1324	Commercial Group	\$44.00	\$66.00	\$44.00	\$66.00
	<b>Kitchen Facilities</b>				
1325	Nonprofit Group	\$25.00	\$38.00	\$25.00	\$38.00
1326	Private Individual	\$25.00	\$50.00	\$25.00	\$50.00
1327	Commercial Group	\$50.00	\$75.00	\$50.00	\$75.00
	<b>Meeting Room or Piano Room</b>				
1328	Nonprofit Group	\$25.00	\$38.00	\$25.00	\$38.00
1329	Private Individual	\$25.00	\$50.00	\$25.00	\$50.00
1330	Commercial Group	\$50.00	\$75.00	\$50.00	\$75.00
	<b>Parking Lot (Rate per Space)</b>				
1331	All Groups	\$10.00	\$10.00	\$10.00	\$10.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
	<b>Brookside Parking Lot I (minimum 100 spaces)</b>				
1332	All groups	Established by individual contract		Established by individual contract	
	<b>Patio (including Upper Patio @ Villa Parke)</b>				
1333	Nonprofit Group	\$32.00	\$48.00	\$32.00	\$48.00
1334	Private Individual	\$32.00	\$64.00	\$32.00	\$64.00
1335	Commercial Group	\$64.00	\$96.00	\$64.00	\$96.00
	<b>RECREATION &amp; SPORTS FACILITIES (FIELDS, GYMNASIUMS, POOLS, ETC )</b>				
	<b>Facilities</b>	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee
	<b>Gymnasium</b>	Hourly Rental Rate		Hourly Rental Rate	
1336	Nonprofit Group	\$83.00	\$125.00	\$83.00	\$125.00
1337	Private Individual	\$83.00	\$165.00	\$83.00	\$165.00
1338	Commercial Group	\$165.00	\$250.00	\$165.00	\$250.00
	<b>Showers and Dressing Room</b>				
1339	Nonprofit Group	\$22.00	\$33.00	\$22.00	\$33.00
1340	Private Individual	\$22.00	\$33.00	\$22.00	\$33.00
1341	Commercial Group	\$22.00	\$33.00	\$22.00	\$33.00
	<b>Outside Fields and Areas</b>				



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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
	Special Notes: Certain Open Fields are divided into sections; additional charges may apply depending upon the # of sections rented (e.g., Area H, Central Park, Victory Park)				
		Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee
	<b>Baseball &amp; Softball Diamonds</b>	<b>Hourly Rental Rate</b>		<b>Hourly Rental Rate</b>	
1342	Nonprofit Group	\$45.00	\$68.00	\$45.00	\$68.00
1343	Private Individual	\$45.00	\$90.00	\$45.00	\$90.00
1344	Commercial Group	\$90.00	\$135.00	\$90.00	\$135.00
	<b>Multi-Use and Open Fields (Sports)</b>				
1345	Nonprofit Group	\$55.00	\$83.00	\$55.00	\$83.00
1346	Private Individual	\$55.00	\$110.00	\$55.00	\$110.00
1347	Commercial Group	\$110.00	\$165.00	\$110.00	\$165.00
	<b>Tournaments on Open Fields Per Hour (fee varies by number of entries)</b>				
1348	Nonprofit Group	Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%		Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%	
1349	Private Individual				
1350	Commercial Group				
	<b>Volleyball Courts</b>				
1351	Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
1352	Private Individual	\$20.00	\$40.00	\$20.00	\$40.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1353	Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
	<b>Basketball Courts (Outside)</b>				
1354	Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
1355	Private Individual	\$20.00	\$40.00	\$20.00	\$40.00
1356	Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
	<b>Tennis Courts, Practice User</b>				
1357	Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
1358	Private Individual	\$20.00	\$40.00	\$20.00	\$40.00
1359	Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
	<b>Tennis Courts - Tournament use (Hourly rate depending on size of tournament)</b>				
1360	Nonprofit Group	Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%		Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%	
1361	Private Individual				
1362	Commercial Group				
	<b>Field Use - Adult Groups per game</b>	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee	Resident Fee (Pasadena & Altadena resident)	Non-Resident Fee
1363	Nonprofit Group	\$32.00	\$49.00	\$32.00	\$49.00
1364	Private Individual	\$32.00	\$65.00	\$32.00	\$65.00
1365	Commercial Group	\$65.00	\$98.00	\$65.00	\$98.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
	<b>Field Use - Youth Groups per game</b>	Team roster must be comprised of at least 60% Pasadena residents to qualify as local		Team roster must be comprised of at least 60% Pasadena residents to qualify as local	
1366	Nonprofit Group	\$0.00	\$32.00	\$0.00	\$32.00
		<b>Hourly Rate per Park Parcel (9 available parcels)</b>		<b>Hourly Rate per Park Parcel (9 available parcels)</b>	
	<b>Rate for Special Events / Filming / Other Activities @ Brookside Park - Area H</b>				
1367	Nonprofit Group	\$50.00	\$100.00	\$50.00	\$100.00
1368	Private Individual	\$50.00	\$150.00	\$50.00	\$150.00
1369	Commercial Group	\$150.00	\$200.00	\$150.00	\$200.00
		<b>Hourly Rate per Park Parcel</b>		<b>Hourly Rate per Park Parcel</b>	
	<b>Special Events</b>				
1370	Special Event Coordination Fee	New	New	\$65.00 per hour	
	Note: This is a processing fee applied if permitting exceeds 8 hours allotted to process a Special Event permit.				
	<b>Rate for Special Events / Filming / Other Activities @ other City Parks</b>				
1371	Nonprofit Group	\$60.00	\$120.00	\$60.00	\$120.00
1372	Private Individual	\$60.00	\$180.00	\$60.00	\$180.00
1373	Commercial Group	\$180.00	\$240.00	\$180.00	\$240.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1374	Commercial-sponsored events providing free activities or services open to the public are eligible for a 50% reduction of the total rental cost (Non City Co-sponsored)	50% of Total Rental Costs		50% of Total Rental Costs	
	<b>GENERAL FACILITY RENTAL CHARGES (Rooms, Auditoriums, Patios, Picnic Areas, Etc.)</b>	<b>Resident Fee</b> (Pasadena & Altadena resident)	<b>Non-Resident Fee</b>	<b>Resident Fee</b> (Pasadena & Altadena resident)	<b>Non-Resident Fee</b>
	<b>La Casita Del Arroyo (4 Hour Minimum)</b>	<b>Hourly Rental Rate</b>		<b>Hourly Rental Rate</b>	
1375	City sponsored or Co-sponsored event	\$0.00	\$0.00	\$0.00	\$0.00
1376	Nonprofit Group	\$95.00	\$143.00	\$95.00	\$143.00
1377	Private Individual	\$95.00	\$191.00	\$95.00	\$191.00
1378	Commercial Group	\$191.00	\$290.00	\$191.00	\$290.00
	<b>La Casita Del Arroyo Hourly Set Up/Clean Up Rate</b>				
1379	Nonprofit Group	\$40.00	\$60.00	\$40.00	\$60.00
1380	Private Individual	\$40.00	\$60.00	\$40.00	\$60.00
1381	Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
	<b>Picnic Areas (not including Brookside Park areas)</b>	<b>Rate for First Four (4) Hours</b>		<b>Rate for First Four (4) Hours</b>	
1382	Nonprofit Group	\$54.00	\$54.00	\$54.00	\$54.00
1383	Private Individual	\$54.00	\$54.00	\$54.00	\$54.00

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1384	Commercial Group	\$54.00	\$54.00	\$54.00	\$54.00
1385	Additional hour after first four (4) hours	\$40.00	\$40.00	\$40.00	\$40.00
	<b>Brookside Park Picnic Areas (Hourly rate)</b>	<b>Hourly Rate</b>		<b>Hourly Rate</b>	
1386	Nonprofit Group	\$54.00	\$82.00	\$54.00	\$82.00
1387	Private Individual	\$54.00	\$109.00	\$54.00	\$109.00
1388	Commercial Group	\$109.00	\$165.00	\$109.00	\$165.00
	<b>Concessions</b>				
1389	All areas (unless otherwise provided in contract)	% as defined in contract (variable %)		% as defined in contract (variable %)	
	<b>Horse Trailer Storage Fees (Monthly)</b>				
1390	20 feet or less (Base Fee)	\$42.00		\$42.00	
1391	21 feet to 29 feet	Base fee + \$1 for each foot over 20ft		Base fee + \$1 for each foot over 20ft	
1392	30 feet or more	Base fee + \$2 for each foot over 30ft		Base fee + \$2 for each foot over 30ft	
	<b>Swim Pool Facility Rental</b>				
1393	Private Party, per hour -- Morning/Afternoon/Evening	\$665.00	\$810.00	\$665.00	\$810.00
1394	Commercial, per hour -- Morning/Afternoon/Evening	\$810.00	\$950.00	\$810.00	\$950.00
	<b>Eligibility for Reduced Resident Rates</b>				

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1395	Low-income rate for a Resident, Private Individual Function only (must meet eligibility requirements before fee reduction can be applied) - The Percentage of total rental charges	50% of total rental charges		50% of total rental charges	
	<b>ADDITIONAL RENTAL FEES</b>	<b>Resident Fee</b> (Pasadena & Altadena resident)	<b>Non-Resident Fee</b>	<b>Resident Fee</b> (Pasadena & Altadena resident)	<b>Non-Resident Fee</b>
	<b>Refundable Security Deposit (Charged for a Park and La Casita del Arroyo Function)</b>				
1396	Events which charge an admission of \$500 or more	20% of admission		20% of admission	
1397	All Other Events - FLAT FEE	\$225.00		\$225.00	
	<b>Refundable Cleaning Deposit (Charged for a Facility Use Function)</b>				
1398	Local Non-Profit / Non-Profit (Membership < 60% Pasadena Residents) / Private Party / Commercial	\$205.00		\$205.00	
	<b>Athletic Field Lighting Fee - per hour</b>				
1399	Adult Sports Groups	\$25.00		\$25.00	

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<b>HUMAN SERVICES DEPARTMENT - SOCIAL SERVICES</b>					
1400	Youth Sports Groups	\$5.00		\$5.00	
	<b>Staff Attendant - Hourly Fee</b> (charged for large groups)				
1401	All Groups	\$31.00		\$31.00	
	<b>Sound Monitor - Hourly Fee</b> (charged for events with amplified or live music)				
1402	All Groups	\$31.00		\$31.00	
	<b>Alcohol Monitor - Hourly Fee</b> (charged for events serving / selling alcohol)				
1403	All Groups	\$33.00		\$33.00	
	<b>Alcohol Permit</b>				
1404	One-day - All City Facilities - All Groups	\$71.00		\$71.00	
	<b>Event Insurance Premium Rates</b> (Mandatory coverage for all groups unless provided by other vendor)				
1405	CLASS I (1-100 in Attendance) up to CLASS III (5000+ in Attendance) - Starting Cost Amount Per Event	\$83.32		\$83.32	