

FISCAL YEAR 2024-25



## SERVICE AND FACILITY RENTAL FEES

CITY OF VACAVILLE  
650 Merchant Street Vacaville, CA 95688

# Introduction

The City of Vacaville provides a wide range of services and rental facilities to the Vacaville community. These services include maintenance and duplication of public records, development-related services such as building permits and planning applications, and many other special services provided through the various City departments. The City also offers many of its facilities for private use on a rental basis. Available facilities include a variety of venues for assembly, banquet, cultural and recreational activities.

The City of Vacaville has established Service and Facility Rental Fees to cover all or part of the cost of providing services and for maintaining the City's rental facilities. The fees were previously updated by the Vacaville City Council on June 25, 2019. At this meeting, a resolution was approved that provides for an annual adjustment to be implemented for a total of four years beginning in 2020, based upon the Bureau of Labor Statistic's Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI) for the San Francisco Oakland Hayward area. The annual adjustment will reflect the period between May 1 of the preceding year and April 30 of the subject year. On June 27, 2023, Council approved a CPI adjustment of 3.6% be applied for the 2023-2024 fiscal year. Finally, on June 25, 2024, Council approved a CPI adjustment of 4.0% be applied for the 2024-2025 fiscal year.

Questions regarding these services and rental facilities, and the fees that are established to support them, should be addressed to the respective City department that provides the subject service or administers the rental facility. The appropriate department and the related telephone number for each grouping of services and each rental facility are listed for your use. Comments and ideas regarding these services and facilities are always welcome.

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## SECTION I. CITY SERVICE FEES

### DUPLICATION OF PUBLIC RECORDS

Duplication of public records maintained by the City are available through the City Clerk's Office.

**Various City Departments**  
**Contact City Clerk @ 707-449-5110**

Service	Rate
Duplication of statements filed pursuant to the Political Reform Act of 1974	\$0.10 per sheet
Duplication of plan sheets, bluelines, or maps	\$3.50 per sheet
Duplication of video or audio tapes of meetings	Actual charge applied to City by contractor
City documents and reports duplicated by the City	\$0.25 per sheet
City documents and reports duplicated by contractor	Actual charge applied to City by contractor

### FEE TO BE DETERMINED FOR A SPECIAL SERVICE, EVENT OR UNUSUAL CIRCUMSTANCE

**Various City Departments**  
**Contact Respective Department**

Service	Rate
Where there is no fee specified for a special service, event, or for unusual circumstances, a fee for the service/facility shall be determined by the Director(s) of the respective department(s) related to the function.	The fee will be based on the full hourly cost recovery for staff involved, facility rental fees, as well as other cost factors, associated with the special service, event or unusual circumstance.

### FEE FOR A CITY EMPLOYEE SUBPOENAED AS A WITNESS IN A CASE NOT INVOLVING THE CITY

**Various City Departments**  
**Contact Respective Department**

Service	Rate
Per the Government Code, the City charges when an employee is subpoenaed as a witness to attend a civil deposition or trial in a case not involving the City.	The Code requires a deposit of \$275 per day of anticipated attendance to reimburse the City for the employee's time preparing, time away from work and travel expenses. The actual amount paid is based on the employee's hourly rate of pay, the number of hours spent in preparation and attendance, and traveling expenses.

# DEVELOPMENT SERVICES

## 1. CONSTRUCTION PERMITS

Field inspection of new construction activity is provided to ensure public safety through compliance with uniform construction codes

**Building Division of the  
Community Development Department  
@ 707-449-5152**

Building Permits	Rate
Valuation Basis Permits	
\$1 to 500	\$48
\$501 to 2,000	\$48 for first \$500 + \$1.08 for each additional \$100 or fraction to \$2,000
\$2001 to 25,000	\$64.20 for first \$2,000 + \$11.43 for each additional \$1,000 or fraction to \$25,000
\$25,001 to \$50,000	\$327.09 for first \$25,000 + \$8.26 for each additional \$1,000 or fraction to \$50,000
\$50,001 to 100,000	\$533.47 for first \$50,000 + \$5.72 for each additional \$1,000 or fraction to \$100,000
\$100,001 to 500,000	\$819.22 for first \$100,000 + \$4.45 for each additional \$1,000 or fraction to \$500,000
\$500,001 to 1,000,000	\$2,599.64 for first \$500,000 + \$3.81 for each additional \$1,000 or fraction to \$1,000,000
\$1,000,000+	\$4,504.22 for first \$1,000,000 + \$2.54 for each additional \$1,000 or fraction thereof
Certified Access Specialist Fee  Senate Bill 1608, the Construction-Related Accessibility Standards Compliance Act requires the City to retain at least one State-certified accessibility specialist with responsibilities related to accessibility standards.	\$260 applied to each building permit for new multifamily, commercial and industrial permits, non-residential repairs and alteration permits (except mechanical, electrical, and plumbing permits) and non-residential tenant improvement permits.
Building Standards Commission Fee Permit Valuation	
\$1-\$25,000	\$1.00
\$25,001 - \$50,000	\$2.00
\$50,001 - \$75,000	\$3.00
\$75,001 - \$100,000	\$4.00
\$100,001 plus	\$4.00 plus for every \$25,000 or fraction thereof above \$100,000 add \$1.00
Flat Rate Fee Basis	
Demolition: Residential	\$109 per unit
Non-Residential	\$209 per building
Other	\$109
Driveway	\$71
Fireplace, Masonry	\$191
Parking Lot Access	\$112
Re-inspection Fee: Residential	\$71 per inspection
Non-Residential	\$83 per inspection
Processing Fee: Mobile/Modular Home on a permanent foundation	\$71 per section – Residential \$80 per section – Non-Residential
Sign Permit: Value \$0 - \$500	\$68
\$501 - \$1,000	\$79
Over \$1,000	\$79 plus \$6.00 for each additional \$1,000
Reactivate Permit	One-half the amount required for a new permit
Pool, Space, Water Heater	\$71 minimum – Residential \$83 minimum – Non-Residential
Solar Panels	\$71 (non-residential charged on a valuation basis)
Inspections outside of normal business hours	\$106 per hour, minimum of 2 hours

<b>General Plan Update Cost Recovery Fee and General Plan Implementation Fee</b> Fees are adjusted January 1 of each year	<b>Cost Recovery And Implementation Fee</b>	
<b>Brighton Landing and Vanden Meadows</b>  <b>Infill Focus Areas and Other Incorporated Properties Located within the East of Leisure Town Road and Northwest Growth Areas</b>  <b>Unincorporated Properties within the East of Leisure Town and Northwest Growth Areas and Infill Focus Areas</b>  <b>General Plan Implementation Fee</b>  <b># For a comprehensive description of the two fees refer to City of Vacaville Resolution NO. 2016-078 adopted on September 13, 2016, and in particular, Exhibits A, B, and C of the Resolution.</b>	\$701 n/a \$0.47 n/a  \$701 \$374 \$0.47 \$0.23  \$2,283  9.9%	Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot  Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot  per acre annexed  surcharge on the building fee charged on each building permit
<b>Strong Motion Instrumentation Program (SMIP)</b>	<b>Rate</b>	
Category 1: Specified Residential Construction (unless over three stories)	\$0.13	per \$1,000 building permit valuation
Category 2: Specified Non-Residential Construction & New Residential Over Three Stories	\$0.28	per \$1,000 building permit valuation
Category 3: Exempt Projects (plumbing, electrical, mechanical & specified miscellaneous building permits)	\$0.00	
<b>Grading Permit and Plan Check Fees</b>	<b>Rate</b>	
<b>Grading Plan Review Fee</b>		
50 cubic yards (c.y.) or less	No fee	
51 to 100 cubic yards	\$22.75	
101 to 1,000 cubic yards	\$34.00	
1,001 to 10,000 cubic yards	\$45.75	
10,001 to 100,000 cubic yards	\$45.75	for first 10,000 c.y. plus \$21.25 for each additional 10,000c.y. or fraction thereof
100,001 to 200,000 cubic yards	\$237.00	for first 100,000 c.y. plus \$12.75 for each additional 10,000c.y. or fraction thereof
200,001 cubic yards or more	\$351.75	for first 200,000 c.y. plus \$6.50 for each additional 10,000 c.y. or fraction thereof
<b>Grading Permit Fee</b>		
50 cubic yards or less	\$22.75	
51 to 100 cubic yards	\$34.00	
101 to 1,000 cubic yards	\$34.00	for first 100 c.y. plus \$15.00 for each additional 100 c.y. or fraction thereof
1,001 to 10,000 cubic yards	\$169.00	for first 1,000 c.y. plus \$12.75 for each additional 1,000 c.y. or fraction thereof
10,001 to 100,000 cubic yards	\$283.75	for first 10,000 c.y. plus \$58.75 for each additional 10,000 c.y. or fraction thereof
100,000 cubic yards or more	\$812.50	for first 100,000 c.y. plus \$32.75 for each additional 10,000 c.y. or fraction thereof

Plumbing Permits		Rate
<b>Residential</b>		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Bldg. Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
<b>Flat Rate Fees</b>		
Miscellaneous Permits		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71
Restore Gas Service		\$71 per inspection
Water or Sewer Line Replacement		\$71
Water Heater Replacement		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
<b>Non-Residential</b>		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church / etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
<b>Flat Rate Fees</b>		
Miscellaneous Permits		\$83
Propane Tank Installation		\$83
Re-inspection Fee		\$83 per inspection
Restore Gas Service		\$83
Water Heater Replacement		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)
Electrical Permits		Rate
<b>Residential</b>		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Building Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
<b>Flat Rate Fees</b>		
Change of Electric Service		\$71
Garage Wiring		\$71
Miscellaneous Permits		\$71
Overhead to Underground Service Change		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71 per inspection
Restore Service		\$71
Temporary Power Pole		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
<b>Non-Residential</b>		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church, etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
<b>Flat Rate Fees</b>		
Change of Electric Service		\$83
Miscellaneous Permits		\$83
Overhead to Underground Service Charge		\$83
Re-inspection Fee		\$83 per inspection
Restore Service		\$83
Sign		\$83
Temporary Power Pole		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)

<b>Mechanical Permits</b>	<b>Rate</b>
<b>Residential</b>	
New: Single-Family/Multi-Family/Condominium	\$0.06 per sq. ft.
Addition, Alteration, etc. Building Permit Valuation \$1 - \$10,000	\$71
\$10,001 - \$20,000	\$85
Over \$20,000	\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
<b>Flat Rate Fees</b>	
Central A/C (add \$61 for elect. service change)	\$71
Central Heating	\$71
Miscellaneous Permits	\$71
Re-inspection Fee	\$71 per inspection
Wall or Space Heater	\$71
Wood-Burning Stove	\$71
Reactivate Permit	One-half amount required for new permit - \$71 min.
<b>Non-Residential</b>	
New, Addition, Alteration, Etc. – Commercial / Industrial / Church, etc.	1.27% of Contract (up to \$250,000) / \$83 min. 1.00% of Contract (over \$250,000 to \$1,000,000) 0.50% of Contract (over \$1,000,000)
<b>Flat Rate Fees</b>	
Central A/C (add \$72 for elect. service charge)	\$83
Central Heating	\$83
Miscellaneous Permits	\$83
Re-inspection Fee	\$83 per inspection
Wall or Space Heater	\$83
Reactivate Permit	One-half amount required for new permit – \$83 min.
Inspections Outside of Normal Business Hours (Plumbing, Electrical, Mechanical)	\$106 per hour (minimum 2 hours)



## 2. PLAN CHECK

Plans for new construction are checked to ensure conformance with uniform construction codes and City standards

**Building Division of the  
Community Development Department  
@ 707-449-5152**

<b>Building Plan Check</b>		<b>Rate</b>
<b>Residential</b>		
New	Single-Family/Modular/Manufactured, etc. Multi-Family or Condominium	75% of Building Permit Fee for first use, \$62 per lot thereafter 75% of Building Permit Fee
Addition, Alteration, etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 75% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
<b>Non-Residential</b>		
New / Commercial, Industrial, Church, etc.		90% of Building Permit Fee
Addition, Alteration, Signs, Etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 90% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
<b>Energy Plan Check</b>		<b>Rate</b>
<b>Residential</b>		
New	Custom Single-Family/Manufactured/Modular Tract Single-Family/Manufactured/Modular Condominium or Apartment	\$94 per unit \$50 per unit \$43 per unit
Addition		\$61
<b>Non-Residential</b>		
New/Addition Commercial, Industrial, Church, etc.		\$0.06 per sq. ft. of Conditioned Space
<b>Plumbing, Electrical, Mechanical Plan Check</b>		<b>Rate</b>
<b>Residential and Non-Residential</b>		
New, Addition, Alteration, Etc. (any work requiring a plan review or product research)		
	Plumbing Plan Check Fee	65% of Plumbing Permit Fee
	Electrical Plan Check Fee	25% of Electrical Permit Fee
	Mechanical Plan Check Fee	25% of Mechanical Permit Fee
<b>Landscape Plan Check</b>		<b>Rate</b>
<b>Residential</b>		
New: Single-Family/Manufactured/Modular		\$209 per dwelling
<b>Non-Residential and Multi-Family</b>		
New/Addition		
	Up to 25,000 sq. ft.	\$0.16 per sq. ft.
	25,001 – 62,500 sq. ft.	\$0.13 per sq. ft.
	62,501 sq. ft. and up	\$0.10 per sq. ft.
<b>Fire Code Plan Check</b>		<b>Rate</b>
Residential and Non-Residential		15% of Building Permit fee
<b>Miscellaneous</b>		<b>Rate</b>
Building Permit Fee Estimate & Document		\$319
Permit Intake/Records Maintenance Fee (Building) (minor)		\$95
Permit Intake/Records Maintenance Fee (Building) (major)		\$191
Scanning Large Format Plans (Building/Planning)		\$3.00 per page
Temporary Certificate of Occupancy (Building)		\$755

### 3. PLANNING APPLICATIONS

Development proposals are reviewed for compliance with City plans and standards with input from the public

Planning Division of the  
Community Development Department  
@ 707-449-5140

Planning Applications	Rate
Accessory Dwelling Units	\$2,663
Adjustments	\$760
Time Extension	\$405
Airport Area of Influence Review	\$2,440
Appeals (all applications)	25% of original fees, but not less than \$131 nor more than \$666
Appeal of Supplemental Capacity Determination	\$1,156
Use Permit	
Minor Use Permit	\$4,058
Time Extension	\$2,225
Conditional Use Permit	\$9,744
Time Extension	\$4,816
Existing Building (Staff level &/or PC Review)	\$1,413
Density Bonus Housing Agreement**	
Senior Restricted	\$5,713
Non-Senior Restricted	\$13,099
Design Review	
Staff Approval – Accessory Building/Site Improvement	\$2,071
SF Residence	\$2,188
Subdivision House Plans	
Up to 49 units	\$8,405
50 to 199 units	\$15,270
200 to 499 units	\$20,563
500+ units	Base fee for 499 units plus \$2,423 per each additional 100 units
Multi-Family, Commercial, Industrial	\$4,009
Time Extension	\$1,831
Planning Commission Approval	\$9,070
Time Extension	\$4,797
Determination of Permitted Use	\$1,762
Development Agreements	
Single Purpose	\$5,713
Multiple Purpose	\$13,111
Minor Revision (Admin Amendment)	\$4,011
Annual Review	\$2,574
Environmental Review – Initial Study	
Notice of Exemption	\$628
Negative Declaration	\$4,159
Mitigated Negative Declaration	\$8,322
Reaffirm Environmental Assessment	\$781
Environmental Impact Report	15% of contract price
<i>Note: Environmental fees do not include filing fees due to Solano County after a project is approved. Refer to the Department of Fish &amp; Wildlife application form for additional fees.</i>	
General Plan Amendment	
Amendment/Map	\$17,327
Amendment/Text Only	\$17,327
Home Occupation Permit	\$130
LAFCO Related Applications (do not include County LAFCO or State fees)	
Annexation Application ( <i>plus \$227 per acre*</i> )	\$8,295
Annexation Agreement	\$2,870
Williamson Act Cancellation	\$8,295
Comprehensive Annexation Plan Amendment	\$8,295
Sphere of Influence Amendment	\$8,295
Modification	
Staff Review	\$2,070
Major Modification – Staff	\$4,145
Major Modification – Planning Comm. Review	\$7,419

Planning Applications - Continued	Rate
Parcel Maps – Land Division	
Tentative Parcel Map (Max of 4 Parcels)	\$8,825
Time Extension	\$2,225
Vesting Tentative Parcel Map	\$12,686
Time Extension	\$4,582
Parcel Map Waiver - Lot Line Adjustment (does not include Development Engineering Fees)	\$730
Planned Development	
Planning Commission Review	
PD Residential (up to 49 units)	\$14,394
PD Residential (50 to 199 units)	\$21,506
PD Residential (200 to 499 units)	\$26,989
PD Residential (500+ units)	Base fee for 499 units plus \$2,423 per each additional 100 units
PD Non-residential	\$10,254
Time Extension	\$5,253
Planned Growth Ordinance	
Allocation Exception Request	\$4,677
Planned Sign Program	
Single User or Building	\$730
Multiple User or Buildings (one sign)	\$2,663
Multiple User or Buildings (multiple sign project)	\$4,663
Rezoning	\$17,083
Special Animal Keeping Permit	\$130
Specific Plan	\$48,808
Amendment	\$8,055 ****
Minor Revision	\$3,329
Temporary Use Permit/Special Events Permit	\$1,720
Tract Maps (Tentative Subdivision Maps)	
TM Review (5 to 49 lots)	\$16,902
TM Review (50 to 199 lots)	\$25,354
TM Review (200 to 499 lots)	\$31,693
TM Review (500+ lots)	Base fee for 499 lots plus \$2,110 per each 100 additional lots
Time Extension	\$7,681
Vesting TM Review (5-49 lots)	\$21,179
Vesting TM Review (50-199 lots)	\$31,378
Vesting TM Review (200-499 lots)	\$39,674
Vesting TM Review (500+ lots)	Base fee for 499 lots plus \$2,609 per additional 100 lots
Time Extension	\$9,700
Traffic Impact Ordinance Exception	\$1,426
Variance	\$9,793
Time Extension	\$4,815
Zoning Letter (Planning)	\$160
Zoning Amendment	
Minor Text Amendment	\$7,837
Major Text Amendment	\$16,202
Rezoning	\$16,489

Miscellaneous	Rate
Preliminary Review (prior to official submittal)(Planning)	\$1,554
Special Study Review - Planning (traffic, utility, etc.)	15% of contract price
Application Intake/Records Maintenance Fee	
Minor	\$94
Major	\$191
Scanning Large Format Plans (Building/Planning)	\$3.11 per page
Notes:	
(1) Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Director of Community Development. The	
* Per acre fee is to assist with the City's annual LAFCO contribution	
** Density Bonus Housing Agreement fees are based on Development Agreement Fees	
*** Full cost recovery not recommended at this time	
**** This fee increase is 50% of the suggested full cost recovery	

**4. ENGINEERING PLAN CHECK & INSPECTIONS**

Plan checking and field inspections of engineering projects are provided to ensure public safety through compliance with City Standards

**Engineering Division of the  
Public Works Department  
@ 707-449-5170**

Engineering Plan Check & Inspections	Rate
Abandonment of Right-of-Way	\$3,040
Apportionment of Assessments Per Map Plus per Lot	\$736 plus NBS fee \$24 per lot plus NBS Fee
Benefit District	\$4,778 plus .5% of the assessment fee (.5% collected at the time assessment fees are collected)
Encroachment Permit Single Family Property (Non Subdivision) All others	100% refundable deposit + 7.62% non-refundable fee (\$582 minimum) 100% refundable deposit + 11.5% non-refundable fee (\$988 minimum)
Utility Construction Encroachment Permit	\$271 permit plus \$271 per hour for inspection
FEMA Letter	\$56
Grading Plans – Plan Check and Inspection (5,000 YDs and greater) Stockpile Grading Residential or Commercial	3.55% of engineers estimate 10.78% of engineers estimate
Improvement Plans – Plan Check and Inspection \$0 - \$100,000 (project valuation) \$100,001 - \$200,000 Above \$200,000 Preliminary fee at time of plan submittal Reinspection* Prolonged Construction (more than 2 yrs. from initial inspection)*	9.61% of engineers estimate 8.11% of engineers estimate 6.61% of engineers estimate \$440 per lot \$271 per hour \$271 per hour
Maps – Checking Final Parcel Map (up to 4 lots) Final Tract Map	\$2,170 plus \$416 per lot \$2,605 plus \$107 per lot
Parcel Map Waiver (Lot Line Adjustment) Engineering Fee Planning Fee	\$1,934 \$1,046
Subdivision Protest	\$1,086
Utility Study Review	15% of consultant contract fee
Lighting and Landscape Districts Creation of new District Annexation into existing Districts	\$4,778 \$3,690
Grant of Easements	\$2,062
Council Item (i.e. Quitclaim of Easement)	\$1,357
Water Model Flat Rate Plus Per EDU	\$4,590 \$16
Notes: (1) Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Director of Public Works.	

1. Developers and their contractors will be charged an additional fee for excessive inspections. Excessive inspections is defined as an inspection for the same segment of work required beyond the initial inspection and one (1) re-inspection for any deficient work within the same segment.

2. For all inspections conducted during non-business hours (e.g. 7 am to 4 pm) the rate charged for overtime inspections shall be one and one-half the hourly charge rate specified in the City of Vacaville current fee schedule for re-inspections.

**5. WATER METER INSTALLATION**

Water meters are installed to permit safe connection to the public water system

Community Development Department  
@ 707-449-5140  
Maintenance Division of the Public Works Department  
@ 707-469-6500

Water Meter Installation		Rate	
Residential and Non-Residential			
<u>Meter Size</u>	<u>Meter Only</u>	<u>Complete (lateral included)</u>	
¾"	\$503	\$3,203	
1"	\$842	\$3,487	
1-1/2"	\$1,011	\$5,651	
2"	\$1,183	\$6,781	
3" Turbine	\$2,259	\$2,259 plus T&M	
3" Compound	\$4,098	\$4,098 plus T&M	
4" Turbine	\$3,240	\$3,240 plus T&M	
4" Compound	\$5,372	\$5,372 plus T&M	
6" Turbine	\$4,797	\$4,797 plus T&M	
6" Compound	\$7,533	\$7,533 plus T&M	
8" Turbine	\$7,596	\$7,596 plus T&M	
8" Compound	\$12,252	\$12,252 plus T&M	
Note: T&M = Time and Materials			

**6. TRAFFIC ENGINEERING**

Services related to traffic impact analysis are provided as part of the review of new developments

Traffic Engineering Division of the  
Public Works Department  
@ 707-449-5349

Traffic Engineering	Rate
Traffic Control Plans	
Road Closures	\$130
Lane Closures	\$65
Calibrated Traffic Model	\$1,169
Updates to Traffic Model	\$115
Traffic Model Runs	\$444
Traffic Study Scoping and Review	\$2,538
Traffic Study Preparation (minimum)	\$9,418

**7. CONCRETE AND ASPHALT REPAIR**

Maintenance Division of the  
Public Works Department  
@ 707-469-6500

Concrete & Asphalt Repair	Rate
Concrete Curb & Gutter Repair (per LF)	\$64.50 /LF
Concrete Sidewalk Flag Repair (per SF)	\$35.84 /SF
Asphalt Restoration Previous Cut (per SF)	\$37.03 /SF
Asphalt Restoration New Cut (per SF)	\$134.98 /SF
Notes: (1) The City of Vacaville is currently not repairing asphalt or concrete for utility companies (PG&E, AT&T, Comcast, etc.) or private development.	

# FIRE SERVICES

## 1. AMBULANCE SERVICE

Paramedic ambulance service is provided to Vacaville and the surrounding area

**Fire Department**  
**@ 707-449-5452**

Ambulance Service		Rate
Base Rate BLS	Resident:	\$1,997
	Non-Resident:	\$1,997
Base Rate ALS	Resident:	\$2,394
	Non-Resident:	\$2,394
Mileage	Resident:	\$33 per mile
	Non-Resident:	\$33 per mile
Oxygen	Resident:	\$118
	Non-Resident:	\$118
Assessment – No Transport	Resident:	\$1,820
	Non-Resident:	\$1,820

## 2. FIRE SERVICE

Fire service costs incurred due to negligence, violations of the law and/or carelessness may be

**Fire Department**  
**@ 707-449-5452**

Fire Service	Rate	
<b>Staffing</b>		
On-Duty (each person)	<u>Direct</u>	<u>Indirect</u>
Battalion Chief	\$95.56	\$131.70 per hour
Captain	\$77.64	\$111.09 per hour
Fire Engineer	\$65.10	\$93.47 per hour
FF/Paramedic	\$57.93	\$83.62 per hour
Firefighter	\$54.35	\$80.63 per hour
Off-Duty (each person)	<u>Direct</u>	
Battalion Chief	\$143.34 per hour	
Captain	\$115.87 per hour	
Fire Engineer	\$97.95 per hour	
FF/Paramedic	\$87.20 per hour	
Firefighter	\$83.62 per hour	
<b>Equipment</b>		
Engine	\$186 per hour	
Water Tender	\$186 per hour	
Aerial Apparatus	\$214 per hour	
Specialized (i.e. Squad)	\$135 per hour	
Other Emergency Equipment	\$74 per hour	

### 3. FIRE PREVENTION

Fire Department  
@ 707-449-5452

Fireworks Violations	Rate
Appeals Fee for Fireworks Violations	
Fireworks Regulation Appeal Fee	\$540 + actual cost of Hearing Examiner divided equally between City and appellant

Fire Code Permits / Group 1	Rate
Permits for certain special activities ensure public safety through compliance with the Uniform Fire Code.	
Battery System Installation	\$846
Candles and open flames in assembly areas	\$147
Carnivals, fairs and special events	\$822
Compressed gases system installation	\$772
Carbon dioxide systems for beverages	\$141
Fireworks, public display	\$914
Flammable/Combustible liquids; repair/modification of pipeline transportation system	\$902
Flammable/Combustible class I or II liquids; removal of liquids from underground tanks by means other than approved stationary on-site pumps	\$453
Flammable/Combustible liquids; installation, construction, alteration of tank or dispensing station	\$891
Flammable/Combustible tank; installation, alteration, removal of abandoned/out of service tank	\$891
Flammable/Combustible tanks contents type change	\$567
Liquefied petroleum gas, installations	\$622
Liquid or gas fueled vehicles/equipment in assembly buildings	\$295
Malls; placing or constructing temporary display booths, concession equipment	\$295
Malls; use of open flame or flame producing devices	\$295
Malls; display any liquid or gas-fueled vehicles	\$295
Mobile food preparation - vehicles	\$30
Open burning (1+ acre, agricultural zone only)	\$53
Outdoor assembly event	\$315
Plant extraction systems	\$591
Pyrotechnical special effects material	\$380
Tent, canopy and temporary membrane structure (5,000 sq. ft. or less)	\$205
Tent, canopy and temporary membrane structure (over 5,000 sq. ft.)	\$251
Tent, Food Vendor	
1-3 Food Vendor's	\$85
4-6 Food Vendor's	\$93
7 or more food vendor's	\$275
Waste Handling/wrecking yards/waste material handling facilities	\$141
Each Additional Inspection beyond basic service	\$315



<b>Fire Code Permits / Group 2</b>	<b>Rate</b>
Annual Permits for certain ongoing uses ensure public safety through compliance with the Uniform Fire Code.	
Aerosol products	\$183
Amusement Building	\$345
Aviation facilities	\$345
Cellulose nitrate film & storage	\$275
Combustible fiber storage	\$228
Combustible material storage	\$432
Compressed gases storage, use, handling	\$425
Cryogenics	\$434
Dry cleaning plants	\$340
Dust-producing operations	\$432
Explosives	\$591
Flammable/Combustible liquids; operation of pipeline, storage handling, tank vehicle, equipment, tank, plants and dispensing stations	\$184
Hazardous materials storage	\$520
High pile combustible storage	\$603
Hot work operations, cutting and welding, open flame and torches	\$141
Liquefied petroleum gas – storage, use & dispensing	\$419
Lumber yards and woodworking plants	\$419
Magnesium working operations	\$357
Mobile fueling of hydrogen-fueled vehicles	\$184
Organic coating manufacture	\$419
Ovens, industrial baking or drying	\$419
Places of assembly	\$340
Refrigeration equipment	\$419
Repair garages and motor vehicle fuel disposing facilities	\$340
Spraying and dipping operations	\$418
Storage of tires and tire by-products	\$354
Wood products	\$356
Each Additional Inspection beyond basic service	\$315
<b>Fire Code Permits / Group 3</b>	<b>Rate</b>
Annual Permits for certain ongoing uses ensure public safety through compliance with the Uniform Fire Code.	
Installation/Alteration of automatic fire sprinkler system	
1-25 sprinkler heads	\$311
26-99 sprinkler heads	\$573
100+ sprinkler heads and 2 hydro areas	\$1,322 plus \$2.20 per each head over 100
Installation/Alteration of underground private fire service mains	\$1,161
Installation/Alteration of residential fire sprinkler system	\$645
Installation /Alteration of special fire suppression	\$804
Systems/Spraying or Dipping	\$641
Installation of new fire alarm system	\$606
Installation of fire alarm system - tenant improvement	\$315
Re-submittals For Plan Review beyond basic service	\$315
Each Additional Inspection beyond basic service	\$315

**4. SPECIAL INSPECTIONS**

**Fire Department  
@ 707-449-5452**

Special Inspections	Rate
Field inspections necessary to achieve code compliance or performed on a special request basis.	
Special Inspection Fee	\$315 per hour

**5. WEED AND NUISANCE ABATEMENT**

**Fire Department  
@ 707-449-5452**

Weed & Nuisance Abatement	Rate
Weed Abatement	Abatement contract cost + actual City costs
Appeal Fee	\$540 + actual cost of Hearing Examiner divided equally between City and appellant
Appeal Fee	Abatement contract cost + actual City costs \$540 + actual cost of Hearing Examiner divided equally between City and appellant
Public Nuisance and Weed Abatement Involuntary Enforcement Response Fee	
<b>Code Compliance Division:</b>	
Code Technician	\$65.10 per hour
Administrative Clerk	\$52.86 per hour
Senior Specialist	\$93.47 per hour
Car and Other Equipment	\$23.29 per instance
Copying/Mailing	\$0.30 per page/actual cost of mailing
Cost to Secure Property	Actual Cost
Cost for Clean-Up and Removal	Actual Cost
Cost for Landscaping	Actual Cost
Miscellaneous Cost	Actual Cost
Administrative Overhead	\$158.27 per instance
<b>Building Division:</b>	
Building Official	\$127.52 per hour
Administrative Overhead	\$158.27 per instance
<b>Fire Department:</b>	
(each person)	<u>On-Duty</u> <u>Off-Duty</u>
Battalion Chief	\$131.70    \$143.34 per hour
Captain	\$111.09    \$116.17 per hour
Fire Engineer	\$93.47    \$97.05 per hour
Firefighter/Paramedic	\$83.62    \$86.90 per hour
Firefighter	\$80.63    \$84.51 per hour
Assistant Fire Marshall	\$82.12 per hour
<b>Equipment:</b>	
Engine	\$185.75 per hour
Water Tender	\$185.75 per hour
Aerial Apparatus	\$214.42 per hour
Specialized (i.e. Squad)	\$134.68 per hour
Other Emergency Equipment	\$74.96 per hour
Administrative Overhead	\$158.27 per instance
<b>City Attorney Department:</b>	
Assistant City Attorney	\$125.72 per hour
<b>Police Department:</b>	
	<u>Overtime</u>
Police Sergeant	\$185.75 per hour
Police Officer	\$142.75 per hour
Community Services Officer II	\$74.96 per hour
Records Assistant	\$65.70 per hour
Administrative Overhead	\$189.63 per instance
Abandoned or Vacant Buildings or Structures Public Nuisance Abatement	
Monthly Monitoring Fee	\$876 per month

## POLICE SERVICES

A variety of services and records are provided related to public safety, traffic and parking

Police Department  
@ 707-449-5226

Police Services	Rate
Alarms	
Annual Alarm Registration	\$26
False Alarm Response	\$88
Alcoholic Beverage License	\$50
Bicycle License	\$6
Bingo Manager Permit	
New	\$68 + Livescan & DOJ fee
Annual Renewal	\$68
Calls For Service Search	\$43
Concealed Weapon Permit	
Annual Renewal	\$48
Crime Incident Form, Adult and Minor	\$24
Crime Report Reproduction Fee	\$0.25 per page
Discovery	\$43 per hour
Driving Under the Influence With Accident	Actual cost with legal maximum of \$12,585
Educational Fee – Youth Services	\$62 maximum
Fingerprinting Livescan	\$45 plus DOJ Fee
Local Record Review Letter	\$45 plus \$10 Notary fee
Local Record Review for Employment	\$20
Massage Establishment Application, Investigation and Licensing:	
Certified California Massage Therapy Council Business Owner	\$65
Non-Certified California Massage Therapy Council Business Owner	\$385
Renewal Licensing Fee	\$65
Parking Permits	\$22
Pawn Broker License/Permit	
New	\$43
Renewal	\$43
Permit for Parade/Street Closure/Block Party/Meeting	\$43
Plan Reviews For Public Safety	Actual Cost (Sourced Out)
Police Fee For Police Department Presence	Actual Cost
Repossession Fee	\$19
Rolled Fingerprinting	\$12 per card
Secondhand Dealer License	
New	\$43
Renewal	\$43
Solicitor's/Peddler/Vendor Permit	\$43
Subpoena Duces Tecum/Court Orders/Discovery	Varies, \$16 minimum
Taxi Driver Permits	
New	\$67 + Livescan & DOJ fee
Renewal	\$67
Tow Truck Driver Permits	
New	\$67 + Livescan & DOJ fee
Renewal	\$67

Police Services - Continued	Rate
<p>Vehicle Releases</p> <p>Vehicles that are impounded or stored due to driver violations including the following CVC selection: 14601, 14602, 14607, 22651(h) – driver arrested, 22651 (p) –driver unlicensed or suspended</p> <p>Vehicles that are impounded or stored due to vehicle violations including CVC sections: 22651(b) – obstructing traffic, 22651(n) road closure- notice posted, 22651(o) – registration expired over six months, 22651.5 – continuous alarm within 500 feet of occupied building, 22669(a) – abandoned vehicles, 22669(d) hazardous vehicle</p>	<p>\$313</p> <p>\$129</p>
<p>Police Department Overtime:</p> <p>Police Sergeant</p> <p>Police Officer</p> <p>Community Services Officer II</p> <p>Records Assistant</p>	<p>\$185.75 per hour</p> <p>\$142.75 per hour</p> <p>\$74.96 per hour</p> <p>\$65.70 per hour</p>
<p>Public Record Act Request Redaction</p> <p>Straight Time:</p> <p>Police Officer</p> <p>Administrative Overhead</p>	<p>\$95.22 per hour (*)</p> <p>\$189.59</p>
<p>(*) one hour of video is equivalent to 5 hours of redaction</p>	

## FINANCE SERVICES

Standard service charges and collection charges are applied to delinquent utility bills, business licenses, and returned checks

### 1. UTILITY BILLING

Finance Department  
@ 707-449-5128

Utility Billing	Rate
Minimum Water and Sewer Service Charge	Specified Monthly Fixed Charge
Late Fee	\$10 or 10% of balance due (whichever is greater) if not paid by past due date stated on bill plus any additional costs related to collections.
Service Interruption Notice	\$16.00
Non Payment Processing Charge	\$42.00
After 3:00 p.m. Restoration of Service (additional charge to above)	\$83.00
Pulled Meter (additional charge to above)	\$81.75
Meter Lock Damage/Meter Tampering	\$109.25

### 2. BUSINESS LICENSES

Business Licenses	Rate
Penalty effective dates:	
May 1	50% additional of amount owed
June 1	60% additional of amount owed
July 1	70% additional of amount owed
August 1	80% additional of amount owed
September 1	90% additional of amount owed
October 1	100% additional of amount owed

### 3. RETURNED PAYMENT

Returned Payment	Rate
Returned Payment	\$25 for first returned payment \$35 for each subsequent returned payment

**HOUSING SERVICES**

Services include loan application processing for first-time homebuyer and rehabilitation programs, and mobile home rent arbitration

**1. LOAN SERVICES**

**Housing & Community Services  
@ 707-449-5675**

<b>Loan Services</b>	<b>Rate</b>
Subordination Fee (all loan types)	\$247
First Time Home Buyer (FTHB) Loan Programs	
Lender Participation Fee (per loan agent)	\$327
Annual Renewal Fee (per loan agent)	\$162
Loan Application Fee	
Down Payment Assistance Loan (DPAL)	\$309
Shared Equity Loan	\$386
Section 8 First-Time Match Homebuyer Loan	\$309

**2. MOBILE HOME RENT ARBITRATION**

Residents of a mobile home park may file a petition to request an arbitration hearing to dispute certain types of rent increases per the Vacaville Municipal Code. The residents and park owner share the cost of the arbitration hearing.

<b>Housing Services</b>	<b>Rate</b>
Mobile Home Rent Arbitration	\$502 initial payment for each of the involved parties; final costs to be shared equally among parties

## SECTION II. FACILITY RENTALS

**ULATIS COMMUNITY CENTER**

Banquet and assembly seating and display areas are provided in this 8,000 sq. ft. facility that is divisible into various sized spaces

Parks and Recreation Department

@ 707-469-4002

recweb@cityofvacaville.com

Facility	Rate			
Room/Size/Capacity	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	Per Hour		Per Hour	
<b>C, E, A+B or F+G</b> 25'x50' 180 Standing, 70 Assembly, 56 Dining	\$79	\$106	\$106	\$137
<b>A+B+C* or E+F+G*</b> 50'x50' 360 Standing,140 Assembly,120 Dining	\$118	\$153	\$153	\$196
<b>D^</b> 60'x50' 404 Standing, 225 Assembly, 144 Dining	\$131	\$165	\$169	\$212
<b>C+D^ or D+E^</b> 85'x50' 584 Standing, 325 Assembly, 208 Dining	\$165	\$196	\$212	\$256
<b>A+B+C+D*^ or D+E+F+G*^ or C+D+E^</b> 110'x50' 764 Standing, 425 Assembly, 272 Dining	\$196	\$218	\$256	\$286
<b>A+B+C+D+E*^ or C+D+E+F+G*^</b> 135'x50' 944 Standing, 525 Assembly, 336 Dining	\$218	\$252	\$286	\$324
<b>A+B+C+D+E+F+G*^</b> 160'x50' 1124 Standing, 625 Assembly, 400 Dining	\$252	\$301	\$324	\$384
<b>Conference Room</b> 12 Seated	\$45	\$53	\$59	\$69
* Includes patio(s) ^ Includes platform stage				
Additional Fees	Rate			
Commercial Kitchen	\$105 Flat fee for first four hours \$37 For each additional hour			
Bar	\$43 Flat fee			
Piano	\$43 Flat fee			

**ULATIS GARDENS**

The landscaped garden area is available for weddings and other special events at the Ulatis Community Center

Parks and Recreation Department  
 @ 707-469-4002  
 recweb@cityofvacaville.com

Rental Fees		Rate		
Rate	Capacity 1- 100	Capacity 101-500	Cleaning Deposit	
<b>RESIDENT</b>		<u>4hr Flat Rate</u>	<u>4hr Flat Rate</u>	
Gardens w/ Ulatis CC or VPAT Rental	\$151	\$254	\$240	
Gardens Only	\$195	\$302	\$477	
Additional hours over 4	\$81/hr.	\$81/hr.		
<b>NON-RESIDENT</b>		<u>4hr Flat Rate</u>	<u>4hr Flat Rate</u>	
Gardens w/ Ulatis CC or VPAT Rental	\$199	\$327	\$240	
Gardens Only	\$263	\$393	\$477	
Additional hours over 4	\$81/hr.	\$81/hr.		
Additional Fees		Rate		
Garden Arch	\$50 Flat fee			

**THREE OAKS COMMUNITY CENTER**

This facility offers five rooms of various sizes for assembly, banquets, meetings and display functions

Parks and Recreation Department  
 @ 707-469-4002  
 recweb@cityofvacaville.com

Facility	Rate			
Room/Size/Capacity	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	Per Hour		Per Hour	
<b>Assembly Hall^ (Includes non-commercial kitchen)</b> 64'x58' 350 Standing, 300 Assembly, 250 Dining	\$149	\$182	\$196	\$240
<b>Multi-Purpose Room</b> 52'x52' 200 Standing, 150 Assembly, 100 Dining	\$130	\$167	\$158	\$205
<b>Activity Room*</b> 36'x36' 100 Standing, 70 Assembly, 50 Dining	\$99	\$123	\$129	\$165
<b>Arts &amp; Crafts Room</b> 18'X36' 50 Standing, 40 Assembly, 40 Dining	\$74	\$92	\$98	\$121
* Includes patio(s) ^ Includes stage				
Additional Fees		Rate		
Bar	\$43 Flat fee			
Piano	\$43 Flat fee			



**JOHN MCBRIDE SENIOR CENTER**

This center offers a divisible area assembly hall and five meeting rooms of various sizes

**Parks and Recreation Department**

**@ 707-469-4020**

**recweb@cityofvacaville.com**

Facility	Rate			
Room/Size/Capacity	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	5pm-1am	Sa & Su-All Day	5pm-1am	Sa & Su-All Day
	Per Hour		Per Hour	
<b>Assembly Hall C or D</b> 25'x25' 90 Standing, 40 Assembly, 25 Dining	\$68	\$79	\$87	\$106
<b>Assembly Hall A or B^ or C+D</b> 25'x50' 180 Standing, 80 Assembly, 50 Dining	\$81	\$110	\$111	\$142
<b>Assembly Hall A+B^ or B+C+D^</b> 50'x50' 350 Standing, 160 Assembly, 100 Dining	\$123	\$158	\$159	\$205
<b>Assembly Hall A+B+D^ or A+B+C^</b> 50'x50' + 25'x25' 450 Standing, 250 Assembly, 125 Dining	\$139	\$176	\$179	\$226
<b>Assembly Hall A+B+C+D^</b> 75'x50' 500 Standing, 300 Assembly, 200 Dining	\$176	\$188	\$226	\$241
<b>Multi-Purpose Room 1</b> 34'x22' 100 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
<b>Multi-Purpose Room 2</b> 34'x22' 100 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
<b>Multi-Purpose Room 1 + 2</b> 34'x44' 150 Standing, 100 Assembly, 60 Dining	\$123	\$139	\$159	\$179
<b>Multi-Purpose Room 3</b> 29'x32' 90 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
<b>Multi-Purpose Room 4</b> 21'x27' 35 Standing, 20 Assembly, 16 Dining	\$79	\$81	\$106	\$111
<b>Arts &amp; Crafts</b> 18'x30' 35 Standing, 20 Assembly, 16 Dining	\$79	\$81	\$106	\$111
<b>Exercise Room</b> 29'x32' 25 Standing	\$90	\$98	\$117	\$129
<b>Conference Room</b> 20 Seated	\$45	\$53	\$59	\$69
^ Includes small stage				
Additional Fees	Rate			
Commercial Kitchen	\$105 Flat fee for first four hours \$37 For each additional hour			

**ADDITIONAL FACILITY FEES**

Common provisions that may be applicable to all rental facilities

Parks and Recreation Department  
recweb@cityofvacaville.com

Additional Facility Fees		Rate	
<b>ALCOHOL FEE</b>		\$93 Flat Fee	
<b>ADDITIONAL FACILITY ATTENDANT</b>		\$24 per hour per attendant	
<b>INSURANCE</b> Note: Rates are subject to change by carrier.		An insurance policy for at least \$1 million and naming the City of Vacaville as additional insured is required for certain events	
<b>SECURITY (Approximately \$30-\$40 per hour per guard)</b> Note: Rates are subject to change by provider.		Approximately \$30-\$40 per hour per guard. Minimum 2 hours / 2 guards (number of guards based on attendance)	
Facility Capacity:		No. of Guards	
Up to 150		2 Guards	
151 – 250		3 Guards	
251 – 350		4 Guards	
351 – 450		5 Guards	
451 – 550		6 Guards	
551 – 650		7 Guards	
651 – 750		8 Guards	
751 – 850		9 Guards	
851 – 950		10 Guards	
CLEANING/DAMAGE DEPOSIT		Regular Fees	Non-Resident or Commercial
<b>(Ulatis &amp; McBride)</b>	No Alcohol:	\$328	\$328
	Serving Alcohol:	\$469	\$469
	Kitchen Deposit:	\$469	\$469
	No Alcohol & Kitchen:	\$539	\$539
	Alcohol & Kitchen:	\$646	\$646
CLEANING/DAMAGE DEPOSIT		Regular Fees	Non-Resident or Commercial
<b>(Three Oaks)</b>	No Alcohol:	\$469	\$469
	Serving Alcohol:	\$620	\$620
*If violation of "User Regulations" are discovered, you may forfeit all or a portion of your cleaning/security deposit.			
<b>CLEANUP PROCEDURES</b>		If you fail to comply with cleanup procedures, you will forfeit your cleaning/damage deposit. Renter will be billed for additional costs based on severity and labor hours.	
<b>DAMAGES</b>		Renter will be billed and/or the amount taken from their cleaning/damage deposit. Damages will be based upon severity, replacement value and labor hours.	
<b>CANCELLATION</b>		\$40 With 30 day advance notice. Less than 30 days – forfeiture of fees	
<b>NON-PROFIT DISCOUNT</b>		Non-Profits with current 501C3 status may receive a 25% discount on room rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Security, Attendants, Insurance and Alcohol surcharge are not discounted.	

**GEORGIE DUKE SPORTS CENTER**

This 12,600 sq. ft. sports facility may be reserved for recreation uses

**Georgie Duke Sports Center & Tennis Courts**

**@ 707-469-4020**

**recweb@cityofvacaville.com**

Room	Rate	
	RESIDENT	NON-RESIDENT or COMMERCIAL
<b>Gymnasium</b>	\$117 per hour \$686 per day (8 Hr. Max) \$1,375 per weekend (16 Hr. Max)	\$151 per hour \$916 per day (8 Hr. Max) \$1,835 per weekend (16 Hr. Max)
<b>Boxing/Workout Room</b>	\$70 per hour \$442 per day \$786 per weekend	\$94 per hour \$573 per day \$1,018 per weekend
<b>Scoreboard and Operator</b>	\$24 per hour	\$24 per hour
<b>Set-Up</b>	\$19 per hour	\$19 per hour
<b>Cleaning/Damage Deposit</b>	\$324	\$324
<b>Cancellation Fee</b>	\$42	\$42
<b>CLEANUP PROCEDURES</b>	If you fail to comply with cleanup procedures, you will forfeit your cleaning/damage deposit. Renter will be billed for additional costs based on severity and labor hours.	
<b>DAMAGES</b>	Renter will be billed and/or the amount taken from their cleaning/damage deposit. Damages will be based upon severity, replacement value and labor hours.	
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on room rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Security, Attendants, Insurance and Alcohol surcharge are not discounted.	

**PARK & FIELD RENTALS**

Various parks and athletic fields may be reserved for group uses

**Parks and Recreation Department**  
**Park Rental @ 707 469-4020**  
**Field Rental @ 707 469-4024**  
**recweb@cityofvacaville.com**

Description	Rate		
	RESIDENT	NON-RESIDENT or COMMERCIAL	CLEANING DEPOSIT
Pena Adobe Historic Area Picnic Area	\$63 per hour	\$78 per hour	\$168
Pena Adobe Historic Area Pavilion	\$63 per hour	\$78 per hour	\$168
Lagoon Valley Park Picnic Area	\$97 per half day	\$128 per half day	\$168
Lagoon Valley Cross Country Track Meets Annual Prep Fee	\$1,273	\$1,273	
Individual Meet Prep Fee Annual Fee	\$319	\$319	
Lagoon Valley Park Up to 100	\$98	\$129	\$320
101-500	\$389	\$514	\$459
501-1000	\$779	\$903	\$767
1001-1500	\$942	\$1,027	\$1,159
1501-3000	\$1,887	\$2,451	\$1,559
Centennial 5k-10k course (125 people Max; additional	\$98	\$129	\$168
Andrews Park Upper Picnic Area	\$147 per half day	\$195 per half day	\$168
Andrews Park Lower Picnic Area	\$147 per half day	\$195 per half day	\$168
Andrews Park Amphitheatre	\$147 per half day	\$195 per half day	\$168
Arlington Park Picnic Area	\$147 per half day	\$195 per half day	\$168
Magnolia Park Picnic Area A - Vacaville residents only	\$147 per half day		\$168
Magnolia Park Picnic Area B - Vacaville residents only	\$97 per half day		\$168
Magnolia Park Picnic Area C - Vacaville residents only	\$97 per half day		\$168
Alcohol Fee	\$92	\$92	
Tennis Courts Individual –No Charge Subject to Space Available	\$18 per hour per court	\$22 per hour per court	\$54
<b>CANCELLATIONS</b>	In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.		

**FIELD RENTAL FEES FOR AL PATCH, ARLINGTON,  
LARSEN, CENTENNIAL, KEATING & NELSON PARKS**

**Parks and Recreation Department  
@ 707 469-4020  
recweb@cityofvacaville.com**

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$38	\$296	\$48	\$388
Lights	\$48	\$48	\$48	\$48
Scorekeeper	\$24 per hour			
Facility Attendant	\$24 per hour (All Categories. All Fields)			
Field Prep	\$48 per field			
Cleaning/Damage Deposit	\$288	\$288	\$288	\$288
<b>CANCELLATIONS</b>	In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.			
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning Deposit are not discounted.			

**AL PATCH FOOTBALL FIELD**

Description	RATE			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$93 2hr min	\$633	\$123 2hr min	\$824
Lights	\$47	-	\$47	-
Score keeper	N/A			
Facility Attendant	\$19 per hour			
Field Prep	\$48 per field			
Cleaning/Damage Deposit	\$324	\$324	\$324	\$324
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning/Damage Deposit are not discounted.			

**AL PATCH TRACK**

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Track	\$51 2hr min	\$416	\$66 2hr min	\$542
Lights	\$47	-	\$47	-
Score keeper	N/A			
Facility Attendant	\$24 per hour			
Field prep	N/A			
Cleaning/Damage Deposit	\$322	\$322	\$322	\$322
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning/Damage Deposit are not discounted.			

**ARLINGTON PARK**

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$97 2hr. min.	\$656	\$128 2hr. min.	\$854
Lights	N/A			
Score keeper	N/A			
Facility Attendant	\$24 per hour			
Field Prep	N/A			
Cleaning/Damage Deposit	\$322	\$322	\$322	\$322
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning Deposit are not discounted.			

**Al Patch, Arlington, Larsen, Centennial, Keating, Nelson Field Rental Information**

- Contracts will be accepted starting March 1 for the current year only and no less than 10 working days prior to event date. (Based on availability)
- 100% of the fees must be paid at the time of reservation.
- All 5k and 10k runs with 100 or less participants will require a facility attendant at the hourly rate.
- Users are required to provide a minimum of \$1 Million Dollars liability insurance, naming the City of Vacaville as additional insured. Liability insurance must specify the Hold Harmless Clause.
- Proof of Insurance must be provided thirty (30) days prior to the event, or the event will be canceled.
- In case of weather conditions or unforeseen circumstances, beyond our control, we will try to reschedule your reservation. If not available or unacceptable to the renter, a refund will be issued.
- Outside groups are not allowed to sell food, beverage or charge parking and/or entry fees without written consent from the City or a Special Event Permit. To submit an application for a special event go to: <https://vacaville.opencounter.com/special-events-portal>
- Outside groups are not allowed to sell food or beverage.
- If intentionally misleading information is provided by the user in the contract or through any other means regarding the nature of the event or the number of participants, the City will immediately cancel the contract and all fees will be forfeited. Additionally, the user will be prohibited from scheduling or using a City field for a period to be determined by the Director of Parks and Recreation.
- In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.

**CREEKWALK PLAZA AND STAGE**

**Parks and Recreation Department**  
**@ 707 469-4002**

**Rental of the CreekWalk Plaza does not include Andrews Park**

**recweb@cityofvacaville.com**

\* The CreekWalk Plaza may be rented at the discretion of the Director of Parks and Recreation for approved events consistent with the City of Vacaville’s mission and vision.

Description	Rate	
	RESIDENT	NON-RESIDENT or COMMERCIAL
Plaza (32,000 square feet)	\$454 per 4 hrs	\$585 per 4 hrs
Each Additional Hour	\$136	\$178
Cleaning/Damage Deposit	\$756	\$756
Staff – See Below for rates (All Functions Require Parks and Recreation Support Staff)		
STAGE (36 ft. X 14 ft.)*	\$1,799 Max 8 hrs	\$2,339 Max 8 hrs
Transportation of Stage if Required	\$322 - \$484	
Cleaning/Damage Deposit	\$333	
Staff (All Categories)	\$27 per hour for first staff \$24 per hour for second staff	
Lights	\$182	
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on plaza and stage rental fees Additional fees such as: Transportation, Staff, Lights, Insurance and Cleaning Deposit are not discounted.	

**\$1M Dollars Insurance Required**

**Damages** -The City will bill renters for damage done to Plaza/Stage, based on severity, replacement value plus labor hour

**Additional Stage Rental Requirements/Information**

- Stage cannot be moved. Set up or take down of the stage must be completed by 2 Parks and Recreation Staff
- Stage comes with fluorescent lighting
- Stage must be cleaned upon completion of use
- Stage requires 2 attendants for 2 hours set up and 2 hours take down. This is in addition to the day rental.

\*not available for rent during the Creekwalk Concert Series Season (June-August)



**RECREATION CENTER**

This sports facility may be reserved for recreation uses

**Parks and Recreation Department**

**@ 707 469-4002**

**recweb@cityofvacaville.com**

Description		Rate	
		RESIDENT	NON-RESIDENT or COMMERCIAL
<b>Sport Court</b>		\$115 per hour \$686 per day (8 Hr. Max) \$1,374 per weekend (16 Hr. Max)	\$151 per hour \$916 per day (8 Hr. Max) \$1,835 per weekend (16 Hr. Max)
<b>Attendant</b>		\$24 per hour	\$24 per hour
<b>Cleaning/Damage Deposit</b>		\$454	\$454
<b>Cancellation Fee</b>		\$48 (With 30 day notice)	\$48 (With 30 day notice)
<b>DAMAGES</b>	Applicants will be billed and/or the amount taken from the cleaning/damage deposit, for damage(s). Charges will be based upon severity, replacement value and labor hours.		
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on facility rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Attendant, Insurance and Cleaning Deposit are not discounted.		

**WALTER V. GRAHAM AQUATIC CENTER FEES**

**Parks and Recreation Department**

**@ 707 469-4024**

**recweb@cityofvacaville.com**

Description		Rate	
		Per hour (2 hour minimum)	
#1 – Water Activity Area	\$97 plus 2 guards and 1 manager		
#2 – Swimming Pool	\$147 plus 3 guards and 1 manager		
#3 – Water Slides	\$111 plus 2 guards and 1 manager		
#4 – Competition Pool	\$183 plus 3 guards and 1 manager		
Pool Area West – 1 + 2 + 3	\$331 plus 8 guards and 1 manager		
Pool Area East – 4	\$183 plus 3 guards and 1 manager		
Entire Complex – 1 + 2 + 3 + 4	\$514 plus 12 guards and 1 manager		
Per Lane	\$18.52 plus 2 guards and 1 manager		
Aquatics Staff			
Guard	\$21.50 hourly rate		
Manager	\$24.75 hourly rate		
BBQ AREA	\$90 flat fee (available during open swim or with pool rental)		
Insurance Required	Users are required to provide liability insurance, naming the City of Vacaville as additional insured. Liability insurance must specify the Hold Harmless Clause. Amount will be determined on a case-by-case basis.		
Cleaning/Damage Deposit	\$309		
Cancellation Policy – 3 or more business days	\$48		

**PERFORMING ARTS THEATRE**

The theater features 483 fixed seats for cultural and assembly events

**Parks and Recreation Department**

**@ 707 469-4015**

Description	Rate	
	RESIDENT	NON-RESIDENT
<b>Theatre: Mon. – Thurs Base Rent*</b>	\$1,530 per day	\$1,920 per day
<b>Theatre: Fri. – Sun Base Rent*</b>	\$1,836 per day	\$2,304 per day
% of Gross*	18%	20%
<b>Overtime Rent*</b>	\$281 per hour	\$367 per hour
Lobby	\$214 per rental	\$275 per rental
Patio	\$294 per rental	\$367 per rental
Marquee Sign Posting (2 week min-6 week max)	\$41 per week	\$41 per week
Email Feature Marketing (minimum of 1 feature)	\$25 per rental	\$25 per rental
<b>Rehearsal Hours**</b>	\$79 per hour	\$85 per hour
Technicians***	\$45 per hour	\$45 per hour
House Manager	\$37 per hour	\$37 per hour
Late Booking Fee (within 30 days of event)	\$250 per rental	\$250 per rental
Box Office Change Fee (Post Contract)	\$81 per change	\$81 per change
Ticket Processing for Third Party Discount Sites (Goldstar, Groupon, etc.)	\$135 per performance	\$135 per performance
Box Office Staff	\$34 per hour	\$34 per hour
Box Office/Website Set Up Fee & Maintenance	\$269 per rental	\$269 per rental
Pit	\$275 + labor install/ removal	\$275 + labor install/ removal
Piano Rental	\$149 plus tuning	\$144 plus tuning
Marley Floor	\$162 + labor install/ removal	\$162 + labor install/ removal
Risers	\$17 per unit	\$17 per unit
Orchestra Shell	\$149 + labor	\$149 + labor
Projector A (Front Hitachi - 10,000 lumens)	\$150 first day, \$20/day for 2+	\$150 first day, \$20/day for 2+
Projector B (Short Throw Christie - 20,600 lumens)	\$375 first day, \$20/day for 2+	\$375 first day, \$20/day for 2+
Spotlights	\$57 + labor	\$57 + labor
Moving Light Package (Pre-Programmed)	\$500 first day, \$75/day for 2+	\$500 first day, \$75/day for 2+
Moving Light Package (Custom Programmed)	\$800 first day, \$75/day for 2+	\$800 first day, \$75/day for 2+
Specialty Lighting Effect	\$15 per effect	\$15 per effect
Geysers & Foggers	\$15 per day	\$15 per day
Hazers	\$54 per rental	\$54 per rental
Snow/Fog Machine (liquid not included)	\$143 per rental	\$143 per rental
Ticket Stock	\$0.36 per ticket	\$0.36 per ticket
Expendables (Gaffe tape, gels, paper/pens, etc. if needed)	\$25.00	\$25.00
Janitorial Basic Rate	\$140 minimum for four hours	\$140 minimum for four hours
Preservation & Enhancement Fee (varies depending on ticket price)	\$2.25 per ticket (if <\$40) \$3.25 per ticket (if >\$40)	\$2.25 per ticket (if <\$40) \$3.25 per ticket (if >\$40)
Cleaning Deposit	\$377 per rental	\$377 per rental
<b>Use Deposit****</b>	\$512 per rental	\$512 per rental
<b>NON-PROFIT DISCOUNT</b>	Non-Profits with current 501C3 status may receive a 25% discount on facility rental fees. Labor, Deposits, Equipment and Ticket Stock are not discounted.	

**In the case of damage(s):** Clients will be billed or the amount will be deducted from the cleaning and use deposit. Charges will be based on severity, replacement value and labor required.

\* Rental fees are based on the higher of the base rent or % of gross. Overtime charges apply to all rates after 8 hours.

\*\* Rehearsal rates only apply to Monday – Thursday. Rehearsals scheduled on Friday – Sunday will be charged full peak day

\*\*\* Technician overtime is billable at time and a half.

\*\*\*\* The Use Deposit may be waived for returning non-profits.