

**NEW FEES  
FISCAL YEAR 2022 GENERAL FEE SCHEDULE**

| FY 2022 Fee #                                   | Description  | FY 2022 Recommended Fee | Notes   |
|---|--|-------------------------|---|
| <b>CITY ATTORNEY/CITY PROSECUTOR DEPARTMENT</b> |  |                         |   |
| 2   | 1GB – Flash Drive (CPRA response or subpoena documents)                        | At Cost                 | Flash drive are currently being provided at no cost to requestors of the CA Public Records Act and in response to subpoenas. Statutes address costs for time and photocopies, however, the law has not “caught up” with technology to address costs for the materials being provided on flash drives instead of printing copies.  |
| 3   | 8GB – Flash Drive (CPRA response or subpoena documents)                        | At Cost                 |   |
| <b>FINANCE DEPARTMENT</b>                       |  |                         |   |
| <b>Bond Hearing Related Fees</b>                |  |                         |   |
| 36  | TEFRA Hearing Fee  | \$10,000.00             | The Tax Equity and Fiscal Responsibility Act (TEFRA) is an IRS requirement for tax-exempt issuers for projects located within the City’s boundaries. A TEFRA hearing and a TEFRA Resolution is required for issuers of tax-exempt bonds within the City’s boundaries. The fee is \$10,000. The fee is to cover City’s cost associated with the hearing and the resolution including cost of City’s bond counsel.  |
| <b>FIRE DEPARTMENT</b>                          |  |                         |   |
| 48  | Electrocardiogram (EKG)  | \$16.07                 | Cost of service for an electrocardiogram (EKG) to record the electrical signal from the patient’s heart. EKGs check for heart conditions and detect complications. The fee amount will match the MediCal managed care plans allowed amount of \$16.07 to recover costs for this service. The rate is also based on comparisons from surrounding fire agencies within the Verdugo area and Los Angeles area cities.  |
| <b>PLANNING DEPARTMENT</b>                      |  |                         |   |
| Existing  | Installing and/or Relocating a Boiler or Compressor - 4 to 5 Horsepower        | \$44.00                 | Not a new fee and no increase to fee amount, but would like to break down fee as follows: 4-5 HP; 6-15 HP versus 4-15 HP. This action adds 2 new fees to the General Fee Schedule.  |
| 248   | Installing and/or Relocating a Boiler or Compressor - 6 to 15 Horsepower       | \$44.00                 |   |
| Existing  | Dual Package (Heating and Cooling) Units -4-5 HP                               | \$46.00                 |   |
| 265   | Dual Package (Heating and Cooling) Units -6-15 HP                              | \$46.00                 |   |
| <b>WATER AND POWER DEPARTMENT</b>               |  |                         |   |
| <b>Power Services</b>                           |  |                         |   |
| 963   | Deposit for Engineering Design for Electric Service and/or System Modification | \$5,000.00              | The non-refundable fee is for all customers who submit an application to request new or upgraded electric service, electric distribution system modification, or new electric service for small cellular sites that require engineering and drafting labor to prepare the following: engineering design and formal estimate. If a customer causes significant changes, which require excessive time to be spent in preparing further design revisions or estimates, additional deposit(s) may be required. If the customer should decide to proceed with the project after receiving the formal estimate for which the engineering and drafting services were requested, the deposit will be applied toward the total charges resulting from the project. If the customer should decide not to proceed with the project after receiving the formal estimate for which the engineering and drafting services were requested, the deposit shall be retained by PWP as payment for PWP services. This fee has been calculated based on the time spent meeting with the applicant, reviewing documents and researching information, producing an engineering design, and a formal cost estimate. This is an existing fee that is now being added to the General Fee Schedule. |

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|------------------|--|---------------------------------|--|
| 964              | Small Secondary Electric Service to Cellular Site ~ 30 Kilowatts or less                                       | At Estimated Cost               | The fee is for the installation of electric service for an un-metered cellular site (up to 30 Amperes) from the PWP distribution system. Each service requires coordination labor by service planning staff and field operations crews to complete the installation. The cost of service can vary significantly due to the results of the engineering evaluation and required upgrades/modifications for each site. For that reason, this service is provided at an estimated cost based on the labor and equipment requirements. This is an existing fee that is now being added to the General Fee Schedule.   |
| 965              | Small Secondary Overhead Electric Service – 200 Amperes or less  | \$1,000.00                      | The fee is for the installation of small residential and commercial electric service (200 Amperes or less) provided from overhead distribution poles, which includes one meter. Each service requires coordination labor by service planning staff and field operations crews to complete the installation. This fee has been calculated based on FY18 and FY19 installation costs. This is an existing fee that is now being updated and added to the General Fee Schedule.   |
| 966              | Small Secondary Overhead Electric Service – 400 Amperes from Public Right of Way                               | \$1,700.00                      | The fee is for the installation of small residential and commercial electric service (400 Amperes) provided from overhead distribution poles, which includes one meter. Additional fees will be required if the electric service connection entails distribution system upgrades. Each service requires coordination labor by service planning staff and field operations crews to complete the installation. This fee has been calculated based on labor and material requirements to review and process the application, and complete the installation. This is an existing fee that is now being updated and added to the General Fee Schedule.   |
| 967              | Adder for Mid-Span Overhead Service Drop   | \$812.00                        | The fee is for the additional labor and materials related to Small Secondary Overhead Electric Service - 200 Amperes or less when the electric service wire cannot be installed directly from a pole to the point of service on a building. This type of installation allows the service originate from the middle of an overhead span between power poles. This is typically used to avoid large objects and/or to avoid cross-neighboring properties. This fee has been calculated based on FY18 and FY19 installation costs. This is an existing fee that is now being updated and added to the General Fee Schedule.   |
| 968              | Small Secondary Underground Electric Service – 200 Amperes or less   | \$2,577.00 + Civil Construction | The fee is for the installation of small residential and commercial electric service, one set of underground cable (up to 150 feet) and one meter, provided from underground distribution facilities. Additional fees will be required if installation of underground conduits or vaults/pull boxes is necessary for the service connection (refer to Civil Construction fee) and/or the length of underground cable exceeds 150 feet (refer to Adder for Underground Cable fee). Each service requires coordination labor by service planning, engineering, and field operations crews to complete installation. This fee has been calculated based on FY18 and FY19 installation costs. This is an existing fee that is now being updated and added to the General Fee Schedule. |
| 969              | Small Secondary Underground Electric Service – 200 Amperes or less – Utilizing Existing Conduit and Conductors | \$290.00                        | The fee is for the installation or replacement of a meter for a new or upgraded small underground electric service where the existing conduits and cables serving the customer's property do not require replacement. This a "meter-only" installation. Each service requires coordination labor by service planning staff, engineering, and field operations crews to complete installation. This fee has been calculated based on FY18 and FY19 installation costs. This is an existing fee that is now being updated and added to the General Fee Schedule.   |

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| FY 2022 Fee # | Description  | FY 2022 Recommended Fee         | Notes   |
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| 970           | Small Secondary Underground Electric Service – 400 Amperes from Public Right-of-Way (single phase, non-instrument rated) | \$3,748.00 + Civil Construction | The fee is for the installation of small residential and commercial electric service, one set of underground cable (up to 150 feet) and one meter, provided from underground distribution facilities. Additional fees will be required if installation of underground conduits or vaults/pull boxes is necessary for the service connection (refer to Civil Construction fee) and/or the length of underground cable exceeds 150 feet (refer to Adder for Underground Cable fee). Each service requires coordination labor by service planning, engineering, and field operations crews to complete installation. This fee has been calculated based on labor and material requirements to review and process the application, and complete the installation. This is an existing fee that is now being updated and added to the General Fee Schedule.  |
| 971           | Small Secondary Underground Electric Service – 400 Amperes from Public Right-of-Way (single phase, instrument rated)     | \$5,586.00 + Civil Construction | The fee is for the installation of small residential and commercial electric service, one set of underground cable (up to 150 feet) and one instrument rated meter and current transformers, provided from underground distribution facilities. Additional fees will be required if installation of underground conduits or vaults/pull boxes is necessary for the service connection (refer to Civil Construction fee) and/or the length of underground cable exceeds 150 feet (refer to Adder for Underground Cable fee). Each service requires coordination labor by service planning, engineering, and field operations crews to complete installation. This fee has been calculated based on labor and material requirements to review and process the application, and complete the installation. This is an existing fee that is now being updated and added to the General Fee Schedule.  |
| 972           | Overhead Temporary Electric Service – 200 Amperes or less  | \$1,300.00                      | This fee is for the installation of a small temporary electric service (service wire and a meter) provided from overhead distribution poles. It does not include transformers or additional overhead work if required. This type of service requires installation and subsequent removal. Temporary Services are typically used by customers to power small construction sites or seasonal events like pumpkin patches and Christmas tree lots. This fee has been calculated based on FY18 and FY19 installation costs. This is an existing fee that is now being updated and added to the General Fee Schedule.  |
| 973           | Customer Requested Maintenance Outages – turn-off/turn-on  | At Estimated Cost               | This fee is for customers who occasionally require that their service be turned-off and subsequently turned-on from the utility side of the meter. This is typically for customers to perform maintenance on their electrical service equipment. This requires staff to meet customers on site at an agreed time, turn-off the service and then return later at an agreed time (or stand-by) and turn-on the service when the customer is ready. These services are often after-hours and may require overtime by available staff. This service can vary significantly due to the type of service and system complexity. Each service requires coordination labor by service planning staff, engineering and dispatching staff, and field crews. For that reason, this service is provided at an estimated cost based on labor and equipment requirements. This is an existing fee that is now being added to the General Fee Schedule. |

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| 974           | Utility Easement Encroachment                               | \$250.00                | The fee is for PWP to evaluate an encroachment request from customers. A utility encroachment is needed when a customer proposes to build facilities or buildings in proximity to the utility assets, on a utility easement. Encroachment requests require investigation by various utility staff to determine that the proposed customer request can be accommodated, either as facilities currently exist, with modification of utility facilities, or if the request cannot be accommodated. Factors used for the evaluation are safety, clearances, line maintenance, and feasibility. This evaluation fee does not include any possible subsequent construction activities and costs that may be required based on the evaluation for the encroachment request. This fee has been calculated based labor requirements and review and process applications. This is a new fee that is being added to the General Fee Schedule. |
| 975           | Covering Overhead Electrical Conductors for Construction    | At Estimated Cost       | The fee is for the costs to temporarily cover, for safety purposes, PWP overhead distribution conductors for customer construction near overhead power lines. A field operations crew is dispatched for the installation and subsequent removal based on the customer's needs. This service is provided at an estimated cost based on labor, material, and equipment requirements because it can vary significantly based on the voltage class of the conductors, number of conductors, and length of the protection that require coverage. This service must also conform to the rules of the utility and State General Order 95, and the California Occupational Safety Administration (Cal OSHA). This fee will be estimated based on labor and material requirements. This is an existing fee that is now being added to the General Fee Schedule.   |
| 976           | Adder for Underground Cable                                 | \$3.63/foot             | The fee is for the additional per foot material costs for underground services greater than 150 feet from PWP facilities to the customer point of service provided in Small Secondary Underground Electric Service - 200 Amperes or less and Small Secondary Underground Electric Service -- 400 Amperes or from the Public Right of Way. This fee has been calculated based on the actual material cost. This is an existing fee that is now being updated and added to the General Fee Schedule.   |
| 977           | Civil Construction  | At Estimated Cost       | The fee covers the cost of civil infrastructure installation, within the public right of way, when required for a customer project. The work consists of installing conduits and substructures such as vaults, pull boxes, or surface mounted concrete pads to support electrical equipment. This service is provided at an estimated cost, which will be estimated based on labor and material requirements. This is an existing fee that is now being added to the General Fee Schedule.   |
| 978           | Meter Tampering   | \$100.00                | The fee covers the labor costs required to resolve situations when customers (or their contractors) have damaged or removed PWP electric meters or auxiliary metering equipment (meter rings, seals, etc.), and no energy theft is observed. This fee does not include costs (labor or materials) for damaged or missing materials, which may be required to restore the installation. This fee has been calculated based on PWP staff's time to investigate and report tampering. This is a new fee that is now being added to the General Fee Schedule.  |
| 979           | Single-Phase Self-Contained Meter 120 volt -- Material Only | \$154.00                | The fee covers the material cost of a single-phase meter for a 120-volt electric service. A self-contained meter has the entire power it is measuring flow through the device without the need for additional voltage and current sensing devices. This fee has been calculated based on the actual material cost. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.   |

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| 980           | Single-Phase Self-Contained Meter 120/240 volt – Material Only | \$114.00                | The fee covers the material cost of a single-phase meter for a 120/240-volt electric meter. A self-contained meter has the entire power measured flow through the device without the need for additional voltage and current sensing devices. This fee has been calculated based on the actual material cost. This is a new fee being added to the General Fee Schedule.  |
| 981           | Three-Phase Self-Contained Meter – Material Only               | \$578.00                | The fee covers the cost of a three-phase meter. A self-contained meter has the entire power measured flow through the device without the need for additional voltage and current sensing devices. This fee has been calculated based on the actual material cost. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.   |
| 982           | Three-Phase Non-Self Contained Meters – Material Only          | At Estimated Cost       | The fee covers the cost of a three-phase meter. A non-self-contained meter (aka "built-up meter") is for larger electric services where the power flow or voltage is beyond what can flow through the meter and requires additional voltage and/or current sensing devices to measure the power correctly. Each requested three-phase non-self-contained meter will require different materials based on the voltage and current class of the electrical service. For that reason, this meter is provided at an estimated cost based on equipment requirements. This is an existing fee in Regulation 17 that is now being added to the General Fee Schedule. |
| 983           | Meter Ring – Material Only                                     | \$28.00                 | The fee covers the material cost of an electric meter ring. The meter ring secures the PWP electric meter to the customer's meter panel and can be locked and sealed to discourage tampering. This fee has been calculated based on the actual material cost. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.   |
| 984           | Single-Phase A-Base Adapter – Material Only                    | \$55.00                 | The fee covers the material cost of single-phase A-Base Adapter. This device is used in situation where a meter needs to be installed and no meter socket exists on the current meter panel at the customer's facility. This device creates an easy to install meter receptacle to accept a modern PWP electric meter. This fee has been calculated based on the actual material cost. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.  |
| 985           | Stainless Steel Shutoff Plate - Material Only                  | \$53.00                 | The fee covers the cost of a stainless-steel shutoff plate. This device secures and protects a customer's empty meter socket from water intrusion and for safety when no PWP meter is present and the service is often energized. This fee has been calculated based on the actual material cost. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.   |
| 986           | Self-Contained Meter Testing Service Charge - Labor Only       | \$100.00                | The fee covers the labor involved in a self-contained electric meter accuracy test done at a customer's request. The fee is typically waived if the meter is found to be out of tolerance. A self-contained meter has the entire power measured flow through the device without the need for additional voltage and current sensing devices. This fee has been calculated based on the time PWP staff will spend completing this request. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.   |

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|---------------|--|-------------------------|--|
| 987           | Non-Self Contained Meter Testing Service Charge - Labor Only   | \$500.00                | The fee covers the labor involved in a non-self-contained electric meter test done at a customer request. The fee is typically waived if the meter is found to be out of tolerance. A non-self-contained meter (aka "built-up meter") is for larger electric services where the power flow or voltage is beyond what can flow through the meter and requires additional voltage and/or current sensing devices to measure the power correctly. This fee has been calculated based on the time PWP staff will spend completing this request. This is a new fee that is now being added to the General Fee Schedule. |
| 988           | Standard Meter Repair Call                                     | \$125.00 per hour       | The fee covers the labor involved for meter repair calls related but not limited to: damaged, missing, or tampered meters or metering materials. This fee has been calculated based on labor costs. This is an existing fee in Regulation 17 that is now being updated and added to the General Fee Schedule.  |
| 989           | Standard Meter Repair Expanded Call                            | At Estimated Cost       | The fee covers the additional labor for field crew involvement relating to meter repair calls. This fee will be calculated based on labor requirements to complete the repair. This is an existing fee in Regulation 17 that is now being added to the General Fee Schedule.   |
| 990           | Radio Frequency ("RF") Electric Meter Opt-Out Program          | No Charge               | No Charge. This is a one-time initiation fee for customers choosing to replace their standard electric meters, equipped with RF transmitter, with non-RF type electric meter. The fee covers PWP's review and application approval. This fee has been calculated based on PWP's staff time to complete the request. This is a new fee that is being added to the General Fee Schedule.   |
| 991           | Non-RF Electric Meter Reading Bi-Monthly Fee                   | No Charge               | No Charge. This fee covers additional labor needed to manually read Non-RF type electric meters. This fee has been calculated based on extra time meter reader will need to spend in reading this type of meter. This is a new fee that is being added to the General Fee Schedule.  |
| 992           | Pasadena Solar Initiative Application Review and Inspection    | No Charge               | No charge. The fee covers labor involved with reviewing and processing applications submitted by customers under the Pasadena Solar Initiative program who intend to install qualified photovoltaic (solar) systems or energy storage systems on their premises and interconnect with PWP's electric grid; it also covers the inspection costs associated with the installations. This fee has been calculated based on PWP's staff time to complete this task. This is a new fee being added to the General Fee Schedule.   |
| 993           | Self-Generation Application Review and Inspection              | \$800.00                | This fee covers the labor involved with reviewing and process applications submitted by customers under the Self Generation program who intend to install qualified distributed generation systems on their premises and interconnect with PWP's electrical grid; it also covers the inspection costs associated with the installations. This fee has been calculated based on PWP's staff time to complete this task. This is an existing fee that is now being added to the General Fee Schedule.  |
| 994           | Self-Generation Application Supplemental Review and Inspection | \$600.00                | This fee covers the labor involved with reviewing and processing a supplemental review in addition to fee schedule 990 (above). This supplemental review will provide additional interconnection requirements, a draft interconnection agreement or a cost for an interconnection study as well as the schedule.   |

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| <b>PUBLIC WORKS DEPARTMENT</b> |  |                         |   |
| 1229                           | 60 Gallon Mixed Waste Bear Proof Container   | \$31.28                 | For FY 2022, with the transition to the new C2M system, the Division is moving to a single fee. Currently the fee is currently broken out as a 60 gallon mixed waste container (\$26.44) and \$4.84 supplemental charge. Once implemented, the Division will remove the supplemental charge for FY 2023. Not subject to CPI.  |
| 1230                           | 100 Gallon Mixed Waste Bear Proof Container  | \$46.25                 | For FY 2022, with the transition to the new C2M system, the Division is moving to a single fee. Currently the fee is currently broken out as a 100 gallon mixed waste container (\$40.99) and \$5.26 supplemental charge. Once implemented, the Division will remove the supplemental charge for FY 2023. Not subject to CPI.   |
| <b>Public Tree Trimming</b>    |  |                         |   |
| 1343                           | Public Tree Trimming (Small Tree) - Trees approx. 12 in. diameter at breast height max. (2) Trees per job site max. Trimming for additional trees at site is \$162 per small tree            | \$344.00                | Public tree trimming fees are currently collected through a deposit-based sundry. These tree trimming requests are considered special maintenance, and typically performed due to private construction and development-related projects. The proposed new fee will convert this process into a flat fee, alleviating the administrative time to collect, manage and close each sundry account. The proposed flat fee will streamlining the process of remitting payments for customers and staff. This represents the corresponding staff costs associated with providing this service and would be offset by the revenue that would be collected in Public Works Fees revenue fund 10122003-668000 as a result of converting the sundry to flat fee. Revenues associated with this fee will be collected as a flat fee starting in FY 22 and deposited into 10122090-661600 instead of opening a sundry. |
| 1344                           | Public Tree Trimming (Medium Tree) - Trees approx. 13 - 20 in. diameter at breast height max. (2) Trees per job site max. Trimming for additional trees at site is \$249 per small tree      | \$628.00                | Public tree trimming fees are currently collected through a deposit-based sundry. These tree trimming requests are considered special maintenance, and typically performed due to private construction and development-related projects. The proposed new fee will convert this process into a flat fee, alleviating the administrative time to collect, manage and close each sundry account. The proposed flat fee will streamlining the process of remitting payments for customers and staff. This represents the corresponding staff costs associated with providing this service and would be offset by the revenue that would be collected in Public Works Fees revenue fund 10122003-668000 as a result of converting the sundry to flat fee. Revenues associated with this fee will be collected as a flat fee starting in FY 22 and deposited into 10122090-661600 instead of opening a sundry. |
| 1345                           | Public Tree Trimming (Large Tree) - Trees approx. 21 in or greater. diameter at breast height max. (2) Trees per job site max. Trimming for additional trees at site is \$417 per small tree | \$1,231.00              | Public tree trimming fees are currently collected through a deposit-based sundry. These tree trimming requests are considered special maintenance, and typically performed due to private construction and development-related projects. The proposed new fee will convert this process into a flat fee, alleviating the administrative time to collect, manage and close each sundry account. The proposed flat fee will streamlining the process of remitting payments for customers and staff. This represents the corresponding staff costs associated with providing this service and would be offset by the revenue that would be collected in Public Works Fees revenue fund 10122003-668000 as a result of converting the sundry to flat fee. Revenues associated with this fee will be collected as a flat fee starting in FY 22 and deposited into 10122090-661600 instead of opening a sundry. |

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| <b>PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT</b> |  |                         |   |
| 1423   | After School Adventures Program Semester Fee | \$60.00                 | The proposed semester fee of \$60.00 reflects current practice of providing a low cost opportunity to PUSD students at Longfellow and Madison Elementary Schools. The PUSD academic year consists of two semester periods.  |
| 1434   | <b>Adult Water Aerobics (Daily Rate)</b>     |                         | The Parks, Recreation, & Community Services Department Aquatics program would like to institute a Water Aerobics program for residents and non-residents adults. The Department proposes a new \$2 resident fee and a \$4 non-residents fee.  |
|  | Resident                                     | \$2.00                  |   |
|  | Non-Resident                                 | \$4.00                  |   |
| 1435   | <b>Lap Swim (30 Minutes)</b>                 |                         | The Parks, Recreation, & Community Services Department Aquatics program would like to institute 30 minute lap swim for residents and non-residents participants. The Department proposes a new fee for lap swim of \$5 for residents and a fee for non-residents at \$8. Fee calculations are based from the Southern California Public Pool Operators Association Salary & Fee Survey.   |
|  | Resident                                     | \$5.00                  |   |
|  | Non-Resident                                 | \$8.00                  |   |
|  | <b>Parking Lot (Rate per Space)</b>          |                         | The Parks, Recreation, and Community Services Department reserves parking lot spaces to Non-Profit, Private and Businesses for off-site filming and/or tours.   |
| 1451   | <b>Nonprofit Group</b>                       | \$15.00                 |   |
|  | Non-Resident                                 |                         |   |
| 1453   | <b>Commercial Group</b>                      | \$30.00                 |   |
|  | Non-Resident                                 |                         |   |
| 1454   | <b>Film Basecamp (Entire Parking Lot)</b>    |                         | The Parks, Recreation, and Community Services Department reserves areas of parking lots to film companies for their daily operations which include: Equipment vehicle parking; Actor/Talent wardrobe, hair, makeup, and trailers; Producers and directors meeting tents; Staging area for company's employees and/or actors; Area for breakfast, lunch, dinner, snacks. For consistency, the Department proposes a new fee for Film Basecamp of \$174; calculated at twice the standard rate of the open picnic area. |
|  | Non-Resident, hourly rate                    | \$174.00                |   |
| 1510   | <b>Shelter Picnic Areas</b>                  |                         | The Parks, Recreation, and Community Services Department reserves picnic areas (open and sheltered) for residents and non-residents to host a variety of events including birthday parties, family reunions and company picnics. The fee for open picnic area is \$56/\$113 for residents/non-residents. For consistency, the Department proposes a new fee for picnic area shelter of \$112/\$226 for residents/non-residents. The new fee is calculated at twice the standard rate of the open picnic area.         |
|  | Resident                                     | \$112.00                |   |
|  | Non-Resident                                 | \$226.00                |   |