

**COUNTY OF MENDOCINO
FEE SCHEDULE
FEE JUSTIFICATION CHART**

Department/Fee Description	Budget Unit	Anticipated Annual Units of Service	Current Fee	Fee Calculation Totals	Proposed Fee	Percent Change	Total Annual Increase / Decrease	Government Code Justification (if applicable)	Approved by Auditor (Yes) (No)
Department Name:		Parks							
Division:		Parks & Recreation							
Fee Section:									
Additional Description:									

Parks	1	Low Gap Park - Group Picnic Area Day Use Fee	1160	5	\$ 145.00	\$ 145.44	\$ 145.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	2	Mill Creek Park - Group Area Day Use Fee	1160	5	\$ 145.00	\$ 134.51	\$ 145.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	3	Bower Park - Group Picnic Area Day Use Fee	1160	5	\$ 145.00	\$ 133.09	\$ 145.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	4	Indian Creek Day Use Parking	1160	50	\$ 5.00	\$ 4.16	\$ 5.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	5	Indian Creek Park Camp (per night, per vehicle)	1160	50	\$ 35.00	\$ 31.12	\$ 35.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	6	Redwood Valley Lion's Park - Group Picnic Area Day Use Fee	1160	15	\$ 145.00	\$ 130.30	\$ 145.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	7	Redwood Valley Lion's Park - Electrical Power Box Rental and Key Access Fee (\$25 Refundable Key Rental Fee)	1160	10	\$ 75.00	\$ 99.70	\$ 100.00	33.3%	N/A Addition is Refundable		
	8	Redwood Valley Lion's Club Park - Annual Property Use Fee	1160	1	\$ 150.00	\$ 180.52	\$ 150.00	0.0%	\$ -	Farmers Market Pricing	
	9	Low Gap Park/Mill Creek Park - Vehicle Access Key Rental Fee (48 hour rental/Refundable)	1160	10	\$ 25.00	\$ 23.88	\$ 25.00	0.0%	N/A Refundable	Reso. No.'s 22-091, 19-170	
	10	Low Gap/Mill Creek Park - Vehicle Access Key Late Return Fee *Note: Fee is per day, up to a maximum 5 days \$15.00 per day (\$75 maximum)	1160	0	\$ 15.00	\$ 11.96	\$ 15.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	11	Park Day Use Rescheduling Fee	1160	3	\$ 25.00	\$ 24.94	\$ 25.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	12	Park Day Use Cancellation Fee * Note: Partial refunds given at least 30 days prior to scheduled reservation date	1160	5	\$ 25.00	\$ 24.94	\$ 25.00	0.0%	\$ -	Reso. No.'s 22-091, 19-170	
	13	(New) Refundable Park Cleaning Deposit - Less than 50 people	1160	15	\$ -	\$ 47.66	\$ 50.00	100%	N/A Refundable		
	14	(New) Refundable Park Cleaning Deposit - More than 50-100 people	1160	2	\$ -	\$ 100.39	\$ 100.00	100%	N/A Refundable		
	15	(New) Large Group Gathering/Special Event Permit	1160	5	\$ -	\$ 248.37	\$ 250.00	100%	\$ 1,250.00		
	16	(New) Large Group Gathering/Special Event Cleaning/Damage Refundable Deposit	1160	5	\$ -	\$ 145.06	\$ 150.00	100%	N/A Refundable		
	17	(New) Redwood Valley Lion's Park - Refundable Dumpster Use and Key Access Fee \$25.00 (\$25 Refundable Key Rental Fee)	1160	10	\$ -	\$ 48.22	\$ 25.00	100%	\$ 125.00		
	18	(New) Redwood Valley Lion's Park - Dumpster Access Key Late Return Fee *Note: Fee is per day, up to a maximum of 5 day	1160	0	\$ -	\$ 12.47	\$ 15.00	100%	\$ -		
	19	(New) Redwood Valley Lion's Park - Electrical Power Box Access Key Late Return Fee *Note: Fee is per day, up to a maximum of 5 days	1160	10	\$ -	\$ 12.47	\$ 15.00	100%	N/A Refundable		

Total	1160	159				3%	\$ 1,250.00		
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Department Name:		Facilities							
Division:		Veterans Hall Rental Fees							
Fee Section:									
Additional Description:									

Facilities	1	Public Use (Public or Private Functions)	1610	10	\$ 500.00	\$ 236.02	\$ 500.00	0.0%	\$ -		
	2	Congressional Chartered Groups and Auxiliaries	1610	10	\$ -	\$ 236.02	\$ 236.00	100%	\$ 2,360.00		
	3	Historically Sponsored Groups	1610	10	\$ -	\$ 236.02	\$ 236.00	100%	\$ 2,360.00		
	4	All County Departments and Agencies for Official Functions	1610	10	\$ -	\$ 236.02	\$ 236.00	100%	\$ 2,360.00		
	5	Non-Profit Veterans related groups	1610	10	\$ 90.00	\$ 236.02	\$ 236.00	162.2%	\$ 1,460.00		
	6	Recognized Employee Groups	1610	10	\$ 90.00	\$ 236.02	\$ 236.00	162.2%	\$ 1,460.00		
	7	Other Non-Profit Organizations and Governmental Agencies (Including but not Limited to; Schools, City, State, and Federal Agencies)	1610	10	\$ 350.00	\$ 236.02	\$ 350.00	0.0%	\$ -		
	8	Cleaning Deposit (Refundable)	1610	30	\$ 500.00	\$ 244.43	\$ 500.00	0.0%	N/A Refundable		
	9	Key Deposit (Refundable)	1610	30	\$ 20.00	\$ 43.30	\$ 25.00	25.0%	N/A Refundable		

Total	1610	130				58%	\$ 10,000.00		
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COUNTY OF MENDOCINO

General Services Agency

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MEMORANDUM

DATE: October 26, 2023

TO: Honorable Board of Supervisors

FROM: Janelle Rau, General Services Agency Director

SUBJECT: Park and Veteran's Hall Fees Adjustments

Pursuant to County Policy No. 47, Master Fee Schedule Policy, and Board of Supervisors direction to bring fees towards full cost recovery, General Services Agency (GSA) is bringing forward fee revisions related to the County's parks systems and Veteran's Halls. GSA staff have compiled a list of fee additions and adjustments for consideration.

GSA staff have identified eight (8) additional consistent park use fees reasonable for the public for consideration.

1. First, the addition of a refundable Key Rental Fee for the Redwood Valley Lion's Club Park group picnic area will cost recover the replacement of a key in the event it is not returned.
2. Second, the addition of a refundable Park Cleaning Deposit for all parks with reservations for less than 50 people will assist with cost recovery in the event of removing trash post event.
3. Third, the addition of a refundable Park Cleaning Deposit for all parks with reservations for 50 to 100 people will assist with cost recovery in the event of removing trash post event.
4. Fourth, the addition of a Large Group Gathering/Special Event Permit will allow the County to cost recover for the usage of County owned property for organized or planned events taking place which are sponsored by a publicly recognized organization (profit or non-profit), person, business or other entity which invites, advertises, or seeks entrants in excess of 50 participants. This fee is consistent with those charged by local public agencies in our neighboring counties.
5. Fifth, the addition of a Large Group Gathering/Special Event Cleaning/Damage Refundable Deposit will assist as needed with cost recovery of staff time to remove trash from park post event.
6. Sixth, the addition of a Dumpster Use Fee with an additional refundable Key Rental Fee for Redwood Valley Lion's Club Park group will assist with cost recovery of trash fees and, as necessary, key replacement.
7. Seventh, addition of a Dumpster Access Key Late Return Fee for Redwood Valley Lion's Club Park (up to a maximum of five (5) days) will assist with cost recovery of staff time attempting to retrieve key.
8. Eight, addition of an Electrical Power Box Access Key Late Return Fee (up to a maximum of five (5) days) will assist with cost recovery of staff time attempting to retrieve key.

Additionally, GSA has identified the need to adjust the refundable Key Deposit for Veteran's Halls. The increase will assist the County to cost recover the replacement of a key in the event it is not returned.

In considering the addition of these fees in the County's overall parks systems, GSA considered costs incurred, fee schedules for neighboring parks and Veteran Halls and consistency of fees throughout the parks and Veteran's Hall system. The County will not recover the full costs to operate and maintain the County's parks systems through the collection of fees; however, the proposed fees are reasonable and justified do the costs incurred annually.