



THOUSAND OAKS



USER FEE MANUAL

FEES, FINES, PENALTIES, RATES & ASSESSMENTS

Fiscal Years 2017-18 & 2018-19

Your City, Your Priorities





City of Thousand Oaks

Adopted 2017 User Fee Manual (Fees, Fines, Penalties, Rates, and Assessments) Fiscal Years 2017-2018 and 2018-2019

Cover: The Best of the City of Thousand Oaks – One of several outdoor gathering spots at the Westlake Plaza, North Ranch open space trail overlooking Thousand Oaks and the Santa Monica Mountains, (back cover) the New West Symphony at the Thousand Oaks Civic Arts Plaza's 1,800-seat Fred Kavli Theater, and view of the sustainably designed Los Robles Greens, an award-winning, City-owned golf venue.

Cover Design & Graphics: Robin Godfrey (City Manager's Office) & Jodi Valenza (Finance Department)
Printing: City of Thousand Oaks Print Shop

City of Thousand Oaks

Adopted User Fee Manual Fiscal Years 2017-2018 & 2018-2019

City Council

Claudia Bill-de la Peña
Andrew P. Fox
Joel R. Price
Al Adam
Rob McCoy

Executive Team

Andrew P. Powers, City Manager
Tracy M. Noonan, City Attorney
Vacant, Assistant City Manager
Gary Rogers, Deputy City Manager/Human Resources Director
John F. Adams, Finance Director
Heather Cousin, Library Services Director
Jim Friedl, CRPD General Manager
Tim Hagel, Police Chief
Barry McComb, Cultural Affairs Director
Cynthia M. Rodriguez, City Clerk
Ted E. Smith, Fire Division Chief
Jay T. Spurgin, Public Works Director
Mark A. Towne, Community Development Director

Operating Budget Team

John F. Adams, Finance Director
Jaime Boscarino, Deputy Finance Director
Brent S. Sakaida, Budget Officer
Liz Perez, Facilities Manager
Melissa Hurtado, Revenue Operations Manager
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Janna Bogue, Accountant
Elisa Magana, Senior Accountant
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Nick Foster, IT Analyst III
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A special thanks to the other City departments, whose cooperation and input helped put this document together.

CITY OF THOUSAND OAKS

Residents



MAYOR
Claudia Bill-de la Peña



MAYOR PRO TEM
Andrew P. Fox



COUNCILMEMBER
Al Adam



COUNCILMEMBER
Rob McCoy



COUNCILMEMBER
Joel R. Price

- Business Roundtable
- Community Funding Review Committee
- Council on Aging
- Cultural Affairs Commission
- Disabled Access Appeals and Advisory Board
- Investment Review Committee
- Planning Commission
- Rent Adjustment Commission
- Social Services Funding Committee
- Traffic & Transportation Advisory Commission
- Youth Commission

CITY ATTORNEY
Tracy Noonan

CITY MANAGER
Andrew P. Powers

ASSISTANT CITY MANAGER
Vacant

CITY CLERK
Cynthia Rodriguez

CULTURAL AFFAIRS
Barry McComb

COMMUNITY DEVELOPMENT
Mark Towne

FINANCE
John F. Adams

FIRE
Theodore Smith

HUMAN RESOURCES
Gary Rogers

LIBRARY SERVICES
Heather Cousin

POLICE
Tim Hagel

PUBLIC WORKS
Jay Spurgin

City of Thousand Oaks

Adopted 2017 User Fee Manual (Fees, Fines, Penalties, Rates, and Assessments)

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2017 User Fee Manual was adopted on April 25, 2017, by Resolution No. 2017-015 (User Fees), Resolution No. 2017-016 (Traffic Development Impact Fees), Resolution No. 2017-017 (Police Facilities Fee), fees are effective July 1, 2017.

Print Date: June 2, 2017

SECTION I - ADOPTED FEE DETAIL SHEETS

City Clerk

City of Thousand Oaks User Fees Summary

City Clerk - 2017

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CK-13	Special Election & Measure E Service	Page 5

City of Thousand Oaks User Fees Detail

City Clerk - 2017

Fee Type	Fee Title				Fee #
User Fee	Verification of Residency				CK-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
City Clerk	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Provides citizens with verification of residency.					
Accounts Credited With Fee Receipts					
001-2210-449-40-00 Other Services - City Clerk Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 20.00					

City of Thousand Oaks User Fees Detail

City Clerk - 2017

Fee Type	Fee Title				Fee #
User Fee	Document Certification And Copying				CK-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
City Clerk	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Provide copies of certified documents as requested.					
Accounts Credited With Fee Receipts					
001-2110-449-99-00 Other Services - Other					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 20.00 Per document 2) \$ 0.15 Per page (CW-01A) 3) \$ 0.50 Per page color copy (CW-01A)					

City of Thousand Oaks User Fees Detail City Clerk - 2017

Fee Type	Fee Title				Fee #
User Fee	Municipal Code				CK-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
City Clerk	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Provide copies of the Municipal Code of the City of Thousand Oaks. The Municipal Code may be purchased by section or as a complete book. Supplement fee dependent upon printing and postage cost.					
Accounts Credited With Fee Receipts					
001-2210-425-30-00 Other - Sale of material / PUB/ DIR					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	2. Gov't service or product provided to payor		Fee
Fee					
1) \$	30.00	Processing charge per subscriber per supplement, PLUS;			
2) \$	0.15	Per page (Per CW-01A)			

City of Thousand Oaks User Fees Detail

City Clerk - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Election & Measure E Service				CK-13
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
City Clerk	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Planning, processing, and counting the results of an election for an assessment district within the City or required by a development action such as a general plan amendment or other entitlement application (pursuant to Measure E requirements).					
Accounts Credited With Fee Receipts					
856-0000-241-99-00 Election Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
<p>1) The District is billed for the full costs of staff time.</p> <p>2) The planning applicant shall post a deposit equal to 110% of the costs, as estimated by the City Clerk after Council has agreed with the proposed general plan/urban boundary change and at least 20 days prior to submitting a proposed ballot measure to the County Clerk (Measure E).</p>					

Citywide

City of Thousand Oaks User Fees Summary

Citywide - 2017

CW-01A	Public Records Production	Page 7
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City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	Public Records Production				CW-01A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>Provide machine copies (photocopy, scan, or e-mail (including fax) of PDF's) of documents as requested. All departments except Library. The Public Records Act doesn't require an agency to create a record that doesn't exist. However, if records requested doesn't match existing data and data compilation, extraction, or programming will result in a record that matches request, a programming fee may be charged pursuant to GC 6253.9(a)(b). Requestor must be notified of amount (estimate is allowed) and approved prior to City beginning programming efforts. 001-xxxx-449-99-00 (Insert Department/Division cost center).</p>					
Accounts Credited With Fee Receipts					
001-1210-449-20-00					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
<p>1) \$ 0.15 Per page</p> <p>2) \$ 0.50 Per page color copy</p> <p style="padding-left: 100px;">See PW-26 for Department of Public Works Reproduction Fees which may be utilized on a Citywide basis.</p> <p>3) Actual Cost Postage, if mailed</p> <p>4) TBD Programming fee, with customer approval, prior to assessing fee to generate a record</p>					

City of Thousand Oaks User Fees Detail

Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	Media Production Charge				CW-01B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for copies of CD/DVD Discs: City Council and Planning Commission meetings and public records. 001-xxxx-449-99-00 (Insert Department/Division cost center)					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1)	\$	10.00	Per each copy plus the cost of media, if not supplied		
2)	\$	2.00	CD/DVD Disc		
3)	\$	5.00	Flashdrive 2GB		
4)		TBD	Plus postage if mailed (actual costs)		

City of Thousand Oaks User Fees Detail

Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	Offsite Storage/Document Retrieval Service				CW-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
001-xxx-449-99-00 (Insert Department/Division cost center)					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) Actual cost for rush retrieval(s) pursuant to current offsite storage vendor contract rate 2) FPPC Request - pursuant to G.C. 81008					

City of Thousand Oaks User Fees Detail

Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Library				CW-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>INSURANCE COVERAGE REQUIRED Group 1. City Departments, Commissions or Committees. Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS. Group 3: Business & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit status). No admission fees or product sales allowed.</p>					
Accounts Credited With Fee Receipts					
110-7010-486-00-00 T.O. Lib. - Other Misc Revenue					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
<p>GRANT R. BRIMHALL LIBRARY (MARVIN E. SMITH, CONFERENCE ROOMS, AND TECHNOLOGY TRAINING ROOM) Requests for use can be made by reservation through the Library and subject to Library policies.</p> <p>Available hours (Mon-Th 9:00am-8:00pm, Fri 9:00am-6:00pm, Sat 9:00am-5:00pm) (Groups 1 & 2 may reserve room after 8:00 p.m., Monday - Thursday; Group 2 will be assessed the applicable room use fees charged to Group 3 users for the portion of their reservation that falls outside the available hours listed above)</p> <p>Group 1 - No charge Group 2 - No charge Group 3 - \$100.00/hour for the Marvin E. Smith Room, plus additional \$25.00 if the kitchen is used. \$40.00/hour for the Conference Room \$50.00/hour for the Technology Training Room</p> <p>NEWBURY PARK BRANCH LIBRARY MEETING ROOM Available Hours (Mon-Wed 9:00am-8:00pm, Th-Fri 9:00am-6:00pm, Sat 9:00am-5:00pm) (Groups 1 & 2 may reserve room after 8:00 p.m., Monday - Thursday; Group 2 will be assessed the applicable room use fees charged to Group 3 users for the portion of their reservation that falls outside the available hours listed above)</p> <p>Group 1 - No charge Group 2 - No charge Group 3 - \$80.00/hour, plus additional \$25.00 if the kitchen is used.</p> <p>For information: Contact the Thousand Oaks Library at (805) 449-2660 ext. 7301.</p> <p>INSURANCE COVERAGE IS REQUIRED: Insurance may be purchased through the City; \$15.00 insurance processing fee is required.</p> <p>EQUIPMENT RENTAL FEES: Please refer to Citywide Fees (CW-04A).</p> <p>Damages/Excessive Cleaning Fee: Any damages or excessive cleaning cost required due to the activities of the renter will be the responsibility of the renter. Permission to use facility may be revoked for a limited or indefinite period of time depending on the severity of damage.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Library Equipment Rental Fees				CW-04A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental fees for equipment available to be used in conjunction with renting a Library Conference, Training, or Meeting Room. Refer to Citywide Facility Rentals - Library (Fee CW-04).					
Accounts Credited With Fee Receipts					
110-7010-486-00-00 T.O. Lib. - Other Misc Revenue					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input checked="" type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
MARVIN E. SMITH COMMUNITY ROOM AT GRANT R. BRIMHALL LIBRARY:					
Microphones:					
1) \$	10.00	Each. Stand Alone, Hand Held, or Table Top (Max. 4). Podium Mic. (Max. 1)			
2) \$	10.00	Plus a deposit of \$450.00 for Hand Held or Lapel Wireless (Max. 1)			
Note: Hand Held wireless and Lapel wireless cannot be used together.					
Video Presentation Kit:					
3) \$	25.00	Plus a deposit of \$450.00.			
Includes: Blue-ray/DVD/CD player, Projector, Cable TV, Sound System, White Screen, Microphone (1) of a type.					
Computer Kit:					
4) \$	50.00	Plus a deposit of \$450.00.			
Includes: Blue-ray/DVD/CD player, Projector, Cable TV, Sound System, White Screen, Microphone (1) of a type, Laptop Computer (Microsoft Windows XP and Office 2010), Wireless Mouse, Remote Presentation Control					
Piano:					
5) \$	130.00				
Television:					
6) \$	10.00	32 Inch Flat Screen TV with DVD/VHS player			
CONFERENCE ROOMS AND TECHNOLOGY TRAINING ROOM AT GRANT R. BRIMHALL LIBRARY:					
Conference Room Kit:					
7) \$	50.00	Plus a deposit of \$450.			
Includes Laptop Computer (Microsoft Windows XP and Office 2010), Wireless Mouse, White Screen, Remote Presentation Control, Speakers.					
Television:					
8) \$	10.00	32 Inch Flat Screen TV with DVD/VHS player			
NEWBURY PARK BRANCH LIBRARY MEETING ROOM:					
Video Presentation Kit:					
9) \$	25.00	Plus a deposit of \$450.00.			
Includes: Blue-ray/DVD/CD player, Projector, Cable TV, Sound System, White Screen, Microphone (1) of a type.					
Computer Kit:					
10) \$	50.00	Plus a deposit of \$450.00.			
Includes: Blue-ray/DVD/CD player, Projector, Cable TV, Sound System, White Screen, Microphone (1) of a type, Laptop Computer (Microsoft Windows XP and Office 2010), Wireless Mouse, Remote Presentation Control					
Microphones:					
11) \$	10.00	Each, plus a deposit of \$450.00 for Hand Held, Lapel Wireless, or Podium Microphone (Max. 1)			
Television:					
12) \$	10.00	32 Inch Flat Screen TV with DVD/VHS player			

City of Thousand Oaks User Fees Detail

Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Civic Arts Plaza				CW-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>INSURANCE COVERAGE REQUIRED Group 1. City Departments, Commissions or Committees. Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS. Group 3: Business & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit status). No admission fees or product sales allowed.</p>					
Accounts Credited With Fee Receipts					
001-0000-471-99-00 Rental of City Facilities - Other rents					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
<p>BOARD, OAK & PARK ROOMS - City Facility Rentals Requests for use can be made by reservation through the Finance Department - Customer Service Division and subject to its policies. Monday - Friday 7:00 am - 5:00 pm (Group 1 may reserve room after 5:00 pm) Group 1 - No charge Group 2 - No charge Group 3 - \$50.00/hour for Board Room, \$40.00/hour for Oak Room, \$40.00/hour for Park Room Weekend, Holiday, 7:00am - 8:00 pm Requests are made through the Cultural Affairs Department in conjunction with Theatre related or City approved events. Hourly fee below and \$50.00/hour (2-hour minimum fee to unlock/lock room) Group 1 - No charge Group 2 - \$50.00/hour for Board Room, \$30.00/hour for Oak Room, \$30.00/hour for Park Room Group 3 - \$60.00/hour for Board Room, \$40.00/hour for Oak Room, \$40.00/hour for Park Room</p> <p>For information: Contact the Finance Department (FIN) at (805) 449-2200.</p> <p>CAP PARK & COURTYARD OF THE OAKS Requests for use can be made by reservation through the Cultural Affairs Department and subject to its policies. Group 2 - \$200.00 plus 10% of sales Group 3 - \$300.00 plus 15% of sales Note: City Special Event Permit review is required for all activities with over 300 potential attendees \$50.00 fee for electricity use in addition to \$50.00 per hour with 2 hour minimum to turn on/off on weekends and after business hours.</p> <p>For information: Contact Cultural Affairs Department (CAD) at (805) 449-2700.</p> <p>INSURANCE COVERAGE IS REQUIRED: Insurance may be purchased through the City; \$15.00 insurance processing fee is required.</p> <p>Damages/Excessive Cleaning Fee: Any damages or excessive cleaning cost required due to the activities of the renter will be the responsibility of the renter. Permission to use facility may be revoked for a limited or indefinite period of time depending on the severity of damage.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Thousand Oaks Community Gallery				CW-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>Group 1: City Departments, Commissions, and Committees</p> <p>Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS.</p> <p>Group 3: Business & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit. No admission fees or product sales allowed.</p>					
Accounts Credited With Fee Receipts					
001-1250-486-00-00					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
<p>THOUSAND OAKS COMMUNITY GALLERY - ART EXHIBITION FEES</p> <p>Requests for use can be made by reservation through the Cultural Affairs Department.</p> <p>Monday - Friday</p> <p>1) \$ 650.00 for full month for all groups, plus cost of insurance, if applicable. FY 2017-18</p> <p>2) \$ 700.00 for full month for all groups, plus cost of insurance, if applicable. FY 2018-19</p> <p>For information: Contact the Cultural Affairs Department (CAD) at (805) 449-2700.</p> <p>INSURANCE COVERAGE IS REQUIRED: Insurance may be purchased through the City; \$15.00 insurance processing fee is required.</p> <p>Damages/Excessive Cleaning Fee: Any damages or excessive cleaning costs required due to the activities of the renter will be the responsibility of the renter. Permission to use facility may be revoked for a limited or indefinite period of time depending on the severity of damage.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Cameron Center				CW-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>Insurance Coverage Required Group 1: City Departments, Commissions, and Committees. Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS. Group 3: Business & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit status). No admission fees or product sales allowed.</p>					
Accounts Credited With Fee Receipts					
001-3572-471-10-00					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
<p>Group 1 & 2 - No Charge Group 3 - \$50.00 per hour Weekends & Holidays, 7:00am - 10:00pm Group 1 - No Charge Group 2 - \$50.00 per hour Group 3 - \$60.00 per hour</p> <p>Note: For Groups 2 & 3 - \$25 additional charge if food/beverages are served or kitchen is used.</p> <p>For information: Contact the Finance Department at (805) 449-2200.</p> <p>INSURANCE COVERAGE IS REQUIRED: Insurance may be purchased through the City; \$15.00 insurance processing fee is required.</p> <p>Damages/Excessive Cleaning Fee: Any damages or excessive cleaning costs required due to the activities of the renter will be the responsibility of the renter. Permission to use facility may be revoked for a limited or indefinite period of time depending on the severity of damage.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	Los Robles Golf Course Banquet Facility				CW-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fees for the rental of Los Robles Greens Golf Course and Banquet Facility. Reservations made through Los Robles Golf Course Operator. Deposit and Insurance required. Rental subject to Finance Department policies.					
Accounts Credited With Fee Receipts					
001-3560-471-30-00					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
<p>Los Robles Greens Golf Course</p> <p>The Los Robles Greens Golf Course is operated by Eagle Golf Management under contract with the City of Thousand Oaks.</p> <p>For Green Fees and Reservations contact the Los Robles Greens Golf Course at: (805) 495-6421 www.losroblesgreens.com</p> <p>For information about the Banquet Facility and Outdoor Event Area contact: (805) 495-6421 ext. 229</p> <p>Glenn Kendall, Jr. Grand Ballroom (Seats 270) West Ballroom (Seats 170) East Ballroom (Seats 100) Outdoor Event Area (Occupancy varies)</p> <p>The golf course is located at: 299 South Moorpark Road Thousand Oaks, CA 91361</p> <p>City Sponsored Events up to twelve times per year will be at no charge subject to approval from the Finance Director.</p> <p>Los Robles Greens Golf Course Fees: Evergreen Alliance Golf Limited (EAGLE) may increase fees in a given Fiscal Year based on the Los Robles Greens Golf Course agreement that was approved by City Council on October 24, 2008. The agreement with EAGLE requires an annual market survey be performed in April or 60 days before any change in fees.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	City Facility Rentals - Municipal Service Center (MSC)				CW-09
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>INSURANCE COVERAGE REQUIRED Group 1: City Departments, Commissions, or Committees Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS. Group 3: Businesses & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit status). No admission fees or product sales allowed.</p>					
Accounts Credited With Fee Receipts					
001-0000-471-99-00 Rental of City Facilities - Other rents					
611-0000-471-99-00 Rental of City Facilities - Other rents					
621-0000-471-99-00 Rental of City Facilities - Other rents					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
<p>Conejo Room - City Facility Rentals Requests for use can be made by reservation through the Public Works Department - MSC and subject to its policies. Monday - Thursday 7:00 am - 5:00 pm (Group 1 may reserve room after 5:00 pm) Group 1 - No charge Group 2 - No charge Group 3 - \$30.00/hour Friday, Weekend, Holiday, 7:00 am - 8:00 pm Request are made through the Public Works Department - MSC and are subject to its policies. Hourly fee below and \$50.00/hour (2 hour minimum fee to unlock/lock room) Group 1 - No charge Group 2 & 3 - \$30.00/hour Group 2 & 3 - \$50.00/hour fee if (1) Refreshments are served, (2) Custodial staff required to clean room, and (3) overtime cost, if room is not vacated by the time stated in application.</p> <p>For information, Contact the Public Works Department (DPW) at (805) 449-2499.</p> <p>INSURANCE COVERAGE IS REQUIRED: Insurance may be purchased through the City; \$15.00 insurance processing fee is required.</p> <p>Damages/Excessive Cleaning Fee: Any damage or excessive cleaning costs required due to the activities of the renter will be the responsibility of the renter. Permission to use facility may be revoked for a limited or indefinite period of time depending on the severity of damage.</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
User Fee	Filming/Video Services				CW-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>Insurance Coverage Required Group 1: City Departments, Commissions, and Committees. Group 2: Non-profit and City supported organizations, other government agencies. Non-profit organizations must submit proof of non-profit status from State or IRS. Group 3: Business & commercial (for profit) organizations (also includes other groups that cannot provide evidence of non-profit status). No admission fees or product sales allowed.</p> <p>Fee Charged for filming/video services. 001-xxxx-449-99-00 (Insert Department/Division cost center)</p>					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
<p>A. Forum Theatre/Board Room Productions (Remote)</p> <p>1) \$ 120.00 Per Hour Groups 1, 2, 3 Monday to Friday, 7:30 am to 5:30 pm</p> <p>2) \$ 180.00 Per Hour Groups 1, 2, 3 Saturday, Sunday, Holiday Monday to Friday, before 7:30 am and after 5:30 pm</p> <p>B. Camera Package (Operator, Camera, audio and light kit); Digital Video Editing</p> <p>3) \$ 60.00 Per Hour, Groups 1, 2, 3 Monday to Friday, 7:30 am to 5:30 pm</p> <p>4) \$ 90.00 Per Hour, Groups 1, 2, 3 Saturday, Sunday, Holiday Monday to Friday, before 7:30 am and after 5:30 pm</p> <p>Minimum charge is based on 3 hours Fee does not include equipment rental, cost of tape and other supplies Fee for unique requests is subject to determination by Theatres Director</p>					

City of Thousand Oaks User Fees Detail Citywide - 2017

Fee Type	Fee Title				Fee #
Fine	Municipal Code Violations - Civil Fine				CW-11
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Citywide	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fine levied for violations of the Municipal Code (Section 1-2.205) Accounts credited with Fees: 001-xxx-459-30-00; CAO Compliance (1710), CDD Code Compliance and Unpermitted Construction (6310)					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
1) \$ 100.00 For a First Code Violation. 2) \$ 200.00 Second Code Violation of the same Code Section within one year. 3) \$ 500.00 For each additional Code Violation of the same Code Section within one year.					

Community Development - Building Division

City of Thousand Oaks User Fees Summary Community Development - Building Division - 2017

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City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Flood Control				B-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>Collect and process flood control fee on new development.</p> <p>The portion of the fee that is paid to the County is based on a formula reviewed and adopted by the County Board of Supervisors each year.</p>					
Accounts Credited With Fee Receipts					
001-0000-422-11-00 Construction Permits - Flood Control					
852-0000-205-10-00 Intergovernmental Payable - Due to County					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 15.00 Single permit 2) 1% Of fee - multiple permit/units Note: This fee is set by County of Ventura and is subject to change based on County requirements.					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Certificates of Occupancy - Simple				B-02A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review plans and perform on-site inspections for issuance of Certificate of Occupancy.					
Accounts Credited With Fee Receipts					
001-6110-422-03-00 Construction Permits - Certificates of Occupancy					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
1) \$	120.00	Per application			
2) \$	38.00	Per hour research/investigations -simple: One address, no history			
3) \$	76.00	Per hour research/investigations -complex: More than one address, extensive history			

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Certificates of Occupancy - Complex				B-02B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review plans and perform on-site inspections for issuance of Certificate of Occupancy.					
Accounts Credited With Fee Receipts					
001-6110-422-03-00 Construction Permits - Certificates of Occupancy					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) T&M Time and materials					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Temporary Certificate of Occupancy				B-02C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review plans and perform onsite inspections.					
Accounts Credited With Fee Receipts					
001-6110-422-03-00 Construction Permits - Certificates of Occupancy					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 298.00 per application.					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Disabled Access Administrative Appeal				B-03A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process disabled access appeal administratively.					
Accounts Credited With Fee Receipts					
001-6110-422-21-03 Plan Check - Disabled Access Plan Check					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 246.00 Per appeal					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Disabled Access Board Appeal				B-03B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process disabled access appeal. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-6110-422-21-03 Plan Check - Disabled Access Plan Check					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 815.00					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Building Permit Fee				B-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Building inspection fee based upon the value of all construction work for which the permit is issued.					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$	36.22	For issuance of each permit			
2) \$	40.05	(\$1 to \$500 valuation)			
3) \$	40.05	For the first \$500 plus \$5.37 for each additional \$100 or fraction thereof, to and including \$2,000 (\$501 to \$2,000 valuation)			
4) \$	120.60	For the first \$2,000 plus \$23.24 for each additional \$1,000 or fraction thereof, to and including \$25,000 (\$2,001 to \$25,000 valuation)			
5) \$	655.12	For the first \$25,000 plus \$16.62 for each additional \$1,000 or fraction thereof, to and including \$50,000 (\$25,001 to \$50,000 valuation)			
6) \$	1,070.62	For the first \$50,000 plus \$11.57 for each additional \$1,000 or fraction thereof, to and including \$100,000 (\$50,001 to \$100,000 valuation)			
7) \$	1,649.12	For the first \$100,000 plus \$6.73 for each additional \$1,000 or fraction thereof, to and including \$500,000 (\$100,001 to \$500,000 valuation)			
8) \$	4,341.12	For the first \$500,000 plus \$3.32 for each additional \$1,000 or fraction thereof, to and including \$1,000,000 (\$500,001 to \$1,000,000 valuation)			
9) \$	6,001.12	For the first \$1,000,000 plus \$2.72 for each additional \$1,000 or fraction thereof (\$1,000,001 and up valuation)			
Plus					
10) \$	2.35	Per sheet to scan Building Plans			
<p>Applicants requesting Inspection Services outside of normal business hours or unusual inspections; the Fee will be determined by the Building Official (\$220.00 minimum)</p>					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Building Plan Review				B-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Plan review for compliance with the Building Code					
Accounts Credited With Fee Receipts					
001-6110-422-21-01 Plan Check - General					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1)	85%	Of the permit fee as shown in Building Permit Fees (B-04)			
2)	50%	Of the permit fee as shown in Building Permit Fees (B-04) for recurring phases of the same subdivision as determined by the Building Official			

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	State Review and Inspection Fee - Energy Regulations				B-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Plan Review for Compliance with the State Energy Code.					
Accounts Credited With Fee Receipts					
001-6110-422-21-02 Plan Check - Energy Fees					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
1) \$	0.06	Per sq. ft for non-residential buildings (exception: \$0.02 per sq. ft for shell buildings where tenant space is yet to be determined)			
2) \$	0.04	Per sq. ft for tenant improvements			
3) \$	0.04	Per sq. ft for new residential buildings and major remodels on commercial buildings			

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	State Code Review and Inspection Fee - Disabled Access				B-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
For review of plans and field inspection to determine compliance with disabled access regulations mandated by the State of California, Title 24.					
Accounts Credited With Fee Receipts					
001-6110-422-21-03 Plan Check - Disabled Access Plan Check					
001-6110-422-01-05 Inspection - Disabled Access Permit					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) Plan review services for all new construction subject to state mandated disabled access requirements 10% of the building code plan review fee 2) Field inspection services for all new construction subject to state mandated disabled access requirements 10% of the building code permit fee					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
Assessment	Building Standards Admin. Special Revolving Fund (SB 1473)				B-07A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Per Chapter 719, Statutes of 2008 (SB 1473, Calderon), effective 1/1/09, requires City to collect fee from applicant for a building permit for deposit in the Building Standards Administration Special Revolving Fund, quarterly.					
Accounts Credited With Fee Receipts					
001-0000-205-21-00 Intergovt. Payable - Due to State (SB1473)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
	Fee	Permit Valuation			
1) \$	1.00	\$1 - 25,000			
2) \$	2.00	\$25,001 - 50,000			
3) \$	3.00	\$50,001 - 75,000			
4) \$	4.00	\$75,001 - 100,000			
Add \$1 for every \$25,000 or fraction thereof above \$100,000					
<p>Note: This fee is mandated by the State of California and is subject to change based on State requirements. The City will apply the current fee at the time of processing.</p>					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	SMIP - Strong Motion Instrumentation Program				B-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
State mandated fee based upon project valuation fee used to improve seismic safety.					
Accounts Credited With Fee Receipts					
851-0000-205-20-00 Intergovernmental Payable - Due to State					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$	0.28	Per \$1,000 of valuation for Non-Residential buildings			
2) \$	0.13	Per \$1,000 of valuation for Residential buildings			
<p>Note: This fee is mandated by the State of California and is subject to change based on State requirements. The City will apply the current fee at the time of processing.</p>					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Demolition Permit Fee				B-09
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Permit fee for review and inspection of demolition of a building or structure					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 86.00					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Building Relocation Fee				B-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for inspection of structure to be relocated from a lot within or outside of the City to a lot within the City					
Accounts Credited With Fee Receipts					
001-6310-422-12-00 Construction Permits- Inspection/Investigation					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) Actual time and expense with a minimum of \$255.00 for the first 3 hours Construction of foundation, structure alteration, repair or addition to relocation structure shall be under separate permit with appropriate permit fees due.					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Residential Resale Code Compliance				B-11
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for records search/management and field inspections of residential properties undergoing sale or transfer of ownership.					
Accounts Credited With Fee Receipts					
001-4310-447-75-00 Building Fees - Building Record Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 82.00 Records search 2) \$ 308.00 Records search and inspection 3) \$ 38.00 To finalize Open Permits - Simple 4) Fee determined by Building Official to finalize Open Permits - Complex					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Notice of Compliance				B-12
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Resolution of code violations per Section 8-1.05 of the Thousand Oaks Municipal Code					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 720.00					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Certification of Registration				B-13
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Certify the qualifications of Special Inspectors as required by the Building Code. Fee for initial Certification and Annual Renewal					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 140.00 Initial application 2) \$ 70.00 Annual recertification 3) \$ 70.00 Initial application for inspectors employed by a Special Inspection Agency currently Certified by the Building Official.					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Filing Fee - Board of Appeals				B-14
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee to file appeal of Building Official's decision to the Board of Appeals					
Accounts Credited With Fee Receipts					
001-6310-422-12-00 Construction Permits- Inspection/Investigation					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 500.00					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Technology Fee				B-15
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Digital Equipment and Systems for Field Inspectors					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) 0.03% of the Building Permit Valuation (B-04)					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Mechanical Permit Fees				B-16
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for inspection of mechanical installations					
Accounts Credited With Fee Receipts					
001-6110-422-01-04 General Building - Mechanical					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
1) \$	36.22	For the issuance of each permit			
2) \$	10.65	For issuing each supplemental permit			
PLUS the following Unit Fee Schedule:					
3) \$	24.52	for the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 BTU/H			
4) \$	30.14	for the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU/H			
5) \$	24.52	for the installation or relocation of each floor furnace including vent			
6) \$	24.52	for the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater			
7) \$	22.31	for the installation or relocation of each manufactured/free-standing fireplace			
8) \$	11.96	for the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit			
9) \$	17.13	for the installation of return air and supply ducts not associated with new appliance installation, per 1,000 sq ft - minimum \$10.00			
10) \$	22.76	for the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code			
11) \$	24.38	for the installation or relocation of each boiler or compressor to and including three horsepower, or each absorption system to and including 100,000 BTU/H			
12) \$	44.92	for the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower, or each absorption system over 100,000 BTU/H to and including 500,000 BTU/H			
13) \$	61.54	for the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 BTU/H to and including 1,000,000 BTU/H.			
14) \$	91.74	for the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 BTU/H to and including 1,750,000 BTU/H			
15) \$	153.14	for the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 BTU/H			
16) \$	17.59	for each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto (Note: fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code).			
17) \$	29.99	for each evaporative cooler other than portable type			
18) \$	22.31	for each cooling tower			
19) \$	11.96	for each ventilation fan connected to a single duct			
20) \$	17.59	for each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit			
21) \$	55.55	for the installation of each commercial hood which is serviced by mechanical exhaust, including the ducts for such hood			
22) \$	17.59	for each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code			

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Mechanical Plan Review Fee				B-17
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for review of plans to determine compliance with the mechanical code					
Accounts Credited With Fee Receipts					
001-6110-422-21-01 Plan Check - General					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) 85% of the permit fee as shown in the schedule of Mechanical Permit Fees (B-16)					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Plumbing Permit Fees				B-18
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for inspection of plumbing installations					
Accounts Credited With Fee Receipts					
001-6110-422-01-02 General Building - Plumbing					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
Permit Issuance					
1) \$	36.22	for the issuance of each permit			
2) \$	10.65	for issuing each supplemental permit			
Unit Fee Schedule					
3) \$	12.86	for each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection thereof)			
4) \$	27.77	for each building sewer			
5) \$	12.86	rainwater systems, per drain (inside building)			
6) \$	46.12	for each cesspool (where permitted)			
7) \$	83.33	for each private sewage disposal system			
8) \$	12.86	for each new water heater and/or vent			
9) \$	12.86	for each replacement water heater and/or vent			
10) \$	18.54	for each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type greas interceptors functioning as fixture traps			
11) \$	12.86	for installation, alteration or repair of water piping and/or water-treating equipment, each			
12) \$	12.86	for repair or alteration of drainage or vent, each fixture			
13) \$	12.86	for each residential lawn sprinkling system, including backflow protection devices thereof			
14) \$	27.77	for each non-residential irrigation system, including backflow protection devices thereof			
15)		for atmospheric-type vacuum breakers not included in item 14			
	\$ 18.54	1 to 5			
	\$ 3.69	over 5, each			
16)		for backflow protective devices other than atmospheric-type vacuum breakers			
	\$ 12.86	1 to 5			
	\$ 3.40	over 5, each			
17) \$	9.23	for each gas piping system of one to four outlets			
18) \$	1.70	for each gas piping system of five or more outlets, per outlet			
19) \$	18.54	for each medical gas system up to five outlets			
	\$ 1.70	for each additional outlet			
20) \$	9.23	for each medical vacuum system, per pump			
21) \$	74.02	for each graywater system			

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Plumbing Plan Review Fee				B-19
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for review of plans to determine compliance with the plumbing code					
Accounts Credited With Fee Receipts					
001-6110-422-21-01 Plan Check - General					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) 85% of the permit fee as shown in the schedule of Plumbing Permit Fees (B-18)					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Electrical Permit Fees				B-20 (1)
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for inspection of electrical installations					
Accounts Credited With Fee Receipts					
001-6110-422-01-03 General Building - Electrical					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
Permit Issuance					
1) \$ 36.22 For the issuance of each permit.					
2) \$ 10.65 For issuing each supplemental permit.					
New Residential Buildings and Additions					
The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.					
3) \$ 85.69 Multi-family residential: (Building code occupancy classification R-1: Apartments and condominiums) having three or more dwelling units not including the area of garages, carports, per 1,000 square feet.					
4) \$ 85.69 Single-family and two-family residential: (Building code occupancy classification R-3) not including the area of garages, carports and other minor accessory buildings constructed at the same time, per 1,000 square feet.					
Note: For alterations of existing residential buildings, the unit fee schedule shall be used.					
New Non-Residential Buildings and Additions					
The following fees shall include all basic wiring and electrical equipment within each structure, but does not include motors, compressors and other power apparatus rated by HP, KVA, KW or KVAR on the roof or exterior of the building, nor services. Fees for these items shall be as listed in the unit fee schedule and shall be in addition to the fee determined by square footage.					
5) \$ 102.83 The fee for buildings with A, E, H, or I occupancy classifications shall be, per 1,000 square feet					
6) \$ 68.56 The fee for buildings with B, M, F-1 and F-2 occupancy classifications shall be, per 1,000 s.f.					
7) \$ 51.41 The fee for buildings with S and U occupancy classifications under 5,000 sq. ft. shall be, per 1,000 s.f.					
8) \$ 34.28 The fee for buildings with S and U occupancy classifications over 5,000 sq. ft. shall be, per 1,000 s.f.					
Swimming Pools and Spas					
9) \$ 81.93 For new swimming pools and spas/hottubs/therapeutic whirlpools for residential occupancies including complete system of necessary branch circuit wiring, bonding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each					
10) \$ 83.33 For new public swimming pools and spas/hottubs/therapeutic whirlpools, each					
11) \$ 27.77 Exception: self-contained or portable pools or spas					
Temporary Power Service					
12) \$ 40.70 For temporary service power pools or pedestals with panelboards, each					
13) \$ 19.16 For temporary lighting and receptacle outlets for Christmas tree sales lots and similar uses, not including other power apparatus, each					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Electrical Permit Fees				B-20 (2)
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for inspection of electrical installations					
Accounts Credited With Fee Receipts					
001-6110-422-01-03 General Building - Electrical					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development		Fee
Fee					
<p>For building alterations and repairs, or where it is impractical to use a square footage schedule, use the following unit fees.</p> <p>1) For receptacle, switch, lighting or other outlets at which current is used or controlled, except services, feeders and meters, and also for shell buildings</p> <p style="margin-left: 20px;">\$ 1.70 first 20, each</p> <p style="margin-left: 20px;">\$ 1.18 additional outlets, each</p> <p style="margin-left: 40px;">NOTE: for multi-outlet assemblies, each 5 feet or fraction thereof may be considered as one outlet</p> <p>2) For lighting fixtures, sockets or other lamp-holding devices</p> <p style="margin-left: 20px;">\$ 1.70 first 20, each</p> <p style="margin-left: 20px;">\$ 1.18 additional fixtures, each</p> <p>3) \$ 1.70 for theatrical-type lighting fixtures or assemblies, each</p> <p>4) For parking lot lighting standards up to and including 10 per site</p> <p style="margin-left: 20px;">\$ 11.15 each</p> <p style="margin-left: 20px;">\$ 5.61 additional standards each</p> <p>5) \$ 13.89 for installation, alteration or repair of wiring for fixed residential appliances or receptacle outlets for same including wall-mounted electric ovens, counter-mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines water heaters, clothes dryers, each</p> <p>6) \$ 22.31 for inspection of idle meters prior to re-energizing</p> <p>7) For power apparatus: motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus, as follows:</p> <p style="margin-left: 20px;">Rating in horsepower (HP), kilowatts (KW), kilovolt-amperes (KVA), or kilovolt-amperes-reactive (KVAR):</p> <p style="margin-left: 20px;">\$ 7.90 up to and including 1, each</p> <p style="margin-left: 20px;">\$ 20.39 over 1 and not over 10, each</p> <p style="margin-left: 20px;">\$ 40.70 over 10 and not over 50, each</p> <p style="margin-left: 20px;">\$ 81.93 over 50 and not over 100, each</p> <p style="margin-left: 20px;">\$ 123.07 over 100, each</p> <p style="margin-left: 40px;">NOTE: For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. These fees include all switches, circuit breakers, contactors, thermostats, relays and other directly related control equipment.</p> <p>8) \$ 11.96 for trolley and plug-in-type busways, each 100 feet or fraction thereof</p> <p style="margin-left: 20px;">NOTE: An additional fee will be required for lighting fixtures, motors, and other appliances that are connected to trolley and plug-in-type busways. No fee is required for portable tools.</p> <p>9) For illuminated signs, the permit fee shall be based upon the square footage of each sign, as follows:</p> <p style="margin-left: 20px;">\$ 27.77 1 sq. ft. to 5 sq. ft.</p> <p style="margin-left: 20px;">\$ 37.08 6 sq. ft. to 50 sq. ft.</p> <p style="margin-left: 20px;">\$ 46.24 51 sq. ft. to 300 sq. ft.</p> <p>10) \$ 50.90 for services of 600 volts or less and not over 200 amperes in rating, each</p> <p style="margin-left: 20px;">EXCEPTION: residential sub-panels installed at the same time as original construction of the dwelling</p> <p>11) \$ 65.99 for services of 600 volts or less and over 200 amperes to 1,000 amperes in rating, each</p> <p>12) \$ 205.66 for services over 600 volts or over 1,000 amperes in rating, each</p> <p>13) \$ 30.06 for sub-panels of 600 volts or less and not over 200 amperes in rating, each</p> <p style="margin-left: 20px;">For larger sub-panels, use fees as set for new services</p> <p>14) \$ 30.06 for electrical apparatus, conduits and conductors for which a permit is required, but no fee is set</p> <p style="margin-left: 20px;">NOTE: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatuses, busways, signs or other equipment.</p> <p>15) \$ 102.83 for Solar Photovoltaic System</p>					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Electrical Plan Review Fee				B-21
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for review of plans to determine compliance with the electrical code					
Accounts Credited With Fee Receipts					
001-6110-422-21-01 Plan Check - General					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) 85% of the permit fee as shown in the schedule of Electrical Permit Fee. (B-20)					

City of Thousand Oaks User Fees Detail

Community Development - Building Division - 2017

Fee Type	Fee Title				Fee #
User Fee	State Green Building Standards Code Review				B-22
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Building Division	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
For the review of plans and field inspections to determine compliance with Green Building Standard Code regulations mandated by the State of California, Title 24.					
Accounts Credited With Fee Receipts					
001-6110-422-01-01 General Building Permits - Building					
001-6110-422-21-01 Plan Check - General					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) Plan Review	5% of building code plan review fee for all newly constructed buildings subject to State mandated Green Building Standards Code regulations.				
2) Inspections	5% of building code permit fee for all newly constructed buildings subject to State mandated Green Building Standards Code regulations.				

Community Development - Planning Division

City of Thousand Oaks User Fees Summary Community Development - Planning Division - 2017

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City of Thousand Oaks User Fees Summary Community Development - Planning Division - 2017

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City of Thousand Oaks User Fees Summary Community Development - Planning Division - 2017

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City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Specific Plan				P-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Evaluate and report to Planning Commission and City Council on proposed Specific Plans.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 10,000.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Specific Plan Amendment				P-02
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Evaluate and report to Planning Commission and City Council on proposed amendments to an adopted Specific Plan.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 6,500.00 Deposit; PLUS time and materials; OR \$ 3,000.00 Deposit; PLUS time and materials if processed concurrently with a General Plan Amendment (P-07)					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Environmental Document				P-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Prepare negative declaration or environmental impact report regarding potential environmental impacts related to the development of property					
Accounts Credited With Fee Receipts					
001-4420-447-50-00 Environmental Review					
831-0000-241-23-00 Environmental Deposits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1)	\$ 4,000.00	Deposit, PLUS time and materials for staff preparation of Negative Declaration or Mitigated Negative Declaration			
2)		Deposit for Environmental Consultant costs for preparation of Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report, plus 20% overhead (staff review and administration)			

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Events Application				P-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Coordinates the review of requests to conduct special events in the community, includes parade and block party permits. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-6310-425-10-00 Other Permits - Special Event Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$	136.00	Special Event - Type A (Other than Type B)			
2)		Special Event - Type B (1st Time Non-Rules of the Road)			
	\$ 410.00	Non-Profit			
	\$ 604.00	For-Profit			
3) \$	40.00	Block Party			
PLUS Time and Materials of City staff who are required to work because of the event.					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Zone Change				P-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Evaluate and report to Planning Commission and City Council on proposed changes of zone.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 2,000.00 Zone change or pre-zoning to single family residential zone, total area under one acre 2) \$ 3,000.00 Zone change or pre-zoning to single family residential zone, total area one to three acres 3) \$ 9,480.00 All other zone changes or pre-zoning requests 4) \$ 4,520.00 If processed concurrently with a General Plan Amendment					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Municipal Code Text Amendment				P-05A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process request to amend text of Title 9 (Planning and Zoning) of the Municipal Code subject to City Council initiation of a Municipal Code Amendment study.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 4,000.00 Deposit; PLUS time and materials Fee to be deposited with submittal of application and will be returned if City Council declines to initiate study in response to request.					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Annexation or Detachment Processing				P-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process request to annex to the City; include report to City Council and application to LAFCO.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 1,500.00 Less than one acre 2) \$ 2,500.00 One to three acres 3) \$ 4,536.00 Three to ten acres, plus \$200 per acre over ten acres					
DEPOSIT Note: The fee amounts are City processing fees only. At the time an annexation is filed, the City will also collect a deposit to pay filing fee of LAFCO and the State Board of Equalization, and to pay for the preparation of the map and legal description of the annexation. See annexation application packet for total fees.					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	General Plan Amendment				P-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Evaluate and report to City Council on requests to initiate amendments to the City's General Plan. Report to Planning Commission and City Council on amendments if initiated by City Council.					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 6,500.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Farm Animal Permit				P-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application to maintain farm animals on residential property. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-6310-423-20-12 Animal Licenses - Farm Animals					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 52.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Subdivision Signs				P-09
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request to display a subdivision advertising sign on residential unimproved property.					
Accounts Credited With Fee Receipts					
001-4210-425-99-00 Other Permits - Other					
831-0000-241-99-00 Planning Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 550.00 Filing fee PLUS 2) \$ 305.00 Refundable security deposit to guarantee removal of sign					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Home Occupation				P-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review requests to conduct home occupation business activity from a residential zone.					
Accounts Credited With Fee Receipts					
001-4310-425-20-00 Other Permits - Home Occupation Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 45.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Oak/Landmark Tree Permit Administrative Processing				P-11A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	n/a	
Definition/Comments					
Request for removal/transplant/exemption of/or pruning/encroachment into protected zone of oak or landmark tree. Administrative processing is permitted if three (3) or fewer oak or landmark trees are proposed for removal as defined by TOMC Sec. 9-4.42 et seq and Sec. 9-4.43 et seq, no 24" diameter oak or landmark tree, and no historic trees as defined by TOMC Sec. 9-4.4302 are proposed for removal. Administrative processing is also permitted for the pruning/encroachment into the protected zone of any number of oak and/or landmark trees. All other applications - see P-11B. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-20-00 Oak/Landmark Tree & Landscape Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1)	No Fee	Type A - Dead or hazardous trees			
2)	\$ 100.00	Type B - Simple encroachments involving no grading or pruning			
3)	\$ 100.00	Type C - Permits for existing single family dwelling, townhomes & condominium projects, & HOA's			
4)	\$ 925.00	For other administrative permits OR			
5)	\$ 575.00	If processed concurrently with another entitlement			
PLUS, actual costs of consulting landscape architect to review the request					
6)	\$ 200.00	Deposit when landscape architect review is required			

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Oak/Landmark Tree Permit Planning Commission Processing				P-11B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request for removal/transplant of oak or landmark tree. Planning Commission processing is required if four (4) or more oak trees are proposed for removal/transplant or four (4) or more landmark trees, as defined by TOMC Sec. 9-4.42 et seq and Sec. 9-4.43 et seq, any 24" diameter oak or landmark tree, or any historic trees as defined by TOMC Sec 9-4.4302 are proposed for removal. All other applications - see (P-11A). (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-20-00 Oak/Landmark Tree & Landscape Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) No Fee Dead or hazardous tree 2) \$ 262.00 Type D - Permits for existing single family dwellings, townhomes & condominium projects, & HOA's 3) \$ 2,878.00 Type D - For other Planning Commission review permits OR 4) \$ 537.00 If processed concurrently with another entitlement PLUS, actual cost of consulting landscape architect to review the request 5) \$ 200.00 Deposit when landscape architect review is required					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Oak/Landmark Tree Permit Minor Modification				P-11C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request for minor modification to an already approved permit for removal/transplant of/or pruning/encroachment into protected zone of oak or landmark tree. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-20-00 Oak/Landmark Tree & Landscape Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) No Fee Dead or hazardous tree 2) \$ 225.00 Minor modifications at existing single family dwellings, townhomes & condominium projects, & HOA's 3) \$ 777.00 Commercial and other minor modification applications OR 4) \$ 463.00 If processed concurrently with another entitlement PLUS, actual costs of consulting landscape architect to review the request 5) \$ 200.00 Deposit when landscape architect review is required					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Oak/Landmark Tree Permit Major Modification				P-11D
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request for major modification to an already approved permit for removal/transplant of/or pruning/encroachment into protected zone of oak or landmark tree. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-20-00 Oak/Landmark Tree & Landscape Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) No Fee Dead or hazardous trees 2) \$ 262.00 Major modifications at existing single family dwellings, townhomes & condominium projects, & HOA's 3) \$ 2,827.00 Commercial and other major modification applications OR 4) \$ 1,880.00 If processed concurrently with another entitlement PLUS, Actual costs of consulting landscape architect to review the request 5) \$ 200.00 Deposit when landscape architect review is required					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Parcel Map Waiver				P-12
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process parcel map waiver to merge lots and/or property into four or fewer parcels without a parcel map.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 2,123.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Tentative Tract Map				P-13
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process application to subdivide land (5 or more lots).					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
001-5210-422-21-01 Plan Check (General)					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 12,000.00 Deposit; including associated entitlements					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Tentative Tract Map - Time Extension				P-14
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review applications to extend time permitted to prepare and record final subdivision map.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 3,060.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Tentative Tract Map - Minor Modification				P-16
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor changes to approved tentative tract map, which may be processed administratively.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 618.00 Minor modification at existing single family dwelling 2) \$ 4,100.00 All other minor modification applications					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Land Division Administrative Processing				P-17A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process application to subdivide land into 4 or fewer lots, which is processed administratively.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 5,733.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Land Division Planning Commission Processing				P-17B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process application to subdivide land into 4 or fewer lots, which requires Planning Commission review.					
Accounts Credited With Fee Receipts					
001-5210-422-21-01 Plan Check (General)					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 6,000.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Land Division - Time Extension				P-18
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review applications to extend time permitted to prepare and record final land division map.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 2,352.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Land Division - Major Modification				P-19
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review applications to make major changes to approved Land Division, requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 3,075.00 Existing single family dwelling 2) \$ 9,161.00 Other than existing single family dwelling					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Land Division - Minor Modification				P-20
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review applications to make minor changes in approved land divisions, not requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 1,195.00 Existing single family dwelling 2) \$ 3,323.00 Other than existing single family dwelling					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Development Permit (Planning Commission)				P-21
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Site plan and architectural review of new construction as required by Municipal Code - major projects requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 15,000.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Development Permit (Administrative)				P-22
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Site plan and architectural review of new construction as required by Municipal Code - projects not requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 7,556.00 For the first 2.0 acres PLUS 2) \$ 1,460.00 Per acre or portion thereof over 2.0 up to 10.0 acres PLUS 3) \$ 971.00 Per acre or portion thereof over 10 acres 4) \$ 5,000.00 Deposit for wireless communications facilities					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Use Permit - Type A				P-23A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Site plan and architectural review of new major projects requiring Planning Commission review. Includes wireless communication facilities.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 15,000.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Use Permit - Type B				P-23B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Special use permit application which requires Planning Commission review, but does not involve substantial modification to existing site improvements (e.g., change of use of existing building).					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$	5,286.00	Special Use Permit applications requiring Planning Commission review for (a) change of uses for individual tenants in a multi-tenant building, (b) freestanding signs where required by Sec. 9-4.2310 of the Municipal Code, (c) on-site sale of alcoholic beverages within 400 feet of residential property.			
2) \$	8,660.00	Other Special Use Permit (Type B) applications.			

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Use Permit - Type C				P-23C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Site plan and architectural review - administrative review per TOMC 9-4.2804(a)(4). (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1)	\$ 3,883.00	SUP administrative applications as defined in TOMC 9-4.2804(a)(4), except for uses associated with single family dwellings or ham radio towers and C-Band satellite dish antennas			
2)	\$ 1,196.00	SUP administrative applications associated with single family dwelling			
3)	\$ 1,093.00	Freestanding ham radio tower and C-Band satellite dish antennas (all or a portion thereof may be waived or reduced in order to avoid a cost prohibitive impact on applicant)			

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit - Time Extension				P-26A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process requests for time extensions to approved Development Permits, Special Use Permits (Types A and B only), Trailer Park Planned Developments, Residential Planned Developments, or Hillside Planned Developments.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 2,635.00 OR \$ 1,585.00 If processed concurrently with another entitlement application					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Use Permit (Type C Only) - Time Extension				P-26B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process requests for time extensions to approved Special Use Permits (Type C only).					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 1,036.00 OR \$ 617.00 If processed concurrently with another entitlement application					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Precise Plan of Design - New Custom Homes				P-27A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process plans for construction of new single family homes.					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 2,388.00 Administrative processing 2) \$ 3,000.00 Planning Commission review required					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Precise Plan of Design - Alterations to Existing Homes				P-27B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process plans for certain improvements to existing single family homes as specified by TOMC 9-4.1802. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 566.00 Administrative processing 2) \$ 1,214.00 Alterations requiring Planning Commission Review per Resolution 2003-90					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Alterations to Existing Homes - No Precise Plan of Design Required				P-27C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process plans for certain improvements to existing single family homes not requiring Precise Plan of Design entitlement.					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 142.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Variance				P-29
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process applications for variance from Zoning Ordinance requirements.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 6,473.00 OR 2) \$ 3,885.00 If processed concurrently with another entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Grading Design Review				P-30
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and processing of proposed grading plans not associated with a specific planned development permit or subdivision of land.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 8,085.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit - Major Modification				P-31
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed major modifications to approved Development Permits, Special Use Permits, Trailer Planned Development Permits, Residential Planned Development Permits, or Hillside Planned Development Permits, requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input checked="" type="checkbox"/> Deposit Required	6. Condition of property development	Fee	
Fee					
1) \$	5,000.00	Deposit; PLUS time and materials - other than existing single family dwelling			
2) \$	3,090.00	Existing single family dwelling			
3) \$	1,585.00	Existing single family dwelling, if processed concurrently with a tentative tract map or land division, or major modification thereof			

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit - Major Modification - SUP "B"				P-31B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed major modifications (excluding time extensions) to approved Development Permits, Special Use Permits, Trailer Park Development Permits, Residential Planned Development Permits, or Hillside Planned Development Permits, not requiring Planning Commission review. Includes minor modifications to wireless communication facilities.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 5,000.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit - Minor Modification (Not Time Extension)				P-32
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications (excluding time extensions) to approved Development Permits, Special Use Permits, Trailer Park Development Permits, Residential Planned Development Permits, or Hillside Planned Development Permits, not requiring Planning Commission review. Includes minor modifications to wireless communication facilities.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1)	\$ 3,888.00	Other than for existing single family dwellings or Type C Special Use Permit All minor modification applications, except those covered under Fee P-32 (A-F)			
OR					
2)	\$ 2,572.00	If processed concurrently with a tentative tract map or land division, or modification there to			
OR					
3)	\$ 845.00	ADA parking restriping and major modification in parking lots per TOMC 9-4.2404(f)(2)			
OR					
4)	\$ 845.00	One year administrative review of completed Independent Auto Body Repair use in C-2/AM zone per TOMC 9-4.3902			

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - Outdoor Dining (Up to 5 tables)				P-32A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications (including time extensions) to approved Outdoor Dining Development Permits not requiring Planning Commission review. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 918.00 Per application 2) \$ 456.00 If processed concurrently with another entitlement or modification (major or minor) to an entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - SUP Type C				P-32B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications (including time extensions) to approved Type C Special Use Permits not requiring Planning Commission review. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 2,871.00 Per application 2) \$ 2,199.00 If processed concurrently with another entitlement or modification (major or minor) to an entitlement. 3) \$ 834.00 Use associated with single family dwelling. 4) \$ 1,039.00 Free standing ham radio tower and C-Band satellite dish antennas.					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - New Custom Home				P-32C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications (including time extensions) to approved new custom home not requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 2,388.00 Per application 2) \$ 1,328.00 If processed concurrently with another entitlement or modification (major or minor)to an entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - SFD Existing Home Alteration				P-32D
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications (including time extensions) to approved alteration to an existing home not requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 1,006.00 Per application 2) \$ 710.00 If processed concurrently with another entitlement or modification (major or minor) to an entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - SFD Production Subdivision				P-32E
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process proposed minor modifications to approve the plotting and architectural design of homes (including time extensions) for approved production subdivision not requiring Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 8,428.00 Per application 2) \$ 5,050.00 If processed concurrently with another entitlement or modification (major or minor) to an entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Minor Modification - SFD Alteration Time Extension				P-32F
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review applications to extend time permitted to begin construction of certain improvements to existing single family homes.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 503.00 Per application 2) \$ 355.00 If processed concurrently with another entitlement or modification.					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Landscape Plan Check				P-35
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process landscape plans for compliance with conditions of project entitlements.					
Accounts Credited With Fee Receipts					
001-4210-447-60-00 Construction/Bldg Fees - Plan Checking/Filing Fee					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-20-00 Oak/Landmark Tree & Landscape Deposits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input checked="" type="checkbox"/> Deposit Required	6. Condition of property development	Fee	
Fee					
1) \$ 1,690.00 PLUS actual cost of the consultant landscape architect charged against an initial deposit					
2) \$ 600.00 Deposit					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Pre-Application Review				P-36
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review of preliminary development plans prior to formal application(s) being submitted. The purpose is to inform the applicant's design team regarding the City's development policies as they relate to the proposed project.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 6,100.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Underground Utility Waiver				P-37
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process applications for waiver of provisions of the City's underground utility ordinance.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 2,069.00 Other than existing single family dwelling 2) \$ 674.00 Existing single family dwelling OR 3) \$ 1,267.00 Other than existing single family dwelling, if processed concurrently with another entitlement 4) \$ 607.00 Existing single family dwelling, if processed concurrently with another entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Sign Seal Permits				P-38
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review proposed signs for compliance with Municipal Code provisions.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 157.00 On building sign in project with existing Uniform Sign Program 2) \$ 315.00 On building sign in project without Uniform Sign Program 3) \$ 157.00 Monument sign - face change only 4) \$ 383.00 Monument sign - other than face change					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Uniform Sign Program Review or Modification (Existing Projects)				P-38A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process request to establish an Uniform Sign Program or modify an existing program for an existing project.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 617.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Lot Line Adjustments				P-39
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process applications to adjust existing lot lines, without creating any new lots.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 1,548.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Request for Letter of Public Convenience and Necessity				P-40
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and evaluation of requests for letters of public convenience and necessity related to alcoholic beverage licenses.					
Accounts Credited With Fee Receipts					
001-6310-449-50-00 Other Services - Planning/Code Enforcement Svs					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 740.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Hearing Continuance Request Planning Commission or City Council Public Hearing				P-41A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Requests to continue scheduled City Council or Planning Commission public hearings.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 456.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Hearing Continuance Request - Administrative Hearing				P-41B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Requests to continue scheduled administrative hearings.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 186.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Development Agreement and Amendment				P-42
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request to approve a new Development Agreement, or modify the terms of an existing Development Agreement					
Accounts Credited With Fee Receipts					
001-4430-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
<p>City costs on a time and materials basis at the staff hourly rates against an initial deposit.</p> <p>Deposit</p> <p>1) \$ 6,000.00</p>					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Administrative Actions - Other than Mobile Businesses				P-44A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process administrative action applications as authorized under TOMC Sec. 9-4.2805, other than for mobile businesses. (Fee match P-32D)					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 1,006.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Administrative Actions - Mobile Businesses Only				P-44B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process administrative applications for mobile businesses.					
Accounts Credited With Fee Receipts					
001-6310-449-50-00 Other Services - Planning/Code Enforcement Svs					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 110.00					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Administrative Actions - Time Extensions				P-44C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process requests for Time Extensions to approved Administrative Actions.					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 871.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Re-Application				P-45
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Re-application (where original application is withdrawn prior to hearing for specified reasons).					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
<p>Upon receiving a re-application the Director of Community Development is authorized to negotiate a credit for fees already paid by an applicant who stopped processing on an earlier application and is now resubmitting the same application for the same parcel.</p>					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Certificate of Compliance				P-47
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application to issue certificate that previously subdivided property complies with subdivision regulations.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 1,934.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Precise Plan of Design Time Extension				P-48
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Time extension for construction of new single family homes, and for other specified improvements/additions to existing single family homes.					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 330.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Variance - Major Modification				P-49
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process applications for major modifications to approved variance from Zoning Ordinance requirements, which requires Planning Commission review.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 3,213.00 OR 2) \$ 2,154.00 If processed concurrently with another entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Variance - Minor Modification				P-50
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process applications for minor modifications to approved variance from Zoning Ordinance requirements, which may be processed administratively.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 1,674.00 OR 2) \$ 1,008.00 If processed concurrently with another entitlement					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Film Permit				P-51
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Encroachment permit for filming on City right-of-way.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
Administrative Processing Fees					
1) \$ 168.00 Still photography per day					
2) \$ 253.00 Motion picture per day					
PLUS actual costs of any on-site personnel required due to photography or filming (e.g. Police personnel).					
3) \$ 2,530.00 Long-term filming (more than 10 "location filming" days)					
PLUS \$103.50 per each 5 filming days thereafter (including partial weeks)					
City Buildings/Property (excluding the Civic Arts Plaza)					
3) \$ 2,000.00 Per day: For-profit business					
4) \$ 1,600.00 Per day: Non-profit organizations					
Use of public streets for filming (excluding legal parking)					
5) \$ 1,000.00 Per day: For-profit business					
6) \$ 600.00 Per day: Non-profit organizations					
Use of City parking facilities (excluding Civic Arts Plaza)					
7) \$ 8.00 Per day: car or standard truck					
8) \$ 24.00 Per day: semi-tractor trailers					
9) No Fee Bona-fide student as defined in the Municipal Code					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Temporary Use Permit				P-52
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Permit for limited term operation of specific use (e.g. Christmas tree and pumpkin sales lots).					
Accounts Credited With Fee Receipts					
001-6310-449-50-00 Other Services - Planning/Code Enforcement Svs					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 425.00 Type A - New vehicle storage 2) \$ 279.00 Type B - All others					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Appeal of Administrative Decision				P-53
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Appeal of administrative decision to the Planning Commission. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 1,400.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Appeal of Planning Commission Decision				P-54
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Appeal of Planning Commission decision to the City Council. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 1,508.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Mobilehome Park Rent Adjustment Request				P-55
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application by mobilehome park owners subject to the City's Mobile Home Rent Stabilization Ordinance (Chapter 25 of Title 5 of the Thousand Oaks Municipal Code) for administration adjustments to rent, pursuant to TOMC Sec. 5-25.06(a) - Capital Improvements or Sec. 5-25.05(b) - Just and Reasonable Return.					
Accounts Credited With Fee Receipts					
001-0000-484-10-00 Other - Reimbursement Rent Adjustment Fee					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 20.00 PLUS \$5.00 for each space subject to the rent increase. Fee established in Mobile Home Rent Stabilization Ordinance TOMC Title 5, Chapter 25					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Apartment Application				P-56
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application by apartment landlords who are subject to the provisions of Ordinance 956-NS. Application fee for administrative adjustments to rent.					
Accounts Credited With Fee Receipts					
001-0000-484-10-00 Other - Reimbursement Rent Adjustment Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 20.00 PLUS \$5.00 for each unit subject to the rent increase Fee established per Ordinance 956-NS					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Apartment Registration				P-57
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Apartment owners who are subject to the provisions of Ordinance 956-NS. This is the annual registration fee due January 1 of each year.					
Accounts Credited With Fee Receipts					
001-0000-484-10-00 Other - Reimbursement Rent Adjustment Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 10.00 Per controlled unit Fee established per Ordinance 956-NS					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Mobilehome Registration				P-58
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Mobilehome park owners who are subject to Title 5, Chapter 25 of the Thousand Oaks Municipal Code. This is the annual registration fee due January 1 of each year.					
Accounts Credited With Fee Receipts					
001-0000-484-10-00 Other - Reimbursement Rent Adjustment Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 10.00 Per controlled unit Fee established per Title 5, Chapter 25 TOMC					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Zoning Compliance Letter				P-59
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Upon request, staff time to research and respond.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) \$ 275.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Design Review of Existing Commercial/Industrial Projects (Not Requiring Entitlement)				P-60
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Site plan and/or achitectural review of alterations to existing commercial/industrial projects where no Development Permit or Special Use Permit or Modification thereto, is required.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 525.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Covenants, Conditions and Restrictions (CC&Rs) Review				P-61
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review Covenants, Conditions and Restrictions (CC&Rs) for compliance with Municipal Code provisions and entitlement conditions.					
Accounts Credited With Fee Receipts					
001-4210-447-40-00 Construction/Bldg Fees - Development Services					
831-0000-241-22-00 CC&R Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 1,500.00 Deposit					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Emergency Dwelling Permit				P-62
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and process application for use of transportable facility as an emergency dwelling.					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
No Fee					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	After Hours Construction Permit				P-64
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process Permit for After Hours Construction					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	6. Condition of property development	Fee	
Fee					
1) \$ 60.00 For every three after-hour construction days					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Animal Control Fees				P-65
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Services are provided by Los Angeles County Animal Care and Control and fees are based on LACACC Agreement.					
Accounts Credited With Fee Receipts					
001-0000-486-00-00 Misc. Revenue (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
Licensing					
1)	\$ 60.00	Dog Unspayed/Neutered			
2)	\$ 20.00	Dog Spayed/Neutered			
3)	\$ 7.00	Dog Spayed/Neutered (Senior Citizen Owner)			
4)	\$ 7.00	Cat (Voluntary Only)			
5)	\$ 30.00	Delinquency Charge			
6)	\$ 5.00	Replacement Tag/Receipt			
7)	\$ 5.00	Transfer of Ownership			
8)	\$ 5.00	Discharged Military Dog Registration (one-time)			
9)	\$ 5.00	Guide Dogs/Seeing Eye Dogs/Signal Dogs/Service Dogs Registration (one-time)			
10)	\$ 40.00	Field Enforcement Fee (Animal found unlicensed by employee in the field)			
Animal Facility License - Initial License *					
11)	\$ 250.00	Pet Shop			
12)	\$ 250.00	Grooming Parlor/Mobile			
13)	\$ 250.00	Animal Menagerie			
14)	\$ 250.00	Wholesale Wild Animal Dealer			
15)	\$ 250.00	Hobby Breeder			
16)	\$ 250.00	Pygmy Pig Breeder			
Dog & Cat Breeding/Boarding Facility					
17)	\$ 300.00	4-20 Dogs or Cats (Based on 75% total capacity of facility or actual animal population,			
18)	\$ 350.00	21-50 Dogs or Cats whichever is greater.)			
19)	\$ 400.00	51-75 Dogs or Cats			
20)	\$ 450.00	76-100 Dogs or Cats			
21)	\$ 525.00	Over 100 Dogs or Cats			
Animal Facility License - Renewal *					
22)	\$ 175.00	Pet Shop			
23)	\$ 175.00	Grooming Parlor/Mobile			
24)	\$ 175.00	Animal Menagerie			
25)	\$ 175.00	Wholesale Wild Animal Dealer			
26)	\$ 175.00	Hobby Breeder			
27)	\$ 175.00	Pygmy Pig Breeder			
Dog & Cat Breeding/Boarding Facility					
28)	\$ 225.00	4-20 Dogs or Cats (Based on 75% total capacity of facility or actual animal population,			
29)	\$ 275.00	21-50 Dogs or Cats whichever is greater.)			
30)	\$ 325.00	51-75 Dogs or Cats			
31)	\$ 375.00	76-100 Dogs or Cats			
32)	\$ 450.00	Over 100 Dogs or Cats			
33)	\$ 50.00	Delinquency Charge			
Animal Business Operator's Licenses					
34)	\$ 125.00	Animal Exhibition (first day or one day event)			
35)	\$ 25.00	Animal Exhibition (each additional day)			
36)	\$ 125.00	Rodeo (first day or one day event)			
37)	\$ 25.00	Rodeo (each additional day)			
* Although fee was adopted previously, service was not provided by Animal Control per City request. Service proposed to be implemented beginning January 2014.					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Zoning Clearance				P-66
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application for requests that do not require an entitlement or building, electrical, plumbing, or mechanical permit.					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 73.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Outdoor Dining - Smoking Permit				P-67
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning		Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Request to allow smoking within outdoor customer dining areas					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 200.00					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Request for "Community Event" Designation				P-68
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning		Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Application fee for a request to be designated a "Community Event" for the purpose of being able to apply for a Temporary Food Facility Permit from the County of Ventura, as required by that agency.					
Accounts Credited With Fee Receipts					
001-6310-425-10-00 Other Permits - Special Event Permits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 105.00 Application Fee					

City of Thousand Oaks User Fees Detail Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Affordable Development/Density Bonus Review				P-69
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
1) Review affordable development proforma and agreements and/or Density Bonus Plan as part of entitlement process. 2) Review/Monitor affordable unit annually.					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input checked="" type="checkbox"/> Deposit Required	2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 3,000.00 Deposit, PLUS time and materials 2) \$ 50.00 Per affordable unit for annual monitoring review. Annual fee charged yearly during term of affordability condition.					

City of Thousand Oaks User Fees Detail

Community Development - Planning Division - 2017

Fee Type	Fee Title				Fee #
User Fee	Pre-Screening of Residential Mixed-Use Projects in SP 20				P-70
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
CDD - Planning	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
Review of preliminary residential mixed-use projects within Specific Plan 20 before City Council for "Additional Allocation Approval for Unassigned Residential Capacity."					
Accounts Credited With Fee Receipts					
001-4310-447-40-00 Construction/Bldg Fees - Planning Fees/Permits					
831-0000-241-24-00 Billable Time Projects					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 5,000.00 Deposit; PLUS time and materials					

Cultural Affairs

City of Thousand Oaks User Fees Summary

Cultural Affairs - 2017

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City of Thousand Oaks User Fees Summary Cultural Affairs - 2017

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City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Daily				CA-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Kavli Theatre rental rates					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 2,500.00 Monday thru Thursday 2) \$ 3,250.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Additional Performance on Same Day				CA-02
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Kavli Theatre Rental Rate - for additional performances held on the same day.					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 1,250.00 Monday thru Thursday 2) \$ 1,625.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Non-Performance Day Load In/Tech/Rehearsal				CA-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Kavli Theatre Non-performance day rehearsal rate					
Accounts Credited With Fee Receipts					
681-7710-471-72-10 Rehearsal Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 1,250.00 Monday thru Thursday 2) \$ 3,250.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Performance Day Rehearsal Rates				CA-03A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Performance day rehearsal rates					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) No Charge					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Resident Arts Organizations				CA-03B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Kavli Theatre rental rate for approved Resident Arts Organizations (35% discount)					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
Fee:					
1)	\$ 1,625.00	Monday thru Thursday			
2)	\$ 2,112.50	Friday thru Sunday			
3)	\$ 812.50	Additional performance on same day; Monday thru Thursday			
4)	\$ 1,056.25	Additional performance on same day; Friday thru Sunday			
5)	\$ 812.50	Non-performance day load-in/tech/rehearsal; Monday thru Thursday			
6)	\$ 2,112.50	Non-performance day load-in/tech/rehearsal; Friday thru Sunday			
7)	\$ 812.50	Educational school performance; Monday thru Thursday			
8)	\$ 406.25	Additional educational school performance on same day; Monday thru Thursday			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Educational School Performance				CA-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
School day educational rental rate - Kavli Theatre. Valid for educational matinee performances for student and teachers from public, private, charter, and home-based schools throughout the greater Conejo Valley. Tickets are not allowed to be sold to the general public for these performances.					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 1,250.00 Monday thru Thursday 2) \$ 625.00 Each additional performance in same day					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Weekly				CA-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Weekly Theatre Rental Rates - Kavli Theatre					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 11,850.00 Per seven consecutive day period					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Kavli Theatre Rental Rates - Rehearsal Room				CA-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rehearsal Room					
Accounts Credited With Fee Receipts					
681-7710-471-72-10 Rehearsal Rent - Kavli Theatre					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$ 150.00 Per day					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Daily				CA-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Daily rental rates - Scherr Forum					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 500.00 Monday thru Thursday 2) \$ 700.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Additional Performance in Same Day				CA-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for additional performance on same day					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 250.00 Monday thru Thursday 2) \$ 350.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Non-Performance Day Load-In/Tech/Rehearsal				CA-09
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Scherr Forum non-performance day rehearsal rent					
Accounts Credited With Fee Receipts					
681-7810-471-72-20 Rehearsal Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 250.00 Monday thru Thursday 2) \$ 700.00 Friday thru Sunday					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Performance Day Rehearsal Rates				CA-09A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Performance day rehearsal rates					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) No Charge					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Resident Arts Organizations				CA-09B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Scherr Fourm rental rate for approved Resident Arts Organizations (35% discount)					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$	325.00	Monday thru Thursday			
2) \$	455.00	Friday thru Sunday			
3) \$	162.50	Additional performance on same day; Monday thru Thursday			
4) \$	227.50	Additional performance on same day; Friday thru Sunday			
5) \$	162.50	Non-performance day load-in/tech/rehearsal; Monday thru Thursday			
6) \$	455.00	Non-performance day load-in/tech/rehearsal; Friday thru Sunday			
7) \$	162.50	Educational school performance; Monday thru Thursday			
8) \$	81.25	Additional educational school performance on same day; Monday thru Thursday			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Educational School Performance				CA-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
School Day Education Rental Rate - Scherr Forum. Valid for educational matinee performances for student and teachers from public, private, charter, and home-based schools throughout the greater Conejo Valley. Tickets are not allowed to be sold to the general public for these performances.					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 250.00 Monday thru Thursday 2) \$ 125.00 Each additional performance on same day					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Local Community Groups				CA-10A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	n/a		n/a	
Definition/Comments					
Scherr Forum rental rates for nonprofit organizations located in the City of Thousand Oaks.					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$	400.00	Monday thru Thursday			
2) \$	560.00	Friday thru Sunday			
3) \$	200.00	Additional performance on same day; Monday thru Thursday			
4) \$	280.00	Additional performance on same day; Friday thru Sunday			
5) \$	200.00	Non-performance day load-in/tech/rehearsal; Monday thru Thursday			
6) \$	560.00	Non-performance day load-in/tech/rehearsal; Friday thru Sunday			
7) \$	200.00	Educational school performance; Monday thru Thursday			
8) \$	100.00	Additional educational school performance on same day; Monday thru Thursday			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Weekly				CA-11
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Weekly Theatre Rental Rates for the Scherr Forum					
Accounts Credited With Fee Receipts					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 2,500.00					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Scherr Forum Rental Rates - Tent				CA-11A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental rate for use of tent set-up in the Scherr Forum backstage parking lot to serve as an additional holding area for performers.					
Accounts Credited With Fee Receipts					
681-7810-486-00-00 Miscellaneous Revenue - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
<p>1) \$ 170.00 Per hour for a supervisor and 3 stagehands.</p> <p style="margin-left: 40px;">Four hour set-up: \$680 Four hour strike: \$680 Total cost: \$1,360</p> <p style="margin-left: 40px;">The cost of setting up and striking the tent will be divided equally among multiple rental clients, if more than one group in back-to-back engagements utilizes the tent.</p>					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Rental Rates - Founders Room, Lobbies, and Plaza				CA-12
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental Rates for Founders Room, Lobbies, and Plaza					
Accounts Credited With Fee Receipts					
681-7710-471-99-00 Rental of City Facilities - Other Rents					
681-7810-471-99-00 Rental of City Facilities - Other Rents					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
<p>No charge for City or Theatre-related use.</p> <p>No charge for non-profit or profit organizations use during City Hall hours.</p> <ul style="list-style-type: none"> 1) \$ 150.00 Founders Room 2) \$ 250.00 Kavli Theatre Lobby 3) \$ 150.00 Scherr Forum Lobby 4) \$ 500.00 Scherr Forum Plaza <p>The Kavli Theatre outdoor Plaza is not available to be rented for receptions or other private or public events.</p>					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Service Fee				CA-13
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
(Optional Fee) Kavli Theatre Box Office Service					
Accounts Credited With Fee Receipts					
681-7710-471-73-10 Box Office Service - Kavli Theatre 681-7810-471-73-20 Box Office Service - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 750.00 Kavli Theatre - Per performance 2) \$ 150.00 Scherr Theatre - Per performance					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Change to House Scale Fee				CA-14
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge if there is a change in house scale.					
Accounts Credited With Fee Receipts					
681-7710-444-10-60 Kavli Box Office Charges					
681-7810-444-10-60 Scherr Box Office Charges - Theatre Facility					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) \$ 200.00 Per performance for change in house scale					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Ticket Printing Fee				CA-15
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
(Optional Fee) Box Office Ticket Printing Fee for the Kavli Theater and Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-50 Reimb Of Ticket Printing - Kavli Theatre					
681-7810-444-20-50 Reimb Of Ticket Printing - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1)	\$ 1.00	Per ticket			
		Per ticket fee charged to patrons when purchasing tickets at the Box Office or through Ticketmaster. Ticket printing fee for tickets sold on consignment by the User will be billed as a venue cost on the final show settlement.			
2)	\$ 300.00	Kavli Theatre - per performance			
3)	\$ 85.00	Scherr Forum - per performance			
		Ticket printing fee for free events when CAD staff determines that tickets must be distributed as a control measure to limit the number of patrons in attendance to the capacity of the venue.			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Subscription Orders				CA-17
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge once a year per order					
Accounts Credited With Fee Receipts					
681-7710-444-30-00 Phone and Mail Order Charges - Kavli Theatre					
681-7810-444-30-00 Phone and Mail Order Charges - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 8.00 Per order					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Facility Fees				CA-18
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Window and outlet sales facility charge. Facility Fees will be charged for all paid or complimentary tickets for a performance or event. Facility Fees for tickets sold on consignment by the User will be billed as a venue cost on the final show settlement.					
Accounts Credited With Fee Receipts					
681-7710-444-10-60 Kavli Box Office Charges					
681-7810-444-20-60 Scherr Box Office Charges					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) \$	2.00	Per ticket priced at \$0.01 to \$15.00			
2) \$	4.00	Per ticket priced at \$15.01 and higher			
3) \$	2.00	Per consignment ticket priced at \$0.01 to \$15.00			
4) \$	4.00	Per consignment ticket priced at \$15.01 and higher			
5) \$	3.00	Per subscription ticket (inclusive of ticket printing fee)			
Up to 144 consignment complimentary tickets in the Kavli Theatre and up to 32 complimentary tickets in the Scherr Forum will be exempt from the Facility Fee charge.					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Ticket Processing Fee				CA-18A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee recommended by City Council Theatres Fund Committee on May 27, 2014 to offset labor intensive transactions conducted by the Box Office. The Processing Fee is charged for all patron ticket transactions processed through the Civic Arts Plaza Box Office.					
Accounts Credited With Fee Receipts					
681-7710-444-10-65 Ticket Processing Fee (Kavli)					
681-7810-444-20-65 Ticket Processing Fee (Scherr)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) \$	2.00	Per ticket processing fee (for purchases made through the Box Office window)			
2) \$	0.50	Per ticket processing fee for consignment tickets			

City of Thousand Oaks User Fees Detail Cultural Affairs - 2017

Fee Type	Fee Title				Fee #												
User Fee	Box Office - Ticket Service Fee				CA-18B												
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference													
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019													
Definition/Comments																	
For purchases made through Ticketmaster's website, retail outlets, and call center, as part of the Box Office Ticketing Services Agreement with Ticketmaster, which was approved by City Council on April 28, 2015.																	
Accounts Credited With Fee Receipts																	
681-7710-444-10-65 Ticket Processing Fee (Kavli)																	
681-7810-444-20-65 Ticket Processing Fee (Scherr)																	
Fee Structure			Prop. 26 Exception		Fee or Tax												
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee												
Fee																	
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Per Ticket Serv. Fee</th> <th style="text-align: left;">Ticket Face Value</th> </tr> </thead> <tbody> <tr> <td>1) \$ 1.50</td> <td>\$0.00 - \$10.00</td> </tr> <tr> <td>2) \$ 3.00</td> <td>\$10.01 - \$20.00</td> </tr> <tr> <td>3) \$ 5.50</td> <td>\$20.01 - \$35.00</td> </tr> <tr> <td>4) \$ 6.50</td> <td>\$35.01 - \$50.00</td> </tr> <tr> <td>5) \$ 8.50</td> <td>\$50.01 and over</td> </tr> </tbody> </table>						Per Ticket Serv. Fee	Ticket Face Value	1) \$ 1.50	\$0.00 - \$10.00	2) \$ 3.00	\$10.01 - \$20.00	3) \$ 5.50	\$20.01 - \$35.00	4) \$ 6.50	\$35.01 - \$50.00	5) \$ 8.50	\$50.01 and over
Per Ticket Serv. Fee	Ticket Face Value																
1) \$ 1.50	\$0.00 - \$10.00																
2) \$ 3.00	\$10.01 - \$20.00																
3) \$ 5.50	\$20.01 - \$35.00																
4) \$ 6.50	\$35.01 - \$50.00																
5) \$ 8.50	\$50.01 and over																

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Ticket Printing Fee				CA-18C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
All tickets distributed through the Box Office, with the exception of zero value complimentary tickets, will be assessed a \$1.00 printing fee as part of the Box Office Ticketing Services Agreement with Ticketmaster, which was approved by City Council on April 28, 2015.					
Accounts Credited With Fee Receipts					
681-7710-444-10-65 Ticket Processing Fee (Kavli)					
681-7810-444-20-65 Ticket Processing Fee (Scherr)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 1.00 Per ticket printing fee					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Ticket Exchange Fee				CA-19
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee charged to exchange ticket from one performance to another performance.					
Accounts Credited With Fee Receipts					
681-7710-444-10-60 Kavli Box Office Charges					
681-7810-444-20-60 Scherr Box Office Charges					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 2.00 Per ticket					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Credit Card Fees				CA-20
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for use in taking various charge cards.					
Accounts Credited With Fee Receipts					
681-7710-444-10-60 Kavli Box Office Charges					
681-7810-444-10-60 Scherr Box Office Charges - Theatre Facility					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1)	3.25%	American Express (Variable Fee)			
2)	3.00%	MasterCard/VISA (Variable Fee)			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Box Office - Group Sales Fee				CA-21
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for group sales when working with organizations that offer a group sales discount.					
Accounts Credited With Fee Receipts					
681-7810-444-10-60 Scherr Box Office Charges - Theatre Facility					
681-7710-444-10-60 Kavli Box Office Charges					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) 10.00% of gross ticket receipts					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Technical Services				CA-22
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Technical Labor-Kavli Theatre/Scherr Forum/Founders Room/Lobby & Plaza Use					
Accounts Credited With Fee Receipts					
681-7710-444-10-10 Stagehands Labor - Kavli Theatre					
681-7810-444-20-10 Stagehands Labor - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 94.00 Technical Services Manager 2) \$ 71.00 Stage Supervisor 3) \$ 67.00 Head Carpenter, Head Electrician, Head Audio 4) \$ 33.00 Follow Spot Operator 5) \$ 33.00 Stagehands					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Front of House				CA-23
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Front of House Labor - Kavli Theater/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-15 Front of House Labor - Kavli Theatre					
681-7810-444-20-15 Front of House Labor - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
House Manager Labor 1) \$ 350.00 Per performance - Kavli Theatre 2) \$ 100.00 Per performance - Scherr Forum					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Front of House - Founders Room, Lobbies, Plaza				CA-25
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
For front of house labor during use of the Founders Room, Kavli and Scherr Lobbies, and the Plaza					
Accounts Credited With Fee Receipts					
681-7710-444-10-15 Front of House Labor - Kavli Theatre					
681-7810-444-20-15 Front of House Labor - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 120.00 Per 4 hours 2) \$ 15.00 Per hour/over 4 hours					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Maintenance				CA-26
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Contract Maintenance - Kavli Theater/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-20 Maintenance Costs - Kavli Theater					
681-7810-444-20-20 Maintenance Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 600.00 Per performance - Kavli Theatre 2) \$ 360.00 Per rehearsal - Kavli Theatre 3) \$ 120.00 Per performance/rehearsal - Scherr Forum					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Custodian				CA-27
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Staff Custodian Labor - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-20 Maintenance Costs - Kavli Theater					
681-7810-444-20-20 Maintenance Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 25.00 Per hour/per person					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Labor - Custodian - Founders Room, Lobby & Plaza Use				CA-28
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Custodian fee during rental of Founders Room, Lobby & Plaza Use					
Accounts Credited With Fee Receipts					
681-7710-444-10-20 Maintenance Costs - Kavli Theater					
681-7810-444-20-20 Maintenance Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 120.00 Per use					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Production Fee - Lamp Use				CA-29
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Lamp Use - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-30 Overhead Technical Costs - Kavli Theatre					
681-7810-444-20-30 Overhead Technical Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$ 100.00 Per performance - Kavli Theatre 2) \$ 50.00 Per performance - Scherr Forum					

City of Thousand Oaks User Fees Detail Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Production Fee - Wireless Microphone Use				CA-29A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental rates for wireless microphones for Fred Kavli Theatre and Scherr Forum Theatre.					
Accounts Credited With Fee Receipts					
681-7710-444-10-30 Overhead Technical Costs - Kavli Theatre					
681-7810-444-20-30 Overhead Technical Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$ 70.00 Per Handheld, per performance 2) \$ 70.00 Per Lavlier, per performance 3) \$ 90.00 Per E-6 ear-set, per performance					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Production Fee - Piano Rental & Tuning				CA-30
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Piano Rental and Tuning - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-30 Overhead Technical Costs - Kavli Theatre					
681-7810-444-20-30 Overhead Technical Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$ 150.00 Per performance					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Production Fee - Orchestra Shell Use				CA-31
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Orchestra Shell Use - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-444-10-30 Overhead Technical Costs - Kavli Theatre					
681-7810-444-20-30 Overhead Technical Costs - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$ 700.00 Kavli Theatre 2) \$ 150.00 Scherr Theatre					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Production Fee - Video Projector				CA-32
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental of Theatre Equipment					
Accounts Credited With Fee Receipts					
681-7710-471-99-00 Rental of City Facilities - Other Rents					
681-7810-471-99-00 Rental of City Facilities - Other Rents					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
1) \$	400.00	Video projector (5.5k lumens) - per day			
2) \$	600.00	Video projector (5.5k lumens) - per week			
3) \$	800.00	Video projector (14.0k lumens) - per day			
4) \$	2,400.00	Video projector (14.0k lumens) - per week			

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Film Location Fee-Kavli Theatre				CA-33
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Film location fee in Kavli Theatre and technical support areas					
Accounts Credited With Fee Receipts					
681-7710-486-00-00 Miscellaneous Revenue - Kavli Theatre					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 3,500.00 Film, Television, & Video Shoots 2) \$ 1,500.00 Still Photography Shoot					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Film Location Fee - Scherr Forum				CA-34
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Film location fee for use of Scherr Forum					
Accounts Credited With Fee Receipts					
681-7810-486-00-00 Miscellaneous Revenue - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 1,500.00 Film, Television, & Video Shoots 2) \$ 600.00 Still Photography Shoot					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Film Location Fee - Lobbies, Civic Arts Plaza Grounds				CA-35
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Film location fee for use of the Kavli Theatre and Scherr Forum Lobbies, and the Civic Arts Plaza Grounds					
Accounts Credited With Fee Receipts					
681-7710-471-71-10 Performance Rent - Kavli Theatre					
681-7810-471-71-20 Performance Rent - Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 3,500.00 Film, Television, & Video Shoots 2) \$ 600.00 Still Photography Shoot					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Miscellaneous Fees - Liability Insurance				CA-37
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Liability Insurance for Kavli and Scherr Forum Theatres					
Accounts Credited With Fee Receipts					
681-7710-486-00-00 Miscellaneous Revenue - Kavli Theatre					
681-7810-486-00-00 Miscellaneous Revenue - Scherr Forum					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 300.00 Per performance / Kavli Theatre 2) \$ 160.00 Per performance / Scherr Forum					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Miscellaneous Fees - Merchandise Sales				CA-38
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Lobby Merchandise Sales - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-0000-444-50-00 Lobby Sales - Kavli Theatre/Scherr Forum					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) 90%/10% Recorded goods 2) 85%/15% Soft goods 3) \$ 100.00 Per seller provided by City					
Theatre Licensee is responsible for paying all applicable sales tax on merchandise sold during their performance or event.					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Miscellaneous Fees - Parking Fees				CA-39
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental of Parking Structure - Kavli Theatre/Scherr Forum					
Accounts Credited With Fee Receipts					
681-7710-471-79-00 Rental of City Facilities - Parking					
681-7810-471-79-00 Rental of City Facilities - Parking					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			4. Entrance to or use of local gov't property		Fee
Fee					
Parking Fee: 1) \$ 8.00 Per car Rental of Parking Structure: 2) \$ 3,700.00 Per Performance Buy-Out - Kavli Theatre 3) \$ 450.00 Per Performance Buy-Out - Scherr Forum					

City of Thousand Oaks User Fees Detail

Cultural Affairs - 2017

Fee Type	Fee Title				Fee #
User Fee	Miscellaneous Rental Fees				CA-40
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Cultural Affairs	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Rental of cabaret tables.					
Accounts Credited With Fee Receipts					
681-7710-471-99-00 Rental of City Facilities - Other Rents					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	4. Entrance to or use of local gov't property	Fee	
Fee					
1) \$ 15.00 Per cabaret table					

Finance

City of Thousand Oaks User Fees Summary

Finance - 2017

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City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
Fine	Returned Item Fee				F-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Payment for various City services returned by financial institutions to the City.					
Accounts Credited With Fee Receipts					
001-3010-486-00-00 Other - Miscellaneous Revenue					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1) \$ 35.00 Per item (check, bank draft, credit card)					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
Penalty	Delinquent Account Penalties, Interest and Collection Fees				F-02
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
<p>These Penalties and Interest apply to Fine and Fee accounts that are unpaid on the 61st day after the first billing date and that are not otherwise addressed elsewhere in the User Fee Manual. These fees are set by City Ordinance. Accounts credited with Fee: XXX-XXXX-459-9999.</p>					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
<p>Penalties: 10% will be applied if bill remains unpaid on the 61st day from the bill date.</p> <p>Interest: 1% of the amount owed for each month thereafter that the fees and penalties remain unpaid.</p> <p>Collection Fees: On the 91st day, unless prohibited by law, the account will be turned over to a collection agency. The collection agency shall add the percentage of their commission to the delinquent amount at time of receipt.</p>					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Listing of Business Tax Certificates Issued				F-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Listing that indicates which businesses have been issued Business Tax Certificates. Listing to include business name, business address, business telephone number, owner's name and type of business. Home based business may be excluded.					
Accounts Credited With Fee Receipts					
001-0000-484-99-00 Business License Fees					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 25.00 Fixed costs 2) \$ 0.15 Per page (CW-01A) 3) \$ 50.00 PLUS \$1.00 for a CD, \$0.25 for additional CD 4) \$ 0.50 Per page for Monthly New Business Report					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Regulatory Business Permits				F-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fees charged for Business Permits					
Accounts Credited With Fee Receipts					
001-3310-421-40-00 Business Tax Certificate - Permit Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
Regulatory Permits Fees 1) \$ 35.00 Junk, 2nd hand, antique, pawnbrokers Regulatory Processing Fees 2) \$ 120.00 New 3) \$ 60.00 Renewal Decal Fees 4) \$ 5.00 Ice cream trucks, street vendors, hot dog carts, door to door sales, taxi ID Badge Fees 5) \$ 6.00 Ice cream trucks, street vendors, hot dog carts, door to door sales, taxi Issuance Fee 6) \$ 15.00 Ice cream trucks, street vendors, hot dog carts, door to door sales, taxi Public Property Fee 7) \$ 250.00 Street vendors, hot dog carts					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	New Business Tax Certificate Processing				F-05A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee charged to process new Business Tax Certificate.					
Accounts Credited With Fee Receipts					
001-3310-421-50-00 Business Tax Certificate - Processing					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$	60.00	Per business tax certificate			
2) \$	11.00	Reprinting business tax certificate			
3) \$	1.00	(SB 1186) State Mandated Fee to be collected on all Business Tax Certificates through December 31, 2018			

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Business Tax Certificate Renewal Processing				F-05B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee charged to process renewing Business Tax Certificate.					
Accounts Credited With Fee Receipts					
001-3310-421-50-00 Business Tax Certificate - Processing					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$	16.00	Per business tax certificate			
2) \$	1.00	(SB 1186) State Mandated Fee to be collected on all Business Tax Certificates through December 31, 2018			

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Filing Fee - Regulatory Permit Appeals Filing Fee				F-05C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Filing fee - appeal of regulatory permit decision (denial, revocation, suspension)					
Accounts Credited With Fee Receipts					
001-3310-421-40-00 Business Tax Certificate - Permit Fee					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 130.00					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
Penalty	Delinquent Parking Citation Processing				F-06A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Delinquent Parking Citation Processing.					
Accounts Credited With Fee Receipts					
001-3310-459-40-00 Other Fines - Parking Citations					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	5. Fine, penalty, or other charge imposed	Fee	
Fee					
1) \$ 17.00 Administrative charge for processing delinquent citations.					

City of Thousand Oaks User Fees Detail Finance - 2017

Fee Type	Fee Title				Fee #
Fine	Parking Citation Issuance				F-06B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee for parking citation issuance.					
Accounts Credited With Fee Receipts					
001-3310-459-40-00 Other Fines - Parking Citations					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	5. Fine, penalty, or other charge imposed		Fee
Fee					
1)	\$ 400.00	Parking in handicapped space			
2)	\$ 400.00	Parking in crosshatch lines of handicapped space			
3)	\$ 120.00	Parking in firelane			
4)	\$ 65.00	Other parking violations			
5)	\$ 33.00	Late payment penalties			

City of Thousand Oaks User Fees Detail Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Disabled Parking Citation Cancellation Fee				F-06C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Disabled Parking Citation Cancellation Fee.					
Accounts Credited With Fee Receipts					
001-3310-459-40-00 Other Fines - Parking Citations					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 17.00					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Resident Golf Card				F-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Resident golf card provides residents with 24 hour automated reservation capability and allows them to make reservations eight days in advance. The card holder also receives a reduction in the green fees.					
Accounts Credited With Fee Receipts					
671-0000-442-30-00 Golf Course Fees - Membership Fees					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$	35.00	Resident golf card (good for three years)			
2) \$	17.00	Duplicate / Replacement card (if lost)			

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Print Shop Services				F-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Labor and material cost recovery are charged back to requesting Department/Agency.					
Accounts Credited With Fee Receipts					
001-3520-612-79-00 Reprographics					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
<p>Print Shop services and products are billed at labor rates, as specified below, plus equipment and material costs.</p> <p>Labor Rates</p> <p>Print Operator</p> <p>1) \$ 70.00 Outside Agencies</p> <p>2) \$ 60.00 In-house Departments</p>					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Financial Reports				F-15
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Financial reports and budgets requested by citizens and/or other agencies.					
Accounts Credited With Fee Receipts					
001-3010-485-00-00 Other - Sale of Material/Pub/Dir					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	2. Gov't service or product provided to payor	Fee	
Fee					
1) \$	25.00	Plus postage for Operating Budget			
2) \$	15.00	Plus postage for Capital Improvements Budget			
3) \$	40.00	Plus postage for Operating and Capital Improvements Budgets			
4) \$	15.00	Plus postage for Comprehensive Annual Financial Report			
5) \$	15.00	Plus postage for User Fee Manual			
Actual postage costs will be added to Fee for each Document.					

City of Thousand Oaks User Fees Detail

Finance - 2017

Fee Type	Fee Title				Fee #
User Fee	Credit Card Transaction Fee				F-16
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Finance	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Transaction fee to process credit cards for certain transactions as identified in the City's Credit Card Acceptance Policy.					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) 2.50% of Transaction					

Library

City of Thousand Oaks User Fees Summary Library - 2017

LI-01	Overdue Materials	Page 200
LI-03	Copy Machine	Page 201
LI-04	Library Card	Page 202
LI-05	Test Proctoring Fee	Page 203
LI-06	Microfilm Copy	Page 204
LI-07	Processing for lost/damage materials	Page 205
LI-08	3D Printing Fee	Page 206
LI-10	Passsport Execution Fee	Page 207

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
Fine	Overdue Materials				LI-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for materials not returned by due date. \$.25 cents per day is in the midrange of fines charged by all libraries (\$.15-\$.35) in the Southern California Library Cooperative.					
Accounts Credited With Fee Receipts					
110-7010-451-00-00 Fines and Penalties - TO Library fines 110-7410-451-00-00 Fines and Penalties - NP Library fines					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
1) \$ 0.25 Per item/per day Notes: Waiving a portion or all of the above mentioned Library fine is based on the Library's policy/procedure and at the discretion of the Library Director (or their Designee). For the DVD collection, waiving a portion or all of the above mentioned Library fine is up to the Library Foundation's policy/procedure and if applicable, waived by the Library Director (or their Designee).					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	Copy Machine				LI-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for use of copy machine					
Accounts Credited With Fee Receipts					
110-0000-441-10-00 Library User Fees - Public Printing/Copying					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 0.15 Per copy for black and white copies 2) \$ 0.50 Per copy for color copies					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	Library Card				LI-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for replacement of library card.					
Accounts Credited With Fee Receipts					
110-7010-451-00-00 Fines and Penalties - TO Library fines					
110-7410-451-00-00 Fines and Penalties - NP Library fines					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 5.00 Regular Library Card					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	Test Proctoring Fee				LI-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Library staff administers tests at individuals request.					
Accounts Credited With Fee Receipts					
110-7010-486-00-00 T.O. Lib. - Other Misc Revenue					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 50.00 First hour 2) \$ 25.00 Per additional hour or partial hour					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	Microfilm Copy				LI-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for use of microfilm copy machines.					
Accounts Credited With Fee Receipts					
110-0000-441-10-00 Library User Fees - Public Printing/Copying					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 0.15 Per copy					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
Fine	Processing for lost/damage materials				LI-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for lost/damage materials					
Accounts Credited With Fee Receipts					
110-7010-451-00-00 Fines and Penalties - TO Library fines					
110-7410-451-00-00 Fines and Penalties - NP Library fines					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1) \$ 10.00 Per copy - PLUS actual repair or replacement cost.					
<p>Notes: Waiving a portion or all of the above mentioned Library fine is based on the Library's policy/procedure and at the discretion of the Library Director (or their Designee).</p> <p>For the DVD collection, waiving a portion or all of the above mentioned Library fine is up to the Library Foundation's policy/procedure and if applicable, waived by the Library Director (or their Designee).</p>					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	3D Printing Fee				LI-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Charge for use of the Library's 3D printer					
Accounts Credited With Fee Receipts					
110-0000-441-10-00 Library User Fees - Public Printing/Copying					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 0.05 Per gram (of object's weight), plus \$1.00 per object printed					

City of Thousand Oaks User Fees Detail

Library - 2017

Fee Type	Fee Title				Fee #
User Fee	Passport Execution Fee				LI-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Library	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
Fee collected by issuing agency for service - passport execution fee; passport photo fee is set by the accepting agency. Acceptance fees are set by the State Department.					
Accounts Credited With Fee Receipts					
110-0000-449-45-00 Other Services - Passports					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 35.00 Passport Execution Fee 2) \$ 10.00 Passport Photo Fee					

Police

City of Thousand Oaks User Fees Summary Police - 2017

LE-01	Traffic Accident Report	Page 209
LE-02	False Alarm	Page 210
LE-03	Emergency Response Restitution	Page 211
LE-03A	Social Host Ordinance Fines	Page 212
LE-04	Bicycle License	Page 213
LE-05	Administrative Fee for Towing of Certain Vehicles	Page 214
LE-06	Noise/Loud Party Response	Page 215

City of Thousand Oaks User Fees Detail

Police - 2017

Fee Type	Fee Title				Fee #
User Fee	Traffic Accident Report				LE-01
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee collected at East Valley Sheriff Station. Copy of police report or traffic accident.					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 11.00 Per report					

City of Thousand Oaks User Fees Detail Police - 2017

Fee Type	Fee Title				Fee #
Fine	False Alarm				LE-02
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Police response to false alarms					
Accounts Credited With Fee Receipts					
001-3310-459-10-00 Other Fines - Alarm Fines					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1)	Free	1st call per calendar year			
2)	Free	2nd call per calendar year			
3)	\$ 100.00	3rd call per calendar year			
4)	\$ 200.00	4th call per calendar year			
5)	\$ 500.00	All additional calls			
Late charges and penalties are levied per Section 5-13.06 of the Thousand Oaks Municipal Code					
6)	10%	Penalty if payment is not received within thirty days			
7)	1%	Penalty per month thereafter that fines and penalties are not paid			

City of Thousand Oaks User Fees Detail

Police - 2017

Fee Type	Fee Title				Fee #
User Fee	Emergency Response Restitution				LE-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Payment by defendant for the cost of emergency response services in "driving under the influence" (DUI) accidents.					
Accounts Credited With Fee Receipts					
001-0000-459-50-00 Other Fines - DUI Penalties					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1)	\$ 2.05	Per minute, per officer, not to exceed \$1,500.00 per single incident plus damage to City property and /or injuries to City personnel.			

City of Thousand Oaks User Fees Detail

Police - 2017

Fee Type	Fee Title				Fee #
Fine	Social Host Ordinance Fines				LE-03A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fines Charged for violation of the Social Host Ordinance					
Accounts Credited With Fee Receipts					
001-0000-459-60-00 Social Host Ord Fines					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
Penalties					
1) \$ 2,500.00 First violation or any violation within 24hours of first violation 2) \$ 3,500.00 Second violation with one year of first violation 3) \$ 5,000.00 Third violation within one year of first violation					
Communty Service					
4) 120 hours In lieu of \$2,500 penalty					

City of Thousand Oaks User Fees Detail Police - 2017

Fee Type	Fee Title				Fee #
User Fee	Bicycle License				LE-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee collected at East Valley Sheriff Station					
Accounts Credited With Fee Receipts					
001-0000-423-10-00					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 5.00 Per bicycle registration and license 2) \$ 5.00 Transfer of registration and license Fee may be waived for City promotional events					

City of Thousand Oaks User Fees Detail

Police - 2017

Fee Type	Fee Title				Fee #
Penalty	Administrative Fee for Towing of Certain Vehicles				LE-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee collected at East Valley Sheriff Station. Requires Police to impound vehicles for up to 30 days of persons driving as unlicensed or driving while their driver's license has been suspended or revoked.					
Accounts Credited With Fee Receipts					
001-6630-449-75-00					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
1)	\$ 185.00	Standard tow fee, all arrest tow fee, unlicensed/revoked or suspended driver's license tow fee, expired registration tow fee, or DUI tow fee.			

City of Thousand Oaks User Fees Detail

Police - 2017

Fee Type	Fee Title				Fee #
Fine	Noise/Loud Party Response				LE-06
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Police	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fee collected by the City Finance Department. Enforcement costs and response fees after a first warning within twenty-four (24) hours.					
Accounts Credited With Fee Receipts					
001-6620-449-99-00					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1) \$	2.05	Per minute, per officer, not to exceed \$1,500.00 per single incident plus damage to City property and injuries to City personnel.			

Public Works

City of Thousand Oaks User Fees Summary

Public Works - 2017

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PW-05	Public and Private Improvement Inspection	Page 223
PW-06A	Encroachment Permit - Minor	Page 224
PW-06C	Encroachment Permit - Oversize Load	Page 225
PW-06E	Encroachment Permit - Newsrack (Annual)	Page 226
PW-06F	Encroachment Permit - Annual Permit	Page 227
PW-06H	Encroachment Permit - House Moving	Page 228
PW-06J	Encroachment Permit - Monitoring Wells Annual Permit	Page 229
PW-07	Grading Plan Check	Page 230
PW-08	Grading Inspection	Page 231
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City of Thousand Oaks User Fees Summary Public Works - 2017

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City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Final Map				PW-01A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Processing a parcel or tract map. Basic fee includes three plan checks and a signature check.					
Accounts Credited With Fee Receipts					
001-5210-422-21-04 Plan Check (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
County Review Fee					
1) \$ 4,100.00 (City Fee) and \$5,060, plus \$50 per lot/parcel (County Deposit) for first three plan checks.					
2) \$ 615.00 (City Fee) and \$1,010, plus \$20 per lot/parcel (County Deposit) for each subsequent review, if needed.					
In-House (City) Review Fee					
3) \$ 10,260.00 Final map review up to four lots, for the first three plan checks.					
4) \$ 8,200.00 Plus \$500.00 per lot/parcel Final map review for subdivisions with more than four lots, for the first three plan checks.					
5) Additional 15% Fee for each additional plan check beyond first three plan checks.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #															
User Fee	Certificate of Corrections Review				PW-01B															
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference																
Public Works	Jul 01, 2017	Resolution No. 2017-015		n/a																
Definition/Comments																				
Processing a parcel or tract map certificate of correction. Basic fee includes three plan checks.																				
Accounts Credited With Fee Receipts																				
001-5210-422-21-04 Plan Check (General)																				
Fee Structure			Prop. 26 Exception		Fee or Tax															
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee															
Fee																				
<p>In-House (City) Review Fee:</p> <p>First three plan checks:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 5%;">1)</td> <td style="width: 15%;">\$ 100.00</td> <td style="width: 80%;">1 - 5 items</td> </tr> <tr> <td>2)</td> <td>\$ 400.00</td> <td>6 - 20 items</td> </tr> <tr> <td>3)</td> <td>\$ 700.00</td> <td>21-50 items</td> </tr> <tr> <td>4)</td> <td>\$ 1,200.00</td> <td>51-100 items</td> </tr> <tr> <td>5)</td> <td>\$ 1,200.00</td> <td>+ \$45 per item over 100</td> </tr> </table> <p>6) 4th & subsequent plan checks - 15% of plan check fee</p>						1)	\$ 100.00	1 - 5 items	2)	\$ 400.00	6 - 20 items	3)	\$ 700.00	21-50 items	4)	\$ 1,200.00	51-100 items	5)	\$ 1,200.00	+ \$45 per item over 100
1)	\$ 100.00	1 - 5 items																		
2)	\$ 400.00	6 - 20 items																		
3)	\$ 700.00	21-50 items																		
4)	\$ 1,200.00	51-100 items																		
5)	\$ 1,200.00	+ \$45 per item over 100																		

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Monument Inspection				PW-01C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
Inspection of a parcel or tract map for monument placement correctness.					
Accounts Credited With Fee Receipts					
001-5210-422-21-04 Plan Check (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1)	No Fee	First inspection			
2)	\$ 400.00	Second Inspection: Plus \$15 per monument reinspected			
3)	\$ 200.00	Third & subsequent inspections: Plus \$15 per monument reinspected			

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Lot Line Adjustment				PW-03
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process lot line adjustment.					
Accounts Credited With Fee Receipts					
001-5210-422-21-07 Plan Check (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 3,693.00 For first three plan checks. 2) 15% Of original fee for each additional plan check.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Public and Private Improvement Plan Check				PW-04
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To provide plan checking service on proposed public improvements and private property improvements required of a new development.					
Accounts Credited With Fee Receipts					
611-0000-447-60-01 Plan Checking/Filing Fee (Water)					
621-0000-447-60-01 Plan Checking/Filing Fee (WasteWater)					
001-5210-422-21-01 Plan Check (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
Fee is based on Project Valuation					
1)	6.00%	\$2,001 and over			
2)	Additional Fee for each plan check in excess of three: 15% of original fee				
3)	Special circumstances as determined by Public Works Director, time and materials, PLUS any applicable contract costs				

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Public and Private Improvement Inspection				PW-05
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To inspect public improvements and private property improvements under construction by a developer to ensure that the construction is performed according to approved plans.					
Accounts Credited With Fee Receipts					
611-0000-447-70-00 Inspection/Investigation (Water)					
621-0000-447-70-20 Inspection/Investigation (Wastewater)					
001-5410-422-12-00 Inspection/Investigation (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
Fee is based on Project Valuation					
1)	4.00%	\$2,001 and over			
2)	Additional fee for each year in excess of three years of project duration: 15% of original fee				
3)	Overtime inspection at 1.5 times the hourly rate; PLUS for special circumstances as determined by the Public Works Director, time and materials, PLUS any applicable contract costs.				

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - Minor				PW-06A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process encroachment with a project cost under \$5,000 that requires only one field inspection that is not associated with a development project.					
Accounts Credited With Fee Receipts					
001-5410-422-14-01 Encroachment (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 126.00					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - Oversize Load				PW-06C
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process encroachment permit for oversize, overweight, or overheight load. (Fee is set by State law, Department of Transportation VC Section 35795.)					
Accounts Credited With Fee Receipts					
001-5410-422-14-03 Encroachment (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 16.00 Per trip 2) \$ 90.00 Annual permit					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - Newsrack (Annual)				PW-06E
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To review application, issue permit for and inspect newsracks placed in the public right of way.					
Accounts Credited With Fee Receipts					
001-5410-422-14-03 Encroachment (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 240.00 For each increment of 10 newsracks 2) \$ 5.00 Per day storage fee					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - Annual Permit				PW-06F
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To provide encroachment review in cases where an emergency may prohibit prior permitting or the unchanged nature of "boxes" in the public right-of-way allows for permitting on an annual basis.					
Accounts Credited With Fee Receipts					
001-5410-422-14-03 Encroachment (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 364.00 Annual charge for drop boxes 2) \$ 246.00 Annual charge for each increment of 10 private postage boxes 3) \$ 1,410.00 Utility company trenching for installation, repairs, and maintenance					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - House Moving				PW-06H
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To process a request to move a house into, out of, or around the City.					
Accounts Credited With Fee Receipts					
001-5410-422-14-03 Encroachment (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 166.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Encroachment Permit - Monitoring Wells Annual Permit				PW-06J
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To review traffic control practices of a company that has a well drilled in the public right-of-way and needs periodic access to the well for monitoring purposes. NEW construction: see PW-06A Encroachment Permit - Minor					
Accounts Credited With Fee Receipts					
001-5410-422-14-03 Encroachment (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 245.00 Annual Permit					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Grading Plan Check				PW-07
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To review plans for the grading of property to ensure compliance with City codes.					
Accounts Credited With Fee Receipts					
001-5210-422-21-06 Plan Check (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
Fee based on cubic yards					
1) \$ 310.00 1-100 2) \$ 1,265.00 101 - 500 3) \$ 2,640.00 501 - 1,000 4) \$ 4,755.00 1,001 - 10,000 5) \$ 8,975.00 10,001 - 50,000 6) \$ 14,875.00 50,001 - 100,000 7) \$ 19,490.00 100,001 - 250,000 8) \$ 26,365.00 250,001 - and over 9) Additional fee for each plan check in excess of three: 15% of original fee 10) Special circumstances as determined by the Public Works Director, time and materials, PLUS any contract costs.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Grading Inspection				PW-08
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To inspect grading to ensure compliance with approved plans, including satisfactory completion of all grading work and compliance with erosion control.					
Accounts Credited With Fee Receipts					
001-5410-422-12-00 Inspection/Investigation (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
Fee based on cubic yards					
<p>1) \$ 310.00 1-100</p> <p>2) \$ 1,125.00 101 - 500</p> <p>3) \$ 2,640.00 501 - 1,000</p> <p>4) \$ 4,305.00 1,001 - 10,000</p> <p>5) \$ 8,820.00 10,001 - 50,000</p> <p>6) \$ 13,235.00 50,001 - 100,000</p> <p>7) \$ 18,055.00 100,001 - 250,000</p> <p>8) \$ 26,365.00 250,001 - and over</p> <p>9) Additional fee for each year in excess of three years of project duration: 15% of original fee.</p> <p>10) Overtime inspection at 1.5 times hourly rate; Special circumstances as determined by the Public Works Director, time and materials, PLUS any applicable contract costs.</p> <p>11) Grading Bond (refundable deposit)</p> <p style="padding-left: 40px;">A) Less than 10,000 cubic yards (cy) = \$15.00/cy.</p> <p style="padding-left: 40px;">B) Over 10,000 cy = \$8.00/cy.</p> <p style="padding-left: 40px;">C) Removal and recompaction = \$8.00/cy.</p> <p>Additional bonding as negotiated and required by City Engineer.</p>					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Construction Water Meter				PW-09
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Installation and removal of construction water meter.					
Accounts Credited With Fee Receipts					
611-0000-448-35-20 Installation - Meter (Water)					
611-0000-241-15-00 Deposits/Construction (Water)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 90.00 PLUS \$620.00 deposit for 3" meter, or a deposit as determined by the Public Works Director for larger meter sizes.					
2) \$ 45.00 For each time meter relocated to another hydrant at the customer's request.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Paving Maintenance Permit				PW-10
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Routine maintenance of existing paved parking areas.					
Accounts Credited With Fee Receipts					
001-5410-422-10-00 Paving					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$	360.00	Up to 2,000 sf			
2) \$	910.00	2,001 - 10,000 sf			
3) \$	270.00	Added fee for each additional 5,000 sf, up to 100,000 sf			
4) \$	270.00	Added fee for each additional 25,000 sf, beyond 100,000 sf			

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit Application - Industrial Waste Discharge - Type I				PW-11
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Accept and process application for industrial waste discharge - Type 1 (Conventional process and treatment system, all pollutants regulated).					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 895.00					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Permit Application - Industrial Waste Discharge - Type II				PW-12
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Accept and process application for industrial waste discharge - Type II (Unusual or complex process/treatment system, or proposed discharge of unregulated pollutant).					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 2,070.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Renewal Application - Industrial Waste Discharge				PW-13
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Accept and process renewal application for industrial waste discharge.					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 270.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
Penalty	Disconnect/Reconnect Water Service				PW-14
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Service call to disconnect for non-payment of water bill or reconnect service after payment.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	5. Fine, penalty, or other charge imposed	Fee	
Fee					
1) \$	35.00	For tagging, disconnect, or reconnect during business hours			
2) \$	105.00	For reconnect at other times (after hours)			

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Installation/Removal of Water Service Flow Restrictor				PW-14A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Service call to install or remove a water service flow restrictor.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1) \$ 35.00 For installation or removal during normal business hours.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Testing of Water Meters for Accuracy at Customer's Request				PW-15
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Testing of water meters for accuracy at customer's request					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 104.00 Plus add: 2) \$ 69.00 3/4" and 1" meters, per test. 3) \$ 124.00 2" meters to less than 6" meters, per test. 4) T&M 6" meters and larger, time and materials.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Fire Flow Calculations				PW-16
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Completion of Section III of the Fire Department form or construction fire flow requirements using a computerized model in the office.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 194.00					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Quitclaim Review				PW-17
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Processing and recording a quitclaim deed.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
001-5210-486-00-00 Misc. Revenue - General Fund					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 505.00 2) Additional fee for each plan check in excess of three: 15% of original fee. 3) Special circumstances as determined by Public Works Director, time and materials PLUS any applicable contract costs.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Easement/Legal Review				PW-18
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Processing and recording easements and other legal documents.					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
611-0000-486-00-00 Misc Revenue (Water)					
001-5210-486-00-00 Misc. Revenue - General Fund					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 920.00 2) Additional fee for each plan check in excess of three: 15% of original fee. 3) Special circumstances as determined by Public Works Director, time and materials PLUS any applicable contract costs.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Backflow Inspection and Testing				PW-19
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Recover cost for work performed by Ventura County Environmental Health Dept for backflow control.					
Accounts Credited With Fee Receipts					
611-0000-448-21-24 Backflow Prevention (Water)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	2. Gov't service or product provided to payor	Fee	
Fee					
1) \$	25.00	Minimum processing fee. Applies to all devices tested with certification received by Ventura County Health Department, prior to annual deadline			
2) \$	915.00	Delinquent and City pursues			

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Right-Of-Way Abandonment, Surplus Property Disposition Review				PW-20
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Processing an abandonment of a street or road easement, or disposition of surplus property.					
Accounts Credited With Fee Receipts					
001-5210-422-21-07 Plan Check (General)					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 1,840.00 Minor (Remnant or excess easements)					
2) \$ 5,280.00 Major Deposit for time and materials					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Special Agreement Review				PW-21
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Prepare and record special agreements as necessary.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) City costs on a time and materials basis using staff hourly rates against a deposit based on project size.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Municipal Code Amendment				PW-23
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process request to amend text of the Municipal Code subject to City Council initiation of a Municipal Code Amendment Study.					
Accounts Credited With Fee Receipts					
001-0000-486-00-00 Misc. Revenue (General)					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 4,000.00					
Fee to be deposited with submittal of application and will be returned if City Council declines to initiate study in response to request.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	After Hours Construction Permit				PW-24
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process Permit for After Hours Construction					
Accounts Credited With Fee Receipts					
001-0000-447-70-00 Inspection/Investigation (General)					
611-0000-447-70-00 Inspection/Investigation (Water)					
621-0000-447-70-00 Inspection/Investigation (WasteWater)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 60.00 For after hours construction permit.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Appeal of Administrative or Traffic and Transportation Commission Decision				PW-25
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Appeal of Administrative or Traffic and Transportation Commission Decision to the City Council. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-0000-486-00-00 Misc. Revenue (General)					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 1,400.00 Appeal of administrative decision to the Traffic and Transportation Commission.					
2) \$ 1,508.00 Appeal of Traffic and Transportation Commission Decision to the City Council.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Reproduction Fees				PW-26
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Reproduction fees					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
621-0000-486-00-00 Misc Revenue (Wastewater)					
001-5210-484-99-00 Reimbursements/Other (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
<p>Maps and Plans</p> <p>1) \$2.25 per sheet File plans & record maps - (24" x 36")</p> <p>Minimum order - \$5.50</p> <p>Misc. publications and electronic files - City cost or as determined by the Public Works Director</p> <p>Plotting costs - \$27.50 per sheet - (24" x 36")</p>					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Street Name Change				PW-27
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To process a request for a street name change.					
Accounts Credited With Fee Receipts					
001-5210-484-99-00 Reimbursements/Other (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 1,810.00 PLUS actual cost for the installation of new street name signs					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Street Number Change				PW-28
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To process a request to change a street number.					
Accounts Credited With Fee Receipts					
001-5210-484-99-00 Reimbursements/Other (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 147.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Time Extension - Permits				PW-30
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Process time extension.					
Accounts Credited With Fee Receipts					
001-5210-422-21-07 Plan Check (General)					
611-0000-447-60-03 Plan Check (Water)					
621-0000-447-60-03 Plan Check (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 60.00 Permit					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Construction Water Service Charge				PW-31
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Construction Water Service Charge.					
Accounts Credited With Fee Receipts					
611-0000-448-14-00 Construction Water (Water)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
Refer to the current Water Fee Ordinance for water rates.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Damaged Meter Box				PW-32
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Replace damaged meter box.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) T&M Time and materials.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Groundwater Service Charge				PW-33
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Groundwater service charge.					
Accounts Credited With Fee Receipts					
611-0000-448-12-15 Metered Wells (Water)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) 40% of potable water rate; per 100 cubic feet. Subject to revision pending adoption of new water rates.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
Penalty	Penalty Fee - Discharge Limit Violation				PW-35
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Penalty fee - wastewater discharge limit violation.					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
Not to exceed \$500.00 per day for each constituent in violation of discharge limits.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
Penalty	Penalty Fee - Grease Trap Maintenance				PW-36
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Penalty fee - failure to maintain grease trap.					
Accounts Credited With Fee Receipts					
621-0000-486-00-00 Misc Revenue (Wastewater)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed	Fee	
Fee					
1) \$ 100.00 For the first violation within 12 months 2) \$ 300.00 For the second violation within 12 months 3) \$ 900.00 For the third violation within 12 months					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Wastewater Fixture Unit Field Count				PW-39
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Count of plumbing fixtures to determine the proper wastewater service charge.					
Accounts Credited With Fee Receipts					
621-0000-447-70-30 Inspection Fees (Wastewater)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 210.00 Less than 20 fixture units 2) \$ 470.00 Greater than 20 fixture units					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	LAFCO Out of Agency Service Agreement				PW-40
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
An Out of Agency Service Agreement is required whenever the owner(s) of a parcel that is located in the County and outside of the City's Service Area wants to have the parcel serviced by the City. Said service may include water, wastewater, or both.					
Accounts Credited With Fee Receipts					
611-0000-447-60-01 Plan Checking/Filing Fee (Water)					
621-0000-447-60-01 Plan Checking/Filing Fee (WasteWater)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 1,200.00 Fee for writing an Out of Agency Service Agreement between the City and property owner(s) of a parcel, which is in the County, but outside of the City's service area and/or, if the agreement has to go to City Council for approval.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
Rate	Wastewater Service Charge				PW-41
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Wastewater service charge.					
Accounts Credited With Fee Receipts					
621-0000-448-21-10 Service Charge/Residential					
621-0000-448-21-11 Service Charge/Commercial					
621-0000-448-21-13 Service Charge/Industrial					
621-0000-448-21-16 Service Charge/Multi-Family					
621-0000-448-23-10 Service Charge/ASC Residential					
621-0000-448-23-11 Service Charge/ASC Commercial					
621-0000-448-23-13 Service Charge/ASC Industrial					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
Refer to current Wastewater Fee Ordinance for Wastewater rates.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
Rate	Water Fire Service/Private Hydrant				PW-42
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Service charge for water fire service and private fire hydrant.					
Accounts Credited With Fee Receipts					
611-0000-448-15-12 Other Water Sales/(Fire Detectors)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
Refer to the current Water Fee Ordinance for Water rates.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
Rate	Water Service Charge				PW-43
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Water service charge.					
Accounts Credited With Fee Receipts					
611-0000-448-13-11 Lift Pumping/Commercial					
611-0000-448-13-10 Lift Pumping/Residential					
611-0000-448-13-16 Lift Pumping/Multi-Family					
611-0000-448-12-11 Metered Sales/Commercial					
611-0000-448-12-10 Metered Sales/Residential					
611-0000-448-12-16 Metered Sales/Multi-Family					
611-0000-448-11-11 Base Charge/Commercial					
611-0000-448-11-10 Base Charge/Residential					
611-0000-448-11-16 Base Charges/Multi-Family					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
Refer to the current Water Fee Ordinance for Water rates.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Water Tenant or Lessee Trust Deposit				PW-44
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Water tenant or lessee trust deposit.					
Accounts Credited With Fee Receipts					
611-0000-241-12-00 Deposits					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 150.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Water Conservation Requirements Hardship Waiver				PW-45
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Processing an application for a waiver of water conservation requirements due to hardship.					
Accounts Credited With Fee Receipts					
611-0000-486-00-00 Misc Revenue (Water)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) \$ 125.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Preferential Parking Permit Program				PW-46
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Preferential parking permit program. (Homeowner Exception - Per City Council, not at full-cost recovery.)					
Accounts Credited With Fee Receipts					
001-5560-425-40-00 Parking Permits (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted		Fee
Fee					
1) \$ 8.00 Per card 2) \$ 15.00 For replacement					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Street and Traffic Sign Installation, Replacement, and Striping				PW-47
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Provide street striping and traffic sign installation or replacement.					
Accounts Credited With Fee Receipts					
001-5610-484-99-00 Reimbursements/Other (General)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			1. Specific benefit conferred or privilege granted	Fee	
Fee					
1) T&M Time and materials.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Paratransit - Dial A Ride Fare				PW-48
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fares for Dial A Ride Services and ADA Paratransit Services.					
Accounts Credited With Fee Receipts					
651-5550-443-20-00 Fares (Transportation)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$	3.00	Per trip (local)			
2) \$	5.00	Per trip (intercity)			
3) \$	1.00	Per trip on demand convenience fee (waived under certain circumstances (refer to Dial-a-Ride brochure)			

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Senior Dial-A-Ride Cards				PW-49
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Dial-a-Ride identification cards.					
Accounts Credited With Fee Receipts					
651-5550-484-00-00 Other Reimbursements					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
1) \$ 4.00 Card issuance 2) \$ 2.00 Replacement card					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	TOT Bus Fare				PW-51
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
TOT bus fare.					
Accounts Credited With Fee Receipts					
651-5540-443-10-00 Bus Fares (Transportation)					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Variable Fee	<input type="checkbox"/> Deposit Required	2. Gov't service or product provided to payor	Fee	
Fee					
11) \$	21.00	Senior/Disabled, 31-Day Unlimited Ride Pass			
12) \$	12.00	Adult, Ten Ride Pass			
13) \$	6.00	Senior/Disabled, Ten Ride Pass			
14) \$	20.00	Student, 31-Day Restricted Use Pass			
15) \$	100.00	Student Bulk Single Ride Tickets (100)			
16) \$	100.00	Social Service Agency Bulk Single Ride Tickets (100)			

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Transportation Services - Special Events				PW-51A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015		n/a	
Definition/Comments					
Provide for special, not chartered, transportation services. These services are provided to public entities (e.g., City of Thousand Oaks, CRPD, etc.) where the transportation services are related to the City or City sponsored events at the fees listed below. Private entities will use private chartered companies. When private chartered companies can't or won't provide the service, the City can offer these services at the fees listed below.					
Accounts Credited With Fee Receipts					
651-5540-449-99-00 Other Services/Other					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor	Fee	
Fee					
1)	T&M	Time and materials, which will include the "Contracted Transit Operator's" cost, plus Citywide overhead and fuel costs.			

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Traffic Study Fee				PW-52
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To perform a traffic study at the request of a developer.					
Accounts Credited With Fee Receipts					
001-5560-447-80-00 Construction/Bldg/Traffic Signals					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
Cost of City consultant, PLUS 30% overhead to cover staff review and traffic counts.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
Fine	Vehicle Code Enforcement on Private Property				PW-53
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Vehicle code enforcement on private property.					
Accounts Credited With Fee Receipts					
001-5560-484-99-00 Reimbursements/Other (General)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1) \$ 1,350.00					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
Rate	Solid Waste Collection Rates				PW-54
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Fees are collected by the franchised refuse collection companies.					
Accounts Credited With Fee Receipts					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			2. Gov't service or product provided to payor		Fee
Fee					
Refer to the current Solid Waste Fee Resolution for Solid Waste collection rates.					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
Assessment	Lighting and Landscape Assessment District				PW-58
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Lighting and Landscape Assessment District					
Accounts Credited With Fee Receipts					
142-0000-410-51-00 Property Taxes					
141-0000-410-51-00 Property Taxes					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			7. Assessments/property fees imposed (Art XIID)		Fee
Fee					
Refer to Lighting and Landscape Fee Resolution for Lighting and Landscaping Assessments.					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Stormwater Pollution Prevention Plan Processing Fee				PW-61
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and approve a Stormwater Pollution Control Plan for construction sites.					
Accounts Credited With Fee Receipts					
177-0000-486-00-00 Other/Misc Revenue (County Flood Control Zone 3)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 605.00					

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Stormwater Quality Master Plan Processing Fee				PW-62
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Review and Approve a Stormwater Quality Master Plan for New Development					
Accounts Credited With Fee Receipts					
177-0000-486-00-00 Other/Misc Revenue (County Flood Control Zone 3)					
177-0000-241-99-00 Deposits/Other					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input checked="" type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 1,170.00 Deposit; PLUS time and materials					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Storm Drain Inlet Placard				PW-63
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Purchase Storm Drain Catch Basin Inlet Placard ("Don't Dump - Drains to Creek", "Don't Dump - Drains to Lake") and adhesive for marking catch basins in new developments.					
Accounts Credited With Fee Receipts					
177-0000-486-00-00 Other/Misc Revenue (County Flood Control Zone 3)					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development		Fee
Fee					
1) \$ 11.00 Per placard (adhesive included)					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Stormwater Inspection Fee				PW-63A
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
Conduct a typical commercial facility stormwater inspection.					
Accounts Credited With Fee Receipts					
177-5320-447-70-40 Inspection Fees/Stormwater Quality					
Fee Structure			Prop. 26 Exception	Fee or Tax	
<input checked="" type="checkbox"/> Fixed Fee <input type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			6. Condition of property development	Fee	
Fee					
1) \$ 99.00 Per inspection					

City of Thousand Oaks User Fees Detail

Public Works - 2017

Fee Type	Fee Title				Fee #
User Fee	Stormwater Quality Permanent Best Management Practices (BMP) Annual Inspection				PW-63B
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
To monitor and ensure compliance/maintenance of permanent privately owned stormwater BMP's per State requirements.					
Accounts Credited With Fee Receipts					
177-5210-447-70-40 Inspection Fees/Stormwater Quality					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			3. Reasonable regulatory costs		Fee
Fee					
1)	No Charge	If BMP owner provides annual maintenance reports.			
2)	\$ 100.00	If BMP owner fails to provide annual report or respond to 1st letter.			
3)	\$ 275.00	If BMP owner fails to respond to 2nd letter and City is required to perform field inspection.			
4)	T&M	Time and Materials, If City is required to make improvements to deficient BMP's.			
5)	\$ 168.00	plus County Filing Fees If BMP owner fails to pay for items 2) through 4) and the City is required to place a lien on the property.			
	*BMP	Stormwater Quality Best Management Practices			

City of Thousand Oaks User Fees Detail Public Works - 2017

Fee Type	Fee Title				Fee #
Fine	Charge to Vandals for Graffiti Removal				PW-64
Operating Department	Effective Date	Legislative Reference	Prior Action Date	Prior Legislative Reference	
Public Works	Jul 01, 2017	Resolution No. 2017-015	Jul 01, 2015	Resolution No. 2015-019	
Definition/Comments					
When graffiti vandals are apprehended by the Police Department, this fee is used to calculate the cost of damages and obtain reimbursement for City costs incurred in removing the graffiti vandalism.					
Accounts Credited With Fee Receipts					
142-5630-484-99-00 Landscape - Misc. Reimbursements					
Fee Structure			Prop. 26 Exception		Fee or Tax
<input type="checkbox"/> Fixed Fee <input checked="" type="checkbox"/> Variable Fee <input type="checkbox"/> Deposit Required			5. Fine, penalty, or other charge imposed		Fee
Fee					
1)	\$ 490.00	Less than 4 Square Feet			
2)	\$ 740.00	5 to 16 Square Feet			
3)	\$ 990.00	17 to 36 Square Feet			
4)	\$ 1,485.00	Greater than 36 Square Feet			
5)	T&M	Time and material costs for graffiti abatement on non-standard items			

Hourly Rate Tables

SECTION II - HOURLY RATE TABLE

City of Thousand Oaks
 FY 2017-18 & FY 2018-19 HOURLY RATES ANALYSIS

HOURLY RATE BY POSITION

HOURLY RATE CALCULATION

Position #	Position	Group	Range	Fully Burdened Hourly Rate	Overtime Rate
5020	Accountant	Professional	486	\$ 105.66	\$ 105.66
38110	Accounting /Customer Service Rep	General	244	\$ 72.14	\$ 87.46
48111	Accounting Assistant I	General	205	\$ 59.47	\$ 72.08
48112	Accounting Assistant II	General	225	\$ 65.66	\$ 79.59
3020	Accounting Manager	Senior Management	680	\$ 151.25	\$ 151.25
39412	Accounting Specialist	General	254	\$ 75.81	\$ 91.91
48100	Administrative Clerk I	General	195	\$ 56.60	\$ 68.59
48101	Administrative Clerk II	General	215	\$ 62.49	\$ 75.74
8101	Administrative Secretary	General	244	\$ 72.14	\$ 87.46
45010	Assistant Analyst	Professional	485	\$ 105.13	\$ 105.13
3070	Assistant City Attorney	Senior Management	713	\$ 210.04	\$ 210.04
2010	Assistant City Manager	Executive	720	\$ 258.71	\$ 258.71
45015	Assistant Hr Analyst	Professional	485	\$ 105.13	\$ 105.13
5050	Assistant Planner	Professional	490	\$ 107.79	\$ 107.79
33800	Assistant Public Works Supt	Senior Management	670	\$ 136.93	\$ 136.93
30401	Assistant To The City Manager	Senior Management	675	\$ 143.91	\$ 143.91
45011	Associate Analyst	Professional	505	\$ 116.16	\$ 116.16
85040	Associate Engineer	Professional	535	\$ 134.91	\$ 134.91
45016	Associate Hr Analyst	Senior Management	658	\$ 121.52	\$ 121.52
5051	Associate Planner	Professional	525	\$ 128.34	\$ 128.34
49412	Box Office Assistant	General	254	\$ 75.81	\$ 91.91
4016	Box Office Supervisor	Senior Management	641	\$ 102.61	\$ 102.61
73020	Budget Officer	Senior Management	680	\$ 151.25	\$ 151.25
4300	Building Inspection Supervisor	Senior Management	660	\$ 124.63	\$ 124.63
47201	Building Maintenance Tech I	General	220	\$ 65.73	\$ 79.32
47202	Building Maintenance Tech II	General	240	\$ 72.58	\$ 87.59
33400	Building Official/Deputy Dir. of Comm. Dev.	Senior Management	695	\$ 175.60	\$ 175.60
45014	Cable Operations Supervisor	Senior Management	641	\$ 105.47	\$ 105.47
44060	Circulation Services Supervisor	Senior Management	626	\$ 88.38	\$ 88.38
1070	City Attorney	Executive	739	\$ 243.29	\$ 243.29
78	City Auditor	Senior Management	675	\$ 143.91	\$ 143.91
2011	City Clerk	Executive	700	\$ 182.63	\$ 182.63
1010	City Manager	Executive	744	\$ 274.59	\$ 274.59
44017	Code Compliance Manager	Senior Management	675	\$ 144.70	\$ 144.70
49320	Code Compliance Officer I	General	271	\$ 84.64	\$ 102.17
49321	Code Compliance Officer II	General	291	\$ 93.47	\$ 112.84
49303	Combination Bldg Inspector I	General	281	\$ 87.12	\$ 105.54
49304	Combination Bldg Inspector II	General	301	\$ 96.21	\$ 116.57
77	Communications & Marketing Analyst	Professional	485	\$ 105.13	\$ 105.13
45	Communications & Marketing Associate	Professional	505	\$ 116.16	\$ 116.16
32051	Community Development Director	Executive	720	\$ 222.84	\$ 222.84
49441	Community Development Tech I	General	259	\$ 77.71	\$ 94.22
49442	Community Development Tech II	General	279	\$ 85.82	\$ 104.06
4310	Construction Inspection Supervisor	Senior Management	655	\$ 118.58	\$ 118.58
9310	Construction Inspector	General	299	\$ 95.26	\$ 115.42
55011	Construction Project Coordinator	Professional	545	\$ 142.58	\$ 142.58
43011	COSCA Manager	Senior Management	675	\$ 143.91	\$ 143.91
10510	Crossing Guard Crew Leader	General	135	\$ 43.17	\$ 52.06
13	Cultural Affairs Director	Executive	719	\$ 220.63	\$ 220.63
26201	Custodial Crew Leader	General	220	\$ 65.73	\$ 79.32
7204	Custodian	General	190	\$ 56.65	\$ 68.36
8130	Customer Service Rep	General	235	\$ 69.00	\$ 83.64
45052	Debt & Investment Analyst	Professional	532	\$ 132.90	\$ 132.90
35700	Deputy City Attorney	Senior Management	699	\$ 182.73	\$ 182.73
4010	Deputy City Clerk	Senior Management	665	\$ 130.28	\$ 130.28
30202	Deputy City Manager	Senior Management	705	\$ 193.97	\$ 193.97
71	Deputy City Manager/Dept Head	Executive	725	\$ 234.20	\$ 234.20
23050	Deputy Comm. Dev. Director/City Planner	Senior Management	700	\$ 184.56	\$ 184.56
14	Deputy Cultural Affairs Director	Senior Management	680	\$ 151.25	\$ 151.25

City of Thousand Oaks
 FY 2017-18 & FY 2018-19 HOURLY RATES ANALYSIS

HOURLY RATE BY POSITION

HOURLY RATE CALCULATION

Position #	Position	Group	Range	Fully Burdened Hourly Rate	Overtime Rate
23021	Deputy Finance Director	Senior Management	705	\$ 193.97	\$ 193.97
23011	Deputy Hr Director/Risk Mgr	Senior Management	690	\$ 167.08	\$ 167.08
23060	Deputy Library Services Director	Senior Management	692	\$ 170.44	\$ 170.44
79	Deputy Public Works Director/City Engineer	Senior Management	715	\$ 214.27	\$ 214.27
80	Deputy Public Works Dir/Operations	Senior Management	705	\$ 193.97	\$ 193.97
74010	Disaster Services Coordinator	Senior Management	670	\$ 136.93	\$ 136.93
33012	Economic Development Manager	Senior Management	695	\$ 175.60	\$ 175.60
5040	Engineering Aide	General	205	\$ 59.77	\$ 72.38
5041	Engineering Assistant	Professional	495	\$ 111.12	\$ 111.12
5042	Engineering Associate	Professional	515	\$ 122.77	\$ 122.77
23040	Engineering Division Manager	Senior Management	695	\$ 176.56	\$ 176.56
24430	Engineering Tech Supervisor	Senior Management	646	\$ 107.84	\$ 107.84
29430	Engineering Technician I	General	263	\$ 79.27	\$ 96.11
29431	Engineering Technician II	General	283	\$ 87.54	\$ 106.15
81	Environmental Division Manager	Senior Management	680	\$ 151.25	\$ 151.25
4011	Environmental Program Coordinator	Professional	520	\$ 128.70	\$ 128.70
49471	Environmental Program Inspector I	General	279	\$ 88.07	\$ 106.31
49472	Environmental Program Inspector II	General	294	\$ 94.87	\$ 114.53
85010	Executive Assistant	Senior Management	641	\$ 102.61	\$ 102.61
28109	Executive Secretary	General	264	\$ 79.67	\$ 96.59
24200	Facilities Maintenance Supervisor	Senior Management	646	\$ 110.85	\$ 110.85
33081	Facilities Manager	Senior Management	680	\$ 152.08	\$ 152.08
27241	Field Inspector	General	281	\$ 87.12	\$ 105.54
27242	Field Service Representative	General	225	\$ 67.38	\$ 81.31
22020	Finance Director	Executive	720	\$ 222.84	\$ 222.84
45053	Financial Analyst	Professional	510	\$ 119.09	\$ 119.09
24210	Fleet Services Supervisor	Senior Management	651	\$ 116.50	\$ 116.50
47215	Fleet Tech Assistant	General	221	\$ 66.05	\$ 79.71
46210	Fleet Tech Crew Leader	General	291	\$ 93.47	\$ 112.84
47211	Fleet Tech I	General	251	\$ 76.64	\$ 92.51
47212	Fleet Tech II	General	271	\$ 84.64	\$ 102.17
47213	Fleet Tech Welder I	General	251	\$ 76.64	\$ 92.51
47214	Fleet Tech Welder II	General	271	\$ 84.64	\$ 102.17
41	Geographic Inform Syst (GIS) Specialist	Professional	485	\$ 105.13	\$ 105.13
0	Health & Safety Specialist	Professional	505	\$ 116.16	\$ 116.16
7205	Heavy Equipment Operator	General	249	\$ 75.89	\$ 91.59
34151	House Supervisor	Senior Management	641	\$ 103.16	\$ 103.16
40	Housing Coordinator	Professional	485	\$ 105.13	\$ 105.13
72017	Human Resources Director	Executive	710	\$ 201.73	\$ 201.73
45031	Info Technology Analyst I	Professional	504	\$ 115.58	\$ 115.58
45032	Info Technology Analyst II	Professional	524	\$ 127.71	\$ 127.71
95033	Info Technology Analyst III	Professional	548	\$ 143.94	\$ 143.94
43030	Info Technology Manager	Senior Management	695	\$ 175.60	\$ 175.60
44300	Info Technology Supervisor	Senior Management	679	\$ 149.76	\$ 149.76
49422	Info Technology Tech I	General	251	\$ 74.69	\$ 90.55
49423	Info Technology Tech II	General	271	\$ 82.48	\$ 100.01
47217	Instrumentation & Elec Tech	General	304	\$ 99.71	\$ 120.37
45021	Internal Auditor	Professional	532	\$ 132.90	\$ 132.90
29471	Laboratory Assistant	General	287	\$ 89.30	\$ 108.28
29472	Laboratory Chemist	General	327	\$ 111.77	\$ 134.95
4250	Laboratory Supervisor	Senior Management	666	\$ 132.30	\$ 132.30
6230	Landscape Maintenance Crew Leader	General	269	\$ 83.80	\$ 101.16
4230	Landscape Maintenance Supervisor	Senior Management	648	\$ 113.07	\$ 113.07
27230	Landscape Maintenance Worker I	General	209	\$ 62.24	\$ 75.11
27231	Landscape Maintenance Worker II	General	229	\$ 68.73	\$ 82.94
38160	Land Surveyor Assistant	Professional	495	\$ 111.55	\$ 111.55
8120	Legal Office Assistant	Senior Management	641	\$ 102.61	\$ 102.61
8121	Legal Secretary	General	264	\$ 79.67	\$ 96.59
23061	Librarian	Professional	457	\$ 91.43	\$ 91.43

City of Thousand Oaks
 FY 2017-18 & FY 2018-19 HOURLY RATES ANALYSIS

HOURLY RATE BY POSITION

HOURLY RATE CALCULATION

Position #	Position	Group	Range	Fully Burdened Hourly Rate	Overtime Rate
10520	Library Aide	General	195	\$ 56.60	\$ 68.59
22060	Library Assistant	General	235	\$ 69.00	\$ 83.64
34600	Library Division Manager	Senior Management	666	\$ 139.68	\$ 139.68
28106	Library Page	General	903	\$ 32.63	\$ 39.33
10530	Library Services Director	Executive	704	\$ 190.04	\$ 190.04
24102	Library Services Supervisor	Senior Management	641	\$ 102.61	\$ 102.61
39411	Mail Services Worker	General	205	\$ 61.02	\$ 73.63
5041	Office Supervisor	Senior Management	636	\$ 97.63	\$ 97.63
35042	Payroll Specialist	General	254	\$ 75.81	\$ 91.91
34400	Permit Process Manager	Senior Management	685	\$ 159.15	\$ 159.15
23051	Plan Check Assistant	Professional	495	\$ 111.12	\$ 111.12
7215	Plan Check Associate	Professional	525	\$ 128.34	\$ 128.34
49201	Plan Check Supervisor	Senior Management	680	\$ 151.43	\$ 151.43
22030	Planning Division Manager	Senior Management	686	\$ 160.56	\$ 160.56
3200	Plant & Equipment Mechanic	General	284	\$ 90.28	\$ 108.98
47209	Printshop Technician	General	215	\$ 62.49	\$ 75.74
78101	Public Works Director	Executive	725	\$ 234.20	\$ 234.20
78102	Public Works Superintendent	Senior Management	685	\$ 159.83	\$ 159.83
24014	Purchasing & Inventory Worker	General	225	\$ 67.38	\$ 81.31
38101	Purchasing Specialist I	General	225	\$ 65.66	\$ 79.59
78102	Purchasing Specialist II	General	245	\$ 72.50	\$ 87.90
24014	Purchasing Supervisor	Senior Management	646	\$ 107.84	\$ 107.84
23091	Recording Secretary	General	254	\$ 75.81	\$ 91.91
3	Records Mgmt Specialist	General	225	\$ 65.66	\$ 79.59
2	Records Mgmt Supervisor	Senior Management	642	\$ 103.63	\$ 103.63
25021	Resource Division Manager	Senior Management	680	\$ 151.25	\$ 151.25
48113	Revenue Operations Manager	Senior Management	680	\$ 151.25	\$ 151.25
28141	Revenue Operations Supervisor	Senior Management	636	\$ 97.63	\$ 97.63
45013	Senior Accountant	Professional	522	\$ 126.44	\$ 126.44
47203	Senior Accounting/Customer Service Rep	General	264	\$ 79.67	\$ 96.59
9305	Senior Administrative Secretary	General	254	\$ 75.81	\$ 91.91
9311	Senior Analyst	Professional	520	\$ 125.18	\$ 125.18
85044	Senior Bldg Maintenance Technician	General	269	\$ 83.80	\$ 101.16
25052	Senior Combination Bldg Inspector	General	321	\$ 106.26	\$ 128.75
25014	Senior Construction Inspector	General	319	\$ 105.21	\$ 127.48
60000	Senior Engineer	Professional	554	\$ 149.13	\$ 149.13
	Senior Environmental Program Inspector	General	309	\$ 100.11	\$ 121.30
49424	Senior Financial Analyst	Professional	525	\$ 128.34	\$ 128.34
46490	Senior Human Resources Analyst	Senior Management	668	\$ 134.23	\$ 134.23
29473	Senior Info Technology Analyst	Senior Management	679	\$ 149.76	\$ 149.76
78160	Senior Info Technology Tech	General	291	\$ 91.09	\$ 110.45
18	Senior Instrumentation & Elec Tech	General	314	\$ 104.78	\$ 126.50
8122	Senior Laboratory Chemist	General	347	\$ 123.45	\$ 149.05
5053	Senior Legal Assistant	Senior Management	660	\$ 123.96	\$ 123.96
49202	Senior Legal Secretary	General	283	\$ 87.54	\$ 106.15
46203	Senior Library Assistant	General	255	\$ 76.19	\$ 92.37
78100	Senior Planner	Professional	545	\$ 141.81	\$ 141.81
38102	Senior Printshop Tech	General	239	\$ 70.38	\$ 85.32
38102	Senior Purchasing & Inventory Worker	General	244	\$ 72.14	\$ 87.46
34150	Senior Purchasing Specialist	General	265	\$ 80.06	\$ 97.07
38481	Senior Recording Management Specialist	General	244	\$ 72.14	\$ 87.46
29402	Senior Recording Secretary	General	264	\$ 79.67	\$ 96.59
46250	Senior Stage Technician	General	274	\$ 85.91	\$ 103.70
43010	Senior Theatre Worker	General	165	\$ 50.06	\$ 60.39
8	Senior Video Production Specialist	General	280	\$ 88.51	\$ 106.84
6	Senior WWTP Operator	General	303	\$ 99.21	\$ 119.77
37203	Special Projects/Programs Coordinator	Senior Management	670	\$ 136.93	\$ 136.93
27220	Stage Technician	General	244	\$ 74.03	\$ 89.35
27221	Street Maintenance Crew Leader	General	269	\$ 83.80	\$ 101.16

City of Thousand Oaks
 FY 2017-18 & FY 2018-19 HOURLY RATES ANALYSIS

HOURLY RATE BY POSITION

HOURLY RATE CALCULATION

Position #	Position	Group	Range	Fully Burdened Hourly Rate	Overtime Rate
7223	Street Maintenance Supervisor	Senior Management	648	\$ 113.07	\$ 113.07
44131	Street Maintenance Worker I	General	209	\$ 62.24	\$ 75.11
73011	Street Maintenance Worker II	General	229	\$ 68.73	\$ 82.94
25022	Street Sweeper Operator	General	238	\$ 71.86	\$ 86.73
5	Support Services Supervisor	Senior Management	648	\$ 110.01	\$ 110.01
4240	Theatres General Manager	Senior Management	670	\$ 136.93	\$ 136.93
27240	Theatres Technical Supervisor	Senior Management	641	\$ 205.21	\$ 205.21
	Transit Assistant	General	251	\$ 74.69	\$ 90.55
4240	Treasury Assistant	Professional	486	\$ 105.66	\$ 105.66
27240	Utilities Equipment Operator	General	251	\$ 76.64	\$ 92.51
27241	Utilities Maintenance Crew Leader	General	276	\$ 86.77	\$ 104.73
29403	Utilities Maintenance Supervisor	Senior Management	648	\$ 113.07	\$ 113.07
7242	Utilities Maintenance Worker I	General	219	\$ 65.40	\$ 78.93
24251	Utilities Maintenance Worker II	General	239	\$ 72.22	\$ 87.16
24252	Utilities Superintendent	Senior Management	685	\$ 158.97	\$ 158.97
24252	Video Production Specialist	General	260	\$ 80.14	\$ 96.73
7250	Water Systems Operator	General	269	\$ 83.80	\$ 101.16
7251	WWTP Maintenance Supervisor	Senior Management	656	\$ 122.44	\$ 122.44
3240	WWTP Operations Supervisor	Senior Management	656	\$ 122.44	\$ 122.44
4251	WWTP Operator I	General	263	\$ 81.35	\$ 98.19
99991	WWTP Operator II	General	283	\$ 89.83	\$ 108.44
99992	WWTP Superintendent	Senior Management	685	\$ 160.02	\$ 160.02
99993	WWTP Operations & Maint Manager	Senior Management	660	\$ 127.56	\$ 127.56
34151	Hourly City Worker - General	General	801	\$ 91.51	\$ 117.50
72017	Hourly City Worker - Professional	Professional	802	\$ 114.79	\$ 114.79
45031	Hourly City Worker - Supervisory	Senior Management	803	\$ 199.92	\$ 199.92

Non-Compliance Fees

**SECTION III - NON-COMPLIANCE FEES (WORK COMMENCED
PRIOR TO COUNCIL APPROVAL)**

Activity Commenced Prior to City Approval

Planning Application Type	Proposed 2017 Fee	Proposed Fee for Activity Commenced Prior to City Approval *
AA-Mobile Business (P-44B)	\$110.00	\$114.00
Appeal of Admin Decision (P-53)	\$1,400.00	\$2,800.00
Appeal of PC Decision (P-54)	\$1,508.00	\$3,016.00
Design Review-Existing C/I (P-60)	\$525.00	\$1,050.00
Farm Animal Permit (P-8)	\$52.00	\$104.00
Home Occupation Permit (P-10)	\$45.00	\$45.00
Landscape Plan Check (P-35)	\$1,690.00 + \$600.00 Dep	\$3,300.00 + \$600.00 Dep
Major Mod – PC (P-31)	\$5,000 Dep/\$3,090.00 SFD	T&M/\$6,000.00 SFD
Major Mod – SUP Type B (P-31B)	\$5,000.00 Dep	T&M
Minor Mod – Non SFD (P-32)	\$3,888.00	\$4,610.00
Minor Mod – Outdoor Dining up to 5 (P-32A)	\$918.00	\$1,836.00
Minor Mod – SUP Type C (P-32B)	\$2,871.00/\$834.00 SFD \$1,039.00 Ham	\$4,307.00/\$1,665.00 SFD \$1,065.00 Ham[1]
Minor Mod – Existing Home Alt (P-32D)	\$1,006.00	\$2,012.00
Municipal Code Amendment (P-5A)	\$4,000.00 Dep	T&M
Oak Tree/Landmark Type B (P-11A)	\$100.00	\$200.00
Oak Tree/Landmark Type C (P-11A)	\$100.00 SFD/\$925.00, Plus \$200 Deposit for Landscape Architect	\$200.00/\$948.00, Plus \$200 Deposit for Landscape Architect
Oak/Landmark – Minor Mod (P-11C)	\$225.00 SFD/\$777.00 Commercial, Plus \$200 Deposit for Landscape Architect	\$450.00 SFD/\$995.00 Commercial, Plus \$200 Deposit for Landscape Architect
Oak/Landmark – Major Mod (P-11D)	\$262.00 SFD /\$2,827.00	\$524.00 SFD/\$2,900.00
Outdoor Dining Smoking Permit (P-67)	\$200.00	\$205.00
PPD – Existing Homes (P-27B)	\$566.00/\$1214.00 PC	\$1,132.00/\$2,428.00 PC
Sign Seal Permits (P-38)	\$157 Building Sign w/ Existing Uniform Program \$315 Building Sign w/o Uniform Program \$157 Monument Sign - Face Change \$383 Monument Sign - Other than Face Change	\$234 Building Sign w/ Existing Uniform Program \$439 Building Sign w/o Uniform Program \$239 Monument Sign - Face Change \$734 Monument Sign - Other than Face Change
Specific Plan Amendment (P-2)	\$6,500 Dep	T&M
SUP Type B (P-23B)	\$5,286.00 Use Change / \$8,660.00 Other	\$6,754.00 Use Change /\$8,880.00
SUP Type C (P-23C)	\$3,883.00/ \$1,196.00 SFD/\$1,093.00 Ham	\$3,982.00/\$2,392.00 SFD/\$1,120.00 Ham[3]
Temporary Use Permit Type A (P-52)	\$425.00	\$850.00
Zoning Clearance (P-66)	\$73.00	\$146.00

* City Manager or his/her designee has the discretion to waive the additional fees when the unpermitted activity was done without the permittee's knowledge or authorization.

[1] Communication Facilities limited fee to "reasonable"

Activity Commenced Prior to City Approval

Engineering Application Type	Proposed 2017 Fee	Proposed Fee for Activity Commenced Prior to City Approval *
Public and Private Improvement – Plan Check (PW-04)	6.00% on project valuation \$2,001 and over	Double proposed fee up to full-cost recovery
Public and Private Improvement – Inspection (PW-05)	4.00% on project valuation \$2,001 and over	Double proposed fee up to full-cost recovery
Grading - Plan Check (based on cubic yards) (PW-07)		
1-100	\$310.00	\$620.00
101-500	\$1,265.00	\$2,530.00
501-1,000	\$2,640.00	\$5,280.00
1,001-10,000	\$4,755.00	\$9,180.00
10,001-50,000	\$8,975.00	\$16,935.00
50,001-100,000	\$14,875.00	\$24,835.00
100,000-250,000	\$19,490.00	\$38,980.00
250,001 and over	\$26,365.00	\$52,730.00
Grading - Inspection (based on cubic yards) (PW-08)		
1-100	\$310.00	\$570.00
101-500	\$1,125.00	\$1,555.00
501-1,000	\$2,640.00	\$3,355.00
1,001-10,000	\$4,305.00	\$5,875.00
10,001-50,000	\$8,820.00	\$11,700.00
50,001-100,000	\$13,235.00	\$17,625.00
100,000-250,000	\$18,055.00	\$23,965.00
250,001 and over	\$26,365.00	\$35,595.00

* City Manager or his/her designee has the discretion to waive the additional fees when the unpermitted activity was done without the permittee's knowledge or authorization.



M E M O R A N D U M

City of Thousand Oaks • Thousand Oaks, California

Community Development Department

TO: Building Division

FROM: David Hueners, Building Official/Deputy Director

DATE: January 12, 2010

SUBJECT: **Policy for determining fee for work commencing before permit issuance**

Section 108.4, Appendix 1 of the 2007 California Building Code states the following:

“Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fee.”

The following guide should be used to determine the amount of the fee for work commencing before permit issuance:

Work done before permit issuance	Percent of building permit fee to be assessed
1. Concrete foundation and/or slab	20%
2. No. 1 + rough framing	40%
3. No. 1 + No.2 + rough electrical, plumbing or mechanical	60%
4. No. 1 + No. 2 +No. 3 + drywall and/or exterior sheathing	80%
5. Project fully constructed	100%

The inspector will evaluate the amount of progress made on a building or structure built without benefit of permit, and then building permit fee shall be determined and from that the fee for work commencing before permit issuance will be set.

For unusual situations or if clarification is needed contact the Building Official.

as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

108.4 Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fees.

108.5 Related fees. The payment of the fee for the construction, alteration, removal or demolition for work done in connection to or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law.

108.6 Refunds. The building official is authorized to establish a refund policy.

SECTION 109 INSPECTIONS

109.1 General. Construction or work for which a permit is required shall be subject to inspection by the building official and such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

109.2 Preliminary inspection. Before issuing a permit, the building official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed.

109.3 Required inspections. The building official, upon notification, shall make the inspections set forth in Sections 109.3.1 through 109.3.10.

109.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job.

109.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary

equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

109.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in Section 1612.5 shall be submitted to the building official.

109.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

109.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

Exception: Gypsum board that is not part of a fire-resistance-rated assembly or a shear assembly.

109.3.6 Fire-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

109.3.7 Energy efficiency inspections. Inspections shall be made to determine compliance with Chapter 13 and shall include, but not be limited to, inspections for: envelope insulation *R* and *U* values, fenestration *U* value, duct system *R* value, and HVAC and water-heating equipment efficiency.

109.3.8 Other inspections. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

109.3.9 Special inspections. For special inspections, see Section 1704.

109.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed.

109.4 Inspection agencies. The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

109.6 Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or

Resolutions

SECTION IV - USER FEES RESOLUTIONS

RESOLUTION NO. 2017-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS APPROVING AND ADOPTING THE 2017 USER FEES, FINES, PENALTIES, RATES, AND ASSESSMENTS, WHICH INCLUDES NON-COMPLIANCE FEES

WHEREAS, the City of Thousand Oaks Municipal Code authorizes the imposition of various user fees for providing City services and reviewing entitlement applications and fines/penalties for violations of the Thousand Oaks Municipal Code; and

WHEREAS, the City Council has caused a Public Hearing Notice to be published as required by Government Code Section 66016; and the data supporting the various user fees, fines, penalties, rates, and assessments (attached hereto as Exhibit 1 and Exhibit 2) was available for public review at least 10 days prior to the noticed Public Meeting; and

WHEREAS, the City Council conducted the Public Meeting/Study Session on the draft User Fees, Fines, Penalties, Rates, and Assessments on February 28, 2017, wherein the City Council considered the study supporting the setting of the fees as well as other evidence; and

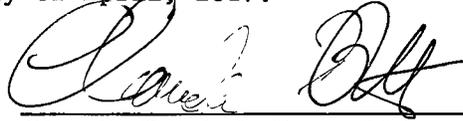
WHEREAS, the City Council on April 25, 2017 conducted a Public Hearing on the proposed User Fees, Fines, Penalties, Rates, and Assessments.

NOW THEREFORE, the City Council of the City of Thousand Oaks resolves as follows:

- Section 1. The User Fees, Fines, Penalties, Rates, and Assessments set forth in the User Fee Summary, attached hereto as Exhibit 1 and incorporated herein by reference, are hereby adopted and are effective on July 1, 2017.
- Section 2. The Engineering and Planning entitlement/permit fees related to "Activities Commenced Prior to City Approval," attached hereto as Exhibit 2 and incorporated herein by reference, are hereby adopted and are effective on July 1, 2017.

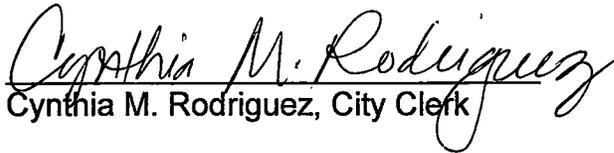
Section 3. This Resolution shall be known as the Master Fee Resolution.

PASSED AND ADOPTED this 25th day of April, 2017.



Claudia Bill-de la Peña, Mayor
City of Thousand Oaks, California

ATTEST:



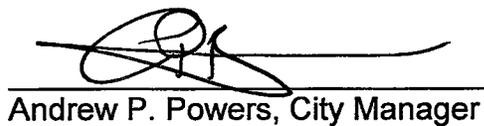
Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



David S. Womack, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

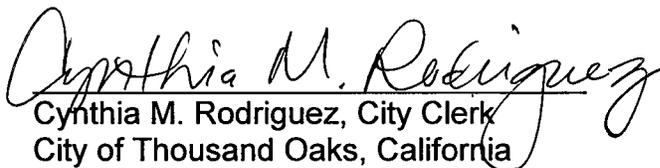
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2017-015 which was duly and regularly passed and adopted by said City Council at a regular meeting held April 25, 2017, by the following vote:

AYES: Councilmembers Price, Adam, McCoy, and Mayor Bill-de la Peña

NOES: None

ABSENT: Councilmember Fox

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California

April 26, 2017
Date Attested

RESOLUTION NO. 2017-016

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF THOUSAND OAKS MAINTAINING
TRAFFIC DEVELOPMENT IMPACT FEES AT
EXISTING RATES

WHEREAS, various Traffic Development Impact Fees (“Impact Fees”) were previously established and amended by various City Council Resolutions, as listed in Exhibit 1 attached hereto; and

WHEREAS, these Impact Fees are imposed on land development projects for the purpose of each development paying its fair share of road improvements, and have been collected from property owners for development of their real property; and

WHEREAS, the legal basis for the imposition of these Impact Fees is, *inter alia*, article XI, § 7, of the California Constitution (general police powers); section 66410, et al., of the California Government Code (the Subdivision Map Act); and the Thousand Oaks Municipal Code at Article 15 of Chapter 3 of Title 9, and Article 1 of Chapter 1 of Title 7; and

WHEREAS, the Resolutions that established these Impact Fees allow for biennial adjustment of the fees due to increased costs of construction and based on the California Highway Construction Cost Index; and

WHEREAS, the Impact Fees were last adjusted in 2013; and

WHEREAS, consistent with Government Code Section 66000, et seq., the City prepared and the City Council adopted the analysis, findings and reports establishing the nexus for each of the Impact Fees when each was established, and included as a part of each Resolution the fair share, allocation, and nexus or reasonable relationship between development and impacts associated with the development as follows:

- (1) Each fee's use and the type of land development project for which each fee is imposed; and
- (2) The need for the public facility and the type of land development on which each fee is imposed; and

WHEREAS, the City Council has caused a Public Hearing Notice to be published as required by Government Code Section 66016; has caused the attached exhibit to be available for public review at least 10 days prior to the Public

Meeting; has conducted a Public Meeting concerning this action on February 28, 2017; and has conducted a Public Hearing concerning this action on April 25, 2017.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Thousand Oaks that the Traffic Development Impact Fees shall remain at existing rates until nexus reports are completed on each Impact Fee as set forth in the attached Exhibit 1.

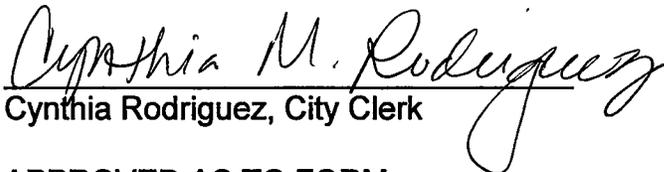
BE IT FURTHER RESOLVED that all other provisions of the Resolutions listed in Exhibit 1 that established the Impact Fees are incorporated herein as if set forth in full and shall remain in full force and effect.

PASSED AND ADOPTED this 25th day of April, 2017.



Claudia Bill-de la Peña, Mayor
City of Thousand Oaks, California

ATTEST:



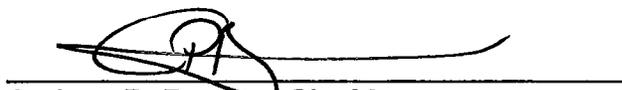
Cynthia Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



David S. Womack, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

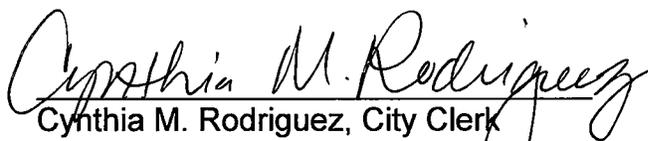
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2017-016 which was duly and regularly passed and adopted by said City Council at a regular meeting held April 25, 2017, by the following vote:

AYES: Councilmembers Price, Adam, McCoy, and Mayor Bill-de la Peña

NOES: None

ABSENT: Councilmember Fox

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California


Date Attested

EXHIBIT 1

CITY OF THOUSAND OAKS TRAFFIC DEVELOPMENT IMPACT FEES

#	Fee Name	Fee Authority	2017 Proposed Fee	Application
1	Road Payback Fee	Res. 66-56, 78-548, 80-312, 80-402, 97-105, 2001-073, 2005-64, 2007-053, 2009-034, 2011-017, 2013-028	\$43 to \$932 per linear foot	Citywide. Applies to all projects. Reimbursement to City for street improvements benefiting property.
2	Master Plan Traffic Signal Fee	Res. 77-385, 80-402, 97-106, 2001-074, 2005-064, 2007-053, 2009-034, 2011-017, 2013-028	\$33.47 per ADT	Citywide. Used to construct and improve the City's Master Plan Traffic Signals.
3	Newbury Park Road Improvement Fee	Res. 78-547, 80-402, 97-107, 2001-075, 2005-064, 2007-053, 2009-034, 2011-017, 2013-028	Residential: \$4,022 per d.u. Non-Residential: \$1.52 per s.f.	Applies to all projects in Newbury Park (west of Lynn/Hillcrest intersection). Reimbursement to City for arterial street improvements constructed in Newbury Park.
4	Supplemental Traffic Signal Construction Fee	Res. 77-385, 80-402, 97-108, 2001-076, 2005-064, 2007-053, 2009-034, 2011-017, 2013-028	\$261,022 per intersection	Applies to individual projects causing a need for a traffic signal(s) not on the Master Plan of Signals. Used to construct the project's signal(s).
5	Supplemental Traffic Signal Maintenance Fee	Res. 77-385, 80-402, 97-109, 2001-077, 2005-064, 2007-053, 2009-034, 2011-017, 2013-028	\$190,161 per intersection	Applies to individual projects causing a need for a traffic signal(s) not on the Master Plan of Signals. Used for 20 year maintenance of the project's signal(s) by City.
No Longer Applies	Rancho Conejo Traffic Impact Fee	Resolution 91-262, 97-110, 2001-078, 2005-064. All development agreements providing for this fee expired December 20, 2006.	** SEE NOTE **	**NOTE**: <u>THIS FEE NO LONGER APPLIES</u> DEVELOPERS IN THIS AREA WILL PAY MASTER PLAN SIGNAL FEE, NEWBURY PARK ROAD IMPROVEMENT FEE, BORCHARD ROAD/US 101 FREEWAY OVERCROSSING FEE AND WENDY DRIVE/US 101 INTERCHANGE FEES

**CITY OF THOUSAND OAKS
TRAFFIC DEVELOPMENT IMPACT FEES**

#	Fee Name	Fee Authority	2017 Proposed Fee	Application
6	Borchard Road/ US 101 Freeway Overcrossing Fee	97-111, 2001-079, 2005-064, 2007- 053, 2009-034, 2011-017, 2013- 028	\$112.21 per ADT	Projects in Newbury Park pay toward City project to improve Borchard Interchange.
7	Moorpark Road/ US 101 Interchange Fee	97-112, 2001-080, 2005-064, 2007- 053, 2009-034, 2011-017, 2013- 028	\$84.71 per ADT	Projects in Moorpark Interchange area pay toward City project to improve Moorpark Interchange.
8	Thousand Oaks Road Improvement Fee	Res. 2001-082, 2005-064, 2007-053, 2009- 034, 2011-017, 2013-028	Residential: \$4,022 per d.u. Non-Residential: \$1.52 per s.f.	Applies to all projects outside Newbury Park (east of Lynn/Hillcrest intersection). Reimbursement to City for arterial street improvements constructed.
9	Lynn Road Payback Fee	Res. 97-114, 2001- 081, 2005-064, 2007-053, 2009- 034, 2011-017, 2013-028	\$9,260 per lot	Projects adjacent to Lynn Road in Newbury Park area reimburse City for Lynn Road construction.
10	Wendy Drive/ US 101 Interchange Fee	2006-059, 2007- 053, 2009-034, 2011-017, 2013- 028	\$115.46 per ADT	Projects in Newbury Park area pay toward base City project to improve Wendy Drive Interchange.

ADT = Average Daily Trip
March 2013

s.f. = Square Foot

d.u. = Dwelling Unit

RESOLUTION NO. 2017--017

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF THOUSAND OAKS APPROVING AND
ADOPTING THE 2017 POLICE FACILITIES
DEVELOPMENT FEE

WHEREAS, the Police Facilities Development Fee ("Fee") was originally adopted by the City Council on February 14, 1984 (reference Ordinance 852-NS and Resolution 84-040); and

WHEREAS, the Fee is imposed on new development for the purpose of each development paying a fair share of the construction, financing, and improvement costs associated with the East Valley Law Enforcement Facility; and

WHEREAS, the City Council readopted and increased the amount of the Fee on June, 17, 1997 and established that the Fee shall be adjusted annually thereafter by the percentage amount the City receives on its invested funds (reference Resolution 97-115); and

WHEREAS, the City Council thereafter adopted periodic increases to the amount of the Fee (reference Resolution 2001-72, adopted May 22, 2001; Resolution 2003-42, adopted, April 15, 2003; Resolution 2005-063, adopted April 19, 2005; Resolution 2007-052, adopted April 24, 2007; Resolution 2009-033, adopted April 21, 2009; Resolution 2011-016, adopted April 26, 2011; Resolution 2013-029, adopted April 23, 2013; and Resolution 2015-021, adopted April 28, 2015); and

WHEREAS, the City Council has not increased the Fee since 2015; and

WHEREAS, based on the adjustment factor contained in Resolution 97-115, the Fee shall be adjusted by 1.02%; and

WHEREAS, the City Council caused a Public Hearing Notice to be published as required by Government Code Section 66016; conducted a Public Meeting on February 28, 2017 and a Public Hearing on April 25, 2017.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Thousand Oaks as follows:

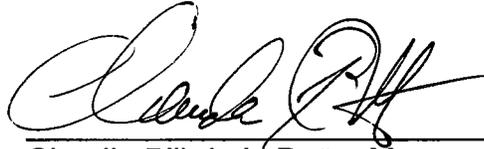
Section 1. The Police Facilities Development Fee is adopted as follows:

- a. Single-Family Residential \$455.60 per unit
- b. Multi-Family Residential \$223.25 per unit
- c. Non-Residential \$0.22 per square foot

Section 2. The Fee is effective July 1, 2017.

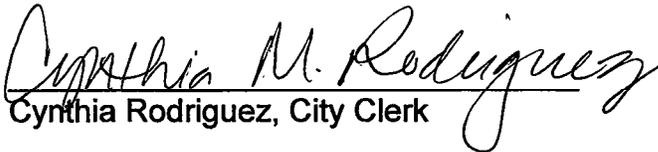
Section 3. All other provisions of Resolution 97-115 are to remain in effect.

PASSED AND ADOPTED this 25th day of April, 2017.



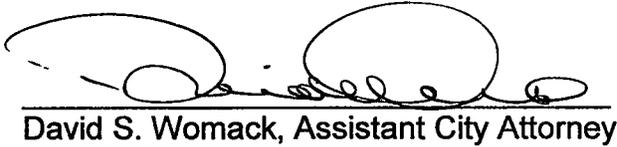
Claudia Bill-de la Peña, Mayor
City of Thousand Oaks, California

ATTEST:



Cynthia Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



David S. Womack, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2017-017 which was duly and regularly passed and adopted by said City Council at a regular meeting held April 25, 2017, by the following vote:

AYES: Councilmembers Price, Adam, McCoy, and Mayor Bill-de la Peña

NOES: None

ABSENT: Councilmember Fox

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.

Cynthia M. Rodriguez
Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California

April 26, 2017
Date Attested

Other Resolutions/Ordinances

SECTION V - OTHER RESOLUTIONS/ORDINANCES

Water/Wastewater Connection Charges and Water Rate
Adjustments

Solid Waste Rate Adjustments

Lighting and Landscaping Assessment District No. 79-2
Public Hearing for Annual Levy and Annexation

WATER/WASTEWATER CONNECTION CHARGES
AND WATER RATE ADJUSTMENTS

ORDINANCE NO. 1626-NS

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ADJUSTING AND SETTING RATES AND FEES OF THE CITY WATER DIVISION (UNCODIFIED)

WHEREAS, Section 5471 of the Health and Safety Code requires that rates and fees of the City Water Division be adopted by Council action; and

WHEREAS, the City Council of the City of Thousand Oaks has adopted Ordinance No. 1616 -NS which establishes the authority for imposing and charging fees for the Water Division; and

WHEREAS, Thousand Oaks Municipal Code Section 10-2.701 (d) and Sections I B, II B, and III B of said Ordinance No.1616-NS provided for the automatic annual escalation of such connection fees and charges, those sections stating that water plant investment, special facilities and fire flow surcharge charges shall automatically be adjusted each year based on the percentage change in the Engineering News Record (ENR) Construction Cost Index for Los Angeles as of July of that year; and

WHEREAS, the July 2016 ENR Construction Cost Index for Los Angeles was 11155.03; and

WHEREAS, the July 2016 ENR Construction Cost Index for Los Angeles increased by 1.6 percent from July 2015; and

WHEREAS, in the adoption of this Ordinance, the City of Thousand Oaks desires to adjust the existing, water plant investment fee, special facilities surcharge fees and fire flow surcharge fee; and

WHEREAS, in the adoption of this Ordinance, the City of Thousand Oaks has followed the provisions of Government Code Section 66000 et seq. relating to the setting of fees and charges that do not exceed the estimated reasonable cost of providing the services for which the fees or charges are made; and

NOW, THEREFORE, the City Council of the City of Thousand Oaks DOES ORDAIN as follows:

PART 1

(Uncodified)

Ordinance No. 1616-NS is hereby repealed to the extent inconsistent with this Ordinance, concurrent with the effective date of this Ordinance. For ease of

administration, one of the purposes of this Ordinance is to have all of the City's water fees, rates, charges, formulas, and related cost recovery matters in one document (or one Ordinance). Some of the water fees, charges, formulas, and related cost recovery matters are restated in this Ordinance and have not been modified or altered from the earlier Ordinance No.1616-NS therefore, the respective portions of the facility or capital improvement financial plans, operating expense reports and budgets, future facility needs and cost studies, City Council findings and nexus reports associated with the earlier Ordinance are incorporated herein and re-approved by the City Council.

PART 2

(Uncodified)

That the following rates, charges and fees shall be set for the City Water Division in accordance with Chapter 2 of Title 10 of the Thousand Oaks Municipal Code:

I. In accordance with Section 10-2.701, plant investment fees shall be as follows:

A. Plant Investment Fee. The assessment of the plant investment fee shall be computed as follows:

<u>By Customer Type*</u>	<u>Ratio**</u>	
Single family detached home	1.00	\$8,028
Single family detached condominium	1.00	\$8,028
Residential condominium, townhouse, mobile home	0.75	\$6,021
Apartment, duplex, granny flat, secondary unit, per dwelling unit	0.75	\$6,021
Motel, hotel, congregate care units, with kitchens per dwelling unit	0.50	\$4,015
Commercial if 10 or less fixture units & low water use ***	0.50	\$4,015
All others by meter size		
 <u>By Meter Size*</u>		
5/8"x3/4" or 3/4"	1.00	\$ 8,028
1"	2.00	\$ 16,056
1-1/2"	4.00	\$ 32,110
2"	6.40	\$ 51,375
3"	13.00	\$104,357
4"	22.00	\$176,603
6"	45.00	\$361,232

* Generally, a customer is charged based upon the "customer type" amounts unless that category does not fit. Exceptions include a single family dwelling or condominium project having larger than a 3/4" meter, kitchen and dining facilities at a motel, hotel or congregate-care facility and any irrigation meter. The charge for these customers is to be based on equivalent meter size of the estimated water demand.

** Approximate ratio to single family detached home or to 5/8" x 3/4" or 3/4" meter as appropriate.

*** Fixture units as defined in the City of Thousand Oaks Plumbing Code using the water demand weight of fixtures; low water usage corresponds to 10 hundred cubic feet per month or less.

B. Escalation. In December of each year, all Plant Investment Fee charges in this Ordinance shall be increased by a factor based upon the change from the preceding July-to-July period in the ENR Construction Cost Index for Los Angeles.

II. In accordance with Section 10-2.702, special facilities surcharge fees shall be as follows:

A. Special Facilities Surcharge Fees

Single Family Detached: per Unit	
- Rolling Oaks Zone	\$13,377
- Kelley/Ventu Zone	\$ 3,677
- Wilder/Grissom Zone	\$ 5,010
 Condominiums, Townhouses, Mobile Homes: per Unit	 0.75 x above SFD fees
- Rolling Oaks Zone	
- Kelley/Ventu Zone	
- Wilder/Grissom Zone	
 Apartments, Duplex: per Unit:	 0.75 x above SFD fees
- Rolling Oaks Zone	
- Kelley/Ventu Zone	
- Wilder/Grissom Zone	
 Motel, Hotel, Congregate Care: per Room or Suite	 0.50 x above SFD fees
 Commercial Projects with 10 or less Fixture Units	 0.50 x above SFD fees
 Irrigation Meters	 -0-

All others, on a building by building basis

*Per formula below with a minimum charge equal to "SFD" charge per site/project

$$* \text{SFS} = \text{SFD amount} \times \left(\frac{\text{FF}}{1000} \times 0.5 + \frac{\text{F.U.}}{20} \times 0.25 + \frac{\text{Sq.Ft.}}{3000} \times 0.25 \right)$$

Where: SFS = Special facilities surcharge per site/project
 SFD = Single family dwelling
 FF = Required fire flow for site/project
 F.U. = Fixture units in site/project
 Sq. Ft. = Total site/project square footage

B. Escalation. In December of each year, all Special Facilities Surcharge Fee charges in this Ordinance shall be increased or decreased by a factor based upon the percent increase or decrease in the ENR Construction Cost Index for Los Angeles as of July of that year.

III. In accordance with Section 10-2.703, the fire flow surcharge fees shall be as follows:

A. Fire Flow Surcharge Fees

<u>Residential</u>	<u>All Others</u>	
Required fire flow 0 - 1,250 gpm*	\$ -0-	\$ -0-
Required fire flow 1,251 - 1,750 gpm*	10% of PIF	\$ 5,805 or 10% of PIF**
Required fire flow 1,751 - 2,250 gpm*	20% of PIF	\$11,588 or 20% of PIF**
Required fire flow over 2,250 gpm*	30% of PIF	\$17,391 or 30% of PIF**

* Fire flow as set by Ventura County Fire Department.

** Whichever is greater, per site/project.

Fire flow surcharge fees shall not be applied to the PIF for any irrigation meter.

B. Escalation. In December of each year, all Fire Flow Surcharge Fee charges in this Ordinance shall be increased or decreased by a factor based upon the percent increase or decrease in the ENR Construction Cost Index for Los Angeles as of July of that year.

C. Refunds of Previous Payments. Where payments of fire flow surcharge fees have been made at higher rates, refunds shall not be made. Where an agreement has been executed for the deferred payment of this fee, the amount due shall be the amount shown on the deferred agreement.

IV. In accordance with Section 10-2.705, the base or minimum domestic (including single family residential, multiple family dwellings, apartments, commercial buildings and trailer courts) rate shall be as follows:

A. Single Units Rate:

Meter Size	Base Rate (Monthly)*
3/4"	\$ 25.05
1"	\$ 39.56
1-1/2"	\$ 75.79
2"	\$ 119.28
3"	\$ 256.99
4"	\$ 459.92
6"	\$ 945.51

*Most customers are billed bimonthly.

B. Multiple Units Rate (including multiple family dwellings, apartments, commercial buildings and trailer courts):

Same as single units

C. Conejo Oaks Provision. Effective January 1, 2008, the City of Thousand Oaks Public Works Department will be the official water purveyor and owner of the water facilities within the Conejo Oaks area. Commencing December 31, 2008 and terminating December 31, 2018, properties within the Conejo Oaks service area, shall pay \$4.64 per month. This charge shall represent additional infrastructure provided by the City to serve these customers including pressure reduction vaults construction, pipeline installation, pump station abandonment, demolition and site clean-up, and telemetry improvements.

D. Groundwater accounts are not charged a base meter charge as total program costs are collected through the quantity rate.

E. Charges for portions of billing period. A property connected to the water system for a portion of a billing period shall be billed for the portion of the period service is received.

V. In accordance with Section 10-2.705, the quantity rate shall be as follows per one hundred (100) cubic feet.

A. Non-Single Family Residential

Quantity Rate	\$4.85
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B. Single Family Residential Quantity Rate

Tier 1 (0 - 12 HCF)	\$4.51
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Tier 2 (13 - 30 HCF)	\$4.83
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Tier 3 (31+ HCF)	\$5.23
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VI. In accordance with Section 10-2.705, the pumping lift charge is eighteen cents (\$0.18) per one hundred (100) cubic feet per pumping lift. It shall be charged to all water services which rely on one or more pumping lifts in the City system.

VII. In accordance with Section 10-2.706, the groundwater rate shall be one dollar and ninety-five cents (\$1.95) per one hundred (100) cubic feet. This rate is based on charging forty (40%) percent of the current non-single family residential water quantity rate.

VIII. In accordance with Sections 10-2.707 and 10-2.708, the following shall apply for construction water and unmetered water furnished by the City:

A. Construction Water

The construction water rate shall be six dollars and fifty- five cents (\$6.55) per one hundred cubic feet with a base rate of \$770.97. These rates are based on charging 135 percent of the current non-single family resident quantity potable water rate and three (3) times the current base rate for a 3-inch meter.

Deposit:	\$620.00 for a 3-inch meter or as determined by the Public Works Director for larger meter sizes.
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Installation Charge:	\$90.00 with a signed application by an authorized person, for initial installation.
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\$45.00 each time the meter is relocated to another hydrant at the customer's request.

B. Unmetered Water

For projects where a water system has been declared usable but has not been accepted by the City Council and the subdivider, builder, or developer requests the use of or uses unmetered water for incidental onsite construction purposes, a monthly fee equal to that of the base rate of a 3/4" water meter shall be charged per lot. The subdivider, builder or developer shall be responsible for the payment of the charge until such time as the new owner or occupant signs an application for metered service at which time the regular service charges shall apply.

If water use during the period the availability rate is in effect is estimated to exceed three hcf per service per month, the Public Works Director, at his option, may increase such monthly service charge to reflect the estimated usage.

C. Payment Due Date:

Payment is due on all invoices for construction water and unmetered water within 40 days of the date of the invoice; the invoice becomes delinquent then after.

IX. In accordance with Section 10-2.902, delinquent invoices shall be assessed a basic penalty equal to ten (10%) percent of the unpaid water service charge. An additional penalty, equal to one-half of one percent (0.5%) of the unpaid water service charge and the basic penalty, shall be charged each month, or fraction thereof, that the water service charge and the basic penalty of the previous billing period remain unpaid.

X. In accordance with Section 10-2.712, the overhead rate is included in the approved fully burdened hourly rate.

XI. In accordance with Section 10-2.713 and 10-2.305, the minimum rate for each automatic fire sprinkler service and each private fire hydrant shall be as follows:

<u>Size of Service Connection</u>	<u>Monthly Charge</u>
2-inch & smaller	\$ 7.60
3-inch	\$11.40
4-inch	\$15.20

6-inch	\$22.70
8-inch	\$30.30
10-inch	\$37.90
12-inch	\$45.50

XII. In accordance with Section 10-2.715, the overhead rate is included in the approved fully burdened hourly rate.

XIII. Repeal of any provision of this ordinance will not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

XIV. Any water-related fees not set forth in this ordinance may be set forth in the User Fee Manual or other ordinance or resolution.

PART 3

Continuation (Uncodified)

Repeal of any provision of Ordinance No. 1616-NS herein will not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

PART 4

Severability

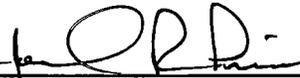
If any section, sentence, clauses, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions. The City Council hereby declares that it would have passed this ordinance, and each section, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clause, or phrases be declared invalid or unconstitutional.

PART 5

Effective Date

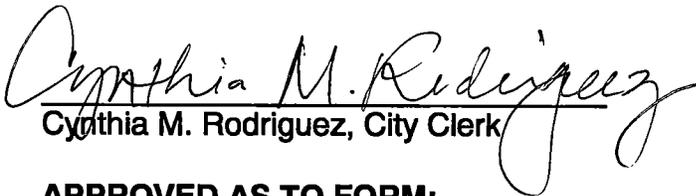
This Ordinance shall take effect on January 1, 2017.

PASSED AND ADOPTED this 6th day of December, 2016.



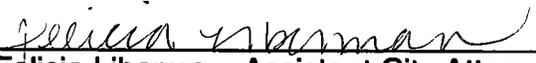
Joel R. Price, Mayor
City of Thousand Oaks

ATTEST:



Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



Felicia Liberman, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, Interim City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Ordinance No. 1626-NS that was introduced by said City Council at a regular meeting held November 15, 2016 and adopted by said City Council at a regular meeting held December 6, 2016 by the following vote:

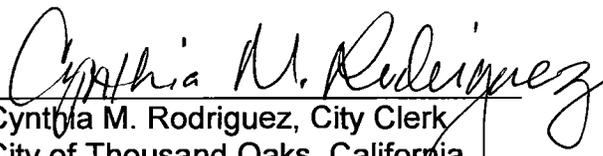
AYES: Councilmembers Fox, Adam, Bill-de la Peña, and Mayor Price

NOES: None

ABSENT: Councilmember McCoy

I further certify that said Ordinance No. 1626-NS was published as required by law in the VENTURA COUNTY STAR, a newspaper of general circulation printed and published in said City.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California

12/8/16
Date Attested

ORDINANCE NO. 1625-NS

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF THOUSAND OAKS ADJUSTING
AND SETTING RATES, FEES AND DISCHARGE
LIMITS OF THE CITY WASTEWATER DIVISION
(UNCODIFIED)**

WHEREAS, Section 5471 of the Health and Safety Code requires that rates and fees of the City Wastewater Division be adopted by Council action; and

WHEREAS, the City Council of the City of Thousand Oaks has adopted Ordinance No. 1615-NS which establishes the authority for imposing and charging fees for the Wastewater Division; and

WHEREAS, Thousand Oaks Municipal Code Section 10-1.701(d) and Sections II C and III B of Ordinance No. 1615-NS provide for the annual escalation of connection fees and charges, those sections stating that Connection and Special Interceptor charges shall automatically be adjusted in December each year based on the percentage change in the Engineering News Record (ENR) Construction Cost Index for Los Angeles as of July of that year; and

WHEREAS, the July 2016 ENR Construction Cost Index for Los Angeles was 11155.03; and

WHEREAS, the July 2016 ENR Construction Cost Index for Los Angeles increased by 1.6 percent from July 2015; and

WHEREAS, in the adoption of this Ordinance, the City of Thousand Oaks desires to restate most of the existing wastewater rates and discharge limits while updating, adjusting, and setting certain fees; and

WHEREAS, in the adoption of this Ordinance, the City of Thousand Oaks has followed the provisions of Government Code Section 66000 et seq. relating to the setting of fees and charges that do not exceed the estimated reasonable cost of providing the services for which the fees or charges are made; and

NOW, THEREFORE, the City Council of the City of Thousand Oaks DOES ORDAIN as follows:

PART 1

(Uncodified)

That Ordinance No. 1615-NS is hereby repealed to the extent inconsistent with this Ordinance, concurrent with the effective date of this Ordinance. For ease of administration, one of the purposes of this Ordinance is to have all the City's wastewater fees, rates, charges, formulas, and related cost recovery matters in one document (or one Ordinance). Some of the wastewater fees, rates, charges, formulas, and related cost recovery matters are restated in this Ordinance and have not been modified or altered from the earlier Ordinance No. 1615-NS, therefore, the respective portions of the facility or capital improvement financial plans, operating expense reports and budgets, future facility needs and cost studies, City Council findings and nexus reports associated with the earlier ordinance are incorporated herein and re-approved by the City Council.

PART 2

(Uncodified)

That the following rates, charges and fees are and shall be set for the City Wastewater Division in accordance with Chapter 1 of Title 10 of the Thousand Oaks Municipal Code as follows:

I. Definitions

A. "Equivalent Residential Unit" (ERU) is a number which represents the discharge to the wastewater system which is equal to that from an average residential unit. One ERU is equal to 20 plumbing fixture units or a discharge of 180 gallons per day having an average strength.

B. "Plumbing Fixture Unit" (PFU) is a number assigned to various physical plumbing appurtenances. The unit count of each fixture type is based on the relation to the amount of waste contributed as determined by the Public Works Director.

C. "Service Unit" (SU) is a number which results from the multiplication of the number of ERU's by adjustment factors for the user group to reflect the strength and volume of the discharge from that user group. The discharge from the average residential user is defined as being equal to one service unit.

D. "Service Unit Rate" is the monthly charge per service unit established by the City Council.

E. "Connection Charge Rate" is the connection charge per service unit established by the City Council.

F. "Connection Charge" is the connection charge rate multiplied by the number of service units.

G. "Strength Factor" (SF) is a number which converts the biochemical oxygen demand (BOD) and suspended solids (SS) of a discharge to a numerical value in proportion to average residential levels (BOD is equal to 290 mg/l and SS is equal to 290 mg/l) for the same variables.

H. "Flow Factor" (FF) is a number which converts the volume of a discharge to a numerical value in proportion to the volume of discharge for an average residential unit.

I. "Wastewater Service Charge" is the monthly charge which is the product of service units and the service unit rate.

J. "Kitchen" is an area equipped with permanent cooking and dish washing facilities for the regular preparation of meals.

K. "Bakery" is a large commercial operation which produces baked goods for wholesale purposes.

L. "Restaurant" is an establishment engaged in the retail sale of prepared food and drinks for on premises or immediate consumption. A "cafeteria" is similar in function and, with the exception of school facilities and non-commercial caterers, shall be deemed the same as a restaurant.

M. "School" is (1) a public or private educational institution with a campus which is dedicated to the instruction of children from kindergarten to twelfth grade, and (2) a public or private college or university with a campus which offers classes with a minimum duration of eight weeks.

N. "Market" is a large commercial operation with two or more of the following: seafood, produce, bakery, meat packaging/processing, or delicatessen.

O. "Condominium" means an estate in real property consisting of an undivided interest in a common portion of a parcel of real property, together with a separate interest in space in a building on such real property. A condominium may include, in addition, a separate interest in other portions of such real property.

For the purposes of this chapter, each separate condominium unit shall be treated as a single residential unit or single commercial/industrial entity in regard to wastewater connection and service charges.

II. In accordance with Section 10-1.701, connection charges shall be determined as follows:

A. **Connection Charge.** Connection charges shall be based upon the estimated flow, biochemical oxygen demand (BOD) and suspended solids (SS) of the discharge to the wastewater system.

1. Formula for Service Unit Determination

$$SU = (ERU) \times (\text{Strength Factor}) \times (\text{Flow Factor})$$

or

$$(ERU) \times (\text{Combined Factor})$$

SU = Service Unit

ERU = Equivalent Residential Unit

2. Strength & Flow Adjustment Factors for User Groups are as follows:

<u>User Group</u>	<u>Strength Factor</u>	<u>Flow Factor</u>	<u>Combined Factor</u>
a. <u>Residential</u>			
Single family detached home	1.0	1.0	1.0
Single family detached condominium	1.0	1.0	1.0
Residential condominiums, townhouses mobile homes	1.0	0.8	0.8
Apartment, duplex, granny flat, secondary unit, per dwelling unit	1.0	0.8	0.8
Motel, hotel and congregate care units, <u>with</u> kitchens per dwelling unit	1.0	0.8	0.8
b. <u>Commercial</u>			
Bakery	---	---	1.85
Retail/professional	1.0	1.0	1.0
Restaurant	---	---	1.85
Restaurant (grease traps)	---	---	1.20
School	0.7	0.75	0.525
Service Station	1.0	1.0	1.0
Church	1.0	1.0	1.0

Medical	1.0	1.0	1.0
Mortuary	---	---	1.85
Market	---	---	1.85
Major Retail	1.0	1.0	1.0
Motel, hotel, congregate care, <u>without</u> kitchen per dwelling unit	1.0	1.0	1.0
Laundromat	1.0	1.0	1.0
All Others	1.0	1.0	1.0

c. Industrial

Non-regulated or normal volume discharge	1.0	1.0	1.0
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d. Regulated industrial waste (as determined by the Public Works Director) or high volume discharge and car washes:

Regulated Industrial or High Flow:

$$SU = \frac{\text{Daily Flow}}{180} \times 0.65$$

Daily Flow = Wastewater flow, gpd

Car Wash:

$$SU = \frac{\text{Daily Flow}}{180} \times 0.70$$

Daily Flow = Wastewater flow, gpd

In determining the number of service units for car washes, the calculation should include: (1) car wash discharges, and (2) discharges from other plumbing fixtures on the property.

All dischargers in this group shall be required to separately meter water used which is discharged to the wastewater system. Meter can be public or private. Public meter requires payment of applicable fees.

The daily flow shall be based on data submitted by the user. If actual flow exceeds this estimate by more than 25 percent in any subsequent one year period as determined by metered water usage, the connection charge shall be recomputed and the owner billed for additional charges due as a result of the higher than estimated flows. This provision shall apply to all

industrial waste or high volume dischargers and car washes where payment of wastewater connection charges was made on or after July 15, 1988.

Where the use of any discharger's facilities/premises in this group is changed or modified such that the change or modification requires approval by the Community Development Department, then the entire facility/premises shall be subject to the payment of additional connection fees as previously outlined.

e. Alternative factors - The adjustment factors for other user groups shall be as determined by the Public Works Director based on the volume and the strength of the discharge in Paragraph A of this Section. The total volume of water used from public and private sources may be determined by means of public or private meters, installed and maintained at the expense of the user and approved by the Public Works Director.

The formulas noted in a. through d. above are procedures to attempt to accurately estimate flow and waste strength. If the Public Works Director determines that any of the above applied procedures do not accurately represent the flow being discharged to the City sewer system, the Public Works Director may make a determination to correct the flow discrepancy in accordance with established engineering practices.

3. Connection Charge Rate

The connection charge rate per service unit shall be \$7,893.

4. Connection Charge

The actual connection charge shall be determined by multiplying the number of service units by the connection charge rate per service unit.

5. Minimum Number of Plumbing Fixture Units

a. For purposes of connection charge calculations, the equivalent residential units for bakery, market, restaurant and mortuary categories shall be determined by using the actual number of installed fixture units with a minimum of 10 plumbing fixture units.

b. For purposes of connection charge calculations, commercial users with a low volume of wastewater discharge and with 10 or less installed plumbing fixture units shall be assigned one-half (1/2) of a service unit.

c. For purposes of connection charge calculations, all other commercial users shall be charged using the actual number of installed plumbing fixture units, with a minimum of 20 plumbing fixture units.

6. Revisions to Service Unit Calculation

a. If required by the Public Works Director, any non-residential user may be required to submit the test results of an analysis performed by a certified laboratory on a representative 24-hour composite sample of a comparable wastewater discharge. The analysis shall be for BOD, SS and/or any other parameter(s) as may be required by the Public Works Director.

b. In the event a user believes that the strength and/or flow factors assigned are not applicable, said user may have a comparable wastewater discharge analyzed by a certified laboratory. The Public Works Director shall review these results and may make an adjustment to the strength and/or flow factors if the above described submission is judged to be representative of the user's anticipated wastewater strength and flow.

c. All costs to obtain said wastewater analyses shall be arranged and paid for by the user.

B. **Common Ownership.** The charges set forth in this subsection shall apply, except for those buildings with a total floor area equal to or greater than 25,000 square feet. The provisions of the "Special Situations" subsection of this section shall then apply. Motels, hotels and any other buildings on a parcel of land with a common ownership that cannot at some future date be divided shall be considered on an overall basis, and the minimum charge shall not apply to each individual building. Wastewater matters pertaining to non-residential condominiums shall be overseen by a property owners association. Such connection fees shall be paid at the appropriate commercial rate for a minimum of twenty (20) fixture units within each separate building, and this twenty (20) minimum fixture unit count shall

remain in-use or available to the building. Transfer of fixture unit credits exceeding twenty (20) that are not in use may be transferred between non-residential condominium units under the management authority of the property owners association. If additional fixture units must be purchased to accommodate the wastewater disposal needs of a given non-residential condominium, such fixtures shall be purchased by the owner association, considered appurtenant to the parent property of the association and administered accordingly.

C. Escalation. In December of each year, all wastewater connection charges in this Ordinance shall be increased by a factor based upon the change from the preceding July-to-July period in the Engineering News Record (ENR) Construction Cost Index for Los Angeles. The July 2016 ENR Construction Cost Index for Los Angeles was 11155.03 and shall be the basis for future adjustments.

D. Vested Maps. Development projects with an approved vesting tentative map which had an application deemed complete by the City prior to July 5, 1996 shall pay the indexed wastewater connection charge of \$7,166 per service unit, as annually adjusted by C above. Development projects with an approved vesting tentative map which had an application deemed complete by the City on or after July 5, 1996 and prior to April 1, 1999 shall pay the wastewater connection charge of \$7,894 per service unit, as annually adjusted by C above.

E. Special Situations. For special situations such as combined use buildings, multiple occupant developments, high volume discharges or any other facilities where the connection charge computed in accordance with the connection charge subsection of this section does not, in the opinion of the Public Works Director, result in an equitable connection charge, said charge shall be determined based on the best available information and on current professional engineering practices. Such connection charge shall be based on criteria such as (but not limited to): environmental impact, National Pollution Discharge Elimination System requirements, water consumption, peak loading, residential equivalency, treatment plant capacity and capital costs.

III. This section intentionally left blank.

IV. In accordance with Section 10-1.703, monthly wastewater service charges shall be determined as follows:

A. Monthly wastewater service charges shall be based upon the estimated flow, biochemical oxygen demand (BOD) and suspended solids (SS) of the discharge to the wastewater system.

1. Formula for Service Unit Determination

$$\text{SU} = (\text{ERU}) \times (\text{Strength Factor}) \times (\text{Flow Factor})$$

or

$$(\text{ERU}) \times (\text{Combined Factor})$$

SU = Service Unit

ERU = Equivalent Residential Unit

2. Strength & Flow Adjustment Factors for User Groups:

<u>User Group</u>	<u>Strength Factor</u>	<u>Flow Factor</u>	<u>Combined Factor</u>
a. <u>Residential</u>	1.0	1.0	1.0
(all residential units including single family or detached dwelling, condominium/ townhouse, apartment, mobile home, congregate care and hotel/motel units <u>with</u> kitchens)			
b. <u>Commercial</u> (10 or more plumbing fixture units)			
Bakery	---	---	1.85
Retail/professional	1.0	1.0	1.0
Restaurant	---	---	1.85
Restaurant (with grease trap)	---	---	1.2
School	0.7	0.75	0.525
Service Station	1.0	1.0	1.0
Church	1.0	1.0	1.0
Medical	1.0	1.0	1.0
Mortuary	---	---	1.85
Market	---	---	1.85
Major Retail	1.0	1.0	1.0

Hotel/motel without kitchen	1.0	1.0	1.0
Laundromat	1.0	1.0	1.0
All Others	1.0	1.0	1.0

c. Industrial

Non-regulated or normal volume discharge	1.0	1.0	1.0
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d. Regulated industrial waste (as determined by the Public Works Director) or high volume discharge and car washes:

Regulated Industrial or High Flow:

$$SU = \frac{\text{Daily Flow} \times 0.65}{180}$$

Daily Flow = Wastewater flow, gpd
Car Wash:

$$SU = \frac{\text{Daily Flow} \times 0.70}{180}$$

Daily Flow = Wastewater flow, gpd

In determining the number of service units for car washes, the calculation should include: (1) car wash discharges, and (2) the discharge from other plumbing fixtures on the property.

e. Other - The adjustment factors for other user groups shall be as determined by the Public Works Director based on the volume and the strength of the discharge. The total volume of water used from public and private sources may be determined by means of public or private meters, installed and maintained at the expense of the user and approved by the Public Works Director.

The formulas noted in a. through d. above are procedures to attempt to accurately estimate flow and waste strength. If the Public Works Director determines that any of the above applied procedures do not accurately represent the flow being discharged to the City sewer system, the Public Works Director may make a determination to correct the flow discrepancy in accordance with established engineering practices.

3. Service Unit Rate and Wastewater Service Charge

- a. The service unit rate shall be \$28.78 per service unit. The actual wastewater service charge shall be determined by multiplying the number of service units by the service unit rate.
- b. For a single-family residence, the monthly wastewater service charge shall be \$28.78 per service unit.
- c. The minimum monthly service charge for a property for which wastewater service is provided shall be equal to the monthly wastewater service charge for a single-family residence.

4. Minimum Number of Plumbing Fixture Units

- a. For purposes of service charge calculations, the equivalent residential units for bakery, market, restaurant and mortuary categories shall be determined by using the actual number of installed fixture units with a minimum of 10 plumbing fixture units. For all other categories, the minimum number of plumbing fixture units shall be 20.

5. Revisions to Service Unit Calculation

- a. If required by the Public Works Director, any non-residential user may be required to submit the test results of an analysis performed by a certified laboratory on a representative 24-hour composite sample of wastewater originating from said user. The analysis shall be for BOD, SS and/or any other parameter(s) as may be required by the Public Works Director.
- b. In the event a user believes that the strength and/or flow factors assigned are not applicable, said user may have the wastewater discharge analyzed by a certified laboratory. The Public Works Director shall review these results and may make an adjustment to the strength and/or flow factors if the above described submission is judged to be a representative sample of the user's wastewater strength and flow.
- c. All costs to obtain said wastewater analyses shall be arranged and paid for by the user.

B. Additional Service Charges.

1. **Service Charge for Properties Outside City Limits.** For wastewater service provided outside City limits, the service charge as determined in Paragraph (A) of this section shall be increased by \$0.45 per service unit.

2. **Service Charge Surcharge for Projects With Vesting Tentative Map Applications Deemed Complete.** The difference between the indexed connection charge paid by a project with a complete vesting tentative map application and the full connection charge in effect for all other development projects shall be collected from the property owner in the form of a user service surcharge. The City shall collect the surcharge by adding an additional sum to the monthly or bimonthly wastewater service bill for the property. The surcharge shall be collected over a period not to exceed 10 years and shall include an interest payment of 6.5% compounded annually. The amount of the monthly or bimonthly surcharge shall remain the same for the duration of time that the surcharge is collected.

C. Charges for portions of months. A property connected to the wastewater system for a portion of a billing period shall be billed for the portion of the period service is received.

D. Delinquencies. The basic penalty is equal to ten (10%) percent of the unpaid wastewater service charge. An additional penalty, equal to one-half of one percent (0.5%) of the unpaid wastewater service charge and the basic penalty, shall be charged each month, or fraction thereof, that the wastewater service charge and the basic penalty of the previous billing period remain unpaid.

V. In accordance with Section 10-1.706, the overhead rate is included in the approved fully burdened hourly rate.

VI. In accordance with Section 10-1.6, the following pollutant discharge limits shall apply to all users of the wastewater system:

TABLE I

<u>Constituent</u>	<u>Discharge Limits mg/l</u>
Arsenic	1.0
Cadmium	0.8
Total Chromium	2.5

Copper	2.0
Lead	0.6
Mercury	0.01
Nickel	2.0
Silver	0.5
Zinc	5.0
Cyanide (total)	2.5
Selenium	0.1
Phenols	1.0
Total Identifiable Chlorinated Hydrocarbons	0.05
Boron	1.0
Fluoride	3.0

In addition, no person shall discharge any wastewater:

1. Having a temperature higher than 150 degrees Fahrenheit (65 degrees Celsius).
2. Containing more than 25 mg/l of oil and grease of petroleum or mineral origin, or 175 mg/l of oil and grease of animal or vegetable origin.
3. Having a pH less than six (6) or greater than eleven and one-half (11.5).
4. Containing suspended solids greater than 500 mg/l.
5. Having a standard five-day biochemical oxygen demand more than 600 mg/l.
6. Containing a dissolved sulfide and/or sulfite content higher than 1.0 mg/l.

7. Containing a TDS (total dissolved solids) content which exceeds 1,000 mg/l or the potable water supply TDS by more than 250 mg/l, whichever is greater.

8. Containing a chloride content which exceeds 200 mg/l or the potable water supply by more than 50 mg/l, whichever is greater.

VII. In accordance with Section 10-1.604, the penalty fee for improperly maintained grease and sand traps shall be as follows:

- A. \$100.00 for the first violation in twelve months.
- B. \$300.00 for the second violation in twelve months.
- C. \$900.00 for the third violation in twelve months.

VIII. In accordance with Section 10-1.606(l), those users discharging prohibited substances or excess concentrations of regulated constituents shall be subject to a penalty fee in an amount not to exceed \$500.00 per day for each constituent in violation of discharge limits or discharge prohibition.

IX. Repeal of any provision of this Ordinance shall not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part shall remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

X. Any wastewater-related fees not set forth in this Ordinance may be set forth in the User Fee Manual or other Ordinance or Resolution.

PART 3

Continuation (Uncodified)

Repeal of any provision of Ordinance No. 1615-NS herein shall not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part shall remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

PART 4

**Severability
(Uncodified)**

If any section, sentence, clauses, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions. The City Council hereby declares that it would have passed this ordinance, and each section, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clause, or phrases be declared invalid or unconstitutional.

PART 5

Effective Date

This ordinance shall take effect on January 1, 2017.

PASSED AND ADOPTED this 6th day of December, 2016.



Joel R. Price, Mayor
City of Thousand Oaks

ATTEST:



Cynthia M. Rodriguez, City Clerk

**APPROVED AS TO FORM:
Office of the City Attorney**



Felicia Liberman, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, Interim City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Ordinance No. 1625-NS that was introduced by said City Council at a regular meeting held November 15, 2016 and adopted by said City Council at a regular meeting held December 6, 2016 by the following vote:

AYES: Councilmembers Fox, Adam, Bill-de la Peña, and Mayor Price

NOES: None

ABSENT: Councilmember McCoy

I further certify that said Ordinance No. 1625-NS was published as required by law in the VENTURA COUNTY STAR, a newspaper of general circulation printed and published in said City.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California


Date Attested

SOLID WASTE RATE ADJUSTMENTS

RESOLUTION NO. 2016-066

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF THOUSAND OAKS ESTABLISHING 2017
RESIDENTIAL AND COMMERCIAL SOLID WASTE
RATE SCHEDULES

WHEREAS, the City of Thousand Oaks Municipal Code Section 6-2.301, *et seq.*, allows the City to provide for integrated solid waste collection and management services through private contractors, who are authorized to perform such services through franchises granted by the City; and

WHEREAS, on June 13, 2006, City Council approved a Residential Franchise Agreement with Newbury Disposal Company, and approved a Residential and Commercial Franchise Agreement with G.I. Industries Inc., a subsidiary of USA Waste of California Inc., a Waste Management Company; and

WHEREAS, on June 25, 2013, City Council approved a three year term extension of the residential Exclusive Refuse, Recycling and Street Sweeping Franchise Agreements with USA Waste of California, Inc., a Waste Management Company, and Newbury Disposal Company extending the term from June 30, 2018 to June 30, 2021 and a six year term extension for commercial service with USA Waste of California, Inc., a Waste Management Company extending the term from June 30, 2015 to June 30, 2021; and

WHEREAS, on November 10, 2015, the City Council approved Non-Exclusive Franchise Agreements for the collection of refuse and recyclable material with Harrison Industries/Newbury Disposal Company; J&L Hauling and Disposal, Inc.; JTZ, Inc., DBA Zacarro RollOff; SEA/SUE, INC., DBA Anderson Rubbish Disposal; United Property Services, Inc., DBA Haul4Me.com; USA Waste of California, Inc., A Delaware Corporation, A Waste Management Company; and Ware Disposal, Inc.; and

WHEREAS, the City of Thousand Oaks Municipal Code Section 6-2.310 allows for the City Council to establish charges for collection, transportation, processing, and disposal of solid waste and recycled materials; and

WHEREAS, Article 9 of the Exclusive Franchise Agreements between the City of Thousand Oaks and above-named contractors specifies the rate escalation methodology to be used in determining an adjustment to rates; and

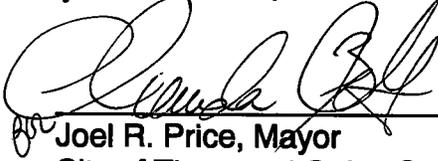
WHEREAS, Article 9 of the Non-Exclusive Franchise Agreements between the City of Thousand Oaks and the above-named contractors specifies the rate escalation methodology to be used in determining an adjustment to rates; and

WHEREAS, the rates for the period of January 1, 2017 through December 31, 2017, have been determined in accordance with Article 9 of the Exclusive Franchise Agreements; and

WHEREAS, the rates for the period of January 1, 2017 through December 31, 2017, have been determined in accordance with Article 9 of the Non-Exclusive Franchise Agreements.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Thousand Oaks adopts the attached 2017 Rate Schedules (Exhibits E and F) with an effective date of January 1, 2017.

PASSED AND ADOPTED this 15th day of November, 2016.



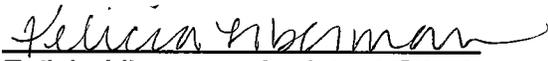
Joel R. Price, Mayor
City of Thousand Oaks, California

ATTEST:



Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:



Felicia Liberman, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Andrew P. Powers, Interim City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

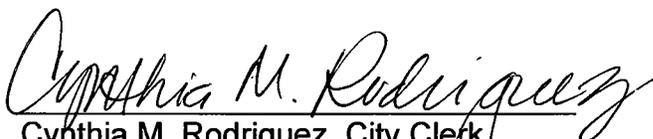
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2016-066 which was duly and regularly passed and adopted by said City Council at a regular meeting held November 15, 2016, by the following vote:

AYES: Councilmembers Fox, Adam, McCoy, Bill-de la Peña, and Mayor Price

NOES: None

ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California


Date Attested

Exhibit E
 City of Thousand Oaks Solid Waste Collection Rates
Roll-off and Bin Service - Non-Exclusive Franchise
 Effective Date January 1, 2017

Maximum Rate Per Pick-up

3 yard bin	\$157.35
All Roll-Offs All Materials	\$235.00 plus tipping fee

Special Fees:

1) Delinquency charge for non-payment of account 30 days after receipt of service:	5% of monthly charge
2) Returned check fee:	\$10.00
3) Service fee: Excess of posted weight (on overweight amount only) Inability to access drop box when scheduled for pick-up	\$50.00/ton \$50.00/run
4) Long-term bin maximum rental fee after first week of rental:	\$10.00/day
5) Damaged bin:	\$125.00
6) Damaged Roll-Off	92% of service rate
6) Graffiti removal per container	\$25.00

Note: Landfill disposal (tipping) fees may include landfill or processing facility gate fees.
 Hauler required to provide written verification of disposal fees to customer within 30 days
 of completion of service. Hauler required to provide written verification of service
 and processing cost for recycled materials if requested by customer.

Exhibit E - 1
City of Thousand Oaks Solid Waste Collection Rates
Residential Service - Exclusive Franchise
Effective Date - January 1, 2017

Basic Service

Weekly collection of one cart (64 gallon) for solid waste, \$30.01 /mo.
one cart (96 gallon) for yard trimmings and one cart
(64 gallon) for recyclables.

Service Options:

Trash cart exchange: trade 64 for 96 gallon cart \$3.00 /mo.
Additional 64 gallon trash cart \$5.00 /mo.
Additional 96 gallon trash cart \$8.00 /mo.

Additional 96 gallon yard trimmings cart \$3.50 /mo.

Recyclables cart exchange: trade 64 for 96 gallon No charge
Additional 64 gallon recyclables cart No charge
Additional 96 gallon recyclables cart \$3.00 /mo.

Limited Service - without yard trimmings service

Weekly collection of one cart (33 gallon) for solid waste, \$23.78 /mo.
and one cart (64 gallon) for recycling.

Limited Service - with yard trimmings service

Weekly collection of one cart (33 gallon) for solid waste, and one cart \$28.49 /mo.
(96 gallon) for yard trimming and one cart (64 gallon) for recycling.

Service changes - customer may change service levels one time during the first Franchise Year at no charge.

Additional service changes: \$5.00

Multi-family dwelling unit (Individual billing)

\$26.00 /mo.

Multi-family dwelling unit (centralized billing)

\$22.75 /mo.

Multi-family dwelling units receive one cart (64 gallon) for solid waste and one cart (64 gallon) for recyclables collection. Yard trimmings collection is not included for multi-family dwelling units.

Senior Discount

\$3.00 /mo.

Residents who are heads of household and are at least 62 years of age may receive the discount at any service level by application to the Contractor.

Special Charge (Maximum)

- | | |
|--|--|
| 1) Move-in/move-out fee | \$15.00 |
| 2) Delinquency charge for non-payment of account | 5% of monthly charge |
| 3) Returned check charge | \$10.00 |
| 4) Stop service/restart fee | \$5.00 |
| 5) Extra item pick-up | \$3.00 /bag
\$5.00 /cart service (same day) |
| 6) Freon service Fee | \$10.00 /unit |
| 7) Lost or damaged cart charge | \$50.00 |

Exhibit E - 2 (a)
City of Thousand Oaks Solid Waste Collection Rates
Commercial Service - Exclusive Franchise
Effective Date January 1, 2017

Maximum Monthly Rate (\$) Per Container (Collections Per Week)

<u>34 and 55 Gallon Carts</u>	1X week	2X week	3X week	4X week	5X week	6X week
Barrel Rental	4.45	4.45	4.45	4.45	4.45	4.45
Pick-up Charge	18.25	36.50	54.75	73.00	91.25	109.50
Surcharge *	9.05	---	---	---	---	---
Total Charge	\$31.75	\$40.95	\$59.20	\$77.45	\$95.70	\$113.95

\$22.70

<u>1 1/2 and 2-Yard Containers/Bins</u>	1X week	2X week	3X week	4X week	5X week	6X week
Bin Rental	25.65	25.65	25.65	25.65	25.65	25.65
Pick-up Charge	62.15	124.30	186.45	248.60	310.75	372.90
Surcharge *	30.95	---	---	---	---	---
Total Charge	\$118.75	\$149.95	\$212.10	\$274.25	\$336.40	\$398.55

\$87.80

<u>3-Yard Containers/Bins</u>	1X week	2X week	3X week	4X week	5X week	6X week
Bin Rental	33.65	33.65	33.65	33.65	33.65	33.65
Pick-up Charge	82.55	165.10	247.65	330.20	412.75	495.30
Surcharge *	41.15	---	---	---	---	---
Total Charge	\$157.35	\$198.75	\$281.30	\$363.85	\$446.40	\$528.95

\$116.20

<u>4-Yard Containers/Bins</u>	1X week	2X week	3X week	4X week	5X week	6X week
Bin Rental	38.60	38.60	38.60	38.60	38.60	38.60
Pick-up Charge	110.05	220.10	330.15	440.20	550.25	660.30
Surcharge *	54.80	---	---	---	---	---
Total Charge	\$203.45	\$258.70	\$368.75	\$478.80	\$588.85	\$698.90

\$148.65

*NOTE: The surcharge is not included on more than one bin serviced once per week.

Rates for 5 1/2 and 6 yards are double the 3-yard rate above.

For customer-owned packer units, the rate shall be the rate above, plus compaction surcharge (100% pick up charge only). Prior City-approval is required for this charge.

Exhibit E - 2 (b)
 City of Thousand Oaks Solid Waste Maximum Special Services Rates
Commercial Service - Exclusive Franchise
 Effective Date January 1, 2017

Special Charges: Commercial/Industrial/Multi-Family

1)	Delinquency for non-payment (30 days after the end of the service period being billed for, or 30 days after the billing is delivered, whichever is later)	5% of monthly rate
2)	Returned check fee	\$10.00
3)	Locked bin fees: Special locking bin (one time fee) Replacement lock Monthly service fee to unlock bins	\$30.00 \$7.00 \$20.00
4)	Bin exchange (after one free bin exchange per year)	\$50.00
5)	Bin replacement due to internal burning (excessive damage)	\$125.00
6)	Percent increase in collection rate where special handling is required (Percentage is applied to total rate)	20%
7)	Graffiti removal (per container)	\$25.00
8)	Return trip fee (Inability to access container that is unsafe or hard to handle due to excess weight or improper loading when schedule for service)	\$35.00
9)	Stop service/restart fee Restart fee when container(s) removed by Contractor	\$25.00 \$50.00
10)	Commercial/industrial bulky item service (Limit two items of furniture/appliances per visit) Additional items (after first two used) (Multi-family unit residents entitled to one free pickup of two bulky items per calendar year after free pickup is used - \$25/two items, \$15 each additional item*)	\$25/two items \$15.00/each
11)	Christmas tree recycling at multi-family unit complexes	92% of service rate
12)	Sharps disposal by mail price of container (shipping additional \$5.95) 1 quart - \$19.95 4.8 quart - \$29.95 1 gallon - \$28.33 2 gallon - \$39.95 3-gallon - \$53.25 6.5 gallon - \$77.95	

*Note: Mobile home parks with collection at each dwelling unit shall be charged the residential multi-family dwelling unit rate.

Exhibit E - 2 (c)
City of Thousand Oaks Solid Waste Collection Rates
Commercial Service - Exclusive Franchise
Effective Date January 1, 2017

Calculation Methodology:

1. Calculate monthly refuse cost based on weekly trash tips.
2. For customers who have recycling service provided by a City franchised hauler, calculate monthly recycling cost based on weekly recycling tips using the refuse rate table before any discounts. For bin recycling service, the rate is 30% of the refuse rate so calculated. For barrel recycling service, the rate is 50% of the refuse rate so calculated.
3. Compare recycling tips with total tips (refuse and recycling) - if percentage of total recycling tips in comparison to total tips is 25% or greater, reduce refuse rate by 10%. If percentage is less than 25%, reduce refuse rate by 5%.
4. Add adjusted refuse cost to recycling cost for monthly rate (lines 2 and 3).

Exhibit E - 2 (d)
 City of Thousand Oaks Solid Waste Collection Rates
Roll-off (Drop Box) Service - Exclusive Franchise
 Effective Date January 1, 2017

Maximum Rate Per Pick-up

<u>Landfilled Materials</u>		<u>Recycled (source separated) Materials</u> (Concrete, Wood, Greenwaste Paper/Cardboard)
10 Yard-	\$188.00 plus tipping fee	\$200/flat rate
25 yard-	\$212.00 plus tipping fee	\$200/flat rate
40 yard-	\$235.00 plus tipping fee	\$200/flat rate
50 yard-	\$235.00 plus tipping fee	\$200/flat rate
Packer-	\$314.00 plus tipping fee	N/A

Special Fees:

- | | |
|---|----------------------------|
| 1) Delinquency charge for non-payment of account
30 days after receipt of service: | 5% of monthly charge |
| 2) Returned check fee: | \$10.00 |
| 3) Service fee:
Excess of posted weight (on overweight amount only)
Inability to access drop box when scheduled for pick-up | \$50.00/ton
\$50.00/run |
| 4) Long-term bin maximum rental fee after first
week of rental: | \$10.00/day |
| 5) Damaged bin/ roll-off: | \$100.00 |
| 6) Christmas tree recycling at multi-family unit complexes: | 92% of service rate |

Note: Landfill disposal (tipping) fees may include landfill or processing facility gate fees. Hauler required to provide written verification of disposal fees to customer within 30 days of completion of service. Hauler required to provide written verification of service and processing cost for recycled materials if requested by customer. City fees shall be based on \$115 average container load charge for flat-fee transactions.

Exhibit F
City of Thousand Oaks Solid Waste Collection Rates
Roll-off and Bin Service - Non-Exclusive Franchise
Effective Date January 1, 2017

Calculation Methodology:

1. Rate for 3 Yard Bin service is equivalent to 3 yard bin Exclusive Commercial Franchise.
2. Rate for All Roll-Offs is equivalent to 40 yard roll-off rate for Exclusive Commercial Franchise.

LIGHTING AND LANDSCAPING ASSESSMENT
DISTRICT NO. 79-2

RESOLUTION NO. 2016-042

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS APPROVING THE ENGINEER'S REPORT FOR LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2, AND ANNUAL LEVY OF ASSESSMENTS RELATED THERETO COMMENCING IN FISCAL YEAR 2016-17

WHEREAS, the City of Thousand Oaks has previously formed the Thousand Oaks Landscape and Lighting Assessment District No. 79-2 (hereinafter referred to as the "District"), and levied annual special benefit assessments pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, beginning with Section 22500 (hereinafter referred to as the "Act"), and in accordance with the provisions of California Constitution Article XIID; and,

WHEREAS, the City Council ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report") regarding the levy of assessments for Fiscal Year 2016-17, pursuant to Chapter 3, Section 22622 of the Act and in accordance with the provisions of the California Constitution Article XIID; and,

WHEREAS, the Act provides for the levy and collection of assessments by the County of Ventura for the City of Thousand Oaks to pay for the maintenance, operation and services of the improvements and facilities within the District; and,

WHEREAS, the City Council approved the agreement with the Ventura County Auditor-Controller requesting the service of placement of the Landscape and Lighting Assessment District direct assessments on the Secured Tax Rolls and distribution of Collections to the City of Thousand Oaks; and,

WHEREAS, there has now been presented to the City Council the Final Engineer's Report in connection with the proposed levy of assessments for Fiscal Year 2015-16 in accordance with Chapter 1, Article 4 (commencing with Section 22565) of the Act; and,

WHEREAS, the City Council has carefully examined and reviewed the Engineer's Report as presented, has considered the public testimony, and is satisfied that the assessments have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District and each Benefit Zone therein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 Based on testimony given, and the documents and discussion presented, the City Council has directed and confirmed any necessary modifications or amendments to the Engineer's Report previously presented and filed, and said modifications or amendments so reflected by the minutes of this meeting shall by reference be incorporated into the Engineer's Report.

Section 3 The Engineer's Report, as presented or amended, consists of the following:

- a. Plans and specifications that describe the District, the Zones therein, and the proposed Improvements related thereto.
- b. Method of Apportionment that outlines the special benefit conferred on properties within the District from the improvements; and the calculations used to establish each parcel's proportional assessment.
- c. The Budget that outlines the costs and expenses to service, and maintain the improvements for the fiscal year including incidental expenses authorized by the Act, establishing the proposed assessment rates for Fiscal Year 2016-17.
- d. Identification of the maximum assessment rates including a description of the assessment range formula associated with these assessment rates.

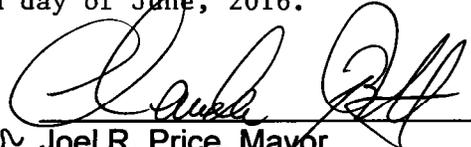
Section 4 The City Council hereby approves the Final Engineer's Report and the assessments contained therein as presented or amended, and the assessments so described comply with the provisions of the California Constitution Article XIID.

Section 5 The Final Engineer's Report as presented or amended is hereby ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection. The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Engineer's Report.

Section 6 This Resolution shall become effective immediately upon its adoption.

Section 7 The City Clerk shall certify the adoption of this Resolution.

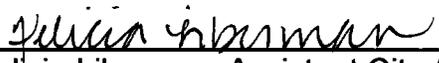
PASSED AND ADOPTED this 28th day of June, 2016.


for Joel R. Price, Mayor
City of Thousand Oaks, California

ATTEST:


Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney


Felicia Liberman, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:


Scott Mitnick, City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

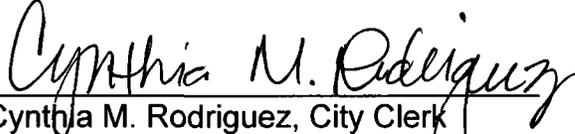
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2016-042 which was duly and regularly passed and adopted by said City Council at a regular meeting held June 28, 2016, by the following vote:

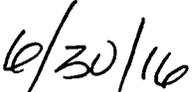
AYES: Councilmembers Fox, Adam, McCoy, and Mayor Pro Tem Bill-de la Peña

NOES: None

ABSENT: Mayor Price

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California


Date Attested

RESOLUTION NO. 2016-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS APPROVING THE ENGINEER'S REPORT FOR ANNEXATION OF TERRITORY IN THE THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2, AND ANNUAL LEVY OF ASSESSMENTS RELATED THERETO COMMENCING IN FISCAL YEAR 2016-17

WHEREAS, the City of Thousand Oaks has previously formed the Thousand Oaks Landscape and Lighting Assessment District No. 79-2 (hereinafter referred to as the "District"), and levied annual special benefit assessments pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, beginning with Section 22500 (hereinafter referred to as the "Act"), and in accordance with the provisions of California Constitution Article XIID; and,

WHEREAS, the City Council has, by previous Resolutions, initiated proceedings for the annexation of territory to the District in accordance with the Act (said territory hereafter referred to as the "Annexation Territory"), and declared its intention to hold a property owner protest ballot proceeding for the levy and collection of new assessments upon properties within the proposed Annexation Territory to pay the cost of improvements related thereto commencing with Fiscal Year 2016-17; and

WHEREAS, the City Council ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report") regarding the Annexation Territory and levy of assessments for Fiscal Year 2016-17, pursuant to Chapter 3, Section 22622 of the Act and in accordance with the provisions of the California Constitution Article XIID; and,

WHEREAS, the Act provides for the levy and collection of assessments by the County of Ventura for the City of Thousand Oaks to pay for the maintenance, operation and services of the improvements and facilities within the District; and,

WHEREAS, the City Council called and duly held property owner protest ballot proceedings for the proposed new assessments related to the Annexation Territory in accordance with the provisions of the California Constitution Article XIID, the results of which have been presented and confirmed by City Council; and,

WHEREAS, there has now been presented to the City Council the Engineer's Report in connection with the proposed annexation of specified territory to the District and the levy of assessments for Fiscal Year 2016-17 in accordance with Chapter 1, Article 4 (commencing with Section 22565) of the Act; and,

WHEREAS, the City Council has carefully examined and reviewed the Engineer's Report as presented, has considered the public testimony and written protests presented and evaluated the results of the property owner protest ballot proceedings to determine if majority protest exists for the annexation, and is satisfied that the assessments have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District and each Benefit Zone therein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 Based on testimony given, the results of the property owner protest ballot proceedings and the documents and discussion presented, the City Council has directed and confirmed any necessary modifications or amendments to the Engineer's Report previously presented and filed, and said modifications or amendments so reflected by the minutes of this meeting shall by reference be incorporated into the Engineer's Report.

Section 3 The new assessments for the Annexation Territory as outlined in the Engineer's Report (as presented or amended) have been approved by the property owner of record pursuant to the provisions of the California Constitution Article XIID.

Section 4 The Engineer's Report, as presented or amended, consists of the following:

- a. Plans and specifications that describe the District, the Zones therein, the Annexation Territory and the proposed Improvements related thereto.
- b. Method of Apportionment that outlines the special benefit conferred on properties within the District and Annexation Territory from the improvements; and the calculations used to establish each parcel's proportional assessment.
- c. The Budget that outlines the costs and expenses to service, and maintain the improvements for the fiscal year including incidental expenses authorized by the Act, establishing the proposed assessment rates for Fiscal Year 2016-17.
- d. Assessment Diagrams that identify the various parcels within the Annexation Territory.
- e. Identification of the maximum assessment rates including a description of the assessment range formula associated with these assessment rates.

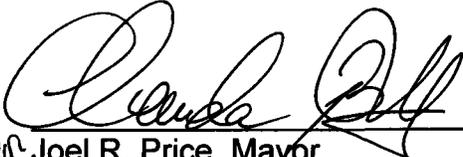
Section 5 The City Council hereby approves the Engineer's Report and the assessments contained therein as presented or amended, and the assessments so described comply with the provisions of the California Constitution Article XIID.

Section 6 The Engineer's Report as presented or amended is hereby ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection. The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Engineer's Report.

Section 7 This Resolution shall become effective immediately upon its adoption.

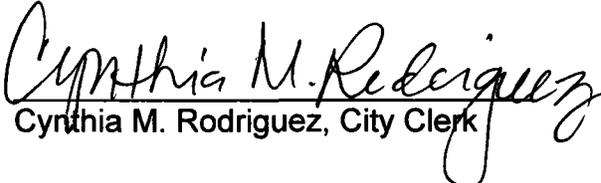
Section 8 The City Clerk shall certify the adoption of this Resolution.

PASSED AND ADOPTED this 28th day of June, 2016.



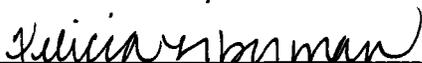
Joel R. Price, Mayor
City of Thousand Oaks, California

ATTEST:



Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



Felicia Liberman, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:



Scott Mitnick, City Manager

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF VENTURA) SS.
CITY OF THOUSAND OAKS)

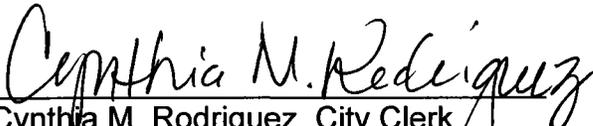
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2016-043 which was duly and regularly passed and adopted by said City Council at a regular meeting held June 28, 2016, by the following vote:

AYES: Councilmembers Fox, Adam, McCoy, and Mayor Pro Tem Bill-de la Peña

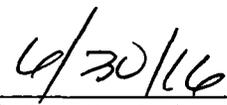
NOES: None

ABSENT: Mayor Price

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.



Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California



Date Attested

RESOLUTION NO. 2016-044

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 FOR FISCAL YEAR 2016-17

WHEREAS, the City of Thousand Oaks has previously formed the Thousand Oaks Landscape and Lighting Assessment District No. 79-2 (hereinafter referred to as the "District"), and levied annual special benefit assessments pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, beginning with Section 22500 (hereinafter referred to as the "Act"), and in accordance with the provisions of California Constitution Article XIII D; and

WHEREAS, the City Council has, by previous Resolution approved the Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report") for the District for Fiscal Year 2016-17, and said Engineer's Report sufficiently describes the Improvements and the assessments related thereto commencing with Fiscal Year 2016-17; and

WHEREAS, the Landscape District zone annexation of Tract 5951 as announced on May 24, 2016 per Resolutions 2016-22 and 2016-24 has been approved in accordance with the affirming property owner ballot opened during public hearing; and

WHEREAS, the levy and collection of assessments so described in the Engineer's Report shall be collected by the County of Ventura Auditor-Controller for the City of Thousand Oaks pursuant to the Agreement for Billing of Direct Assessments as approved by City Council on May 24, 2016; and

WHEREAS, the City Council and City Attorney have determined that the assessments comply with applicable provisions of the California State Constitution Section XIII D; and

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the Fiscal Year commencing July 1, 2016 and ending June 30, 2017, to pay the costs of maintenance, operation and services of the improvements and facilities within the District related thereto located within public places in the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 Following notice duly given, the City Council has acknowledged and approved the Landscape District annexation for Tract 5951, including the public hearing and balloting, and hereby declares the annexation as valid; and

Section 3 Based on public testimony, the facts presented, and its review of the Engineer's Report and any amendments, as applicable, a copy of which has been presented to the City Council and has been filed with the City Clerk, the City Council hereby finds and determines that:

- a. The land within the District receives special benefit from the operation, maintenance and servicing of landscape and lighting improvements and appurtenances, located in public places within the boundaries of the District; and,
- b. The net amount to be assessed upon the lands within the District is apportioned by a formula and method which fairly distributes the net amount among the eligible parcels in proportion to the estimated special benefits to be received by each parcel from the improvements and services and said apportionment of fees was approved by the property owners as defined in the Engineer's Report.

Section 4 The Engineer's Report and assessments as presented to the City Council and on file in the Office of the City Clerk are hereby confirmed as filed or as amended by City Council action, and so noted by the minutes of this meeting.

Section 5 The maintenance, operation and servicing of the improvements and appurtenant facilities shall be performed pursuant to the Act. The City Council hereby orders the proposed improvements to be made, which improvements are briefly described as follows: the maintenance and operation of and the furnishing of services, materials and improvements for public landscaping and lighting facilities, including, but not limited to plants, shrubs, grass, trees and other ornamental vegetation, irrigation systems, drainage systems, fencing, sidewalks, trails and other ornamental structures and facilities, street lights, pedestrian lights, traffic signals and safety lights, and other appurtenant facilities within the public right-of-way.

Section 6 The County Auditor of the County of Ventura shall enter on the County Assessment Roll opposite each eligible parcel of land the amount of levy so apportioned by the formula and method outlined in the Engineer's Report, and such levies shall be collected at the same time and in the same manner as the County taxes are collected, pursuant to Chapter 4, Article 2, Section 22646 of the Act. After collection by the County, the net amount of the levy shall be paid to the City Treasurer.

Section 7 The City Treasurer shall deposit the money representing assessments collected by the County for the District to the credit of a fund designated as the Improvement Fund for the Thousand Oaks Landscape and Lighting Assessment District No. 79-2; and such money shall be expended for the maintenance, operation, improvement and servicing of the landscaping, lighting and appurtenant facilities as described in Section 5 including the administrative and incidental expenses.

Section 8 The City Clerk is hereby directed to enter this Resolution on the minutes of the City Council meeting which shall constitute the official declaration of levy for Thousand Oaks Landscape and Lighting District No. 79-2 as outlined in the Engineer's Report.

Section 9 The adoption of this Resolution constitutes the District levy for the Fiscal Year commencing July 1, 2016 and ending June 30, 2017.

Section 10 The City Clerk, or their designee, is hereby authorized and directed to file the levy with the County Auditor upon adoption of this Resolution, pursuant to Chapter 4, Article 1, Section 22641 of the Act.

Section 11 This Resolution shall become effective immediately upon its adoption.

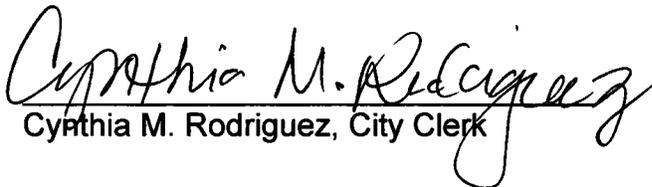
Section 12 The City Clerk shall certify the adoption of this Resolution.

PASSED AND ADOPTED this 28th day of June, 2016.



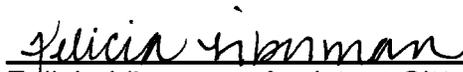
Joel R. Price, Mayor
City of Thousand Oaks, California

ATTEST:



Cynthia M. Rodriguez, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney



Felicia Liberman, Assistant City Attorney

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CERTIFICATION

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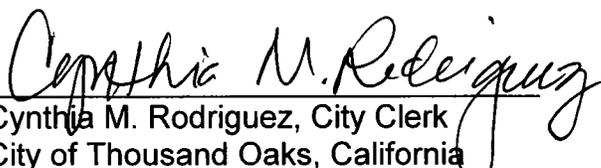
I, CYNTHIA M. RODRIGUEZ, City Clerk of the City of Thousand Oaks, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 2016-044 which was duly and regularly passed and adopted by said City Council at a regular meeting held June 28, 2016, by the following vote:

AYES: Councilmembers Fox, Adam, McCoy, and Mayor Pro Tem Bill-de la Peña

NOES: None

ABSENT: Mayor Price

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California.


Cynthia M. Rodriguez, City Clerk
City of Thousand Oaks, California


Date Attested

User Fee Policy

SECTION VI - USER FEE POLICY

City of Thousand Oaks

Administrative Policies and Procedures

SUBJECT: User Fee Policy	APP NO.: 14.016 Submission Date: 7/13/05	AUTHORITY: City Manager Adoption/Approval Date:
DEPARTMENT: FIN	Revision Dates: 3/3/08; 01/14/16; 10/17/16	Revision Dates:

PURPOSE:

The purpose of this policy is to provide general guidelines and to incorporate best practices in establishing user fees to ensure that the City adequately recovers costs for services it provides to the public. The User Fee Policy identifies factors that need to be considered in setting fees, the level of cost recovery, and the frequency of comprehensive user fee studies. The key factor of the User Fee Policy is to review and update fees on an ongoing basis to ensure that they keep pace with changes in the cost of living, as well as changes in methods or levels of service delivery.

The policy is to define and clarify the following: Factors to consider when setting fees and charges; When charges and fees should be reviewed; User Fee Adoption Process; Cost Recovery Calculation; Cost Allocation Plan; and, Provisions of Proposition 26.

GENERAL POLICY:

The City imposes fees and charges to users for City services, goods, and permits. These fees and charges can be set at 100 percent of full cost or subsidized by City funds. In adoption of fees, it must be found that fees and charges do not exceed the City's costs in providing the service or processing work. User fees and charges will be adjusted biannually to recover the full cost of services provided, unless City Council determines that a subsidy from the General Fund (or any other fund) is in the public interest. According to the standards established by Government Finance Officers Association (GFOA) and National Advisory Council on State and Local Budgeting (NACSLB) and their best practice guidelines, governments should calculate the full cost of the different services they provide. For instance, GFOA recommends a formal fee policy that should identify factors to be considered when pricing services.

Factors to be Considered When Setting Fees and Charges, and Cost Recovery Levels

1. Consider community-wide versus special service nature of the program or activity. The use of general purpose (tax) revenue is appropriate for community-wide services, while user fees at full cost are appropriate for services which are of special benefit to easily identified individuals or groups.
2. The full cost of providing a service should be calculated to provide a basis for setting the charge or fee. Full costs shall include the following elements: direct labor, fringe benefits, equipment, materials, contract services, utilities, and cost allocation of indirect expenses including legislative and central services costs.
3. Fees and charges, in the absence of a specific public policy exception, should be set at full cost recovery.
4. Public policy exceptions can occur due to the nature of the program or activity such as ham radio, special events, farm animals, landmark trees, and library fees.

When Charges and Fees Should be Reviewed

1. City Staff should review fees and charges and revise as necessary at least every two years during the budget cycle in a manner similar to a Fee Study to determine the cost of services. (Refer to "User Fee Adoption Process" below.)
2. Regular changes/revisions to user fees shall be first reviewed by department staff. Changes/revisions will be discussed with the Finance Department. If the fee change/revision is deemed appropriate, the Finance Department will recommend staff take the fee to City Council for adoption. If it is related to a Development or Building related fee, notices will be sent out to various parties and noticed in a Public Hearing.
3. All adopted changes shall be published in the City's user fee manual, also located on the City's website, both of which shall be maintained by the Finance Department.
4. This policy and the schedule of charges and fees, current and proposed, should be made available to the public.

Traffic Impact Fees

Traffic Impact fees are reviewed biennially during the User Fee review process by Public Works staff. Staff will have a consultant perform a study on Traffic Impact fees every eight to ten years. During the off study years, staff will apply an appropriate CPI to applicable Traffic fees.

User Fee Adoption Process

During the biennial budget process:

1. Staff will present City Council with User Fees at both a Study Session and a Public Hearing meeting.
2. Thirty days prior to the meeting, staff will notice interested parties (e.g., Building Industry Association of Southern California's Los Angeles/Ventura Chapter (BAI), Chamber of Commerce, etc.)
3. The Public Hearing meeting will be Noticed twice in the local newspaper fourteen (14) and seven (7) days prior to the meeting and the Public Hearing User Fee Manual will be made available for public review.
4. User Fee resolutions will be reviewed by staff and City Attorney's Office prior to the Public Hearing and signed by the Mayor, if adopted at the Public Hearing City Council meeting.

Throughout the course of the Fiscal Year:

There are times throughout the course of the fiscal year that staff determines a need for a new User Fee or User Fees are reviewed or revised resulting in a change to the current adopted User Fee manual. Staff will do the following:

1. The User Fee(s) will be taken to City Council at a Public Hearing.
2. If the User Fee(s) are development related, staff will Notice the meeting twice in the local newspaper fourteen (14) and seven (7) days prior to the meeting and the User Fee(s) will be made available for public review.

3. If the User Fee(s) are **not** development related, staff will Notice the meeting once in the local newspaper seven (7) to ten (10) days prior to the meeting and the User Fee(s) will be made available for public review.
4. User Fee resolutions will be reviewed by staff and the City Attorney's Office prior to the Public Hearing and signed by the Mayor, if adopted at the Public Hearing City Council meeting.

Cost Recovery Calculation

City departments with user fees shall determine cost recovery rates based on direct and indirect costs for all fees in order to accurately calculate the cost of providing services regardless of whether all services are deemed to be fully cost recoverable. Indirect costs shall include allocated central support services costs (information technology, risk management, fleet assignment, usage fees, etc.).

Fees shall be biennially adjusted to maintain the cost recovery level. Departments with user fees shall be responsible for developing cost recovery rates for their respective user fees in accordance with the cost recovery levels described in this policy. Where appropriate, departments may initiate a multi-phase approach to achieve a targeted cost recovery rate.

Different methods of adjustments are acceptable such as using a Consumer Price Index (CPI), State and Local Implicit Price Deflator, Municipal Cost Index, or other inflators. It is recommended that, if applicable, a CPI inflator be used for setting or revising the City's user fees.

Cost Allocation Plan

The annual Citywide Cost Allocation Plan (Plan) identifies the costs of administrative support for all City departments and special funds. Uses of the Plan includes:

1. Ensuring all direct and indirect costs associated with providing services are included in the calculation of user fees and charges. For example, the Plan is the basis for the indirect cost component of the fully burdened hourly rate used to calculate the cost of City staff providing fee services.
2. Developing the Federal Cost Allocation Plan (2 CFR Part 200 Supersedes OMB A-87).
3. Charging administrative support costs to the appropriate funds, including Enterprise Funds, Lighting and Landscape Zones, Flood Control Zones, Mello-Roos Assessment Districts, and Community Development Block Grant funds.

Cost Allocation Plan Process:

1. The purpose of this study is to identify the City's central service department costs that provide an indirect benefit (hereafter referred to as "Allocable Costs") to the City's operating departments/divisions (hereafter referred to as "Allocation Cost Centers") and to distribute these allocable costs to the allocation cost centers in a fair and equitable manner.
2. Every year, the City prepares a cost allocation plan to identify costs associated with providing certain central services to other City departments. These indirect service charges reimburse the administration and overhead services provided by General Fund departments, such as Finance, City Attorney, and Human Resources. The full cost allocation plan delineates the basis of allocation by department and can include total operating budget (excluding capital and debt), the number of full-time equivalent positions per department, specific number of requests or hours of

service provided, etc. These costs are charged to the various operating departments/divisions by an interfund transfer, as provided in the City's cost allocation plan.

3. The City uses a "double step down" method, which is one of the five methods for allocating indirect costs described in the Cost Accounting Manual; October 2001 prepared by the Office of Management and Budget, and is considered the most accurate and equitable of the five methods. The "double step down" method utilizes two steps to allocate indirect costs. In the first step, the Allocable Costs are identified and initially allocated to all departments (both central service departments and the Allocation Cost Centers) using the most appropriate distribution bases that represent the demand for indirect services. Next, a second allocation is made in which indirect costs allocated to central service departments in the first step are redistributed using the allocation percentages derived in the first step. The final step fully reallocates the indirect costs allocated to the central service departments in the second allocation to the Allocation Cost Centers to obtain the final central services cost allocation.

Provisions of Proposition 26

In 2010, California voters approved Proposition 26. This measure further defined and clarified which local government charges are to be considered taxes (subject to public vote) and which are fees (subject only to City Council or Board of Supervisors approval). In summary, the measure established that any "levy, charge, or exaction of any kind imposed by a local government" is a tax, unless it falls into one of six categories (exceptions).

The exceptions to Proposition 26 are as follows:

1. A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
2. A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
3. A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
4. A charge imposed for entrance to or use of state or local government property, or for the purchase, rental, or lease of such property.
5. A fine or penalty imposed for a violation of the law.
6. A charge imposed as a condition of property development.

While the study evaluates the cost of many direct services, including some that are unrecoverable and/or may not ever become recommended fees, the fees likely to be adopted are designed to recover the reasonable cost of providing the service to the individual fee payers.

Definitions

Charges: Voluntary payments used to finance services such as water, sewage, mass transit, recreational activities, and libraries.

Cost Recovery: Recouping a portion of or all costs associated with a particular service provided by the government agency to the public. The user fees determine the percentage of a service that is recovered.

Cost recovery has two important rationales: (a) revenue enhancement through full cost accounting, thereby improving government efficiency; and (b) maintaining equity considerations in regard to the provision of public services.

Direct Costs: The costs incurred directly by providing a specified service. These costs are associated with staff time spent performing service related duties and include employee salary and benefits. In general, direct costs are any costs that can be traced directly to the production of a given service or product.

Indirect Costs: The costs not directly accountable or associated with the production of a service, such as a fixed cost. Indirect costs include departmental overhead (operating expenses and internal administrative costs), as well as citywide overhead, including all those costs that support City programs and services.

User Fee: A fee charged by a government agency to recipients of its services. User fees generally apply to activities that provide special benefits to members of the public, and the amount of the fee is usually related to the cost of the service provided. Examples of user fees are City facility rental fees, fire inspection fees, and others.



City of Thousand Oaks
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