AGENDA
SPECIAL MEETING OF THE CITY COUNCIL
CITY OF BANNING
BANNING, CALIFORNIA

May 8, 2018
2:30 p.m.

Banning Civic Center
Council Chamber
99 E. Ramsey Street

I. CALL TO ORDER

Roll Call – Council Members Andrade, Franklin, Peterson, Welch, Mayor Moyer

II. PUBLIC COMMENTS – *Opportunity for the public to address items on the Agenda*

III. WORKSHOP

1. Comprehensive User Fee Study Report and Proposed Fee Updates **1**
(Staff Report – Rochelle Clayton, Interim City Manager)

IV. ADJOURNMENT

NOTICE: Pursuant to Government Code § 54954.3(a), the only public comment that will be permitted during this Special Meeting is that pertaining to items appearing on this special meeting agenda. Any member of the public may address this meeting of the Mayor and Council on any item appearing on the agenda by approaching the microphone in the Council Chambers and asking to be recognized, either before the item about which the member desires to speak is called, or at any time during consideration of the item. A five-minute limitation shall apply to each member of the public, unless such time is extended by the Mayor. No member of the public shall be permitted to "share" his/her five minutes with any other member of the public.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office (951) 922-3102. **Notification 48 hours prior to the meeting** will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.02-35.104 ADA Title II]

Pursuant to amended Government Code Section 54957.5(b) staff reports and other public records related to open session agenda items are available at City Hall, 99 E. Ramsey St., at the office of the City Clerk during regular business hours, Monday through Friday, 8 a.m. to 5 p.m.

The City of Banning promotes and supports a high quality of life that ensures a safe and friendly environment, fosters new opportunities and provides responsive, fair treatment to all and is the pride of its citizens.

STAGECOACH TOWN USA

CITY OF BANNING
CITY COUNCIL REPORT

TO:	**CITY COUNCIL**
FROM:	**Rochelle Clayton, Interim City Manager**
PREPARED BY:	**Rochelle Clayton, Interim City Manager**
MEETING DATE:	**May 8, 2018**
SUBJECT:	**Comprehensive User Fee Study Report and Proposed Fee Updates.**

RECOMMENDATION:

Review the Comprehensive User Fee Study Report, discuss and consider establishing new fees, increasing fees, and reducing fees, based on the analysis, findings and recommendations of Willdan Financial Services ("Willdan").

COMMITTEE REVIEW:

The Budget and Finance Committee ("Finance Committee") reviewed the Draft User Fee Study Report and proposed fee updates on March 14, 2018 an April 16, 2018. The Finance Committee recommends that Council restrict the fee increases to not exceed fifty percent (50%) of the current fee.

JUSTIFICATION:

Most fees were established in Fiscal Years 2006 and 2007, while fees should be either increased each year based on an accepted inflator, such as the Consumer Price Index ("CPI") which is most commonly and widely used, or reviewed and updated every five years to ensure the true cost of service is being charged to the customers through fees.

BACKGROUND:

The most significant cost to the City in providing a service to customers is the cost of staff salaries. Salary related costs are increased each year, most significantly by the cost of PERS. However, other cost factors include the costs to occupy and maintain the buildings where staff work to serve the customers as well as many other over-head factors. The cost to the City to conduct business rises each year, yet if the City does not employ an inflator factor, then other City revenues such as sales and property tax, must supplement the cost of providing services.

OPTIONS:

1. Approve the Comprehensive User Fee Study Report as presented.

2. Provide alternative direction to staff to have Willdan make adjustments to the proposed fee updates.

FISCAL IMPACT:

To be determined.

ATTACHMENTS:

1. Comprehensive User Fee Study Report, March 9 2018

Approved by:

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Rochelle Clayton, Interim City Manager

ATTACHMENT 1

(USER FEE STUDY REPORT by Willdan)

City of Banning

Comprehensive User Fee Study Report

March 9, 2018

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EXECUTIVE SUMMARY

The City of Banning engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identifies 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction —particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.

USER FEE BACKGROUND

BACKGROUND

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

CALIFORNIA USER FEE HISTORY

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds ("ERAF") take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the "Stop Hidden Taxes Initiative", which is aimed at defining "regulatory fees" as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions.

ADDITIONAL POLICY CONSIDERATIONS

The recent trend for municipalities is to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the Cost Allocation Plan. This plan was developed prior to the User Fee study to determine the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services.

STUDY OBJECTIVE

As the City of Banning seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principle goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Enhancing fairness and equity
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

SCOPE OF THE STUDY

The scope of this study encompasses a review and calculation of the user fees charged by the following Banning departments and fee groups:

- Finance and Administration
- Animal Control
- Community Services
- Airport
- Building
- Planning
- Utility Billing
- Electric Utility
- Police
- Fire
- Engineering

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

AIM OF THE REPORT

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.

PROJECT APPROACH AND METHODOLOGY

CONCEPTUAL APPROACH

The basic concept of a User Fee Study is to determine the "reasonable cost" of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City's fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the "estimated, reasonable cost" principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

FULLY BURDENED HOURLY RATES

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Internal Service Costs charged to each department
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours' employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.

SUMMARY STEPS OF THE STUDY

The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:

Data Analysis
- Department Interviews
- Time Estimates
- Labor Costs
- Cost Allocation Plan

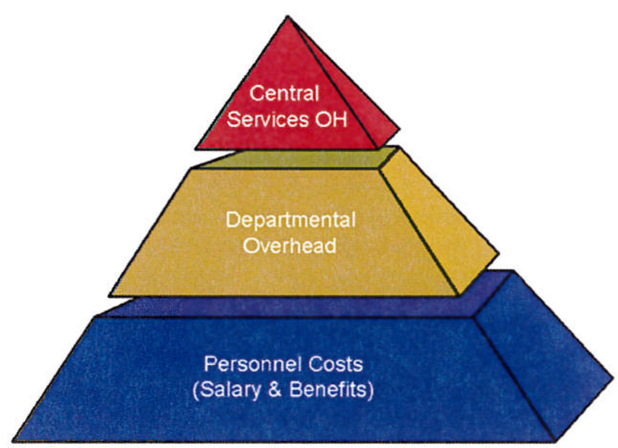
Building Cost Layers
- Direct Services
- Indirect Services
- Department Overhead
- City-Wide Overhead

Set Fees
- Define the Full Cost of Services
- Set Cost Recovery Policy

ALLOWABLE COSTS

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (Appendix A). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, detailed in the City's Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.



METHODOLOGY

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Programmatic Approach: The standard Case Study approach relies upon the detailed analysis of specific time estimates, salaries and benefits, expenditures, and overhead costs. In many instances, the underlying data are not available or vary widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. With these general constraints, and to maximize the utility of this analysis, Willdan employed a different methodology where appropriate to fit the programs' needs and goals.

QUALITY CONTROL/QUALITY ASSURANCE

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- FTE balancing
- Internal and external reviews
- Cross-checking

REASONS FOR COST INCREASES/DECREASES OVER CURRENT FEES

Within the fee tables in Appendix C, the differences identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
    - Departmental overhead and administration costs
    - Indirect overhead from the Cost Allocation Plan
- Changes in processes and procedures within a department, or the city as a whole

CITY STAFF CONTRIBUTIONS

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Frequency and current fee levels
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

BANNING USER FEES

COST RECOVERY

The cost recovery models, by department/division fee type, are presented in detail in Appendix C. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principle goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

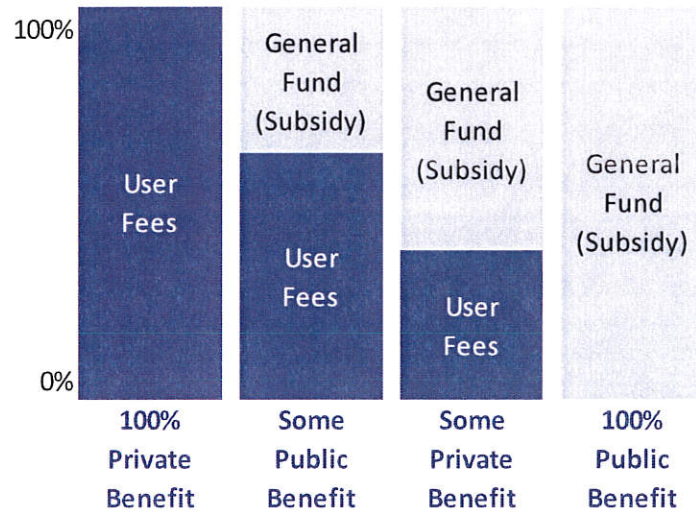
City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Banning, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

SUBSIDIZATION

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) whom receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes. The graphic on the following page illustrates the potential decision basis.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City. It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without burdensome costs.



Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

IMPACT ON DEMAND (ELASTICITY)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

SUMMARY

If the City's principal goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and creation of a consistent and comprehensive fee schedule was the primary objective of this study. City staff has reviewed the full costs and identified the "recommended fee levels" for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to Appendix C of this report.

FINANCE AND ADMINISTRATION

The Administrative Services Department consists of the Fiscal Services, Human Resources, Purchasing, and Utility Billing Divisions. The fees included in this section are primarily related to duplications fees. A separate section below pertains to Utility Billing services.

ANALYSIS

Willdan individually reviewed the services associated with Finance and Administration. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The user fee activity associated with Finance and Administration services is predominantly related to providing for records request. These activities are regulated by the California Public Records Act, and the fees listed in Appendix C are set in accordance to recover the cost of duplication of records and research requests that go beyond the guidelines set in the Act. All fees are proposed to stay at its current level as detailed in Appendix C.

ANIMAL CONTROL

Animal Control services are handled by the City of Beaumont. Animals caught by Beaumont's Animal Control are held at Beaumont PD and are transported once per day to Ramona Animal Shelter in San Jacinto.

ANALYSIS

The services detailed in the Animal Control section are contracted out and is therefore set to remain unchanged as detailed in Appendix C.

COMMUNITY SERVICES

The Community Services Department enhances residents' quality of life through providing affordable, quality recreational and leisure activities. The division is responsible for the development, implementation, coordination, supervision, and delivery of a wide variety of programs including youth and adult sports, instructional classes, teen programs, day camps and special events. Allocations of sports fields and reservations of park picnic shelters as well as rental of the Community Center, Senior Center, Park Buildings and meeting rooms and the processing of Special Events Permits are also handled through the department.

ANALYSIS

Willdan individually reviewed the services associated with the Community Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Community Service programs encompassed facility rentals, park rentals, and other community services. The analysis for most service groups involved using a combination of programmatic methods and the case study method so that the estimated cost per participant in a given program could be determined. The analysis found that the City was recovering less than full cost for most Community Services as detailed in Appendix C. It is generally accepted that some Community Service programs provide a measure of public benefit to the residents and City as a whole. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. As such while there are some proposed increased fees for services, most are still recommended to retain substantial subsidies.

AIRPORT

The Banning Municipal Airport is an element of the national and local transportation system, which significantly affects the economic development of the City of Banning. A sound and realistic planning of Airport operations has the means to increase its contribution to the economy of the community.

ANALYSIS

Currently, there is a 5-year plan in place and is therefore set to remain unchanged as detailed in Appendix C.

BUILDING

The Building Division is responsible for the development and implementation of construction standards for safeguarding life, health, and public welfare through the enforcement of the model building codes adopted by the State of California. The division also enforces City, State, and Federal regulations governing building use, occupancy, handicap accessibility, and housing standards. The Building Division is also responsible for reviewing plans, issuing permits, and performing inspections of construction projects in the City and coordination of approvals from other departments and agencies relative to permit issuance.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Building Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Building relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. The current fee schedule was outdated and inflexible to the current needs of providing service. During the study process staff with the help of Building consultants created an updated fee schedule to better serve the community based on today's needs. It is recommended that the City set Building services at 100% cost recovery as detailed in Appendix C.

PLANNING

The Planning Division has the responsibility of maintaining the City's physical environment by monitoring the various components that impact the quality of life for residents. It is primarily concerned with providing services that promote the community's short and long-term interests by fostering quality development in both its residential and commercial areas. It informs the community regarding the State of California regulations that concern development. The divisions staff provides services and conducts activities which guide the City's orderly development by applying the current zoning codes, facilitating development, implementing community plans, preserving architectural and historic landmarks. As well as providing information on land use, zoning, site development standards, general plan policies, and council directed study issues.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Planning Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Planning fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine whether the current fee is recovering the costs associated with the requested service. Some fees also contain a deposit aspect to allow for more precise accounting of costs on a project by project basis. This fee format allows for the establishment of flat fee amounts for aspects of services that do not vary greatly, and utilizes deposits for service aspects that do vary. Deposits are set at reasonable levels based on staff experience. It is recommended that the City set Planning services at 100% cost recovery for most services as detailed in Appendix C.

UTILITY BILLING

The Utility Billing Division is responsible for preparing and collecting the bills for electricity, water, wastewater, and trash. In addition, the division also serves as the central revenue collection point for the City and maintains a customer service counter for all new customers.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Utility Billing Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Utility Billing services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Only user fees were analyzed as part of this study. All others, while included in the tables, were left at their current levels. It is recommended that the City set Utility Billing user fee services at or near 100% cost recovery as detailed in Appendix C.

ELECTRIC UTILITY

The Electric Department provides economical, reliable, and safe distribution of electricity to residents and businesses in the City of Banning. The Department's Staff accomplish this through continual attention to our physical plant and to a wide array of legal, financial, and engineering considerations. The Electric Department procures the majority of its electricity through contracts with the Southern California Public Power Authority. These contracts include participation in the San Juan coal plant, the Palo Verde nuclear plant, and the Hoover hydro facility.

ANALYSIS

Willdan individually reviewed the services and programs associated with Electric Utility Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Electric Utility services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. It is recommended that the City set Electric Utility services at or near 100% cost recovery as detailed in Appendix C.

POLICE

The Police Department is committed to serve with honor and protect all the citizens of Banning. The Police Department offers a variety of services such as Field Patrol, Emergency Tactical Unit, School Resource Officers, Field Training Officers, and the Reserve Police Officer Program.

ANALYSIS

Willdan individually reviewed the services and programs associated with Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The fees listed under the Police Department are primarily penalties meant to deter undesirable activities. Some were calculated using a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charges, whether the current fee is recovering the costs associated with the requested service. There are no changes recommended for the penalties, but the other fees are set at a recommended at or near 100% cost recovery level as detailed in Appendix C.

FIRE

The City of Banning has contracted fire protection with the Riverside County Fire Department since September 1998. The County fire department is a "full service" department providing not only fire protection, but other services such as Paramedic Response, Search and Rescue, Full Fire Prevention Support, and Disaster Preparedness.

ANALYSIS

Willdan individually reviewed the services and programs associated with Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Fire services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. It is recommended that the City set Fire services at or near 100% cost recovery as detailed in Appendix C.

ENGINEERING

The Engineering Division is responsible for planning, design, and contract administration of streets, traffic, drainage, refuse collection, National Pollutant Discharge Elimination System (NPDES), and Airport related projects. The department also coordinated and reviews private development projects and related construction in the public right-of-ways and ensures compliance with City codes and standards of work. In addition, to these responsibilities, the division provides necessary assistance to other departments to accomplish its special projects on an as-needed basis.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Engineering Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Engineering services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. This analysis has shown that most of the fees are not currently achieving full cost recovery. It is recommended that Engineering fees be set at or near 100% cost recovery levels as detailed in Appendix C.

APPENDIX A – TOTAL ALLOWABLE COST TO BE RECOVERED

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total allowable cost is realized as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that is charged directly to the service requestor.

Department	Salary and Benefits	Department Operations	Direct Overhead %	Indirect Allocation %
001: Aquatics	82,515	48,009	58.2%	4.5%
001: Building Maintenance	53,044	22,191	41.8%	0.0%
001: Building Safety	127,610	13,581	10.6%	2.9%
001: City Clerk	90,823	9,588	10.6%	0.0%
001: City Manager	208,542	10,289	4.9%	0.0%
001: Code Enforcement	210,627	37,347	17.7%	3.0%
001: Dispatch	768,553	3,686	0.5%	3.3%
001: Economic Development	1,483	84	5.7%	114.0%
001: Engineering	100,191	35,438	35.4%	8.1%
001: Fiscal Services	474,668	-	0.0%	0.0%
001: Parks	245,916	68,386	27.8%	5.0%
001: Planning	204,278	19,192	9.4%	2.8%
001: Police	4,727,160	443,521	9.4%	3.2%
001: Purchasing & A/P	66,191	10,680	16.1%	0.0%
001: Recreation	209,389	48,159	23.0%	5.8%
003: County of Riverside - MOU	477,949	-	0.0%	2.3%
100: Gas Tax Street Fund	466,058	163,391	35.1%	7.5%
600: Airport Fund	12,171	13,024	107.0%	9.4%
610: Transit Fund	1,074,917	201,290	18.7%	4.7%
660: Water Fund	1,319,416	279,334	21.2%	3.0%
670: Electric Fund	3,579,644	1,095,168	30.6%	3.5%
680: Wastewater Fund	541,902	368,259	68.0%	2.4%
690: Refuse Fund	85,762	40,292	47.0%	1.2%
703: Information Systems Services	280,580	134,261	47.9%	0.0%
761: Utility Billing, Acct & Coll Services	1,297,820	506,988	39.1%	0.0%

APPENDIX B – FULLY BURDENED HOURLY RATES

Below are fully burdened hourly rates of staff positions that provide for the services detailed in Appendix C. The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For positions in central service departments, such as the City Clerk and Finance, what is shown is the salary and benefit rate only, as the overhead of central service departments is recovered through the cost allocation plan. When a central service department position works on a fee or project in the purview of an operating department, the overhead rates of the operating department (shown in Appendix A) will be applied to that central service positions' salary and benefit rate for full cost recovery. For any user fee service request that is outside the scope of the fees detailed in Appendix C, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

City of Banning, CA

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
	Position Rates	
600: Airport Fund	Airport Fund- Airport Attendant	34.88
001: Aquatics	Aquatics- Community Center Caretaker	52.97
001: Aquatics	Aquatics - Pool Manager	21.07
001: Aquatics	Aquatics - Assist Pool Manager	21.07
001: Aquatics	Aquatics - Lifeguards	19.91
001: Aquatics	Aquatics - Cashier	18.18
001: Building Safety	Building Safety- Office Specialist	40.94
001: City Clerk	City Clerk- City Clerk/Executive Assistant	59.98
001: City Manager	City Manager- City Manager	154.65
001: City Manager	City Manager- Exec Asst/Deputy City Clerk	46.21
001: Code Enforcement	Code Enforcement- Code Compliance Officer	67.54
003: County of Riverside - MOU	County of Riverside - Police Officer	47.73
001: Dispatch	Dispatch- Lead Public Safety Dispatcher	56.17
001: Dispatch	Dispatch- Public Safety Dispatcher	44.77
001: Economic Development	Economic Development- Economic Development Manager	189.58
001: Engineering	Engineering- Associate Engineer W/Certif.	128.97
001: Engineering	Engineering- Management Analyst	99.49
001: Engineering	Engineering- Public Works Inspector	88.08
001: Engineering	Engineering- Senior Civil Engineer	111.34
001: Fiscal Services	Fiscal Services- Accountant	45.78
001: Fiscal Services	Fiscal Services- Accountant Ii	54.08
001: Fiscal Services	Fiscal Services- Accounting Specialist	42.55
001: Fiscal Services	Fiscal Services- Administrative Services Director	134.73
001: Fiscal Services	Fiscal Services- City Treasurer	9.67
001: Fiscal Services	Fiscal Services- Finance Manager	75.42
001: Fiscal Services	Fiscal Services- Financial Services Specialist	44.39
001: Fiscal Services	Fiscal Services- P.T Financial Services Specialist	29.28

WILLDAN
Financial Services

City of Banning, CA

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
	Position Rates	
100: Gas Tax Street Fund	Gas Tax Street Fund- Motor Sweeper Operator	68.42
100: Gas Tax Street Fund	Gas Tax Street Fund- Senior Maintenance Worker	60.74
100: Gas Tax Street Fund	Gas Tax Street Fund- Work Release Crew Leader	64.72
703: Information Systems Services	Information Systems - Information Technol/Media Tech	80.86
703: Information Systems Services	Information Systems - Information Technology Manager	95.46
001: Parks	Parks- Maintenance Worker	44.77
001: Parks	Parks- Public Works Superintendent	114.01
001: Planning	Planning- Community Development Dir	127.82
001: Planning	Planning- Development Project Coordinator	62.05
001: Planning	Planning- Senior Planner	92.74
001: Police	Police- Executive Assistant	61.24
001: Police	Police- Police Assistant I	40.26
001: Police	Police- Police Assistant Ii	48.83
001: Police	Police- Police Captain	128.26
001: Police	Police- Police Chief	154.89
001: Police	Police- Police Corporal	82.78
001: Police	Police- Police Information Technol.Tec	64.15
001: Police	Police- Police Officer	68.56
001: Police	Police- Police Seargant	87.73
001: Police	Police- Police Staff Seargant	86.92
001: Police	Police- Police Lieutenant	120.48
675: Public Benefit Fund	Public Benefit Fund- Utility Services Assistant	56.88
001: Purchasing & A/P	Purchasing & A/P- Financial Service Specialist	50.50
001: Purchasing & A/P	Purchasing & A/P- Purchasing Manager	71.54
001: Recreation	Recreation- P.T Receptionist	15.06
001: Recreation	Recreation - Leader	18.10
001: Recreation	Recreation - Senior Recreation Leader	16.59
001: Recreation	Recreation - Recreation Sports Leader	20.24
001: Recreation	Recreation- Program Coordinator	53.38
690: Refuse Fund	Refuse Fund- Public Information Officer	74.83
610: Transit Fund	Transit Fund- Bus Driver	50.19
610: Transit Fund	Transit Fund- Community Services Director	120.28
610: Transit Fund	Transit Fund- Community Services Manager	85.62
610: Transit Fund	Transit Fund- Executive Secretary	55.03
610: Transit Fund	Transit Fund - Part Time Bus Driver	23.26
610: Transit Fund	Transit Fund - Dial-a-ride	23.26
610: Transit Fund	Transit Fund- Transit Field Supervisor	67.18
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Customer Service&Billing Manager	75.85
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Field Service Representative	64.56
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Lead Field Service Rep.	72.09

WILLDAN Financial Services

City of Banning, CA

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
	Position Rates	
100: Gas Tax Street Fund	Gas Tax Street Fund- Motor Sweeper Operator	68.42
100: Gas Tax Street Fund	Gas Tax Street Fund- Senior Maintenance Worker	60.74
100: Gas Tax Street Fund	Gas Tax Street Fund- Work Release Crew Leader	64.72
703: Information Systems Services	Information Systems - Information Technol/Media Tech	80.86
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Management Analyst	40.17
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Office Specialist	40.12
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Sr.Utility Billing Representative	62.46
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Utility Billing Representative	48.16
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Utility Financial Analyst	111.46
761: Utility Billing, Acct & Coll Services	Utility Billing, Acc- Utility Services Assistant	62.90
680: Wastewater Fund	Wastewater Fund- Wastewater Coll.Sys.Supv	99.34
680: Wastewater Fund	Wastewater Fund- Wastewater Collect.Syst.Tech.	75.36
660: Water Fund	Water Fund- Office Specialist	42.02
660: Water Fund	Water Fund- Public Works Director	154.67
660: Water Fund	Water Fund- Senior Civil Engineer	80.74
660: Water Fund	Water Fund- Water Crew Leader	67.41
660: Water Fund	Water Fund- Water Crew Supervisor	72.64
660: Water Fund	Water Fund- Water Production Operator Ii	68.54
660: Water Fund	Water Fund- Water Services Float	34.20
660: Water Fund	Water Fund- Water Services Worker	49.72
660: Water Fund	Water Fund- Water/Wastewater Superintendent	106.96
670: Electric Fund	Electric Fund- Associate Electrical Engineer	109.74
670: Electric Fund	Electric Fund- Electric Meter Test Technician	108.55
670: Electric Fund	Electric Fund- Electric Operations Manager	130.27
670: Electric Fund	Electric Fund- Electric Service Planner	113.43
670: Electric Fund	Electric Fund- Electric Services Worker	34.30
670: Electric Fund	Electric Fund- Electric Utility Director	193.50
670: Electric Fund	Electric Fund- Management Analyst	74.16
670: Electric Fund	Electric Fund- Powerline Apprentice I	84.55
670: Electric Fund	Electric Fund- Powerline Crew Supervisor	118.94
670: Electric Fund	Electric Fund- Powerline Technician	108.72
670: Electric Fund	Electric Fund- Pwr Resources &Rev Administra	109.45
670: Electric Fund	Electric Fund- Sr.Electric Service Planner	118.85
670: Electric Fund	Electric Fund- Substation Test Technician	108.71
670: Electric Fund	Electric Fund- Utility Engineering Svcs Asst	60.86
670: Electric Fund	Electric Fund- Warehouse Services Specialist	66.27

APPENDIX C – COST RECOVERY ANALYSIS

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, existing fee and suggested fee is listed as "NA", the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one to one basis, a full cost was not calculated (for penalties and fines), or when there is not a current fee amount to compare against.

Finance and Administration

Fees

#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Document Printing Fees - Black & White	$0.25	per copy		Reso. 2007-117	$0.25	NA	$0.25	$0
2	Document Printing Fees - Color	$0.35	per copy		Reso. 2007-117	$0.35	NA	$0.35	$0
3	Photocopying of Documents - Black & White	$0.25	per copy		Reso. 2007-117	$0.25	NA	$0.25	$0
4	Photocopying of Documents - Color	$0.35	per copy		Reso. 2007-117	$0.35	NA	$0.35	$0
5	Bound Document Fees	$1 plus Applicable per page charge		$1.00 for binding materials	Reso. 2007-117	Variable	NA	$1 plus Applicable per page charge	$0
6	Photocopy Fees - Oversized (maps)	Actual Cost			Reso. 2007-117	Variable	NA	Actual Cost	NA
7	Providing Agendas, Minutes, Packet, etc.	$0.25 plus postage if mailed	per page	Free if examined at City Hall.Free for Council, Affected Commissioners, Dept. Heads and Press.Free for Council Candidates two months prior to election.	Reso. 2007-117	$0.25	NA	$0.25 plus postage if mailed	$0
8	Document Certification	$0.25	per page		Reso. 2007-117	$0.25	NA	$0.25	$0
9	Copy of Budget - Other Than	$0.25 plus postage if mailed		Regulatory Bodies, etc.	Reso. 2007-117	$0.25	NA	$0.25 plus postage if mailed	$0
10	Copy of Audit Report - Other	$0.25 plus postage if mailed		Than Regulatory Bodies, etc.	Reso. 2007-117	$0.25	NA	$0.25 plus postage if mailed	$0
11	Return Check Processing	$25.00		1st returned check	Reso. 2007-117	NA	NA	$25.00	$0
12	Cassette Tape of Meeting, etc.	$9.00	per cassette		Reso. 2007-117	$9.00	NA	$9.00	$0
13	DVD of any live broadcast	$7.00	per DVD		Reso. 2007-117	$7.00	NA	$7.00	$0

Animal Control

Dog License

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1a	Unaltered 1 yr	$50.00	Reso. 2007-117	NA	NA	$50.00	$0
1b	Altered 1 yr	$8.00	Reso. 2007-117	NA	NA	$8.00	$0
2a	Unaltered 2 yr	$100.00	Reso. 2007-117	NA	NA	$100.00	$0
2b	Altered 2 yr	$15.00	Reso. 2007-117	NA	NA	$15.00	$0
3a	Unaltered 3 yr	$150.00	Reso. 2007-117	NA	NA	$150.00	$0
3b	Altered 3 yr	$19.00	Reso. 2007-117	NA	NA	$19.00	$0
4	Altered 1 yr. - Sr. citizen	$6.00	Reso. 2007-117	NA	NA	$6.00	$0
5	Altered 2 yr. - Sr. citizen	$7.00	Reso. 2007-117	NA	NA	$7.00	$0
6	Altered 3 yr. - Sr. citizen	$8.00	Reso. 2007-117	NA	NA	$8.00	$0
7	Late Fee - new dog license	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
8	Late Fee - renewal of dog license	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
9	Late Fee - renewal of dog license - Sr. Citizen	$15.00	Reso. 2007-117	NA	NA	$15.00	$0
10	Transfer of ownership fee	$6.00	Reso. 2007-117	NA	NA	$6.00	$0
11	License replacement fee	$6.00	Reso. 2007-117	NA	NA	$6.00	$0

Impound Fees

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Dog -1st Offense w/in 1 year	$30.00	Reso. 2007-117	NA	NA	$30.00	$0
2	- 2nd Offense w/in 1 year	$50.00	Reso. 2007-117	NA	NA	$50.00	$0
3	- 3rd Offense w/in 1 year	$75.00	Reso. 2007-117	NA	NA	$75.00	$0
4	Cat -1st Offense w/in 1 year	$30.00	Reso. 2007-117	NA	NA	$30.00	$0
5	- 2nd Offense w/in 1 year	$50.00	Reso. 2007-117	NA	NA	$50.00	$0
6	- 3rd Offense w/in 1 year	$75.00	Reso. 2007-117	NA	NA	$75.00	$0
7	Small animals**	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
8	Medium Animals**	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
9	Large Animals**	$20.00	Reso. 2007-117	NA	NA	$20.00	$0

Maintenance Fees (food/care per day)

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Dog	$7.00	Reso. 2007-117	NA	NA	$7.00	$0
2	Cat	$7.00	Reso. 2007-117	NA	NA	$7.00	$0
3	Small animals**	$1.00	Reso. 2007-117	NA	NA	$1.00	$0
4	Medium Animals**	$5.00	Reso. 2007-117	NA	NA	$5.00	$0
5	Large Animals**	$5.00	Reso. 2007-117	NA	NA	$5.00	$0

Adoption Fees

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Dog	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
2	Cat	$20.00	Reso. 2007-117	NA	NA	$20.00	$0

Animal Control

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
3	Other	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
4	Dog - Sr. Citizen	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
5	Cat - Sr. Citizen	$20.00	Reso. 2007-117	NA	NA	$20.00	$0

Vaccination Fees

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Rabies	$6.00	Reso. 2007-117	NA	NA	$6.00	$0
2	DHLPP	$9.00	Reso. 2007-117	NA	NA	$9.00	$0
3	Bordetella	$6.00	Reso. 2007-117	NA	NA	$6.00	$0
4	FVRCP	$7.00	Reso. 2007-117	NA	NA	$7.00	$0
5	Drontel/Marquis Paste	$10.00	Reso. 2007-117	NA	NA	$10.00	$0
6	Frontline	$8.00	Reso. 2007-117	NA	NA	$8.00	$0

Spay/Neuter Fees

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Dog - up to 20 lbs. - female	$32.00	Reso. 2007-117	NA	NA	$32.00	$0
2	Dog - up to 20 lbs. - male	$25.00	Reso. 2007-117	NA	NA	$25.00	$0
3	Dog - 21 - 40 lbs. - female	$27.50	Reso. 2007-117	NA	NA	$27.50	$0
4	Dog - 21 - 40 lbs. - male	$43.50	Reso. 2007-117	NA	NA	$43.50	$0
5	Dog - 41 - 60 lbs. - female	$49.50	Reso. 2007-117	NA	NA	$49.50	$0
6	Dog - 41 - 60 lbs. - male	$31.00	Reso. 2007-117	NA	NA	$31.00	$0
7	Dog - 61 - 80 lbs. - female	$56.50	Reso. 2007-117	NA	NA	$56.50	$0
8	Dog - 61 - 80 lbs. - male	$43.50	Reso. 2007-117	NA	NA	$43.50	$0

Other Miscellaneous Fees

#	Description	Current Fee/Charge	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Animal redemption fee	$20.00	Reso. 2007-117	NA	NA	$20.00	$0
2	Microchip Fee at adoption	$10.00	Reso. 2007-117	NA	NA	$10.00	$0
3	Microchip Fee not at adoption	$15.00	Reso. 2007-117	NA	NA	$15.00	$0
4	Owner requested euthanasia	$10.00	Reso. 2007-117	NA	NA	$10.00	$0
5	Various other fees as needed	Riverside County fee schedule	Reso. 2007-117	NA	NA	Riverside County fee schedule	NA

Notes

** Small animals (rabbit, chicken, etc.)
Medium Animals (goat, sheep, calf, pig, etc.)
Large Animals (horses, cows, etc.)

Community Services Department

Municipal Pool

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	**Admissions**							
1a	Open swim sessions Adults	$2.50	per person		$4.70	36%	$3.00	$0.50
1b	Open swim sessions Children/Seniors	$1.50	per person		$2.35	36%	$1.50	$0.00
2	**Lessons**							
2a	Resident	$40.00	per person		$46.97	4%	$45.00	$5.00
2b	Non-Resident	$45.00	per person		$50.00	0%	$50.00	$5.00
4	Private Rentals	$110.00	per hour/ 2 hour minimum		$161.80	0%	$161.00	$51.00
5	Cabana Rentals (during open swim)	$60.00	Per Reservation		$209.52	67%	$69.00	$9.00

Activites

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	Youth Flag Football, Basketball & Soccer	$30.00			$40.05	0%	$40.00	$10.00
2	Day Camp	$50.00	per child/per week		$76.90	22%	$60.00	$10.00
3	Contract Class Fees	$20.00 - $50.00	monthly	Fees set by instructor	$107.36	0%	$20.00 - $50.00	$0.00
4	Contract Class Fees	$3.00 - $5.00	per class	Fees set by instructor	$107.36	0%	$3.00 - $5.00	$0.00
5	Adult Sport Leagues - Softball	$300.00	per team		$366.93	5%	$350.00	$50.00
6	Adult Sport Leagues - Basketball	$125.00	per team		$291.93	49%	$150.00	$25.00

Community Center Rental

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	**Private Rates**							
1a	Gymnasium	$120.00			$201.49	31%	$140.00	$20.00
1b	Large Mtg Room	$60.00			$82.03	15%	$70.00	$10.00
1c	Small Mtg Room	$60.00			$68.79	13%	$60.00	$0.00
1d	Kitchen & Gym	$300.00			$329.46	1%	$325.00	$25.00
2	**Non-Profit Rates**							
2a	Gymnasium	$60.00			$201.49	65%	$70.00	$10.00
2b	Large Mtg Room	$30.00			$82.03	57%	$35.00	$5.00
2c	Small Mtg Room	$30.00			$68.79	49%	$35.00	$5.00
2d	Kitchen & Gym	$175.00			$329.46	39%	$200.00	$25.00

Senior Center Rental

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	**Private Rates**							
1a	Nutrition Site	$85.00			$108.51	8%	$100.00	$15.00

Community Services Department

1b	Multi-Purpose Room	$85.00			$92.03	2%	$90.00	$5.00
2	**Non-Profit Rates**							
2a	Nutrition Site	$45.00			$108.51	49%	$55.00	$10.00
2b	Multi-Purpose Room	$45.00			$82.03	33%	$55.00	$10.00

Parks Facilities

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	**Private Rates**							
1a	Park Picnic Shelter	$25.00			$43.52	31%	$30.00	$5.00
1b	Ballfield	$25.00			$33.52	10%	$30.00	$5.00
1c	Ballfield Lights - 2 hour minimum	$15.00	per hour		$61.61	72%	$17.00	$2.00
1e	Dysart Park	$120.00			$145.66	0%	$145.00	$25.00
1f	Amphitheater & Stage	$35.00			$45.01	0%	$45.00	$10.00
2	**Non-Profit Rates**							
2a	Park Picnic Shelter	$25.00			$43.52	31%	$30.00	$5.00
2b	Ballfield	$25.00			$30.01	0%	$30.00	$5.00
2c	Ballfield Lights - 2 hour minimum	$15.00	per hour		$61.61	72%	$17.00	$2.00
2e	Dysart Park	$120.00			$145.66	0%	$145.00	$25.00
2f	Amphitheater & Stage	$30.00			$43.52	1%	$43.00	$13.00

Staffing Fees

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	Fee Δ
1	Monday - Thursday 8:00am - 9:00pm	$12.00	per hour		$20.00	0%	$20.00	$8.00
2	Monday - Thursday after 5pm, Fri, Sat, Sun and City Holidays	$21.00	per hour		$27.15	1%	$27.00	$6.00

Airport Fees

Fees

#	Description	Current Fee/Charge	Unit	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Fuel Sales	Invoice + 25%		Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
2	Tiedown Permanent	$43.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
3	Tiedown Temporary	$4.00	per night	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
4	City Hangars - A/B Row	$311.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
5	City Hangars - A/B Corner	$382.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
6	City Hangars - C/D Row	$278.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
7	City Hangars - C/D Corner	$349.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
8	City Hangars - E Row	$295.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
9	City Hangars - E Corner	$322.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
10	City Hangars - F-1	$164.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
11	Farrell/Cooper Hangars - FC B-1 thru FC B-8	$175.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
12	Farrell/Cooper Hangars - FC C-1 thru FC D-e	$186.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
13	Farrell/Cooper Hangars - FC S-1 thru FC S-6	$49.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
14	Farrell/Cooper Hangars - FC A & E	$360.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
15	Beasley Hangar	$295.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
16	Access Fees	$20.00	per plane, per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA

Building Department Fees

Fees								
#	Description	Current Fee/Charge	Unit	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Change of Occupancy	$176.00		Reso. 2006-114	$254.02	0%	$254.00	$78
2	Research	$88.00	first 1/2 hour	Reso. 2006-114	$230.83	43%	$132.00	$44
3	Air handling/ heating or cooling unit replacement	Variable			$192.50	0%	$192.00	Variable
4	Additional plan review	Variable			$161.67	0%	$161.00	Variable
5	Additional plan review- Engineering	Variable			$291.67	0%	$291.00	Variable
6	Awning/ canopy (supported by building)	Variable			$250.68	0%	$250.00	Variable
7	Balcony/ deck	Variable	each		$490.68	0%	$490.00	Variable
8	Balcony/ deck railing repair	Variable			$296.52	0%	$296.00	Variable
9	Carport- custom	Variable	each		$944.02	0%	$944.00	Variable
10	Carport- ICC, IAPMO, handout	Variable	each		$490.68	0%	$490.00	Variable
11	Cell tower- modifications	Variable			$400.53	0%	$400.00	Variable
12	Cell tower- new	Variable	each		$1,418.03	0%	$1,418.00	Variable
13	Change of occupancy	Variable			$417.35	0%	$417.00	Variable
14	Demolition of building	Variable	each building		$408.18	0%	$408.00	Variable
15	Electric panel replacement	Variable			$192.50	0%	$192.00	Variable
16	Exterior wall covering replacement (up to 400 s.f.)	Variable			$421.67	0%	$421.00	Variable
17	Fireplace- custom	Variable	each		$583.33	0%	$583.00	Variable
18	Fireplace- pre-fabricated with engineering	Variable	each		$548.33	0%	$548.00	Variable
19	Flag pole (over 20' in height)	Variable	each		$644.85	0%	$644.00	Variable
20	Grease trap/ interceptor	Variable			$330.00	0%	$330.00	Variable
21	Hood- other than Type 1 (including ducts)	Variable	each		$491.67	0%	$491.00	Variable
22	Hood- Type 1 (includes exhaust system)	Variable			$629.17	0%	$629.00	Variable
23	Inspection fee- hourly	Variable			$183.33	0%	$183.00	Variable
24	Job card- replace/ duplicate	Variable			$55.00	0%	$55.00	Variable
25	Lighting pole (up to 6)	Variable			$783.33	0%	$783.00	Variable
26	Lighting pole (up to 6 additional)	Variable			$172.50	0%	$172.00	Variable
27	Manufactured home- installation on private property	Variable	each		$538.03	0%	$538.00	Variable
28	Modular unit- installation on private property	Variable	each		$658.87	0%	$658.00	Variable
29	Patio cover- custom	Variable	each		$514.85	0%	$514.00	Variable
30	Patio cover- metal, ICC, IAPMO	Variable	each		$256.10	0%	$256.00	Variable
31	Patio cover- wood, ICC, IAPMO or handout	Variable	each		$514.85	0%	$514.00	Variable
32	Patio enclosure	Variable	each		$560.68	0%	$560.00	Variable
33	Plan check	Variable			$161.67	0%	$161.00	Variable
34	Plan check- Engineer	Variable			$291.67	0%	$291.00	Variable
35	Pool/spa- commercial	Variable	each		$1,192.35	0%	$1,192.00	Variable
36	Pool/spa- residential custom	Variable	each		$844.85	0%	$844.00	Variable
37	Pool/spa- residential fiberglass/ vinyl-lined	Variable	each		$571.52	0%	$570.00	Variable

Building Department Fees

Fees

#	Description	Current Fee/Charge	Unit	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
38	Pool/spa- residential gunnite	Variable			$709.02	0%	$709.00	Variable
39	Re-inspection	Variable			$110.00	0%	$110.00	Variable
40	Re-roof- commercial (for each 3,000 s.f.)	Variable			$330.00	0%	$330.00	Variable
41	Re-roof- multifamily (for each 3,000 s.f.)	Variable			$330.00	0%	$330.00	Variable
42	Re-roof- SFD	Variable	each building		$330.00	0%	$330.00	Variable
43	Research- hourly	Variable	hourly		$110.00	0%	$110.00	Variable
44	Residential bathroom remodel- no structural/wall changes	Variable			$410.83	0%	$410.00	Variable
45	Residential kitchen remodel- no structural/wall changes	Variable			$434.02	0%	$434.00	Variable
46	Retrofit foundation for a modular or mobil unit	Variable			$215.68	0%	$215.00	Variable
47	Sales office- conversion to residential or garage use	Variable	each		$215.68	0%	$215.00	Variable
48	Septic tank	Variable	each		$353.18	0%	$353.00	Variable
49	Sign- monument	Variable	each		$676.67	0%	$676.00	Variable
50	Sign- pole/ billboard	Variable			$868.87	0%	$868.00	Variable
51	Sign- wall	Variable			$279.28	0%	$279.00	Variable
52	Site investigation	Variable			$444.85	0%	$444.00	Variable
53	Solar- commercial (each additional kw)	Variable			$198.33	0%	$198.00	Variable
54	Solar- commercial (up to 4 kw)	Variable			$382.77	0%	$382.00	Variable
55	Solar- ground mount	Variable			$790.68	0%	$790.00	Variable
56	Solar- residential rooftop (more than 10 kw)	Variable	each		$595.68	0%	$595.00	Variable
57	Solar- residential rooftop (up to 10 kw)	Variable			$423.18	0%	$423.00	Variable
58	Solar- residential water heater	Variable			$403.18	0%	$403.00	Variable
59	Special Inspector application	Variable			$55.00	0%	$55.00	Variable
60	Stairs- each flight	Variable			$354.17	0%	$354.00	Variable
61	Storage racks (each 100 L.F.)	Variable			$260.00	0%	$260.00	Variable
62	Temporary construction or sales trailer	Variable			$247.50	0%	$247.00	Variable
63	Temporary electrical service	Variable			$261.52	0%	$261.00	Variable
64	Temporary electrical service (each additional pole)	Variable			$183.33	2%	$180.00	Variable
65	Utility release	Variable			$192.50	0%	$192.00	Variable
66	Walk-in tub	Variable			$330.00	0%	$330.00	Variable
67	Wall- combo (each 300 L.F.)	Variable			$513.33	0%	$513.00	Variable
68	Wall- freestanding (each 300 L.F.)	Variable			$536.52	0%	$536.00	Variable
69	Wall- pilaster	Variable			$536.52	0%	$536.00	Variable
70	Wall- retaining- custom (each 50 L.F.)	Variable			$894.02	0%	$894.00	Variable
71	Wall- retaining- handout (each 50 L.F.)	Variable			$444.85	0%	$444.00	Variable
72	Water heater replacement	Variable			$215.68	0%	$215.00	Variable
73	Water/gas piping- installation, alteration or repair	Variable	each		$475.83	0%	$475.00	Variable
74	Window/door replacement- residential, no changes to framing	Variable	each		$410.83	0%	$410.00	Variable

BUILDING PERMIT FEES - CONSTRUCTION TYPES: I FR, II FR

UBC Class	UBC Occupancy	Square Footage	Old Construction Fee Schedule				New Construction Fee Schedule - 100% Cost Recovery			
	Commercial- New	1,001	1,826.00	plus	25.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$3,509.71	plus	32.29	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,838.00	plus	22.02	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	4,801.39	plus	37.05	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,939.00	plus	7.45	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	6,654.10	plus	25.18	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,684.00	plus	7.54	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	9,172.22	plus	10.92	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	6,945.00	plus	8.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	12,447.08	plus	7.52	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	11,100.00	plus	11.10	for each additional 100 s.f. or fraction thereof	16,204.68	plus	10.04	for each additional 100 s.f. or fraction thereof
	Tenant Improvements	1	1,151.00	plus	15.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.	$2,270.22	plus	57.08	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
		801	1,782.00	plus	13.78	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.	2,726.88	plus	107.28	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.
		1,251	2,471.00	plus	4.55	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.	3,209.62	plus	65.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,501	2,926.00	plus	4.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.	4,031.60	plus	32.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,001	4,375.00	plus	5.15	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.	4,840.53	plus	11.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.
		12,501	6,950.00	plus	6.95	for each additional 100 s.f. or fraction thereof	5,688.60	plus	15.26	for each additional 100 s.f. or fraction thereof
	Industrial - New	1,001	1,565.00	plus	22.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$3,157.43	plus	21.20	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,464.00	plus	19.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	4,005.51	plus	24.01	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,432.00	plus	6.94	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	5,205.85	plus	15.66	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,126.00	plus	6.20	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	6,771.52	plus	5.13	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	5,985.00	plus	7.53	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	8,311.10	plus	5.11	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	9,750.00	plus	9.75	for each additional 100 s.f. or fraction thereof	10,868.36	plus	6.62	for each additional 100 s.f. or fraction thereof
	Residential- New (single or multi family- per dwelling unit)	1	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.	$3,013.91	plus	29.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
		801	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.	3,248.76	plus	81.55	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.
		1,201	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.	3,574.95	plus	52.19	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.	3,992.46	plus	53.49	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.	4,527.40	plus	75.67	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.	5,284.14	plus	49.58	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.	6,275.73	plus	27.73	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof	7,384.74	plus	37.42	for each additional 100 s.f. or fraction thereof
	Residential- Addition (single or multi family)	1	1,320.00	plus	90.73	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.	$2,087.56	plus	52.19	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
		301	2,046.00	plus	79.21	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.	2,244.13	plus	221.80	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		501	2,838.00	plus	26.39	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.	2,687.73	plus	121.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.
		801	3,366.00	plus	27.51	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.	3,053.06	plus	76.42	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,501	5,016.00	plus	29.70	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.	3,587.99	plus	109.60	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
		2,001	7,986.00	plus	39.93	for each additional 100 s.f. or fraction thereof	4,135.98	plus	147.35	for each additional 100 s.f. or fraction thereof
	Residential- Remodel (single or multi family)	1	1,109.00	plus	70.95	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.	$1,591.76	plus	21.75	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
		301	1,676.00	plus	63.35	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.	1,657.00	plus	143.52	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		501	2,310.00	plus	18.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.	1,944.04	plus	47.84	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.
		801	2,679.00	plus	24.85	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.	2,087.56	plus	46.60	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,501	4,170.00	plus	22.32	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.	2,413.74	plus	15.67	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
		2,001	6,402.00	plus	32.01	for each additional 100 s.f. or fraction thereof	2,583.36	plus	22.47	for each additional 100 s.f. or fraction thereof
	Shell Buildings	1	806.00	plus	11.21	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.	$3,248.76	plus	36.53	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
		1,001	1,255.00	plus	9.75	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	3,614.09	plus	13.37	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	1,742.00	plus	3.32	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	4,149.03	plus	18.27	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	2,074.00	plus	3.30	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	5,062.33	plus	8.74	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	3,065.00	plus	3.71	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	5,936.50	plus	3.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	4,920.00	plus	4.92	for each additional 100 s.f. or fraction thereof	7,084.66	plus	5.08	for each additional 100 s.f. or fraction thereof
	Garage/ Storage/ Workshop	1	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 400 s.f.	$1,265.58	plus	29.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 400 s.f.
		401	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 600 s.f.	1,383.01	plus	71.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 600 s.f.
		601	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.	1,526.53	plus	39.14	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
		1,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.	1,683.10	plus	33.92	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
		1,501	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	1,852.71	plus	20.61	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof	1,944.04	plus	27.34	for each additional 100 s.f. or fraction thereof

Planning Department

Planning Fees

#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Adult Ent Zoning Permit	$7,562.00			Reso. 2006-114	$978.81	0%	$978.00	-$6,584
2	Annexation Fee	$4,489.00			Reso. 2006-114	$8,843.39	0%	$8,843.00	$4,354
3	Appeal of PC Decision	$7,155.00			Reso. 2006-114	$2,161.09	0%	$2,161.00	-$4,994
4	Appeal of Planning Dept. Decision	$4,942.00			Reso. 2006-114	$3,830.66	0%	$3,830.00	-$1,112
5	Certificate of Completion/Lot Line Adj	$1,086.00			Reso. 2006-114	$1,963.86	0%	$1,963.00	$877
6	Clarification of Ambiguity/Omission	$1,723.00			Reso. 2006-114	$784.59	0%	$784.00	-$939
7	Conditional Use Permit	$4,779.00			Reso. 2006-114	$5,045.37	0%	$5,045.00	$266
8	Conditional Use Permit Amend	$7,211.00			Reso. 2006-114	$4,702.19	0%	$4,702.00	-$2,509
9	CUP - sexually oriented business	$5,031.00			Reso. 2006-114	$2,640.85	0%	$2,640.00	-$2,391
10	Design Review	$4,904.00			Reso. 2006-114	$6,209.10	0%	$6,209.00	$1,305
11	Design Review Amend	New				$4,801.67	NA	$4,801.00	NA
12	Development Agreements	$8,352.00	Deposit		Reso. 2006-114	Variable	NA	$26,008.00	$17,656
13	EIR-city Admin Charge	$6,417 + consultant's fees	Deposit		Reso. 2006-114	Variable	NA	$13,226.00	$6,809
14	Environmental - Mitigation Monitoring	New	Deposit			Variable	NA	$5,000.00	NA
15	Environmental Assessment - Exemption	New			Reso. 2006-114	Variable	NA	#VALUE!	NA
16	Environmental Assessment - ND or MND	$3,124.00			Reso. 2006-114	$8,488.59	0%	$8,488.00	$5,364
17	Environmental Filing Fee/ Environmental Fish and Game Fee	New				NA	NA	Actual Cost	NA
18	Extension of Time, CUP or Design Review	New				$740.70	0%	$740.00	NA
19	Final Parcel Map	$4,379.00			Reso. 2006-114	$958.38	0%	$958.00	-$3,421
20	Final Tract Map (51 + lots)	$8,195.00		Plus 70/lot		$1,885.73	0%	$1,885.00	-$6,310
21	Final Tract Map (first 50 lot)	$4,885.00			Reso. 2006-114	$1,514.79	0%	$1,514.00	-$3,371
22	General Plan Amendment (Map)	$6,192.00			Reso. 2006-114	$8,615.44	0%	$8,615.00	$2,423
23	General Plan Amendment (Text)	$6,900.00				$7,117.30	0%	$7,117.00	$217
24	Landscape - minor	$884.00			Reso. 2006-114	$982.98	0%	$982.00	$98
25	Landscape review - major	$2,030.00			Reso. 2006-114	$1,075.72	0%	$1,075.00	-$955
26	Lot Line Adjustment	New				$849.82	NA	$849.00	NA
27	Lot Merger	$761.00			Reso. 2006-114	$725.71	0%	$725.00	-$36
28	Cannabis Cultivation Permit	$170.00			Reso. 2017-24	$826.72	0%	$826.00	$656
29	Minor develop plan review - SFD	$890.00			Reso. 2006-114	$937.93	0%	$937.00	$47
30	Minor modification of an Application	$2,465.00			Reso. 2006-114	$1,338.99	0%	$1,338.00	-$1,127
31	Mural permit	$1,310.00			Reso. 2006-114	$697.32	0%	$697.00	-$613
32	Planning letters	$55- $80			Reso. 2006-114	$166.96	1%	$166.00	$86
33	Pre App Review	New			Reso. 2006-114	$1,457.41	NA	No Charge	NA
34	Request for Public Hearing	$1,802.00			Reso. 2006-114	$2,233.23	0%	$2,233.00	$431
35	Sign Permit - Freestanding Sign	New				$525.80	0%	$525.00	NA
36	Sign Permit - Panel Change Only	New				$108.42	0%	$108.00	NA
37	Sign Review	$537.00			Reso. 2006-114	$278.90	0%	$278.00	-$259
38	Site Plan Review	$5,885.00			Reso. 2006-114	$907.25	0%	$907.00	-$4,978
39	Specific Plan	$9,863.00	Deposit		Reso. 2006-114	Variable	NA	$16,133.00	$6,270
40	Specific Plan Amend	$10,405.00	Deposit		Reso. 2006-114	Variable	NA	$11,656.00	$1,251
41	Temp Signs	$235.00			Reso. 2006-114	$278.90	0%	$278.00	$43
42	Temp use permit	$1,001.00			Reso. 2006-114	$1,113.12	0%	$1,113.00	$112
43	Tentative Map Time Extension	$4,258.00			Reso. 2006-114	$3,835.33	0%	$3,835.00	-$423

Planning Department

Planning Fees

#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
44	Tentative Parcel Map	$9,811.00			Reso. 2006-114	$8,860.53	0%	$8,860.00	-$951
45	Tentative Tract Map	$7,757.00	Deposit		Reso. 2006-114	$9,543.68	0%	$9,543.00	$1,786
46	Tentative Tract Map (50 lots or more)	New				$10,030.99	0%	$10,030.00	NA
47	Tentative Tract Map Condition Monitoring	New	Deposit			Variable	NA	$5,000.00	NA
48	Variance	$4,292.00			Reso. 2006-114	$4,607.07	0%	$4,607.00	$315
49	Zone Change	$8,524.00			Reso. 2006-114	$7,525.02	0%	$7,525.00	-$999
50	Zone Text Amend.	$6,900.00			Reso. 2006-114	$7,557.33	0%	$7,557.00	$657

Note: For efforts above and beyond scope of original submittal, additional cost may apply.

Customer Service/Utility Billing Department

Water Utility Fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Water Deposit - Residential - Initial	$50.00			NA	NA	$50.00	$0
2	Water Deposit - All Other Classes of Service	New			NA	NA	2X est average for location or min of $50.00	NA
3	Water Deposit - Reconnection After Processing for Non-Payment	New			NA	NA	3X est ave bill	NA
4	Water Account Set - Up Fee - next business day	$27.00			NA	NA	$30.00	$3.00
5	Water Account Set - Up Fee - Same Day (8:00 a.m. to 12:00 p.m.)	$30.00			NA	NA	$35.00	$5.00
6	Water Account Set - Up Fee - Same Day (12:00 p.m. to 3:00 p.m.)	$30.00			NA	NA	$45.00	$15
7	Water Account Set - Up Fee - After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	$146.00			NA	NA	$250.00	$104.00
8	Water meter reinstall fee	$95.00			NA	NA	$95.00	$0
9	After p.m. t/on fee	$146.00			NA	NA	$146.00	$0
10	Construction water meter deposit (hydrant meter)	$500.00			NA	NA	$1,500.00	$1,000
11	Trespass/Diversion/Theft of Service	$250.00		1st offense	NA	NA	$250.00	$0
12	Trespass/Diversion/Theft of Service	$500.00		2nd offense	NA	NA	$500.00	$0

Sewer fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Sewer Deposit - Residential - Initial	$30.00			NA	NA	$25.00	-$5
2	Sewer Deposit - All Other Classes	New			NA	NA	2X est average for location or min of $25.00	NA

Miscellaneous Fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Delinquent fee	$13.50		Account balances more than $75 31 days past due	NA	NA	$13.50	$0
2	Returned check fee	$25.00			NA	NA	$25.00	$0
3	Late Fee	New		1.5 % of unpaid balance after 30 days but less than $75	NA	NA	1.5 % of unpaid balance after 30 days but less than $75.00	NA
4	Processing Fee for Non-Payment	New		per service	NA	NA	$45.00	NA
5	Same day turn on fee	$43.00			NA	NA	$43.00	$0.00

Electric Utility Fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Reconnection Charge (Additional) OH or UG service terminated by electric crew	$265.00			$558.83	29%	$397.00	$132
2	Reconnection Charge (Additional) Service Drop removed by electric crew	$265.00			$265.02	0%	$265.00	$0
3	Trespass/Diversion/Theft of Service	$250.00		1st Offense	NA	NA	$300.00	$50
4	Trespass/Diversion/Theft of Service	$500.00		2nd Offense	NA	NA	$600.00	$100
5	Customer Requested Electric Operations Service Call "Trip Charge"	New		Charge is assessed if an additional trip is required to complete the service call, due to customer oversight	$124.68	1%	$124.00	NA
6	Non-remote meter read	New	per month		NA	NA	$10.00	NA
7	Electric Deposit - Residential - Initial	New			NA	NA	$50.00	NA
8	Electric Deposit - All Other Classes of Service	New		2X est average for location or min of 100.00	NA	NA	2X est average for location or min of $100.00	NA
9	Electric Deposit - Reconnection After Processing for Non-Payment	New			NA	NA	3X est ave bill	NA
10	Electric Account Set - Up Fee - next business day	$27.00			NA	NA	$30.00	$3.00
11	Electric Account Set - Up Fee - Same Day (8:00 a.m. to 12:00 p.m.)	$30.00			NA	NA	$35.00	$5.00
12	Electric Account Set - Up Fee - Same Day (12:00 p.m. to 3:00 p.m.)	$30.00			NA	NA	$45.00	$15
13	Electric Account Set - Up Fee - After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	$146.00			NA	NA	$286.00	$140.00
14	Electric meter testing	$89.00			NA	NA	$89.00	0

Utility

Trash Fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Residential set up fee	$10.81			NA	NA	$10.81	$0
2	Commercial set up fee	$18.03			NA	NA	$18.03	$0
3	Industrial set up fee	$18.03			NA	NA	$18.03	$0

Electric Utility Fees

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Meter Test/2nd request within one year	$89.00			$182.14	27%	$133.00	$44
2	Meter Changeout - Customer Required (single phase)	$113.00			$307.14	45%	$169.00	$56
3	Meter Changeout (3 phase)	New			$596.14	0%	$596.00	NA
4	Temporary OH Electric Service	$176.00		Time & Materials	NA	NA	Actual Cost	NA
5	Temporary UG Electric Service	$176.00		Time & Materials	NA	NA	Actual Cost	NA
6	Preliminary Electric Service Assessment Fee	New			$237.70	0%	$237.00	NA
7	Extention or relocation of Distribution lines and or facilities (single phase)	New		Includes Engineering. Time & Materials	Variable	NA	Actual Cost	NA
8	Extention or relocation of Distribution lines and or facilities (3 phase)	New		Includes Engineering. Time & Materials	Variable	NA	Actual Cost	NA
9	Electric Line Extention for new development of less than 10 units	New		Time & Materials	Variable	NA	Actual Cost	NA
10	Electric Line Extention for new track development 10+ units	$1,400.00	per unit	Includes single phase primary (size & length), single phase transformer (size), secondary cable (size & length), service cable (size & length) labor, equipment and inspections.	$1,700.00	0%	$1,700.00	$300
11	Cable and equipment installed in developer supplied sub-structures	New		Time & Materials	Variable	NA	Actual Cost	NA
12	Solar Electric Utility application & plan check	New			$135.94	1%	$135.00	NA
13	Customer Required Inspection Fee	New			$153.36	0%	$153.00	NA
14	Customer Required Inspection Fee after 2nd review	New		due to customer non-compliance	$198.56	0%	$198.00	NA
15	Additional Plan Check Fee after 2nd review	New		due to customer non-compliance	$118.85	1%	$118.00	NA
16	Additional Solar Plan Check Fee after 2nd review	New		due to customer non-compliance	$60.86	1%	$60.00	NA
17	Residential panel changeout up to 125 amp.	New		Includes 2 inspections, disconnect & reconnect. Time & Materials	Variable	NA	Actual Cost	NA
18	Residential panel changeout 200+ amps	New		Includes 2 inspections, disconnect & reconnect. Time & Materials	Variable	NA	Actual Cost	NA
19	Commercial service panel upgrade	New		Time & Materials	Variable	NA	Actual Cost	NA
20	Multi-unit dwelling new service or panel upgrade	New		Time & Materials	Variable	NA	Actual Cost	NA
21	Old Technology Meter installation	New			NA	NA	$75.00	NA

Police

Fees

#	Description	Fee (Penalty/Late Fee)	Unit	Governing Code	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Prohibited Stopping or Parking at red curb	$45.00*		13-21 BMC	Reso. 1993-110	NA	NA	$45.00*	$0
2	Prohibited Stopping or Parking	$58.00*		13-22A BMC	Reso. 1993-110	NA	NA	$58.00*	$0
3	Parking not to Obstruct Traffic	$58.00*		13-23 BMC	Reso. 1993-110	NA	NA	$58.00*	$0
4	All night and vehicle maintenance parking prohibited	$50.00*/$50.00		13-24 BMC	Reso. 1993-110	NA	NA	$50.00*/$50.00	$0
5	Standing or Parking on one-way roadway	$45.00*/$45.00		13-25 BMC	Reso. 1993-110	NA	NA	$45.00*/$45.00	$0
6	Parking on grades	$45.00*/$45.00		13-26 BMC	Reso. 1993-110	NA	NA	$45.00*/$45.00	$0
7	Unlawful parking--peddlers, vendors	$80.00*/$80.00		13-27 BMC	Reso. 1993-110	NA	NA	$80.00*/$80.00	$0
8	Temporary parking restrictions	$45.00*/$45.00		13-28 BMC	Reso. 1993-110	NA	NA	$45.00*/$45.00	$0
9	Time limit parking zones -- green curbs	$58.00*		13-29 BMC	Reso. 1993-110	NA	NA	$58.00*	$0
10	Parking within space markings	$45.00*/$45.00		13-30 BMC	Reso. 1993-110	NA	NA	$45.00*/$45.00	$0
11	Parking in freight and passenger loading zones--time limits	$45.00*/$45.00		13-32 BMC	Reso. 1993-110	NA	NA	$45.00*/$45.00	$0
12	Stopping in Alley	$58.00*		13-33 BMC	Reso. 1993-110	NA	NA	$58.00*	$0
13	Designated bus and taxicab zones	$80.00*/$80.00		13-34 BMC	Reso. 1993-110	NA	NA	$80.00*/$80.00	$0
14	Restricted use of Bus and Taxicab zones	$58.00*		13-35 BMC	Reso. 1993-110	NA	NA	$58.00*	$0
15	Trailer or semi-trailer parking prohibited	$80.00*/$80.00		13-39 BMC	Reso. 1993-110	NA	NA	$80.00*/$80.00	$0
16	Commercial Parking in Business & Residential districts	$80.00*/$80.00		13-40 BMC	Reso. 1993-110	NA	NA	$80.00*/$80.00	$0
17	Parking in excess of 72 hours	$45.00*		10.12.045 BMC	Ordi. 1375	NA	NA	$45.00*	$0
18	Commercial vehicle -- parking prohibited	$113.00*		10.16.020 BMC	Ordi. 1390	NA	NA	$113.00*	$0
19	Vehicle parked transporting animals/nuisance	$100.00*		10.16.020A1 BMC	Ordi. 1390	NA	NA	$100.00*	$0
20	Vehicle parked with hazardous substance within city	$100.00*		10.16.020A2 BMC	Ordi. 1390	NA	NA	$100.00*	$0
21	Vehicle parked on road for repair	$100.00*		10.16.020A3 BMC	Ordi. 1390	NA	NA	$100.00*	$0
22	Commercial vehicles over 10,000 lbs. parking in residential area	$113.00*		10.16.020B1 BMC	Ordi. 1390	NA	NA	$113.00*	$0
23	Commercial vehicles over 10,000 lbs. parking on lot/unimproved	$113.00*		10.16.020B2 BMC	Ordi. 1390	NA	NA	$113.00*	$0
24	Commercial vehicles over 10,000 lbs. parking within 100 ft of residential area	$113.00*		10.16.020B3 BMC	Ordi. 1390	NA	NA	$113.00*	$0
25	Commercial vehicles over 10,000 lbs. parking within 150 ft of driveway opening	$113.00*		10.16.020B4 BMC	Ordi. 1390	NA	NA	$113.00*	$0
26	Commercial vehicles over 10,000 lbs. parking in commercial property	$113.00*		10.16.020B5 BMC	Ordi. 1390	NA	NA	$113.00*	$0
27	Commercial vehicles over 10,000 lbs. parking in non-residential property	$113.00*		10.16.020B6 BMC	Ordi. 1390	NA	NA	$113.00*	$0
28	Commercial vehicles over 10,000 lbs. parking in alley	$113.00*		10.16.020B7 BMC	Ordi. 1390	NA	NA	$113.00*	$0
29	Commercial vehicles over 10,000 lbs. parking adjacent to public facility	$113.00*		10.16.020B8 BMC	Ordi. 1390	NA	NA	$113.00*	$0
30	Commercial vehicles over 10,000 lbs. unattached trailer	$113.00*		10.16.020B9 BMC	Ordi. 1390	NA	NA	$113.00*	$0
31	Commercial vehicles over 10,000 lbs. idling over 15 minutes	$113.00*		10.16.020C BMC	Ordi. 1390	NA	NA	$113.00*	$0
32	Unregistered vehicle	$73.00*		4000A CVC	Reso. 1993-110	NA	NA	$73.00*	$0
33	Display of license plate	$73.00*		5200 CVC		NA	NA	$73.00*	$0
34	Improper Display of Tabs	$30.00*		5204A CVC	Reso. 1993-110	NA	NA	$30.00*	$0
35	Unauthorized Parking on Public Grounds	$35.00*		21113A CVC	Reso. 1993-110	NA	NA	$35.00*	$0
36	Stopping/Parking in Bicycle lane	$35.00*		21211A CVC	Reso. 1993-110	NA	NA	$35.00*	$0
37	Parking within Intersection	$48.00*		22500A CVC	Reso. 1993-110	NA	NA	$48.00*	$0
38	Parking in Crosswalk	$48.00*		22500B CVC	Reso. 1993-110	NA	NA	$48.00*	$0
39	Parking adjacent to Safety Zone	$48.00*		22500C CVC	Reso. 1993-110	NA	NA	$48.00*	$0
40	Parking within 15 feet of Fire Station Driveway	$48.00*		22500D CVC	Reso. 1993-110	NA	NA	$48.00*	$0
41	Parking blocking a driveway	$48.00*		22500E CVC	Reso. 1993-110	NA	NA	$48.00*	$0
42	Parking on a sidewalk	$48.00*		22500F CVC	Reso. 1993-110	NA	NA	$48.00*	$0
43	Parking blocking excavation	$48.00*		22500G CVC	Reso. 1993-110	NA	NA	$48.00*	$0
44	Double Parking	$48.00*		22500H CVC	Reso. 1993-110	NA	NA	$48.00*	$0
45	Parking in a posted bus zone	$263.00*		22500I CVC	Reso. 1993-110	NA	NA	$263.00*	$0
46	Parking on a bridge	$48.00*		22500K CVC	Reso. 1993-110	NA	NA	$48.00*	$0

Police

#	Description	Current Fee/Charge	Unit	Notes	Authority	Full Cost	Subsidy %		Fee Δ
47	Parking blocking wheelchair access	$338.00*		22500L CVC	Reso. 1993-110	NA	NA	$338.00*	$0
48	Parking in posted Fire lane	$80.00*		22500.1 CVC	Reso. 1993-110	NA	NA	$80.00*	$0
49	Parking more than 18" from the curb	$48.00*		22502A CVC	Reso. 1993-110	NA	NA	$48.00*	$0
50	Posted no parking	$35.00*		22505B CVC		NA	NA	$35.00*	$0
51	Parking in/Obstructing space designated for the disabled	$338.00*		22507.8A CVC	Reso. 1993-110	NA	NA	$338.00*	$0
52	Obstrucing/blocking disabled space	$338.00*		22507.8B CVC		NA	NA	$338.00*	$0
53	Parking on blue crosshatch	$338.00*		22507.8C CVC		NA	NA	$338.00*	$0
54	Obstructing disabled parking space	$338.00*		22507.8C1 CVC		NA	NA	$338.00*	$0
55	Obstructing disabled parking space	$338.00*		22507.8C2 CVC		NA	NA	$338.00*	$0
56	Parking within 15' of Fire hydrant	$35.00*		22514 CVC	Reso. 1993-110	NA	NA	$35.00*	$0
57	Unattended vehicle	$35.00*		22515B CVC	Reso. 1993-110	NA	NA	$35.00*	$0
58	Locking person in vehicle	$35.00*		22516 CVC	Reso. 1993-110	NA	NA	$35.00*	$0
59	Parking within 7.5 feet of railroad track	$35.00*		22521 CVC	Reso. 1993-110	NA	NA	$35.00*	$0
60	Parking within 3' of a sidewalk access ramp	$338.00*		22522 CVC	Reso. 1993-110	NA	NA	$338.00*	$0
61	Abandoned vehicle	$275.00*/$50.00		22523 CVC	Reso. 1993-110	NA	NA	$275.00*/$50.00	$0

Towing and Storage Services Fees

#	Description	Current Fee/Charge	Unit	Notes	Authority	Full Cost	Subsidy %		Fee Δ
1	Base Towing Rate - Class A Tow Truck	$130.00	per hour, 1 hr minimum		Reso. 2004-039	NA	NA	$130.00	$0
2	Heavy Duty Towing Rate - Class B Tow Truck	$165.00	per hour, 1 hr minimum		Reso. 2004-039	NA	NA	$165.00	$0
3	Heavy Duty Towing Rate - Class C and D Tow Truck	$250.00	per hour		Reso. 2004-039	NA	NA	$250.00	$0
4	Related Service	$350.00	per hour for crane recovery		Reso. 2004-039	NA	NA	$350.00	$0
5	Lock Out (no towing required)	$65.00			Reso. 2004-039	NA	NA	$65.00	$0
6	Lock Out (towing required)	No Charge			Reso. 2004-039	NA	NA	No Charge	NA
7	Dolly	No Charge			Reso. 2004-039	NA	NA	No Charge	NA
8	After Hours Release Fee	$65.00			Reso. 2004-039	NA	NA	$65.00	$0
9	**Storage**								
9a	Automobiles	$30.00	per day, outside		Reso. 2004-039	NA	NA	$30.00	$0
9b	Automobiles	$35.00	per day, inside		Reso. 2004-039	NA	NA	$35.00	NA
9c	Motorcycles	$15.00	per day, outside		Reso. 2004-039	NA	NA	$15.00	$0
9d	Motorcycles	$20.00	per day, inside		Reso. 2004-039	NA	NA	$20.00	$0
9e	Trucks, 1 ton under 20 ft.	$40.00	per day		Reso. 2004-039	NA	NA	$40.00	$0
9f	Trucks, over 20 ft.	$50.00	per day, per unit		Reso. 2004-039	NA	NA	$50.00	$0

Miscellaneous

#	Description	Current Fee/Charge	Unit	Notes	Authority	Full Cost	Subsidy %		Fee Δ
1	All Reports - Black & White	$0.25	per copy		Reso. 2008-047	NA	NA	$0.25	$0
2	All Reports - Color	$0.35	per copy		Reso. 2008-047	NA	NA	$0.35	$0
3	Report Request Form - Black & White	$0.25	per copy		Reso. 2008-047	NA	NA	$0.25	$0
4	Report Request Form - Color	$0.35	per copy		Reso. 2008-047	NA	NA	$0.35	$0
5	Special Events Charge (4 hr minimum)	$65.00	per officer, per hour		Reso. 2007-117	$102.84	5%	$97.50	$33
6	Special Events Charge (4 hr minimum)	$70.00	per corporal, per hour		Reso. 2007-117	$124.16	15%	$105.00	$35
7	Special Events Charge (4 hr minimum)	$80.00	per sergeant, per hour		Reso. 2007-117	$130.37	8%	$120.00	$40
8	Special Events Charge (4 hr minimum)	New	per Lieutenant, per hour		Reso. 2007-117	$192.39	45%	$105.00	NA
9	Special Events Charge (4 hr minimum)	New	per Captain, per hour		Reso. 2007-117	$180.72	31%	$125.00	NA
10	DUI Investigation & Fine	$110.00	per vehicle		Reso. 2007-117	NA	NA	$110.00	$0

Police

11	DUI Enforcement Charge	Same as special events chg			Reso. 2007-117	NA	NA	Same as special events chg	NA
12	DUI Recovery	New		Allowed under California Government Code Sections 53155; cannot exceed $12,000		Variable	NA	Actual Cost Up to $12,000	NA
13	K-9 Unit Service Charge	Same as special events chg			Reso. 2007-117	NA	NA	Same as special events chg	NA
14	Public Dance Fee	Same as special events chg			Reso. 2007-117	NA	NA	Same as special events chg	NA
15	Traffic Control Fee	Same as special events chg			Reso. 2007-117	NA	NA	Same as special events chg	NA
16	Vehicle Storage Release	$77.00	per vehicle		Reso. 2007-117	NA	NA	$115.50	$39
17	Vehicle Storage Release - 30 day	New	per vehicle			NA	NA	$115.50	NA
18	False Alarm Response	none		1st response	Reso. 2007-117	NA	NA	none	NA
19	False Alarm Response	none		2nd response	Reso. 2007-117	NA	NA	none	NA
20	False Alarm Response	$72.00		3rd response	Reso. 2007-117	NA	NA	$72.00	NA
21	False Alarm Response	$144.00		4th response	Reso. 2007-117	NA	NA	$144.00	NA
22	False Alarm Response	$144.00		5th + response	Reso. 2007-117	NA	NA	$144.00	NA
23	Clearance Letter Fee	$25.00	per letter		Reso. 2007-117	$27.70	10%	$25.00	$0
24	Photo Sales Charges	$10.00	per print		Reso. 2007-117	$10.00	0%	$10.00	$0
25	Bicycle Licenses	$6.00	per licence		Reso. 2007-117	NA	0%	$5.00	-$1
26	Fingerprint Fee	$15.00	+ D.O.J. fees if applicable		Reso. 2007-117	NA	NA	$15.00	$0
27	Tape Duplication Fee	$30.00	per tape		Reso. 2007-117	$17.21	13%	$15.00	-$15
28	Civil Court Case Charge	Actual Salary Involved			Reso. 2007-117	NA	NA	Actual Salary Involved	NA

Fire Department

Plan Review/Inspection

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Residential Plan Review/Inspection	$134.00	per hour (1 hr. min.)		$233.02	14%	$201.00	$67
2	Commercial/Industrial Plan Review/Inspection	$134.00	per hour (1 hr. min.)		$233.02	14%	$201.00	$67
3	Automatic Fire Extinguisher Plan Review/Inspection	$134.00	per hr./person		$233.02	14%	$201.00	$67
4	Fire Alarm Plan Review/Inspection	$134.00	per hr./person		$233.02	14%	$201.00	$67
5	Sprinkler System Plan Review/Inspection	$134.00	per hr./person		$233.02	14%	$201.00	$67

Fire Code Compliance Inspection

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Annual State Mandated Inspection	$134.00	per hr./person (1 hr. min.)		$233.02	14%	$201.00	$67
2	Operational Permit Annual Inspection	New	per hour (1 hr. min.)		$233.02	14%	$201.00	NA
3	New Business Fire Hazard Inspection	$134.00	per hr./person (1 hr. min.)		$233.02	14%	$201.00	$67
4	**Engine Company Inspection**							
5	Inspection	no fee			$0.00	100%	$0.00	$0
6	1st Reinspection	no fee			$0.00	100%	$0.00	$0
7	Subsequent reinspection	$134.00	per hr./person		$116.51	0%	$116.00	-$18
8	Fire Suppression Cost Recovery	Actual Cost			NA	NA	Actual Cost	NA
9	Fire Prevention Investigation	Covered by County Contract			NA	NA	Covered by County Contract	NA
10	EMT Service, Non-resident	Covered by County Contract			NA	NA	Covered by County Contract	NA
11	Care Facility serving 25 or fewer persons	$50.00		Mandated by State	NA	NA	$50.00	$0
12	Care Facility serving 26 or more persons	$100.00		Mandated by State	NA	NA	$100.00	$0
13	**Hazardous Materials Record Location**							
13.a	Category 1, Level 1a	$268.00			NA	NA	$268.00	$0
13.b	Category 1, Level 1b	$335.00			NA	NA	$335.00	$0
13.c	Category 2, Level 2a	$268.00			NA	NA	$268.00	$0
13.d	Category 2, Level 2b	$335.00			NA	NA	$335.00	$0
13.e	Category 3, Level 3a	$402.00			NA	NA	$402.00	$0
13.f	Category 3, Level 3b	$469.00			NA	NA	$469.00	$0
14	Hazardous Materials Response	Actual Cost			Variable	NA	Actual Cost	NA
15	Non Compliance Fee	New	per hour (1 hr. min.)		$116.51	0%	$116.00	NA
16	Special Event fee	New	per hour (1 hr. min.)		$116.51	0%	$116.00	NA
17	Special Event - Inspection Fee	New	per hour (1 hr. min.)		$116.51	0%	$116.00	NA

Engineering

Public Works Permit Fees

#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Issuance Fee	$23.00			Reso. 2006-114	$10.51	5%	$10.00	-$13
2	Curb & Gutter - <100 ft.	$60.00		$75 per every additional 100 feet	Reso. 2006-114	$77.19	0%	$77.00	$17
4	Sidewalk - <400 sq. ft	$60.00		$15 for every additional 100 square feet	Reso. 2006-114	$77.19	0%	$77.00	$17
6	Pavement - <1000 ft.	$120.00		$50 for each additional 1000 SF above first 1000SF	Reso. 2006-114	$121.23	0%	$121.00	$1
9	Driveway approach - Residential	$60.00			Reso. 2006-114	$77.19	0%	$77.00	$17
10	Driveway approach - Commercial	$81.00			Reso. 2006-114	$99.21	0%	$99.00	$18
11	Wheelchair Ramp	$60.00			Reso. 2006-114	$77.19	0%	$77.00	$17
12	Cross gutter/spandrel	$103.00			Reso. 2006-114	$110.35	0%	$110.00	$7
13	Sewer main, storm drain, water main <50 ft.	$82.00			Reso. 2006-114	$138.04	0%	$138.00	$56
14	Sewer main, storm drain, water main >50 ft.	$188.00	each 50	$45 for eachadditional 50 LF above first 50 LF	Reso. 2006-114	$231.83	0%	$231.00	$43
15	Sewer lateral	$60.00			Reso. 2006-114	$74.13	0%	$74.00	$14
16	Water service	$60.00			Reso. 2006-114	$74.13	0%	$74.00	$14
17	Sewer manhole	$81.00			Reso. 2006-114	$96.15	0%	$96.00	$15
18	Sewer Clean out	$82.00			Reso. 2006-114	$96.15	0%	$96.00	$14
19	Water line Hot Tap	$174.00		Includes the water main run in r/w	Reso. 2006-114	$162.21	0%	$162.00	-$12
20	Storm Drain Inlet	$189.00			Reso. 2006-114	$187.29	0%	$187.00	-$2
21	Storm Drain Connector pipe	$145.00			Reso. 2006-114	$143.25	0%	$143.00	-$2
22	Parkway drain	$81.00			Reso. 2006-114	$99.21	0%	$99.00	$18
23	Fire Hydrant	$270.00			Reso. 2006-114	$209.31	0%	$209.00	-$61
24	Air Vac blow off	$103.00			Reso. 2006-114	$209.31	0%	$209.00	$106
26	Street Tree	$60.00			Reso. 2006-114	$77.19	0%	$77.00	$17
27	Street name & traffic sign	$60.00			Reso. 2006-114	$33.15	0%	$33.00	-$27
28	Dye Test	$104.00			Reso. 2006-114	$113.04	0%	$113.00	$9
31	Penalty for work w/o permit	$244.00			Reso. 2006-114	NA	NA	x 2 the permit fee	NA
32	Overtime inspection	$154.00			Reso. 2006-114	$176.16	0%	$176.00	$22
33	Re-Inspection Fee	1.5 x time spent			Reso. 2006-114	NA	NA	1.5 x time spent	NA

Excavation permit

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Individual project (parallel to street)	$189.00			Reso. 2006-114	$187.29	0%	$187.00	-$2
2	Individual project (across the street)	$188.00			Reso. 2006-114	$187.29	0%	$187.00	-$1

Preliminary Project Review

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Specific Plan - preliminary	$3,871.00			Reso. 2006-114	$5,675.24	0%	$5,675.00	$1,804
2	Specific Plan amendment - preliminary	$2,540.00			Reso. 2006-114	$2,341.45	0%	$2,341.00	-$199
3	E.I.R - preliminary	$2,862.00			Reso. 2006-114	$2,101.35	0%	$2,101.00	-$761
4	Drainage study	$1,240.00			Reso. 2006-114	$2,098.60	11%	$1,860.00	$620
20	WQMP Review Deposit	$3,000.00				$1,825.99	0%	$1,825.00	-$1,175
5	Traffic study	$2,504.00			Reso. 2006-114	$1,919.46	0%	$1,919.00	-$585
6	Tentative parcel map - preliminary	$1,843.00			Reso. 2006-114	$1,598.43	0%	$1,598.00	-$245
7	Tentative tract map - preliminary	$2,531.00			Reso. 2006-114	$2,275.80	0%	$2,275.00	-$256

Engineering

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
8	Tent map- (MH, RV)- preliminary	$2,360.00			Reso. 2006-114	$2,275.80	0%	$2,275.00	-$85
9	Tent Comm/Indus parcel >4 lots- preliminary	$2,429.00			Reso. 2006-114	$2,053.12	0%	$2,053.00	-$376
10	Site Plan	$289.00			Reso. 2006-114	$259.41	0%	$259.00	-$30
11	Plot Plan	$289.00			Reso. 2006-114	$259.41	0%	$259.00	-$30
12	Condominium - preliminary	$1,023.00			Reso. 2006-114	$829.27	0%	$829.00	-$194
13	Consultant service - preliminary	184.00 + consultant's fee		Deposit	Reso. 2006-114	NA	NA	Deposit amount variable	NA

Final Map Review

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Final map - 0 - 50 lots	$4,885.00			Reso. 2006-114	$4,946.02	1%	$4,915.00	$30
2	Final map -51 or more lots	$8,159.00 +$70.00 per lot	per add't lot over 50		Reso. 2006-114	$90.11	0%	$90.00	$20
8	Third check up-final	$914.00			Reso. 2006-114	$667.78	0%	$667.00	-$247
9	Certificate of Correction - final	$836.00			Reso. 2006-114	$717.53	0%	$717.00	-$119
10	Amend Map-final	$932.00			Reso. 2006-114	$794.86	0%	$794.00	-$138
11	Consultant service -final	$183.00 + consultant's fee		Deposit	Reso. 2006-114	NA	NA	Deposit amount variable	NA

Grading

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Rough grading 1-5 sheets	$1,734.00			Reso. 2006-114	$1,820.57	0%	$1,820.00	$86
2	Rough grading 6-9 sheets	$2,843.00			Reso. 2006-114	$2,771.02	0%	$2,771.00	-$72
3	Rough grading 10-20 sheets	$4,691.00			Reso. 2006-114	$5,159.61	6%	$4,830.00	$139
4	Rough grading per sheet above 20 sheets	New				$335.72	9%	$305.00	NA
5	Precise Grading 0-49 lots	$1,249.00			Reso. 2006-114	$1,854.57	12%	$1,635.00	$386
6	Precise Grading Per lot over 49 lots	New				$37.85	21%	$30.00	NA
7	Grading/Stockpile Permit 51-100 CY	$45.00				$44.04	0%	$44.00	-$1
8	Grading/Stockpile Permit 101-1,000 CY	$45.00		Plus $21 for every 100 cy or fraction thereof		$44.04	0%	$44.00	-$1
9	Grading/Stockpile Permit 1,001-10,000 CY	$230.00		Plus $25 for every 1,000 cy or fraction thereof		$231.83	0%	$231.00	$1
10	Grading/Stockpile Permit 10,001-100,000 CY	$380.00		Plus $75 for every 10,000 cy or fraction thereof		$391.78	0%	$391.00	$11
11	Grading/Stockpile Permit 100,001 or more CY	$1,075.00		Plus $85 for every 10,000 cy or fraction thereof		$1,103.46	0%	$1,103.00	$28

Inspections

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
7	Inspections - Subdivision Developments	4% of est. constr. costs			Reso. 2006-114	NA	NA	4% of est. constr. costs	NA
8	Industrial Waste Inspection	$175.00			Reso. 2006-114	NA	NA	Consultant costs + 10%	NA
9	NPDES Inspection	$110.00			Reso. 2006-114	$132.12	0%	$132.00	$22

Improvement Plan Review

#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	P.C. Final Map - 1st Sheet	Variable	Per Sheet			$1,565.61	1%	$1,550.00	NA
2	P.C. Final Map - Additional sheet	Variable	Each Add'tSheet			$554.22	1%	$550.00	NA

Engineering

Miscellaneous Fees									
#	Description	Current Fee/Charge	Unit		Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Flood Zone Development	$705.00			Reso. 2006-114	$863.55	0%	$863.00	$158
2	Encroachment permit	$352.00			Reso. 2006-114	$160.07	0%	$160.00	-$192
3	Over sized/weight permit (Caltrans Rate)	$16.00			Reso. 2006-114	$10.51	5%	$10.00	-$6
4	Reimbursement agreement	$1,056.00			Reso. 2006-114	$678.93	0%	$678.00	-$378
5	Dedication Document	$224.00			Reso. 2006-114	$300.02	0%	$300.00	$76
7	Street Abandonment	$435.00			Reso. 2006-114	$953.68	32%	$652.00	$217
8	Service Letter	$63.00			Reso. 2006-114	$79.04	0%	$79.00	$16
9	Lot Line Adjustment	$619.00			Reso. 2006-114	$600.03	0%	$600.00	-$19
10	Lot Merger	$619.00			Reso. 2006-114	$600.03	0%	$600.00	-$19
11	Certificate of Compliance	$653.00			Reso. 2006-114	$600.03	0%	$600.00	-$53
12	Plan Storage & GIS Maintenance Fee	$12.00	per sheet		Reso. 2006-114	$15.34	2%	$15.00	$3
13a	24" x 36" or Smaller Printout	$12.00	per sheet		Reso. 2006-114	$16.30	2%	$16.00	$4
13b	24" x 36" or Smaller Printout	$12.00	per sheet		Reso. 2006-114	$7.05	1%	$7.00	-$5
14	Appeals to City Council or Planning Commission	$543.00			Reso. 2006-114	$580.42	0%	$580.00	$37
15	Landscape Maintenance District - Annexation	$3,986.00			Reso. 2006-114	NA	NA	$3,986.00	NA
16	Assessment/Mello Roos District Deposit	$10,000 minimum			Reso. 2006-114	NA	NA	$10,000 minimum	NA
17	Improvement Plan Review: 1-5 Sheets	New				$892.26	NA	$835.00	NA
18	Improvement Plan Review: 5-10 Sheets	New				$2,613.39	NA	$2,500.00	NA
19	Improvement Plan Review: 10-20 Sheets	New				$4,118.23	NA	$3,900.00	NA
20	Improvement Plan Review: 20+ Sheets	New				$6,217.22	NA	$5,800.00	NA