

**CITY OF PALM BEACH GARDENS
CITY COUNCIL
Agenda Cover Memorandum**

**Meeting Date: August 4, 2016
Resolution 47, 2016**

Subject/Agenda Item: Adopting the Fiscal Year 2016/2017 Fees and Charges Schedule.

Recommendation to APPROVE
 Recommendation to DENY

<p>Reviewed by:</p> <p>City Attorney</p>  <p>_____ R. Max Lohman, Esq.</p> <p>Finance Administrator</p>  <p>_____ Allan Owens</p>	<p>Originating Dept.: Finance</p>  <p>_____ Allan Owens Finance Administrator</p> <p>Advertised: NA</p> <p>Date:</p> <p>Paper:</p> <p><input checked="" type="checkbox"/> Not Required</p>	<p>Costs: \$ _____ (Total)</p> <p>\$ _____ Current FY</p> <p>Funding Source:</p> <p><input type="checkbox"/> Operating</p> <p><input checked="" type="checkbox"/> Other</p> <p>-----</p> <p><u>Contract/Agreement:</u></p> <p>Effective Date: N/A</p> <p>Expiration Date: N/A</p> <p>Budget Acct.#:</p>	<p>Council Action:</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/ Conditions</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Continued to:</p> <p>Attachments:</p> <ul style="list-style-type: none"> • Resolution 47, 2016 - Exhibit "A": Master Fees and Charges Schedule
<p>Submitted by:</p> <p>Department Director</p>  <p>_____ Allan Owens Finance Administrator</p>	<p>Affected parties</p> <p><input checked="" type="checkbox"/> Notified</p> <p><input type="checkbox"/> Not required</p>		
<p>Approved by:</p> <p>City Manager</p>  <p>_____ Ronald M. Ferris</p>			

BACKGROUND: Each year the City reviews its Master Fees and Charges Schedule and adopts adjustments or revisions to the schedule by resolution. Resolution 47, 2016 approves modifications to the FY 2016/2017 City of Palm Beach Gardens Master Fees and Charges Schedule. This schedule includes recommended changes from departments to ensure that fees charged are sufficient to cover the costs of providing services.

Amendments to this schedule can be made when necessary via a resolution of the City Council. However, those fees that are set by ordinance can only be amended by ordinance (these fees will be annotated on the schedule to avoid confusion).

Some of the more significant proposed revisions to the Fees and Charges Schedule for FY 2016/2017 can be found in the Recreation Department. Consistent with the department's business plan, the City conducts an annual survey on various fees that are charged for programs and services provided to the public. Staff took a comprehensive look at the fees focusing on field permits, room rentals, and aquatic and tennis center rates. Based upon the data collected from the survey, the department is proposing to significantly increase some of the rates for non-resident participants while only slight increases are being proposed for City residents, thus allowing the City to remain on a competitive level with Palm Beach County and surrounding municipalities.

Some of the more significant of the proposed revisions to the Fees and Charges Schedule for the Recreation Department are as follows:

- Adds an Outdoor Facility Permit Fee for Veteran's Plaza Covered Stage/Seating One (1) Hour (Up to 300 people) Plus Staffing Costs
 - \$200 Residential
 - \$600 Non-residential
 - \$500 PBG Business
 - \$1,000 Non-PBG Business
- Increases Single Turf Athletic Field, No Prep, for Business & Specialized Camp/Clinic from \$150 to \$300 per one (1) hour instead of the previous two (2) hour requirement.
- Increases Non-residential fee from \$800 to \$1,200 for City Property Use, four (4) hours, for groups over 100 people.
- BRRC Kitchen Use – adds a non-residential fee of \$225
- Refundable Security Deposit – adds a \$500 fee for events in excess of 100 people.
- Increases the Indoor Facility Permit Fee for Gymnasium Tournaments for residents from \$750 to \$1,000 (10 hours) and non-residents fees from \$2,250 to \$3,000 (10 hours)
- Red Cross Group Swim Instruction – adds residential fee of \$60 and a non-residential fee of \$75.
- Aquatic Complex Rental – Includes all pools/decks two (2) hours and lifeguards for up to 100 people. Group rates increase for residents from \$750 to \$1,000; non-residents from 1,500 to \$2,000.
- Sports Instruction Registration – increases annual fee from \$250 to \$500.

Other proposed changes include:

Building Department – eliminates the Contractor Registration Fee of \$30

Police Department - Extra Duty Detail revisions include:

- Changing position title of Dispatcher to Emergency Communications Operator
- Adding Emergency Communications Supervisor rate of \$47/hour to reflect current Collective Bargaining Agreement verbiage
- Adding the title of Captain to the category of Major

The above changes would be effective October 1, 2016.

Please refer to Exhibit "A" for a comprehensive listing of the proposed changes by department.

Copies of the Master Fees and Charges Schedule will be available to the public free of charge through the City Clerk's office, and it will also be made available on the City's website.

STAFF RECOMMENDATION: Staff recommends approval of Resolution 47, 2016 as presented.

PASSED AND ADOPTED this _____ day of _____, 2016.

CITY OF PALM BEACH GARDENS, FLORIDA

BY: _____
Marcie Tinsley, Mayor

ATTEST:

BY: _____
Patricia Snider, CMC, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
R. Max Lohman, City Attorney

VOTE:

AYE NAY ABSENT

MAYOR TINSLEY	_____	_____	_____
VICE MAYOR JABLIN	_____	_____	_____
COUNCILMEMBER PREMURROSO	_____	_____	_____
COUNCILMEMBER MARINO	_____	_____	_____
COUNCILMEMBER WOODS	_____	_____	_____

EXHIBIT "A"

**FY 2016/2017
Fees and Charges Schedule**

**City of Palm Beach Gardens
Master Fees & Charges Schedule
Effective October 1, ~~2015~~2016
Adopted by Resolution ~~47-26~~, 20156**



CITY OF PALM BEACH GARDENS
10500 N. MILITARY TRAIL
PBG, FL 33410

City Hall – Main Number	799-4100
Building	799-4201
Planning & Zoning	799-4243
Engineering	799-4288
Neighborhood Services	799-4245
Public Works	804-7000
Finance Department	799-4160
City Clerk’s Office	799-4122
Police Department	799-4400
Fire Rescue Department	799-4300
Recreation/Parks	630-1100

City of Palm Beach Gardens
Master Fees & Charges Schedule

TABLE OF CONTENTS

Building Division.....3
Engineering Department.....7
Legal Department.....9
Planning & Zoning Department.....10
Neighborhood Services.....15
Community Services.....17
Finance Department.....18
City Clerk’s Office.....19
Police Department.....21
Fire Rescue Department.....24
Parks & Recreation.....28

BUILDING DIVISION

Review Fees	
<p>Due upon submittal, based upon estimated construction. *** The following fee changes will be effective January 1, 2016</p>	
*** Plan Review Surcharge	Contract >\$500, 10% permit fee. If contract <\$500, 10% permit fee, \$25 min. Additional mandatory penalty fees per FS 553.
Expedited or out-of-sequence review fee (in addition to Plan Review Surcharge)	10% of Building Permit Fee, \$100 minimum.
Permit Fees	
<p>Based on current fair-market value of proposed improvement, executed contract, or cost of construction using nationally recognized sources such as ICC Building Valuation Data, RS Means Cost Data, Marshall Swift, or similar publications. A copy of the contract may be required. **In addition, applicable Fire Department, CPTED, Engineering, Impact, and Processing Fees will be assessed.</p>	
*** Percentage of Valuation:	Unit Value:
1.80	The first \$100,000 (Minimum \$75), plus
1.30	The remainder over \$100,000 plus
.98	The remainder over \$1,000,000.
Sub-Permit Administrative Fee (applicable to all sub-permits that are issued over the counter and do not require an independent review)	\$30
*** Annual Facility Permit	\$150
Temporary Structure	\$75; plus Plan Review and Fire Department fees
Penalty for commencing work without first securing a permit or written approval from the Building Official.	100% of the usual permit fee.

BUILDING DIVISION (continued)

Inspections by special request, same day, after hours, or weekend (subject to staffing availability and as subject to review by the Building Official)	\$75/hour, 3-hour minimum.
Re-inspection Fee	\$75 for first re-inspection, \$300 for any subsequent re-inspection per FS 553.
Revision Fees (Additional valuation charges may apply after original permit approval)	
Major (exterior modifications, involves other department's review, involves valuation changes, multiple product changes)	Prior to plan review being completed: no charge. After plan review is complete: \$75 plus \$10 per sheet reviewed.
Minor (interior changes only, single product changes)	Prior to plan review being completed: no charge. After plan review is complete: \$25 plus \$10 per sheet reviewed.
Shop Drawings	\$75
Registration Fees Effective October 1 through September 30 (not pro-rated)	
Contractor Registration (per qualifier)	\$30
Annual Sub-Permit Fax/Email Program	\$300 annually (not pro-rated).

BUILDING DIVISION (continued)

Extension and Renewal Fees	
*** Application or Permit Extension or Renewal Fee	1st extension \$50, 2nd \$75, 3rd \$100. each extension is 90 days
Permit Reissuance Fee (after 180 days of original expiration date, must meet current code and may require new submittal)	30% of original Building Permit Fee \$100 minimum. Plus additional Plan Review Fee as determined by the Building Official
Administrative Fees	
Address Change (applicant requesting physical relocation of address and/or suite; after review and approval by Address Committee; in addition to Address Change application fee)	\$30 per permit to be updated
Address Correction after permit issuance (to correct permits submitted and issued with incorrect address)	\$30 per primary permit issued with incorrect address \$15 per sub-permit issued with incorrect address as result of primary
*** Change of contractor after permit issuance	\$50 regardless of permit type
Open Permit Status Request (per individual address or suite) Information is available to public at no charge online at www.pgfl.com	\$100 (10- day turnaround) \$200 (2-day expedited turnaround)
Other Administrative Services	\$30/hour or a portion thereof
Other Professional Services (i.e., permit research, due diligence reports, etc.)	\$50/hour or a portion thereof
Building Code Admin & Inspectors Fund FSS 468.631 (DEO)	1.5% of Building Permit Fee, \$2 minimum per FS 468

BUILDING DIVISION (continued)

<u>Building Code Administration & Inspectors Fund FSS 468.631 (DEO)</u>	<u>1.5% of Building Permit Fee, \$2 Min. per FS 468</u>
DBPR Surcharge	1.5% of Building Permit Fee, \$2 minimum per FS 553
*** Stocking/Training consent subject to approval of the Building Official and the Fire Marshal	<5000sqft =\$300 >5000sqft =\$750
Training Surcharge	1% of the Building Permit Fee and/or Revision Fee, \$2 minimum.

* Requests for refunds will be as reviewed and approved per Administrative Policy.

ENGINEERING DEPARTMENT

Residential/Non-Residential Security Deposit	
Hourly Rates	
City Engineer	\$150
Engineering Associate	\$100
Engineering Inspector	\$80
Engineering Administrative Support	\$50
Infrastructure, Land Clearing or Miscellaneous Engineering Permit Fees*	
ROW Permit	5% of Valuation, \$75 minimum.
ROW Permit with Master Permit	No Fee.
Percentage of Valuation:	Unit Value:
3%	The first \$20,000 (minimum \$150), plus.
2.5%	The amount greater than \$20,000 and less than or equal to \$100,000 plus.
2%	The remainder (over \$100,000).
NOTE: All cost estimates shall be reviewed and approved by the City Engineer prior to final fee determination.	
* 25% of the total permit fee (based on the Applicant's submitted cost estimate) shall be due at the time of permit submittal (amount to be deducted from final determined Permit Fee). Remaining amount shall be due at time of permit pickup and will be based on the approved cost estimate.	
Other Fees	
Expedited permit review	\$2,000, plus applicable engineering escrow and hourly rates as shown herein. Fee is not applicable to Targeted Expedited Permitting Program (TEPP) certified projects.
Pre-Application infrastructure review (for petitions seeking review of engineering plans prior to obtaining site plan approval)	\$2,000, plus applicable engineering escrow and hourly rates as shown herein.

ENGINEERING DEPARTMENT (continued)

Commencing work without permit	Triple permit fee, at the discretion of the City Engineer.
Commencing work without pre-construction meeting, if applicable	\$500 plus applicable hourly rates as shown herein, at the discretion of the City Engineer.
Overtime, weekend, or holiday inspections	One and a half (1.5) times the hourly rates as shown herein, minimum 2 hours. Subject to staffing availability and review and approval by the City Engineer.
Permits requiring other Engineering review, inspections, or services (NPDES, code cases, Maintenance of Traffic, project feasibility, annual reports, build-out determination, plats, sureties, site plans, other required permits or petitions, etc.)**	Hourly rates as shown herein, plus \$1,000 engineering escrow***.
** All invoices for engineering services must be paid within thirty (30) days from invoice date. Otherwise, services may discontinue until all invoices are current.	
*** Engineering escrow amount is required at petition submittal and will be returned only after project is completed to the satisfaction of the City Engineer and/or all related outstanding invoices have been paid. Request for return of engineering escrow must be made in writing for the City's review and approval.	
NOTE: Permits or petitions requiring the professional review of consultants may incur additional costs by the Applicant, including, but not limited to, plats, boundary surveys, traffic impact analysis and reports, vegetation and environmental assessments, other engineering studies or reports, legal, etc. Additional costs are based on the consultants' hourly rates, which can be different from the ones shown herein and can change without notice.	

LEGAL DEPARTMENT

Legal Review Security Deposit for Development Applications	\$1,000
Ad valorem Tax Exemption Application	\$1,000

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PLANNING & ZONING DEPARTMENT

- After an application has been reviewed and approved for sufficiency, any permit application that is voluntarily withdrawn shall be refunded up to a maximum of 50% of the application fee.
- All requests for refund must be made in writing to the Director of Planning and Zoning at the time the withdrawal is submitted. Security deposits will be returned only after all related outstanding invoice items have been billed and outstanding monies receipted. Request for return of security deposit must be made in writing.
- Additional costs for Developments of Regional Impact will be billed to the applicant.

Application Fees	
Abandonment of Right-of-Way	\$825
Abandonment of Easement	\$330
Administrative Application	\$550
Administrative Approval; Minor Revision to Application	\$50
Administrative Variance	\$150
Appeal of an Administrative Determination	\$400 Single-Family Residence (non-commercial) \$1,000 All Other Uses.
Build-Out Time Extensions	\$750
Build-Out Determinations	\$2,750
Comprehensive Plan Land Use Map Amendment	\$2,500
Comprehensive Plan "Small Scale" Land Use Map Amendment	\$1,500
Comprehensive Plan Text Amendment	\$ 2,500

PLANNING & ZONING DEPARTMENT (continued)

Concurrency Certificate	\$550
Conditional Use – Major	\$1,650
Conditional Use – Minor	\$550
Development of Regional Impact (DRI) minimum fee for first 6 months	\$5,500
Miscellaneous Petitions	\$1,650
Planning & Zoning or City Council Special Workshop	\$1,000
Notice of Proposed Change (NOPC) (substantial deviation under Chapter 380 of Florida Statutes)	\$5,500
NOPC (non-substantial deviation)	\$3,000
Planned Community District (PCD)	\$3,500
Planned Unit Development (PUD)	\$3,000
PUD or PCD fee in conjunction with Rezoning for same project	\$500
PCD or PUD Amendment	\$2,000
Plat Application	\$750
Plat Exemption	\$550 \$250 Single-Family Residential
Rezoning Fee (PUD/PCD/Zoning District)	\$2,500
Site Plan Review (Major) & Site Plan Amendment	\$2,000
Site Plan Review (Major) & Site Plan Amendment in conjunction with Rezoning for same project	\$250
Site Plan Review (Minor)	\$1,650
Subdivision	\$1,650
Text Amendment of Land Development Regulations	\$1,650
Variance - Single-Family Residences	\$440
Variance - All other land uses	\$1,100

PLANNING & ZONING DEPARTMENT (continued)

Review Fees	
Surety Bond Review and Release	\$170
Non-Compliance Stop Work Review and Action	\$500
Annual Report Review Fee	\$350
Re-Submittal Fees	
Administrative Approval Re-Submittal Fee	\$150
DRI Re-Submittal Fee	\$1,000
NOPC Re-Submittal Fee	\$1,000
PCD or PUD Re-Submittal Fee	\$825
Site Plan Re-Submittal Fee	\$825
Security Deposit Fees	
Advertising Security Deposit	\$1,000
Consultants/Other Security Deposit	\$1,000
Environmental Review Security Deposit	\$1,000
Other Fees	
Advertising	Actual Costs to City.
Plat Recordation	\$30 first page; \$15 each additional page.
Applicant Postponement Fee (each occurrence)	\$250
Zoning Confirmation Letters (Additional \$25 per research hour if research exceeds two (2) hours)	\$250
Code of Ordinances (binder included)	\$150
Zoning Book (binder included)	\$65
Miscellaneous Meeting Fees	
Administrative Pre-Application Meeting	\$75
DRC No-Show Fee	\$170
Pre-Application Meeting (prior to submittal)	\$200
Compliance Status Meetings (per meeting)	\$200

PLANNING & ZONING DEPARTMENT (continued)

Permit Fees	
Liquor License Review	New liquor license review \$100/ Name change of ownership for existing business \$50/.
Special Event Permits that require Council Approval	\$550 + \$50 Code Inspection Fee.
Special Event Permit Application (Non-Profit Organizations and block parties exempt from Application Fee and Code Inspection Fee)	\$110 + \$50 Code Inspection Fee.
Special Events Appeal (non-refundable)	\$55
Inspection Fees	
Landscape Inspection	\$170
Landscape Re-Inspections	\$170 x number of re-Inspections.
Compliance Review-Building Permit	\$42 Single Residence (non-commercial). \$170 All Others.
Compliance C/O Inspection- First	\$170
Compliance C/O Re-Inspections	\$170 x number of re-inspections.
Temporary Signs	\$75 + \$25 Code Inspection Fee
Temporary Signs – Commercial Annual Leasing and for sale permit	\$35 + \$25 Code Inspection Fee
Temporary Signs – Residential	\$25 Code Inspection Fee

PLANNING & ZONING DEPARTMENT (continued)

Map Fees	
8.5" x 11"	\$4
11" x 17"	\$7
17" x 24"	\$10
24" x 36"	\$13
Black and White Engineering Prints (24" x 36")	\$5 per page.
Comprehensive Plan with Paper Maps with Transparency Map	\$39 \$49
GIS Fees	
Address Change	\$100 per address change; other fees may apply.
Subdivision Name Approval	\$100
Review of Residential Addressing Plan	\$200
Review of Commercial Addressing Plan	\$200
Open Space CAD Review	\$300 Major Site Plan review;

NEIGHBORHOOD SERVICES

Release of Lien	\$175
Estoppel Letters	\$175
Filing Fee	Actual Cost
Boat/RV Decals	\$25
Code Case Research	\$100 (10-day turnaround). \$200 (2-day expedited turnaround).
Advertising, Recording, & Other Costs	Actual Costs to City.
Certificate of Occupancy Inspection	\$50
Certificate of Occupancy Re-Inspection	\$75
Same-Day Certificate of Occupancy Inspection	\$100
Off-Duty Code Officer Rate	\$35/hour
Payoff Letter	\$75
Business Tax Receipt and Application Fees	
Residential	\$25
Commercial	\$35
Professional	\$15
Research Fee (Application)	\$20
Renewal Administrative Fee	\$10 per license.
Retail Affidavit	\$10 each.
Dog-Friendly Dining Application	\$175 initial
Dog-Friendly Dining Annual Renewal/Inspection	\$50
Expedited Business Tax Receipt Approval (Approval within 3 days of application intake)	\$100
Live Entertainment Permit	\$175
Live Entertainment Permit Annual Renewal/Inspection	\$50
Live Entertainment Surety	\$500
Building Occupancy Inspection (if required)	\$75

NEIGHBORHOOD SERVICES (continued)

Temporary Dumpster/Storage Unit Registration (Residential)	\$20
Out-of-Town Registration	\$30
Duplicate Business Tax Receipt (Reprint)	\$5

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COMMUNITY SERVICES DEPARTMENT

Sign Shop: Sign Production	<p>\$100 per Street/Regulatory Sign. \$150 per Stop/Warning Sign. Material costs plus labor: Other Signs. \$25/hour labor rate for design development. \$50/hour labor rate for sign installation plus materials.</p>
Fleet Services (based upon resource availability, open only to other governmental jurisdictions through Interlocal Agreement)	<p>\$110/hour shop rate (Per Chilton Labor Guide, current ed.).</p>
Labor Assistance	<p>\$45/hour (2-hour min. during regular business hours, 3-hour min. callback).</p>
Equipment Charge	<p>\$50/hour equipment charge (paired with duration of operator).</p>
Small Vehicle	<p>\$8/hour vehicle charge.</p>
Traffic Control (2 staff with vehicle)	<p>\$90/hour (2-hour minimum during regular business hours, 3-hour minimum call back). \$45/hour for each additional staff member.</p>
Maintenance of Traffic (MOT) Equipment	<p>As per FEMA 44 CFR § 206.228 Allowable Cost.</p>
Street Sweeping Fee: Includes labor and equipment	<p>\$135/hour (2-hour minimum after hours).</p>
Mosquito Spraying Fee: Includes labor, equipment, and chemicals	<p>\$95/hour (2-hour minimum after hours).</p>
Pressure Cleaning/Graffiti Removal	<p>\$90/hour (2-hour minimum) during regular business hours with 3 hour min. call back). \$45/hour for each additional staff member.</p>

FINANCE DEPARTMENT

Franchise Filing Fee*	\$1,000
Franchise Renewal Fee*	\$1,000
Transfer or Assignment of Franchise	\$500
Copy of Budget or Proposed Budget	\$40
Copy of Comprehensive Annual Financial Report	\$25
Returned Check Fee	\$25
Amendments to Code	\$1,650
Convenience Fee	\$0.30 Per Transaction Plus 2.2 % Total Transaction Convenience Charge to each PayPal payment made. (PayPal accepts Visa, MasterCard, American Express and Discover. Debit cards with the Visa or MasterCard logo are also accepted.)

*This fee is set by Ordinance. If a conflict exists between this document and said Ordinance, the Ordinance shall prevail.

CITY CLERK'S OFFICE

Facility Rental

- Certificate of Insurance must be provided naming the City of Palm Beach Gardens as Additional Insured with respect to General Liability-minimum limit of \$500,000.
- Rental Hours: 8:00 a.m. - 5:00 p.m., excluding weekends and holidays.
- After 5:00 p.m., may require approval from City Manager or designee (as per Administrative Order CC: ADM 1).

Photocopies	.15 cents for one-sided copy no larger than 8.5" x 14".
	.20 cents for two-sided copy.
	.30 cents for 11" x 17".
	\$1.50 for 24" x 36" (normal quality)
Certified photocopies	\$1 per page.
Compact Discs	\$1 per disc.
For all other copies	Actual cost of duplication of the public record.
Council Chambers (per meeting)	\$150/hour (2- hour minimum).
Special City Council Meeting Application (application to be reviewed and approved in accordance with City Policy)	\$1,000 (50% refund will be issued if application is not approved)
Special City Council Meeting Fee (upon approval, meeting fee is additional)	\$4,000
Electronic Equipment Staff Support	\$25
Set-Up Fee-over basic set up	\$50

CITY CLERK'S OFFICE (continued)

Storage Fee (depending on availability)	\$350 up to 5 days, \$50 each additional day.
Refundable Security Deposit	\$200
Cancellation and/or Re-Scheduling Fee	\$25

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POLICE DEPARTMENT

- Extra-duty hourly rates are subject to the prevailing rates as approved by the City Council through the current Police Department's collective bargaining agreement.
- The City's administrative fee of \$10.00 per hour is included in the following hourly rates for the purpose of determining total billable charges:
- Extra-duty details scheduled on the following days will include an **additional Five Dollar (\$5.00) fee per hour**: Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, Super Bowl Sunday, Easter, Memorial Day, and Independence Day.

Personnel	
5 - 9 Officers	One (1) Sergeant
10 - 14 Officers	Two (2) Sergeants
15 - 20 Officers	Three (3) Sergeants or Two (2) Sergeants and One (1) <u>Captain or Major</u>
Police Officer	\$47/hour
<u>Emergency Communications Dispatcher/Operator</u>	\$42/hour
<u>Emergency Communications Supervisor</u>	<u>\$47/hour</u>
Sergeant	\$52/hour
<u>Captain or Major</u> (A <u>Captain or Major</u> may be required when 2 or more Sergeants are working)	\$57/hour
Equipment	
Vehicle	\$4/hour

POLICE DEPARTMENT (continued)

New Construction	
**Crime Prevention Through Environmental Design (CPTED) Inspection & Plans Review Fee	\$1.50 per \$1,000 improvement cost (\$50 minimum).
Re-inspections/Extra Inspections	
First	No additional charge.
Second	\$100
Third	\$150
Fourth and subsequent	\$200
Alarm Registration Fees: Commercial	
New Construction	\$50
Renewals	\$10
False Alarm Fees: Residential	
4-6 False Alarms (per occurrence)	\$25
7-9 False Alarms (per occurrence)	\$40
10+ False Alarms (per occurrence)	\$60
False Alarm Fees: Commercial	
4-6 False Alarms (per occurrence)	\$25
7-9 False Alarms (per occurrence)	\$40
10+ False Alarms (per occurrence)	\$60
Misuse of 911 or Emergency Call System	\$250
Additional Fees	
Fingerprinting	\$5 Resident. \$15 Non-Resident.
Community Room Usage	\$30 per use. \$100 Security deposit.

POLICE DEPARTMENT (continued)

Violations of Article III, excluding Section 70-63	\$25
Violations of Section 70-63	\$250
Violation Payment Late Fee (<30 Days)	\$10
Administrative Hearing Fee	\$50

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FIRE RESCUE DEPARTMENT

- Special event hourly rates are subject to the prevailing rates as approved by the City Council through the current Fire Rescue Department's collective bargaining agreement.
- The City's Fee per hour will be added for the purpose of total compensation.
- Equipment rates apply to hourly rates only for the specified equipment and do not include personnel costs, which are in addition to the equipment rates.

New Construction	
Inspection & Plans Review Fee	\$2.25 per \$1,000 improvement cost (\$50 minimum).
Civil Drawing Review Fee	\$50
Re-inspections/Extra Inspections	
First	No additional charge.
Second	\$100
Third	\$150
Fourth and subsequent	\$200
Any unproductive inspector trip (Work not ready, locked out, plans absent, etc.)	\$75
Hood (Excluding fire suppression system)	\$100
Inspections by special request, same day, after hours, or weekend (subject to staffing availability and as subject to review by the Fire Marshal)	\$75/hour, 3-hour minimum
New and Existing Occupancies, Buildings, and Structures (To be paid annually with the City Business Tax)	
Assembly	
Occupancy:	
50-299	\$50
300-999	\$75
1,000-4,999	\$150
5,000 persons or greater	\$250

FIRE RESCUE DEPARTMENT (continued)

Healthcare/Institutional/Educational	
5,000 sq. ft. and under	\$50
5,001-15,000 sq. ft.	\$100
15,001-30,000 sq. ft.	\$150
30,001-100,000 sq. ft.	\$200
100,001-200,000 sq. ft.	\$250
200,001-500,000 sq. ft.	\$300
500,001 sq. ft. and greater	\$350
Transient Lodging, Apartments, Residential Board & Care, and Adult Living Facilities	
24 units and under	\$50
25-100 units	\$75
101-500 units	\$150
501 units and greater	\$250
Mercantile, Office, Storage, Industrial, and Manufacturing	
5,000 sq. ft. and under	\$50
5,001-15,000 sq. ft.	\$100
15,001-30,000 sq. ft.	\$150
30,001-100,000 sq. ft.	\$200
100,001-200,000 sq. ft.	\$250
200,001-500,000 sq. ft.	\$300
500,001 sq. ft. and greater	\$350
Marinas and Boat Storage Buildings	
50 boat slips and under	\$50
51-100 boat slips	\$150
101-250 boat slips	\$200
251 boat slips and greater	\$300
Temporary Structures	
Tents	\$50
All other occupancies not listed subject to Fire Safety Inspection	\$50

FIRE RESCUE DEPARTMENT (continued)

Special Details	
Personnel:	
Special Event hourly rates	\$5/hour
Firefighter	\$30/hour
Driver Engineer/Fire Medics	\$35/hour
Lieutenants, Captains	\$40/hour
Equipment:	
Fire Engine	\$85/hour
Ladder Truck	\$150/hour
Brush Truck	\$45/hour
Utility Truck (Generator/Breathing Air Supply)	\$48/hour
Rescue Truck	\$32.50/hour
Specialty EMS Vehicle	\$25/hour
EMS Transport Fees	
Basic Life Support Emergency Transport	\$700
Advanced Life Support Emergency Transport Level 1	\$750
Advanced Life Support Emergency Transport Level 2	\$800
Specialty Care Emergency Transport	\$850
Oxygen	\$30
Mileage	\$12/transport mile
*Motor Vehicle Accident and Fire Fees	
Level I-Scene Safety & Investigation	\$435
Level II-Light Extrication/Cleanup of Materials	\$650
Level III-Heavy Extrication/Situation Stabilization	\$1,800
Level IV-Aero-Medical Transportation	\$2,100
Level V-Vehicle Fires	\$500
Alarm Registration Fees: Commercial	
New Construction	\$35
Renewals/ Changes of Ownership/Updates	\$10

FIRE RESCUE DEPARTMENT (continued)

False Alarm Fees: Residential	
4-6 False Alarms (per occurrence)	\$100
7-9 False Alarms (per occurrence)	\$200
10+ Alarms (per occurrence)	\$300
False Alarm Fees: Commercial	
4-6 False Alarms (per occurrence)	\$250
7-9 False Alarms (per occurrence)	\$500
10+ False Alarms (per occurrence)	\$1,000
Misuse of 911 or Emergency Call System	\$250
Additional Fees	
Emergency/Safety Plan Review	\$50
Water Flow Test	\$150
Community Room Rental (Minimum 2-hour rental) Certificate of Insurance must be provided naming the City of Palm Beach Gardens as Additional Insured with respect to Liability with a minimum limit of \$500,000	\$50/hour Fire EOC \$65/hour \$200 Security Deposit.
EMS Lab (1 instructor required) Instructor Rate for EMS Lab METIMAN Instructor Additional Instructor	\$50/hour \$45/hour \$65/hour \$35/hour
Pyrotechnics Permit (If required by Fire Marshal a Fire Inspector will be placed on stand-by during event).	\$150 plus (if applicable 3 hour minimum stand-by at \$40 per hour
Outdoor Fireworks Display Permit (Includes inspection of site and mandatory fire engine stand-by with full crew)	\$175 plus 3 hour minimum of a Fire Engine stand-by with crew (\$190 per hour).
All applicable fees do not include tax	

*Contingent upon approved State of Florida legislation for cost recovery.

PARKS & RECREATION

- All applicable fees do not include tax, and certain event permits require multiple fees to cover costs of the event to the City.
- Facility Rental Permit:
 - a) Certificate of Insurance may be required naming the City of Palm Beach Gardens as Additional Insured with respect to General Liability minimum limit of \$1,000,000.
 - b) Products and Completion liability coverage for those serving food products.
- Res. = Resident
- NR = Non-Resident
- NC = No Charge
- Non-Profit = Fee is based on Res/NR rates by location
- Business = A for-profit Business
- Specialized Camp/Clinic=pay to play/entry fee program by organization
- Non-Profit = Fee is based on Res/NR rates by location
- Affiliated Group = PBGYAA or other organizations providing Recreation services and programs as determined by City.

PARKS & RECREATION (continued)

Outdoor Facility Permits: Exclusive Use of Permitted Space		
	Individual	Group: Requires insurance; possibly multiple fees
<u>Park Pavilion</u> , 4 hours	\$40-45 Res \$120-135 NR (max. 40-50 people)	N/A
<u>Veteran's Plaza</u> <u>Covered Stage/ Seating</u> <u>One (1) hour</u> <u>Up to 300 people) Plus</u> <u>Staffing Costs</u>	\$200 Res \$600 NR	\$500 PBG Business \$1,000 Non PBG Business
Single Clay Athletic Field No prep, 2-1 hours (2 hour min)	\$25 Res \$75 NR	\$150-300 Business & Specialized Camp/Clinic
	Individual	Group: Requires insurance; possibly multiple fees
Single Turf Athletic Field No prep, 2-1 hours (2 hour min)	\$40 Res \$120 NR	\$150-300 Business & Specialized Camp/Clinic
Single Basketball Court, 2 hours (2 hour min)	\$10 Res \$30 NR	\$150 Business & Specialized Camp/Clinic
Organized Tournament; includes light fee; does not include staffing/prep <u>and/or</u> <u>other fees determined</u> <u>applicable</u>	\$250-300 -1 multipurpose field \$200-250 per multipurpose field-2 fields \$175-200 per multipurpose field -3+ fields. \$200-250 - 1 baseball/softball field \$150-200 per 2 baseball/softball field \$125-150 per 3+ baseball/softball field	

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Field Prep per field	\$25-30 ball field prep including drag & chalk \$75-80 multi-purpose field prep including anchoring equip/painting \$25-30 multipurpose field reline
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PARKS & RECREATION (continued)

Maintenance Staffing for Sports Event/Tournament	N/A	\$ 35 1/hour/staff \$ 85 77/hour/staff/City holiday
Concession Stand Use	N/A	\$250/event up to 3 calendar days \$50/day exceeding 3 days \$100 cleaning fee \$250 damage deposit
City Property Use , 4 hours, Groups over 100 people	N/A	\$400 Res \$ 1200 800 NR
Skate Park Facility, 4 hours	N/A	\$250 Res \$500 NR.
Light Fee	N/A	\$20 per hour per field/court

Indoor Facility Permits (During Operating Hours) Exclusive Use of Permitted Space		
Note: Additional Staff Costs during off-hour rentals		
Room Rentals (2 – hour minimum): BRRC / Mirasol / Lakeside Rooms (does not include support staff)		
	Individual	Group
Small	\$ 60 50/hour Res \$ 180 50/hour NR	\$6050/hour Res \$18050/hour NR
Medium	\$7565/hour Res \$ 225 195/hour NR	\$7565/hour Res \$225195/hour NR
Large	\$ 100 75/hour Res \$ 300 225/hour NR	\$10075/hour Res \$300225/hour NR
BRRC Kitchen Use	\$75 Res \$225 NR50	\$75 Res \$225 NR50
BRRC Gymnasium Athletic Team per 12 hours	N/A	\$40/hour Res \$120/hour NR
BRRC Gymnasium	\$125/hour Res \$375/hour NR	\$125/hour Res \$375/hour NR

Gymnasium Tournament	N/A	\$750-1,000 (10 hours) Res \$2,250 <u>3,000</u> (10 hours) NR
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PARKS & RECREATION (continued)

Local Schools Wellness Initiative Gym/Room Use	N/A	\$50/hour - 1st hour within week. \$25/hour each additional hour within week.
Set-Up Fees	\$50 – \$200 over basic set up	\$50 – \$200 over basic set-up
Refundable Security Deposit	\$200 (<u>Less than 100 attendees</u>)	\$200
	<u>\$500 (Over 100 attendees)</u>	<u>\$500</u>

Aquatic Facility: Rates During Facility Open Hours		
	Individual	Group
Entry Fee-All Persons Entering the Pool (6 months and under NC)	\$2-823.30 Res \$9-4310.40 NR	N/A
3-Month Swim Pass	\$65-70 Res \$130-140 NR	N/A
Summer Fun Pool Pass Season = Memorial Day-Labor Day Unlimited free admission during season Includes a \$20 Rec Gift Card Family = up to 4 people in household	\$250 Res \$500 NR Add'l person \$50 Res \$100 NR	
Youth Group Rate per person on deck-1 counselor free per 10 youth, plus tax	N/A	\$1-883.30 Res

		\$6.57 <u>10.40</u> NR
Private Lessons-1/2 hr	\$40-45 Res \$52-80 NR	N/A
Group Instruction—1/2 hr per person (6 or more)	\$6 Res \$8 NR	N/A
<u>Red Cross Group Swim Instruction</u>	<u>\$60</u> Res <u>\$75</u> NR	<u>N/A</u>

PARKS & RECREATION (continued)

Lane Rental - 1 hour, plus entry fee	\$10-12 Res \$20-22 NR	N/A
Pool Party Inside/Out Space Rental Permit includes 20 pool admissions per 3 hours	\$85-95 Res \$170-210 NR	N/A
Special Aquatic Center Opening Days-Play Pools-2 hour Aquatic Complex Opening	\$1.88 Res \$6.57 NR	N/A

Aquatic Facility: Before/After hours		
	Individual	Group
Single Pool Rental Rate –2 hours, includes lifeguards for up to 35 people	N/A	\$275-300 Res \$550-600 NR
Aquatic Complex Rental – Includes all pools/deck - 2 hours Includes lifeguards for up to 100 people	NA	\$750-1,000 Res \$1500-2,000 NR
Additional 25 people per hour	N/A	\$50-60 Res \$100-120 NR
Training Lanes per lane per day (4-hr max per day)	\$20-25 Res \$40-50 NR	\$20-25 Res \$40-50 NR
Deck Reception Rental- 2 hours	N/A	\$300 Res \$600 NR
Outside PBG Scheduled Programming		\$2530 /hr for lifeguard plus pool admission fee
Additional Pool Hour	N/A	\$80 Res \$160 NR

PARKS & RECREATION (continued)

Tennis Facility: Rates Hours of Regular Operation	
Daily Fee	\$7.55 Res \$15.09 <u>15.10</u> NR
Ball Machine <u>Rental</u> Fee – 1 hour	\$11.32 <u>12.00</u> Res \$13.21 <u>25.00</u> NR
Additional Player Fee	\$6.60 <u>7.55</u> Res \$9.43 <u>15.10</u> NR
Group Membership – Per 10 People	\$3,500 Palm Beach Gardens Business
Additional Group Membership	\$350
Tennis Professional Court Rental per hour	\$30 <u>50</u>

Tennis Facility: Before/After Operation Hours	
Court Rental per hour, minimum 2-court rental	\$25-30 Res \$50-90 NR
Court Light Fee per hour, minimum 2-court rental	\$10-20 Res \$20-60 NR
Tournament – Per 4 courts, 8 hours, includes court maintenance	\$500 <u>750</u>

Event Fees	
Parks Grounds Support Staff – as determined by the Director or Designee	\$31 <u>35</u> /hour \$77 <u>85</u> /hour additional on City observed holidays
Support Staff as determined by the Director or Designee	\$25 <u>30</u> /hour
Event Permit Application plus facility & staff charges; Non-refundable	\$100 Res \$15-30 to \$25-50 off-duty rate \$200 NR N/C for Recognized Youth Sports Providers
BIG Program Fees	Annual program fees set as cost recovery for the item sponsored.

PARKS & RECREATION (continued)

Program Fees	
NR Rate – Level One (General Programs)	25%-75%
NR Rate – Level Two (High Demand or Heavy Impact)	35%-100%
NR Rate – Level Three (City-Supported Programs)	Double/Market Trend
NR Rate – Level Four (Special Facilities)	Double/Market Trend
NR Rate – Level Five (Annual Permits)	Off-setting cumulative fee determined by program
PBGYAA Participant Fee per sport session	\$2 Res \$55 NR
PBGYAA Sports Annual Sports Fee	\$20,000
Open Gym NR Individual Rate	\$4.725.00
City PBG School Student	No Fee
Program Fees	Cost Recovery Formula
Golf Fee Program Rates, Rental Fees	Cost Recovery Formula
Annual Golf & Tennis Memberships	Cost Recovery Formula
Riverside Youth Enrichment Center Fees	Cost Recovery Formula
Program/Rental Refund Processing Fee	\$20
Youth Recreation Participant Insurance	Cost Recovery Formula
Sport Instruction Registration (City business tax license required)	\$250-500 annually (plus permit fees)

PARKS & RECREATION (continued)

Organization Sports Fees	
Affiliated Group providing core recreation programs/services for youth under the age of 18 conducted within City's operating hours. PBG public schools included. As determined by City.	Fee per participant, per sport
Affiliated Group providing core recreation programs for youth under the age of 18 conducted outside of City's operating hours. PBG public school included. As determined by City.	Fee=Support Staff and park maintenance staff as determined by City and consumables
Affiliated Group or PBG public school athletic teams tournaments or special events	Fee= Support Staff and park maintenance staff as determined by City and consumables
Affiliated Group, specialized non recreation team, camps/clinics, and other Business entities programming outside of core recreation concepts. As determined by City.	Fee = City's fee and charges policy. Includes field permit fees, support staff, park maintenance staff and consumables as determined by City.

