

To: Members of Dublin City Council

From: Dana McDaniel, City Manager

Date: November 13, 2020

Initiated By: Matthew L. Stiffler, Director of Finance
Clarence Bishop III, Financial Analyst
Kirby Dearth, City Management Intern

Re: Ordinance No. 45-20 – An Ordinance Amending Chapter 35 of the Codified Ordinances to Revise the Fee and Service Charge Revenue/ Cost Comparison System and Establishing a Schedule of Fees and Service Charges for City of Dublin Services

Background

During the November 9, 2020 City Council meeting, members of Council requested additional information related to the 2020 Cost of Services Ordinance to better understand how Dublin's fees compare to similar fees charged by other municipalities for public services. This memo is intended to provide a response to questions raised about benchmarking specific rates in the Recreation Services Division and Police Department against other communities in the surrounding area. Additionally, similar information was requested on fees in the Building Standards, Planning and Engineering Divisions. A separate memo comparing Dublin's development costs and fees to fees of other municipalities in the region was recently prepared by the Office of the City Manager and has also been provided to Council as part of the benchmark analysis. The methodology of the Cost of Services Study used by Dublin reflects the full costs of providing services, with cost recovery levels established by Council for each service listed in the Fee Schedule. Historically, benchmarking has not taken precedence in that process and the information contained in this memo provides additional perspective on fee setting and how Dublin's fees rank against other municipalities.

It is important to note that each community has varying price structures that are used to develop fees for recreation facilities and pools, and not all facilities or amenities are equal between communities. The differences in fees explained below provides the most reasonable comparison of those prices based upon information made available by each municipality.

DCRC Passes

Tables 1, 2 and 3 show 2020 DCRC membership price comparisons using information surveyed and compiled by Recreation Services, benchmarking the City of Dublin against five other municipalities, three of which are located in the central Ohio area. The tables detail the difference in price between DCRC rates and the prices of similar membership and pass types offered in the different communities. Negative figures highlighted in red depict pass types that are more expensive by dollar amount in surrounding municipalities. Positive values highlighted in yellow show communities that offer passes that are currently cheaper than the DCRC.

Residents

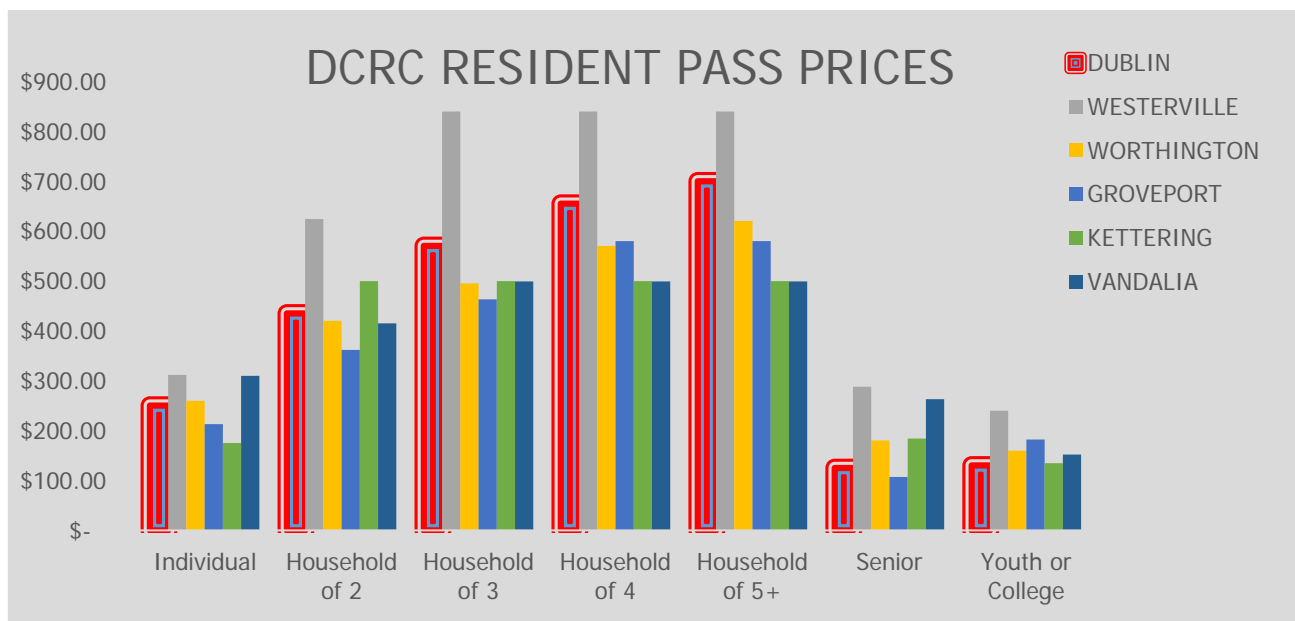
Annual Passes

Table 1 shows the DCRC resident annual membership price comparisons between Dublin and Westerville, Worthington, Groveport, Kettering and Vandalia. DCRC annual passes are cheaper across all resident membership types when compared to the City of Westerville by \$72 or greater. Compared to the City of Worthington, Dublin resident passes are less expensive for individuals, households of two, seniors and college students. Dublin resident annual passes are also less expensive for seniors and college students when compared to Kettering and Vandalia. Dublin household memberships for a family of three or more is higher at the DCRC when matched against Worthington, Groveport, Kettering and Vandalia. The City of Groveport proves to be the only city in the analysis with resident rates that consistently fall below that of Dublin across most resident pass types, with the exception of Dublin's college student pass coming in \$62 lower than Groveport.

Table 1.

	WESTERVILLE	WORTHINGTON	GROVEPORT	KETTERING	VANDALIA
Individual	\$ (72.00)	\$ (20.00)	\$ 27.00	\$ 65.00	\$ (70.00)
Household of 2	\$ (209.00)	\$ (5.00)	\$ 53.00	\$ (85.00)	\$ -
Household of 3	\$ (295.00)	\$ 50.00	\$ 82.00	\$ 45.00	\$ 46.00
Household of 4	\$ (215.00)	\$ 55.00	\$ 45.00	\$ 125.00	\$ 126.00
Household of 5 +	\$ (175.00)	\$ 45.00	\$ 85.00	\$ 165.00	\$ 166.00
Senior	\$ (168.00)	\$ (60.00)	\$ 13.00	\$ (64.00)	\$ (143.00)
Youth or College	\$ (120.00)	\$ (40.00)	\$ (62.00)	\$ (15.00)	\$ (32.00)

The graph below shows how Dublin's 2021 proposed rates compare to other municipalities' current 2020 rates for annual resident DCRC memberships:



Daily Passes

When comparing 2020 DCRC daily passes for residents, Dublin and Westerville share very similar prices across all admission types. Adult and youth daily passes are \$7 and \$5, respectively, in both communities. Senior resident daily rates in Dublin are currently \$1 higher than Westerville. Dublin's adult daily pass is \$1 less expensive than Worthington, \$5 for youth in both communities and senior daily passes are \$1 higher in Dublin. Groveport offers a flat \$8 rate for all daily resident pass types, making DCRC daily rates less expensive in each category for adults, youth and seniors. Dublin's daily passes are currently higher for all residents when compared to Kettering and Vandalia, except for youth rates in Vandalia, where both municipalities offer a price of \$5 for admission. Table 2 below shows the price difference for each community when compared to Dublin.

Table 2.

	WESTERVILLE	WORTHINGTON	GROVEPORT	KETTERING	VANDALIA
Adult	\$ -	\$ (1.00)	\$ (1.00)	\$ 2.00	\$ 2.00
Youth	\$ -	\$ -	\$ (3.00)	\$ 1.00	\$ -
Senior	\$ 1.00	\$ 1.00	\$ (1.00)	\$ 3.00	\$ 2.00

Non-Residents

Table 3 below shows non-resident DCRC membership comparisons for the same five communities. Dublin offers the most expensive pass across most membership types for users of the DCRC that do not reside within city limits when compared to the rates other municipalities charge for non-resident access to their facilities. The only non-resident membership type that is less expensive in Dublin is for seniors, with the exception of Groveport which is \$35 less than the DCRC.

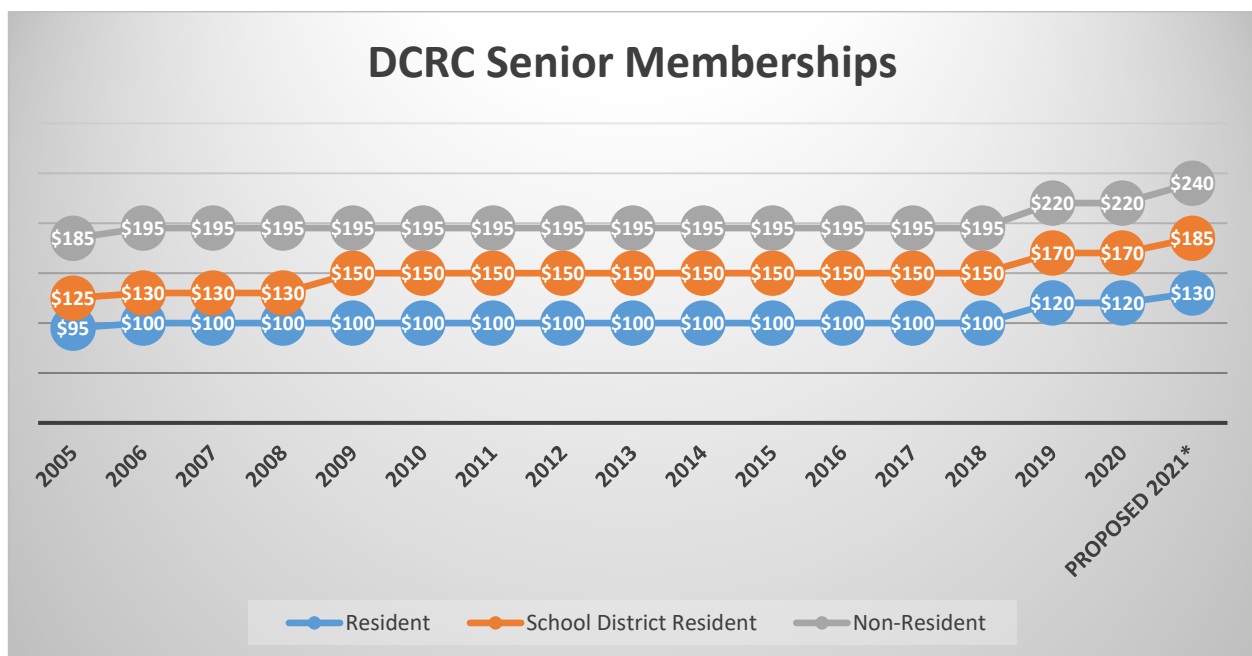
Table 3.

	WESTERVILLE	WORTHINGTON	GROVEPORT	KETTERING	VANDALIA
Individual	\$ 120.00	\$ 322.00	\$ 294.00	\$ 225.00	\$ 224.00
Household of 2	\$ 80.00	\$ 614.00	\$ 534.00	\$ (100.00)	\$ 592.00
Household of 3	\$ 95.00	\$ 891.00	\$ 840.00	\$ 275.00	\$ 879.00
Household of 4	\$ 290.00	\$ 989.00	\$ 861.00	\$ 470.00	\$ 1,074.00
Household of 5 +	\$ 465.00	\$ 1,114.00	\$ 1,036.00	\$ 645.00	\$ 1,249.00
Senior	\$ (284.00)	\$ (14.00)	\$ 35.00	\$ (52.00)	\$ (194.00)
Youth or College	\$ (75.00)	\$ 137.00	\$ 34.00	\$ 145.00	\$ 75.00

Senior Citizen Memberships

DCRC senior membership rates have experienced little growth over the past fifteen years. From 2006 until 2018, resident senior pricing remained unchanged at a rate of \$100 over the twelve year period. Similarly, non-resident senior pricing has remained static over the same period of time as well. During the 2018 Cost Study, fees for senior residents increased 8% and school district resident and non-resident senior prices increased by 9%. This was the first increase to senior prices in over a decade, resulting in an increase to residents in the amount of \$25, and a \$20 increase to school district residents and non-residents. These fees went into effect in January of 2019. Senior fees are currently one of Recreation Services' largest opportunities to generate revenue across its programs, with seniors making up a large percentage of the Dublin population and DCRC user type.

In 2019, senior passes made up the majority of DCRC passes sold, comprising 37.2% of total memberships that year. Absent of daily pass types, seniors are also the largest revenue generating membership offered by the DCRC. Not only are senior passes one of the most profitable memberships, seniors also use the DCRC facility more than any other pass holder, although pricing on these memberships lag behind many other communities when comparing all three resident types as shown in Tables 1, 2 and 3. Additionally, in 2019, staff was tasked with ensuring large increases were not requested in any single year, and instead incremental changes to Recreation's fees are to be requested more frequently to update rates as costs continue to trend upward. The graph below shows the change in senior prices dating back to 2005 along with proposed 2021 rates, which are 10% above established fee levels from 2019.



Outdoor Pool Passes

Tables 4, 5 and 6 display 2020 outdoor pool rates for membership price comparisons using information surveyed and compiled by Recreation Services, benchmarking the City of Dublin against five local municipalities, all of which are located within Franklin County. The tables detail the difference in price between Dublin outdoor pool rates and the prices of similar membership and pass types in the neighboring communities. Negative figures highlighted in red depict pass types that are more expensive by dollar amount in the surrounding municipalities. Positive values highlighted in yellow show communities that offer pool passes that are currently cheaper than Dublin's North and South Pool admission fees.

Residents

Annual Passes

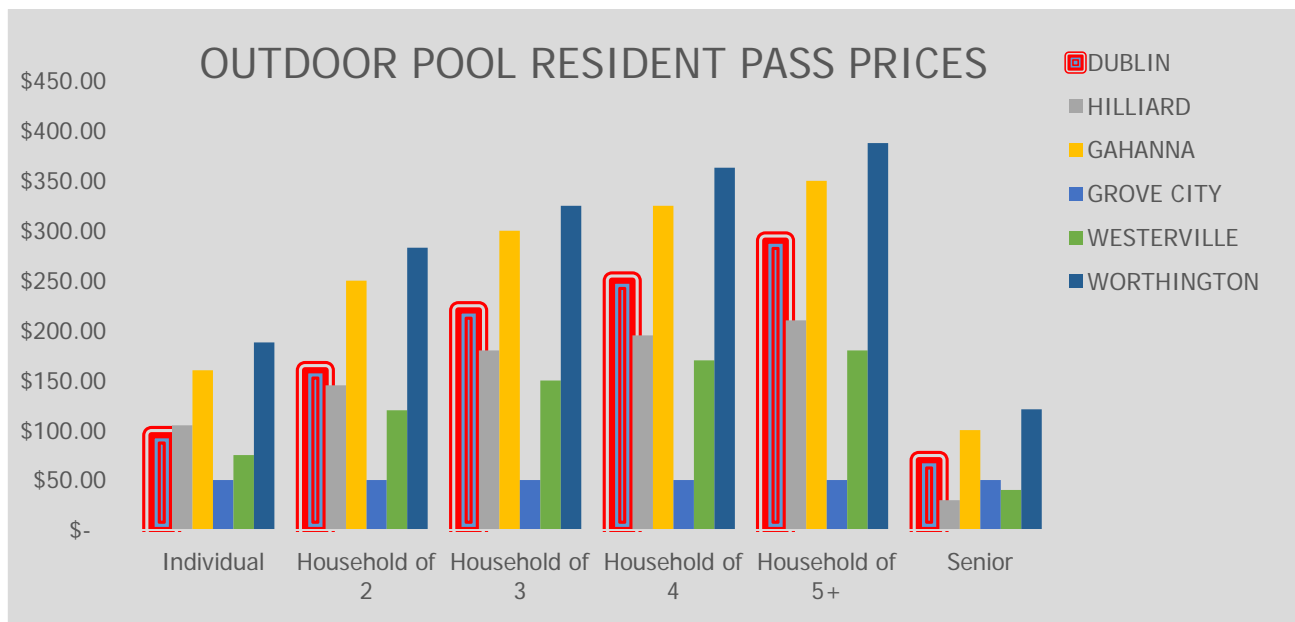
Dublin resident outdoor pool passes for individuals are currently less expensive than Hilliard's individual pass type by \$20 and for a household of two, both municipalities offer the pass for the

same price listed at \$145. All other resident outdoor pool pass types – for a household of 3, 4, 5+ and seniors – are higher in Dublin compared to Hilliard. Dublin's outdoor pool passes are cheaper across all resident pass types compared to Gahanna and Worthington by \$40 or more. Westerville and Grove City's resident pool passes for all pass types priced lower than the rates currently offered in Dublin, making Dublin's pool admission fees more expensive when benchmarked against these two communities.

Table 4.

	HILLIARD	GAHANNA	GROVE CITY	WESTERVILLE	WORTHINGTON
Individual	\$ (20.00)	\$ (75.00)	\$ 35.00	\$ 10.00	\$ (103.00)
Household of 2	\$ -	\$ (105.00)	\$ 95.00	\$ 25.00	\$ (138.00)
Household of 3	\$ 20.00	\$ (100.00)	\$ 150.00	\$ 50.00	\$ (125.00)
Household of 4	\$ 35.00	\$ (95.00)	\$ 180.00	\$ 60.00	\$ (133.00)
Household of 5+	\$ 55.00	\$ (85.00)	\$ 215.00	\$ 85.00	\$ (123.00)
Senior	\$ 30.00	\$ (40.00)	\$ 10.00	\$ 20.00	\$ (61.00)

The graph below shows how Dublin's 2021 proposed rates compare to other municipalities' current 2020 rates for annual resident pool memberships:



Daily Passes

Table 5 below shows that Dublin's resident daily pool admission prices are less expensive than Hilliard, Gahanna and Worthington, with the exception of seniors in Hilliard at which Dublin is \$2 higher, and seniors in Worthington where Dublin's rate is the exact same at a price of \$7. Grove City and Westerville both offer lower daily pool admissions rates for their residents than Dublin currently offers.

Table 5.

	HILLIARD	GAHANNA	GROVE CITY	WESTERVILLE	WORTHINGTON
Adult	\$ (2.00)	\$ (1.00)	\$ 5.00	\$ 2.00	\$ (7.00)
Youth	\$ (3.00)	\$ (2.00)	\$ 5.00	\$ 1.00	\$ (3.00)
Senior	\$ 2.00	\$ (2.00)	\$ 5.00	\$ 1.00	\$ -

Non-Residents

Annual Passes

Dublin non-resident pool passes are more expensive across all annual membership types when compared to Hilliard and Westerville. Annual non-resident pool rates are also more expensive than Gahanna and Grove City across all membership types with the exception of senior passes. Senior pool passes are \$5 higher in Grove City and \$30 higher in Gahanna when compared to Dublin. The individual, household of 2 and senior rates are cheaper in Dublin when compared to Worthington, with Worthington rates being higher across households of 3, 4 and 5+. Although non-resident prices are typically higher in Dublin, these passes experienced the lowest number of memberships in 2019 since it is more cost-effective to obtain a resident pass in one's own community as it is usually closer in proximity.

Table 6.

	HILLIARD	GAHANNA	GROVE CITY	WESTERVILLE	WORTHINGTON
Individual	\$ 5.00	\$ 10.00	\$ 95.00	\$ 63.75	\$ (66.00)
Household of 2	\$ 25.00	\$ 10.00	\$ 185.00	\$ 75.00	\$ (40.00)
Household of 3	\$ 130.00	\$ 70.00	\$ 295.00	\$ 132.50	\$ 22.00
Household of 4	\$ 180.00	\$ 110.00	\$ 360.00	\$ 162.50	\$ 43.00
Household of 5+	\$ 240.00	\$ 160.00	\$ 435.00	\$ 220.00	\$ 88.00
Senior	\$ 55.00	\$ (30.00)	\$ (5.00)	\$ 25.00	\$ (44.00)

Impounded/Abandoned Vehicle Release (PO-02)

The current fee for the release of an impounded or abandoned vehicle in Dublin is \$120. This fee is paid directly to the City before a vehicle owner is able to retrieve their vehicle from the impound yard to which it was towed. The impound yard is not part of the City service. A separate towing and storage fee is charged by an independent vendor that is separate from the City's fee. Reasons that a vehicle may be impounded: intoxicated driver (OMVI); safety issue; expired tags, or vehicle abandonment. Fees are not levied for an auto accident or victim of crime. The proposed fee for 2021 covers the cost of Police, Dispatcher, and administrative fully-burdened costs in providing this service.

When compared to other municipalities, many police departments do not collect a fee to release vehicles back to the owner. Worthington, Powell and other municipalities contract for services, utilizing a rotating list of towing companies to coordinate these services, effectively asking the taxpayer to subsidize the service. Compared to the list below, Dublin is the only municipality that charges an impounded/abandoned vehicle release fee in addition to the towing charges that are remitted directly to the tow company. Dublin's fee is proposed to increase to \$130 in 2021.

Municipality	Tow Fee	
Columbus	\$ 125.00	
Worthington	\$ 155.00	contracted services - Shamrock Towing
Delaware	\$ 129.00	
Powell	\$ 155.00	rotating contracted services

Recommendation

Information only.



Office of the City Manager
5555 Perimeter Drive • Dublin, OH 43017-1090
Phone: 614.410.4400 • Fax: 614.410.4490

Memo

To: Members of Dublin City Council
From: Dana L. McDaniel, City Manager

Date: November 16, 2020

Initiated By: Kirby Dearth, City Management Intern
Clarence Bishop III, MBA, MSA, Financial Analyst
Matt Stiffler, CPFO, CSSBB, Director of Finance
Colleen Gilger, CEcD, Director of Economic Development

Re: Development Fee Structure Analysis

Background

As a result of inquiries regarding the cost of development in the City of Dublin, the Office of the City Manager compiled a list of our Building Standards, Engineering, and Planning fees as well as those of municipalities throughout the region for comparison. In order to standardize the analysis across the different fee structures and zoning codes, staff chose a 17,642 square foot commercial office building in the Camden Professional Center as the model commercial development for comparison. Per the guidance of the City Manager and the Economic Development Director, Staff compared Dublin's fees to those of the municipalities that the City commonly competes against in attracting commercial development, including Columbus, Westerville, New Albany, Delaware, Marysville, Worthington, and Hilliard. To ensure the accuracy of this analysis, staff collaborated with our internal Building Standards and Planning and Zoning divisions, as well as with Building Standards and Planning staff of several of the municipalities listed. The analysis is provided alongside some contextual information presented below.

Building Standards Fee Structures

When looking at just Building Standards fees, the City of Columbus is the most expensive municipality to develop within. This is largely carried by Columbus' charges for additional inspections. While the City of Dublin bundles the price of inspection into the cost of each permit, the City of Columbus provides a limited number of inspections per permit and charges \$150 per additional inspection required (Figure 8.). In the case of the Camden Building, the City of Dublin provided a total of 92 inspections under the issued permits. If this process were to be conducted within Columbus, only 12 of those 92 inspections would be covered, requiring the developer to pay \$12,000 for the remaining 80 inspections. The City of Columbus also charges for Foundation Start permits, resulting in an additional \$7,106 in Building Standards fees not found in the City of Dublin's fee structure (Figure 8.). In total, the City of Columbus would charge a developer \$30,667 for the permits and inspections associated with the approval of a 17,642 square foot office building (Figure 8.). This results in the City of Columbus charging over twice as much for Building Standards permits as the City of Dublin would charge the same development.

The City of Dublin and Westerville's Building Standards fee structures are relatively similar in their totals. They are the second and third most expensive Building Standard fee structure, respectively. The City of Dublin's total of \$14,469 is largely carried by the cost of the general new build permit and inspection and the cost of commercial plan review (Figure 8.). Similarly, the City of Westerville's total of \$13,825 can be attributed to the City's new build permit, the cost of plan review two, and the fees associated with revisions (Figure 8.). Additionally, Westerville charges a foundation start fee of \$1,300, while Dublin does not (Figure 8.).

The totals of the Building Standards fee structures of the City of New Albany, Delaware, Worthington, and Marysville all come in around half of what Dublin and Westerville charge. Across the board, these Building Standards fee structures are significantly cheaper, and in some cases, do not charge for certain services they provide. As a result, these municipalities are unlikely to recover operational costs associated with service provision. For example, the City of Worthington is only able to cover one-third of its operational costs through its current fee structure. In comparison, the City of Dublin's Building Standards fee structure recovered 79.6 percent of the cost associated with service provision in 2018. Therefore, these cities are likely utilizing general fund revenues to subsidize the operation and service provision related to their Building Standards departments. Consequentially, the City of Worthington and New Albany reports that they are currently undergoing an internal review of their fee structures and are contemplating increasing their fees in an effort to recover a larger percentage of their costs. This is likely the case in Hilliard as well. Although Hilliard has the cheapest Building Standards fee structure with a total of \$4,354, it is highly unlikely that they are able to recover the costs associated with providing services (Figure 8.).

Engineering Fee Structures

The burden of Engineering fees is largely dependent on the cost of water and sewer capacity charges. Cities included in this comparison fall into one of two camps. Columbus, Marysville, and Delaware run their municipal water and sewer services, while Dublin, New Albany, Worthington, and Hilliard contract with Columbus for their services. This results in Dublin, New Albany, and Hilliard operating within a layered fee structure. A developer connecting their building to the water and sewer taps within these communities pays both fees associated with the city they are developing within and the City of Columbus' (Figure 4.). Despite contracting with the City of Columbus, Worthington does not charge water and sewer capacity fees. Developments within Worthington city limits are only responsible for paying the City of Columbus (Figure 9.).

Due to the layered fee structure, the City of Dublin has the third most expensive Engineering fee structure, with Marysville and Hilliard coming in first and second (Figure 2.). Despite not having a layered fee structure, the City of Marysville and Westerville are still incredibly expensive, likely due to the costs associated with owning and operating a municipal sewer and water system (Figure 9.). The City of Columbus and Delaware are both able to keep costs down despite owning such a system (Figure 9.). Additionally, Delaware charges are dependent on annual usage, while all other municipalities observed in this study charge flat fees dependent on the size of the development's tap. To calculate Delaware's fees, staff utilized an estimated yearly average for an office building of the same size as the model Camden building. Therefore, this figure may be higher or lower, depending on the actual average usage rates.

Planning and Zoning Fee Structure

The City of Dublin has the highest Planning and Zoning fees of any of the municipalities included in this comparison (Figure 4). However, it is essential to note that this results from the time and effort put into Planned Unit Developments (PUDs) by the Planning and Zoning, Building Standards, and Engineering departments. The City of Dublin provides developers three tracts for zoning approval. PUDs serve as the most flexible tract, allowing developers to work with staff and city commissions to gain the approval of customized site plans defined by design aspects that are typically not aligned with the City's zoning code. Therefore, fees levied by the City of Dublin for PUD developments are significantly higher than other tracts offered by Planning and Zoning department (Figure 12.). The Hybrid Tract allows developers to customize their site plans within the general restrictions of a special zoning district. This tract is not as expensive as Planned Unit Developments due to the reduced burden of review on staff (Figure 12.). Lastly, the Straight Tract provides little to no flexibility in the zoning code to developers. Due to the uniform nature of the site plans, developers are not required to pay Planning and Zoning fees, and site plans are subsequently sent to Building Standards for approval.

The Camden Office building used as a model in this analysis varied greatly from the city's design requirements. Therefore, they must gain approval through a concept plan, preliminary development plan, and final development plan review. Although the Camden Office Park developers participated in this process, it is essential to note that this is not the only tract developers experience when developing within the City of Dublin. Similarly to the PUD Tract, the City of Dublin's Hybrid Tract generates the most expensive municipalities' planning fees in the comparison (Figure 5.). However, they are generally more in line with what other municipalities are charging. Lastly, the City of Dublin is the cheapest municipality for developers participating in the Straight Tract (Figure 6.). While other municipalities charge a base fee regardless of the development type, the City of Dublin fast-tracks these developments through the process and does not charge.

Findings & Conclusions

Ultimately, the City of Marysville is the most expensive municipality to develop within, with a total cost of \$241,212 (Figure 1.). Despite having one of the lowest Building Standards fee structures, Marysville's water and sewer tap charges far outpace other municipalities in the region and, therefore, elevates the city to the number one spot.

Mainly due to their layered water and sewer fee structures, Dublin and Hilliard are the second and third most expensive municipalities to develop within, totaling \$152,526 and \$142,558, respectively (Figure 1.). These totals equate to roughly eight dollars per square foot. However, if you isolate these fee schedules from the burden of Columbus water and sewer fees, Dublin and Hilliard fall to the fourth and fifth most expensive municipalities to develop within (Figure 3.).

Although the City of Westerville's Building Standard fee schedule is roughly \$7,000 more expensive than New Albany's, Westerville is cheaper to develop due to its water and sewer tap fees. In aggregate, New Albany is the fourth most costly municipality to develop within, with a total cost of \$130,733 (Figure 1.). Subsequently, Westerville is the fifth most expensive municipality to develop, with a total cost of \$129,067 (Figure 1.).

Despite having the most expensive Building Standards fee schedule, the City of Columbus is the sixth most expensive municipality to develop, with a total cost of \$92,150 (Figure 1.). This can be attributed to the reduction of the expenses associated with not having a dual-layered fee structure. After removing the contracting municipalities' dual-layered fee structure, the City of Columbus climbs to the third most expensive municipality to develop within. Additionally, the City of Columbus has the second least costly Planning and Zoning Fee Schedule.

Worthington is the seventh most expensive municipality to develop within due to its incredibly inexpensive Building Standards fee schedule. Worthington's total cost equaled \$67,725 (Figure 1.). This can also be attributed to the city opting out of charging for water and sewer tap connectivity on top of what the City of Columbus charges. For this reason, if you remove the Columbus water and sewer fees from the contracting municipalities' fee schedules, Worthington is the least expensive municipality to develop within (Figure 3.). Additionally, Worthington has the least costly Planning and Zoning Fee Structure. Again, Worthington officials cite the lack of fiscal sustainability as a concern and are moving forward with increasing their fees in 2021. Similarly, the City of Delaware is the least expensive community to develop within due to the savings associated with their water and tap fee structure and their relatively inexpensive Building Standards fee structure. Delaware's total costs calculate to \$45,530 (Figure 1.).

Recommendations

For informational purposes only.

Figures

Figure 1.

Central Most Expensive Development Costs		
Rank	Municipality	Total Cost
1	Marysville	\$ 241,212.54
2	Dublin	\$ 152,526.70
3	Hilliard	\$ 142,558.20
4	New Albany	\$ 130,733.14
5	Westerville	\$ 129,067.00
6	Columbus	\$ 92,150.50
7	Worthington	\$ 67,725.42
8	Delaware	\$ 45,530.99

Figure 2.

Central Ohio Municipalities Building Standards and Engineering Fees		
Rank	Municipality	Total Cost
1	Marysville	\$ 238,687.54
2	Dublin	\$ 141,901.70
3	Hilliard	\$ 140,941.37
4	New Albany	\$ 129,333.14
5	Westerville	\$ 127,942.00
6	Columbus	\$ 92,150.50
7	Worthington	\$ 67,475.42
8	Delaware	\$ 43,132.99

Figure 3.

Central Ohio Municipalities Building Standards and Engineering Fees (Excluding Columbus Water/Sewer)		
Rank	Municipality	Total Cost
1	Marysville	\$ 238,687.54
2	Westerville	\$ 127,942.00
3	Columbus	\$ 92,150.50
4	Dublin	\$ 81,453.20
5	Hilliard	\$ 75,997.37
6	New Albany	\$ 68,884.64
7	Delaware	\$ 43,132.99
8	Worthington	\$ 7,026.92

Figure 4.

Central Ohio Municipalities Planning and Zoning Fees (Dublin PUD)		
Rank	Municipality	Total Cost
1	Dublin	\$ 10,625.00
3	Marysville	\$ 2,525.00
2	Delaware	\$ 2,398.00
6	Hilliard	\$ 1,616.83
4	New Albany	\$ 1,400.00
5	Westerville	\$ 1,125.00
7	Columbus	\$ 475.00
8	Worthington	\$ 250.00

Figure 5.

Central Ohio Municipalities Planning and Zoning Fees (Dublin Hybrid)		
Rank	Municipality	Total Cost
1	Dublin	\$ 3,430.00
3	Marysville	\$ 2,525.00
2	Delaware	\$ 2,398.00
6	Hilliard	\$ 1,616.83
4	New Albany	\$ 1,400.00
5	Westerville	\$ 1,125.00
7	Columbus	\$ 475.00
8	Worthington	\$ 250.00

Figure 6.

Central Ohio Municipalities Planning and Zoning Fees (Dublin Straight)		
Rank	Municipality	Total Cost
1	Marysville	\$2,525.00
3	Delaware	\$2,398.00
2	Hilliard	\$1,616.83
6	New Albany	\$1,400.00
4	Westerville	\$1,125.00
5	Columbus	\$ 475.00
7	Worthington	\$ 250.00
8	Dublin	\$ -

Central Ohio Municipalities Most Expensive Utility Fees					
Rank	Municipality	Monthly Water Cost	Monthly Sewer Cost	Monthly Stormwater Cost	Total
1	Marysville	\$ 198.26	\$ 283.25	\$ 29.40	\$510.92
2	Hilliard	\$ 194.30	\$ 212.31	\$ 20.73	\$427.34
3	Dublin	\$ 182.06	\$ 241.56	\$ -	\$423.61
4	Westerville	\$ 173.16	\$ 245.70	\$ -	\$418.86
5	Delaware	\$ 172.16	\$ 219.39	\$ 15.91	\$407.45
6	Worthington	\$ 173.02	\$ 195.01	\$ -	\$368.03
7	New Albany	\$ 170.07	\$ 193.01	\$ -	\$363.08
8	Columbus	\$ 130.82	\$ 176.89	\$ 35.28	\$343.00

Central Ohio Municipalities Most Expensive Utility Fees	
Monthly Usage Estimate for a 17,642 Sq Ft Building	Notes
Gallons	Based on an annual estimated 20 gallons used per Sq. Ft. by a commercial office building
29,403.33	
Centum Cubic Feet	
39.30926916	
Cubic Feet	
3,930.93	

APPENDIX A
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered		Fee
Regulation, Product or Service				
Finance and Administrative Services				
AD-01	Returned Check (NSF) Processing Declined ACH Processing	(Note 17)	100%	\$30 \$20
AD-02	Document Printing & Copying	(Note 4)	100%	\$.05/pg-single-sided black & white copy \$.10/pg double-sided black & white copy \$.10/pg single-sided color copy \$1.50 -City map/blue print \$20 - Code Books and Bid Documents (or at actual cost if higher) \$3-audio/video tape \$1-CD (plus postage, if mailed.)
AD-03	Special Telecommunications R-O-W Permit		100%	\$645 \$630
AD-04	General Telecommunications Right-of-Way Permit		100%	\$760 \$745
AD-05	PACE Commercial Fee	(Note 6)		\$1,000
Community Development Services				
Building Standards Services				
BL-01	Building Permit Application – Residential Plan Review		100%	\$350 \$315 plus \$90 \$85 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. (After hours reviews an additional \$145 \$135 per hour 3 hour minimum)
BL-02	Building Permit Application – Commercial Plan Review		100%	\$330 \$300 first 1,000 sq. ft. plus \$220 \$205-each additional 1,000 sq. ft. or fraction thereof (plus costs of outside plan review, if necessary, above cost of normal plan review service.) After hours reviews an additional \$145 \$135 per hour 3 hour minimum
BL-03	Minor Building Plan Revision – Commercial		100%	\$365 \$315
BL-04	Major Building Plan Revision – Commercial		100%	\$1,150 \$1,035 (plus cost of outside review when necessary.)
BL-05	Building Inspection – Residential		100%	See Appendix A.
BL-06	Building Inspection – Commercial		100%	See Appendix A.
BL-07	Plumbing Plan Review & Inspection	(100% - To be set equal to the Franklin County rate.)		Currently, Residential - \$60 application and first fixture, plus \$15 each add'l fixture. Commercial - \$200 application and first fixture, plus \$20 each add'l fixture
BL-08	Electrical Plan Review		100%	\$150 /hr (Note 12)
BL-09	Electrical Inspection/Permit - Residential		100%	See Appendix A.
BL-10	Electrical Inspection/Permit - Commercial		100%	See Appendix A.
BL-11	HVAC Inspection/Permit - Residential		100%	See Appendix A.
BL-12	HVAC Inspection/Permit - Commercial		100%	See Appendix A.
BL-13	Fire Protection System Review		100%	(Note 12) \$390 Revisions to plan - \$165 minor \$135 : \$225 —major
BL-14	Building Plan Revision – Residential		100%	\$30 \$25 Admin Fee plus based on levels of review: \$60-Building Div. \$60-Planning Div. \$60 -Engineering Div.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Building Standards Services (continued)			
BL-15	Home Improvements	(Note 2)	0 – 1,000 sq. ft. = \$100 \$50 1,001 – 1,500 sq. ft. = \$200 \$100 1,501 sq. ft. and up = refer to standard residential review and inspection fees.
BL-16	Temporary Structure	40%	\$145 \$95
BL-16A	Temporary Membrane Structures, Tents and Canopies Fire Inspection	To be set by Washington Township	Currently: 1 to 5 Tents \$50 6 to 10 Tents \$75 11 to 15 Tents \$100 16 to 20 Tents \$150 20 or More Tents \$200
BL-17	Gas Line Permit	100%	\$135 \$115
BL-20	Building Demolition Plan Review & Inspection	100%	\$385 \$315
BL-21	Bldg Relocation Plan Review/Inspection	(Note 20) 100%	\$745 \$720 plus costs.
BL-24	Change of Use Permit	100%	\$360
BL-25	Conditional Occupancy Inspection	100%	\$465 \$450 six month period for residential or commercial premises.
BL-26	Building Permit Extension	100%	\$40 \$25
BL-27	Building Permit Reactivation	100%	50% of original permit fee (excluding water and sewer capacity charges.)
BL-28	Special Building Inspection	100%	(Note 12) \$180 minimum for 1 hr. inspection; plus \$135 if written report is requested.
BL-29	Building Re-inspection Service	100%	\$190
BL-30	Contractor Registration	100%	\$75 \$70/year
BL-31	Building Construction Appeal	(Note 2)	\$210 (non-refundable)
BL-32	Building Standards Appeal	(Note 18)	(Note 18) \$0
BL-33	Replacement Building Plans	100%	\$50 administrative fee, plus actual cost of reproducing plans.
BL-34	Replacement Building Cards	100%	\$50
BL-35	Range Hood Permit	100%	\$150 — if reviewed under a building permit \$450 – if reviewed separately
BL-36	Sign Plan Review & Inspection – Permanent: Recognized Dublin HOA’s Others	Note 30) 0% 100%	 \$0 \$495

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered		Fee
Regulation, Product or Service				
Leisure and Cultural Services				
Community Events Services				
CE-05	City Services to Special Events, Community Events and Sports Events.	Tier 1 25% Tier 2 50% Tier 3 100%		Event Permit Fees Tier 1 = \$50 Tier 2 = \$375 Tier 3 = \$3,440 See Appendix A for discussion of tiers. Hourly Fee Per Employee: Parks - \$115/hr Custodian Service – \$115/hr Bldg. Inspect. (Note 19) Police Service \$150 Cruiser Usage - \$18/hr Streets & Utilities- \$115/hr (plus costs of signage) Recreation (seasonal) - \$20/hr
Public Safety Services				
Court Services				
CT-01	Court Service	(Note 6)		\$25
CT-02	Fine Processing	100%		\$20
CT-02A	Computer Fund Fee	(Note 32)		\$8
CT-03	Records Sealing Service	(Note 3)		\$20 (plus State fee).
CT-04	Summons Issuance	100%		\$35
CT-05	Warrant Processing	100%		\$100
CT-06	PNC Monitoring	0%		\$0
CT-07	Presentence Investigation	0%		\$0
CT-08	Probation Monitoring	0%		\$0
CT-09	Continuance Processing	(Note 6) 100%		\$0-1 st continuance \$10 – additional continuance
CT-10	Witness/Subpoena Processing	(Notes 6 & 7) 100%		\$30
CT-11	Adult Diversion	(Note 2)		\$200
CT-12	License Forfeiture	100%		\$20 (plus BMV fee).
CT-13	Interstate Compact	100%		\$20
CT-14	Warrant Blocks	100%		\$20
CT-15	Adult Traffic Diversion	(Note 35) 100%		\$92 Court Cost plus fee for on-line driving course
CT-16	Parking Registration Block	100%		\$20
CT-17	Case Transfer	100%		\$25 \$20
Community Development Services				
Engineering Services				
EN-01	Right-of-Way Plan Review & Inspection	(Note 2) 100% (Note 13)		Residence - \$55 Other - \$425
EN-02	ROW Encroachment Plan Review & Inspection	100%		\$1,280 \$1,270
EN-03	Public Improvement Plan Review	100%		2% of estimated costs of improvements.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Engineering Services (continued)			
EN-04	Public Improvement Inspection	100%	7% of estimated costs of improvements.
EN-05	Easement Encroachment Review	50%	\$350 (includes recording fees)
EN-06	Review of Utility Company Easements on City Property	100%	\$615 \$600 (plus a sq. ft. fee based on the approved per acre fee for raw parkland if equipment or pad is above ground on City property or rights-of-way.)
EN-07	Private Street Dedication Review	100%	\$2,805 \$2,665 plus costs.
EN-08	Street Vacation Review	100%	\$2,390 \$2,220 plus costs.
EN-09	Street Re-Naming (non-staff initiated)	100%	\$1,085 \$985 plus costs.
EN-10	Private Waste Disposal Review	100%	(Note 14) \$730 \$670 res (Note 14) \$1,000 \$915 non-res
EN-11	Sanitary Sewer Inspection	100%	\$150
EN-12	Flood Plain Inquiry Response: Written Request Others	(Note 1) 50% 0%	(Note 1) \$125 \$120 \$0
EN-13	Flood Plain Development Review	(Note 12) 100%	\$600 residents \$1,475 \$1,335 other
EN-14	Engineering Re-inspection Service	100%	\$100
EN-15	Damaged Light Pole Repair	100%	(Note 15) \$95 \$85 /hr
EN-16	Street/Traffic Sign Service	(Note 11a) 100%	\$95 \$90 /hr plus costs
EN-17	Well Drilling Permit	100%	\$355 \$340
EN-18	Change of Address Review	100%	\$365 \$330
Community Development Services			
Parks			
PK-01	Cemetery Maintenance	100%	\$710 – resident \$1,990 – non-res.
PK-02	Cemetery Lot Sale	100%	\$405
PK-02A	Columbarium Niche	(Note 36) 100%	\$1,895 – resident \$2,605 – non-resident (see Note 36)
PK-03	Interment Service	100%	\$505 \$480 – weekday \$740 \$705 – after hrs and weekends
PK-03A	Inurnment Service	100%	\$130 \$125 – weekdays \$200 \$190 – after hrs and weekends
PK-04	Monument Foundation Service	100%	\$1.80 /per sq. inch
PK-04A	Niche Engraving	100%	\$150/each occurrence
PK-05	Veterans Marker Service	0%	\$0
PK-07	Cemetery Lot Ownership Transfer	100%	\$115 \$105
PK-08	Legacy Tree/Bench	100%	\$1,055 \$1,015 tree; \$2,035 \$2,000 bench

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Community Development Services (continued)			
Planning (note 38)			
PL-01	PUD/Concept Plan Review	50%	\$2,420
PL-02	PUD/Preliminary Plan Review	(Note 38) 50%	(per application) Minor - \$2,385 \$2,260 Major - \$4,995 \$4,905
PL-03	PUD/Final Development Plan Review	50%	\$3,370 \$3,330 for 20 acres or less, plus \$ 75 for each additional 5 acres or portion thereof over 20 acres.
PL-04	Amended Final Development Plan (previously PUD/Minor Revision): Recognized Dublin HOA's Others	(Note 30 & 38) 0% 50%	 \$0 (per application) Minor - \$1,305 \$1,270 Major - \$2,220 \$2,190 Signage - \$890 \$885
PL-05	Pre-application Site Plan Review: Residential Commercial (including COIC/EAZ/WID)	0% 0%	\$0 \$0
PL-06	Rezoning Application Review	100%	\$2,275 \$2,205 SFD on 5 acres or less. \$4,545 \$4,405 other rezoning.
PL-08	Conditional Use Application Review	(Note 21 and 38) 50%	(per application) Minor - \$1,380 \$1,325 Major - \$2,295
PL-09	Parking Lot Alteration/Expansion	100%	\$1,035 /lot or facility
PL-10	Informal Plan Review	(Note 2)	\$690 \$650
PL-11	Preliminary Plat Review	100%	\$720 for first two lots, plus \$50/lot over two lots up to 100 lots. (No increase over 100 lots.) \$720 for first two RDUs plus \$50/unit over two RDUs up to 50 RDUs (No increase over 50 RDU's). \$2,865 commercial/other.
PL-12	Final Plat Review	100%	\$800 \$755 for first two lots, plus \$75/lot over two lots up to 100 lots. (No increase over 100 lots.) \$2,070 \$1,950 for first two RDUs plus \$75/unit over two RDUs up to 50 RDUs (No increase over 50 RDU's). \$3,005 \$2,830 commercial/industrial/other
PL-13	Lot Split/Minor Subdivision Review	100%	\$805 – all types
PL-14	Lot Line Adjustment Review	100%	\$805 – all types
PL-15	Variance Application Review: Properties Located in Architectural Review District Existing Single Family Development (SFD) Others	(Note 21) (Note 2) 0% 100%	\$0 \$100 \$2,275

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Planning (continued)			
PL-17	Certificate of Zoning Compliance Review: Residence Commercial & Other	50% 100%	\$100 \$90 \$195 \$170
PL-18	ARB Board Order	0%	\$0
PL-20	Sign Plan Review & Inspection - Temporary	100%	\$100 \$95
PL-21	Sign Plan Review & Inspection - R-O-W	0%	\$0
PL-22	Annual Permanent Sign Inspection	0%	\$0
PL-23	Temporary Use Review	100%	\$90 \$85
PL-24	Seasonal Business Review	100%	\$175 \$165 -initial appl. \$110 \$105-renewal fee. (Plus \$500 refundable bond)
PL-24A	Outdoor Seasonal Plant Display/Sales	100%	\$100 \$90
PL-25	Amusement Device Operation Review	(Note 2)	\$1,015 /yr.-Facility license, plus \$85 initial filing fee.
PL-26	Sexually Oriented Business License	100%	\$430 \$385
PL-27	R-O-W Solicitation Permit	0%	\$0
PL-28	Peddlers/Solicitation Permit	100%	\$110 \$105/license
PL-29	Special Permit Review: For uses permitted in residential zones Others	25% 100%	\$435 \$1,755
PL-30	Home Occupation Permit	100%	\$110 \$105-initial two years \$65-each two years after
PL-31	Wireless Facility Administration Review	(Note 31) 100 %	New Tower - \$3,250 Alt Structure - \$2,145 Co-location - \$1,835 Temp Facility - \$995
PL-32	Tree Removal Permit	(Note 27) 0%	\$0 – Permit \$150 caliper inch
PL-34	Garage Sale Permit Neighborhood Garage Sale Permit (minimum of 10 participating addresses or more)	(Note 2) (Note 2)	\$5/permit plus \$1/sign to a max of 3 signs per address. \$3/permit plus \$1/sign to a max of 3 signs per address.
PL-35	Zoning Inquiry Response: Written Request Others	(Note 1) 100%	\$370 \$350 \$0
PL-36	BZA Appeal Processing/Non-Conforming Use Determination: SFD and Historical Dublin Area Others	(Note 2) (Note 2)	\$100 \$1,720 \$1,605

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Planning (continued)			
PL-38	City Council Appeal Processing: SFD Others	(Note 2) (Note 2)	\$100 \$500
PL-39	Planning Pre-Submittal Meeting	0%	\$0
PL-40	Planning Re-inspection Fee	100%	\$110 \$100
PL-41	Code Enforcement Inspection	0%	\$0
PL-43	Weed Abatement Service	(Note 6)	\$355 plus contracted cost of mowing for first mowing of the season. \$245 plus contracted cost of mowing for each subsequent mow of the season after the first.
PL-45	Annexation Petition Processing	100%	\$4,245 \$4,210
PL-46	EAZ/West Innovation District Development Plan Application Fee	(Note 38) 50%	Minor - \$1,055 Major - \$2,115
PL-47	EAZ/West Innovation District Administrative Departure Fee (Included with PL-46)	0%	\$0
PL-48	EAZ/West Innovation District Site Plan Approval Fee	100%	\$1,385 \$1,315
PL-52	Minor Project Review	50%	\$0- Historic District \$100- Residential accessory uses/structures \$740 - Small \$1,225 - Large \$100 – Signage Review
PL-54	Waiver Review	50%	\$1,270
PL-55	Open Space Fee in Lieu of Determination	(Note 2)	\$0- If included in Basic Plan Review \$0- If open space requirement is less than 300 sq. ft. \$500- Others
PL-56	Master Sign Plan Review	25%	\$0 – Historic District \$905
PL-57	Parking Plan Review	25%	\$740 \$815
Public Safety Services			
Police Services			
PO-01	Police False Alarm Response	100%	\$0-1 st 2 in 6 mos. \$70 -third alarm \$70 -fourth alarm \$80-fifth alarm \$100-6 or more in 6 months.
PO-02	Impounded/Abandoned Vehicle Release: Crime Victim Others	0% 100%	Crime Victim - \$0 Others - \$130 \$120
PO-03	Records Check/Clearance Letter	(Note 16) 100%	\$25 \$20

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Public Safety Services (continued)			
Police Services (continued)			
PO-08	Police Report Reproduction	(Note 4)	\$.05 single-sided black & white \$.10 double-sided black & white \$.10 single-sided color copy
PO-09	Police Photo Reproduction	(Note 4)	\$1/print or CD plus postage.
PO-10	Video/Audio Tape Reproduction	(Note 4)	\$3 (tapes supplied).
PO-11	Other Agency Dispatch Service	(Note 5)	(Note 5)
PO-12	Facility Rental – Firing Range (open only to other Law Enforcement Agencies)	(Note 2)	\$50 plus staff time for Range Officer(s)
Public Works Services			
Utility and Enterprise Services			
PW-01	Water Service	100%	(Note 25)
PW-02	Sanitary Sewer Service	100%	(Note 26)
PW-03	Storm Sewer Services	0%	(Note 10) \$0
PW-04	Refuse Collection Service – Residential	0%	\$0
PW-05	Recycling Collection Service	0%	(Note 29) \$0
PW-06	Street Sweeping	0%	\$0
PW-07	Spilled Load Clean-up	(Note 11a) 100%	\$140/hr plus costs
PW-08	Damaged Property Repair	(Note 11a) 100%	\$140/hr plus costs
PW-09	Fire Hydrant Permit (public or private)	100%	\$125 \$115 (fee to be doubled if City required to pump the hydrant) plus, \$350 refundable deposit for hydrant backflow prevention device and hydrant wrench.
PW-10	Fuel Surcharge (Administrative Fee)	(Note 34) 100%	\$0.13 \$0.12 per gallon - unleaded or diesel
PW-10A	CNG Surcharge (Administrative Fee)	(Note 34) 100%	\$0.66 per gasoline gallon equivalents (GGE) - compressed natural gas.
PW-11	Salt Surcharge	100%	\$1.93 \$1.78 /ton
PW-12	Washington Township Fleet Maintenance	(Note 37)	Labor \$120 \$110 per hour Parts at cost plus 5% surcharge for admin. costs
PW-13	Car Wash Service	100%	\$10 /wash school bus or larger \$8 /wash small vehicles
Leisure and Cultural Services			
Recreation Services			
RC-01	Adult Sports Leagues Youth & Adult Sports Program	(Note 8)	(Note 8 & 22)
RC-02	Adult Programs Adult Recreation Classes	(Note 8)	(Note 8 & 22)
RC-03	Teen Programs Teen Recreation Classes / Camps	(Note 8)	(Note 8 & 22)
RC-04	Pre-School Programs Preschool & Youth Recreation Classes	(Note 8)	(Note 8 & 22)
RC-04A	Youth Programs	(Note 8)	(Note 8 & 22)
RC-05	Preschool Camps		
RC-06	Youth Camps Preschool Camps & Youth Camps	(Note 8)	(Note 8)
RC-07	Teen Camps	(Note 8)	(Note 8)
RC-08	Adaptive Programs Special Needs Programs	(Note 8)	(Note 8)
RC-09	Fitness Programs Fitness/Wellness Classes	(Note 8)	(Note 22)
RC-10	Theater Programs	(Note 8)	(Note 8)

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services (continued)			
Recreation Services (continued)			
RC-11	Aquatics - Indoor Programs Pool Recreation Classes	(Note 8)	(Note 22)
RC-12	Aquatics - Outdoor Pool Recreational Swimming — Outdoor Pool	(Note 6)	See Appendix A.
RC-13	Aquatics - Swimming Lessons Swimming Lessons	(Note 8)	(Note 8 & 22)
RC-14	Swim Team	(Note 8)	(Note 8)
RC-15	Aquatics – Concessions Concession Services	(Note 23)	(Note 23)
RC-16	Senior Programs Senior Citizen Recreational Programs	(Note 8)	(Note 2 & Note 33)
RC-19	DCRC Passes	(Note 6)	See Appendix A.
RC-20	Wee Folk DCRC — Babysitting	(Note 8)	(Note 8)
RC-21	DCRC — Rental Rates	(Note 6 & 24)	See Appendix A.
RC-22 (Includes RC-21)	DCRC Rental DCRC Indoor Reservation Service	(Note 6 & 24)	See Appendix A.
RC-23	Theater Rental	(Note 6)	See Appendix A.
RC-24	Community Wellness Healthy by Choice	(Note 6)	(Note 23)
RC-26	Neighborhood Park Programs Neighborhood Park Programming	(Note 6)	(Note 23)
RC-27	Corporate Wellness Programs	(Note 6)	(Note 23)
CE-10 (Previously in RC-17)	Kaltenbach Rental Kaltenbach Community Center Rental	(Note 6)	\$45 per hour – Resident \$100 per hour – Non-Resident (plus \$200 refundable deposit for all rentals.)
CE-11	Block Party Reservation Block Party Rental	(Note 6)	\$0-standard permit with use of barricades; \$50 first use of block party package to recognized Dublin Civic Associations each calendar year and \$100 each use thereafter
CE-12	Outdoor Reservation Service Outdoor Rental	(Note 2 & 8)	All Park Shelters & Scioto Amphitheater \$10 hour – Resident \$30 hour – Non-Resident Coffman Park Amphitheater \$10 per hour – Resident \$30 per hour – Non-Resident Coffman Park Pavilion & Amberleigh Park Pavilion \$15/hr (\$120/day) – Resident \$50/hr (\$400/day) – Non-Resident (plus \$100 refundable deposit for all rentals.)
CE-13	Athletic Field Usage/Rental Athletic Field Rental (soccer, baseball, softball, cricket and lacrosse fields)	(Note 28) 100%	See Appendix A.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Notes:

1. Fee not to apply to Dublin residents when request is for primary residential property.
2. A flat fee to be reviewed periodically by City Council.
3. The recovery is to be the maximum allowable under Ohio Law.
4. The recovery is to be the maximum allowable under the Public Records Act.
5. The percentage of recovery is dependent on the agreement negotiated between the parties.
6. Rather than a percentage of recovery, the City Council has specified a fee structure to be adopted.
7. There is to be no recovery of costs for Police Officers subpoenaed.
8. In general, the recreation program will attempt to recover, on an aggregate basis, 50% of direct costs and building maintenance costs *plus an assigned percentage of costs associated with certain recreation program capital improvement projects*, while recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will ensure that individual fees are reviewed annually, and any set unusually high/low are flagged.
9. For City Services provided aside from the Division of Events Administration.
10. At the February 8, 1999 meeting of the Committee of the Whole to discuss storm drainage utilities. The consensus was not to implement storm drainage fees.
11.
 - a. Fee will be based on fully burdened hourly rate plus any out-of-pocket costs and other direct costs.
 - b. For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.
12. Plus costs of any additional outside review services.
13. Plus a \$5,000 refundable bond to cover costs of repairs should they be necessary. Residents are not required to post bond when not cutting into the street pavement.
14. Plus any fees charged by the County or State.
15. Fully-burdened hourly rates of Traffic Technician(s) and any Streets & Utilities Staff used to repair light poles, plus actual cost of parts for repairs.
16. Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.
17. Fee applies when check has been deposited twice, is still NSF, and the party must redeem the check in person for cash.
18. The City does not have a certified Board of Building Appeals and therefore does not have the authority under the Ohio Revised Code to charge a fee.
19. A flat fee for a temporary structure permit.
20. These services see very few units of service in any given year.
21. Fees to be waived for those properties located within the Architectural Review District in Old Dublin, and for churches and places of worship in residential districts, and for Alternative Energy Applications.
22. A ten percent (10%) discount to apply for Community Recreation Center (DCRC) members on programs held inside the DCRC facility (not to apply to camps & aerobics classes).

**APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES**

Notes (continued)

23. Concession items will be charged at fees that attempt to recover direct cost of operations.
24. Rental fees for the gymnasium, classrooms, and park shelters are waived for youth organizations and schools, both public and private, serving the Dublin Community.
25. Fees as adopted in Ordinance 13-92 and 24-95 and as amended by Ordinances 07-05, 94-07, 64-09, 56-11, 64-12 and 75-15.
26. Fees as adopted in Ordinance 14-92 and 25-95 and as amended by Ordinances 07-05, 94-07, 64-09, 56-11, 64-12, 95-13, 75-15 and 72-17.
27. Tree Removal permit at no charge and tree replacement fee of \$150 per caliper inch.
28. The policy changes regarding athletic field usage were addressed in an October 31, 2014 memo titled "Updated Baseball and Softball Field Use Policy," by Matt Earman, Director of Recreation Services. The fee changes specified in that memo are discussed later in this appendix.
29. First set of recycling bins provided to owners of new homes. Replacement bins will be provided to new residents when needed. This is to be an informal policy, implemented in an effort to improve customer service and facilitate the City's recycling service.
30. For qualifying Homeowners Association projects located within the public realm of the subdivision.
31. Fees waived if wireless is located on a City facility and the space is leased from the City. Fees for outside review services plus the cost of the City's Telecommunication Consultant and any Legal fees will be charged to the applicant.
32. Per Ordinance 41-93, which authorizes the Establishment of a Mayor's Court Computer Fund as approved by the Auditor of State.
33. Dublin community senior citizens membership is available for a fee of \$15 for residents and \$20 for non-residents 55 years or older and offers special privileges including eligibility to participate in all general and special senior activities, to serve on the advisory board and committees, and priority registration for certain programs. Fees for senior citizens membership will be waived for those participants age 90 years and over.
34. Resolution 35-11 approved the administrative fee for Compressed Natural Gas (CNG) based on "gasoline gallon equivalents" (GGE). Ord 49-15 set the fee for CNG at \$0.40 per GGE.
35. The online driving course is through the National Safety Council. The City receives \$25 remittance per course registrant. The \$80 Court cost is subject to change with increases in State and/or local court costs.
36. Up to two (2) cremains per niche, and the fee includes perpetual care.
37. Resolution 03-13 approved setting the labor rate for services provided to Washington Township at the fully burdened hourly rate. At the time, this was set at \$81.00 per hour. The Resolution also allowed the City to charge Washington Township the cost of parts plus a 5% surcharge to cover the in house NAPA store.
38. Charge all fees for all services except for projects requesting two or three services where one or more of the services is a minor version of that service. For those projects, do not charge any additional fees beyond the highest fee for any requested minor services.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

BL-05 BUILDING INSPECTION - RESIDENTIAL

Building inspection/permit - ~~\$310~~ \$285 for the first 1,000 sq. ft. or fraction thereof, plus ~~\$80~~ \$75 for each additional 500 sq. ft. or fraction thereof. (Note: After hours inspections are charged an additional ~~\$145~~ \$135/hr with a three hour minimum.)

<u>Description of Service</u>	<u>Fee</u>
Prefabricated fireplace, wood or coal-burning stove.	\$65 \$60
Shoring permit.	\$110 \$100
Certificate of occupancy.	\$65 \$60

BL-06 BUILDING INSPECTION – COMMERCIAL

New building and additions thereto including garages and accessory buildings and all other buildings - ~~\$340~~ \$315 for the first 1,000 sq. ft. plus ~~\$190~~ \$175 per 1,000 sq. ft. of area or fraction thereof. (Note: After hours inspections are charged an additional ~~\$145~~ \$135/hr with a three hour minimum.)

<u>Description of Service</u>	<u>Fee</u>	
Alterations permit fees, industrial units, prefabricated assemblies and relocated building permit fees (also includes “walk-through” for interior alterations).	\$190 \$175	for the first 1,000 sq. ft. or fraction thereof, plus \$65 \$60 for each additional 1,000 sq. ft.
Rehabilitation permit fees: Rehabilitation of condemned building.	\$160 \$150	Standard fee plus \$130 \$120 for the first 1,000 sq. ft. or fraction thereof, plus \$45 \$40 for each additional 1,000 sq. ft.
Existing buildings.	\$130 \$120	for the first 1,000 sq. ft. or fraction thereof, plus \$45 \$40 for each additional 1,000 sq. ft.
Certificate of occupancy.	\$245 \$225	

BL-09 ELECTRICAL INSPECTION/PERMIT-RESIDENTIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$75 \$70	
New construction or alterations/additions	\$75 \$70	minimum fee plus, \$32.50 \$30 each additional 500 sq. ft. or fraction thereof over 1,000 sq. ft.
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$75 \$70	minimum fee, plus \$22 \$20 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.

BL-10 ELECTRICAL INSPECTION/PERMIT-COMMERCIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$90 \$85	(plus 3% State surcharge.)
New construction or alterations/additions	\$80 \$75	first 1,000 sq. ft. (minimum fee \$80 \$75) plus additional \$110 \$100 per 1,000 sq. ft. up to 50,000 sq. ft., plus \$75 \$70 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft., plus \$65 \$60 per 1,000 sq. ft. over 100,001 sq. ft. (plus 3% State surcharge.)
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$50 \$45	minimum fee, plus \$45 \$40 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. (plus 3% State surcharge.)

BL-11 HVAC INSPECTION/PERMIT-RESIDENTIAL

~~\$95~~ \$90 minimum fee for areas up to and including 1,000 sq. ft. plus ~~\$50~~ \$45 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

BL-12 HVAC INSPECTION/PERMIT-COMMERCIAL

Description of Service	Fee	
New or Additions	\$95 \$90	minimum fee plus \$45 \$40 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.
Alterations	\$85 \$80	minimum fee plus \$27 \$25 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.

CE-05 EXTERNAL EVENTS (Event Permit Fees)

Events staff will determine the external events appropriate tier after receiving the event application.

Tier	Definition	Sample Events
Tier 1	Any event that does not require City Services nor warrants a meeting with the Permitted Events Committee, but requires a permit to comply with City code or ordinances.	<ul style="list-style-type: none">• Vintage Bike Nights• Recurring races only on bike path• Dog Frisbee contests
Tier 2	Any event that requires limited City Services and warrants a meeting with the Permitted Events Committee.	<ul style="list-style-type: none">• Most sports tournaments• Recurring runs/walks and new runs/walks using an existing route
Tier 3	Any event that requires multiple City Services, multiple permits and warrants at least one if not more meetings with the Permitted Events Committee.	<ul style="list-style-type: none">• Most new events expecting over 2,500 guests• Recurring events expecting more than 5,000 guests• Events serving alcohol• Events requiring a complex road closure or closure of a major roadway. (BREAD!fest, Italian Festival, Memorial Tournament, FORE!fest)

RC-12 AQUATICS – OUTDOOR POOLS ~~RC-12 RECREATIONAL SWIMMING-OUTDOOR POOL~~
(~~Dublin Municipal Pool Passes~~)

Section 1. Season pass holder categories shall be designated as:

- Residents of the City of Dublin (*residency pertains to where you live not where you work*).
- Non-residents of the City of Dublin.
- School District Residents**

Section 2. Fees for the categories shall be as follows:

	<u>Resident</u>		<u>School District Resident</u>		<u>Non-Resident</u>	
Individual	\$95	\$85	\$220	\$195	\$225	\$200
Family of 2	\$160	\$145	\$320	\$285	\$325	\$290
Family of 3	\$220	\$200	\$445	\$395	\$455	\$405
Family of 4	\$250	\$230	\$515	\$460	\$525	\$470
Family of 5	\$290	\$265	\$600	\$535	\$615	\$550
Senior (age 60 and over)	\$65	\$60	\$105	\$95	\$125	\$110

** - A 10% resident discount will be given for early registration between April 1 and May 1.

Section 3. Daily passes for City of Dublin Residents and their guests (accompanied by a Dublin Resident) will be available for the following fees:

	<u>Resident</u>		<u>Non-Resident</u>	
Adult (18 years and older):	\$9.00	\$8.00	\$11.00	\$10.00
Senior (60 years and over):	\$8.00	\$7.00	\$10.00	\$9.00
Child (3 years to 17 years):	\$8.00	\$7.00	\$10.00	\$9.00
Child (2 years and under):	no charge		no charge	
After 6 p.m. (3 yrs and older)	\$6.00	\$5.00	\$8.00	\$7.00

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Note: The number of Non-Resident guests (accompanying each Dublin Resident) admitted to the facility will be limited in accordance with the municipal pool’s ratio policy.

Section 4. The number of Non-Resident season passes available for purchase will be limited to 500.

RC-19 DCRC PASSES ~~RC-19 COMMUNITY RECREATION CENTER (DCRC) ANNUAL PASSES~~

The fees for annual pass holders to the Community Recreation Center (DCRC) shall be as follows:

	Individual	Family of Two	Family of Three	Family of Four	Family of Five or more
Annual Pass:					
Resident	\$250 \$240	\$435 \$415	\$570 \$545	\$655 \$625	\$700 \$665
School Dist. Resident	\$460 \$440	\$765 \$730	\$1,030 \$980	\$1,110 \$1,055	\$1,180 \$1,125
Non-Resident	\$695 \$660	\$1,220 \$1,160	\$1,610 \$1,535	\$1,815 \$1,730	\$2,000 \$1,905
Dublin Based Employees	\$285 \$270				
Military/Veterans: (w/valid identification)					
Resident	\$230 \$220				
SD Resident	\$420 \$400				
Non-Resident	\$630 \$600				
Senior:					
Resident	\$125 \$120				
SD Resident	\$180 \$170				
Non-Resident	\$230 \$220				
Note: For annual pass holders who wish to have a monthly automatic deduction from a savings or checking account, there is a \$1 per month service fee.					
6 Month Pass:					
Resident	\$150 \$145	\$265 \$250	\$345 \$330	\$395 \$375	\$425 \$405
70 Visit Annual Pass for College Students: - 25 years of age and under w/valid student identification, and proof of current Class enrollment or be a High School Student who has graduated in the current year, and is between High School graduation and College admission (w/valid identification):					
Resident	\$125 \$120				
SD Resident	\$235 \$225				
Non-Resident	\$360 \$345				
Daily Passes:					
Adults (ages 18 yrs & up)	\$15				
Child (ages 3-17 yrs)	\$8 \$7				
Infant (ages 2 & under)	no charge				
Guest of Resident Visitor (All Ages)	5 visits/ \$40 10 visits/ \$80				
City of Dublin residents may receive a discounted daily pass with their City of Dublin I.D. card proof of residency. These photo I.D. cards may be purchased at the DCRC for \$2/person/card. Proof of residency and age are required to purchase a resident card. Individuals under the age of 18 years must have a parent or guardian complete registration. Discounted daily pass rate for City of Dublin residents with a resident I.D. card proof of residency is \$8 \$7/adult and \$6 \$5/child.					

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-21 22 COMMUNITY RECREATION CENTER (DCRC) – RENTAL RATES

Section 1. That the following schedule of rental rate fees be established for exclusive use of the specified areas with the Community Recreation Center:

Lap Pool

- \$9.00 per hour per lane for Dublin resident recreational use. (Payment for daily admission fee or DCRC membership is required).
- \$9.00 per hour per lane for authorized Dublin City School district functions.
- \$20.00 per hour per lane for charitable organizations. (Includes admission fee for participants.)
- \$40.00 per hour per lane for non-resident recreational use. (Payment for daily admission fee or DCRC membership is required.)
- \$40.00 per hour per lane for organized team/instructional activities. (Includes admission fees for participants.)

Saturday After-Hours Pool Rentals

Pool amenities are available for rental after-hours on Saturday evening from 8:15 p.m. – 10:15 p.m. Rental fees for this time period (Resident / Non-Resident):

- \$275 / \$410 for rental of the leisure pool only.
- \$300 / \$450 for rental of the leisure pool and slide.
- \$275 / \$410 for rental of the lap pool only.
- \$400 / \$600 for rental of the lap pool and leisure pool only.
- \$425 / \$635 for rental of the lap pool and leisure pool with slide.
- \$300 / \$450 for rental of the leisure pool and diving boards only.
- \$350 / \$525 for rental of the leisure pool, slide and diving boards.
- \$450 / \$670 for rental of the leisure pool with slide, lap pool, and diving boards

The use of Classroom C is included with any of the after-hours rentals listed above.

Maximum capacities of the facilities and the number of lifeguards and other supervisory staff are mandated by DCRC policy.

Gymnasium – Court A & Court B

- \$30.00 per court per hour for Dublin residents.
- \$55.00 per court per hour for non-residents.

Classroom A, B, and C

- \$20.00 per hour for Dublin residents.
- \$45.00 per hour for non-residents.

Section 2. That each area has designated hours of operation and an additional \$25 per hour will be charged for time rented after those established hours.

Section 3. That in order to implement the rental fees established herein, the City Manager or designee shall have the authority to promulgate and amend written administrative rules, regulations, and procedures not inconsistent with sections 1, 2, and 3 within this service center, and related policies adopted by City Council.

RC 22 DCRC – Indoor Reservation Service

Community Hall Rental Rates (per hour)

<u>Customer</u>	<u>1/3 Hall</u>	<u>2/3 Hall</u>	<u>Hall</u>
Resident	\$55	\$90	\$120
School District Resident	\$75	\$120	\$165
Non-Resident	\$135	\$225	\$315
Corporate Resident	\$75	\$120	\$165
Non For Profit (Dublin) (A)	\$55	\$90	\$120

(A)– Primary address located within the City of Dublin.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-22 COMMUNITY RECREATION CENTER (DCRC) – RENTAL RATES (continued)-Indoor
~~Reservation Service (continued)~~

Community Hall Rental Rates (per hour) (continued)

Table and chair set-up is included in the rental fee. A warming kitchen is available. Podiums, a PA system, and other basic AV support are available upon request, and must be set up by Dublin employees. ~~A dance floor and risers (platforms)~~ are available to rental groups and may be subject to an additional fee ~~(\$90 and \$65,~~ respectively) to cover costs of additional set-up and tear down time.

Meeting Room Rental Rates (per hour)

<u>Customer</u>	<u>Meeting Room 1</u>	<u>Meeting Room 2</u>
Resident	\$35	\$35
School District Resident	\$45	\$45
Non-Resident	\$80	\$80
Corporate Resident	\$45	\$45
Not For Profit (Dublin) (A)	\$35	\$35

(A)– Primary address located within the City of Dublin.

Deposit:

~~There will be a \$200 deposit for renting any portion of the Community Hall. An additional damage deposit will be collected when the rental group is serving alcohol (see “Alcohol” below). Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment of the deposit is due at time of reservation. The remaining balance (rental fees) is due at least 60 days prior to scheduled event. Deposits are non-refundable if the event is canceled.~~

Alcohol:

Rental groups are limited to serving beer and wine after 7:30 p.m. on ~~Thursday~~, Friday, and Saturday nights only. All other circumstances will require a waiver from City Council at its next regularly scheduled meeting. Consumption is limited to the confines of the Community hall, and must comply with State of Ohio liquor laws. Additional proof of insurance may be required (see “Insurance Coverage” below). The City of Dublin is not liable for any injuries to guest or negligence where alcohol is involved. Special Duty Police Officer(s) must be contracted by the rental group and are required on the premises throughout the entire event when alcohol is being served. ~~An additional \$100 refundable damage deposit will be collected for rental groups serving alcohol.~~

Catering:

Caterers will be asked to provide a current professional caterer’s license and proof of insurance, and will be asked to sign a letter of agreement.

Insurance Coverage:

Depending on the risk classification of the event, the rental group may be required to obtain appropriate insurance. If the City requires insurance for the event, the rental group will be asked to provide proof of liability insurance satisfying the City’s lease requirements.

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

Refund Policies:

Community Hall – Upon cancellation of a reservation **more than 60 days from the event date**, the City will refund the rental fees collected, **less a \$15 administrative feeless the rental deposit**. **Upon cancellation of a reservation less than 60 days before the event date**, the City will refund the rental fees collected, less \$200.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Meeting Rooms, Classrooms, Pavilions and Shelter houses – Upon cancellation of a reservation at least two weeks before the scheduled event, the City will refund the rental fees collected, less a \$15 administrative fee. Upon cancellation of a reservation less than two weeks before the event date, the City keeps rental fees (up to \$200 max.) & refunds remaining fees (if any) or renter may reschedule without penalty. Refunds will not be issued for cancellations made within two weeks of the event.

RC-23 THEATER RENTAL

<u>Customer</u>	<u>Half-Day Rate (up to 5 hours)</u>	<u>Fee Per Hour (2 hour minimum)</u>	<u>Rehearsal Fee Per Hour (2 hour minimum)</u>
Standard Rate	\$605	\$160	\$90
Corporate Resident	\$520	\$140	\$75
Not For Profit (Dublin)(A)	\$490	\$135	\$70
Non-Profit Performing Arts Groups (501c 3)	\$320	\$85	\$60
Dublin Arts Council (DAC)	*	*	*

(A)– Primary address located within the City of Dublin.

* Fees will be waived for rental groups falling under the umbrella organization of the DAC. DAC will be charged a fully burdened hourly rate for the Theater Technician’s time upon request of that service. The Theater Technician rate will be charged at \$45 per hour/per technician.

City employees (or City-contracted professional service) are the only ones authorized to use/program the theater’s technical equipment, lighting, and any other theatrical appurtenances.

Rental Rates and Collection Fee:

In most cases, rental rates will be quoted to prospective rental groups in four-hour blocks. There may be certain times when a rental group will not need four hours for an event. In those situations, a per-hour rental rate will be optional, with a two-hour minimum. Should a rental group request the City of Dublin to facilitate ticket sales and collections for its performance(s), the City of Dublin will charge a 12% collection fee. This fee will be calculated based on total ticket sales, and the balance of ticket collections will be remitted to the rental group.

Rehearsal Rates:

Rehearsal rates will be available for those rental groups renting the theater facility for their performances. Rehearsal rates include “work lights” only. Rental groups desiring “technical” rehearsals must pay regular rental rates.

Deposit:

~~A \$200 deposit will be required from groups renting the theater. The deposit will assure the City that funds are available should the event go past its schedule rental time and additional rental fees are levied. Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment in full of rental fees and rental deposit is due upon receipt of the rental contract. Deposits are non-refundable if the event is canceled.~~

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Insurance Coverage:

Rental groups will be required to obtain appropriate insurance. The rental group may be asked to provide proof of liability insurance that satisfies the City’s lease requirements.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

Refund Policy:

Abbey Theater – Upon cancellation of a reservation more than 60 days from the event date, the City will refund the rental fees collected, less a \$15 administrative fee. Upon cancellation of a reservation less than 60 days before the event date, the City keeps rental fees (up to \$200 max.) & refunds remaining fees (if any) or renter may reschedule without penalty.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

CE-13 ATHLETIC FIELD USAGE/RENTAL

Soccer Field Allocation and Fee Schedule for All League Play

The field allocation and fees schedule for all soccer fields shall be as follows:

League Play is limited to general team practices and team games during the Fall and Spring seasons. Fall season begins the second Monday before Labor Day, and ends the first Sunday in November. Spring season begins the fourth Saturday in March, and ends the second Sunday in June. League play does not include practices or games outside of the Fall or Spring seasons, or other activities such as camps, clinics, tournaments, tryouts and other organized activities.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
	City of Dublin Programs	General Recreation	**Middle-Tier	***Select/Elite	Other
Organization Provider		*Dublin Soccer League Only	No Restrictions	No Restrictions	No Restrictions
Residency Requirement (Dublin/DSD)		Minimum 90% Residents	Minimum 90% Residents	Minimum 50% for U9 - U12 No Restrictions for U13 and Up	No Restrictions
Resident Fee Per Player/Season		Waived	\$10	\$10	\$100
Non-Resident Fee Per Player/Season		\$100; \$150 (2020)			\$100 \$150 (2020)
Games Played on Dublin Fields		All League Games Except MSSA/HSSA	Up to 60%	Up to 60%	TBD
League Games Travel Restrictions		Dublin Corporate Limits Except MSSA/HSSA	Central Ohio Only	No Restrictions	No Restrictions
Exclusionary Tryouts		Not Permitted	Not Permitted	No Restrictions	No Restrictions
Age Restrictions		U4 - Up	U8 - U12****	U8 - Up	No Restrictions
Team Coaching Restrictions		Volunteers Only	Volunteers Only	No Restrictions	No Restrictions

* The City recognizes the Dublin Soccer League as the only organization eligible to provide general recreation league play on City fields. Dublin Soccer League will be responsible to provide sponsorship and representation to other leagues, field scheduling and field services for other eligible organizations. Such services will be performed for a pre-set fee established by DSL. Fees for services, or changes to fees for service, must be provided to the club organizations at least one year in advance.

** As a long standing provider of "Middle Tier" soccer league play in Dublin, the Dublin United Soccer Club will be accommodated prior to other organizations at this level of play, so long as all organization and program eligibility requirements have been met.

***As a long standing provider of the "Select/Elite" soccer league play in Dublin, the Ohio Premier Eagles Soccer Club and Club Ohio Soccer Club will be accommodated prior to other organizations at this level of play, so long as all organization and program eligibility requirements have been met.

****U12 Teams that have already been formed under the "Middle Tier" level will continue to be eligible at the Priority 3 level for ages U13 - Up, so long as all other criteria have been met. Applications and requirements for newly formed teams at the U13 – Up age groups must be submitted at the "Select/Elite" Priority 4 level.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Baseball/Softball Field Allocation and Fee Schedule for All League Play

The field allocation and fees schedule for all baseball/softball fields shall be as follows:

League Play is limited to general team practices and team games during the Spring/Summer seasons. Fall season begins the third Monday in August, and ends the last Sunday in September. Spring/summer season begins the first Saturday in April, and ends the last Sunday in July. League play does not include practices or games outside of the Fall or Spring/Summer seasons, nor other activities such as camps, clinics, tournaments, tryouts and other organized activities.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
	City of Dublin Programs	General Recreation	**Middle-Tier	***Select/Elite	Other
Organization Provider		*Dublin Youth Athletics Only	Dublin-Based Organizations	Dublin-Based Organizations	No Restrictions
Residency Requirement (Dublin/DSD)		Minimum 90% Residents	Minimum 90% Residents	Minimum 50% for U9 - U12 No Restrictions for U13 and Up	No Restrictions
Resident Fee Per Player/Season		Waived	\$10 (2016)	\$10 (2016)	\$100
Non-Resident Fee Per Player/Season		\$100 Phased Over 3-Year Period (2016 - \$50; 2017 - \$75; 2018 - \$100)			\$100
Games Played on Dublin Fields		All League Games	Up to 60%	Up to 60%	TBD
League Games Travel Restrictions		Dublin Corporate Limits (Some Exceptions Apply)	Limited to Central Ohio	No Restrictions	No Restrictions
Exclusionary Tryouts		Not Permitted	Not Permitted	No Restrictions	No Restrictions
Age Restrictions		Pre-K – 12 th grade	U8 - Up	U8 - Up	No Restrictions
Team Coaching Restrictions		Volunteers Only	Volunteers Only	No Restrictions	No Restrictions

* The City recognizes Dublin Youth Athletics as the only organization eligible to provide general recreation league play on City fields. Dublin Youth Athletics will be responsible to provide sponsorship and representation to other leagues, field scheduling, field lining and bases for other eligible organizations as necessary. Such services will be performed for a pre-set fee established by DYA. Fees for services, or changes to fees for service, must be provided to the organizations at least one year in advance.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

City of Dublin Baseball/Softball Field Allocation and Fee Schedule for Organized Activities Not Associated With Dublin-Based Permitted Leagues or Tournaments

Organization Type	Fee
Dublin Youth Athletics	Fee Waived
Dublin Residents (General Use*):	\$25 per field/two-hours OR \$50 per field/day
Dublin-Based, Non-Profit Organizations** and Independent Teams***	\$50 per field/two-hours OR \$100 per field/day
Non-Dublin, Non-Profit Organizations and Teams:	\$75 per field/two-hours OR \$150 per field/day
For-Profit Organizations:	\$100 per field/two-hours OR \$200 per field/day
Field Lighting	\$25 per field/hour
(Fee waived for Dublin Youth Athletics)	
Priority 1:	City of Dublin Recreation Programs and Special Events
Priority 2:	Dublin Youth Athletics
Priority 3:	All Other Organized Activities
*General uses include resident and/or business non-instructional activities such as birthday parties, family outings, business outings and other such uses that are informal in nature. Fees only apply to reserved field use. Fees are waived for all other general field use by Dublin residents and are accommodated on a first-come, first-served basis.	

** Non-profit teams and organizations must submit documentation of their tax-exempt status with the Internal Revenue Service (i.e., IRS determination letter). Organizations must demonstrate compliance with tax return filing requirements by submitting the most recent federal tax filing submitted to the Internal Revenue Service (Form 990).

***Dublin-based independent teams include teams that consist of a head coach that is a Dublin resident and maintain a minimum of 75% Dublin resident players. Rosters of teams must be submitted with each permit application including the names and primary addresses of the head coach and players.

Baseball and Softball Proposed Field Use Fees and Implementation Schedule

League Play Field Use Fees

	2014	2015	2016	2017	2018
DYA Resident - General Recreation League	Fee Waived	Fee Waived	Fee Waived	Fee Waived	Fee Waived
Residents - Middle Tier/Select Leagues (DYA and Other)	Fee Waived	Fee Waived	\$10/Player/Season	\$10/Player/Season	\$10/Player/Season
All Non-Resident Participants	Fee Waived	Fee Waived	\$50/Player/Season	\$75/Player/Season	\$100/Player/Season

Tournament and Non-League Field Use Rental Fees

	2014	2015	2016
Dublin Youth Athletics	Fee Waived	Fee Waived	Fee Waived
Dublin-Based, Non-Profit Organizations	\$50/Field/Day	\$50/Field/Day	\$100/Field/Day
Non Dublin-Based, Non-Profit Organizations	\$50/Field/Day	\$50/Field/Day	\$150/Field/Day
For-Profit Organizations	\$100/Field/Day	\$100/Field/Day	\$200/Field/Day
Field Lighting	\$6/Field/Hour	\$25/Field/Hour	\$25/Field/Hour

Non-League and Non-Tournament Field Use Rental Fees

	2014	2015
Dublin Youth Athletics	Fee Waived	Fee Waived
Dublin Residents - General Use	\$50/Day/Field	\$25/2Hours/Field OR \$50/Day/Field
Dublin-Based, Non-Profit Orgs/Other Teams	\$50/Day/Field	\$50/2Hours/Field OR \$100/Day/Field
Non-Dublin, Non-Profit Orgs/Other Teams	\$50/Day/Field	\$75/2Hours/Field OR \$150/Day/Field
For-Profit Organizations/Teams	\$100/Day/Field	\$100/2Hours/Field OR \$200/Day/Field
Field Lighting	\$6/Hour	\$25/Hour

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Lacrosse Field Allocation and Fee Schedule for All League Play

League Play is limited to general team practices and team games during the Spring season. Spring season begins March 1st and ends the first Sunday in June. League play does not include practices or games outside of the Spring season, nor other activities such as camps, clinics, tournaments, tryouts and other organized activities.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
	City of Dublin Programs	General Recreation	Middle-Tier	Select/Elite	Other
Organization Provider		*Dublin Youth Athletics Only	Dublin-Based Organizations	Dublin-Based Organizations	No Restrictions
Residency Requirement (Dublin/DSD)		Minimum 90% Residents	Minimum 90% Residents	Minimum 50% for U9 - U12 No Restrictions for U13 and Up	No Restrictions
Resident Fee Per Player/Season		Waived	\$10 (2018)	\$10 (2018)	\$100
Non-Resident Fee Per Player/Season		\$100 Phased Over 3-Year Period (2018 - \$50; 2019 - \$75; 2020 - \$100)			\$100
Games Played on Dublin Fields		All League Games	Up to 60%	Up to 60%	TBD
League Games Travel Restrictions		Dublin Corporate Limits (Some Exceptions Apply)	Limited to Central Ohio	No Restrictions	No Restrictions
Exclusionary Tryouts		Not Permitted	Not Permitted	No Restrictions	No Restrictions
Age Restrictions		K-12	U8 & up	U8 & up	No Restrictions
Team Coaching Restrictions		Volunteers Only	Volunteers Only	No Restrictions	No Restrictions

* The City recognizes Dublin Youth Athletics as the only organization eligible to provide general recreation league play on City fields. Dublin Youth Athletics will be responsible to provide sponsorship and representation to other leagues, field scheduling, field lining and goals for other eligible organizations as necessary. Such services will be performed for a pre-set fee established by DYA.

Lacrosse Field Allocation and Fee Schedule for Organized Activities Not Associated With Dublin-Based Permitted Leagues

Dublin Youth Athletics	Fee Waived
Dublin Residents (General Use)*/Dublin based not-for-profit organizations**	\$100 per field/day
Non Dublin based not-for-profit organizations**	\$500 per field/day
For-profit organizations:	\$1000 per field/day

Priority 1: City of Dublin Recreation Programs and Special Events

Priority 2: Dublin Youth Athletics

Priority 3: All Other Organized Activities

*General use includes resident and/or business non-instructional activities such as birthday parties, family outings, business outings and other such uses that are informal in nature. Fees only apply to reserved field use. Fees are waived for all other general field use by Dublin residents and are accommodated on a first-come, first-served basis.

** Non-profit teams and organizations must submit documentation of their tax-exempt status with the Internal Revenue Service (i.e., IRS determination letter). Organizations must demonstrate compliance with tax return filing requirements by submitting the most recent federal tax filing submitted to the Internal Revenue Service (Form 990).

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Cricket Field Allocation and Fee Schedule for All League Play

League Play is limited to general team practices and team games during the season. The season begins mid-March (weather permitting) and ends October 31st. League play does not include practices or games outside of the season, nor other activities such as camps, clinics, tournaments, tryouts and other organized activities. The term Residents pertains to both City of Dublin Residents and Dublin City School District Residents.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
	City of Dublin Programs	General Recreation	Middle-Tier	Select/Elite	Other
Organization Provider		Dublin Cricket Club and Columbus Cricket Club	Dublin-Based Organizations	Dublin-Based Organizations	No Restrictions
Residency Requirement (Dublin/DSD)		Minimum 75% Residents	Minimum 75% Residents	Minimum 50% Residents	No Restrictions
Resident Fee Per Player/Season		Waived	\$10 (2018)	\$10 (2018)	\$100
Non-Resident Fee Per Player/Season		\$100 Phased Over 3-Year Period (2018 - \$50; 2019 - \$75; 2020 - \$100)			\$100
Games Played on Dublin Fields		All League Games (youth only)	Up to 60% (youth only)	Up to 60% (youth only)	TBD
League Games Travel Restrictions		Dublin Corporate Limits, Some Exceptions Apply (youth only)	Limited to Central Ohio (youth only)	No Restrictions	No Restrictions
Exclusionary Tryouts		Not Permitted (youth only)	Not Permitted (youth only)	No Restrictions	No Restrictions
Age Restrictions		K-12 (youth only)	U8 & up (youth only)	U8 & up (youth only)	No Restrictions
Team Coaching Restrictions		Volunteers Only	Volunteers Only	No Restrictions	No Restrictions

Cricket Field Allocation and Fee Schedule for
Organized Activities Not Associated With Dublin-Based Permitted Leagues

Non-League play includes all tournaments, camps, clinics, training programs and other organized activities not associated with general league play.

Dublin Cricket Club & Columbus Cricket Club	Fee Waived
Dublin based not-for-profit organizations/City of Dublin Residents:	\$100 per field/day
Non Dublin based not-for-profit organizations	\$500 per field/day
For-profit organizations/Non-Residents:	\$1000 per field/day

- Priority 1: City of Dublin Recreation Programs and Special Events
Priority 2: Dublin Cricket Club & Columbus Cricket Club Activities
Priority 3: Other Dublin-Based Not-For-Profit Organization Activities
Priority 4: All Other Organized Activities

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Dublin Community Recreation Center (DCRC) Facility Waivers
(RC-21, RC-22, and RC-23)

City Staff is hereby authorized to waive fees for various types of Facility uses at the Dublin Community Recreation Center based on the table following.

Type	Description/Examples	Waiver	
		Yes	No
After Prom	Dublin City Schools, private schools located in Dublin, Hilliard City Schools which Dublin residents attend <i>(Dublin City Schools have first scheduling priority)</i>	X	
Community service organization sponsored events/activities that provide broad benefit to the Dublin community	Glaucoma screenings; immunization clinics; blood drives; Leadership Dublin Community Service Day; PERC presentations/seminars open to the public; Elections. * Limited to two per month	X	
School programs, both public and private serving children and young adults with special needs in programs that benefit the Dublin community [Participants are to be supervised and assisted by School Teachers and Staff, and use the facility as approved by the Director of Recreation. The City and School District will sign an agreement for services and provide City Council with notification of the agreement.]	Participants of the Dublin School's Power Plus Program (Postsecondary Options Work Employability Results)	X	
Fund raising	Swim for Diabetes; Cancer Society; Heart Association; Booster Clubs		X
International exchange sponsored by Dublin based not for profit organizations	Overnight exchange students; rotary program; Russian exchange program	X	
Schools, both public and private; and school related organizations	PTO's; Young Professionals Academy; Special Needs In-Service for Parents; Wrestling Club award ceremony; theater boosters; Work Study Appreciation Breakfast; Young Life; Latchkey; Teen Institute; PERC meeting		X
Other Dublin based not for profit and profit events/activities not previously addressed			X
Non-Dublin based not for profit and profit events/activities not previously addressed			X

City administrative staff is hereby authorized to implement administrative procedures as necessary to manage the fee waiver request process as outlined above. Fee waiver requests for the above-described purposes will not be forwarded to City Council; likewise, Council will refer to staff any fee waiver requests presented to Council that have not been first reviewed/addressed by staff.

Development Fee Structure Analysis

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Figure 8.

Mock Building	Building Permit Fees and Inspections							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Service	New Construction Base Fee & Inspection	New Building Inspection	New Build Permit	New Building Base Fee & Inspection	New Building Inspection	New Building	New Construction Processing Fee	New Build Permit & Plan Exam
Service Cost	\$ 7,106.00	\$ 3,290.00	\$ 2,550.00	\$ 1,132.10	\$ 1,374.94	1258.52	\$ 3,828.40	773.86
Service		Commercial Plan Review	Plan Review 1	Plan Review	Plan Review	Plan Review		
Service Cost	\$ -	\$ 3,785.00	\$ 800.00	\$ 760.00	\$ 400.00	\$ 963.20	\$ -	\$ -
Service	6 Minor Revisions	6 Minor Revisions	Plan Review 2	6 Minor Revisions	6 Minor Revisions	Revision		Revisions
Service Cost	\$ 1,050.00	\$ 1,890.00	\$ 2,100.00	\$ 606.00	\$ 1,200.00	\$ 629.26	\$ -	\$ 700.00
Service	1 Major Revision	1 Major Revision	Revisions	1 Major Revision	1 Major Revision	Resubmittal		
Service Cost	\$ 450.00	\$ 1,035.00	\$ 3,100.00	\$ 101.00	\$ 200.00	\$ 200.00	\$ -	\$ -
Service	HVAC	HVAC	HVAC	Mechanical	HVAC	HVAC	HVAC	HVAC
Service Cost	\$ 450.00	\$ 770.00	\$ 355.00	\$ 629.26	\$ 609.26	\$ 1,158.52	\$ 752.84	\$ 679.26
Service	Gas Line	Gas Line	Gas Line	Gas Piping	Gas Line	Gas Piping		Gas Line
Service Cost	\$ 450.00	\$ 115.00	Included with HVAC/Plumbing	\$ 170.00	\$ -	\$ 100.00		\$ 75.00
Service					Structural Permit			
Service Cost	\$ -	\$ -	\$ -	\$ -	\$ 962.10	\$ -	\$ -	\$ -
Service					Insulation/Energy Conservation			
Service Cost	\$ -	\$ -	\$ -	\$ -	\$ 432.84	\$ -	\$ -	\$ -
Service	Electric Permit	Electric Permit	Electric Permit	Electric Permit	Electric Permit	Electric Permit	Electric & Fire Alarm	Electric
Service Cost	\$ 450.00	\$ 1,739.20	\$ 650.00	\$ 629.26	\$ 785.68	\$ 1,158.52	\$ 752.84	\$ 1,032.10
Service	Plumbing Permit	Plumbing Permit	Plumbing Permit	Plumbing Permit	Plumbing Permit	Plumbing Permit	Plumbing Permit	Plumbing Permit
Service Cost	\$ 450.00	\$ 840.00	\$ 840.00	\$ 840.00	\$ 1,043.00	\$ 300.00	\$ 840.00	\$ 840.00
Service	Fire Suppression Permit	Fire Protection Permit	Fire Suppression Permit	Fire Suppression Permit	Fire Suppression System/ Fire Protection Permit	Fire Suppression Permit	Fire Suppression	Fire System Plan Review
Service Cost	\$ 605.00	\$ 390.00	\$ 1,140.00	\$ 579.26	\$ 550.00	\$ 629.26	\$ 752.84	\$ 154.50
Service	Fire Alarm Permit	Fire Alarm Permit	Fire Alarm Permit	Fire Alarm Permit		Fire Alarm Permit		
Service Cost	\$ 550.00	\$ 390.00	\$ 990.00	\$ 579.26	\$ -	\$ 629.26	\$ -	\$ -
Service	Certificate of Occupancy	Certificate of Occupancy	Change of Occupancy	Occupancy Fee	Certificate of Occupancy	Certificate of Occupancy		Certificate of Occupancy
Service Cost	\$ -	\$ 225.00	\$ 875.00	\$ 75.00	\$ 75.00	\$ 60.00	\$ -	\$ 100.00
Service				Certificate of Appropriateness				
Service Cost	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ -
Service	Foundation		Foundation Start					
Service Cost	\$ 7,106.00	\$ -	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Service							Parking Lot	
Service Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00	\$ -
Service	Additional Inspections							
Service Cost	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -			
Total Cost	\$ 30,667.00	\$ 14,469.20	\$ 13,825.00	\$ 6,351.14	\$ 7,632.82	\$ 7,086.54	\$ 6,976.92	\$ 4,354.72
Cost/Sq.Ft	\$ 1.74	\$ 0.82	\$ 0.78	\$ 0.36	\$ 0.43	\$ 0.40	\$ 0.40	\$ 0.25

Development Fee Structure Analysis

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Figure 9.

Mock Building	Engineering Fees and Inspections							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Service			Initial Submission					
Service Cost	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Service	Final Site Compliance			Single Site Commercial (Engineering App)				
Service Cost	\$ 475.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Service	Storm Water Pollution Prevention Plans							
Service Cost	\$ 475.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Service	Sewer Permit Fee	Sewer Inspection Fees	Sewer Inspection Fees	Sewer Inspection Fees	Sewer / Water Permit	Sewer/Water Inspection Fee	Water Application Fee	Water & Sewer Tap Fees
Service Cost	\$ 85.00	\$ 150.00	\$ -	\$ 85.00	\$ 70.00	\$ 150.00	\$ 50.00	\$ 950.00
Service	Sewer Capacity Charges	Sewer Capacity Charges	Sewer Capacity Charges	Sewer Capacity Charges	Sewer Capacity Charges	Sewer Capacity Charges		Sewer Capacity Charges
Service Cost	\$ 32,472.00	\$ 33,150.00	\$ 61,822.00	\$ 32,472.00	\$ 17,289.67	\$ 131,240.00		\$ 31,556.00
Service	Water Capacity Charges & Fire Protection	Water Capacity Charges & Fire Protection	Water Capacity Charges	Water Capacity Charges & Fire Protection	Water Capacity Charges	Water Capacity Charges		Water Capacity Charges
Service Cost	\$ 27,976.50	\$ 33,684.00	\$ 49,845.00	\$ 27,976.50	\$ 18,140.50	\$ 99,000.00		\$ 34,031.00
Service			Water Meter Charge			Water Meter Cost		Fire Charge
Service Cost	\$ -	\$ -	\$ 1,950.00	\$ -	\$ -	\$ 1,211.00	\$ -	\$ 5,105.65
Service		Sewer Capacity Charges (Columbus)		Sewer Capacity Charges (Columbus)			Sewer Capacity Charge	Sewer Capacity Charges (Columbus)
Service Cost	\$ 0	\$ 32,472.00	\$ -	\$ 32,472.00	\$ -	\$ -	\$ 27,976.50	\$ 32,472.00
Service		Water Capacity Charges & Fire Protection (Columbus)		Water Capacity Charges & Fire Protection (Columbus)			Water Capacity Charge	Water Capacity Charges & Fire Protection (Columbus)
Service Cost	\$ 0	\$ 27,976.50	\$ -	\$ 27,976.50	\$ -	\$ -	\$ 32,472.00	\$ 32,472.00
Total Cost	\$ 61,483.50	\$ 127,432.50	\$ 114,117.00	\$ 122,982.00	\$ 35,500.17	\$ 231,601.00	\$ 60,498.50	\$ 136,586.65
Cost/Sq.Ft	\$ 3.49	\$ 7.22	\$ 6.47	\$ 6.97	\$ 2.01	\$ 13.13	\$ 3.43	\$ 7.74

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Figure 10.

Mock Building	Building Standards and Engineering Running Totals							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Total Cost	\$ 92,150.50	\$ 141,901.70	\$ 127,942.00	\$ 129,333.14	\$ 43,132.99	\$ 238,687.54	\$ 67,475.42	\$ 140,941.37
Cost/Sq.Ft	\$ 5.22	\$ 8.04	\$ 7.25	\$ 7.33	\$ 2.44	\$ 13.53	\$ 3.82	\$ 7.99

Mock Building	Building Standards and Engineering Running Totals (Without additional Columbus Water & Sewer Charges)							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Total Cost	\$ 92,150.50	\$ 81,453.20	\$ 127,942.00	\$ 68,884.64	\$ 43,132.99	\$ 238,687.54	\$ 7,026.92	\$ 75,997.37
Cost/Sq.Ft	\$ 5.31	\$ 4.62	\$ 7.25	\$ 3.90	\$ 2.44	\$ 13.53	\$ 0.40	\$ 4.31

Figure 11.

Mock Building	Planning & Zoning							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Service		Concept Plan	Preliminary Plan/Dev Plan	Preliminary PUD	Concept Plan	Comprehensive Plan	Preliminary Plat	Commercial Plan Review
Service Cost		\$ 2,420.00	\$ 1,125.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 150.00	\$ 616.83
Service	Preliminary Commercial Site Plan	Preliminary Development Plan		Final PUD	Preliminary Development Plan	PUD/sketch Plan Review	Final Plat	
Service Cost	\$ -	\$ 4,905.00		\$ 650.00	\$ 824.00	\$ 500.00	\$ 100.00	
Service	Final Site Compliance Plan	Final Development Plan			Final Development Plan	PUD Development Plan Review		PUD Final Development Plan
Service Cost	\$ 475.00	\$ 3,300.00			\$ 1,074.00	\$ 1,000.00		\$ 1,000.00
Service						Revision		
Service Cost						\$ 525.00		
Total Cost	\$ 475.00	\$ 10,625.00	\$ 1,125.00	\$ 1,400.00	\$ 2,398.00	\$ 2,525.00	\$ 250.00	\$ 1,616.83
Cost/Sq.Ft	\$ 0.03	\$ 0.60	\$ 0.06	\$ 0.08	\$ 0.14	\$ 0.14	\$ 0.01	\$ 0.09

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Figure 12.

Dublin			
Type	PUD	Hybrid	Straight
Service	Concept Plan	Plan Review/ Approval	Concept Plan
Service Cost	\$ 2,420.00	\$ 2,115	0
Service	Preliminary Development Plan	PNZ - Site Plan	Preliminary Development Plan
Service Cost	\$ 4,905.00	1,315	0
Service	Final Development Plan		Final Development Plan
Service Cost	\$ 3,300.00		0
Total Cost	\$10,625.00	\$ 3,430.00	\$ -
Cost/Sq.Ft	\$ 0.60	\$ 0.19	\$ -

Figure 13.

Mock Building	Running Totals (Without additional Columbus Water & Sewer Charges)							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Total Cost	\$ 92,150.50	\$ 92,078.20	\$ 129,067.00	\$ 70,284.64	\$ 45,530.99	\$ 241,212.54	\$ 7,276.92	\$ 77,614.20
Cost/Sq.Ft	\$ 5.31	\$ 4.62	\$ 7.25	\$ 3.90	\$ 2.44	\$ 13.67	\$ 0.41	\$ 4.40

Figure 14.

Mock Building	Running Totals							
17,642 Sq Ft	Columbus	Dublin	Westerville	New Albany	Delaware	Marysville	Worthington	Hilliard
Total Cost	\$ 92,150.50	\$ 152,526.70	\$ 129,067.00	\$ 130,733.14	\$ 45,530.99	\$ 241,212.54	\$ 67,725.42	\$ 142,558.20
Cost/Sq.Ft	\$ 5.22	\$ 8.65	\$ 7.32	\$ 7.41	\$ 2.58	\$ 13.67	\$ 3.84	\$ 8.08

To: Members of Dublin City Council

From: Dana McDaniel, City Manager

Date: November 3, 2020

Initiated By: Matthew L. Stiffler, Director of Finance
Clarence Bishop III, Financial Analyst

Re: Ordinance No. 45-20 – An Ordinance Amending Chapter 35 of the Codified Ordinances to Revise the Fee and Service Charge Revenue/ Cost Comparison System and Establishing a Schedule of Fees and Service Charges for City of Dublin Services

Background

Attached is Ordinance No. 45-20, which revises the Schedule of Fees and Service Charges for the City of Dublin. This Ordinance, with its proposed fee schedule, is the annual update to Chapter 35 of the City's Codified Ordinances that revises the current "City's Schedule of Fees and Service Charges for City of Dublin Services" based on the results of the Cost of Services Study. Proposed changes for 2021 are highlighted in yellow in Appendix A. Also attached are the "Fee Comparison Recap Worksheets." These recaps show the approved fees from the past five years and the proposed fees for 2021 for each City Work Unit.

The goal of the annual review of service fees is to provide information regarding the full business cost to provide the City's services. With that information, City Council may choose to increase, reduce or modify the proposed fees in consideration of the established target cost recoveries. As you will recall, beginning with the 2014 fee schedule, a plan was established and approved to forgo the comprehensive annual Cost of Services Study review every other year and instead apply an inflationary measure. Building on the 2019 cost study, the US Midwest CPI-U of 1.4% was applied to the per-unit cost to determine fees for 2020. To determine fees for 2021, a comprehensive Cost of Services Study review was conducted. Each City Work Unit has reviewed the proposed fee modifications in the Ordinance.

A few notable fee changes are discussed below. Please see Appendix A of the Ordinance for all proposed fee changes.

Building Standards Division

In 2020, as part of the fee update process, Building Standards conducted a thorough assessment of their services and fees to update information on staff time and position allocations assigned to each service for the purpose of performing the fee study analysis. Accordingly, the recommended fee level for some services has risen due to this comprehensive evaluation. This update more accurately reflects the real costs of providing each service to the public and business community, as well as operating the Building Standards Division. Increases to applicable fees are outlined in the Fee Comparison Recap Worksheets and Appendix A. Staff recommends the following review services and permit types be modified as follows:

- Fire Protection System Review (BL-13) – The major rate component of this fee is not charged by Building Standards staff and only the minor rate is used when assessing fees to customers. Staff recommends modifying this service to remove the major component from the fee schedule.
- Building Permit Reactivation (BL-27) – This service is no longer provided. The applicant is now required to submit for a new permit. Staff recommends the removal of this fee.
- Range Hood Permit (BL-35) – When an applicant has a building permit under review, Building Standards does not charge an additional fee to review range hoods. The permit fee is only charged when range hoods are reviewed separately. Staff recommends modifying the fee structure to eliminate this charge as a subcomponent of the service, charging applicants when a Range Hood Permit is the only service under review.

Planning Division

Since the adoption of the 2020 fee list, Planning staff has highlighted inconsistencies in the Parking Plan Review fee (PL-57) compared to other similar review processes, specifically the staff time and work involved with a Minor Project Review (PL-52).

Additionally, Planning staff has processed several requests for Master Sign Plan Reviews (PL-56) in the Historic District, with a majority of these requests being minor in nature due to the unique development pattern and architectural character of historic structures. The Master Sign Plan Review currently places an undue burden on small businesses.

Staff recommends the following two application types be modified as follows:

- Parking Plan Review (PL-57) – Change fee level to align with the Minor Project Review (PL-52), as both review processes require similar staff time and functions.
- Master Sign Plan Review (PL-56) – No fee charged in the Historic District.

Police Department

Impound/Abandoned Vehicle Release (PO-02)

An increase is being proposed to the Impound and Abandoned Vehicle Fee (with the exception for those who are victimized due to crime). The proposal includes a \$10 increase, resulting in a fee recommendation of \$130. Law enforcement and Records staff time is required to perform this service, which includes various activities such as the inventory of vehicle items, coordinating towing services, etc. The last increase to impounded and abandoned vehicles was in 2015. An increase is being proposed as staff costs have increased over time, in addition to changes made to the collection method of payments.

Public Works Department

Fleet – Fuel Surcharge (PW-10)

An increase to the fueling surcharge for gasoline and diesel is proposed. The proposal includes a one cent increase per gallon, resulting in a fee recommendation of \$.13 per gallon. Dublin City Schools and Washington Township purchased 268,692 and 37,484 gallons of gasoline in 2019, respectively. Based on 2019 usage levels, the Schools' annual fuel cost will increase by approximately \$2,687 and the Township's by \$375.

Street and Utilities - Salt Surcharge (PW-11)

An increase to the salt surcharge is proposed. The proposal includes a \$.15 per ton increase to salt resulting in a fee recommendation of \$1.93 per ton. Street salt is currently purchased under state contract and is sold to the City at the lowest price available. This fee was last increased during the 2018 fee study (by one cent) and has seen similar incremental changes every other year to slightly adjust for operating costs associated with acquiring and providing salt to neighboring organizations. In 2019, the City of Dublin sold a total of 238 tons of salt to Washington Township, Dublin City Schools and Shawnee Hills. Based on 2019 usage levels, the Township's annual salt cost will increase by approximately \$2, Dublin City Schools by \$30 and Shawnee Hills by \$4.

Fleet - Washington Township Fleet Maintenance (PW-12)

Resolution 03-13, which was approved by City Council on January 28, 2013, authorized the City Manager to enter into a service agreement with Washington Township to provide certain fleet services. Broadly, the agreement outlined that Washington Township would be charged the fully burdened hourly rate for labor and specified there would be a 5% mark-up on parts to offset the portion of costs associated with the City's in-house NAPA store. As the fully burdened hourly rate of employees involved in providing Washington Township services under this agreement has increased, it is proposed that the charge to the Township for labor should increase as well. For 2021, the contractual labor rate is proposed to increase by \$10 per hour to \$120. Washington Township utilized 144 hours of labor in 2019.

Recreation Services Division

Deposits

Staff is recommending the temporary elimination of the collection of deposits for the rental of City facilities. It has been determined that the costs associated with administering deposits are substantial, as the City personnel time involved in the various collection and refund efforts outweigh the need to secure and hold deposits, since the funds are seldom retained for the cause of damage to City rented property. A pilot program will be established to suspend deposit activity for a time period of one year. At the end of the trial, the results and findings of the temporary suspension will be presented to City Council for additional review. An accompanying memo fully addressing the cost-benefit details of the deposit elimination program and related administrative changes noted in Appendix A are included as a part of this ordinance.

DCRC Passes

Recreation Services staff is proposing increases to DCRC memberships and daily rate passes in 2021. DCRC fees were increased by 5% across all annual pass types, with the exception of senior pricing. Senior passes were increased by 10% compared to 2019 rates. The rate increase is supported by the research and benchmark analysis conducted by Recreation Services, which shows that Dublin's senior rates are significantly lower than many peer municipalities in the surrounding area. This is primarily a result of active seniors' ability to accommodate the pricing structure on these memberships. Historically, resident and nonresident senior passes remained stagnant with no change among the two pass types since 2006, with the first price adjustment in a twelve-year timeframe implemented in 2019. The proposed increase will generate more revenue, as senior passes comprise a large share of DCRC overall pass holders, while continuing to maintain

competitiveness and lower rates in the market as surveyed against local communities. The proposed increase to senior prices amount to a \$5 increase to resident passes and a \$10 increase to the school district and nonresident senior pass types that are currently offered. The revenue that will be generated from changes to annual DCRC membership prices will approximately result in an additional \$70,000 based upon 2019 volume. Respectively, daily admission passes will produce about \$45,000 more considering the proposed rates. Collectively, DCRC passes would yield a total \$115,000 in revenue above current fee levels.

Outdoor Pool Passes

Staff is proposing an increase to outdoor pool pass rates for 2021. The major renovation project to re-construct the Dublin Community Pool North began in 2020 and is currently underway, providing a new outdoor facility with many upgraded amenities for pass holders and guests when the pool opens to the public during the upcoming 2021 season. Upgraded facilities include a new swimming pool, 50m lap pool, splash pad, slides, tot pool and other improvements to on-site buildings that will enhance the overall aesthetic of the facility in comparison to its original design constructed 30 years ago. The updates and enhancements expended on the community pool will be complemented by the recommended increase to outdoor pool fees and membership pricing. Also, the reintroduction of school district resident pricing has been added as another membership option provided by the DCRC. The revenue that would be generated from the changes to outdoor pool rates for daily passes results in an additional \$15,000 based upon the number of passes sold in 2019. Annual passes would produce an additional \$32,000 if the same amount of season passes sold in 2019 are purchased in 2021, for a total of \$47,000 more in revenue generated from the sale of outdoor pool passes.

Recommendation

Staff recommends the approval of Ordinance No. 45-20 at the second reading/public hearing on November 16, 2020. Fees will become effective on January 1, 2021.

Recreation and Community Events Divisions									
SERVICE	Service Number	Policy Direction (effective 1-1-2019)	2015 Approved Fee	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Adult Sports Leagues	RC-01	Former Policy (effective 1/1/2010) - In general, the recreation programs and DCRC programs will attempt to recover, on an aggregate basis 50% of direct costs and building maintenance costs recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will insure that individual fees are reviewed annually and any set unusually high or low are flagged.	see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Adult Programs	RC-02		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Teen Programs	RC-03		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Pre-School Programs	RC-04		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Youth Programs	RC-04A		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Pre-School Camps	RC-05		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Youth Camps	RC-06		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Teen Camps	RC-07		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Adaptive Programs	RC-08		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Fitness Programs	RC-09		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Theater Programs	RC-10		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Aquatics - Indoor Programs	RC-11		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Aquatics - Outdoor Pool	RC-12		Fees increased. See Ord 111-14.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	Increases proposed. See Appendix A.
Aquatics - Swimming Lessons	RC-13	see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.	
Swim Team	RC-14	Current Policy (effective 1/1/2019) - In general, the recreation programs and DCRC programs will attempt to recover, on an aggregate basis 50% of direct costs and building maintenance costs plus an assigned percentage of costs associated with certain recreation program capital improvement projects , recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will insure that individual fees are reviewed annually and any set unusually high or low are flagged.	see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Aquatics - Concessions	RC-15		no change.	no change.	no change.	no change.	no change.	no change.	no change.
Senior Programs	RC-16		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
DCRC Passes	RC-19		no change.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	Increases proposed. See Appendix A.
Wee Folk	RC-20		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
DCRC Rental	RC-22		no change.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	no change.
Theater Rental	RC-23		no change.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	no change.
Neighborhood Park Programs	RC-26		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Corporate Wellness Programs	RC-27		see note A.	see note A.	see note A.	see note A.	see note A.	no change.	no change.
Kaltenbach Rental	CE-10		N/A	Fees set by Council. See Ord 76-15.	no change.	no change.	Increases proposed. See Appendix A.	no change.	no change.
Block Party Reservation	CE-11		no change.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	no change.
Outdoor Reservation Service	CE-12		no change.	no change.	no change.	no change.	Increases proposed. See Appendix A.	no change.	no change.
Athletic Field Usage/Rental	CE-13		Fees increased. See Ord 111-14.	Fees increased. See Ord 76-15.	Fees increased. See Ord 42-16.	Fees increased. See Ord 71-17.	Increases proposed. See Appendix A.	no change.	no change.

NOTES:

A - Fees to be set in compliance with established target recovery policies.

A ten percent (10%) discount applies for Community Recreation Center (DCRC) members to programs held inside the DCRC facility (excludes camps and aerobics classes).

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Returned Check Processing/ ACH Declined	AD-01	no change.	no change.	no change.	\$30 per check no change for ACH.	no change.	no change.
Document Printing and Copying	AD-02	no change.	no change.	no change.	no change.	no change.	no change.
Special Telecommunications ROW Permit	AD-03	\$630	no change.	no change.	no change.	no change.	\$645
General Telecommunications ROW Permit	AD-04	\$745	no change.	no change.	no change.	no change.	\$760
Pace Commercial Fee	AD-05					\$1,000	no change.
City Service to Special Events/Community Events/Sports Events: * Streets & Utility Worker * Custodian Worker * Parks Worker * Building Inspector * Police Service (Officer) * Police Service (Cruiser Usage) * Recreation Worker-seasonal	CE-05	no change.	Application fee replaced with phased in tiered fee structure Tier 1 = \$25 Tier 2 = \$165 Tier 3 = \$550 (Please see Appendix A for tier descriptions.	Tier fee increase phase in continues Tier 1 = \$50 Tier 2 = \$325 Tier 3 = \$1,100 (Please see Appendix A for tier descriptions.	Application Fee: Tier 1 = \$50; Tier 2 = \$365; Tier 3 = \$3,390 \$110 - hour per person plus costs. \$110 - hour per person plus costs. \$110 - hour per person plus costs. (see BL - 16) \$150 - hour per officer. \$18 - hour all cruiser usage no change on seasonals.	Application Fee: Tier 1 = \$50; Tier 2 = \$375; Tier 3 = \$3,440 \$115 - hour per person plus costs. \$115 - hour per person plus costs. \$115 - hour per person plus costs. (see BL - 16) \$150 - hour per officer. \$18 - hour all cruiser usage no change on seasonals.	no change

NOTES:

* For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Building Permit Appl-Res Plan Review	BL-01	no change to fees; expand after hours services to include plan review \$120 per hour (3 hour minimum)	no change.	no change.	\$305 plus \$83 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..	\$315 plus \$85 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..	\$350 plus \$90 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..
					After hours \$132 per hour (3 hour min)	After hours \$135 per hour (3 hour min)	After hours \$145 per hour (3 hour min)
Building Permit Appl-Commercial Plan Review	BL-02	no change to fees; expand after hours services to include plan review \$120 per hour (3 hour minimum)	no change.	no change.	\$285 first 1,000 sq. ft. plus \$195 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review). After hours \$132 per hour (3 hour min)	\$300 first 1,000 sq. ft. plus \$205 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review). After hours \$135 per hour (3 hour min)	\$330 first 1,000 sq. ft. plus \$220 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review). After hours \$145 per hour (3 hour min)
Minor Building Plan Revision-Commercial	BL-03	no change.	no change.	no change.	no change.	\$315	\$365
Major Building Plan Revision-Commercial	BL-04	\$1005 plus actual cost of any outside review.	\$1,015 plus actual cost of any outside review.	no change.	no change.	\$1,035 plus actual cost of any outside review.	\$1,150 plus actual cost of any outside review.
Building Inspection-Residential	BL-05	no change.	no change.	no change.	\$270 plus \$70 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.. \$55 - prefabricated fireplace, wood or coal burning stove \$90 - shoring permit \$132 per hour - After hours (3 hour minimum) \$55 - certificate of occupancy	\$285 plus \$75 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.. \$60 - prefabricated fireplace, wood or coal burning stove \$100 - shoring permit \$135 per hour - After hours (3 hour minimum) \$60 - certificate of occupancy	\$310 plus \$80 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.. \$65 - prefabricated fireplace, wood or coal burning stove \$110 - shoring permit \$145 per hour - After hours (3 hour minimum) \$65 - certificate of occupancy
Building Inspection-Commercial	BL-06	no change.	no change.	no change.	<u>New</u> : \$305 plus \$165 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Alt/Ind/Prefab/Reloc</u> : \$165 plus \$55 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Condemned</u> : \$145 standard fee plus \$110 plus \$35 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Existing</u> : \$110 for the first 1,000 square feet or fraction thereof, plus \$35 for each additional 1,000 square feet \$132 per hour - After hours (3 hour minimum) \$210 - certificate of occupancy	<u>New</u> : \$315 plus \$175 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Alt/Ind/Prefab/Reloc</u> : \$175 plus \$60 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Condemned</u> : \$150 standard fee plus \$120 plus \$40 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Existing</u> : \$120 for the first 1,000 square feet or fraction thereof, plus \$40 for each additional 1,000 square feet \$135 per hour - After hours (3 hour minimum) \$225 - certificate of occupancy	\$340 plus \$190 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Alt/Ind/Prefab/Reloc</u> : \$190 plus \$65 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Condemned</u> : \$160 standard fee plus \$130 plus \$45 each 1,000 square feet or fraction thereof over 1,000 square feet <u>Existing</u> : \$130 for the first 1,000 square feet or fraction thereof, plus \$45 for each additional 1,000 square feet \$145 per hour - After hours (3 hour minimum) \$245 - certificate of occupancy
Plumbing Plan Review & Inspection <i>(Note: Fees set by Franklin County BOH)</i>	BL-07	no change.	\$60 application and first fixture, plus \$15 each add'l fixture for residential; \$200 application and first fixture, plus \$20 each add'l fixture for commercial.	no change.	no change.	\$70 application and first fixture, plus \$20 each	no change.
Electrical Plan Review	BL-08	no change.	\$145	no change.	no change.	\$150	no change.
Electrical Inspection-Residential	BL-09	no change.	no change.	no change.	\$65 - temporary service; \$65 minimum fee plus \$27.50 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations. \$65 minimum fee plus \$13 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.	\$70 - temporary service; \$70 minimum fee plus \$30 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations. \$70 minimum fee plus \$20 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.	\$75 - temporary service; \$75 minimum fee plus \$32.50 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations. \$75 minimum fee plus \$22 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.
Electrical Inspection/Permit-Commercial	BL-10	no change.	no change.	no change.	\$77 - temporary service; \$70 minimum fee plus \$90 each 1,000 sq. ft. up 50,000 sq. ft. plus \$60 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and \$55 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. \$40 minimum fee plus \$35 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].	\$85 - temporary service; \$75 minimum fee plus \$100 each 1,000 sq. ft. up 50,000 sq. ft. plus \$70 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and \$60 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. \$45 minimum fee plus \$40 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].	\$90 - temporary service; \$80 minimum fee plus \$110 each 1,000 sq. ft. up 50,000 sq. ft. plus \$75 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and \$65 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. \$50 minimum fee plus \$45 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].
HVAC Inspection-Residential	BL-11	no change.	no change.	no change.	\$85 minimum fee for areas up to and including 1,000 sq. ft., plus \$40 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft..	\$90 minimum fee for areas up to and including 1,000 sq. ft., plus \$45 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft..	\$95 minimum fee for areas up to and including 1,000 sq. ft., plus \$50 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft..

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
HVAC Inspection/Permit-Commercial	BL-12	no change.	no change.	no change.	\$80-minimum fee plus \$35 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for new buildings or additions; \$75 minimum fee plus \$22 per 1,000 sq. sq. ft. or portion thereof over 1,000 sq. ft. for alterations.	\$90-minimum fee plus \$40 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for new buildings or additions; \$80 minimum fee plus \$25 per 1,000 sq. sq. ft. or portion thereof over 1,000 sq. ft. for alterations.	\$95-minimum fee plus \$45 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for new buildings or additions; \$85 minimum fee plus \$27 per 1,000 sq. sq. ft. or portion thereof over 1,000 sq. ft. for alterations.
Fire Protection System Review	BL-13	\$185 - plus actual costs of any outside plan review (plus any applicable State fees)	no change.	no change.	\$370 - plus actual costs of any outside plan review (plus any applicable State fees)	\$390 - plus actual costs of any outside plan review (plus any applicable State fees)	no change.
Fire Plan Revision	BL-13A	no change.	no change.	no change.	Revision to plan: \$125 minor; \$210 major	Revision to plan: \$135 minor; \$225 major	Revision to plan: \$165 minor; major: service no longer offered
Building Plan Revision-Residential	BL-14	no change.	no change.	no change.	\$20 administrative fee plus fee based on level of review \$60 - per Division Building, Planning, Engineering	\$25 administrative fee plus fee based on level of review \$70 - per Division Building, Planning, Engineering	\$30 administrative fee plus fee based on level of review \$60 - per Division Building, Planning, Engineering
Home Improvements	BL-15	no change.	no change.	no change.	no change.	\$50 for projects 0 - 1,000 square feet.	\$100 for projects 0 - 1,000 square feet. \$200 for projects 1,001 - 1,500 square feet.
Temporary Structure Permit	BL-16	no change.	no change.	no change.	\$90	\$95	\$145
Temporary Membrane Structure Permit, Tents and Canopies Fire Inspection	BL-16A	N/A	Sliding Scale, Set by Washington Township	no change.	no change.	no change.	no change.
Gas Line Permit	BL-17	no change.	no change.	\$105	no change.	\$115	\$135
Building Preliminary Plan Review	BL-18	no change.	no change.	no change.	no change.	no change.	no change.
Building Demolition Plan Review & Inspection	BL-20	no change.	\$185	no change.	\$300	\$315	\$385
Building Relocation Plan	BL-21	\$685 plus costs.	\$690 plus costs	\$700 plus costs	no change.	\$720	\$745
Building Relocation Plan Review-enter City	BL-22	\$685 plus costs.	\$690 plus costs	\$700 plus costs	\$700 plus costs	\$720 plus costs	no change.
Building Relocation Plan Review-leave City	BL-23	\$560 plus costs.	\$570 plus costs	\$575 plus costs	\$575 plus costs	\$585 plus costs	no change.
Change of Use Permit	BL-24	\$295	no change.	\$300	\$350	\$360	no change.
Conditional Occupancy Inspection	BL-25	no change.	no change.	no change.	no change.	\$450	\$465
Building Permit Extension	BL-26	no change.	no change.	no change.	no change.	\$25	\$40
Special Building Inspection	BL-28	no change. no change.	\$145 one hour (minimum) inspection, plus \$100 written report (if requested).	no change.	\$165 one hour (minimum) inspection, plus \$125 written report (if requested).	\$180 one hour (minimum) inspection, plus \$135 written report (if requested).	no change.
Building Reinspection Service	BL-29	no change.	no change.	no change.	\$180	\$190	no change.
Contractor Registration	BL-30	no change.	no change.	no change.	no change.	\$70 per year (flat fee)	\$75 per year (flat fee)
Building Construction Appeal	BL-31	no change.	no change.	no change.	no change.	\$210 (non-refundable).	no change.
Building Standards Appeal	BL-32	no change.	no change.	no change.	no change.	no change.	no change.
Replacement Building Plans	BL-33	no change.	no change.	no change.	no change.	\$60 plus actual cost of copies.	no change.
Replacement Building Card	BL-34	no change.	no change.	no change.	no change.	\$60	no change.
Range Hood Permit	BL-35	\$100	no change.	no change.	\$140 - if reviewed under a building permit \$440 - if reviewed separately.	\$150 - if reviewed under a building permit \$450 - if reviewed separately.	no change. no change.
Sign Plan Rev & Inspection-Perm (note A).	BL-36	\$420 (plus any applicable State surcharge)	no change.	\$430	\$495	\$450	\$495

NOTES:
A - Fee is waived for Dublin HOAs; previously BL-36 was in Planning as PL-19.

City of Dublin
 Cost Study Update-Recap
 Court Services

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Court Services	CT-01	no change.	no change.	no change.	\$25	no change.	no change.
Fine Processing	CT-02	no change.	\$20	no change.	no change.	no change.	no change.
Mayor's Computer Fund Fee	CT-02A	\$8	no change.	no change.	no change.	no change.	no change.
Record Sealing	CT-03	no change.	no change.	no change.	no change.	no change.	no change.
Summons	CT-04	no change.	no change.	no change.	no change.	no change.	no change.
Warrant Processing	CT-05	no change.	no change.	no change.	no change.	no change.	no change.
PNC Monitoring	CT-06	no change.	no change.	no change.	no change.	no change.	no change.
Pre-sentence Investigation	CT-07	no change.	no change.	no change.	no change.	no change.	no change.
Probation Monitoring	CT-08	no change.	no change.	no change.	no change.	no change.	no change.
Continuance Processing	CT-09	no change.	no change.	no change.	no change.	no change.	no change.
Witness/Subpoena	CT-10	no change.	no change.	no change.	no change.	no change.	no change.
Adult Diversion	CT-11	no change.	no change.	no change.	no change.	no change.	no change.
License Forfeiture	CT-12	no change.	no change.	no change.	no change.	no change.	no change.
Interstate Compact	CT-13	no change.	no change.	no change.	no change.	no change.	no change.
Warrant Blocks	CT-14	no change.	no change.	no change.	no change.	no change.	no change.
Adult Traffic Diversion Review	CT-15	no change.	no change.	no change.	no change.	no change.	no change.
Parking Registration Block	CT-16	N/A	N/A	N/A	\$20	no change.	no change.
Case Transfer	CT-17	N/A	N/A	N/A	\$20	no change.	\$25
Returned Check Processing/ ACH Declined	AD-01	no change.	no change.	no change.	\$30 per check	no change.	no change.

NOTES:

- A - Rather than a percentage of recovery, City Council has specified a fee structure to be adopted.
- B - No cost recovery for Police Officers subpoenaed.
- C - Court costs can be more depending upon case history and action taken by the Court. A \$49.95 fee for the online driving course is collected by the National Safety Council of which \$25 is remitted back to the City.

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
ROW Plan Review & Inspection (see note A).	EN-01	no change. \$420 - others.	no change.	\$425 - others.	no change.	no change.	no change.
ROW Encroachment Plan Review & Inspection	EN-02	\$1,270	no change.	no change.	no change.	no change.	\$1,280
Public Improvement Plan Review	EN-03	no change.	no change.	no change.	no change.	no change.	no change.
Public Improvement Inspection	EN-04	no change.	no change.	no change.	no change.	no change.	no change.
Easement Encroachment Review	EN-05	no change.	no change.	no change.	no change.	no change.	no change.
Review of Utility Company Easements on City Property (see note B).	EN-06	\$590	\$595	\$600	no change.	no change.	\$615
Private Street Dedication Review	EN-07	\$2,605	no change.	\$2,625	no change.	\$2,665 plus costs.	\$2,805 plus costs.
Street Vacation Review	EN-08	\$1,570	no change.	no change.	\$2,220	no change.	\$2,390
Street Renaming (non-staff initiated)	EN-09	\$715 plus cost of signs and labor if necessary	\$720 plus cost of signs and labor if necessary	\$730 plus cost of signs and labor if necessary	\$985 plus cost of signs and labor if necessary	no change.	\$1,085 plus cost of signs and labor if necessary
Private Waste Disposal Review (see note C).	EN-10	\$560 - residential. \$980 - non-residential.	\$565 - residential. \$995 - non-residential.	no change.	\$660 - residential.	\$670 - residential \$915 - non-residential	\$730 - residential \$1,000 - non-residential
Sanitary Sewer Inspection	EN-11	no change.	no change.	no change.	no change.	no change.	no change.
Flood Plain Inquiry Response	EN-12	no change.	no change.	no change.	no change.	\$120 - written request (see note 1)	\$125 - written request (see note 1)
Flood Plain Development Review (see note E).	EN-13	\$790 - others.	\$795 - others.	\$800 - others.	\$600 - residents. \$1,335 - others.	no change. no change.	no change. \$1,475 - other
Engineering Re-inspection Service	EN-14	no change.	no change.	no change.	no change.	no change.	no change.
Damaged Light Pole Repair	EN-15	no change.	no change.	no change.	no change.	no change.	\$95 per hour labor plus cost of parts.
Street/Traffic Sign Service	EN-16	no change.	no change.	no change.	no change.	\$90 per hour plus materials. (Plus \$90 per hour installation if needed.)	\$95 per hour plus materials. (Plus \$95 per hour installation if needed.)
Well Drilling Permit	EN-17	no change.	\$335	\$340	no change.	no change.	\$355
Change of Address Review	EN-18				\$330	no change.	\$365

NOTES:

- A - Plus a \$5,000 refundable bond for repairs, should they be necessary.
- B - Plus per sq ft. fee using approved raw parkland value if equipment is placed on pad or above ground on City-owned land.
- C - Plus State and County fees.
- D - Fee does not to apply to Dublin residents when request is for primary residential property (written response.)
- F - Plus any outside costs

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Cemetery Maintenance	PK-01	no change.	no change.	no change.	no change.	\$710 - resident. \$1,990 - non-resident.	no change.
Cemetery Lot Sale	PK-02	no change.	no change.	\$240	\$395	\$405	no change.
Columbarium Niche*	PK-02A	no change.	no change.	no change.	\$1,865 - resident (see note A).	\$1,895 - resident (see note A). \$2,605 - non-resident.	no change.
Interment Service	PK-03	no change.	no change.	no change.	\$470 - weekday.	\$480 - weekday.	\$505 - weekday. \$740 - after hours/weekend.
Inurnment Service**	PK-03A	no change.	no change.	no change.	\$120 - weekday.	\$125 - weekday.	\$130 - weekday. \$200 - after hours/weekend.
Monument Foundation Service	PK-04	no change.	no change.	no change.	no change.	\$1.80 per square inch.	no change.
Niche Engraving	PK-04A	no change.	no change.	no change.	no change.	155	no change.
Veterans Marker Service	PK-05	no change.	no change.	no change.	no change.	no change.	no change.
Cemetery Lot Ownership Transfer	PK-07	N/A	N/A	N/A	\$100	\$105	\$115
Legacy Tree/Bench	PK-08	N/A	N/A	N/A	\$1,015 - tree; \$2,000 - bench	\$1,015 - tree; \$2,000 - bench	\$1,055 - tree; \$2,035 - bench

* - up to two (2) cremations per niche
** - the act of putting cremains into the columbarium.

NOTES:
A - Includes perpetual care.

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Concept Plan Review	PL-01	\$2,340	no change.	no change.	\$2,420	\$2,420	no change.
Preliminary Plan Review	PL-02	\$2,225 - per minor application (see note A). \$4,665 - per major application (see note A).	no change.	no change.	\$2,260 - per minor application (see note A).	\$2,260 - per minor application (see note A). \$4,905 - per major application (see note A).	\$2,385 - per minor application (see note A). \$4,995 - per major application (see note A).
Final Dev Plan Review	PL-03	\$3,210 for 20 acres or less, plus \$75 for each additional 5 acres or portion thereof over 20 acres.	no change.	no change.	\$3,300 for 20 acres or less, plus \$75	\$3,330 for 20 acres or less, plus \$75 for each additional 5 acres or portion thereof over 20 acres.	\$3,370 for 20 acres or less, plus \$75 for each additional 5 acres or portion thereof over 20 acres.
PUD/Amended Final Development Plan	PL-04	\$1,200 - per minor application (see note B). \$2,030 - per major application (see note B). \$825 - per signage application. Fee Waivers for Dublin HOA's.	no change.	no change.	\$1,250 - per minor application (see note B).	\$1,270 - per minor application (see note B). \$2,190 - per major application (see note B). \$885 - per signage application. Fee Waivers for Dublin HOA's.	\$1,305 - per minor application (see note B). \$2,220 - per major application (see note B). \$890 - per signage application. Fee Waivers for Dublin HOA's.
Pre-Application Review	PL-05	no change.	no change.	no change.	no change.	no change.	no change.
Rezoning Application Review	PL-06	\$2,390 - SFD on 5 acres or less. \$4,770 - others.	no change.	no change.	\$2,170 - SFD on 5 acres or less.	\$2,205 - SFD on 5 acres or less. \$4,405 - others.	\$2,275 - SFD on 5 acres or less. \$4,545 - others.
Conditional Use Application Review	PL-08	\$1,140 - per minor application (see note C). \$2,030 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	no change.	no change.	\$1,305 - per minor application (see note C).	\$1,325 - per minor application (see note C). \$2,295 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	\$1,380 - per minor application (see note C). \$2,295 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)
Parking Lot Expansion/Alteration	PL-09	\$1,020 - per lot or facility.	no change.	no change.	no change.	\$1,035 - per lot or facility.	no change.
Informal Plan Review	PL-10	no change.	no change.	no change.	\$640	\$650	\$690
Preliminary Plat Review	PL-11	\$710 - first two lots, plus \$49 per lot over two lots up to 100 lots. No increase over 100 lots. \$3,790 - commercial/industrial/other.	no change.	no change.	\$710 - first two lots, plus \$50 per lot over two	\$720 - first two lots, plus \$50 per lot over two lots up to 100 lots. No increase over 100 lots. \$720 - first two RDUs, plus \$50 per unit over two units up to 50 units. No increase over 50 units. \$2,865 - commercial/industrial/other.	no change.
Final Plat Review	PL-12	\$765 - first two lots, plus \$73 per lot over two lots up to 100 lots. No incremental increase over 100 lots. \$1,990 - first two RDU's plus \$73 per unit over two RDU's up to 50 RDU's. No increase	no change.	no change.	\$740 - first two lots, plus \$75 per lot over two lots	\$755 - first two lots, plus \$75 per lot over two lots up to 100 lots. No incremental increase over 100 lots. \$1,950 - first two RDU's plus \$75 per unit over two RDU's up to 50 RDU's. No increase	\$800 - first two lots, plus \$75 per lot over two lots up to 100 lots. No incremental increase over 100 lots. \$2,070 - first two RDU's plus \$75 per unit over two RDU's up to 50 RDU's. No increase

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
		over 50 RDU's. \$3,530 - commercial/industrial.				over 50 RDU's. \$2,830 - commercial/industrial.	over 50 RDU's. \$3,005 - commercial/industrial.
Lot Split / Minor Subdivision Review	PL-13	\$540 - residential. \$720 - commercial/industrial/other	no change.	no change.	\$790 - all types	\$805 - all types	no change.
Lot Line Adjustment Review	PL-14	\$540 - residential. \$720 - commercial/industrial/other.	no change.	no change.	\$790 - all types	\$805 - all types	no change.
Variance Application Review	PL-15	no change. \$2,240 - others. (waiver/exemption for properties located in the Architectural Review District)	no change.	no change.	no change.	no change. \$2,275 - others. (waiver/exemption for properties located in the Architectural Review District)	no change.
Certificate of Zoning Plan Approval	PL-17	no change.	no change.	no change.	\$85 - residence.	\$90 - residence. \$170 - commercial & other.	\$100 - residence. \$195 - commercial & other.
ARB Board Order	PL-18	no change.	no change.	no change.	no change.	no change.	no change.
Sign Plan Rvw & Insp-temporary	PL-20	no change.	no change.	no change.	no change.	\$95	\$100
Sign Plan Rvw & Insp-ROW	PL-21	no change.	no change.	no change.	no change.	no change.	no change.
Annual Perm Sign Inspection	PL-22	no change.	no change.	no change.	no change.	no change.	no change.
Temporary Use Review	PL-23	no change.	no change.	no change.	\$85	\$90	\$95
Seasonal Business Review	PL-24	\$150 - initial application (plus bond). no change.	no change.	no change.	\$160 - initial application (plus bond).	\$165 - initial application (plus bond). \$105 - renewal fee (plus bond).	\$175 - initial application (plus bond). \$115 - renewal fee (plus bond).
Outdoor Seasonal Plant Display/Sale	PL-24A	no change.	no change.	no change.	no change.	no change.	\$100
Amusement Device Operation Review	PL-25	no change.	no change.	no change.	no change.	\$1,015 - per yearr facility license, plus \$85 initial filing fee. (interpretation of Ord. 112-95)	no change.
Sexually Oriented Business License	PL-26	no change.	no change.	no change.	\$375	\$385	\$430
R-O-W Solicitation Permit	PL-27	no change.	no change.	no change.	no change.	no change.	no change.
Peddlers/Solicitors Permit	PL-28	no change.	no change.	no change.	\$100 - per license.	\$105 - per license.	\$110 - per license.
Special Permit Review	PL-29	no change. \$1,730 - others.	no change.	no change.	no change.	\$435 for uses permitted in residential zones. (see note D). \$1,755 - others.	no change.
Home Occupation Permit	PL-30	no change.	no change.	no change.	\$100 - initial 2 years.	\$105 - initial 2 years. \$65 - each 2 years after.	\$110 - initial 2 years. \$65 - each 2 years after.

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Wireless Facility Administration Review	PL-31	New Tower - \$2,300 Alternative Structure - \$2,300 Co-location - \$2,000 Temporary Facility - \$925 (see note E).	no change.	no change.	New Tower - \$3,205	New Tower - \$3,250 Alternative Structure - \$2,145 Co-location - \$1,835 Temporary Facility - \$995 (see note E).	no change.
Tree Removal Permit	PL-32	no change.	no change.	\$150 caliper inch	no change.	\$150 caliper inch	no change.
Garage Sale Permit	PL-34	no change.	no change.	no change.	no change.	no change.	no change.
Zoning Inquiry Response	PL-35	no change.	no change.	no change.	\$345 - written response (see note F).	\$350 - written response (see note F).	\$370 - written response (see note F).
BZA Appeal Processing	PL-36	\$1,540 - others.	no change.	no change.	no change.	\$1,605 - others.	\$1,720 - others.
City Council Appeal Processing	PL-38	no change.	no change.	no change.	no change.	no change.	no change.
Planning Pre-Submittal Meeting	PL-39	no change.	no change.	no change.	no change.	no change.	no change.
Planning Re-inspection Fee	PL-40	no change.	no change.	no change.	no change.	no change.	\$110
Code Enforcement Inspection	PL-41	no change.	no change.	no change.	no change.	no change.	no change.
Weed Abatement Service	PL-43	no change.	no change.	no change.	no change.	\$355 - first clearing per calendar year plus contracted cost of mowing/trim \$240 - each ensuing clearing per calendar year plus contracted cost of mowing/trim	\$355 - first clearing per calendar year plus contracted cost of mowing/trim \$240 - each ensuing clearing per calendar year plus contracted cost of mowing/trim
Annexation Petition Processing	PL-45	\$3,980	no change.	no change.	\$4,150	\$4,210	\$4,245
<u>West Innovation District (EAZ):</u>							
EAZ Development Plan Approval	PL-46	\$1,000 - per minor application (see note G). \$2,670 - per major application (see note G).	no change.	no change.	\$1,040 - per minor application (see note G).	\$1,055- per minor application (see note G). \$2,115 - per major application (see note G).	no change.
EAZ Administrative Departure Fee	PL-47	no change.	no change.	no change.	no change.	no change.	no change.
EAZ Site Plan Approval Fee	PL-48	\$2,710	no change.	no change.	\$1,295	\$1,315	\$1,385
<u>Bridge Street District (BSD):</u>							
Architectural Review Board							

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Minor Project Review	PL-52	\$1,040- small	no change.	no change.		\$740- small; \$1,225 - large.	no change.
Waiver Review	PL-54		no change.	no change.		\$1,270 - others	no change.
Open Space Fee in Lieu of Determination	PL-55	no change.	no change.	no change.	no change.	no change.	no change.
BSD-ARB - Master Sign Plan Review	PL-56	\$890	no change.	no change.	no change.	\$905	no change.
Parking Plan Review	PL-57	\$800	no change.	no change.	no change.	\$815	\$740

NOTES:

A - "Minor" is text-only changes and minor issues like access controls that are text issues but are also noted in the drawings. All others are considered "major."

B - "Minor" are issues like LS only changes, parking lot only, access only arrangements. All others are considered "major."

C - "Minor" is patio additions, applications that are proposed for existing structures with no external modifications. All others are considered "major."

D - Model homes fall under PL-17, Certificate of Zoning Plan Approval now.

E - Fees waived if wireless is located on a City facility and the space is leased from the City. Only fees for outside review services will be charged.

F - Fee not to apply to Dublin residents when request is for non-commercial purposes.

G - "Minor" is minor architectural changes, sign modifications, site modifications, and building additions to 20% of the existing structure.

City of Dublin
Cost Study Update-Recap
Police

SERVICE	Service Number	2015 Approved Fee	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Police False Alarm	PO-01	no change.	no change.	no change.	no change.	no change.	no change.	no change.
Impound/Abandoned Vehicle Release	PO-02	\$120 - others.	no change.	no change.	no change.	no change.	no change.	\$130 - others
Record Check/Clearance Letter	PO-03	\$20 (see note A).	no change.	no change.	no change.	no change.	no change.	\$25
Police Report Reproduction	PO-08	no change.	no change.	no change.	no change.	no change.	no change.	no change.
Police Photo Reproduction	PO-09	no change.	no change.	no change.	no change.	no change.	no change.	no change.
Video/Audio Tape Reproduction	PO-10	no change.	no change.	no change.	no change.	no change.	no change.	no change.
Other Agency Dispatch Service	PO-11	no change.	no change.	no change.	no change.	no change.	no change.	no change.
Facility Rental - Firing Range (open only to other Law Enforcement Agencies)	PO-12	no change.	no change.	no change.	no change.	no change.	no change.	no change.

NOTES:

A - Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.

B - Per legal advisory, the City may charge the actual cost of photos (or photos on CD) and/or the actual cost of video/audio tapes, but may not include the cost of Staff time to retrieve or make the reproductions.

SERVICE	Service Number	2016 Approved Fee	2017 Approved Fee	2018 Approved Fee	2019 Approved Fee	2020 Approved Fee	2021 Suggested Fee
Water Service	PW-01	Ord. 75-15 \$3.05 per 1,000 CF.	no change.	no change.	no change.	no change.	no change.
Sanitary Sewer Service	PW-02	Ord. 75-15 \$11.60 per 1,000 CF.	Ord. 75-15 \$11.85 per 1,000 CF.	Ord. 72-17 \$12.35 per 1,000 CF.	no change.	no change.	no change.
Storm Sewer Service	PW-03	no change.	no change.	no change.	no change.	no change.	no change.
Refuse Collection Service-Residential	PW-04	no change.	no change.	no change.	no change.	no change.	no change.
Recycling Collection Service	PW-05	no change.	no change.	no change.	no change.	no change.	no change.
Street Sweeping	PW-06	no change.	no change.	no change.	no change.	no change.	no change.
Spilled Load Clean-up	PW-07	no change.	\$140 per hour plus costs (see Note A).	no change.	no change.	no change.	no change.
Damaged Property Repair	PW-08	no change.	\$140 per hour plus costs.	no change.	no change.	no change.	no change.
Fire Hydrant Permit	PW-09	no change.	no change.	no change.	no change.	no change.	\$125 (see note B).
Fuel Surcharge	PW-10	no change.	no change.	no change.	\$.12 per gallon diesel or unleaded	no change.	\$.13 per gallon diesel or unleaded
CNG Surcharge (see note C).	PW-10A	no change.	no change.	no change.	\$.66 per GGE	no change.	no change.
						no change.	no change.
Salt Surcharge	PW-11	no change.	\$1.65	no change.	1.78	no change.	\$1.93
Washington Township Fleet Maintenance	PW-12	no change.	\$89 per hour for labor	no change.	\$110 per hour for labor	no change.	\$120
Car Wash Service	PW-13	N/A	N/A	N/A	\$10 - per wash School Bus or larger	no change.	no change.
						no change.	no change.

NOTES:

A- Ordinance #28-98, passed May 4, 1998 established penalties for placing mud and other construction debris in the road and enables the City to charge a fee for clean-up (see spilled load clean-up fees.)

B- Fee to be doubled if City required to pump hydrant.

C- Fee to be effective on **July 1** of the following year to give adequate notice of the fee increase to users.

D- Fee to be effective on **February 1, 2015** of the following year to give adequate notice of the fee increase to users.

**Office of the City Manager**

5555 Perimeter Center • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of Dublin City Council
From: Dana L. McDaniel, City Manager
Date: November 3, 2020
Initiated By: Matthew L. Stiffler, Director of Finance
Jerry O'Brien, Chief Accountant
Re: Pilot Program Eliminating the Collection of Deposits for Recreation Services
Program Rentals for One Year

Summary

The Recreation Services and Events Administration divisions rent various rooms and outside locations to customers. Venues are booked in advance and, in addition to the rental fee, a deposit fee is charged to the resident to secure the rental. The deposit is refunded to the customer after the event provided there were no damages to City property and the customer abided by the terms of the rental contract. After careful consideration, staff believes the cost to the City of collecting, accounting for, and refunding the deposits far outweighs the potential benefit of collecting them.

The administrative costs to the City of collecting and refunding deposits are significant. Employees within the Recreation Center and the Events Administration division are involved in the scheduling, collection, recording, and also the refunding of deposits. Staff members submit the collection and refund information to the Finance Department.

When there are issues, such as returned or uncashed checks, staff spends time assisting the Finance Department with researching and providing information to help resolve the issues. Refund checks issued to corporate customers are sometimes returned to the City uncashed because the check is issued to the person that made the reservation rather than the company. Sometimes, customers move and do not notify the Recreation Center of their address change. When checks remain uncashed and are not returned to the City, it often results in voiding and reissuing the checks. When checks are voided and reissued, a stop pay on the original check is processed by the bank, which costs the City a fee. This process also involves significant time of Finance staff.

There are several employees in the Finance Department involved in the process of recording the deposits, reconciling the deposit file, issuing refund checks, and reporting the deposits separately in the annual financial report. A manual file of each deposits is maintained by the Accounting Specialist and a spreadsheet is maintained by the Accountant and reconciled with the general ledger each month. Due to the maintenance of this large file, steps beyond what are necessary for regular receipts must be taken when the deposits are received by the Finance Department. Updating the file of deposits and performing the reconciliation are necessary to ensure that an accurate list of deposits is maintained which matches the amounts recorded in the general ledger. The open deposits are reviewed on a regular basis with Finance and Recreation Center staff.

Another factor complicating the process of tracking deposits is that it is common for customers to change the date of events. These changes must be tracked by the Recreation Center staff and Finance to ensure accurate records are maintained.

Below is an estimate of the costs for staff to collect, record, and refund deposits:

Position	Hours/week	Total Cost Per Week	Weeks	Total Cost Per Year
Accountant	2.00	\$184.30	52	\$9,583.57
Accounting Specialist	2.00	\$148.82	52	\$7,738.71
Senior Accounting Specialist	3.00	\$227.78	52	\$11,844.36
Accounting Specialist	1.00	\$71.78	52	\$3,732.71
Administrative Support III	0.50	\$37.09	52	\$1,928.94
Chief Accountant	0.25	\$31.26	52	\$1,625.38
Recreation Services Admin	1.00	\$94.40	52	\$4,908.75
Event Coordinator	3.00	\$217.27	52	\$11,298.15
Recreation Operating Specialist	3.00	\$209.36	52	\$10,886.69
Event Administrator	1.00	\$112.08	52	\$5,827.93
Recreation Operating Supervisor	0.50	\$35.96	52	\$1,869.88
	17.25	\$1,370.10		\$71,245.07
Postage				\$198.00
				<u>\$71,443.07</u>

There are many customers who book reservations for other people, so oftentimes one central booking person may have several deposits on file. They repeatedly ask Recreation staff if they can just make one deposit for all of their events. However, it is easier for staff to track deposits by event, since that is how the fees are charged. This can leave our "regular" renters out several hundred to thousands of dollars in deposits.

The original intent of holding deposits was to discourage damage to City facilities. This process was started decades ago. However, rarely are deposits kept because of damages. Moreover, the rental agreements signed by customers contain a clause stating that the customer is responsible for any damages incurred during the event. This gives the City a basis for pursuing legal action against the responsible party should substantial damage be inflicted upon City property. Also, a Manager on Duty (City employee) is always present at an event

A secondary benefit of collecting deposits was that the City could keep part or all of the deposit in the case of a late cancellation. However, the proposed process will require the customer to pay the rental fees at the time of reservation so that in the case of a late cancellation, a fee may be withheld from the refund of the rental fee. The City will reserve the ability to collect an administrative fee in the event of a late cancellation without holding a deposit.

Recommendation

Staff recommends the suspension of the collection of deposits for the rental of City facilities for the period of one year. At the end of the trial elimination period, staff would present the results of the temporary suspension to Council for further consideration.