

Library - User Fees

No.	Description	Adopted Fee
	Library Card Fees	
L-1	Replacement Card	\$ 5
L-2	Replacement Card - Children's	\$ 5
	Material processing fees and Media Rental Charges	
	<i>The Director of Library Services has the authority to waive fines and penalties, up to \$25 .</i>	
	Processing Fees:	
L-6	Processing Fee (for lost materials)	\$ 5
L-7	Processing Fee (for damaged materials)	\$ 5
L-8	Processing Fee (for replacement materials)	\$ 5
	Damaged Materials Fees:	
L-9	Damaged Audiobook CD	\$ 15
L-10	Damaged Audiobook case	\$ 10
L-11	Damaged music CD case	\$ 1
L-12	Damaged DVD/Video case	\$ 2
L-13	Damaged Radio Frequency ID tag	\$ 2
L-14	Damaged Chromebook	\$ -
L-15	Actual Replacement Cost	actual cost
	Reserve Request Fees:	
L-16	Interlibrary loan request - book	\$ 6
L-17	Interlibrary loan request - microfilm	\$ 6
	Facility Rental Charges (per hour unless otherwise noted)	[1]
L-21	Includes: Central Library, room rentals, Theater rentals	[3] N/A
	Small Study Room Rentals	\$ 5
	<i>Cleaning/Security Deposit</i>	
L-22	Theaters, Rooms C&D combined, Talbert Room	\$ 500
L-23	Maddy, B, C, D, E Rooms	\$ 300
L-24	Technician Fee for Theater per hour	\$ 40
	<i>Alcohol Use/Liability insurance</i>	
L-25	Under 100 persons in attendance	
L-26	Over 100 persons in attendance	
L-27	Setup/Takedown Charge (charged in addition to room rental rate)	\$ 85
L-28	Setup/Takedown Charge Rooms C&D (mandatory; charged in addition to room rental rates))	\$ 150
L-29	Cleaning Services (hourly)	\$ 65
	<i>Reservations and Cancellations Policy</i>	
L-30	Standard Cancellation Fee (plus 10% of total room rental x number of months reservation held)	\$ 50
L-31	Less than 20 days (Penalty)	Entire Rental Charge
L-32	Date Change	\$ 30
L-33	Security staff - minimum of 1 for up to 100 people (City requirement) - per hour	\$ 30

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No.	Description	Adopted Fee
HOURLY RATES		
L-34	Full-time	\$ 143
L-35	Part-time	\$ 36
<i>For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</i>		

Notes

- [1] Charges for use of City Facilities may be waived for City sponsored and Co-sponsored programs & events
- [3] Facility Rentals - not included in cost analysis; market based; no change in rates recommended; Revenues sourced from FY 14 Trial Balance

Library - Charges

Central Library Theater and Meeting Room Rental Charges		Adopted Charges
B Room	Non Profit (501c3) - Residential	\$ 50.00
	Non Profit (501c3) - Non Residential	\$ 60.00
	Business/private - Residential	\$ 80.00
	Business/private - Non Residential	\$ 90.00
Balboa Room	Non Profit (501c3) - Residential	\$ 50.00
	Non Profit (501c3) - Non Residential	\$ 60.00
	Business/private - Residential	\$ 80.00
	Business/private - Non Residential	\$ 90.00
C Room (piano)	Non Profit (501c3) - Residential	\$ 85.00
	Non Profit (501c3) - Non Residential	\$ 95.00
	Business/private - Residential	\$ 120.00
	Business/private - Non Residential	\$ 135.00
D Room	Non Profit (501c3) - Residential	\$ 85.00
	Non Profit (501c3) - Non Residential	\$ 95.00
	Business/private - Residential	\$ 120.00
	Business/private - Non Residential	\$ 135.00
C/D Room	Non Profit (501c3) - Residential	\$ 145.00
	Non Profit (501c3) - Non Residential	\$ 175.00
	Business/private - Residential	\$ 210.00
	Business/private - Non Residential	\$ 240.00
C/D Room <i>flat rate package</i>	Non Profit (501c3) - Residential	\$ 800.00
8 hour maximum	Non Profit (501c3) - Non Residential	\$ 945.00
	Business/private - Residential	\$ 1,155.00
	Business/private - Non Residential	\$ 1,315.00
E Room	Non Profit (501c3) - Residential	\$ 50.00
	Non Profit (501c3) - Non Residential	\$ 60.00
	Business/private - Residential	\$ 70.00
	Business/private - Non Residential	\$ 80.00
Maddy Room	Non Profit (501c3) - Residential	\$ 60.00
	Non Profit (501c3) - Non Residential	\$ 80.00
	Business/private - Residential	\$ 95.00
	Business/private - Non Residential	\$ 110.00
Talbert Room	Non Profit (501c3) - Residential	\$ 95.00
	Non Profit (501c3) - Non Residential	\$ 105.00
	Business/private - Residential	\$ 145.00
	Business/private - Non Residential	\$ 155.00
Library Theater	Non Profit (501c3) - Residential	\$ 120.00
Monday-Thursday	Non Profit (501c3) - Non Residential	\$ 150.00
	Business/private - Residential	\$ 220.00
	Business/private - Non Residential	\$ 240.00
Library Theater	Non Profit (501c3) - Residential	\$ 150.00
Friday,Saturday,Sunday	Non Profit (501c3) - Non Residential	\$ 185.00
	Business/private - Residential	\$ 335.00
	Business/private - Non Residential	\$ 365.00

Library - Charges

Central Library Theater and Meeting Room Rental Charges		Adopted Charges
Tabby Theater	Non Profit (501c3) - Residential	\$ 80.00
	Non Profit (501c3) - Non Residential	\$ 100.00
	Business/private - Residential	\$ 170.00
	Business/private - Non Residential	\$ 200.00