

Master Fee Schedule

City of Willits, California

Fiscal Year 2019-2020

Fees Effective November 1, 2019

Resolution #: 2019-48

Date Adopted: August 9, 2019

City of Willits Master Fee Schedule FY 2019-2020

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City of Willits Master Fee Schedule FY 2019-2020

Administrative

Line No.	Service Name	Fee Description	FY 2019-2020 Fee	Account Numbers
Miscellaneous Office Fees- All Departments				
1	Photocopy, single-sided sheet of paper	Per page	\$0.25	100.1000.7220.000
2	Photocopy, final City Budget	Per copy	\$25.00	100.1000.7220.000
3	Returned check fee \$25 plus bank fee \$7	Per check	\$32.00	100.1000.7250.000
4	Credit card convenience fee		2.75% of amount owed	
5	Plotted copies 18" x 26"	Per sheet	\$4.50	100.1000.7220.000
6	Plotted copies 24' X 36"	Per sheet	\$5.00	100.1000.7220.000
7	Plotted copies 36' X 48"	Per sheet	\$6.00	100.1000.7220.000
8	Copies of electronic records on CD	Per disk over the counter	\$15.00	100.1000.7220.000
9	Copies of electronic records on CD	Per disk by mail	\$11.00	100.1000.7220.000
10	DVD copy of council meeting	Per disk	\$15.00	100.1001.2199.000
Penalty Assessment				
11	Charge on past due balances of all delinquent accounts	Per month	2%	
Witness Fees				
12	City personnel to appear in court as a witness on behalf of the City	Per hour	\$75.00	100.1002.7250.000
13	Preparation of agreements and documents by City Attorney	Per hour	\$200.00	100.1002.7250.000

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Administrative

Line No.	Service Name	Fee Description	FY 2019-2020 Fee	Account Numbers
City Facilities Rentals				
Community Center Hall				
1	Basic use fee (4 hours or less)	4 hours or less	\$125.00	100.1016.7250.000
2	Basic use fee (4 hours or less) with alcohol	4 hours or less	\$275.00	100.1016.7250.000
3	Basic use fee - all day rental	Per day	\$275.00	100.1016.7250.000
4	Basic use fee with Alcohol - all day rental	Per day	\$575.00	100.1016.7250.000
5	Memorial Service/Celebration of Life	Per day	\$100.00	100.1016.7250.000
6	Memorial Service/Celebration of Life with alcohol	Per day	\$575.00	100.1016.7250.000
Community Center Hall non-profit only				
7	4 hours or less		\$100.00	100.1016.7250.000
8	4 hours or less with alcohol		\$150.00	100.1016.7250.000
9	All day rental (more than 4 hours)		\$200.00	100.1016.7250.000
10	All day rental (more than 4 hours) with alcohol		\$575.00	100.1016.7250.000
11	Mandatory bar deposit (refundable) all rentals	Per day	\$500.00	100.121
12	Cleaning & damage deposit (refundable)	Per day	\$300.00	100.121
13	Cleaning & damage deposit (refundable) with Alcohol	Per day	\$500.00	100.121
City Hall Conference Room				
14	Basic use fee	Per hour	\$25.00	100.1016.7250.000
15	Cleaning & damage deposit (refundable)	Per day	\$50.00	100.121
16	Staff member cleanup after use of any City facility	Per hour	\$50.00	100.121

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Line No.	Service Name	Fee Description	FY 2019-2020 Fee	Account Numbers
City Facilities Rentals Continued				
	Recreation Grove			
17	Includes use of Hut and Stage (4 hours or less)	4 hours or less	\$125.00	100.1050.4211.000
18	Includes use of Hut and Stage (4 hours or less with alcohol)	4 hours or less	\$275.00	100.1050.4211.000
19	Includes use of Hut and Stage	Per day	\$275.00	100.1050.4211.000
20	Includes use of Hut and Stage with alcohol	Per day	\$575.00	100.1050.4211.000
21	Cleaning & damage deposit (refundable)	Per day	\$300.00	100.121
22	Cleaning & damage deposit with alcohol (refundable)	Per day	\$500.00	100.121
23	Staff member cleanup	Per hour/per employee	\$50.00	100.121
	Ball Fields			
24	Tournaments & Special Events	Per day/per field	\$150.00	100.1050.4211.000
25	Men & Women's Leagues		Price will be determined according to the number of games	100.1050.4211.000
26	Cleaning & damage deposit (refundable)	Per day	\$300.00	100.121
27	Cleaning & damage deposit with alcohol	Per day	\$500.00	100.121
28	Staff member cleanup	Per hour/per employee	\$50.00	100.121

Note: City facilities require security that must be provided by the renters for ALL events serving alcohol.
 The number of security guards will depend on the security company. City approved security companies only.
 Note: Garbage service provided and paid for by the City.

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Administrative

Line No.	Service Name	Fee Description	FY 2019-2020 Fee	Account Numbers
Swimming Pool				
Open Swim				
1	Adults	Per day	\$5.00	100.1030.6235.000
2	Children (12 and under)	Per day	\$5.00	100.1030.6235.000
3	Non-Profit group rate	Per child	\$3.00	100.1030.6235.000
4	Open swim pass/per 20 swims (adult and children)	Per pass	\$80.00	100.1030.6235.000
Water Aerobics				
5	Adults	Per lesson	\$7.00	100.1030.6238.000
6	Seniors	Per lesson	\$6.00	100.1030.6238.000
7	Family	Up to 4 persons	\$20.00	100.1030.6238.000
8	Water aerobics swim pass/per 20 swims (adults and children)	Per pass	\$125.00	100.1030.6238.000
9	Adult lap swim (18 and over)	Per session	\$5.00	100.1030.6235.000
10	Lap swim pass/Per 20 swims (adults and children)	Per pass	\$80.00	100.1030.6235.000
Facility Rentals- hourly rate				
Pool Parties				
11	2 Lifeguards (1-40 persons)	Per hour	\$120.00	100.1030.6239.000
12	3 Lifeguards (41-90 persons)	Per hour	\$140.00	100.1030.6239.000
13	4 Lifeguards (91-120 persons)	Per hour	\$160.00	100.1030.6239.000
14	Out of area swim team rental	Per hour	\$50.00	100.1030.6239.000
Swimming Lessons				
15	First child	Per 2 week session	\$50.00	100.1030.6237.000
16	Second child	Per 2 week session	\$45.00	100.1030.6237.000
17	Third + each additional child	Per child	\$40.00	100.1030.6237.000
Swimming Lessons- preschool group rate				
18	First child	Per 2 week session	\$30.00	100.1030.6237.000
19	Each additional child (same family)	Per child	\$25.00	100.1030.6237.000

