

CITY OF MISSION VIEJO



User Fee Study





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Executive Summary

The City of Mission Viejo 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 fees analyzed as part of this study fell under categories one through five consisting of charges for specific benefits conferred, government services, regulatory fees, use of government property, or a fine/penalty.



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 benefitting 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 Mission Viejo 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 principal 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 Mission Viejo departments and fee groups:

- Community Relations
- Planning
- Public Works
- Library
- Recreation & Community Services
- Animal Services
- Oso Creek Golf Course
- Building



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

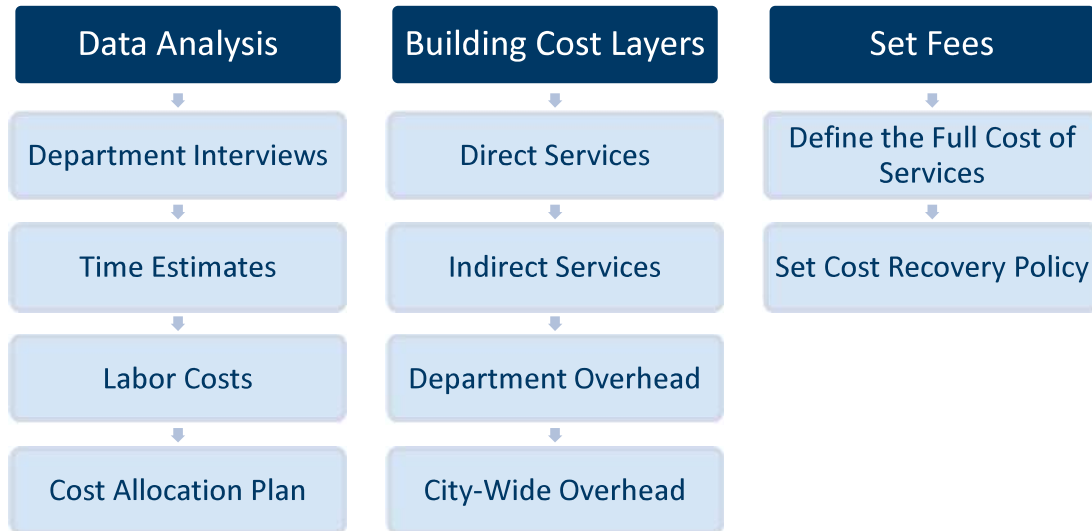
An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities 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 fee’s cost based on the personnel and the amount of their time that is involved in providing each service.



Summary Steps of the Study

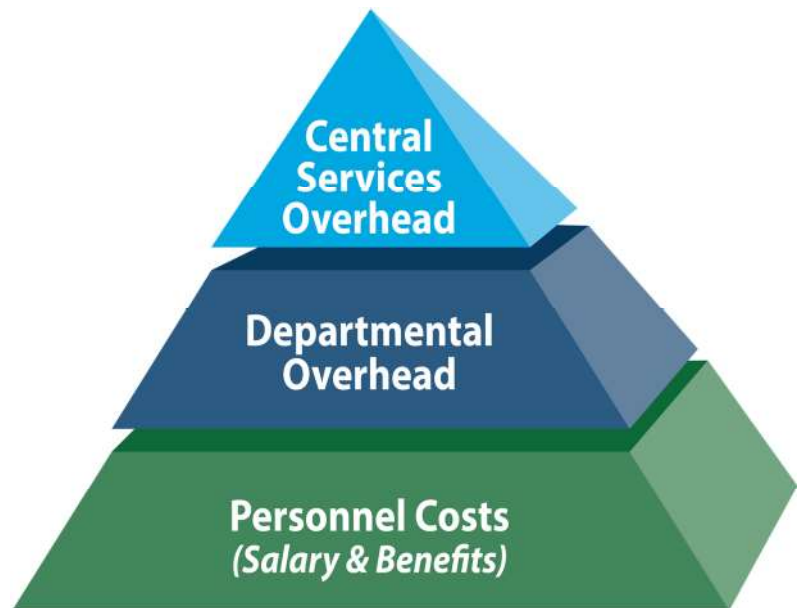
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



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 three 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: In some instances, the underlying data is not available or varies 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. Willdan employed a different methodology where appropriate to fit the programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Valuation Based Fees: This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using a valuation-based fee provides for a system that can adjust as project sizes scale. Land is not included in the valuation.

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
- Internal and external reviews
- Cross-checking



Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are 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
- 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.



Mission Viejo 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.

A primary 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 Mission Viejo, 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) who 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.

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.



Community Relations

The Community Relations Department serves as a critical link between the City of Mission Viejo and its citizens. The department's mission is to ensure residents in both private and business sectors stay informed about City-related programs, services, priorities, issues and events. The department seeks citizen input regarding projects and initiatives and evaluates public perception and feedback from the community, so the City can address issues in a timely manner.

Analysis

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

The analysis of services in Community Relations 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, if charged, whether the current fee is recovering the costs associated with the requested service. This analysis has shown that the costs associated with Community Relations are generally greater than the amounts charged for a majority of fees. Staff is recommending fees remain at their current levels as detailed in ***Appendix C.***



Planning

The Planning Division is responsible for implementing the City's Development Code and related goals, policies and objectives of the City's General Plan. The Planning Division processes land use and development applications, promoting public health, safety and general welfare to preserve or enhance the high quality of life in Mission Viejo. The Planning Division is also responsible for long range planning, housing issues and administering the Community Development Block Grant program. The Planning Division provides support to the City's Planning and Transportation Commission.

Analysis

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

The analysis of services in Planning 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, if charged, whether the current fee would recover the costs associated with the requested service. The analysis has shown that in general, Planning services are currently under recovering the cost of providing services. It is recommended that the City will increase 3 fees and the remaining fees will stay at their current levels. The average fee cost recovery would remain at 66%. On an individual fee basis, there are variable rates of increase as detailed in

Appendix C.

For deposit-based services detailed under Planning, the FBHR's should be used to charge against the deposit account to seek full cost recovery for each instance service is needed. Deposited amount not used in providing service are returned to the requestor upon service completion to ensure proper cost recovery.



Public Works

The Public Works Department is responsible for the Engineering, Transportation, Integrated Waste Management, Water Quality, and Crossing Guard programs. Public Works reviews development proposals and street improvement plans; manages capital improvement projects and oversees construction work within the public right-of-way; maintains the City's Master Drainage program and flood control systems; oversees water quality programs; manages the design, construction and operation of the City's transportation network; manages the City's solid waste contract and recycling programs; and implements environmental programs.

Analysis

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

The analysis of services in Public Works 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, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City adjust the fees for Public Works services, as detailed in [Appendix C](#), with an average fee increase of 24%. On an individual basis, there would be 33 fees that remain at their current levels, 1 new service, 71 fees would see an increase, and 13 fees would see a decrease. There are a number of contract services providing plan check services in Public Works, and fees for those services are structured to passthrough the third-party costs of those services with the related overhead activities of staff.



Library

Library Services is responsible for evaluating and implementing current library technology, including web site access to library resources and wireless internet access; providing a variety of information and research tools for patrons; developing and evaluating policies and procedures; and developing and implementing information programs and entrepreneurial services for diverse patron populations.

Analysis

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

The analysis of service fees in Library 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, if charged, whether the current fee would recover the costs associated with the requested service. All other items listed in Library are penalties, regulated, rental, or use related and can be set based on dissuading those activities for penalties, at their regulated levels, or at market rates for rental and use fees, respectively. Most of the service fees are proposed to stay at their current levels, except the regulated NSF Check Charge fee to increase to \$25 from \$20 as detailed in [Appendix C](#). All rental fees are proposed to stay at their current levels. The revenue collected for rentals can be used to offset the public cost of maintenance and operation of those public owned facilities. Rental fees fall under the Proposition 26 tax exemption number four for use of government property and are not constrained by exemption number two as they are not imposed upon users.



Recreation & Community Services

The City of Mission Viejo Recreation and Community Services Department is responsible for an array of services and facilities for residents and visitors to the City. Responsibilities include class registration; fitness center memberships; special events, facility reservations; aquatics; tennis; teen programs; aging activities; and more. Improving the quality of life of the Mission Viejo community is its priority. The Recreation and Community Services Department is dedicated to creating a safe, fulfilling, and unique environment that will preserve and enhance the lives of residents through its parks, places, and programs.

Analysis

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

The analysis of services in Recreation and Community Services fees varies from other departments because most of the services identified in the study are for the use of public owned facilities which are classified under exemption four of Proposition 26 and are not constrained to reasonable cost calculation under exemption two as they are not imposed upon users due to their being market availability for service. For these services, Proposition 26 designates that the use fees charged offset the cost to the public for the purchase, maintenance, and improvements of these facilities. As such the City can set charges for use based on market influences and local policy directives that enhance those goals. Staff and the Community Service Commission identified changes to the rental and use fees as detailed in **Appendix C**, which amount to an average fee increase of 10%. For programs provided by the City or by third parties using City facilities a cost recovery methodology is proposed for adoption as opposed to the individual programs themselves. This method defines the cost recovery methods for determining program fees instead of identifying the individual fees for each program since the types and scope of programs that are available from season to season and year to year fluctuate given the public’s needs and demands.

While most of the fees included in this study for the department are rent or use fees which did not include individual full cost determination, a cost recovery analysis of the department groups was performed and is shown below. Based on the average fee change, overall cost recovery would increase from 19% to 22% if the suggested fees were to be adopted.

City of Mission Viejo - User Fee

Recreation & Community Services Cost Recovery Analysis

Department	Revenue	Direct Costs	CAP Allocation	Dept Admin Allocation	Total Cost	Current Cost Recovery	Projected Cost Recovery
Rec&Comm Services Admin	\$0	\$604,725	\$280,033	-\$884,759	\$0	NA	NA
Recreation	\$95,000	\$36,825	\$69,296	\$13,183	\$119,304	80%	92%
NPM Community and Sr Center	\$224,800	\$469,393	\$818,177	\$159,953	\$1,447,523	16%	18%
Community Services	\$122,050	\$929,556	\$393,830	\$164,402	\$1,487,788	8%	9%
Montanoso & Sierra Recreation Centers	\$580,495	\$1,593,894	\$1,465,252	\$380,032	\$3,439,178	17%	19%
Marguerite & Felipe Tennis Centers	\$479,235	\$882,489	\$463,326	\$167,188	\$1,513,003	32%	36%
Total	\$1,501,580	\$4,516,883	\$3,489,914.21	\$0.00	\$8,006,797.27	19%	22%



Animal Services

The Animal Services Program provides animal field services; humane shelter services; and public education programs to the residents of Aliso Viejo, Laguna Hills, Laguna Niguel, Mission Viejo, and Rancho Santa Margarita. Through an in-house animal services staff, supplemented by volunteers and contract services, the City provides animal control; regulation; and prevention of rabies for both wild and domestic animals. The City of Mission Viejo provides quality animal care services for the residents of the five cities through community awareness and outreach programs focusing on proper pet care: spay/neuter programs; and animal licensing services. Additionally, the City supports the Dedicated Animal Welfare Group (DAWG) that raises funds to support animal care and education at the Center.

Analysis

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

The analysis of Animal 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. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. It is recommended that the City continue to offer some level of subsidy for Animal services to allow for and to promote access to services. As a result, of the 55 fees, 2 would see an increase, 2 would see and decrease, 2 new fees would be added, and the remaining 49 would stay at their current levels as detailed in **Appendix C**. The average fee change is an increase of 5%.



Golf

The City purchased the former Casta Del Sol Golf Course, now renamed Oso Creek Golf Course, and adjacent open space in November of 2019. Since the purchase, the City has been performing deferred maintenance at the golf course while American Golf Corporation is contracted to manage the daily operations. The City has completed a first phase rehabilitation of the facility which included painting the building, landscape and irrigation enhancement, new furniture, updated plumbing, kitchen fixtures and site signage.

Analysis

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

A program cost analysis was performed for Golf services to determine what cost recovery is for operations based on the current fees and revenue. The analysis found that the current Golf fees on average result in a 100% cost recovery without indirect overhead support from the central services of the City. The fee increases in **Appendix C** will increase revenue to recover those costs or generate additional resources for other course and clubhouse improvements.



Building

The Building Division is responsible for the review of building plans; issuance of building permits; inspection of structures; and investigation of complaints relating to building code violations. Plan review includes new construction; additions; remodeling and tenant improvements for both commercial and residential construction. This program also determines occupancy classification for new buildings and for changes in existing buildings; and enforces Title 24 (State Amendments to Uniform Code) as it relates to disabled access requirements and energy. The Building Division provides counsel on policy matters and issues concerning physical development in the City. This division is provided under contract with the engineering and management consulting firm Charles Abbott Associates, Inc. (CAA).

Analysis

Willdan individually reviewed the services provided by Building. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Building fees relied primarily upon a standard unit cost build-up approach (except for fees related to the building permit program), 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, if charged, whether the current fee is recovering the costs associated with the requested service. This cost analysis yielded differing cost recovery results between the current fee and the full cost for each service, with all fees below full cost recovery. All fees are recommended to remain at their current amounts as detailed in **Appendix C**.

In addition to the above referenced fees listed under Building, the Building Permit fee program is also provided by this division. For the Building Permit fees, valuation is used as a proxy for measuring the amount of effort needed to provide services on a case-by-case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, more time and effort that is required to provide the service. Project valuation also follows that trend, and so by using a combination of either project valuation or historical revenue figures along with a multiplier or cost recovery analysis for historical and anticipated future construction trends, current cost recovery along with variability in charges due to project type and scale is determined. The result of the cost analysis completed using fee activity going back to fiscal year 2018 and future projections for Building Permits and found that the program is currently operating at 107% cost recovery. It is suggested that the fees be decreased by 7% to full cost recovery. Current and new fees are 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 cost is realized as staff doesn't just work on services related to User Fees, but also work 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, passthrough contract costs, and any other costs that is charged directly to the service requestor.



City of Mission Viejo- User Fee Overhead Rate Calculations

Department	Salary and Benefits	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
Accounting and Payroll	596,655	7,722	1.3%	0.0%
Administrative Services Admin	417,235	8,879	2.1%	0.0%
Advanced Planning	252,545	69,983	27.7%	42.3%
City Clerk Administration	173,054	3,408	2.0%	0.0%
City Manager Administration	425,961	31,875	7.5%	0.0%
Code Enforcement	259,064	72,092	27.8%	57.0%
Community Development Admin	290,826	6,329	2.2%	50.1%
Community Relations Admin	97,450	-	0.0%	0.0%
Community Relations Public Inf	289,939	83,325	28.7%	0.0%
Community Services	657,422	272,134	41.4%	50.7%
Cultural Services	281,040	163,956	58.3%	82.4%
Current Planning	462,258	195,722	42.3%	43.9%
Economic Development	78,644	45,638	58.0%	21.4%
Emergency Preparedness	192,368	23,032	12.0%	31.7%
Engineering	263,525	85,848	32.6%	28.3%
Environmental Maintenance	59,120	1,150	1.9%	12.2%
Fac Mnt-Aqua/NPM/TRPCC/Melinda	222,803	34,418	15.4%	0.0%
Facilities Maintenance	237,323	74,982	31.6%	0.0%
Facilities Maintenance-Library	140,279	-	0.0%	0.0%
Facilities Maint-Rec Centers	175,582	36,527	20.8%	0.0%
Facilities Mnt-Marguerite Aqua	104,934	23,500	22.4%	14.1%
Felipe Tennis Center	286,359	180,909	63.2%	52.4%
Financial Planning and Budget	72,595	2,135	2.9%	0.0%
Fleet Maintenance	32,720	60,550	185.1%	0.0%
Human Resources	351,163	44,460	12.7%	0.0%
Information Technology	1,737,499	879,785	50.6%	0.0%
Inspection	296,851	95,607	32.2%	39.6%
Interdepartmental	516,388	35,049	6.8%	0.0%
Medians and Parkways Maint	299,547	405,700	135.4%	12.6%
Montanoso Recreation Center	446,408	319,586	71.6%	139.6%
NPM Community and Sr Center	335,672	374,878	111.7%	197.7%
Parks Maintenance	516,412	79,528	15.4%	11.7%
Police Services Administration	23,056	126,628	549.2%	36.0%
Public Services Administration	493,735	206,519	41.8%	30.6%
Public Works Administration	397,221	40,097	10.1%	29.0%
Purchasing	149,387	1,086	0.7%	0.0%
Rec&Comm Services Admin	569,925	34,800	6.1%	45.3%
Risk Management	294,657	3,267	1.1%	0.0%
Sierra Recreation Center	571,965	255,935	44.7%	76.1%
Signal Maintenance	93,407	180,000	192.7%	22.6%
Street Maintenance	261,047	31,375	12.0%	13.3%
Traffic Operations	116,147	36,625	31.5%	40.2%
Traffic Safety	89,809	28,320	31.5%	34.4%
Transportation Planning	142,558	46,803	32.8%	35.2%
Urban Forestry	53,165	671	1.3%	10.0%
Water Quality-Comm Development	12,417	3,366	27.1%	70.5%
Water Quality-Public Works	208,266	66,273	31.8%	17.8%
201: Library Fund	2,882,100	755,249	26.2%	100.3%
510: Mission Viejo Television Fund	54,989	42,600	77.5%	31.8%
560: Animal Services Fund	2,550,370	992,135	38.9%	34.2%



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 Mission Viejo- User Fee
Fully Burdened Hourly Rate Calculation



O&M CAP

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	Direct %	Indirect %	Fully Burdened Hourly Rate
Department Rates								
	Accounting and Payroll	5.67	588,392.55	10,025	58.70	1%	0%	59.45
	Administrative Services Admin	2.22	423,407.68	3,925	107.88	2%	0%	110.17
	Advanced Planning	1.55	255,919.09	2,740	93.39	28%	42%	169.70
	Animal Services	23.00	2,339,701.52	40,664	57.54	39%	0%	79.92
	City Clerk Administration	0.88	145,805.65	1,547	94.25	2%	0%	96.11
	City Manager Administration	3.34	863,557.80	5,901	146.35	7%	0%	157.30
	Code Enforcement	2.00	262,337.90	3,536	74.19	28%	57%	148.91
	Community Development Admin	1.10	191,164.03	1,945	98.29	2%	50%	150.79
	Cultural Services	2.00	265,663.36	3,536	75.13	58%	82%	217.01
	Current Planning	2.55	425,606.49	4,508	94.40	42%	44%	193.34
	Economic Development	0.30	79,705.63	530	150.27	58%	21%	288.23
	Emergency Preparedness	0.90	199,585.77	1,591	125.43	12%	32%	184.98
	Engineering	1.45	276,900.06	2,564	108.01	33%	28%	183.74
	Environmental Maintenance	0.40	58,577.00	707	82.83	2%	12%	94.73
	Facilities Maintenance	4.95	700,665.79	8,752	80.06	32%	0%	105.36
	Fleet Maintenance	0.20	34,149.68	354	96.58	185%	0%	275.30
	Information Technology	10.00	1,766,840.32	17,680	99.93	51%	0%	150.54
	Inspection	1.75	259,991.82	3,094	84.03	32%	40%	155.12
	Integrated Waste Management	0.50	68,320.55	884	77.29	88%	17%	169.12
	Library	23.10	2,575,371.48	40,841	63.06	26%	100%	159.41
	Parks Maintenance	3.19	503,826.32	5,636	89.40	15%	12%	115.21
	Community Relations Records Mg	0.40	59,896.45	707	84.70	29%	0%	109.24
	Street Maintenance	1.65	252,503.57	2,917	86.56	12%	13%	109.82
	Transportation Planning	0.75	149,516.14	1,326	112.76	33%	35%	202.50
	Urban Forestry	0.30	50,762.55	530	95.71	1%	10%	106.63
	Water Quality-Comm Development	0.10	13,011.40	177	73.59	27%	71%	159.54
	Water Quality-Public Works	1.00	210,813.10	1,768	119.24	32%	18%	185.17



City of Mission Viejo- User Fee Fully Burdened Hourly Rate Calculation

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	O&M		Fully Burdened Hourly Rate
						Direct %	Indirect %	
Position Rates								
Accounting and Payroll	Acct - ACCOUNTING CLERK	0.50	16,454.39	884	18.61	1%	0%	\$18.85
Accounting and Payroll	Acct - ACCOUNTING TECHNICIAN	1.00	89,028.09	1,768	50.36	1%	0%	\$51.01
Accounting and Payroll	Acct - ACCTG INFO SPECIALST	1.00	108,568.14	1,768	61.41	1%	0%	\$62.20
Accounting and Payroll	Acct - ADMIN SERVICES MANAGER	1.17	195,468.28	2,069	94.49	1%	0%	\$95.72
Accounting and Payroll	Acct - JUNIOR ACCOUNTANT	1.00	98,553.70	1,768	55.74	1%	0%	\$56.46
Accounting and Payroll	Acct - PAYROLL & ACCOUNTING TECH	1.00	80,319.95	1,768	45.43	1%	0%	\$46.02
Administrative Services Admin	Admin Services - ADMIN SERVICES ANALYST	0.25	31,876.20	442	72.12	2%	0%	\$73.65
Administrative Services Admin	Admin Services - ADMINISTRATIVE ASSISTANT	0.97	90,639.01	1,715	52.85	2%	0%	\$53.98
Administrative Services Admin	Admin Services - DIRECTOR ADMN SRVCS	1.00	300,892.47	1,768	170.19	2%	0%	\$173.81
Advanced Planning	Adv Plan - ASSOCIATE PLANNER	0.30	39,607.07	530	74.67	28%	42%	\$135.69
Advanced Planning	Adv Plan - DIRECTOR COMM DEV	0.15	44,442.96	265	167.58	28%	42%	\$304.52
Advanced Planning	Adv Plan - PLANNING/ECON DVLPMT ASSISTANT	0.50	53,538.05	884	60.56	28%	42%	\$110.05
Advanced Planning	Adv Plan - PLNG & ECON DEV MANAGER	0.30	70,525.34	530	132.97	28%	42%	\$241.62
Advanced Planning	Adv Plan - SENIOR PLANNER	0.30	47,805.66	530	90.13	28%	42%	\$163.78
City Clerk Administration	CC - ASSISTANT CITY CLERK	0.38	55,122.53	663	83.14	2%	0%	\$84.78
City Clerk Administration	CC - CITY CLERK	0.50	90,683.12	884	102.58	2%	0%	\$104.60
Community Development Admin	CD Admin - ADMINISTRATIVE ASSISTANT	0.70	72,649.47	1,238	58.70	2%	50%	\$90.05
Community Development Admin	CD Admin - DIRECTOR COMM DEV	0.40	118,514.56	707	167.58	2%	50%	\$257.08
City Manager Administration	CM - ASSISTANT CITY CLERK	0.15	22,049.01	265	83.14	7%	0%	\$89.36
City Manager Administration	CM - ASSISTANT CITY MANAGER	1.00	341,614.91	1,768	193.22	7%	0%	\$207.68
City Manager Administration	CM - CITY MANAGER	1.00	355,468.88	1,768	201.06	7%	0%	\$216.10
City Manager Administration	CM - EXECUTIVE ADMINISTRATOR	0.19	13,449.99	332	40.57	7%	0%	\$43.61
City Manager Administration	CM - MANAGEMENT ANALYST	1.00	130,975.01	1,768	74.08	7%	0%	\$79.62
Code Enforcement	Code - CODE ENF OFFICER	0.95	91,576.03	1,680	54.52	28%	57%	\$109.43
Code Enforcement	Code - CODE ENF SUPERVISOR	0.95	147,253.42	1,680	87.67	28%	57%	\$175.97
Code Enforcement	Code - PLNG & ECON DEV MANAGER	0.10	23,508.45	177	132.97	28%	57%	\$266.88
Community Relations Admin	CR Admin - COMMUNITY RELATIONS SPECIALIST	0.20	20,601.30	354	58.26	0%	0%	\$58.26
Community Relations Admin	CR Admin - DIRECTOR COMM RELATIONS	0.40	78,590.30	707	111.13	0%	0%	\$111.13
Community Services	CS - COMM SRVC MANAGER	0.50	80,385.51	884	90.93	41%	51%	\$193.75
Community Services	CS - COMM SRVC SUPERVISOR	2.00	267,903.11	3,536	75.76	41%	51%	\$161.43
Community Services	CS - COMMUNITY SRVC SPECIALIST	1.00	72,317.87	1,768	40.90	41%	51%	\$87.15
Community Services	CS - CS COORDINATOR	1.88	181,848.64	3,315	54.86	41%	51%	\$116.88
Cultural Services	Cult - LIBRARY & CULT SVCS SUPERVISOR	2.00	265,663.36	3,536	75.13	58%	82%	\$217.01
Current Planning	Curr Plann - ASSOCIATE PLANNER	0.70	92,416.51	1,238	74.67	42%	44%	\$152.93
Current Planning	Curr Plann - DIRECTOR COMM DEV	0.25	74,071.60	442	167.58	42%	44%	\$343.21
Current Planning	Curr Plann - PLANNING/ECON DVLPMT ASSISTANT	0.50	53,538.05	884	60.56	42%	44%	\$124.03



City of Mission Viejo- User Fee
Fully Burdened Hourly Rate Calculation

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	O&M		CAP	
						Direct %	Indirect %	Fully Burdened Hourly Rate	
Position Rates									
Current Planning	Curr Plann - PLNG & ECON DEV MANAGER	0.40	94,033.79	707	132.97	42%	44%		\$272.31
Current Planning	Curr Plann - SENIOR PLANNER	0.70	111,546.55	1,238	90.13	42%	44%		\$184.59
Economic Development	ED - DIRECTOR COMM DEV	0.15	44,442.96	265	167.58	58%	21%		\$321.42
Economic Development	ED - PLNG & ECON DEV MANAGER	0.15	35,262.67	265	132.97	58%	21%		\$255.03
Emergency Preparedness	Emerg Prep - EMERGENCY SERVICES MANAGER	0.90	199,585.77	1,591	125.43	12%	32%		\$184.98
Engineering	Engin - ADMINISTRATIVE ASSISTANT	0.20	21,568.60	354	61.00	33%	28%		\$103.76
Engineering	Engin - ASST CITY ENGINEER	0.30	61,864.99	530	116.64	33%	28%		\$198.41
Engineering	Engin - CITY ENGINEER	0.30	76,409.84	530	144.06	33%	28%		\$245.06
Engineering	Engin - DIRECTOR PUBLIC WORKS	0.20	62,431.09	354	176.56	33%	28%		\$300.34
Engineering	Engin - SENIOR ENGINEERING TECHNICIAN	0.45	54,625.55	796	68.66	33%	28%		\$116.80
Environmental Maintenance	Environ Maint - PUBLIC SVCS SUPERVISOR	0.25	40,616.77	442	91.89	2%	12%		\$105.09
Environmental Maintenance	Environ Maint - SENIOR PUBLIC SRVC CONT ADMIN	0.15	17,960.23	265	67.72	2%	12%		\$77.45
Fac Mnt-Aqua/NPM/TRPCC/Melinda	Fac Maint - CUSTODIAN	1.00	72,087.86	1,768	40.77	15%	0%		\$47.07
Facilities Maintenance	Fac Maint - FACILITIES MAINTENANCE MANAGER	1.00	184,006.81	1,768	104.08	32%	0%		\$136.96
Facilities Maintenance	Fac Maint - PUBLIC SVCS SUPERVISOR	2.20	331,225.51	3,890	85.16	32%	0%		\$112.06
Facilities Maintenance	Fac Maint - SENIOR DEPARTMENT ASSISTANT	0.75	45,791.86	1,326	34.53	32%	0%		\$45.44
Facilities Maintenance	Fac Maint - SENIOR PUBLIC SRVC CONT ADMIN	1.00	139,641.61	1,768	78.98	32%	0%		\$103.94
Felipe Tennis Center	Felipe - COMM SRVC MANAGER	0.15	27,313.18	265	102.99	63%	52%		\$256.11
Felipe Tennis Center	Felipe - COMM SRVC SUPERVISOR	0.50	54,364.60	884	61.50	63%	52%		\$152.93
Felipe Tennis Center	Felipe - CS COORDINATOR	1.15	124,575.14	2,033	61.27	63%	52%		\$152.36
Financial Planning and Budget	Fin Plan & Budget - ADMIN SERVICES MANAGER	0.45	74,526.97	796	93.67	3%	0%		\$96.43
Fleet Maintenance	Fleet - EMERGENCY SERVICES MANAGER	0.10	22,176.20	177	125.43	185%	0%		\$357.55
Fleet Maintenance	Fleet - SENIOR PUBLIC SRVC CONT ADMIN	0.10	11,973.49	177	67.72	185%	0%		\$193.05
Human Resources	HR - HUMAN RESOURCES ANALYST	0.80	119,136.76	1,414	84.23	13%	0%		\$94.90
Human Resources	HR - HUMAN RESOURCES MANAGER	0.80	164,113.79	1,414	116.03	13%	0%		\$130.72
Human Resources	HR - HUMAN RESOURCES TECH	0.60	34,841.90	1,061	32.84	13%	0%		\$37.00
Inspection	Insp - ASST CITY ENGINEER	0.10	20,621.66	177	116.64	32%	40%		\$215.32
Inspection	Insp - CITY ENGINEER	0.15	38,204.92	265	144.06	32%	40%		\$265.94
Inspection	Insp - DIRECTOR PUBLIC WORKS	0.10	31,215.55	177	176.56	32%	40%		\$325.93
Inspection	Insp - PUBLIC WORKS INSPECTOR I	0.95	106,734.63	1,680	63.55	32%	40%		\$117.31
Inspection	Insp - SENIOR ENGINEERING TECHNICIAN	0.25	30,347.53	442	68.66	32%	40%		\$126.75
Inspection	Insp - SENIOR PUBLIC WORKS INSPECTOR	0.20	32,867.54	354	92.95	32%	40%		\$171.59
Interdepartmental	Inter - ADMIN SERVICES MANAGER	0.05	8,280.77	88	93.67	7%	0%		\$100.03
Information Technology	IT - ADMINISTRATIVE ASSISTANT	1.00	98,949.14	1,768	55.97	51%	0%		\$84.31
Information Technology	IT - DIRECTOR INFO TECH	1.00	303,942.41	1,768	171.91	51%	0%		\$258.96
Information Technology	IT - INFO TECH MANAGER	1.00	224,925.22	1,768	127.22	51%	0%		\$191.64



City of Mission Viejo- User Fee
Fully Burdened Hourly Rate Calculation

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	O&M		Fully Burdened Hourly Rate
						Direct %	Indirect %	
Position Rates								
Information Technology	IT - INFO TECH SECURITY MANAGER	1.00	222,432.85	1,768	125.81	51%	0%	\$189.51
Information Technology	IT - INFO TECH SPECIALIST	3.00	497,961.37	5,304	93.88	51%	0%	\$141.42
Information Technology	IT - INFO TECH TECHNICIAN	2.00	219,667.04	3,536	62.12	51%	0%	\$93.58
Information Technology	IT - IT SRVC DELIVERY MANAGER	1.00	198,962.29	1,768	112.54	51%	0%	\$169.52
Marguerite Tennis Center	Marg - COMM SRVC MANAGER	0.15	27,313.18	265	102.99	90%	70%	\$332.06
Marguerite Tennis Center	Marg - COMM SRVC SUPERVISOR	0.50	54,364.60	884	61.50	90%	70%	\$198.28
Marguerite Tennis Center	Marg - CS COORDINATOR	0.15	17,011.04	265	64.14	90%	70%	\$206.81
Medians and Parkways Maint	Medians Maint - ADMINISTRATIVE ASSISTANT	0.25	22,464.68	442	50.83	135%	13%	\$134.73
Medians and Parkways Maint	Medians Maint - PUBLIC SVCS SUPERVISOR	1.60	249,319.27	2,829	88.14	135%	13%	\$233.64
Medians and Parkways Maint	Medians Maint - SENIOR DEPARTMENT ASSISTANT	0.19	13,099.11	332	39.51	135%	13%	\$104.75
Montanoso Recreation Center	Mont - COMM SRVC MANAGER	0.30	54,626.36	530	102.99	72%	140%	\$423.35
Montanoso Recreation Center	Mont - COMM SRVC SUPERVISOR	0.50	52,102.49	884	58.94	72%	140%	\$242.27
Montanoso Recreation Center	Mont - CS COORDINATOR	1.45	155,078.81	2,564	60.49	72%	140%	\$248.66
NPM Community and Sr Center	NPM - COMM SRVC MANAGER	0.50	80,385.51	884	90.93	112%	198%	\$573.05
NPM Community and Sr Center	NPM - COMM SRVC SUPERVISOR	1.00	108,589.58	1,768	61.42	112%	198%	\$387.05
NPM Community and Sr Center	NPM - SENIOR DEPARTMENT ASSISTANT	0.91	84,012.92	1,609	52.22	112%	198%	\$329.07
Parks Maintenance	Park Maint - ADMINISTRATIVE ASSISTANT	0.25	23,108.96	442	52.28	15%	12%	\$67.38
Parks Maintenance	Park Maint - PUBLIC SVCS SUPERVISOR	2.60	448,650.78	4,597	97.60	15%	12%	\$125.78
Parks Maintenance	Park Maint - SENIOR DEPARTMENT ASSISTANT	0.19	13,514.02	332	40.77	15%	12%	\$52.54
Parks Maintenance	Park Maint - SENIOR PUBLIC SRVC CONT ADMIN	0.15	18,552.56	265	69.96	15%	12%	\$90.15
Police Services Administration	Police Admin - EXECUTIVE ADMINISTRATOR	0.08	5,380.00	133	40.57	549%	36%	\$358.11
Public Services Administration	PS Admin - ADMINISTRATIVE ASSISTANT	0.50	44,929.35	884	50.83	42%	31%	\$94.12
Public Services Administration	PS Admin - DIRECTOR PUBLIC SERVICES	1.00	255,404.52	1,768	144.46	42%	31%	\$267.52
Public Services Administration	PS Admin - EXECUTIVE ADMINISTRATOR	0.38	26,899.98	663	40.57	42%	31%	\$75.14
Public Services Administration	PS Admin - SENIOR DEPARTMENT ASSISTANT	0.38	26,198.21	663	39.51	42%	31%	\$73.18
Community Relations Public Inf	Public Info - COMMUNITY RELATIONS SPECIALIST	0.50	51,503.26	884	58.26	29%	0%	\$75.01
Community Relations Public Inf	Public Info - DIRECTOR COMM RELATIONS	0.20	39,295.15	354	111.13	29%	0%	\$143.07
Community Relations Public Inf	Public Info - MARKETING GRAPHICS DESIGNER	1.00	140,935.39	1,768	79.71	29%	0%	\$102.62
Purchasing	Purch - ADMIN SERVICES ANALYST	0.70	89,253.35	1,238	72.12	1%	0%	\$72.64
Purchasing	Purch - ADMIN SERVICES MANAGER	0.38	62,933.89	672	93.67	1%	0%	\$94.35
Public Works Administration	PW Admin - ADMINISTRATIVE ASSISTANT	0.60	64,705.79	1,061	61.00	10%	29%	\$86.64
Public Works Administration	PW Admin - ASSOCIATE ENGINEER	0.40	56,486.01	707	79.87	10%	29%	\$113.45
Public Works Administration	PW Admin - ASST CITY ENGINEER	0.05	10,310.83	88	116.64	10%	29%	\$165.67
Public Works Administration	PW Admin - CITY ENGINEER	0.20	50,939.89	354	144.06	10%	29%	\$204.62
Public Works Administration	PW Admin - DIRECTOR PUBLIC WORKS	0.45	140,469.95	796	176.56	10%	29%	\$250.78
Public Works Administration	PW Admin - SENIOR ENGINEERING TECHNICIAN	0.10	12,139.01	177	68.66	10%	29%	\$97.52



City of Mission Viejo- User Fee

Fully Burdened Hourly Rate Calculation

O&M CAP

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	Direct %	Indirect %	Fully Burdened Hourly Rate
Position Rates								
Recreation	Rec - COMM SRVC MANAGER	0.10	18,208.79	177	102.99	25%	9%	\$140.31
Rec&Comm Services Admin	Rec Admin - ADMINISTRATIVE ASSISTANT	0.70	61,640.08	1,238	49.81	6%	45%	\$76.77
Rec&Comm Services Admin	Rec Admin - CS COORDINATOR	0.20	22,681.39	354	64.14	6%	45%	\$98.87
Rec&Comm Services Admin	Rec Admin - DEPARTMENT ASSISTANT	0.75	43,107.38	1,326	32.51	6%	45%	\$50.11
Rec&Comm Services Admin	Rec Admin - DIRECTOR REC & CS	1.00	266,021.46	1,768	150.46	6%	45%	\$231.93
Community Relations Records Mg	Records - COMMUNITY RELATIONS SPECIALIST	0.20	20,601.30	354	58.26	29%	0%	\$75.14
Community Relations Records Mg	Records - DIRECTOR COMM RELATIONS	0.20	39,295.15	354	111.13	29%	0%	\$143.33
Risk Management	Risk - ADMIN SERVICES ANALYST	0.05	6,375.24	88	72.12	1%	0%	\$72.92
Risk Management	Risk - ADMIN SERVICES MANAGER	0.45	73,122.46	796	91.91	1%	0%	\$92.93
Risk Management	Risk - HUMAN RESOURCES ANALYST	0.20	29,784.19	354	84.23	1%	0%	\$85.17
Risk Management	Risk - HUMAN RESOURCES MANAGER	0.20	41,028.45	354	116.03	1%	0%	\$117.32
Risk Management	Risk - RISK MANAGEMENT ADMINISTRATOR	1.00	148,338.18	1,768	83.90	1%	0%	\$84.83
Sierra Recreation Center	Sierra - COMM SRVC MANAGER	0.30	54,626.36	530	102.99	45%	76%	\$262.52
Sierra Recreation Center	Sierra - COMM SRVC SUPERVISOR	0.50	52,102.49	884	58.94	45%	76%	\$150.23
Sierra Recreation Center	Sierra - COMMUNITY SRVC SPECIALIST	1.00	84,615.96	1,768	47.86	45%	76%	\$121.99
Sierra Recreation Center	Sierra - CS COORDINATOR	1.95	189,089.88	3,448	54.85	45%	76%	\$139.80
Signal Maintenance	Signal Maint - TRAFFIC/TRANSP ENGINEER	0.10	20,705.44	177	117.11	193%	23%	\$420.34
Signal Maintenance	Signal Maint - TRANSPORTATION ANALYST	0.60	77,235.67	1,061	72.81	193%	23%	\$261.33
Street Maintenance	Street Maint - PUBLIC SVCS SUPERVISOR	1.05	180,662.64	1,856	97.32	12%	13%	\$123.47
Street Maintenance	Street Maint - SENIOR PUBLIC SRVC CONT ADMIN	0.60	71,840.92	1,061	67.72	12%	13%	\$85.92
Traffic Operations	Traffic Oper - ADMINISTRATIVE ASSISTANT	0.20	21,568.60	354	61.00	32%	40%	\$112.50
Traffic Operations	Traffic Oper - CITY ENGINEER	0.05	12,734.97	88	144.06	32%	40%	\$265.70
Traffic Operations	Traffic Oper - TRAFFIC/TRANSP ENGINEER	0.30	62,116.32	530	117.11	32%	40%	\$216.00
Traffic Operations	Traffic Oper - TRANSPORTATION ANALYST	0.20	25,745.22	354	72.81	32%	40%	\$134.29
Traffic Safety	Traffic Safe - CITY ENGINEER	0.05	12,734.97	88	144.06	32%	34%	\$254.67
Traffic Safety	Traffic Safe - TRAFFIC/TRANSP ENGINEER	0.30	62,116.32	530	117.11	32%	34%	\$207.03
Traffic Safety	Traffic Safe - TRANSPORTATION ANALYST	0.15	19,308.92	265	72.81	32%	34%	\$128.71
Transportation Planning	Transp Plann - CITY ENGINEER	0.10	25,469.95	177	144.06	33%	35%	\$258.72
Transportation Planning	Transp Plann - DIRECTOR PUBLIC WORKS	0.10	31,215.55	177	176.56	33%	35%	\$317.08
Transportation Planning	Transp Plann - SENIOR ENGINEERING TECHNICIAN	0.20	24,278.02	354	68.66	33%	35%	\$123.31
Transportation Planning	Transp Plann - TRAFFIC/TRANSP ENGINEER	0.30	62,116.32	530	117.11	33%	35%	\$210.32
Transportation Planning	Transp Plann - TRANSPORTATION ANALYST	0.05	6,436.31	88	72.81	33%	35%	\$130.76
Urban Forestry	Urban - PUBLIC SVCS SUPERVISOR	0.30	50,762.55	530	95.71	1%	10%	\$106.63
Water Quality-Comm Development	Water Quality-CD - CODE ENF OFFICER	0.05	4,990.04	88	56.45	27%	71%	\$122.37
Water Quality-Comm Development	Water Quality-CD - CODE ENF SUPERVISOR	0.05	8,021.36	88	90.74	27%	71%	\$196.71
Water Quality-Public Works	Water Quality-PW - ASSOCIATE ENGINEER	0.10	13,664.11	177	77.29	32%	18%	\$120.02



City of Mission Viejo- User Fee
Fully Burdened Hourly Rate Calculation

O&M CAP

Department	Position	FTE's	Total Salary & Benefits	Productive/ Billable Hours	S&B Hourly Rate	Direct %	Indirect %	Fully Burdened Hourly Rate
Position Rates								
Water Quality-Public Works	Water Quality-PW - ASST CITY ENGINEER	0.55	109,515.81	972	112.62	32%	18%	174.90
Water Quality-Public Works	Water Quality-PW - CITY ENGINEER	0.15	36,943.04	265	139.30	32%	18%	216.33
Water Quality-Public Works	Water Quality-PW - DIRECTOR PUBLIC WORKS	0.15	45,248.97	265	170.62	32%	18%	264.97
Water Quality-Public Works	Water Quality-PW - PUBLIC WORKS INSPECTOR I	0.05	5,441.18	88	61.55	32%	18%	95.59
Integrated Waste Management	WM - ASSOCIATE ENGINEER	0.50	68,320.55	884	77.29	88%	17%	169.12
201: Library Fund	201 - CIRCULATION SRVCS SUPERVISOR	2.00	225,765.42	3,536	63.85	26%	100%	161.40
201: Library Fund	201 - DIRECTOR LIB&CUL SVC	1.00	228,652.04	1,768	129.33	26%	100%	326.93
201: Library Fund	201 - LIBRARIAN I	1.00	100,735.01	1,768	56.98	26%	100%	144.03
201: Library Fund	201 - LIBRARIAN II	5.00	574,979.92	8,840	65.04	26%	100%	164.42
201: Library Fund	201 - LIBRARY & CULT SVCS SUPERVISOR	2.00	274,869.24	3,536	77.73	26%	100%	196.51
201: Library Fund	201 - LIBRARY ASSISTANT	1.50	110,080.23	2,652	41.51	26%	100%	104.93
201: Library Fund	201 - LIBRARY CLERK	2.90	144,818.51	5,127	28.25	26%	100%	71.40
201: Library Fund	201 - LIBRARY MANAGER	2.00	353,045.91	3,536	99.84	26%	100%	252.40
201: Library Fund	201 - PROGRAMS & OUTREACH LIBRARIAN	0.50	24,171.89	884	27.34	26%	100%	69.12
201: Library Fund	201 - SENIOR LIBRARIAN	2.00	268,713.31	3,536	75.99	26%	100%	192.11
201: Library Fund	201 - SENIOR LIBRARY ASSISTANT	3.20	269,540.00	5,658	47.64	26%	100%	120.44
510: Mission Viejo Television Fund	510 - COMMUNITY RELATIONS SPECIALIST	0.10	10,300.65	177	58.26	77%	32%	136.29
510: Mission Viejo Television Fund	510 - DIRECTOR COMM RELATIONS	0.20	39,295.15	354	111.13	77%	32%	259.96
560: Animal Services Fund	560 - ANIMAL CARE TECHNICIAN	5.00	363,015.02	8,840	41.07	39%	0%	57.04
560: Animal Services Fund	560 - ANIMAL SERVICES SUPERVISOR	3.00	419,443.28	5,304	79.08	39%	0%	109.84
560: Animal Services Fund	560 - ANIMAL SRVC OFFICER	6.00	642,797.01	10,608	60.60	39%	0%	84.17
560: Animal Services Fund	560 - ANIMAL SRVC REPRESENTATIVE	6.00	479,572.23	10,608	45.21	39%	0%	62.80
560: Animal Services Fund	560 - ANIMAL SVC VOL COORD	1.00	116,478.84	1,768	65.88	39%	0%	91.51
560: Animal Services Fund	560 - DIRECTOR ANIMAL SERVICES	1.00	192,101.11	1,768	108.65	39%	0%	150.92
560: Animal Services Fund	560 - SENIOR ANIMAL SVCS OFFICER	1.00	126,294.03	1,768	71.43	39%	0%	99.22



Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties 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, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

All services and fees analyzed as part of this study fall under one or multiple categories one through five of the exemptions defined in Proposition 26. As such a cost analysis was performed, when required, to calculate the estimated reasonable full cost of each service, and suggested fees are recommended at or below those amounts. Estimated reasonable full costs were calculated based on City expenditures and time estimates.

To provide a thorough list of all fees and services, the schedules may also include items that were not part of the scope of this study. Examples of such items are utility rates, taxes, in-lieu fees, and developer impact fees. For any such items included, their amounts are not suggested to change.

Community Relations Fees

COMMUNITY RELATIONS FEES				
#	Description	Fee/Charge	Unit	Notes
1.a	Records Research - Non PRA requests	No Charge	first 15 minutes	
1.b	Records Research - Non PRA requests	\$70.00	Hourly	
2	PDF Record Transmission Request	\$15.00	per request	
3	Electronic file	\$20.00	Each	City Council Meeting video burned to DVD or transmitted by email
4	Copy Fee	1.25 + .25 per sheet after		first 4 pages free
5.a	MVTV Bulletin Board Fees - Non profit Organizations (Add't notice)	\$20.00	per notice/per year	
5.b	MVTV Bulletin Board Fees - Residents	\$20.00	per notice/per year	
5.c	MVTV Bulletin Board Fees - Mission Viejo Businesses	\$20.00	per notice/per year	
5.d	Use of MVTV Facilities (non-profit/schools)	\$400.00	1/2 day	Studio rental fees do not include insurance and Studio Manager's fee (must be present during the rental)
5.e	Use of MVTV Facilities (non-profit/schools)	\$800.00	Full day	Studio rental fees do not include insurance and Studio Manager's fee (must be present during the rental)
5.f	Use of MVTV Facilities (residents/businesses)	\$600.00	1/2 day	Studio rental fees do not include insurance and Studio Manager's fee (must be present during the rental)
5.g	Use of MVTV Facilities (residents/businesses)	\$1,200.00	Full day	Studio rental fees do not include insurance and Studio Manager's fee (must be present during the rental)

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$35.36	0%	No Charge	\$0.00
\$141.42	49%	\$70.00	\$0.00
\$55.56	27%	\$15.00	\$0.00
\$37.04	54%	\$20.00	\$0.00
Variable	100%	1.25 + .25 per sheet after	\$0.00
\$55.56	36%	\$20.00	NA
\$55.56	36%	\$20.00	NA
\$55.56	36%	\$20.00	NA
NA - Rent/Use	NA	\$400.00	NA
NA - Rent/Use	NA	\$800.00	NA
NA - Rent/Use	NA	\$600.00	NA
NA - Rent/Use	NA	\$1,200.00	NA

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
1.a	Resident - Single - Montanoso/Sierra	\$30.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.b	Resident - Single - Tennis Centers(Marguerite/Felipe)	\$50.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.c	Resident - Single - Combined	\$65.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.d	Resident - Couple - Montanoso/Sierra	\$45.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.e	Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$65.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.f	Resident - Couple - Combined	\$85.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.g	Resident - Family - Montanoso/Sierra	\$60.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.h	Resident - Family - Tennis Centers(Marguerite/Felipe)	\$75.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.i	Resident - Family - Combined	\$105.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.j	Resident - JR (7-18) - Montanoso/Sierra	\$25.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.k	Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$25.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
1.l	Resident - JR (7-18) - Combined	\$45.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.a	Non-Resident - Single - Montanoso/Sierra	\$40.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.b	Non-Resident - Single - Tennis Centers(Marguerite/Felipe)	\$65.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.c	Non-Resident - Single - Combined	\$90.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.d	Non-Resident - Couple - Montanoso/Sierra	\$60.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.e	Non-Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$85.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.f	Non-Resident - Couple - Combined	\$120.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.g	Non-Resident - Family - Montanoso/Sierra	\$75.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.h	Non-Resident - Family - Tennis Centers(Marguerite/Felipe)	\$95.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.i	Non-Resident - Family - Combined	\$145.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.j	Non-Resident - JR (7-18) - Montanoso/Sierra	\$35.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.k	Non-Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$35.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
2.l	Non-Resident - JR (7-18) - Combined	\$65.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$30.00	\$0.00
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00
NA - Rent/Use	NA	\$85.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$75.00	\$0.00
NA - Rent/Use	NA	\$105.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$40.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00
NA - Rent/Use	NA	\$90.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$85.00	\$0.00
NA - Rent/Use	NA	\$120.00	\$0.00
NA - Rent/Use	NA	\$75.00	\$0.00
NA - Rent/Use	NA	\$95.00	\$0.00
NA - Rent/Use	NA	\$145.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
3.a	Resident - Single - Montanoso/Sierra	\$330.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.b	Resident - Single - Tennis Centers(Marguerite/Felipe)	\$550.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.c	Resident - Single - Combined	\$700.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.d	Resident - Couple - Montanoso/Sierra	\$485.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.e	Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$715.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.f	Resident - Couple - Combined	\$960.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.g	Resident - Family - Montanoso/Sierra	\$640.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.h	Resident - Family - Tennis Centers(Marguerite/Felipe)	\$825.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.i	Resident - Family - Combined	\$1,190.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.j	Resident - JR (7-18) - Montanoso/Sierra	\$225.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.k	Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$275.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
3.l	Resident - JR (7-18) - Combined	\$495.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.a	Non-Resident - Single - Montanoso/Sierra	\$450.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.b	Non-Resident - Single - Tennis Centers(Marguerite/Felipe)	\$715.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.c	Non-Resident - Single - Combined	\$980.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.d	Non-Resident - Couple - Montanoso/Sierra	\$640.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.e	Non-Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$935.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.f	Non-Resident - Couple - Combined	\$1,300.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.g	Non-Resident - Family - Montanoso/Sierra	\$815.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.h	Non-Resident - Family - Tennis Centers(Marguerite/Felipe)	\$1,045.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.i	Non-Resident - Family - Combined	\$1,585.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.j	Non-Resident - JR (7-18) - Montanoso/Sierra	\$335.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.k	Non-Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$385.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
4.l	Non-Resident - JR (7-18) - Combined	\$705.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
5.a	Resident - Single - Montanoso/Sierra	\$80.00	per 3-month	10% discount for Military, Veterans, Ages 55+

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$330.00	\$0.00
NA - Rent/Use	NA	\$550.00	\$0.00
NA - Rent/Use	NA	\$700.00	\$0.00
NA - Rent/Use	NA	\$485.00	\$0.00
NA - Rent/Use	NA	\$715.00	\$0.00
NA - Rent/Use	NA	\$960.00	\$0.00
NA - Rent/Use	NA	\$640.00	\$0.00
NA - Rent/Use	NA	\$825.00	\$0.00
NA - Rent/Use	NA	\$1,190.00	\$0.00
NA - Rent/Use	NA	\$225.00	\$0.00
NA - Rent/Use	NA	\$275.00	\$0.00
NA - Rent/Use	NA	\$495.00	\$0.00
NA - Rent/Use	NA	\$450.00	\$0.00
NA - Rent/Use	NA	\$715.00	\$0.00
NA - Rent/Use	NA	\$980.00	\$0.00
NA - Rent/Use	NA	\$640.00	\$0.00
NA - Rent/Use	NA	\$935.00	\$0.00
NA - Rent/Use	NA	\$1,300.00	\$0.00
NA - Rent/Use	NA	\$815.00	\$0.00
NA - Rent/Use	NA	\$1,045.00	\$0.00
NA - Rent/Use	NA	\$1,585.00	\$0.00
NA - Rent/Use	NA	\$335.00	\$0.00
NA - Rent/Use	NA	\$385.00	\$0.00
NA - Rent/Use	NA	\$705.00	\$0.00
NA - Rent/Use	NA	\$80.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
5.b	Resident - Single - Tennis Centers(Marguerite/Felipe)	\$140.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.c	Resident - Single - Combined	\$180.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.d	Resident - Couple - Montanoso/Sierra	\$120.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.e	Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$185.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.f	Resident - Couple - Combined	\$250.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.g	Resident - Family - Montanoso/Sierra	\$165.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.h	Resident - Family - Tennis Centers(Marguerite/Felipe)	\$215.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.i	Resident - Family - Combined	\$315.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.j	Resident - JR (7-18) - Montanoso/Sierra	\$65.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.k	Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$65.00	per 3-month	10% discount for Military, Veterans, Ages 55+
5.l	Resident - JR (7-18) - Combined	\$125.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.a	Non-Resident - Single - Montanoso/Sierra	\$115.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.b	Non-Resident - Single - Tennis Centers(Marguerite/Felipe)	\$185.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.c	Non-Resident - Single - Combined	\$255.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.d	Non-Resident - Couple - Montanoso/Sierra	\$165.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.e	Non-Resident - Couple - Tennis Centers(Marguerite/Felipe)	\$245.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.f	Non-Resident - Couple - Combined	\$345.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.g	Non-Resident - Family - Montanoso/Sierra	\$215.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.h	Non-Resident - Family - Tennis Centers(Marguerite/Felipe)	\$275.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.i	Non-Resident - Family - Combined	\$420.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.j	Non-Resident - JR (7-18) - Montanoso/Sierra	\$95.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.k	Non-Resident - JR (7-18) - Tennis Centers(Marguerite/Felipe)	\$95.00	per 3-month	10% discount for Military, Veterans, Ages 55+
6.l	Non-Resident - JR (7-18) - Combined	\$185.00	per 3-month	10% discount for Military, Veterans, Ages 55+
7.a	Day Use - Montanoso/Sierra/Felipe/Marguerite - Adults	\$8.00	per day	14 and older
7.b	Day Use - Montanoso/Sierra/Felipe/Marguerite - Youth	\$4.00	per day	3 months - 13 years
8.a	Guest Punch Pass - Adult	\$45.00	for 6 visits	
8.b	Guest Punch Pass -Youth	\$25.00	for 6 visits	
9.a	Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
9.b	Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
9.c	Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
9.d	Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
10.a	Non-Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
10.b	Non-Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
10.c	Non-Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
10.d	Non-Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per month	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
11.a	Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$140.00	\$0.00
NA - Rent/Use	NA	\$180.00	\$0.00
NA - Rent/Use	NA	\$120.00	\$0.00
NA - Rent/Use	NA	\$185.00	\$0.00
NA - Rent/Use	NA	\$250.00	\$0.00
NA - Rent/Use	NA	\$165.00	\$0.00
NA - Rent/Use	NA	\$215.00	\$0.00
NA - Rent/Use	NA	\$315.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00
NA - Rent/Use	NA	\$65.00	\$0.00
NA - Rent/Use	NA	\$125.00	\$0.00
NA - Rent/Use	NA	\$115.00	\$0.00
NA - Rent/Use	NA	\$185.00	\$0.00
NA - Rent/Use	NA	\$255.00	\$0.00
NA - Rent/Use	NA	\$165.00	\$0.00
NA - Rent/Use	NA	\$245.00	\$0.00
NA - Rent/Use	NA	\$345.00	\$0.00
NA - Rent/Use	NA	\$215.00	\$0.00
NA - Rent/Use	NA	\$275.00	\$0.00
NA - Rent/Use	NA	\$420.00	\$0.00
NA - Rent/Use	NA	\$95.00	\$0.00
NA - Rent/Use	NA	\$95.00	\$0.00
NA - Rent/Use	NA	\$185.00	\$0.00
NA - Rent/Use	NA	\$8.00	\$0.00
NA - Rent/Use	NA	\$4.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$40.00	\$40.00
NA - Rent/Use	NA	\$55.00	\$55.00
NA - Rent/Use	NA	\$70.00	\$70.00
NA - Rent/Use	NA	\$25.00	\$25.00
NA - Rent/Use	NA	\$50.00	\$50.00
NA - Rent/Use	NA	\$70.00	\$70.00
NA - Rent/Use	NA	\$85.00	\$85.00
NA - Rent/Use	NA	\$35.00	\$35.00
NA - Rent/Use	NA	\$400.00	\$400.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
11.b	Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
11.c	Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
11.d	Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
12.a	Non-Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
12.b	Non-Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
12.c	Non-Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
12.d	Non-Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per year	\$50 initiation fee upon joining.10% discount for Military, Veterans, Ages 55+
13.a	Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
13.b	Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
13.c	Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
13.d	Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
14.a	Non-Resident - Single - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
14.b	Non-Resident - Couple - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
14.c	Non-Resident - Family - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+
14.d	Non-Resident - JR (7-18) - Pickleball (Sierra/Felipe)	\$0.00	per 3-month	10% discount for Military, Veterans, Ages 55+

FELIPE TENNIS AND RECREATION CENTER				
#	Description	Fee/Charge	Unit	Notes
1	Group 1 City or Co-Sponsored	\$0.00	per hour	2 hour minimum
2.a	Group 2 - Members / Res-Non-Profit - Community Room	\$15.00	per hour	2 hour minimum
2.b	Group 2 - Members / Res-Non-Profit - Court Yard / Patio	\$25.00	per hour	2 hour minimum
2.c	Group 2 - Members / Res-Non-Profit - Volleyball / Tennis / Pickleball court (Per Court)	\$13.00	per hour	2 hour minimum
2.d	Group 2 - Members / Res-Non-Profit -Full Facility Rental	\$262.00	per hour	2 hour minimum
3.a	Group 3 - Resident Private Party - Community Room	\$19.00	per hour	2 hour minimum
3.b	Group 3 - Resident Private Party - Court Yard / Patio	\$32.00	per hour	2 hour minimum
3.c	Group 3 - Resident Private Party - Volleyball / Tennis / Pickleball court (Per Court)	\$16.00	per hour	2 hour minimum
3.d	Group 3 - Resident Private Party-Full Facility Rental	\$288.00	per hour	2 hour minimum
4.a	Group 4 - Non-Resident Non Profit - Community Room	\$22.00	per hour	2 hour minimum
4.b	Group 4 - Non-Resident Non Profit - Court Yard / Patio	\$36.00	per hour	2 hour minimum
4.c	Group 4 - Non-Resident Non Profit - Volleyball / Tennis / Pickleball court (Per Court)	\$18.00	per hour	2 hour minimum
4.d	Group 4 - Non-Resident Non Profit -Full Facility Rental	\$310.00	per hour	2 hour minimum
5.a	Group 5 - Non-Resident Private Party - Community Room	\$40.00	per hour	2 hour minimum
5.b	Group 5 - Non-Resident Private Party - Court Yard / Patio	\$45.00	per hour	2 hour minimum
5.c	Group 5 - Non-Resident Private Party - Volleyball / Tennis / Pickleball court (Per Court)	\$21.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$550.00	\$550.00
NA - Rent/Use	NA	\$700.00	\$700.00
NA - Rent/Use	NA	\$225.00	\$225.00
NA - Rent/Use	NA	\$550.00	\$550.00
NA - Rent/Use	NA	\$770.00	\$770.00
NA - Rent/Use	NA	\$935.00	\$935.00
NA - Rent/Use	NA	\$335.00	\$335.00
NA - Rent/Use	NA	\$105.00	\$105.00
NA - Rent/Use	NA	\$150.00	\$150.00
NA - Rent/Use	NA	\$195.00	\$195.00
NA - Rent/Use	NA	\$65.00	\$65.00
NA - Rent/Use	NA	\$135.00	\$135.00
NA - Rent/Use	NA	\$195.00	\$195.00
NA - Rent/Use	NA	\$240.00	\$240.00
NA - Rent/Use	NA	\$95.00	\$95.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$13.00	\$0.00
NA - Rent/Use	NA	\$181.00	-\$81.00
NA - Rent/Use	NA	\$19.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$16.00	\$0.00
NA - Rent/Use	NA	\$224.00	-\$64.00
NA - Rent/Use	NA	\$22.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$18.00	\$0.00
NA - Rent/Use	NA	\$252.00	-\$58.00
NA - Rent/Use	NA	\$30.00	-\$10.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
5.d	Group 5 - Non-Resident Private Party -Full Facility Rental	\$367.00	per hour	2 hour minimum
6.a	Group 6 Business or Commercial - Community Room	\$55.00	per hour	2 hour minimum
6.b	Group 6 Business or Commercial - Court Yard / Patio	\$60.00	per hour	2 hour minimum
6.c	Group 6 Business or Commercial - Volleyball / Tennis / Pickleball court (Per Court)	\$24.00	per hour	2 hour minimum
6.d	Group 6 Business or Commercial - Full Facility Rental	\$442.00	per hour	2 hour minimum
7.a	Deposit - Single Space Location	\$50.00		
7.b	Deposit - Full Facility Rental	\$300.00		
8.a	Setup/Teardown Fee	\$85.00		
9.a	Portable fire pit rental (per unit)	\$30.00		Set up on Sand Volleyball Courts only
9.b	Decorations package	\$150.00		
10	Yard Afterschool Program	\$0.00		

MARGUERITE RENTAL				
#	Description	Fee/Charge	Unit	Notes
1	Group 1 City or Co-Sponsored - Entire Facility	\$0.00	per hour	2 hour minimum
2.a	Group 2 Resident/Non-Profit - Entire Facility	\$230.00	per hour	2 hour minimum
2.b	Group 2 Resident/Non-Profit - Clubhouse & Terrace	\$130.00	per hour	2 hour minimum
2.c	Group 2 Resident/Non-Profit - Promenade	\$25.00	per hour	2 hour minimum
2.d	Group 2 - Resident/Non-Profit - Tennis Courts (Per Court)	\$13.00	per hour	2 hour minimum
2.e	Group 2 - Resident/Non-Profit - Tennis Courts (w/PM Lights Per Court)	\$28.00	per hour	2 hour minimum
3.a	Group 3 Resident/Private Party - Entire Facility	\$290.00	per hour	2 hour minimum
3.b	Group 3 Resident/Private Party - Clubhouse & Terrace	\$160.00	per hour	2 hour minimum
3.c	Group 3 Resident/Private Party - Promenade	\$32.00	per hour	2 hour minimum
3.d	Group 3 - Resident/Private Party - Tennis Courts (Per Court)	\$16.00	per hour	2 hour minimum
3.e	Group 3 - Resident/Private Party - Tennis Courts (w/PM Lights Per Court)	\$31.00	per hour	2 hour minimum
4.a	Group 4 Non-Resident/Non-Profit - Entire Facility	\$430.00	per hour	2 hour minimum
4.b	Group 4 Non-Resident/Non-Profit- Clubhouse & Terrace	\$230.00	per hour	2 hour minimum
4.c	Group 4 Non-Resident/Non-Profit - Promenade	\$36.00	per hour	2 hour minimum
4.d	Group 4 - Non-Resident/Non-Profit - Tennis Courts (Per Court)	\$18.00	per hour	2 hour minimum
4.e	Group 4 - Non-Resident/Non-Profit - Tennis Courts (w/PM Lights Per Court)	\$33.00	per hour	2 hour minimum
5.a	Group 5 Non-Resident/Private Party - Entire Facility	\$530.00	per hour	2 hour minimum
5.b	Group 5 Non-Resident/Private Party - Clubhouse & Terrace	\$280.00	per hour	2 hour minimum
5.c	Group 5 Non-Resident/Private Party - Promenade	\$45.00	per hour	2 hour minimum
5.d	Group 5 - Non-Resident/Private Party - Tennis Courts (Per Court)	\$21.00	per hour	2 hour minimum
5.e	Group 5 - Non-Resident/Private Party - Tennis Courts (w/PM Lights Per Court)	\$36.00	per hour	2 hour minimum
6.a	Group 6 Business - Entire Facility	\$630.00	per hour	2 hour minimum
6.b	Group 6 Business- Clubhouse & Terrace	\$330.00	per hour	2 hour minimum
6.c	Group 6 Business - Promenade	\$70.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$297.00	-\$70.00
NA - Rent/Use	NA	\$40.00	-\$15.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$348.00	-\$94.00
NA - Rent/Use	NA	\$75.00	\$25.00
NA - Rent/Use	NA	\$300.00	\$0.00
\$472.64	18%	\$85.00	\$0.00
\$374.44	8%	\$30.00	\$0.00
NA - Rent/Use	NA	\$150.00	\$0.00
\$124.25	68%	\$85.00	\$85.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$230.00	\$0.00
NA - Rent/Use	NA	\$130.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$13.00	\$0.00
NA - Rent/Use	NA	\$28.00	\$0.00
NA - Rent/Use	NA	\$290.00	\$0.00
NA - Rent/Use	NA	\$160.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$16.00	\$0.00
NA - Rent/Use	NA	\$31.00	\$0.00
NA - Rent/Use	NA	\$430.00	\$0.00
NA - Rent/Use	NA	\$230.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$18.00	\$0.00
NA - Rent/Use	NA	\$33.00	\$0.00
NA - Rent/Use	NA	\$530.00	\$0.00
NA - Rent/Use	NA	\$280.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$630.00	\$0.00
NA - Rent/Use	NA	\$330.00	\$0.00
NA - Rent/Use	NA	\$70.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
6.d	Group 6 - Business - Tennis Courts (Per Court)	\$24.00	per hour	2 hour minimum
6.e	Group 6 - Business - Tennis Courts (w/PM Lights Per Court)	\$39.00	per hour	2 hour minimum
7.a	Deposit - Entire Facility	\$300.00		
7.b	Deposit - Clubhouse & Terrace	\$300.00		
7.c	Deposit - Promenade	\$0.00		
8.a	Setup/Teardown Fee - Inside the Pavillion	\$85.00		
8.b	Setup/Teardown Fee - On the Terrace	\$85.00		

POOL PARTY				
#	Description	Fee/Charge	Unit	Notes
1.a	Picnic Pavillon - first 2 hours	\$50.00	first 2 hours	plus \$75 refundable deposit
1.b	Picnic Pavillon - additional hour	\$25.00	per hour	plus \$75 refundable deposit
1.c	Picnic Pavillon - Refundable Deposit	\$75.00	per event	
2.a	Guest Fee - Adult	\$8.00	per guest	
2.b	Guest Fee - Child	\$4.00	per guest	
3.a	Members - 2 hour party - 1-24 guests	\$125.00	2 hrs	\$75 refundable deposit & \$50 each additional hour
3.b	Members - 2 hour party - 25-50 guests	\$175.00		plus \$75 refundable deposit
4.a	Non-Members - 2 hour party - 1-24 guests	\$175.00		plus \$75 refundable deposit
4.b	Non-Members - 2 hour party - 25-50 guests	\$225.00		plus \$75 refundable deposit
5.a	Deck Bungalow - Members (Weekday Mon-Thurs)	\$0.00		
5.b	Deck Bungalow - Non-Members (Weekday Mon-Thurs)	\$0.00		
5.c	Deck Bungalow - Members (Weekend Fri-Sun)	\$0.00		
5.d	Deck Bungalow - Non-Members (Weekend Fri-Sun)	\$0.00		
5.e	Deck Bungalow - Deposit	\$0.00		

PARK & PICNIC RENTAL RATES				
#	Description	Fee/Charge	Unit	Notes
1.a	Group I City or Co-Sponsored	\$0.00		Maximum of 4 hours
1.b	Group II, III, IV - residents, non-profit,	\$50.00		Maximum of 4 hours
1.c	Group V - non-resident private	\$195.00		Maximum of 4 hours
1.d	Group VI - Resident commercial	\$160.00		Maximum of 4 hours
1.e	Group VII - Non-Resident commercial	\$255.00		Maximum of 4 hours
2	Park Generator/Portable Lights Permit	50.00	per week	
3	Park Special Event Field Rental	60.00	per hour	
4	Oso Creek Trail Permit	40.00	per hour	
5.a	Court Rental (Resident Groups)	0.00	per hour	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Deposit	NA	\$300.00	\$0.00
NA - Deposit	NA	\$300.00	\$0.00
NA - Deposit	NA	\$0.00	\$0.00
\$236.32	36%	\$85.00	\$0.00
\$236.32	36%	\$85.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$75.00	\$0.00
NA - Rent/Use	NA	\$8.00	\$0.00
NA - Rent/Use	NA	\$4.00	\$0.00
NA - Rent/Use	NA	\$200.00	\$75.00
NA - Rent/Use	NA	\$275.00	\$100.00
NA - Rent/Use	NA	\$250.00	\$75.00
NA - Rent/Use	NA	\$325.00	\$100.00
NA - Rent/Use	NA	\$200.00	\$200.00
NA - Rent/Use	NA	\$300.00	\$300.00
NA - Rent/Use	NA	\$300.00	\$300.00
NA - Rent/Use	NA	\$400.00	\$400.00
NA - Rent/Use	NA	\$75.00	\$75.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$75.00	\$25.00
NA - Rent/Use	NA	\$195.00	\$0.00
NA - Rent/Use	NA	\$160.00	\$0.00
NA - Rent/Use	NA	\$255.00	\$0.00
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$40.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
5.b	Court Rental (Non-Res and Commercial)	25.00	per hour	

FIELD FEES				
#	Description	Fee/Charge	Unit	Notes
1.a	Group I, II, III - Soccer Field	\$0.00	per hour	
1.b	Group I, II, III - Soccer Field W/Lights	\$0.00	per hour	
1.c	Group I, II, III - Ball Diamond	\$0.00	per hour	
1.d	Group I, II, III - Ball Diamond w/ lights	\$0.00	per hour	
2.a	Group IV (A),(B) - Soccer Field	\$0.00	per hour	
2.c	Group IV (A),(B) - Ball Diamond	\$0.00	per hour	
3.a	Group II,III,IV (A),IV(B) - Soccer Field	\$10.00	per hour	
3.c	Group II,III,IV (A),IV(B) - Ball Diamond	\$15.00	per hour	
4.a	Group V - Soccer Field	\$15.00	per hour	
4.c	Group V - Ball Diamond	\$20.00	per hour	
5.a	Group VI - Soccer Field	\$20.00	per hour	
5.c	Group VI - Ball Diamond	\$25.00	per hour	
6.a	Group VII - Soccer Field	\$25.00	per hour	
6.c	Group VII - Ball Diamond	\$30.00	per hour	
7.a	Group I, II - Soccer Field	\$0.00	per day	Tournament and Camp Rates
7.c	Group I, II - Ball Diamond	\$0.00	per day	Tournament and Camp Rates
8.a	Group III,IV (A),(B) - Soccer Field	\$350.00	per day	Tournament and Camp Rates
8.c	Group III,IV (A),(B) - Ball Diamond	\$350.00	per day	Tournament and Camp Rates
9.a	Group V - Soccer Field	\$400.00	per day	Tournament and Camp Rates
9.c	Group V - Ball Diamond	\$400.00	per day	Tournament and Camp Rates
10.a	Group VI - Soccer Field	\$450.00	per day	Tournament and Camp Rates
10.c	Group VI - Ball Diamond	\$450.00	per day	Tournament and Camp Rates
11.a	Group VII - Soccer Field	\$500.00	per day	Tournament and Camp Rates
11.c	Group VII - Ball Diamond	\$500.00	per day	Tournament and Camp Rates
12	Group IV - VII - Soccer Field Lights	Actual Rate	per hr/per field	
13	Group IV - VII - Baseball Field Lights	Actual Rate	per hr/per field	
14.a	Group I, II, III - Batting Cages	\$0.00	per hour	
14.b	Group IV - Batting Cages	\$15.00	per hour	
14.c	Group V - Batting Cages	NA	per hour	
14.d	Group VI-VII - Batting Cages	\$30.00	per hour	
15.a	Group III-VII - Concession Stand	\$150.00	per day	
15.b	Group II, III - Concession Stand Cleaning Fee	\$150.00	per season	
16	Group III-VII - Tournament Refundable Deposit	\$150.00	per tournament	
17	Facility Key Refundable Deposit	\$120.00	per event	
18	Permit Amendment Fee	\$30.00	per amendment	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$25.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$20.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$5.00
NA - Rent/Use	NA	\$30.00	\$5.00
NA - Rent/Use	NA	\$30.00	\$5.00
NA - Rent/Use	NA	\$35.00	\$5.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$350.00	\$0.00
NA - Rent/Use	NA	\$350.00	\$0.00
NA - Rent/Use	NA	\$400.00	\$0.00
NA - Rent/Use	NA	\$400.00	\$0.00
NA - Rent/Use	NA	\$450.00	\$0.00
NA - Rent/Use	NA	\$450.00	\$0.00
NA - Rent/Use	NA	\$500.00	\$0.00
NA - Rent/Use	NA	\$500.00	\$0.00
Variable	NA	Actual Rate	NA
Variable	NA	Actual Rate	NA
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA		NA
NA - Rent/Use	NA	\$30.00	\$0.00
NA - Rent/Use	NA	\$150.00	\$0.00
NA - 3rd Party	NA	\$150.00	\$0.00
NA - Deposit	NA	\$150.00	\$0.00
\$472.78	75%	\$120.00	\$0.00
\$124.33	76%	\$30.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
19	Sports Parks w/ Restrooms	\$7.00	per hour	

NORMAN P. MURRAY COMMUNITY AND SENIOR CENTER RENTAL				
#	Description	Fee/Charge	Unit	Notes
1	Group 1 City or Co-Sponsored	\$0.00	per hour	2 hour minimum
2.a	Group 2 - Sycamore A	\$84.00	per hour	2 hour minimum
2.b	Group 2 - Sycamore B	\$54.00	per hour	2 hour minimum
2.c	Group 2 - Sycamore A&B	\$138.00	per hour	2 hour minimum
2.d	Group 2 - Catering Kitchen	\$30.00	per hour	2 hour minimum
2.e	Group 2 - Jacaranda A	\$44.00	per hour	2 hour minimum
2.f	Group 2 - Jacaranda B	\$44.00	per hour	2 hour minimum
2.g	Group 2 - Jacaranda A&B	\$88.00	per hour	2 hour minimum
2.h	Group 2 - Lavender	\$27.00	per hour	2 hour minimum
2.i	Group 2 - Juniper A	\$17.00	per hour	2 hour minimum
2.j	Group 2 - Juniper B	\$17.00	per hour	2 hour minimum
2.k	Group 2 - Juniper A&B	\$33.00	per hour	2 hour minimum
2.l	Group 2 -Lantana	\$17.00	per hour	2 hour minimum
2.m	Group 2 -Palo Verde with Kitchen	\$44.00	per hour	2 hour minimum
2.n	Group 2 - Hibiscus A	\$17.00	per hour	2 hour minimum
2.o	Group 2 - Hibiscus B	\$17.00	per hour	2 hour minimum
2.p	Group 2 - Hibiscus A&B	\$33.00	per hour	2 hour minimum
2.q	Group 2 - Orchard Terrace	\$27.00	per hour	2 hour minimum
2.r	Group 2 - Creekside Terrace	\$22.00	per hour	2 hour minimum
2.s	Group 2 - Creekside Overlook	\$12.00	per hour	2 hour minimum
3.a	Group 3 - Sycamore A	\$105.00	per hour	2 hour minimum
3.b	Group 3 - Sycamore B	\$69.00	per hour	2 hour minimum
3.c	Group 3 - Sycamore A&B	\$174.00	per hour	2 hour minimum
3.d	Group 3 - Catering Kitchen	\$35.00	per hour	2 hour minimum
3.e	Group 3 - Jacaranda A	\$55.00	per hour	2 hour minimum
3.f	Group 3 - Jacaranda B	\$55.00	per hour	2 hour minimum
3.g	Group 3 - Jacaranda A&B	\$112.00	per hour	2 hour minimum
3.h	Group 3 - Lavender	\$35.00	per hour	2 hour minimum
3.i	Group 3 - Juniper A	\$21.00	per hour	2 hour minimum
3.j	Group 3 - Juniper B	\$21.00	per hour	2 hour minimum
3.k	Group 3 - Juniper A&B	\$42.00	per hour	2 hour minimum
3.l	Group 3 -Lantana	\$21.00	per hour	2 hour minimum
3.m	Group 3 -Palo Verde with Kitchen	\$55.00	per hour	2 hour minimum
3.n	Group 3 - Hibiscus A	\$21.00	per hour	2 hour minimum
3.o	Group 3 - Hibiscus B	\$21.00	per hour	2 hour minimum
3.p	Group 3 - Hibiscus A&B	\$41.00	per hour	2 hour minimum
3.q	Group 3 - Orchard Terrace	\$35.00	per hour	2 hour minimum
3.r	Group 3 - Creekside Terrace	\$27.00	per hour	2 hour minimum
3.s	Group 3 - Creekside Overlook	\$14.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$7.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$84.00	\$0.00
NA - Rent/Use	NA	\$54.00	\$0.00
NA - Rent/Use	NA	\$138.00	\$0.00
NA - Rent/Use	NA	\$30.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$88.00	\$0.00
NA - Rent/Use	NA	\$27.00	\$0.00
NA - Rent/Use	NA	\$17.00	\$0.00
NA - Rent/Use	NA	\$17.00	\$0.00
NA - Rent/Use	NA	\$33.00	\$0.00
NA - Rent/Use	NA	\$17.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$17.00	\$0.00
NA - Rent/Use	NA	\$17.00	\$0.00
NA - Rent/Use	NA	\$33.00	\$0.00
NA - Rent/Use	NA	\$27.00	\$0.00
NA - Rent/Use	NA	\$22.00	\$0.00
NA - Rent/Use	NA	\$12.00	\$0.00
NA - Rent/Use	NA	\$105.00	\$0.00
NA - Rent/Use	NA	\$69.00	\$0.00
NA - Rent/Use	NA	\$174.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$112.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$42.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$21.00	\$0.00
NA - Rent/Use	NA	\$41.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$27.00	\$0.00
NA - Rent/Use	NA	\$14.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
4.a	Group 4 - Sycamore A	\$110.00	per hour	2 hour minimum
4.b	Group 4 - Sycamore B	\$71.00	per hour	2 hour minimum
4.c	Group 4 - Sycamore A&B	\$180.00	per hour	2 hour minimum
4.d	Group 4 - Catering Kitchen	\$39.00	per hour	2 hour minimum
4.e	Group 4 - Jacaranda A	\$62.00	per hour	2 hour minimum
4.f	Group 4 - Jacaranda B	\$62.00	per hour	2 hour minimum
4.g	Group 4 - Jacaranda A&B	\$125.00	per hour	2 hour minimum
4.h	Group 4 - Lavender	\$39.00	per hour	2 hour minimum
4.i	Group 4 - Juniper A	\$24.00	per hour	2 hour minimum
4.j	Group 4 - Juniper B	\$24.00	per hour	2 hour minimum
4.k	Group 4 - Juniper A&B	\$47.00	per hour	2 hour minimum
4.l	Group 4 - Lantana	\$24.00	per hour	2 hour minimum
4.m	Group 4 -Palo Verde with Kitchen	\$62.00	per hour	2 hour minimum
4.n	Group 4 - Hibiscus A	\$24.00	per hour	2 hour minimum
4.o	Group 4 - Hibiscus B	\$24.00	per hour	2 hour minimum
4.p	Group 4 - Hibiscus A&B	\$47.00	per hour	2 hour minimum
4.q	Group 4 - Orchard Terrace	\$39.00	per hour	2 hour minimum
4.r	Group 4 - Creekside Terrace	\$31.00	per hour	2 hour minimum
4.s	Group 4 - Creekside Overlook	\$16.00	per hour	2 hour minimum
5.a	Group 5 - Sycamore A	\$198.00	per hour	2 hour minimum
5.b	Group 5 - Sycamore B	\$132.00	per hour	2 hour minimum
5.c	Group 5 - Sycamore A&B	\$264.00	per hour	2 hour minimum
5.d	Group 5 - Catering Kitchen	\$60.00	per hour	2 hour minimum
5.e	Group 5 - Jacaranda A	\$99.00	per hour	2 hour minimum
5.f	Group 5 - Jacaranda B	\$99.00	per hour	2 hour minimum
5.g	Group 5 - Jacaranda A&B	\$198.00	per hour	2 hour minimum
5.h	Group 5 - Lavender	\$60.00	per hour	2 hour minimum
5.i	Group 5 - Juniper A	\$44.00	per hour	2 hour minimum
5.j	Group 5 - Juniper B	\$44.00	per hour	2 hour minimum
5.k	Group 5 - Juniper A&B	\$82.00	per hour	2 hour minimum
5.l	Group 5 -Lantana	\$44.00	per hour	2 hour minimum
5.m	Group 5 -Palo Verde with Kitchen	\$99.00	per hour	2 hour minimum
5.n	Group 5 - Hibiscus A	\$44.00	per hour	2 hour minimum
5.o	Group 5 - Hibiscus B	\$44.00	per hour	2 hour minimum
5.p	Group 5 - Hibiscus A&B	\$88.00	per hour	2 hour minimum
5.q	Group 5 - Orchard Terrace	\$50.00	per hour	2 hour minimum
5.r	Group 5 - Creekside Terrace	\$44.00	per hour	2 hour minimum
5.s	Group 5 - Creekside Overlook	\$22.00	per hour	2 hour minimum
6.a	Group 6 - Sycamore A	\$294.00	per hour	2 hour minimum
6.b	Group 6 - Sycamore B	\$198.00	per hour	2 hour minimum
6.c	Group 6 - Sycamore A&B	\$390.00	per hour	2 hour minimum
6.d	Group 6 - Catering Kitchen	\$93.00	per hour	2 hour minimum
6.e	Group 6 - Jacaranda A	\$148.00	per hour	2 hour minimum
6.f	Group 6 - Jacaranda B	\$148.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$110.00	\$0.00
NA - Rent/Use	NA	\$71.00	\$0.00
NA - Rent/Use	NA	\$180.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Rent/Use	NA	\$62.00	\$0.00
NA - Rent/Use	NA	\$62.00	\$0.00
NA - Rent/Use	NA	\$125.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$47.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$47.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$24.00	\$0.00
NA - Rent/Use	NA	\$47.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Rent/Use	NA	\$31.00	\$0.00
NA - Rent/Use	NA	\$16.00	\$0.00
NA - Rent/Use	NA	\$198.00	\$0.00
NA - Rent/Use	NA	\$132.00	\$0.00
NA - Rent/Use	NA	\$264.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$99.00	\$0.00
NA - Rent/Use	NA	\$99.00	\$0.00
NA - Rent/Use	NA	\$198.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$82.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$99.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$88.00	\$0.00
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$44.00	\$0.00
NA - Rent/Use	NA	\$22.00	\$0.00
NA - Rent/Use	NA	\$294.00	\$0.00
NA - Rent/Use	NA	\$198.00	\$0.00
NA - Rent/Use	NA	\$390.00	\$0.00
NA - Rent/Use	NA	\$93.00	\$0.00
NA - Rent/Use	NA	\$148.00	\$0.00
NA - Rent/Use	NA	\$148.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
2.e	Group 2 - Kershaw Garden	\$25.00	per hour	
2.f	Group 2 - Staff Fee	\$15.00	per hour	
3.a	Group 3 - Saddleback 1	\$50.00	per hour	
3.b	Group 3 - Saddleback 2	\$50.00	per hour	
3.c	Group 3 - Saddleback 1 & 2	\$101.00	per hour	
3.d	Group 3 - Kitchen	\$10.00	per hour	
3.e	Group 3 - Kershaw Garden	\$32.00	per hour	
3.f	Group 3 - Staff Fee	\$15.00	per hour	
4.a	Group 4 - Saddleback 1	\$57.00	per hour	
4.b	Group 4 - Saddleback 2	\$57.00	per hour	
4.c	Group 4 - Saddleback 1 & 2	\$115.00	per hour	
4.d	Group 4 - Kitchen	\$10.00	per hour	
4.e	Group 4 - Kershaw Garden	\$36.00	per hour	
4.f	Group 4 - Staff Fee	\$15.00	per hour	
5.a	Group 5 - Saddleback 1	\$90.00	per hour	
5.b	Group 5 - Saddleback 2	\$90.00	per hour	
5.c	Group 5 - Saddleback 1 & 2	\$180.00	per hour	
5.d	Group 5 - Kitchen	\$10.00	per hour	
5.e	Group 5 - Kershaw Garden	\$45.00	per hour	
5.f	Group 5 - Staff Fee	\$15.00	per hour	
6.a	Group 6 - Saddleback 1	\$135.00	per hour	
6.b	Group 6 - Saddleback 2	\$135.00	per hour	
6.c	Group 6 - Saddleback 1 & 2	\$270.00	per hour	
6.d	Group 6 - Kitchen	\$10.00	per hour	
6.e	Group 6 - Kershaw Garden	\$70.00	per hour	
6.f	Group 6 - Staff Fee	\$15.00	per hour	
7.a	Facility Deposit - Saddleback 1	\$50.00	per hour	
7.b	Facility Deposit - Saddleback 2	\$50.00	per hour	
7.c	Facility Deposit - Saddleback 1 & 2	\$100.00	per hour	
7.d	Facility Deposit - Kitchen	\$50.00	per hour	
7.e	Facility Deposit - Kershaw Garden	\$50.00	per hour	
8.a	Set up - 1 room	\$50.00		contractor provided, City will adjust as needed
8.b	Set up - 2 rooms	\$100.00		contractor provided, City will adjust as needed

RECREATION AND TENNIS CENTERS				
#	Description	Fee/Charge	Unit	Notes
1.a	Personal Trainers - Tier 1 (1-25 hours per month) rental	\$150.00	per month	
1.b	Personal Trainers - Tier 1 (26-59 hours per month) rental	\$250.00	per month	
1.c	Personal Trainers - Tier 1 (60+ hours per month) rental	\$350.00	per month	
1.d	Personal Trainer hourly session fees	New		
1.e	Personal Trainer 5 one hour session package	New		
1.f	Personal Trainer 10 one hour session package	New		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$101.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$57.00	\$0.00
NA - Rent/Use	NA	\$57.00	\$0.00
NA - Rent/Use	NA	\$115.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$90.00	\$0.00
NA - Rent/Use	NA	\$90.00	\$0.00
NA - Rent/Use	NA	\$180.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$135.00	\$0.00
NA - Rent/Use	NA	\$135.00	\$0.00
NA - Rent/Use	NA	\$270.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$70.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Deposit	NA	\$50.00	\$0.00
NA - Deposit	NA	\$50.00	\$0.00
NA - Deposit	NA	\$100.00	\$0.00
NA - Deposit	NA	\$50.00	\$0.00
NA - Deposit	NA	\$50.00	\$0.00
NA - 3rd Party	NA	\$50.00	\$0.00
NA - 3rd Party	NA	\$100.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$150.00	\$0.00
NA - Rent/Use	NA	\$250.00	\$0.00
NA - Rent/Use	NA	\$350.00	\$0.00
NA - Rent/Use	NA	\$70.00	NA
NA - Rent/Use	NA	\$325.00	NA
NA - Rent/Use	NA	\$600.00	NA

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
1.g	Personal Trainer half hour session fees	New		
1.h	Personal Trainer 5 half hour session package	New		
1.i	Personal Trainer 10 half hour session package	New		
1.j	Personal Trainer group session rates hourly	New		
1.k	Personal Trainer group session rates 5 hour sessions	New		
2.a	Summer Camps at Montanoso - half day	\$25.00		
2.b	Summer Camps at Montanoso - full day	\$45.00		
2.c	Summer Camps at Montanoso - half day for full week	\$125.00		
2.d	Summer Camps at Montanoso - full day for full week	\$225.00		
3.a	Inflatable Summer Season Pass 8 Weeks	\$99.00		Cost of full program shown
3.b	Inflatable Summer Season Day Pass	\$5.00	per session	Cost of full program shown
4	Adult and Pediatric CPR, First Aid and AED	\$110.00		Cost of full program shown
5	Lifeguard Classes (3 x per year)	\$180.00		Cost of full program shown
6	Cabana Rental (each) Montanoso/Sierra	\$25.00	2 hour/unit	Minimum 2 hr rental/max 8 hr
7.a	Pool Lanes- for profit	\$0.00	per hour/lane	1 hour minimum
7.b	Pool lanes - non profit	\$0.00	per hour/lane	1 hour minimum
8	Group 1 City or Co-Sponsored	\$0.00	per hour	2 hour minimum
9.a	Group 2 - Babysitting Room	\$27.00	per hour	2 hour minimum
9.b	Group 2 - Aerobics Room	\$54.00	per hour	2 hour minimum
9.c	Group 2 - Splash Pad	\$28.00	per hour	2 hour minimum
9.d	Group 2 - Montanoso Picnic BBQ tables	\$12.00	per hour	2 hour minimum
9.e	Group 2 - Sierra Grass Area	\$25.00	per hour	2 hour minimum
10.a	Group 3 - Babysitting Room	\$35.00	per hour	2 hour minimum
10.b	Group 3 - Aerobics Room	\$69.00	per hour	2 hour minimum
10.c	Group 3 - Splash Pad	\$31.00	per hour	2 hour minimum
10.d	Group 3 - Montanoso Picnic BBQ tables	\$14.00	per hour	2 hour minimum
10.e	Group 3 - Sierra Grass Area	\$32.00	per hour	2 hour minimum
11.a	Group 4 - Babysitting Room	\$39.00	per hour	2 hour minimum
11.b	Group 4 - Aerobics Room	\$71.00	per hour	2 hour minimum
11.c	Group 4 - Splash Pad	\$33.00	per hour	2 hour minimum
11.d	Group 4 - Montanoso Picnic BBQ tables	\$16.00	per hour	2 hour minimum
11.e	Group 4 - Sierra Grass Area	\$36.00	per hour	2 hour minimum
12.a	Group 5 - Babysitting Room	\$60.00	per hour	2 hour minimum
12.b	Group 5 - Aerobics Room	\$132.00	per hour	2 hour minimum
12.c	Group 5 - Splash Pad	\$36.00	per hour	2 hour minimum
12.d	Group 5 - Montanoso Picnic BBQ tables	\$22.00	per hour	2 hour minimum
12.e	Group 5 - Sierra Grass Area	\$45.00	per hour	2 hour minimum
13.a	Group 6 - Babysitting Room	\$93.00	per hour	2 hour minimum
13.b	Group 6 - Aerobics Room	\$198.00	per hour	2 hour minimum
13.c	Group 6 - Splash Pad	\$39.00	per hour	2 hour minimum
13.d	Group 6 - Montanoso Picnic BBQ tables	\$38.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$40.00	NA
NA - Rent/Use	NA	\$175.00	NA
NA - Rent/Use	NA	\$300.00	NA
NA - Rent/Use	NA	\$40.00	NA
NA - Rent/Use	NA	\$175.00	NA
\$67.52	37%	\$25.00	\$0.00
\$108.03	42%	\$45.00	\$0.00
\$337.60	37%	\$125.00	\$0.00
\$540.16	42%	\$225.00	\$0.00
\$466.36	21%	\$99.00	NA
\$8.33	60%	\$5.00	\$0.00
\$174.54	63%	\$110.00	\$0.00
\$853.95	21%	\$180.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$25.00
NA - Rent/Use	NA	\$13.00	\$13.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$27.00	\$0.00
NA - Rent/Use	NA	\$54.00	\$0.00
NA - Rent/Use	NA	\$28.00	\$0.00
NA - Rent/Use	NA	\$12.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$35.00	\$0.00
NA - Rent/Use	NA	\$69.00	\$0.00
NA - Rent/Use	NA	\$31.00	\$0.00
NA - Rent/Use	NA	\$14.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Rent/Use	NA	\$71.00	\$0.00
NA - Rent/Use	NA	\$33.00	\$0.00
NA - Rent/Use	NA	\$16.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$60.00	\$0.00
NA - Rent/Use	NA	\$132.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$22.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$93.00	\$0.00
NA - Rent/Use	NA	\$198.00	\$0.00
NA - Rent/Use	NA	\$39.00	\$0.00
NA - Rent/Use	NA	\$38.00	\$0.00

Recreation & Community Services Fees

FEE SCHEDULE				
#	Description	Fee/Charge	Unit	Notes
13.e	Group 6- Sierra Grass Area	\$50.00	per hour	2 hour minimum
14	Deposit	\$50.00	per rental	
15.a	Ball Machine (Day Use)	\$10.00	90 minutes	At all 4 Recreation Centers
15.b	Ball Machine Pass (3 Months)	\$45.00	3 months	At all 4 Recreation Centers
15.c	Ball Machine Pass (1 year)	\$150.00	1 year	At all 4 Recreation Centers

ADDITIONAL FEES				
#	Description	Fee/Charge	Unit	Notes
1	Application/Booking Fee	\$25.00		
2	Site Supervisor pertains to rentals	\$25.00	per hour	
3	Public Services Staff Support	Actual Cost	per hour	
4	Security Services	\$15-\$25	per hour	contractor provided, city will adjust as needed based on cost
5	Bounce House Permit	30.00		
6	Alcohol Permit	\$90.00	per event	
7	Event Planning Fee	Actual Cost		Actual Cost of Staff involved
8	Event Deposit	Determined at time of Application		50 + people - Minimum Deposit \$200
9.a	Cancellation Refund - 30 Days +	100% less \$15 processing fee		100% of Facility Deposit Refund
9.b	Cancellation Refund - 29 Days - 15 Days	50% less \$15 processing fee		50% of Facility Deposit Refund
9.c	Cancellation Refund - 14 Days or less	0% less \$15 processing fee		0% of Facility Deposit Refund
10	Optional Room cleaning fee	\$150.00		contractor provided, city will adjust as needed based on cost
11	Drop-in Programs Range	\$3-\$30	per person	
12	Dial-a-Taxi	\$5-\$20	each direction or per ride	contractor provided, city will adjust as needed based on cost
13	Senior Update Newsletter Mailing	\$10.00	per year	Mailed out once a month or available free online or pick up at Senior Center
14	Contract Instructors	35/65% - 10/90%		Split is City/Vendor
15.a	HYBRID instructional classes member rate	\$49.00		Cost of full program shown
15.b	HYBRID instructional classes member Drop In rate	\$8.00	per session	
15.c	HYBRID instructional classes non member rate	\$99.00		Cost of full program shown
15.d	HYBRID instructional classes non member Drop in rate	\$12.00	per session	
16	Piano Rental	\$0.00	per rental	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$50.00	\$0.00
NA - Rent/Use	NA	\$75.00	\$25.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$45.00	\$0.00
NA - Rent/Use	NA	\$150.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$248.66	10%	\$25.00	0
\$118.16	21%	\$25.00	\$0.00
Variable	NA	Actual Cost	\$0.00
NA - 3rd Party	NA	Actual Cost	NA
\$248.66	12%	\$30.00	NA
\$248.66	36%	\$90.00	\$0.00
Variable	NA	Actual Cost	NA
NA - Deposit	NA	Determined at time of Application	NA
NA - Fine	NA	100% less \$15 processing fee	\$0.00
NA - Fine	NA	100% less \$15 processing fee	\$0.00
NA - Fine	NA	0% less \$15 processing fee	\$0.00
NA - 3rd Party	NA	\$150.00	\$0.00
Variable	NA	\$3-\$30	NA
NA - Rent/Use	NA	\$5-\$20	\$0.00
\$11.76	NA	\$10.00	\$0.00
NA - Rent/Use	NA	35/65% - 10/90%	\$0.00
\$263.28	19%	\$49.00	\$0.00
\$263.28	3%	\$8.00	\$0.00
\$263.28	38%	\$99.00	\$0.00
\$263.28	5%	\$12.00	\$0.00
NA - Rent/Use	NA	\$200.00	\$200.00

Planning Division Fees

#	Description	Fee/Charge	Unit	Notes
ENVIRONMENTAL FEES				
1	Categorical Exemption	\$100.00	Each	
2	Initial Study/Negative Declaration - All Projects	\$1,500.00		
3	Impact Report	\$15,000.00	Initial Deposit	

#	Description	Fee/Charge	Unit	Notes
LAND USE APPROVAL FEES				
1	General Plan Amendment	\$7,500.00	Initial Deposit	
2	Zoning Map Amendment	\$7,500.00	Initial Deposit	
3	Development Code Amendment	\$7,500.00	Initial Deposit	
4	Development Agreement	\$7,500.00	Initial Deposit	
5	Specific Plan	\$7,500.00	Initial Deposit	
6.a	Planned Development Permit - Planning Commission Action	\$5,500.00	Per Action	
6.b	Planned Development Permit - Administrative Action Only	\$3,000.00	Per Action	
6.c	Planned Development Permit - Amateur Radio Antenna Review	\$600.00	Per Action	for antenna over 42' in height
6.d	Planned Development Permit - Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
7.a	Conditional Use Permit - Planning Commission Action	\$3,500.00	Per Action	
7.b	Conditional Use Permit - Large Family Day Care Home	\$1,000.00	Per Action	
7.c	Conditional Use Permit - Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
7.d	Conditional Use Permit - Planning Commission Action, Restaurant ABC License only	1,800.00	Per Action	
8.a	Variance-Planning Commission Action on Single family dwelling (each)	\$3,000.00	Per Action	
8.b	Variance-Planning Commission Action on All Others	\$4,800.00	Per Action	
8.c	Variance-Planning Commission Action on Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
9.a	Appeals of Action by Planning Commission or Zoning Administrator - Single Family Dwelling	\$1,800.00	Per Action	
9.b	Appeals of Action by Planning Commission or Zoning Administrator - All Others	\$2,500.00	Per Action	
10	Appeals of Action by Hearing Officer or Planning Commission in conjunction with Nuisance Abatement Hearing	\$1,800.00	Per Action	
11.a	Tentative Tract Map - Filing	\$7,600.00		
11.b	Tentative Tract Map - Revise approved map	\$2,400.00		
11.c	Tentative Tract Map - change map	\$3,000.00		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$145.00	72%	\$105.00	\$5.00
\$2,023.42	74%	\$1,500.00	\$0.00
NA	NA	\$15,000.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA	NA	\$7,500.00	\$0.00
NA	NA	\$7,500.00	\$0.00
NA	NA	\$7,500.00	\$0.00
NA	NA	\$7,500.00	\$0.00
NA	NA	\$7,500.00	\$0.00
\$8,944.90	61%	\$5,500.00	\$0.00
\$5,053.86	59%	\$3,000.00	\$0.00
\$818.38	73%	\$600.00	\$0.00
NA	NA	Sum of Services provided	\$0.00
\$6,219.63	56%	\$3,500.00	\$0.00
\$2,365.48	42%	\$1,000.00	\$0.00
NA	NA	Sum of Services provided	\$0.00
\$2,674.34	67%	\$1,800.00	\$0.00
\$4,626.86	65%	\$3,000.00	\$0.00
\$7,295.73	66%	\$4,800.00	\$0.00
NA	NA	Sum of Services provided	\$0.00
\$3,080.16	58%	\$1,800.00	\$0.00
\$3,466.84	72%	\$2,500.00	\$0.00
\$3,466.84	52%	\$1,800.00	\$0.00
\$9,411.10	81%	\$7,600.00	\$0.00
\$2,939.78	82%	\$2,400.00	\$0.00
\$3,713.13	81%	\$3,000.00	\$0.00

Planning Division Fees

#	Description	Fee/Charge	Unit	Notes
11.d	Tentative Tract Map - appeal to city council	\$2,500.00		
11.e	Tentative Tract Map - amendment to conditions	\$2,000.00		
12.a	Tentative Parcel Map - Filing	\$6,200.00		
12.b	Tentative Parcel Map - Revise approved map	\$1,900.00		
12.c	Tentative Parcel Map - appeal to City Council	\$2,500.00		
13	Petition of reversion to Acreage	\$2,600.00		
14	Extension of time to Record Map	\$500.00		
15	Park Modification	\$2,300.00		
16.a	Administrative - Minor Exception	\$2,200.00		
16.b	Administrative - Modification (Major)	\$3,500.00		
16.c	Administrative - Modification (Minor)	\$1,200.00		
16.d	Administrative - Pre-filing Meetings	no charge		

LICENSES

#	Description	Fee/Charge	Unit	Notes
1	Adult Business License	\$6,400.00		
2	Adult Business License Renewal	\$2,900.00		
3	Massage Establishment License	\$1,200.00		
4	Massage Practitioner/Technician License	\$900.00		
5	Massage Establishment License Renewal	\$800.00		
6	Massage Practitioner/Technician License Renewal	\$300.00		
7	Street Vendor License	\$100.00		
8	Street Vendor License Renewal	\$70.00		

STREET NAME AND ADDRESS CHANGES

#	Description	Fee/Charge	Unit	Notes
1	Filing for Public or Private Street	\$5,700.00		
2	Street Name Change	\$6,900.00		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$3,263.90	77%	\$2,500.00	\$0.00
\$2,654.79	75%	\$2,000.00	\$0.00
\$7,690.26	81%	\$6,200.00	\$0.00
\$2,369.36	80%	\$1,900.00	\$0.00
\$3,263.90	77%	\$2,500.00	\$0.00
\$3,353.96	78%	\$2,600.00	\$0.00
\$566.78	88%	\$500.00	\$0.00
\$2,922.30	79%	\$2,300.00	\$0.00
\$3,018.55	73%	\$2,200.00	\$0.00
\$5,905.27	59%	\$3,500.00	\$0.00
\$3,304.25	36%	\$1,200.00	\$0.00
NA	NA	no charge	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA	NA	\$6,400.00	\$0.00
NA	NA	\$2,900.00	\$0.00
NA	NA	\$1,200.00	\$0.00
NA	NA	\$900.00	\$0.00
NA	NA	\$800.00	\$0.00
NA	NA	\$300.00	\$0.00
NA	NA	\$100.00	\$0.00
NA	NA	\$70.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$7,203.83	79%	\$5,700.00	\$0.00
\$8,750.53	79%	\$6,900.00	\$0.00

Planning Division Fees

#	Description	Fee/Charge	Unit	Notes
3	Street Address Change	\$5,400.00		

MISCELLANEOUS FEES

#	Description	Fee/Charge	Unit	Notes
1	Outdoor Seating Permit	\$300.00		
2	Architectural Review Permit	\$1,000.00		
3	Sign Review	\$1,200.00		
4	Planned Sign Program	\$1,800.00		
5	Special Sign Permit	\$3,300.00		
6	Recreational Vehicle Permit	\$600.00		
7	Retrieval Illegal/Abandoned Sign	\$125.00		
8	Temporary Banner/Window Sign Permit	\$80.00		
9	Temporary Use Permit	\$300.00		
10	Zoning Letter	\$140.00		
11	Commercial Filming Permit	\$400.00	per week	
12	Still Photography Permit	\$400.00	per week	
13	Mod. To Filming or Photography Permit	\$90.00	per week	
14	Appeal of Filming or Photography Permit	\$500.00		
15	Pre-Application Fee	\$500.00		
16	Planning Plan Check Fee	\$147.82		

* Fees charged by program/division require deposit equal to estimated cost at time project is submitted.

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$6,817.16	79%	\$5,400.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$3,259.28	9%	\$300.00	\$0.00
\$3,363.55	30%	\$1,000.00	\$0.00
\$1,675.07	72%	\$1,200.00	\$0.00
\$2,614.68	69%	\$1,800.00	\$0.00
\$4,966.52	66%	\$3,300.00	\$0.00
\$1,112.96	54%	\$600.00	\$0.00
\$148.91	84%	\$125.00	\$0.00
\$109.41	73%	\$80.00	\$0.00
\$952.54	31%	\$300.00	\$0.00
\$193.34	91%	\$175.00	\$35.00
NA - Rent/Use	NA	up to \$400	NA
NA - Rent/Use	NA	up to \$400	NA
NA - Rent/Use	NA	\$90.00	\$0.00
\$670.06	75%	\$500.00	\$0.00
\$943.76	53%	\$500.00	\$0.00
\$193.34	78%	\$150.00	\$2.18

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
PRECISE GRADING, MASS/ROUGH GRADING/STREET IMPROVEMENT, AND TRAFFIC SIGNAL PLANS				
1	\$1 - \$50,000	\$1,500.00	Initial Deposit	
2	\$50,001 - \$200,000	\$3,000.00	Initial Deposit	
3	\$200,001 - \$500,000	\$6,000.00	Initial Deposit	
4	\$500,001 - \$1,000,000	\$9,000.00	Initial Deposit	
5	\$1,000,000 & Up	\$10,000.00	Initial Deposit	

FINAL MAP CHECKING

#	Description	Fee/Charge	Unit	Notes
1	City Tracts and Maps	\$8,000.00	Initial Deposit	
2	Amending Maps (per tract/parcel)	\$2,800.00	Initial Deposit	per tract of per parcel
3	Certificates of Correction	\$500.00	Initial Deposit	
4	Lot line adjustments	\$3,000.00	Initial Deposit	
5	Certificates of Compliance	\$1,500.00	Initial Deposit	
6	Abandonments	\$3,500.00	Initial Deposit	
7	Easement Dedications and Quitclaim Deeds	\$2,000.00	Initial Deposit	

LANDSCAPE

#	Description	Fee/Charge	Unit	Notes
1.a	Plan Checking - \$1 - \$10,000	\$500.00	Initial Deposit	Minimum plan check fee is \$250
1.b	Plan Checking - \$10,001 - \$50,000	\$1,250.00	Initial Deposit	Minimum plan check fee is \$250
1.c	Plan Checking - \$50,001 - \$100,000	\$2,500.00	Initial Deposit	Minimum plan check fee is \$250
1.d	Plan Checking - \$100,007 & Up	\$5,000.00	Initial Deposit	Minimum plan check fee is \$250
2.a	Inspection Fees - \$0.00 - \$10,000.00	4%	of valuation	
2.b	Inspection Fees - \$10,000.01 - \$100,000.00	\$110 + 2.9% of valuation		
2.c	Inspection Fees - \$100,000.01 & Up	\$1,010 + 2.0% of valuation		
3	Slopes	\$1.53	per s.f	Bond amts will be based upon approved cost estimate or valuation using SF costs, whichever is less
4	Parks, Parkways and Entries	\$3.06	per s.f	Bond amts will be based upon approved cost estimate or valuation using SF costs, whichever is less
5	Median and Quads	\$3.69	per s.f	Bond amts will be based upon approved cost estimate or valuation using SF costs, whichever is less

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$1,700	\$200.00
Variable	NA	\$3,400	\$400.00
Variable	NA	\$7,000	\$1,000.00
Variable	NA	\$10,000	\$1,000.00
Variable	NA	\$11,000	\$1,000.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$9,000	\$1,000.00
Variable	NA	\$3,500	\$700.00
Variable	NA	\$1,000	\$500.00
Variable	NA	\$3,500	\$500.00
Variable	NA	\$2,000	\$500.00
Variable	NA	\$4,000	\$500.00
Variable	NA	\$2,500	\$500.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$600	\$100.00
Variable	NA	\$2,500	\$1,250.00
Variable	NA	\$3,500	\$1,000.00
Variable	NA	\$6,000	\$1,000.00
20.7%	Variable	4.5%	0.5%
8.8%	Variable	\$125 + 3.3% of valuation	\$15.00
1.9%	Variable	\$1140 + 2.2% of valuation	\$130.00
NA - Bond	NA	\$3.00	\$1.47
NA - Bond	NA	\$4.00	\$0.94
NA - Bond	NA	\$5.00	\$1.31

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
6	Flat, Common, Commercial and Industrial Areas	\$2.14	per s.f	Bond amts will be based upon approved cost estimate or valuation using SF costs, whichever is less

IMPROVEMENT PLAN CHECK AND INSPECTION (STREET, STORM DRAIN, TRAFFIC SIGNAL, ROUGH & PRECISE GRADING, OTHER IMPROVEMENT PLANS)

#	Description	Fee/Charge	Unit	Notes
1.a	Improvement Plan Check - \$0 - \$49,999.99	4% of approved cost estimate		\$250 Minimum for plan check fee. Bond amts will be based on total cost estimate and construction contingencies.
1.b	Improvement Plan Check - \$50,000 +	\$250 + 3.5% of approved cost estimate		Bond amts will be based on total cost estimate and construction contingencies.
2	Improvement Plan Revisions	Time & Materials		\$250 Minimum
3.a	Improvement Inspection: Minimum Inspection Fee	\$375.00		
3.b	Improvement Inspection	5.5%	of approved cost estimate	Additional inspection fees maybe charged for revisions that cause a change in the cost estimate exceeding \$5,000.

WATER QUALITY MANAGEMENT PLAN REVIEW

#	Description	Fee/Charge	Unit	Notes
1	Water Quality Management Plan (WQMP) Plan Check & Review. Preliminary and Final WQMPs	\$1,200.00	Per WQMP	For priority projects with structural BMPs
2	Educational/ Non-Priority Project WQMP Plan Check & Review	\$400.00	Per WQMP	For non-priority projects which primarily includes non-structural BMPs.
3	Food Service Establishment BMP Implimentation Form	50.00	Per Processing	

MISCELLANEOUS FEES

#	Description	Fee/Charge	Unit	Notes
1	Pre-Inspection	\$500.00		
2	Re-Inspection	\$325.00		
3.a	Temporary Occupancy for Grading Permit Outstanding Work	\$15,000 plus \$250 per 30-day period	Cash Deposit	Security Deposit to Ensure Completeness of Work
3.b	Temporary Occupancy for Non-Grading Permit Outstanding Work	\$5,000.00	Cash Deposit	Security Deposit to Ensure Completeness of Work
4	Investigation Fees Records Research	\$100.00	per hour	plus copy costs

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Bond	NA	\$3.00	\$0.86

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	100%	4% of approved cost estimate	\$0.00
Variable	100%	\$250 + 3.5% of approved cost estimate	\$0.00
Variable	100%	Time & Materials	\$0.00
Variable	100%	\$420	\$45.00
11.1%	49%	5.5%	0.0%

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$2,097.79	83%	\$1,750	\$550.00
\$894.33	56%	\$500	\$100.00
\$150.28	50%	\$75	\$25.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$487.38	98%	\$480	-\$20.00
\$315.78	100%	\$315	-\$10.00
NA - Bond	NA	\$15,000 plus \$250 per 30-day period	\$0.00
NA - Bond	NA	\$10,000	\$5,000.00
\$175.20	66%	\$115	\$15.00

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
5.a	Copies	\$0.25	per 8.5" X 11" sheet	
5.b	Copies	\$0.30	per 8.5" X 14" sheet	
5.c	Copies	\$0.40	per 11" X 17" sheet	
6	Scanning/Filing Fees	\$50.00	Each project plan set submitted	Precise Grade/Rough Grade/Improvement/Landscape/Traffic Signal Plans
7.a	Special Events Permits - Block Party	\$40/\$80		\$40 base fee with an additional \$80 to be charged for permits requiring City Council approval (Fee now \$500 if requires City Council Approval)
7.b	Special Events Permits - Special Events	\$40/\$80		\$40 base fee with an additional \$80 to be charged for permits requiring City Council approval (Fee now \$500 if requires City Council Approval)
8.a	Transportation Permits - Single Trip	\$16.00		Required doc: Certificate of Insurance \$1 million
8.b	Transportation Permits - Annual	\$90.00		Required doc: Certificate of Insurance \$1 million
9.a	Penalties: Valuation \$0 - \$200	4 X Regular Fee		
9.b	Penalties: Valuation \$201 +	3 X Regular Fee		
9.c	Penalties: Any use not covered	5% of construction costs		
9.d	Overtime Inspection	1.5 X Time and Materials rates		Minimum of 4 hours

GRADING PLAN CHECK AND INSPECTION

#	Description	Fee/Charge	Unit	Notes
1.a	Plan Check Fee: Single Family Residential Lot 1 - 500 CY	\$250.00		
1.b	Plan Check Fee: 1 - 500 CY	\$400.00		
1.c	Plan Check Fee: 501 - 1,000 CY	\$175 + \$0.50/CY		Min grading permit fee is \$500
1.d	Plan Check Fee: 1,001 - 10,000 CY	\$605 + \$0.07/CY		
1.e	Plan Check Fee: 10,001 - 100,00 CY	\$1,055 + \$0.025/CY		
1.f	Plan Check Fee: 100,001 CY & Up	\$1,555 + \$0.02/CY		
2.a	Inspection Fee: Single Family Residential Lot 1 - 500	\$250.00		
2.b	Inspection Fee: 1 - 500	\$425.00		
2.c	Inspection Fee: 501 - 1,000	\$145 + \$0.56/CY		Min grading inspection permit fee is \$425.
2.d	Inspection Fee: 1,001 - 10,000	\$625 + \$0.08/CY		Min grading inspection permit fee is \$425.
2.e	Inspection Fee: 10,001 - 100,000	\$1,125 + \$0.03/CY		Min grading inspection permit fee is \$425.

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$0.25	100%	\$0.25	\$0.00
\$0.30	100%	\$0.30	\$0.00
\$0.40	100%	\$0.40	\$0.00
\$50.00	100%	\$50	\$0.00
\$667.83	6%/11%	\$45/\$500	\$5/\$420
\$667.83	6%/11%	\$45/\$500	\$5/\$420
NA - State Regulated	NA	\$16	\$0.00
NA - State Regulated	NA	\$90	\$0.00
NA - Fine	NA	4 X Regular Fee	\$0.00
NA - Fine	NA	3 X Regular Fee	\$0.00
NA - Fine	NA	5% of construction costs	\$0.00
Variable	100%	1.5 X Time and Materials rates	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - 3rd Party	100%	\$250	\$0.00
NA - 3rd Party	100%	\$400	\$0.00
NA - 3rd Party	100%	\$175 + \$0.50/CY	\$0.00
NA - 3rd Party	100%	\$605 + \$0.07/CY	\$0.00
NA - 3rd Party	100%	\$1,055 + \$0.025/CY	\$0.00
NA - 3rd Party	100%	\$1,555 + \$0.02/CY	\$0.00
3.77 per CY	100%	\$280	\$30.00
7.89 per CY	100%	\$485	\$60.00
12.58 per CY	100%	\$165 + \$0.63/CY	\$20.00
2.15 per CY	100%	\$710 + \$0.09/CY	\$85.00
0.48 per CY	100%	\$1,275 + \$0.034/CY	\$150.00

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
2.f	Inspection Fee: 100,001 & Up	\$2,125 + \$0.02/CY		Min grading inspection permit fee is \$425.

EROSION CONTROL/WATER QUALITY DEVICE PLAN CHECK AND INSPECTION

#	Description	Fee/Charge	Unit	Notes
1.a	Plan Check Fee: \$1 - \$10,000	4.8% of approved cost estimate		Min annual plan check fee is \$250
1.b	Plan Check Fee: \$10,001 - \$50,000	4.8% of approved cost estimate		Min annual plan check fee is \$250
1.c	Plan Check Fee: \$50,001 & Up	4.8% of approved cost estimate		Min annual plan check fee is \$250
2.a	Inspection Minimum	\$525.00		
2.b	Inspection Fee: \$1 - \$10,000	8% of approved cost estimate		Min inspection grading permit fee is \$525.
2.c	Inspection Fee: \$10,001 - \$50,000	\$320 + 4.8% of approved cost estimate		Min inspection grading permit fee is \$525.
2.d	Inspection Fee: \$50,001 & Up	\$1,370 + 2.7% of approved cost estimate		Min inspection grading permit fee is \$525.

GEOTECHNICAL REPORT REVIEW

#	Description	Fee/Charge	Unit	Notes
1.a	Small Reports for ADU's ,SFR, Pavement Sections, etc.	\$450.00	Initial Deposit	Actual Fee will be based on Time and Materials
1.b	Typical Development Project Reports	\$1,700.00	Initial Deposit	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
0.22 per CY	100%	\$2,400 + \$0.023/CY	\$275.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	100%	4.8% of approved cost estimate	\$0.00
Variable	100%	4.8% of approved cost estimate	\$0.00
Variable	100%	4.8% of approved cost estimate	\$0.00
\$715.56	83%	\$595	\$70.00
15.2%	Variable	8% of approved cost estimate	\$0.00
11.3%	Variable	\$360 + 4.8% of approved cost estimate	\$40.00
6.7%	Variable	\$1550 + 2.7% of approved cost estimate	\$180.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$450	\$0.00
Variable	NA	\$1,700	\$0.00

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
1.c	Large/Complex Development Project Reports	\$2,500.00	Initial Deposit	

ENCROACHMENT PERMITS

#	Description	Fee/Charge	Unit	Notes
1	Permit Issuance Fee	\$75		
2	Access - Personal Homeowner	\$75		
3	Access - Commercial	\$265		
4	Temporary Fencing	\$176 + \$1.06/LF		
5	Road Closure	\$1,340	per segment per day	
6.a	Lane Closure - First Day	\$175	per location	
6.b	Lane Closure - Additional Day	\$85	per day	
7.a	Underground Utilities - Trenching 0 - 100 LF	\$125		
7.b	Underground Utilities - Trenching 101 - 1,000 LF	\$75 + \$0.20/LF		
7.c	Underground Utilities - Trenching 1,001 + LF	\$125 + \$0.15/LF		
8	Aerial Utilities	\$175	per location	
9	Stockpiling/Storage	\$90	per week	7 days use in the public right-of-way. Includes storage containers in the public right-of-way
10.a	Driveway Approaches - Residential First Driveway on a parcel	\$225		
10.b	Driveway Approaches - Residential Additional Driveway	\$175		
10.c	Driveway Approaches - Residential Relocated Driveway on same parcel	\$150		
10.d	Driveway Approaches - Commercial & Industrial First Driveway	\$350		
10.e	Driveway Approaches - Commercial & Industrial Additional Driveway	\$175		
10.f	Driveway Approaches - Commercial & Industrial Relocated Driveway	\$610		
11	Curb Cores	\$15	each core	No charge for first core
12.a	Curb & Gutter 0 - 50 LF	\$140		
12.b	Curb & Gutter 51 + LF	\$129 + \$0.22 LF	per 1 LF	
13.a	Sidewalks 0 - 50 SF	\$140		
13.b	Sidewalks 51 + SF	\$124 + \$0.32 SF	per 1 LF	
14.a	Paving 0 - 100 SF	\$250		
14.b	Paving 101 + SF	\$250 + \$0.10 SF	per 1 LF	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$2,500	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$116.80	73%	\$85	\$10.00
\$171.59	50%	\$85	\$10.00
\$257.39	99%	\$255	-\$10.00
\$171.59 + \$1.03/LF	100%	\$170 + \$1.00/LF	-\$6.00
\$1,720.36	99%	\$1,700	\$360.00
\$221.19	99%	\$220	\$45.00
\$85.80	99%	\$85	\$0.00
\$221.19	99%	\$220	\$95.00
0.44 per LF	99%	\$220+\$0.42/LF	\$145.00
0.44 per LF	99%	\$598+\$0.40/LF	\$473.00
\$221.19	90%	\$200	\$25.00
\$221.19	99%	\$220	\$130.00
\$442.39	58%	\$255	\$30.00
\$171.59	117%	\$200	\$25.00
\$785.57	35%	\$275	\$125.00
\$442.39	99%	\$440	\$90.00
\$171.59	99%	\$170	-\$5.00
\$785.57	89%	\$700	\$90.00
\$171.59	29%	\$50	\$35.00
\$221.19	99%	\$220	\$80.00
0.43 per LF	99%	\$220 + \$0.25 LF	\$91.00
\$221.19	99%	\$220	\$80.00
0.43 per LF	99%	\$220 + \$0.36 LF	\$96.00
\$650.17	62%	\$400	\$150.00
2.64 per LF	62%	\$400 + \$0.11 LF	\$150.00

Public Works Fees

#	Description	Fee/Charge	Unit	Notes
15.a	Slurry Seal 0 - 100 SF	\$250		
15.b	Slurry Seal 101 + SF	\$245 + \$0.05 SF	per 1 LF	
16	Parkway Culverts	\$720	Each	
17.a	Storm Drain Entries - 0" - 17" diameter	\$705	Each	
17.b	Storm Drain Entries - 18" - 48" diameter	\$810	Each	
17.c	Storm Drain Entries - 49" + diameter	\$1,410	Each	
18	Catch Basin	\$970	Each	
19	Traffic Control	Time and Material hourly rate	Per Hour	Deposit required for the stimated time and masterial as determined by Director of PW or City Engineer
20	Street Curb Addressing	\$750		\$2000 cash bond; permit for 30 days only
21	Haul Route	Time and Material hourly rate		2 hour minimum
22	All other encroachments not listed	Time and Material hourly rate		Deposit required for the estimated time and masterial as determined by Director of PW or City Engineer
23.a	Monitoring Wells - Drilling or Redrilling permit	\$640		\$2,500 cash bond required, proof of workers comp, certificate of insurance \$1 mill
24.b	Monitoring Wells - Annual Inspection Fee	\$230	per year	\$2,500 cash bond required, proof of workers comp, certificate of insurance \$1 mill

TIME AND MATERIALS HOURLY RATES

#	Description	Fee/Charge	Unit	Notes
1	Director of Public Works/Director of Public Services	\$270.00	per hour	
2	City Engineer	\$240.00	per hour	
3	Traffic Engineer	\$225.00	per hour	
4	Assistant City Engineer	\$190.00	per hour	
7	Transportation Analyst	\$140.00	per hour	
8	City Inspector	\$175.00	per hour	
9	Senior Engineering Technician	\$120.00	per hour	
10	Administrative Assistant	\$100.00	per hour	
11	All Consultant Services	Consultant invoice + 36% City overhead		
12	Associate Engineer	New	per hour	

At the descretion of the Public Works Director a separate cost analysis may be required based on project needs
 All Deposit based fees are charged on a time and material basis including the cost of consultants and departmnet overhead

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$392.78	97%	\$380	\$130.00
1.72 per LF	97%	\$380 + \$0.06 LF	\$135.00
\$811.19	99%	\$800	\$80.00
\$693.61	99%	\$690	-\$15.00
\$1,036.79	96%	\$1,000	\$190.00
\$1,379.98	96%	\$1,330	-\$80.00
\$1,258.53	95%	\$1,200	\$230.00
Variable	NA	Time and Material hourly rate	\$0.00
\$2,960.03	29%	\$850	\$100.00
Variable	NA	Time and Material hourly rate	\$0.00
Variable	NA	Time and Material hourly rate	\$0.00
\$803.16	90%	\$725	\$85.00
\$288.39	90%	\$260	\$30.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$250.78	100%	\$250	-\$20.00
\$245.06	100%	\$245	\$5.00
\$210.32	100%	\$210	-\$15.00
\$198.41	98%	\$195	\$5.00
\$130.76	99%	\$130	-\$10.00
\$171.59	99%	\$170	-\$5.00
\$116.80	98%	\$115	-\$5.00
\$86.64	98%	\$85	-\$15.00
45%	NA	Consultant invoice + 36% City overhead	\$0.00
\$169.12	NA	\$165	NA

Library Fees

#	Description	Fee/Charge	Unit	Notes
PROCESSING FEES FOR LOST MATERIAL IN ADDITION TO COST OF ITEM				
1	Magazines/Paperbacks	\$5.00		All materials, except of Books on CD
2.a	All other material - Book	\$5.00		
2.b	All other material - Book on CD	\$10.00		

ADDITIONAL FEES

#	Description	Fee/Charge	Unit	Notes
1	Placing a Hold	\$0.00		
2	Inter-Library Loan	\$5.00		
3	Collection Agency Fee	\$15.00		
4.a	Public Copiers - Black/White	\$0.15	per page	
4.b	Public Copiers - Bcolor	\$0.75	per page	
5.a	Computer/Internet Printing - Black/White	\$0.15	per page	
5.b	Computer/Internet Printing - Color	\$0.75	per page	
6	Replacement for Lost/Damaged Card	\$0.00		
7	Fax Services	\$1.00	per page	
8	Passport Photos	\$10.00	per set of 2	
9	Passport Processing Fees	\$35.00	per passport	
10	NSF Check Charge	\$20.00		

POTOCKI RENTAL

#	Description	Fee/Charge	Unit	Notes
1.a	Group 1 City or Co-Sponsored - Room A	\$0.00	per hour	2 hour minimum
1.b	Group 1 City or Co-Sponsored - Room B	\$0.00	per hour	2 hour minimum
1.c	Group 1 City or Co-Sponsored - Room C	\$0.00	per hour	2 hour minimum
1.d	Group 1 City or Co-Sponsored - Room D	\$0.00	per hour	2 hour minimum
1.e	Group 1 City or Co-Sponsored - Entire Facility	\$0.00	per hour	2 hour minimum
1.f	Group 1 City or Co-Sponsored - Patio	\$0.00	per hour	2 hour minimum
2.a	Group 2 Resident/Non-Profit - Room A	\$30.00	per hour	2 hour minimum
2.b	Group 2 Resident/Non-Profit - Room B	\$25.00	per hour	2 hour minimum

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Fine	NA	\$5.00	\$0.00
NA - Fine	NA	\$5.00	\$0.00
NA - Fine	NA	\$10.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - No Fee	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$5.00	\$0.00
NA - Fine	NA	\$15.00	\$0.00
Variable	NA	\$0.15	\$0.00
Variable	NA	\$0.75	\$0.00
Variable	NA	\$0.15	\$0.00
Variable	NA	\$0.75	\$0.00
NA - No Fee	NA	\$0.00	\$0.00
Variable	NA	\$1.00	\$0.00
\$26.57	38%	\$10.00	\$0.00
NA - Regulated	NA	\$35.00	\$0.00
NA - Regulated	NA	\$25.00	\$5.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$0.00	\$0.00
NA - Rent/Use	NA	\$30.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00

Library Fees

#	Description	Fee/Charge	Unit	Notes
2.c	Group 2 Resident/Non-Profit - Room C	\$25.00	per hour	2 hour minimum
2.d	Group 2 Resident/Non-Profit - Room D	\$15.00	per hour	2 hour minimum
2.e	Group 2 Resident/Non-Profit - Entire Facility	\$85.00	per hour	2 hour minimum
2.f	Group 2 Resident/Non-Profit - Patio	\$20.00	per hour	2 hour minimum
3.a	Group 3 Resident/Private Party - Room A	\$38.00	per hour	2 hour minimum
3.b	Group 3 Resident/Private Party - Room B	\$32.00	per hour	2 hour minimum
3.c	Group 3 Resident/Private Party - Room C	\$32.00	per hour	2 hour minimum
3.d	Group 3 Resident/Private Party - Room D	\$19.00	per hour	2 hour minimum
3.e	Group 3 Resident/Private Party - Entire Facility	\$110.00	per hour	2 hour minimum
3.f	Group 3 Resident/Private Party - Patio	\$25.00	per hour	2 hour minimum
4.a	Group 4 Non-Resident/Non-Profit - Room A	\$43.00	per hour	2 hour minimum
4.b	Group 4 Non-Resident/Non-Profit - Room B	\$36.00	per hour	2 hour minimum
4.c	Group 4 Non-Resident/Non-Profit - Room C	\$36.00	per hour	2 hour minimum
4.d	Group 4 Non-Resident/Non-Profit - Room D	\$22.00	per hour	2 hour minimum
4.e	Group 4 Non-Resident/Non-Profit - Entire Facility	\$124.00	per hour	2 hour minimum
4.f	Group 4 Non-Resident/Non-Profit - Patio	\$29.00	per hour	2 hour minimum
5.a	Group 5 Non-Resident/Private Party - Room A	\$80.00	per hour	2 hour minimum
5.b	Group 5 Non-Resident/Private Party - Room B	\$55.00	per hour	2 hour minimum
5.c	Group 5 Non-Resident/Private Party - Room C	\$55.00	per hour	2 hour minimum
5.d	Group 5 Non-Resident/Private Party - Room D	\$40.00	per hour	2 hour minimum
5.e	Group 5 Non-Resident/Private Party - Entire Facility	\$215.00	per hour	2 hour minimum
5.f	Group 5 Non-Resident/Private Party - Patio	\$40.00	per hour	2 hour minimum
6.a	Group 6 Business - Room A	\$110.00	per hour	2 hour minimum
6.b	Group 6 Business - Room B	\$85.00	per hour	2 hour minimum
6.c	Group 6 Business - Room C	\$85.00	per hour	2 hour minimum
6.d	Group 6 Business - Room D	\$55.00	per hour	2 hour minimum
6.e	Group 6 Business - Entire Facility	\$300.00	per hour	2 hour minimum
6.f	Group 6 Business - Patio	\$55.00	per hour	2 hour minimum
7.a	Refundable Deposit - Room	\$75.00	per room/ per event	
7.b	Deposit - Patio	\$50.00		
8.a	Setup/Teardown Fee - Inside the Center	\$85.00		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$15.00	\$0.00
NA - Rent/Use	NA	\$85.00	\$0.00
NA - Rent/Use	NA	\$20.00	\$0.00
NA - Rent/Use	NA	\$38.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$32.00	\$0.00
NA - Rent/Use	NA	\$19.00	\$0.00
NA - Rent/Use	NA	\$110.00	\$0.00
NA - Rent/Use	NA	\$25.00	\$0.00
NA - Rent/Use	NA	\$43.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$36.00	\$0.00
NA - Rent/Use	NA	\$22.00	\$0.00
NA - Rent/Use	NA	\$124.00	\$0.00
NA - Rent/Use	NA	\$29.00	\$0.00
NA - Rent/Use	NA	\$80.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$40.00	\$0.00
NA - Rent/Use	NA	\$215.00	\$0.00
NA - Rent/Use	NA	\$40.00	\$0.00
NA - Rent/Use	NA	\$110.00	\$0.00
NA - Rent/Use	NA	\$85.00	\$0.00
NA - Rent/Use	NA	\$85.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Rent/Use	NA	\$300.00	\$0.00
NA - Rent/Use	NA	\$55.00	\$0.00
NA - Deposit	NA	\$75.00	\$0.00
NA - Deposit	NA	\$50.00	\$0.00
\$142.80	60%	\$85.00	\$0.00

Library Fees

#	Description	Fee/Charge	Unit	Notes
8.b	Setup/Teardown Fee - On the Terrace	\$85.00		
9	Optional Room cleaning fee	\$150.00		contractor provided, city will adjust as needed based on cost
10	Onsite staffing	\$15.00	per hour	
11.a	Cancellation Refund - 30 Days +	100% less \$15 processing fee		100% of Facility Deposit Refund
11.b	Cancellation Refund - 29 Days - 15 Days	50% less \$15 processing fee		50% of Facility Deposit Refund
11.c	Cancellation Refund - 14 Days or less	0% less \$15 processing fee		0% of Facility Deposit Refund
12	Alcohol Administrative fee	\$50.00		
13	Security Services	\$15-\$25	per hour	contractor provided, city will adjust as needed based on cost

ROOM RENTALS

#	Description	Fee/Charge	Unit	Notes
1.a	Bill Price Room - for residents and non-profits	\$10.00	per hour	use this fee for all users
1.b	Bill Price Room - for non-residents	\$10.00	per hour	
1.c	Bill Price Room - for commercial and business groups	\$10.00	per hour	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$142.80	60%	\$85.00	\$0.00
NA - 3rd Party	NA	\$150.00	\$0.00
\$118.16	13%	\$15.00	\$0.00
NA - fine	NA	100% less \$15 processing fee	\$0.00
NA - fine	NA	50% less \$15 processing fee	\$0.00
NA - fine	NA	0% less \$15 processing fee	\$0.00
\$196.51	25%	\$50.00	\$0.00
NA - 3rd Party	NA	\$15-\$25	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00
NA - Rent/Use	NA	\$10.00	\$0.00

Animal Services

ANIMAL SERVICES FEES

#	Description	Fee/Charge	Unit	Notes
1	Adoption - Dog	\$100.00		
2.a	Adoption - Cat	\$50.00		
2.b	Adoption - small animal	\$50.00		
2.c	Adoption - Spray/ Neuter Deposit Dog	\$50.00		
2.d	Adoption - Spray/ Neuter Deposit Cat	\$40.00		
2.e	Adoption--Exotic	New		
3.a	Vaccinations	\$15.00		
3.b	Felv/FIV test	\$20.00		
4.a	Impound Fee 1st	\$40.00		
4.b	Impound Fee 2nd	\$60.00		
4.c	Impound Fee 3rd	\$80.00		
4.d	Impound Fee Additional	\$20.00		
5	Board & Care Removed 1st	\$20.00	per day	
6.a	State Spray/Neuter Fine 1st	\$35.00		
6.b	State Spray/Neuter Fine 2nd	\$35.00		
6.c	State Spray/Neuter Fine 3rd	\$50.00		
6.d	State Spray/Neuter Fine Additional	\$100.00		
7.a	Dog License - one year regular	\$70.00		
7.b	Dog License - one year altered	\$24.00		
7.c	Dog License - one year senior discount	\$35.00		
7.d	Dog License - one year senior altered discount	\$12.00		
8.a	Cat License (optional) regular	\$6.00		
8.b	Cat License (optional) altered	\$4.00		
9	License Tag Replacement	\$4.00		
10	Late Fee	\$45.00		One-time late fee due at 60 days past due
11	Medications - Flea Control	\$15.00		
12.a	Deceased Animal - Delivered to Shelter w/ current license	\$55.00		
12.b	Deceased Animal - Delivered to Shelter w/o current license	\$75.00		
13.a	Deceased Animal - Officer pick up w/ current license	\$125.00		
13.b	Deceased Animal - Officer pick up w/o current license	\$140.00		
14.a	Relinquishments - Residents - Small Animal	\$25.00		
14.b	Relinquishments - Residents - Dog	\$45.00		
15.a	Relinquishments - Non Residents - Small Animal	\$60.00		
15.b	Relinquishments - Non-Residents - Dog Altered	\$60.00		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$346.82	29%	\$100.00	\$0.00
\$223.99	22%	\$50.00	\$0.00
\$143.24	17%	\$25.00	-\$25.00
NA - Deposit	NA	\$50.00	\$0.00
NA - Deposit	NA	\$40.00	\$0.00
\$192.38	52%	\$100.00	NA
\$22.21	81%	\$18.00	\$3.00
\$23.88	84%	\$20.00	\$0.00
NA - Fine	NA	\$40.00	\$0.00
NA - Fine	NA	\$60.00	\$0.00
NA - Fine	NA	\$80.00	\$0.00
NA - Fine	NA	\$20.00	\$0.00
NA - Rent/Use	NA	\$20.00	\$0.00
NA - Fine	NA	\$35.00	\$0.00
NA - Fine	NA	\$35.00	\$0.00
NA - Fine	NA	\$50.00	\$0.00
NA - Fine	NA	\$100.00	\$0.00
\$112.49	62%	\$70.00	\$0.00
\$112.49	21%	\$24.00	\$0.00
\$112.49	31%	\$35.00	\$0.00
\$112.49	11%	\$12.00	\$0.00
\$112.49	5%	\$6.00	\$0.00
\$112.49	4%	\$4.00	\$0.00
\$14.29	28%	\$4.00	\$0.00
NA - Fine	NA	\$45.00	\$0.00
\$30.51	49%	\$15.00	\$0.00
\$71.88	77%	\$55.00	\$0.00
\$108.73	69%	\$75.00	\$0.00
\$156.59	80%	\$125.00	\$0.00
\$193.44	72%	\$140.00	\$0.00
NA - Fine	NA	\$25.00	\$0.00
NA - Fine	NA	\$45.00	\$0.00
NA - Fine	NA	\$60.00	\$0.00
NA - Fine	NA	\$60.00	\$0.00

Animal Services

ANIMAL SERVICES FEES

#	Description	Fee/Charge	Unit	Notes
15.c	Relinquishments - Non-Residents - Dog unaltered	\$100.00		
16	Permits & License Fees/Fines - Quarantine Fee	\$100.00		
17.a	Permits & License Fees/Fines - Vicious or potentially dangerous dog fee	\$300.00	yearly	
17.b	Permits & License Fees/Fines - Non compliance of vicious fine	\$200.00		
19.a	Animal Facility License Fee Kennel Permit - 4-9 animals	\$125.00	yearly	
19.b	Animal Facility License Fee Kennel Permit - 10-29 animals	\$200.00	yearly	
19.c	Animal Facility License Fee Kennel Permit - 30-59 animals	\$300.00	yearly	
19.d	Animal Facility License Fee Kennel Permit - 60 or more animals	\$400.00	yearly	
20	Pet Dealer	\$400.00		
21	Pet Dealer - Aquarium only	\$200.00		
22	Grooming business	\$300.00		
23	Animal Exhibition	\$500.00	per day	
25.a	Temporary Animal Event - 1st day	\$150.00	per day	
25.b	Temporary Animal Event - additional days	\$100.00	per day	Not to exceed \$500.00
26.a	Bail Amts for Administrative Citations - 1st Code Violation	\$100.00		Animal Services Administrative Citations (Title 10)
26.b	Bail Amts for Administrative Citations - 2nd Code Violation	\$200.00		Animal Services Administrative Citations (Title 10)
26.c	Bail Amts for Administrative Citations - 3rd & Sub Code Violation	\$500.00		Animal Services Administrative Citations (Title 10)
26.d	Bail Amts for Administrative Citations - Late Payment Penalty	Twice the Amount Due		Animal Services Administrative Citations (Title 10)
27.a	Additional animal permit 5-9 animals	\$145.00		
27.b	Additional animal permit 10+ animals	New		
28	Re-inspection due to non-compliance	\$100.00		

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
NA - Fine	NA	\$100.00	\$0.00
\$338.84	30%	\$100.00	\$0.00
NA - Fine	NA	\$300.00	\$0.00
NA - Fine	NA	\$200.00	\$0.00
\$193.99	64%	\$125.00	\$0.00
\$306.93	65%	\$200.00	\$0.00
\$419.88	71%	\$300.00	\$0.00
\$551.65	73%	\$400.00	\$0.00
\$551.65	73%	\$400.00	\$0.00
\$306.93	65%	\$200.00	\$0.00
\$589.30	51%	\$300.00	\$0.00
\$746.59	74%	\$550.00	\$50.00
\$186.65	80%	\$150.00	\$0.00
\$112.95	89%	\$100.00	\$0.00
NA - Fine	NA	\$100.00	\$0.00
NA - Fine	NA	\$200.00	\$0.00
NA - Fine	NA	\$500.00	\$0.00
NA - Fine	NA	Twice the Amount Due	\$0.00
\$186.65	74%	\$139.00	-\$6.00
\$243.12	74%	\$181.00	NA
NA - Fine	NA	\$100.00	\$0.00

Oso Creek Golf Course Fees

GOLF FEES				
#	Description	Fee/Charge	Unit	Notes
1	Monday - Friday: Walk			
2	Public Peak	\$30.00		
3	Public Twilight	\$25.00		
4	Public Super Twilight	\$15.00		
5	Senior	\$20.00		
6	Junior	\$16.00		
7	Public Back 9	\$16.00		
8	Monday - Friday: Ride			
9	Public Peak	\$42.00		Add \$8 to upgrade to single cart
10	Public Twilight	\$37.00		Add \$8 to upgrade to single cart
11	Public Super Twilight	\$27.00		Add \$8 to upgrade to single cart
12	Senior	32.00		Add \$8 to upgrade to single cart
13	Junior	N/A		Add \$8 to upgrade to single cart
14	Public Back 9	\$22.00		Add \$8 to upgrade to single cart
15	Single Carts	\$20.00		
16	Weekend/Holiday: Walk			
17	Public Peak	\$36.00		
18	Public Twilight	\$30.00		
19	Public Super Twilight	\$20.00		
20	Senior	N/A		
21	Junior	\$20.00		
22	Public Back 9	\$20.00		
23	Weekend/Holiday: Ride			
24	Public Peak	\$48.00		Add \$8 to upgrade to single cart
25	Public Twilight	\$42.00		Add \$8 to upgrade to single cart
26	Public Super Twilight	\$32.00		Add \$8 to upgrade to single cart

Residential Suggested Fee	Non - Residential Suggested Fee	Suggested Fee	Fee Δ
\$35.00	\$39.00	\$39.00	\$9.00
\$30.00	\$34.00	\$34.00	\$9.00
\$20.00	\$24.00	\$24.00	\$9.00
\$25.00	\$29.00	\$29.00	\$9.00
\$21.00	\$25.00	\$25.00	\$9.00
\$21.00	\$25.00	\$25.00	\$9.00
\$47.00	\$51.00	\$51.00	\$9.00
\$42.00	\$46.00	\$46.00	\$9.00
\$32.00	\$36.00	\$36.00	\$9.00
\$37.00	\$41.00	\$41.00	\$9.00
N/A	N/A	N/A	N/A
\$27.00	\$31.00	\$31.00	\$9.00
\$25.00	\$29.00	\$29.00	\$9.00
\$41.00	\$45.00	\$45.00	\$9.00
\$35.00	\$39.00	\$39.00	\$9.00
\$25.00	\$29.00	\$29.00	\$9.00
N/A	N/A	N/A	N/A
\$25.00	\$29.00	\$29.00	\$9.00
\$25.00	\$29.00	\$29.00	\$9.00
\$53.00	\$57.00	\$57.00	\$9.00
\$47.00	\$51.00	\$51.00	\$9.00
\$37.00	\$41.00	\$41.00	\$9.00

Oso Creek Golf Course Fees

GOLF FEES				
#	Description	Fee/Charge	Unit	Notes
27	Senior	N/A		Add \$8 to upgrade to single cart
28	Junior	N/A		Add \$8 to upgrade to single cart
29	Public Back 9	\$26.00		Add \$8 to upgrade to single cart
30	Facility Rental			
31	Banquet Room "Ted Robinson" - Weekday	\$300.00	first 3 hours	3 hour min, charged per 1/2 hour after initial fee
32	Banquet Room "Ted Robinson" - Weekends	\$500.00	first 3 hours	
33	Larger Banquet Room - Weekday	\$500.00	first 3 hours	
34	Larger Banquet Room - Weekends	\$1,000.00	first 3 hours	

Residential Suggested Fee	Non - Residential Suggested Fee	Suggested Fee	Fee Δ
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
\$31.00	\$35.00	\$35.00	\$9.00
\$300.00	\$300.00	\$300.00	NA
\$500.00	\$500.00	\$500.00	NA
\$500.00	\$500.00	\$500.00	NA
\$1,000.00	\$1,000.00	\$1,000.00	NA

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
ADMINISTRATION				
1	Record Management: Per 8 1/2" x 11" Page	\$0.25		
2	Record Management: Per 8 1/2" x 14" Page	\$0.30		
3	Record Management: Per 11" x 17" Page	\$0.40		
4	Non-sufficient funds (NSF)	\$25.00		

CERTIFICATES AND REPORTS

#	Description	Fee	Unit	Notes
1	Certificate Of Occupancy	\$250.00	each	
2	Temporary Certificate of Occupancy	\$250.00		Partial Or Temporary Occupancy Approval Prior To Final
3	Renewable Temporary Certificate of Occupancy	\$75.00		
4	Change Permit Holder/reissuance Fee	\$35.00	Per hour	
5	Senate Bill 1473 (SB 1473 Green Building Code): Based on Project Valuation	\$0-\$25,000 = \$1.00 \$25,001 - \$50,000 = \$2.00 \$50,001 - \$75,000 = \$3.00 \$75,001 - \$100,000 = \$4.00 Add \$1.00 for each \$25,000 or fraction thereof over \$100,000		Applied to All Permits Except for Electrical, Mechanical or Plumbing Permits.
6	Scanning Fee	\$1.00		
7	Technology Fee	\$30/\$15	Per Application	Applicable to all projects requiring Plan Check and Permits. \$15 for over-the-counter and \$30 for all others.
8	CASp Fee	\$4/\$1		\$4 through December 31, 2023 \$1 after January 1, 2024 Does not apply to trade only permits
9	Residential SMIP (Strong-Motion Instrumentation and Seismic Hazard Mapping Fee)	1 to 3 story residential (Valuation Amount) X 0.00013 = Fee Amount		California Geological Survey Applied to all permits except for Electrical, Mechanical or Plumbing Permits.
10	Commercial SMIP (Strong-Motion Instrumentation and Seismic Hazard Mapping Fee)	Over 3 story Residential and all Commercial (Valuation Amount) X 0.00028 = Fee Amount		California Geological Survey Applied to all permits except for Electrical, Mechanical or Plumbing Permits.
11	Bonds: Signs	\$300.00		Cash Deposit for Incomplete Work
12	Bonds: Swimming Pool/Spa	\$500.00		Cash Deposit for Incomplete Work

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	\$0.25	\$0.00
Variable	NA	\$0.30	\$0.00
Variable	NA	\$0.40	\$0.00
\$25.00	100%	\$25.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$309.91	81%	\$250.00	\$0.00
Variable	100%	\$250.00	\$0.00
\$76.67	98%	\$75.00	\$0.00
\$37.16	94%	\$35.00	\$0.00
NA - Regulated	NA	\$0-\$25,000 = \$1.00 \$25,001 - \$50,000 = \$2.00 \$50,001 - \$75,000 = \$3.00 \$75,001 - \$100,000 = \$4.00 Add \$1.00 for each \$25,000 or fraction thereof over \$100,000	\$0.00
\$1.00	100%	\$1.00	\$0.00
\$30/\$15	100%	\$30/\$15	\$0.00
NA - Regulated	NA	\$4/\$1	\$0.00
NA - Regulated	NA	1 to 3 story residential (Valuation Amount) X 0.00013 = Fee Amount	\$0.00
NA - Regulated	NA	Over 3 story Residential and all Commercial (Valuation Amount) X 0.00028 = Fee Amount	\$0.00
NA - Bond	NA	\$300.00	\$0.00
NA - Bond	NA	\$500.00	\$0.00

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
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PLAN REVIEWS/PERMIT

#	Description	Fee	Unit	Notes
1	Preliminary Plan Review	\$155.00	Per hour	Fee Per Staff Member, Per Hour, One Hour Minimum
2	Plan Check Hourly Rate	\$155.00	Per hour	
3	Additional Plan Review And Rerechecks In Excess Of 3	\$155.00	Per hour	Required by Revisions After the First Approval of Drawings Or Excessive Rerechecks Due to Unsolved Corrections Fee Per Hour, Minimum Half Hour
4	Overtime Plan Review	1.5 X Regular Plan Check Fees, \$233 minimum	Per hour	Request To Expedite Plan Check and Work Overtime
5	Plan Review/Permit Extension	\$35.00		Request to extend plan check or permit.
6	Plan Review Renewal	100% of Plan Review Fee		
7	Plan Review	65% of Building Permit Fee		
8	Building Permit	35% of Building/MEP Fee		
9	Building Permit Renewal	0.5 X Permit/MEP Fee		
10	As-Built Building Permit	2 X Calculated Building Fee		For after the fact permits.
11	Repetitive Plan Review	25% of Plan Check Fee		
12	Energy Compliance Review	0.05% of Construction Cost		Minimum \$55. Maximum for 1 & 2 dwelling \$261. \$469 maximum for all others.
13	Disabled Access Compliance Review	0.1% of Construction Cost		Minimum \$80. Maximum \$803.
14a	Residential Solar Systems up to and including 15kW (AB 1414)	\$450.00	ea	In accordance with AB 1414 building fees:
14b	Residential Solar Systems per kW above 15kW (AB 1414)	\$15.00	per kW	Residential photovoltaic systems up to 15 kW \$450, \$15 per kW above 15kW;
14c	Commercial Solar System up to and including 50kW (AB 1414)	\$1,000.00	ea	Commercial photovoltaic systems up to 50 kW \$1,000, 51 kW – 250 kW \$7 per kW above 250 kW \$5 per kW
14d	Commercial Solar System 50kW - 250kW (AB 1414)	\$7.00	per kW	
14e	Commercial Solar System 250kW+ (AB 1414)	\$5.00	per kW	
15	Electrical Plan Review: Code Compliance Review of Electrical Plans	65% of Total Electrical Permit Fee		Does not apply to over-the-counter plan review

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
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Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$188.68	82%	\$155.00	\$0.00
\$188.68	82%	\$155.00	\$0.00
\$188.68	82%	\$155.00	\$0.00
\$283.02	NA	1.5 X Regular Plan Check Fees, \$288 minimum	\$0.00
\$37.16	94%	\$35.00	\$0.00
Variable	Variable	100% of Plan Review Fee	\$0.00
Variable	Variable	65% of Building Permit Fee	\$0.00
Variable	Variable	35% of Building/MEP Fee	\$0.00
Variable	Variable	0.5 X Permit/MEP Fee	\$0.00
Variable	Variable	2 X Calculated Building Fee	\$0.00
Variable	NA	25% of Plan Check Fee	\$0.00
Variable	NA	0.05% of Construction Cost	\$0.00
Variable	NA	0.1% of Construction Cost	\$0.00
Regulatory	NA	\$450.00	\$0.00
Regulatory	NA	\$15.00	\$0.00
Regulatory	NA	\$1,000.00	\$0.00
Regulatory	NA	\$7.00	\$0.00
Regulatory	NA	\$5.00	\$0.00
Variable	NA	65% of Total Electrical Permit Fee	\$0.00

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
16	Mechanical Plan Review: Code Compliance Review of HVAC Plans	65% of Total Mechanical Permit Fee		Does not apply to over-the-counter plan review
17	Plumbing Plan Review: Code Compliance Review of Plumbing Plans	65% of Total Plumbing Permit Fee		Does not apply to over-the-counter plan review
18	Water Quality Management (Commercial Or Residential Projects) Code Compliance Inspections-Building Fee	\$217.00		All projects disturbing 120 sf or more of Earth. Retaining Walls >20 lf, Swimming Pools & Spas, Exterior or Interior Plastering
19	Construction & Demolition Recycling Fee: Administration Fee Demolition	\$100.00		Assessed If Recycling to Other Than Waste Management
20	Construction & Demolition: New Construction	\$1,000.00		Residential or commercial =>250 sq feet and valuation => \$10,000
21	Construction & Demolition: Renovation of Existing Structure	\$500.00		Residential or commercial =>250 sq feet and valuation => \$10,000
22	Construction & Demolition: Accessory Structure/Addition	\$750.00		Residential or commercial =>250 sq feet and valuation => \$10,000
23	Construction & Demolition: Demolition Only	\$1,000.00		Residential or commercial =>250 sq feet and valuation => \$10,000
24	Construction & Demolition: Re-Roof	\$500.00		Removal of existing roof
25	Temporary Modular/Trailer Mechanical, Electrical, Plumbing Inspection	\$100.00	Each trade	MEP only
26	Temporary Modular/Trailer (does not include MEP fees)	\$580.00	Each	Per Title 25

INSPECTIONS

#	Description	Fee	Unit	Notes
1	Off-Hours Inspection Request *	\$155.00	Per hour	4 Hour Minimum
2	Other Inspections/Reinspection Fee	\$155.00		Per Hour Inspections Not Otherwise Specified / One Hour Minimum

ELECTRICAL PERMIT FEES

#	Description	Fee	Unit	Notes
1	Issuance Fee	\$25.00		
2	Supplemental Permits Issuance, Fee for Each Permit	\$20.00	Each	
3.a	Temporary service pole or pedestal including meter	\$65.00	Each	
3.b	Temporary sub poles including switches and outlets	\$35.00	Each	
4.a	Receptacle, Switch, and Lighting Outlets (1-20)	\$8.00	Each	Fee For Each Outlets, First 20

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
Variable	NA	65% of Total Mechanical Permit Fee	\$0.00
Variable	NA	65% of Total Plumbing Permit Fee	\$0.00
\$245.59	88%	\$217.00	\$0.00
\$101.49	99%	\$100.00	\$0.00
N/A - Deposit	NA	\$1,000.00	\$0.00
N/A - Deposit	NA	\$500.00	\$0.00
N/A - Deposit	NA	\$750.00	\$0.00
N/A - Deposit	NA	\$1,000.00	\$0.00
N/A - Deposit	NA	\$500.00	\$0.00
\$158.66	63%	\$100.00	\$0.00
Regulatory	NA	\$580.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$256.90	60%	\$155.00	\$0.00
\$188.68	82%	\$155.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$28.59	87%	\$25.00	\$0.00
\$21.44	93%	\$20.00	\$0.00
\$79.92	81%	\$65.00	\$0.00
\$79.92	44%	\$35.00	\$0.00
\$9.94	80%	\$8.00	\$0.00

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
4.b	Receptacle, Switch, and Lighting Outlets (20+)	\$5.00	Each	Fee For Each Outlets, After First 20
5	Residential/Nonresidential appliances	\$55.00	Each	For fixed appliances and self-contained factory wired appliances.
6	Power Apparatus - Up to 500 HP	\$150.00	Each	For motors, generators, transformers, re
7	Busways - For trolley and plug-in busways	\$35.00	Each	Each 100 feet or fraction thereof
8a	Signs, Outline Lighting and Marques	\$100.00	Each	First sign and transformer.
8b	Signs, Outline Lighting and Marques (New/Alteration/Relocation)	\$50.00	Each	Each additional sign and transformer after the first. Alterations to existing signs.
9a	Services Panels/Meters/Disconnect Switches/Switch Gear/Battery/Transformer/EV charger	\$125.00	Each	Electrical rating of 600 volt or less and not over 225 amps.
9b	Services Panels/Meters/Disconnect Switches/Switch Gear/Battery/Transformer/EV charger	\$150.00	Each	Electrical rating of 600 volt or less and over 225 amps and up to 500 amps.
9c	Services Panels/Meters/Disconnect Switches/Switch Gear/Battery/Transformer/EV charger	\$200.00	Each	Electrical rating of 600 volts or less and over 500 amps up to 1000 amps.
9d	Services Panels/Meters/Disconnect Switches/Switch Gear/Battery/Transformer/EV charger	\$225.00	Each	Electrical rating of 600 volts or less and over 1000 amps.
9e	Services Panels/Meters/Disconnect Switches/Switch Gear/Battery/Transformer/EV charger	\$250.00	Each	Electrical rating over 600 volts and over 1000 amps.
10	Apparatus or equipment (each)	\$125.00	Each	Misc. for which a permit is required but for which no fee is set forth
11	Conduits and conductors Each 50 Feet or Fraction Thereof	\$35.00	Each	
12	Private street lights	\$35.00	Each	
13a	Pool/Spa - Electrical - Residential	\$100.00	Each	
13b	Pool/Spa - Electrical - Commercial	\$225.00	Each	

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$4.97	101%	\$5.00	\$0.00
\$79.92	69%	\$55.00	\$0.00
\$143.46	105%	\$150.00	\$0.00
\$204.27	17%	\$35.00	\$0.00
\$171.91	58%	\$100.00	\$0.00
\$152.42	33%	\$50.00	\$0.00
\$182.05	69%	\$125.00	\$0.00
\$191.60	78%	\$150.00	\$0.00
\$205.89	97%	\$200.00	\$0.00
\$226.95	99%	\$225.00	\$0.00
\$244.62	102%	\$250.00	\$0.00
\$132.54	94%	\$125.00	\$0.00
\$141.51	25%	\$35.00	\$0.00
\$141.51	25%	\$35.00	\$0.00
\$116.30	86%	\$100.00	\$0.00
\$224.93	100%	\$225.00	\$0.00

MECHANICAL PERMIT FEES

#	Description	Fee	Unit	Notes
1	Issuance Fee	New	Each	
2	Supplemental Permits Issuance, Fee for Each Permit	New	Each	
3	Residential air circulation outlets and registers (heating or cooling)	New	Each	
4	Commercial air distribution system and registers (heating, cooling or ventilation)	New	Each	Per 1,000 sq. ft.
5a	Commercial Mechanical Equipment up to 1,000,000 BTU/H	\$200.00		Absorption/Package units/Heat pumps/VAV units
5b	Commercial Mechanical Equipment 1,000,001 to 1,750,000 BTU/H	\$225.00		Absorption/Package units/Heat pumps/VAV units

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$28.59	87%	\$25.00	NA
\$21.44	93%	\$20.00	NA
\$79.92	56%	\$45.00	NA
\$137.61	62%	\$85.00	NA
\$261.90	76%	\$200.00	\$0.00
\$261.90	86%	\$225.00	\$0.00

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
5c	Commercial Mechanical Equipment over 1,750,000 BTU/H	\$250.00		Absorption/Package units/Heat pumps/VAV units
6	Residential air handling unit	\$150.00	Each	FAU (Forced Air Unit)
7	Residential heat pump/Condensing unit (A/C)	\$75.00	Each	A/C
8	Ventilation fans/Ducting to 300 CFM	\$75.00	Each	Including: Residential ducting, bath fans, laundry fans, hood, dryer exhaust
9	Ventilation fans 301 CFM and over	\$100.00	Each	Including: Residential whole-house fans, commercial fans
10	Factory built fireplace/Heating appliance, including vent	\$150.00		
11	Commercial hood (including ducting)/Commercial ducting	\$250.00	Each	Each system
12	Appliances or piece of equipment regulated by this code but not specifically classes or listed	\$150.00		Additional hourly fee to be assessed
13	Fire Dampers	\$125.00	Each	
14	Processing, special, refrigeration, or hydronic piping per 100 ft.	\$75.00		

PLUMBING PERMIT FEES

#	Description	Fee	Unit	Notes
1	Issuance Fee	\$25.00	Each	
2	Supplemental Permits Issuance, Fee for Each Permit	\$20.00	Each	
3	Each plumbing fixture including water, vent, and drainage piping	\$50.00		
4	Cleanout, backwater valve, check valve, new sewer, sewer abandonment	\$125.00	Each	
5	Each private sewage disposal system (septic), grease interceptors, clarifiers, and separators.	\$125.00		Including grease, oil, sand, solid interceptors, etc.
6	Each water heater and/or vent.	\$75.00		
7	Each gas-piping system of 1 to 5 outlets.	\$140.00		
8	Each additional gas piping system outlet, per outlet.	\$25.00		
9	Each medical gas system of 1 to 5 inlets/outlets.	\$215.00		
10	Each additional medical gas inlets/outlets.	\$45.00		
11	For each repair or alteration of drainage or vent piping (each fixture)	\$75.00		
12	Each building water service/backflow device	\$75.00		
13	Installation, alteration or repair of water piping and/or water treating equipment "re-piping" (each)	\$125.00		Repipe within the unit/structure each unit. Water softener, filter, reverse osmosis, etc.
14	Miscellaneous thermal fixtures	\$85.00	Each	Includes thermal solar panels and thermal solar tanks, water softener/water treatment equipment.
15	Graywater System	\$150.00	Each	For each graywater system.

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$261.90	95%	\$250.00	\$0.00
\$266.64	56%	\$150.00	\$0.00
\$99.41	75%	\$75.00	\$0.00
\$79.92	94%	\$75.00	\$0.00
\$124.36	80%	\$100.00	\$0.00
\$155.93	96%	\$150.00	\$0.00
\$290.81	86%	\$250.00	\$0.00
\$203.49	74%	\$150.00	\$0.00
\$155.93	80%	\$125.00	\$0.00
\$78.16	96%	\$75.00	\$0.00

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$28.59	87%	\$25.00	\$0.00
\$21.44	93%	\$20.00	\$0.00
\$118.90	42%	\$50.00	\$0.00
\$143.07	87%	\$125.00	\$0.00
\$123.45	101%	\$125.00	\$0.00
\$79.92	94%	\$75.00	\$0.00
\$170.75	82%	\$140.00	\$0.00
\$34.15	73%	\$25.00	\$0.00
\$223.18	96%	\$215.00	\$0.00
\$44.64	101%	\$45.00	\$0.00
\$99.41	75%	\$75.00	\$0.00
\$123.45	61%	\$75.00	\$0.00
\$123.45	101%	\$125.00	\$0.00
\$100.97	84%	\$85.00	\$0.00
\$148.14	101%	\$150.00	\$0.00

Building Fees

#	Description	Current Fee/Charge	Unit	Notes
16	Reclaimed water system	\$150.00	Each	For initial installation and testing for a reclaimed water system per hour.

Full Cost	Cost Recovery %	Suggested Fee	Fee Δ
\$148.14	101%	\$150.00	\$0.00

Current Building Permit Fee

Minimum Value	Maximum Value	Base Rate	Plus \$\$	For every
\$1.00	\$2,000.00	\$94.25		
\$2,001.00	\$25,000.00	\$95.00	\$29.10	\$1,000
\$25,001.00	\$50,000.00	\$762.00	\$30.68	\$1,000
\$50,001.00	\$100,000.00	\$1,529.00	\$10.80	\$1,000
\$100,001.00	\$500,000.00	\$2,069.00	\$5.40	\$1,000
\$500,001.00	\$1,000,000.00	\$4,229.00	\$2.33	\$1,000
\$1,000,001.00	\$5,000,000.00	\$5,394.00	\$1.16	\$1,000
\$5,000,001.00	& over	\$10,054.00	\$0.64	\$1,000

	This fee applies to all new construction or structural alterations	100% of the State Fee. Subject to Change With State adoption.
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Proposed Building Permit Fee

Minimum Value	Maximum Value	Base Rate	Plus \$\$	For every
\$1.00	\$2,000.00	\$88.05		
\$2,001.00	\$25,000.00	\$88.75	\$27.19	\$1,000
\$25,001.00	\$50,000.00	\$711.86	\$28.66	\$1,000
\$50,001.00	\$100,000.00	\$1,428.38	\$10.09	\$1,000
\$100,001.00	\$500,000.00	\$1,932.85	\$5.04	\$1,000
\$500,001.00	\$1,000,000.00	\$3,950.70	\$2.18	\$1,000
\$1,000,001.00	\$5,000,000.00	\$5,039.04	\$1.08	\$1,000
\$5,000,001.00	& over	\$9,392.38	\$0.60	\$1,000

	This fee applies to all new construction or structural alterations	100% of the State Fee. Subject to Change With State adoption.
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Cost Recovery 100%
 Fee change -7%

Building Valuation 2021 (PER SQUARE FOOT)		
Type / Occupancy	Per SF	
Residential Remodel:	\$60.00	
Patio Covers, all materials:		
Open Trellis:	\$30.00	
Solid Roof:	\$60.00	
Patio Enclosure:	\$60.00	
Deck/Balconies	\$60.00	
Garage Conversion	\$75.00	
Loft	\$75.00	
Storage	\$35.50	
Carport Enclosure	\$21.00	
Temporary Shoring: Soldier Pile/ Lagging:	\$50.00	
Residential Dewatering	\$30.00	
Tenant Improvement All Construction	50% of New Construction	
Partition, Interior (up to 30 LF)	\$145.00	
Additional Partition (30 LF increment)	\$43.00	
Storage Rack 8' or less (less than 100 LF)	\$217.00	
Freestanding Masonry Walls	\$14.50	
Freestanding Wood Fence	\$5.50	
Freestanding or Fence 6' high wall (LF) (up to 100 LF)	\$145.00	
Additional fence (50 LF increment)	\$72.50	
Masonry, standard 6' high (up to 100 LF)	\$145.00	
Additional Masonry (50 LF increment)	\$72.50	
Masonry, Special Design >6' high (up to 100 LF)	\$336.20	
Additional Special Masonry (50 LF increment)	\$217.00	
Retaining Walls (per SF)		
0-4' High	\$18.00	
4'1" - 10' High	\$21.00	
10'1" + High	\$27.00	
Pool (Plumb., Mech. Elect. Separate); (Spa Separate)	\$70.50	
Roofing	Without Tear Off	Per SQ (1,000sf)
Built-Up/Rock Roofs		\$355.00
Composition Shingle	\$268.50	\$345.00
Wood Shake/Shingle	\$268.50	\$550.00
Tile, or special Product	\$500.00	\$650.00
Sheathing		\$130.00
Metal Roofing		\$713.00

Building Valuation 2021 (EACH)	
Miscellaneous Items	Permit Fee Each
Portable Spa / Hot Tub (Plumb., Mech., Elect., Separate)	\$183.15
Sauna/ Steam Room	\$217.00
Gunite Spa (Plumb., Mech., Elect. Separate)	\$261.00
Cellular/ Radio Antenna, EA	\$290.00
Aluminum/Canvas Awing	\$145.00
Bay Window	\$217.00
Close existing Opening	\$145.00
Demolition up to 3,000 SF	\$217.00
Add demo/per sf	\$13.82
Flag Pole	\$217.00
Fireplace, Masonry or Concrete	\$270.00
Fireplace, Factory/Metal	\$217.00
Light Pole with Electrical	\$145.00
Add Light Pole	\$43.00
Pile Foundation, Steel/Concrete (50LF)	\$580.00
Add Pile foundation (50LF incremental)	\$145.00
Remodel	
Residential Kitchen (MEP Included)	\$507.00
Residential Bathroom (MEP Included)	\$507.00
Sign	
Monument (Electrical Not Included)	\$217.00
Channel Letter Wall (Electrical Not Included)	\$145.00
Foam or Wood	\$72.50
Temporary construction Trailer w/ ramp or Per Title 25	\$580.00
Trash enclosure	\$435.00
Retrofit Window, Door & Sliding Glass Door Replacement:	
First 5	\$145.00
Next 5	\$20.00
Each after first 10	\$10.00
Skylights (Each)	
Less than 10 SF No Structural	\$101.00
Greater than 10 SF or Structural	\$174.00
Private Landscape Review (per hour)	\$145.00



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