

**CITY OF HUNTINGTON BEACH  
SUPPLEMENTAL COMMUNICATION  
Robin Estanislau, City Clerk  
Office of the City Clerk**

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Robin Estanislau, City Clerk 

**DATE:** 10/3/2016

**SUBJECT: SUPPLEMENTAL COMMUNICATIONS FOR THE OCTOBER 3, 2016 REGULAR CITY COUNCIL/PFA MEETING**

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Attached are Supplemental Communications to the City Council (received after distribution of the Agenda Packet):

**STUDY SESSION**

#1. PowerPoint presentation entitled *Citywide User Fee and Rate Study Recommendations*.

#1. Memo from the Finance Commission dated October 3, 2016 and entitled *Master Fee and Charges Schedule – Finance Commission Recommendations for City Council Consideration*.

**CONSENT CALENDAR**

#4. 3 E-mail communications (Carl Ellis, Richard Weatherford, Sylvia Kalaydjian)



# Finance Commission

## **Citywide User Fee and Rate Study Recommendations**

Presentation to City Council

October 3, 2016



# Finance Commission

## Citywide User Fee and Rate Study Review

- The Citywide User Fee and Rate Study was presented to the City Council at a Study Session on August 15, 2016
- The City Council requested the Finance Commission Review the User Fee and Rate Study and present recommendations to the City Council



## Finance Commission Review

- ▶ The Finance Commission met on August 24, 2016 at their regular meeting and discussed the direction from the City Council.
- ▶ The Finance Commission reviewed the following presentation topics:
  - Citywide User Fee and Rate Study
  - User Fee Study Goals
  - User Fee Best Practices
  - Scope of Services: User and Regulatory Fee Study
  - Key Components of a Fee Study
  - Citywide Cost Allocation Plan
  - User Fee Study Guidance
  - General User Fee Study Approach
  - Cost of Service Analysis
  - Cost vs. Price: Illustration of Cost Recovery in Fee-Setting
  - Cost Recovery Policy Decision Matrix
  - Fee Study Recommendations



# Finance Commission Review

## ► Presentation Topics (Continued):

- Summary Results for Fee Related Services – All Funds
- Summary Results of Recommendations
- Summary Results for Fee Related Services
- Summary of General Fund Fees
- Community Development, Finance, Public Works Police, Fire, Community Services and Other Fee Highlights
- Technology Automation Fee
- Summary of Non General Funds Fees
- Summary of General Fund Charges
- Master Fee and Charges Summary
- User Fee Study Recap
- Next Steps
- Preliminary Schedule for Fee Adoption



## Due Diligence Review

▶ The Finance Commission asked staff to highlight the following types of fees for their review at a Special Meeting on September 7, 2016, to include:

1. Fees that are new.
2. Fees that are increasing.
3. Fees that are flat but can be increased.
4. Fees that are proposed to be decreased but can legitimately be raised.
5. High volume and/or high cost fees by department that may be of special interest.



## Types of Fees Reviewed and Discussed

▶ On September 7, 2016, Finance Commissioners reviewed the requested material and asked specific questions regarding the following fees:

- Business License Fees
- Animal Permits
- Film Permits
- Library Room Charges
- Senior Center Room Charges
- Oversized Vehicle Parking
- Jail Booking Fees
- Landscape Inspection Fees
- Fire Permit and Inspection Fees
- Hourly Rates by Department
- Affordable Housing Fees
- Consumer Price Index
- Zoning and Conditional Use Permit Fees



## Topics of Discussion

- ▶ Reduction on Non-Sufficient Fund fees are mandated.
- ▶ Clarification on charges for Business Licenses Tax Processing Renewals.
- ▶ New Fee - “Business License Field Re-Inspection” to verify businesses are operating with proper licenses and permits.
- ▶ Cost justifications for Conditional Use Permit – Alcohol, Dancing or Live Entertainment.
- ▶ Discussion on 100% cost recovery for sex oriented businesses.
- ▶ Animal Permits – percentage cost recovery is relatively low to encourage compliance.
- ▶ Film Permit Fees – student filming has increased and costs are competitive with surrounding cities.



## Topics of Discussion

- ▶ Film Permit Fees - Visit HB has reviewed and generally concurs with the proposed fees.
- ▶ Confirmation of Central Library hourly room rental rates.
- ▶ Fire Prevention Inspection Fee personnel costs and cost recovery recommendation.
- ▶ Discussion on charges, fees, deposits, and cleaning fees for City facility rentals.
- ▶ Discussion on the annual Beach Parking Pass and Sports Complex parking fees.
- ▶ Discussion on the varying levels of cost recovery for fees and services across departments.



## Topics of Discussion

- ▶ Discussion of Planning Fees and phased-in approach.
- ▶ Costs for starting a business in Huntington Beach.
- ▶ Discussion on BID Zone fees versus Non BID Zone fees.
- ▶ Discussion on when a Certificate of Occupancy is required.
- ▶ Fire/Life Safety Inspection fees based on height and square footage.
- ▶ Landscape Inspection and related permit and inspection fees.
- ▶ “Pay to Stay” Jail Program and uncollectible amounts.
- ▶ Methodology used to create Department Hourly Rates.



## Topics of Discussion

- ▶ Commission asked if a uniform recovery percentage rate is feasible and/or preferred.
- ▶ Costs to Open a Business - Commission asked staff to prepare a simple analysis of start-up costs for three types of businesses that compares the City of Huntington Beach fees to other cities and present at the next Special Meeting.
- ▶ Commissioners agreed to prepare additional comments and recommendations for the next Special Meeting.



## Finance Commission Special Meeting

- ▶ On September 14, 2016 Finance Commissioners conducted a second Special Meeting to review comments and discuss potential recommendations to the City Council.
- ▶ **Topics of discussion included:**
  - ▶ Jail Processing/Booking Fees.
  - ▶ 4<sup>th</sup> of July fees and fund audit.
  - ▶ City Facility rental room deposit and cleaning fees.
  - ▶ Central Library tracking of City Events.
  - ▶ Community Development cost recovery percentages.
  - ▶ Fire Prevention Inspection cost recovery percentages.



## Topics of Discussion

- ▶ Fire Prevention Inspection fee clarification based on height and square footage, Multi-Family Unit and High Rise complexes.
- ▶ Planning Division cost recovery and service levels.
- ▶ Building Division service levels, inspection and permit fees.
- ▶ Beach Parking and Sports Complex Oversized Vehicle Parking.
- ▶ Business License Tax.
- ▶ Bicycle Impound Fee.
- ▶ Business start-up sample comparison.



## Cost to Open a Business Scenarios

- ▶ The Finance Commission reviewed the cost to open a business in Huntington Beach versus other cities utilizing the following criteria:

### Scenario 1: Professional Business

- New Office Space – 1,000 sf.
- 1 Owner, 2 Professional Employees
- \$200,000 Gross Revenue

### Scenario 2: Coffee Shop

- No cooking or baking other than a microwave
- 1,000 sf.
- 1 Owner, 2 Employees
- \$200,000 Gross Revenue



# Cost to Open a Business Comparison

## Scenario 3: Retail Store

- 5,000 sf.
- 1 Owner, 10 Employees
- \$1,000,000 Gross Revenue

## Assumptions:

- Existing Building – No Tenant Improvements
- Under 5,000 square feet, if over, sprinklers are required
- Assumes less than 12 seats, no alcohol, same zoning

## Five Orange County Cities Surveyed (Alphabetical Order):

- Costa Mesa, Fountain Valley, Orange, Newport Beach and Santa Ana



# Cost to Open a Business Scenarios 5 City Comparison

## Cost of Starting a Business Scenarios

**FOR DISCUSSION PURPOSES ONLY\***

Ref	Fee Description		Current	Recommended	City #1	City #2	City #3	City #4	City #5
			Huntington Beach	Huntington Beach					
<b>1. Professional Business (new office space, 1,000 sq ft, 1 owner 2 professional employees, \$200,000 gross revenues)</b>									
N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$17 for each employee	\$0 - \$200 Based on Receipts	\$211 plus add'l amt for each employee after 1st owner	\$35 plus receipt based tax
	Based on Scenario		\$75	\$75	\$59	\$200	\$60	\$423	\$140
FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
F-100	Fire/Life Safety Inspection	[2]	\$45	\$60	\$40	\$329	\$0	\$0	\$0
	Certificate of Occupancy	[3]							
B-1	Permit Processing Charge		\$30	\$32					
B-8	Record Retention Fee		\$1.04	\$0.74					
B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
<b>Total</b>			<b>\$266</b>	<b>\$256</b>	<b>\$134</b>	<b>\$576</b>	<b>\$60</b>	<b>\$864</b>	<b>\$186</b>
<b>2. Coffee Shop (no cooking or baking other than a microwave, 1,000 sq ft, 1 owner 2 employees, \$200,000 gross revenues)</b>									
N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$8 for each employee	\$0 - \$200 Based on Receipts	\$127 plus receipt based tax	\$35 plus receipt based fee
	Based on Scenario		\$75	\$75	\$59	\$200	\$60	\$339	\$135
FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
F-100	Fire/Life Safety Inspection	[2]	\$45	\$60	\$40	\$329	\$0	\$0	\$0
	Certificate of Occupancy	[3]							
B-1	Permit Processing Charge		\$30	\$32					
B-8	Record Retention Fee		\$1.04	\$0.74					
B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
<b>Total</b>			<b>\$266</b>	<b>\$256</b>	<b>\$134</b>	<b>\$576</b>	<b>\$60</b>	<b>\$780</b>	<b>\$181</b>



# Cost to Open a Business Scenarios 5 City Comparison

## Cost of Starting a Business Scenarios

FOR DISCUSSION PURPOSES ONLY\*

Ref	Fee Description		Current	Recommended	City #1	City #2	City #3	City #4	City #5
			Huntington Beach	Huntington Beach					
<b>3. Retail store (assume 5,000 sq ft, 1 owner 10 employees, \$1,000,000 gross revenues)</b>									
N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$8 for each employee	\$0 - \$200 Based on Receipts	\$127 plus receipt based tax	\$35 plus receipt based fee
	Based on Scenario		\$103	\$103	\$93	\$336	\$200	\$848	\$295
FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
F-101	Fire/Life Safety Inspection	[2]	\$95	\$131	\$240	\$410	\$0	\$0	\$0
	Certificate of Occupancy	[3]							
B-1	Permit Processing Charge		\$30	\$32					
B-8	Record Retention Fee		\$1.04	\$0.74					
B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
<b>Total</b>			<b>\$344</b>	<b>\$355</b>	<b>\$368</b>	<b>\$793</b>	<b>\$200</b>	<b>\$1,288</b>	<b>\$341</b>

- ▶ City 2 and City 4 excluded from discussion as “non-competitive” since fees are much higher than the City of Huntington Beach.
- ▶ It appears the cost of starting a business in Huntington Beach is competitive compared to surrounding cities.



# Preliminary Schedule for Fee Adoption

Date	Item
August 15, 2016	Citywide User Fee Study - Study Session
August 24, 2016	Finance Commission Meeting
September 7, 2016	Finance Commission Special Meeting #1
September 14, 2016	Finance Commission Special Meeting #2
September 22, 2016	Public Hearing Notice #1 and Notice of Public Hearing to Interested Parties
September 28, 2016	Finance Commission Regular Monthly Meeting (Draft Recommendations to City Council)
October 3, 2016	Finance Commission Presentation to City Council - Study Session 4:00 P.M.
October 6, 2016	Public Hearing Notice #2
October 17, 2016	City Council Public Hearing for Adoption of Master Fee & Charges Schedule
December 16, 2016	Effective Date of Master Fee & Charges Schedule



## Recommendations for City Council Consideration

- 1. An annual review of the Master Fee and Charges Schedule should be conducted by the City to coincide with the Annual Budget development process to ensure fees not legally mandated or subject to capped calculations, adequately capture increases in the cost of doing business.**
- 2. The City should annually distribute a Survey of Fees to departments for city events held at City operated locations which otherwise could be rented for public use.**



## Recommendations for City Council Consideration

- 3. An annual review of Development Impact Fees should be performed to evaluate if fees have changed significantly from the time the Resolution was adopted.**
- 4. After completion of the pending audit of the 4<sup>th</sup> of July fund, request that a fee review take place and include representation from stakeholders.**



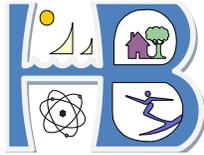
## Finance Commission

**Recommended Action:**

**Approve the Master Fee and Charges Schedule as presented.**



**QUESTIONS?**



# CITY OF HUNTINGTON BEACH

## City Council Interoffice Communication

**TO:** Honorable Mayor and City Council Members

**FROM:** Finance Commission

**DATE:** October 3, 2016

**SUBJECT: MASTER FEE AND CHARGES SCHEDULE - FINANCE COMMISSION RECOMMENDATIONS FOR CITY COUNCIL CONSIDERATION**

On August 15, 2016, the City of Huntington Beach's Finance Department and NBS, the City's User Fee Study Consultant, presented the draft results of the updated Citywide User Fee Study to the City Council. At the Study Session, the City Council directed the Finance Commission to review the Citywide User Fee Study prepared by NBS, and the resulting Master Fee and Charges Schedule, in order to provide recommendations for the City Council's consideration.

### **Summary**

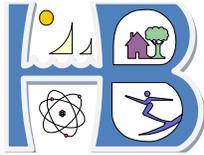
The Finance Commission has conducted an in depth review and analysis of the draft Citywide User Fee Study and Master Fee and Charges Schedule and has developed several recommendations for the City Council's consideration. These recommendations are the result of deliberations conducted and information obtained at four separate public meetings on this topic. The four meetings were agendaized per the Brown Act, open to the public, and held on the following dates:

- August 24, 2016 – Finance Commission Regular Monthly Meeting
- September 7, 2016 – Finance Commission Special Meeting #1
- September 14, 2017 – Finance Commission Special Meeting #2
- September 28, 2016 – Finance Commission Regular Monthly Meeting

Further, to facilitate the Commission's due diligence and analysis of the proposed fees and charges, staff from numerous Departments were in attendance at these meetings including representatives from the Fire, Police, Community Development, Community Services, Library, Public Works and Finance Departments.

### **User Fee Study Review Process**

On August 24, 2016, Dahle Bulosan, Finance Accounting Manager, and Nicole Kissam from NBS Consulting, made a presentation to the Finance Commission regarding the scope, methodology and governing statutes utilized to perform the most recent Citywide User Fee Study. The Commission discussed the study methodology as well as the process used by each Department for setting the proposed rate to be charged for specific fees, and the City's cost recovery.



## CITY OF HUNTINGTON BEACH

### City Council Interoffice Communication

After the presentation and review of the documentation showing all current City fees and percentage of cost recovery, the Finance Commission requested additional information be provided to aid in its review of the proposed fees and charges as described below (see Exhibits A, B and C):

1. *Document highlighting the fees proposed for an increase* in order to hone in on all potential fee increases;
2. *Document highlighting fees proposed to be decreased* that could remain flat, or increased;
3. *Document highlighting all new fees* by Department;
4. *Document identifying fees with a high volume in customer counts and/or high costs.*

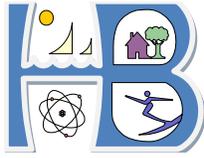
#### **Methodology**

The primary justification for the City to establish fees is to recover the costs to the City, within legal boundaries. A main focus for the Commission was on evaluating whether or not each Department had a process and rationale for determining their recommended fee levels and cost recovery percentages. The Finance Commission requested information regarding numerous individual fees, comparisons between similar fees charged by different departments, and the appropriate level of cost recovery.

Questions and inquiries regarding specific charges and fees occurred both during and after the four scheduled meetings. Based on the data provided at each meeting, the Commission is generally satisfied with the process utilized by the City, each Department, and NBS Consulting in developing the revised Citywide user fees and charges. Details regarding the specific fees and charges questioned by the Commission and the topics discussed are contained in the minutes for each meeting, and a list of written questions submitted to staff (Exhibits D, E, F and G).

#### **Cost of Doing Business Comparison**

An important consideration for the Finance Commission in reviewing the proposed fees was to consider the relative costs of starting a new business in Huntington Beach in comparison to other Orange County cities. The Commission requested information based on three separate business scenarios (opening a retail business, an office space and a coffee shop). Based on information received from the cities of Costa Mesa, Fountain Valley, Newport Beach, Orange and Santa Ana, it appears that the City's fees are generally in line with other cities and appear to be within the median range. This analysis may differ based on the specific type of business compared; however, based on the results of this analysis, the City's fees do not appear to be prohibitive for businesses and are generally in line with surrounding municipalities (Exhibit H).



# CITY OF HUNTINGTON BEACH

## City Council Interoffice Communication

### **Recommendations**

The Commission proposes the following recommendations for City Council consideration:

1. An annual review of the Master Fee and Charges Schedule should be conducted by the City to coincide with the Annual Budget development process to ensure fees not legally mandated or subject to capped calculations, adequately capture increases in the cost of doing business.
2. The City should annually distribute a Survey of Fees to departments for city events held at the City operated locations which otherwise could be rented for public use.
3. An annual review of Development Impact Fees should be performed to evaluate if fees have changed significantly from the time the Resolution was adopted.
4. After completion of the pending audit of the 4<sup>th</sup> of July fund, request that a fee review take place and include representation from stakeholders.
5. The Master Fee and Charges Schedule should be approved as presented.

We would like to thank the City Council for this opportunity to review and comment on this important project.

### **Attachments**

Exhibit A	Highlighted Master Fee and Charges Schedule (increasing, decreasing, or flat fees)
Exhibit B	High Volume and/or High Dollar User Fee Schedule
Exhibit C	New Fees Only Document
Exhibit D	Regular Meeting Minutes of August 24, 2016
Exhibit E	Finance Commission Questions submitted prior to September 7, 2016 Meeting
Exhibit F	Special Meeting Minutes of September 7, 2016
Exhibit G	Special Meeting Minutes of September 14, 2016
Exhibit H	Five City Comparison of the Cost to Open a Business – Three Scenarios
Exhibit I	Preliminary Fee Adoption Schedule

# EXHIBIT A

## City Clerk - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	<b>Copies:</b>				
CL-1	Per page (per case law)	[1]	\$ 0.10	\$ 0.10	
CL-2	Miscellaneous (includes micro film)		Cost of Reproduction	Cost of Reproduction	
	<b>Electronic Data Request (CD/DVD Copy)</b>				
CL-3	Copy of Existing Data File		\$ 2.37	Actual cost	100%
CL-4	Copy of Non-Existing Data File		\$ 2.37	Actual cost	100%
CL-5	<b>Certification of Document</b>		<b>\$ 3</b>	<b>\$ 18</b>	<b>100%</b>
CL-6	Passport Program (application fee, Federal Program Mandate)		\$ 25	\$25 (per State Maximum Fee)	82%
CL-7	Passport Photograph (optional)		\$ 10	\$ 10	
CL-8	Hourly Rate:				
	City Clerk	New	\$ -	\$ 105	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

Notes

[1] Per Public Records Act

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Finance - User Fees and Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	<b>Delinquent Customer Fees</b>				
	Returned Check Processing (Non-Sufficient Funds NSF)				
FN-1	1st NSF Check	[2]	\$ 30	\$ 25	76%
FN-2	Each Subsequent NSF Check	[2]	\$ 40	\$ 35	89%
FN-3	Processing of Delinquent Administrative Citation		\$ 35	\$ 39	99%
FN-4	Transient Occupancy Tax (TOT) Administration processing fee (in addition to penalty)		\$ 25	\$ 33	100%
FN-5	Collections Processing Fee		\$ 25	\$ 33	100%
	<b>Other Fees and Charges</b>				
FN-6	Credit Card Convenience Processing Fee	[7]	2.85	\$ 2.85	87%
FN-7	Parking Citation Processing Fee		3.00	\$ 3.00	91%
FN-8	Cash Bond Acceptance and Processing		\$ 75	\$ 85	86%
FN-9	Tract/Other Bonds Processing		\$ 45	\$ 50	95%
FN-10	Lien Processing		\$ 75	\$ 85	86%
FN-11	Business Improvement District (BID) Processing Fee		\$ 10	\$ 10	90%
FN-12	Refund Processing - Check		\$ 25	\$ 30	46%
FN-13	Check Reissuance		\$ 25	\$ 35	53%
	<b>Water Billing</b>				
FN-14	Utility Customer Set-Up (residential, industrial, construction)		\$ 11	\$ 30	91%
FN-15	Utility Billing Late Fee		\$ 6	greater of 5% or \$10 flat rate	n/a
	<b>Business License</b>				
FN-20	Change to Business License - Name		\$ 6	\$ 20	61%
FN-21	Change to Business License - Location		\$ 17	\$ 20	30%
FN-22	Duplicate Business License		\$ 6	\$ 11	99%
FN-23	Business License Tax Processing Renewal		\$ 16	\$ 25	19%
FN-24	Business License Tax Renewal Processing (Tax Exempt Business)		\$ -	\$ -	0%
FN-25	Business License Application		\$ 40	\$ 45	34%
FN-26	Business License Application (Tax Exempt Business)		\$ -	\$ -	0%
FN-27	Business License Home Occupation		\$ 2	\$ 11	99%
FN-28	Business License Field Re-inspection	New	\$ -	\$ 20	30%
FN-29	Business License Revocation		\$ 45	\$ 329	100%
FN-30	Oil Penalty Administration Fee		\$ 38	\$ 38	100%
	<b>Special Regulatory Business Permits</b>				
FN-31	Bingo Permit	[1]	\$ 50	\$ 50	0%
FN-32	Entertainment Permit - new		\$ 149	\$ 285	33%
FN-33	Entertainment Permit - renewal		\$ 149	\$ 285	33%
FN-34	Entertainment Permit- change of location/name		\$ 129	\$ 149	52%
FN-35	Entertainment Permit- conceptual		\$ 149	\$ 485	41%
FN-36	Fortune Teller Permit - initial		\$ 181	\$ 265	87%
FN-37	Fortune Teller Permit - renewal		\$ 141	\$ 265	87%
FN-38	Fortune Teller Permit - change of location/name		\$ 95	\$ 149	59%
FN-39	Sexually Oriented Business (SOB) Business Permit - initial		\$ 357	\$ 773	100%
FN-40	Sexually Oriented Business (SOB) Business Permit - renewal		\$ 132	\$ 773	100%
FN-41	Sexually Oriented Business (SOB) Business Permit - change name/location		\$ 95	\$ 254	100%

# EXHIBIT A

## Finance - User Fees and Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
<b>FN-42</b>	Sexually Oriented Business (SOB) Performer Permit - initial		\$ 170	\$ 773	100%
<b>FN-43</b>	Sexually Oriented Business (SOB) Performer Permit - renewal		\$ 115	\$ 773	100%
<b>FN-44</b>	Massage Establishment Registration Certificate - initial / add partner		\$ 374	\$ 495	58%
<b>FN-45</b>	Massage Establishment Registration Certificate - renewal		\$ 374	\$ 495	58%
<b>FN-46</b>	Massage Establishment Registration Certificate - change of location/name/removal of partner		\$ 95	\$ 149	42%
<b>FN-47</b>	Massage Independent Registration Certificate- initial		\$ 284	\$ 284	36%
<b>FN-48</b>	Massage Independent Registration Certificate- renewal		\$ 115	\$ 115	15%
<b>FN-49</b>	Massage Independent Registration Certificate - change of location/name	[4]	\$ -	\$ -	0%
<b>FN-50</b>	Escort Service Permit - initial		\$ 357	\$ 617	100%
<b>FN-51</b>	Escort Service Permit - renewal		\$ 132	\$ 617	100%
<b>FN-52</b>	Escort Service Permit - change of location/name		\$ 95	\$ 254	100%
<b>FN-53</b>	Escort Employee Permit - initial		\$ 115	\$ 617	100%
<b>FN-54</b>	Escort Employee Permit - renewal		\$ 115	\$ 617	100%
	<b>Subpoena Fees</b>	New			
<b>FN-55</b>	Response to subpoena - Hourly	[5]	\$ 24	\$ 24	
<b>FN-56</b>	Response to subpoena - Records	[5]	\$ 15	\$ 15	
<b>FN-57</b>	Response to subpoena - Civil	[6]	\$ 275	\$ 275	
<b>FN-58</b>	Copies - Standard Size (up to 8.5 x 14) per copy plus actual postage charges	New	\$ -	\$0.10 + postage	
<b>FN-59</b>	Copies - Documents off of microfilm + actual postage charges	New	\$ -	\$0.20 + postage	
<b>FN-60</b>	Copies - Reproduction of Documents requiring special processing + actual postage charges	New	\$ -	Actual Cost of production	
	Hourly Rate:				
<b>FN-61</b>	Finance	New	\$ -	\$ 131	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

**Notes**

- [1] Bingo permit - Max \$50 - CA Govt. Code 25845; Penal Code 326.3-326.5
- [2] Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee
- [4] Current master fee schedule includes this fee but is not currently being charged due to CA State Law - SB731 section 4600 effective 9/1/09 and revised by AB1147 effective 1/1/15
- [5] CA Evidence Code 1563
- [6] CA Govt. Code 68097
- [7] Not charged for parking meters

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description		Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
	<b>PLANNING COMMISSION ACTIONS</b>	[1]					
PL-1	Annexation Request (deposit)		\$ 10,400	Deposit of \$37,000		Deposit of \$37,000	
PL-2	Coastal Development Permit	[2]	\$ 6,602	\$ 6,746	80%	\$ 8,432	100%
	Conditional Use Permit:						
PL-3	New Residential		\$ 9,989	\$ 9,989	84%	\$ 11,937	100%
PL-4	Commercial/Industrial		\$ 8,422	\$ 12,695	50%	\$ 12,695	50%
PL-5	Alcohol, Dancing or Live Entertainment		\$ 4,939	\$ 5,493	50%	\$ 5,493	50%
PL-6	Mixed Use		\$ 18,510	\$ 22,214	80%	\$ 27,767	100%
PL-7	Entitlement Continuance	[3]	\$ 346	\$ 490	80%	\$ 613	
	<i>Development Agreement</i>						
PL-8	Original Contract or Significant Amendment (Deposit)		\$ 33,162	Deposit of \$33,000		Deposit of \$33,000	
PL-9	Minor Amendment / Affordable Housing Only		\$ 19,418	\$ 12,255	100%	\$ 12,255	100%
PL-10	Annual Review (Planning Commission Hearing)		\$ 4,286	\$ 4,286	98%	\$ 4,377	100%
PL-11	Annual Review (Administrative Review)		\$ 3,388	\$ 2,626	100%	\$ 2,626	100%
	<i>Entitlement Plan Amendment</i>						
PL-12	New Hearing		\$ 3,910	\$ 4,799	80%	\$ 5,999	100%
PL-13	No Change to Conditions - Director Review		\$ 2,274	\$ 2,622	80%	\$ 3,277	100%
PL-14	General Plan Amendment – GPA Major		\$ 46,581	\$ 46,581	80%	\$ 58,087	100%
PL-15	General Plan Amendment - GPA Minor		\$ 24,890	\$ 26,226	80%	\$ 32,782	100%
PL-16	General Plan Conformance		\$ 5,096	\$ 5,853	80%	\$ 7,316	100%
PL-17	Local Coastal Program Amendment		\$ 14,003	\$ 19,351	80%	\$ 24,189	100%
PL-18	Reversion to Acreage		\$ 3,775	\$ 4,882	80%	\$ 6,103	100%
PL-19	Special Permit		\$ 3,162	\$ 3,754	80%	\$ 4,693	100%
	<i>Tentative Tract Map</i>						
PL-20	Base		\$ 23,896	\$ 24,311	80%	\$ 30,389	100%
PL-21	Per Lot		\$ 30	\$ 70	80%	\$ 88	100%
PL-22	Variance	[5]	\$ 4,234	\$ 4,234	85%	\$ 4,999	100%
PL-23	Zoning Map Amendment	[6]	\$ 24,309	\$ 27,942	80%	\$ 34,927	100%
PL-24	Precise Plan of Street Alignment		\$ 16,546	\$ 16,546	83%	\$ 19,884	100%
PL-25	Mobile Home Park Conversion Review		\$ 37,148	\$ 40,921	80%	\$ 51,151	100%
PL-26	Zoning Text Amendment-Major		\$ 15,163	\$ 36,158	80%	\$ 45,197	100%
PL-27	Zoning Text Amendment-Minor		\$ 8,429	\$ 15,190	80%	\$ 18,988	100%
	<b>ZONING ADMINISTRATOR ACTIONS</b>	[1]					
	<i>Coastal Development Permit</i>	[2]					
PL-28	Single Family Dwelling		\$ 2,967	\$ 3,686	80%	\$ 4,607	100%
PL-29	All Others		\$ 3,533	\$ 4,780	80%	\$ 5,975	100%
PL-30	Conditional Use Permit		\$ 4,556	\$ 5,512	80%	\$ 6,890	100%
PL-31	Conditional Use Permit (Fences)		\$ 2,281	\$ 2,281	65%	\$ 2,281	65%
PL-32	Entitlement Continuance	[3]	\$ 260	\$ 350	80%	\$ 438	100%
	<i>Entitlement Plan Amendment</i>						
PL-33	New Hearing		\$ 2,105	\$ 3,141	75%	\$ 3,141	75%
PL-34	No Change to Conditions - Director Review		\$ 1,519	\$ 1,998	75%	\$ 1,998	75%

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description		Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
PL-35	Temporary Use Permit		\$ 2,139	\$ 3,846	80%	\$ 4,808	100%
PL-36	Bond (if applicable)	[C]	\$ 500	\$ 500	100%	\$ 500	100%
PL-37	Tentative Parcel Map		\$ 4,638	\$ 5,982	80%	\$ 7,478	100%
PL-38	Tentative Parcel Map Waiver		\$ 2,224	\$ 2,630	80%	\$ 3,287	100%
	<i>Tentative Tract Map</i>						
PL-39	Base		\$ 7,714	\$ 9,670	80%	\$ 12,088	100%
PL-40	Per Lot		\$ 30	\$ 71	80%	\$ 89	100%
PL-41	Variance	[5]	\$ 2,923	\$ 3,649	80%	\$ 4,561	100%
	<b>ENVIRONMENTAL REVIEW</b>	[1]					
PL-42	Environmental Assessment		\$ 10,679	\$ 14,001	80%	\$ 17,501	100%
PL-43	Historic Structures		\$ 5,242	\$ 6,500	62%	\$ 6,500	62%
PL-44	Environmental Review Focused EA		\$ -	\$ 5,725	80%	\$ 7,156	100%
	<i>Mitigation Monitoring:</i>						
PL-46	Mitigated Negative Declaration		\$ 2,724	\$ 2,850	80%	\$ 3,563	100%
PL-47	Environmental Impact Report-		8% of EIR	\$ 4,584	80%	\$ 5,730	100%
PL-48	Environmental Impact Report (EIR) (Deposit)	[7]	\$ 99,922	Deposit of \$94,000		Deposit of \$94,000	
	<b>STAFF REVIEW AND SERVICES</b>	[1]					
PL-49	Address Assignment Processing (per project)		\$ 1,256	\$ 1,378	80%	\$ 1,722	100%
PL-50	Address Change		\$ 255	\$ 383	75%	\$ 383	75%
	<i>Administrative Permit</i>						
PL-51	List 1: Outdoor Dining, Eating and Drinking Establishments, Fence Extensions (<8'), Personal Enrichment Services over 5,000 sq. ft., and Home Occupations		\$ 612	\$ 1,145	80%	\$ 1,431	100%
PL-52	List 2: Parking Reduction, Carts & Kiosks, Waiver of Development Standards, Non-conforming structure additions		\$ 1,090	\$ 1,819	80%	\$ 2,274	100%
PL-53	List 2A: Daycare		\$ -	No charge	0%	No charge	0%
PL-54	List 3: Privacy Gates, Game Centers, Accessory Dwelling Units, Manufactured Home Parks		\$ 1,451	\$ 1,910	80%	\$ 2,387	100%
PL-55	List 4: Personal Enrichment Services under 5,000 sq ft		\$ -	No charge	0%	No charge	0%
PL-56	Animal Permits		\$ 215	\$ 361	25%	\$ 361	25%
PL-57	Categorical Exclusion letter (coastal)		\$ 260	\$ 350	80%	\$ 438	100%
PL-58	CC&R Review		\$ 1,254	\$ 1,254	88%	\$ 1,424	100%
PL-59	Certificate of Compliance		\$ 755	\$ 1,075	80%	\$ 1,344	100%
	<i>Design Review Board</i>						
PL-60	Minor- approved by DRB Secretary		\$ 905	\$ 1,310	80%	\$ 1,638	100%
PL-61	Others		\$ 905	\$ 2,622	80%	\$ 3,277	100%
PL-62	Extension of Time		\$ 479	\$ 525	75%	\$ 525	75%
PI-63	Initial Plan, Zoning & Review (land use changes, zone changes, conceptual plans)		\$ 357	\$ 700	80%	\$ 875	100%
	<i>Landscape Plan Check:</i>						
PL-64	Single Family Dwelling		\$ 495	\$ 515	80%	\$ 644	100%
PL-65	Tract Map		\$ 1,000	\$ 1,030	80%	\$ 1,288	100%

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description		Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
PL-66	Commercial/Industrial/Multi-Family Dwelling		\$ 380	\$ 1,030	80%	\$ 1,288	100%
PL-67	Limited Sign Permit		\$ 837	\$ 1,250	80%	\$ 1,563	100%
PL-68	Lot Line Adjustment / Lot Merger (Planning)		\$ 551	\$ 1,138	50%	\$ 1,138	50%
	<i>Planned Sign Program</i>						
PL-70	Single User and Amendments to Existing Programs		\$ 880	\$ 1,315	80%	\$ 1,644	100%
PL-71	Multiple Users		\$ 1,484	\$ 2,050	80%	\$ 2,563	100%
	<i>Preliminary Plan Review:</i>	[4]					
PL-72	Single Family Residential		\$ 832	\$ 974	80%	\$ 1,218	100%
PL-73	Multi-Family Residential (up to 9 units)		\$ 1,986	\$ 1,986	93%	\$ 2,141	100%
PL-74	Multi-Family Residential (≥10 units)		\$ 2,538	\$ 2,687	80%	\$ 3,359	100%
PL-75	Non-Residential / Mixed Use		\$ 2,761	\$ 3,158	80%	\$ 3,947	100%
PL-76	Sign Code Exception – Staff		\$ 996	\$ 1,121	80%	\$ 1,401	100%
PL-77	Sign Code Exception – Design Review Board		\$ 1,934	\$ 1,926	100%	\$ 1,926	100%
	<i>Site Plan Review</i>						
PL-78	Major -PC Review		\$ 5,519	\$ 9,646	80%	\$ 12,058	100%
PL-79	Minor- Façade remodel, Car Dealerships		\$ -	\$ 4,010	80%	\$ 5,012	100%
PL-80	Temporary and Promotional Activity Sign Permit		\$ 78	\$ 70	80%	\$ 88	100%
PL-81	Temporary Sales/Event Permit		\$ 281	\$ 255	100%	\$ 255	100%
PL-82	Wireless Permit Applications		actual cost	\$ 1,226	80%	\$ 1,532	100%
	<i>Zoning Letter:</i>						
PL-83	Zoning/ Flood Verification		\$ 78	\$ 78	89%	\$ 88	100%
PL-84	Zoning Letter Staff		\$ 151	\$ 210	80%	\$ 263	100%
PL-85	Zoning Research/Information (Per Hour - 1 hr. min.)		\$ 130	\$ 175	100%	\$ 175	100%
PL-86	Planning Consultation/Meeting Fee (Per Hour, Per Planner; 1 hr. min.)		\$ 115	\$ 175	100%	\$ 175	100%
	<b>APPEALS</b>	[1]					
	<i>To Planning Commission</i>						
PL-87	Single family owner appealing decision of own property		\$ 1,917	\$ 2,341	80%	\$ 2,926	100%
PL-88	Others		\$ 2,501	\$ 3,231	80%	\$ 4,039	100%
PL-89	Appeal of Director's Decision (PC Public Hearing)		\$ 494	\$ 2,251	80%	\$ 2,814	100%
PL-90	Appeal of Director's Interpretation (PC Non-Public)		\$ 416	\$ 1,686	80%	\$ 2,107	100%
	<i>To City Council (file w/ City Clerk's Office)</i>						
PL-91	Single family owner appealing decision of own property		\$ 1,763	\$ 1,776	80%	\$ 2,220	100%
PL-92	Others		\$ 3,383	\$ 3,383	95%	\$ 3,564	100%
PL-93	Mills Act Annual Fee		\$ -	\$ 175	100%	\$ 175	100%
PL-94	Mills Act Application Fee		\$ 500	\$ 500	54%	\$ 500	54%
	<b>PLANNING BUILDING PLAN REVIEW</b>	[1]					
PL-95	Planning Plan review		70% of building inspection fee	46% of building inspection fee	100%	46% of building inspection fee	100%
PL-96	Standard production units after model unit has been reviewed		24% of building inspection fee	20% of building inspection fee	100%	20% of building inspection fee	100%
	<b>AFFORDABLE HOUSING IN-LIEU FEE - 2008</b>	[C]					

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description		Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
PL-97	3 Unit Projects x \$8,140 =		\$ 24,420	\$ 24,420		\$ 24,420	
PL-98	4 Unit Projects x \$9,150 =		\$ 36,600	\$ 36,600		\$ 36,600	
PL-99	5 Unit Projects x \$10,170 =		\$ 50,850	\$ 50,850		\$ 50,850	
PL-100	6 Unit Projects x \$11,180 =		\$ 67,080	\$ 67,080		\$ 67,080	
PL-101	7 Unit Projects x \$12,200 =		\$ 85,400	\$ 85,400		\$ 85,400	
PL-102	8 Unit Projects x \$13,230 =		\$ 105,840	\$ 105,840		\$ 105,840	
PL-103	9 Unit Projects x \$14,240 =		\$ 128,160	\$ 128,160		\$ 128,160	
	<b>OTHER FEES</b>						
PL-104	Downtown Specific Plan Fee Outdoor Dining:	[C]	\$831 per acre	\$831 per acre		\$831 per acre	
PL-105	License Agreement Application Fee		\$ 30	\$ 140	80%	\$ 175	100%
PL-106	License Agreement Use Charge per sq. ft	[C]	\$ 0.01	\$ 0.01		\$ 0.01	
PL-107	License Agreement Code Enforcement Fee per sq. ft	[C]	\$ 4	\$ 4		\$ 4	
PL-108	Noise Deviation Permit		\$ -	\$ 1,121	80%	\$ 1,401	100%
	General Plan Maintenance Fee per \$1,000 valuation of new construction		\$ 1.85	change to sq ft		change to sq ft	
	General Plan Maintenance Fee per sq. ft		\$ -	\$ 0.27		\$ 0.27	
	<b>Development Impact Fees</b>	[C]					
	<b>Law Enforcement Facilities</b>						
PL-109	Dethatched Dwelling Units (per Unit)		\$ 238	\$ 238		\$ 238	
PL-110	Attached Dwelling Units (per Unit)		\$ 489	\$ 489		\$ 489	
PL-111	Mobile Home Dwelling Units (per Unit)		\$ 221	\$ 221		\$ 221	
PL-112	Hotel/Motel Lodging Units (per Unit)		No Fee	No Fee		No Fee	
PL-113	Resort Lodging Units (per Unit)		No Fee	No Fee		No Fee	
PL-114	Commercial/Office Uses (per sq. ft.)		\$ 0.63	\$ 0.63		\$ 0.63	
PL-115	Industrial/Manufacturing Uses (per sq. ft.)		\$ 0.27	\$ 0.27		\$ 0.27	
	<b>Fire Suppression Facilities</b>						
PL-116	Dethatched Dwelling Units (per Unit)		\$ 553	\$ 553		\$ 553	
PL-117	Attached Dwelling Units (per Unit)		\$ 229	\$ 229		\$ 229	
PL-118	Mobile Home Dwelling Units (per Unit)		\$ 950	\$ 950		\$ 950	
PL-119	Hotel/Motel Lodging Units (per Unit)		No Fee	No Fee		No Fee	
PL-120	Resort Lodging Units (per Unit)		No Fee	No Fee		No Fee	
PL-121	Commercial/Office Uses (per sq. ft.)		\$ 0.20	\$ 0.20		\$ 0.20	
PL-122	Industrial/Manufacturing Uses (per sq. ft.)		\$ 0.02	\$ 0.02		\$ 0.02	
	<b>Circulation System (Streets, Signals, Bridges)</b>						
PL-123	Dethatched Dwelling Units (per Unit)		\$ 2,092	\$ 2,092		\$ 2,092	
PL-124	Attached Dwelling Units (per Unit)		\$ 1,417	\$ 1,417		\$ 1,417	
PL-125	Mobile Home Dwelling Units (per Unit)		\$ 1,094	\$ 1,094		\$ 1,094	
PL-126	Hotel/Motel Lodging Units (per Unit)		\$172/trip	\$172/trip		\$172/trip	
PL-127	Resort Lodging Units (per Unit)		\$172/trip	\$172/trip		\$172/trip	
PL-128	Commercial/Office Uses (per sq. ft.)		\$ 4.18	\$ 4.18		\$ 4.18	
PL-129	Industrial/Manufacturing Uses (per sq. ft.)		\$ 1.50	\$ 1.50		\$ 1.50	

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description		Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
<b>Public Library Facilities</b>							
PL-130	Dethatched Dwelling Units (per Unit)		\$ 1,126	\$ 1,126		\$ 1,126	
PL-131	Attached Dwelling Units (per Unit)		\$ 686	\$ 686		\$ 686	
PL-132	Mobile Home Dwelling Units (per Unit)		\$ 588	\$ 588		\$ 588	
PL-133	Hotel/Motel Lodging Units (per Unit)		\$0.04/SF	\$0.04/SF		\$0.04/SF	
PL-134	Resort Lodging Units (per Unit)		\$0.04/SF	\$0.04/SF		\$0.04/SF	
PL-135	Commercial/Office Uses (per sq. ft.)		No Fee	No Fee		No Fee	
PL-136	Industrial/Manufacturing Uses (per sq. ft.)		No Fee	No Fee		No Fee	
<b>Park Land/Open Space &amp; Facilities (No Tract Map)</b>							
PL-137	Dethatched Dwelling Units (per Unit)		\$ 11,540	\$ 11,540		\$ 11,540	
PL-138	Attached Dwelling Units (per Unit)		\$ 8,576	\$ 8,576		\$ 8,576	
PL-139	Mobile Home Dwelling Units (per Unit)		\$ 6,701	\$ 6,701		\$ 6,701	
PL-140	Hotel/Motel Lodging Units (per Unit)		\$0.23/SF	\$0.23/SF		\$0.23/SF	
PL-141	Resort Lodging Units (per Unit)		\$0.23/SF	\$0.23/SF		\$0.23/SF	
PL-142	Commercial/Office Uses (per sq. ft.)		\$ 0.66	\$ 0.66		\$ 0.66	
PL-143	Industrial/Manufacturing Uses (per sq. ft.)		\$ 0.56	\$ 0.56		\$ 0.56	
<b>Pursuant to City Council Resolution No. 2012-66 adopted on</b>		[C]					
<b>PROJECTS REQUIRING A SUBDIVISION MAP</b>							
<b>Residential Land Use:</b>							
PL-144	Dethatched Dwelling Units (Persons per Dwelling: 2.913)						
PL-145	Attached Dwelling Units (Persons per Dwelling: 2.257)						
PL-146	Mobile Home Dwelling Units (Persons per Dwelling: 1.822)						
<b>Beach Edinger Corridor Fees:</b>		[C]					
	Net new commercial or office project		\$0.30/sq.ft.	\$0.30/sq.ft.		\$0.30/sq.ft.	
	Net new industrial project		\$0.30/sq.ft.	\$0.30/sq.ft.		\$0.30/sq.ft.	
	Remodels or façade improvements (commercial)		\$0.08/sq.ft.	\$0.08/sq.ft.		\$0.08/sq.ft.	
	Remodels or façade improvements (industrial)		\$0.08/sq.ft.	\$0.08/sq.ft.		\$0.08/sq.ft.	
	New residential units (MFR)		\$300/unit	\$300/unit		\$300/unit	
	New residential units (SFR)		\$300/unit	\$300/unit		\$300/unit	
	New hotel room		\$300/room	\$300/room		\$300/room	
<b>ADDITIONAL FEES MAY BE REQUIRED</b>							
	ENTITLEMENTS FOR DEVELOPMENT INCLUDE INITIAL REVIEW OF PLANS AND ONE SUBSEQUENT REVISION SUBMITTAL. REVIEW OF PLANS IN EXCESS OF ONE REVISION SHALL BE CHARGED THE FULLY BURDENED HOURLY RATE.  ALSO SEE DEPARTMENTS OF PUBLIC WORKS, FIRE, AND THE BUSINESS LICENSE DIVISION FOR ADDITIONAL FEES.						
	<b>Hourly Rate</b>						
PL-147	Planning		\$ 115	\$ 175	100%	\$ 175	100%

# EXHIBIT A

## Community Development, Planning Division - User Fees

No.	Description	Current Fee	Phase 1 Recommended Fee Level	% Cost Recovery	Phase 3 Recommended Fee Level	% Cost Recovery
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.					

**Notes:**

- [1] Includes 4% automation fee
- [2] with a Conditional Use Permit, Tentative Map or Variance
- [3] Plus costs for Notice of Publication, if applicable
- [4] 50 percent of fee credited towards future entitlements
- [5] Variance fee reduced 50% when processed concurrently with a Conditional Use Permit
- [6] ZMA fee reduced 50% when processed concurrently with a General Plan Amendment
- [C] Included for the purpose of consolidation into the new Master Fee & Charges Schedule
- [7] Recommend \$X Deposit plus consultant deposit (TBD by consultant)

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Community Development, Building Division - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Recovery
B-1	Permit Processing Charge (All permits, plan reviews, including change of contractor, owner, special inspector program, etc.)		\$ 30.00	\$ 32.00	100%
B-2	Building Inspection Fees (Including Foundation or Partial Building Inspection as well as routine building permit activities)		Based on Project Valuation	Based on Project Valuation	100%
	Inspection Fees (based on valuation):				
	\$1 to \$500		\$ 56.00	\$ 52.00	100%
	\$501 to \$2,000		\$56.00 for first \$500 + \$3.60 for each additional \$100 or fraction thereof	\$52.00 for first \$500 + \$3.31 for each additional \$100 or fraction thereof	100%
	\$2,001 to \$25,000		\$110.00 for first \$2,000 + \$16.18 for each additional \$1,000 or fraction thereof	\$101.00 for first \$2,000 + \$14.89 for each additional \$1,000 or fraction thereof	100%
	\$25,001 to \$50,000		\$483.00 for first \$25,000 + \$11.68 for each additional \$1,000 or fraction thereof	\$444.00 for first \$25,000 + \$10.75 for each additional \$1,000 or fraction thereof	100%
	\$50,001 to \$100,000		\$775.00 for first \$50,000 + \$8.08 for each additional \$1,000 or fraction thereof	\$713.00 for first \$50,000 + \$7.43 for each additional \$1,000 or fraction thereof	100%
	\$100,001 to \$500,000		\$1,180.00 for first \$100,000 + \$6.46 for each additional \$1,000 or fraction thereof	\$1,086.00 for first \$100,000 + \$5.39 for each additional \$1,000 or fraction thereof	100%
	\$500,001 to \$1,000,000		\$3,762.00 for first \$500,000 + \$5.49 for each additional \$1,000 or fraction thereof	\$3,461.00 for first \$500,000 + \$5.05 for each additional \$1,000 or fraction thereof	100%
	\$1,000,000 and up		\$6,505.00 for first \$1,000,000 + \$4.22 for each additional \$1,000 or fraction thereof	\$5,985.00 for first \$1,000,000 + \$3.88 for each additional \$1,000 or fraction thereof	100%
B-3	Building Plan Review Fees		79% of building Inspection fee	61% of building inspection fee	100%
B-4	Standard production units after model unit has been reviewed	[6]	26% of building inspection fee	26% of building inspection fee	100%
B-5	Plan Review Fee for projects requiring review in excess of 2-4 reviews - HOURLY				
	\$100,000 or less - 2 or more reviews		\$ 133.00	\$ 129	100%
	\$100,001 - \$1,000,000 - 3 or more reviews		\$ 133.00	\$ 129	100%
	\$1,000,001 or more - 4 or more reviews		\$ 133.00	\$ 129	100%
B-6	Refund Processing Fee		\$ 68	\$ 194	100%
B-7	Record Retention Fee - Each sheet of permitted drawings	[5]	\$ 4.04	\$ 4.04	100%
B-8	Record Retention Fee - Each Issued permit	[5]	\$ 1.04	\$ 1.04	100%
B-9	Counter Staff Research/Special Services (More than 10 min.)		hourly rates - \$73 minimum charge	actual cost; \$129 per hr.	100%
B-10	Copies from Microfilm	[5]	\$3.00 for 1st copy, \$1.50 each additional copy	\$3.00 for 1st copy, \$1.50 each additional copy	100%
B-11	Copies not on Microfilm	[5]	\$ 0.10	\$ 0.10	100%
B-12	Building Plan Review Extension		\$ 104	\$ 129	100%
B-13	Building Permit Extension		\$ 104	\$ 129	100%
B-14	Building Relocation Inspection Fee (first 2 hours, minimum charge)		\$ 170	\$ 258	100%
B-15	Building Relocation Inspection Fee (each additional hour)		\$ 85	\$ 129	100%
B-16	Investigation Fee-for work performed without a permit	[7]	Equal to Std. Insp. Fee OR Actual cost, whichever is greater. Minimum \$250	Equal to Std. Insp. Fee OR Actual cost, whichever is greater. Minimum \$250	100%
B-17	Reinspection Fee		\$ 112	\$ 161	100%

# EXHIBIT A

## Community Development, Building Division - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Recovery
B-18	Permit Supplement	[8]			
B-19	Expired Permits	[7, 9]	\$ 32	\$ 43	100%
B-20	Recording and Release of Non-Compliance due to Permit Expiration & Similar Services - City Processing Fee		\$ 110	\$ 129	100%
B-21	Recording and Release of Non-Compliance due to Permit Expiration & Similar Services - County Recorder Fee	[10]	\$ 10	\$ 10	100%
B-22	Certificate of Occupancy w/Building Permit		No Charge	No Charge	100%
B-23	Certificate of Occupancy Review (no inspection required)	[3]	\$ 75	\$ 43	100%
B-24	Modified Certificate without additional inspection/admin.	[4]	\$ 30	\$ 32	100%
B-25	Certificate when Inspection/Administrative Services required - B/M Occ		\$ 100	\$ 161	100%
B-26	Certificate when Inspection/Administrative Services required - All Other Occ		\$ 225	\$ 516	100%
B-27	Certificate of Occupancy Review services requiring services in excess of 75 minutes for B/M Occupancy, or in excess of 250 minutes for Other Occupancies		\$100/hour	\$129/hour	100%
B-28	Temporary Certificate of Occupancy - B/M Occupancies		Actual Cost; \$100 minimum	Actual Cost; \$100 minimum	100%
B-29	Temporary Certificate of Occupancy - All Other Occupancies		Actual Cost; \$225 minimum	Actual Cost; \$225 minimum	100%
B-30	Building Division Counter Services, Inspection, Plan Review, Supervisory Services - during normal work hours - hourly rate		FBHR varies \$75-\$135	\$ 129	100%
B-31	Building Division Counter Services, Inspection, Plan Review, Supervisory Service - outside normal work hours - hourly rate		FBHR varies \$110-\$200	\$ 156	100%
B-32	Planning Division - Building Plan Review		70% of building Inspection fee	See Planning Fee Analysis	
B-33	State of California - SMIP fees	[5]			
B-34	Huntington Beach Library and School District Fees	[5]			
B-35	Electrical Permit Fees		Minimum \$28.00	Minimum \$39.00	100%
	New single and multiple-family residential buildings including additions and attached garages		\$0.12/sq foot, \$28.00 minimum	\$0.18/sq foot, \$39.00 minimum	100%
	Each service meter		\$0.62/AMP, \$28.00 minimum	\$0.94/AMP, \$39.00 minimum	100%
	Each sub panel		\$ 30.50	\$ 45.30	100%
	Each self-contained, factory-wired, approved unit (2-HP max over 2-HP see generators, motors and transformers)		\$ 16.00	\$ 24.15	100%
	Lighting Fixtures:				
	First 50 fixtures, each		\$ 2.50	\$ 3.75	100%
	Each additional fixture		\$ 1.25	\$ 1.85	100%
	Each pole with fixtures		\$ 16.00	\$ 24.15	100%
	Generators, Motors and Transformers:				
	HP, kW, or KVA. Rating of Equipment up to and including two (2)		\$ 16.00	\$ 24.15	100%
	Over two (2) and not over ten (10)		\$ 30.50	\$ 45.30	100%
	Over ten (10) and not over fifty (50)		\$ 63.00	\$ 95.15	100%
	Over fifty (50)		\$ 154.00	\$ 234.00	100%
	Receptacle and Switch Outlets:				
	First fifty (50) outlets, each		\$ 2.50	\$ 3.75	100%
	Each additional outlet		\$ 1.25	\$ 1.85	100%
	Each section of track lighting or multiple outlet assembly		\$ 8.00	\$ 12.05	100%
	Signs:				
	1st sign at one address		\$ 154.00	\$ 234.00	100%
	Each additional sign at the same address		\$ 63.00	\$ 95.15	100%
	Fuse up		\$ 40.00	\$ 60.40	100%

# EXHIBIT A

## Community Development, Building Division - User Fees

No.	Description	Current Fee	Recommended Fee Level	% Recovery
	Temporary service:			
	Each temporary or construction pole (including lights and outlets for outdoor uses)	\$ 63.00	\$ 95.15	100%
	Each sub-pole with panel	\$ 30.50	\$ 45.30	100%
	Each misc. item regulated by HB Electrical Code where no fee listed	\$ 30.50	\$ 45.30	100%
<b>B-36</b>	Electrical Plan Review	75% of building Inspection fee; \$53 minimum	62% of electrical Inspection fee; \$65 minimum	100%
	Reviews in excess of 3 submittals	\$106/hr; \$53 minimum	\$129/hr; \$65 minimum	100%
<b>B-37</b>	Mechanical Permit Fees	Minimum \$28.00	Minimum \$39.00	100%
	Installation or relocation of each furnace, including ducts and/or vents attached to such appliance	\$ 60.00	\$ 69.50	100%
	Each Fire and/or Smoke Damper	\$ 26.50	\$ 30.00	100%
	Relocation or replacement of each appliance vent not included in an appliance item also permitted	\$ 26.50	\$ 30.00	100%
	HVAC Duct Extension/Relocation for 1 to 10 ducts	\$ 38.00	\$ 44.00	100%
	Each Additional Duct	\$ 4.75	\$ 5.75	100%
	Installation or relocation of each boiler to 15hp or compressor to and including 5 tons, including attached cuts and/or vents	\$ 63.00	\$ 75.00	100%
	Installation or relocation of each boiler over 15 hp or compressor over 5 tons, including attached ducts and/or vents	\$ 157.00	\$ 179.00	100%
	Each evaporative cooler (non-portable type)	\$ 30.50	\$ 36.00	100%
	Exhaust fan connected to a single environmental air duct (includes residential cooking hoods)	\$ 16.00	\$ 18.50	100%
	Each Air Handling unit not part of a factory-assembled appliance	\$ 31.00	\$ 36.00	100%
	Each ventilation system less than or equal to 100,000 cfm which is not a portion of any HVAC system authorized by permit	\$ 31.00	\$ 36.00	100%
	Each ventilation system less more or equal to 100,000 cfm which is not a portion of any HVAC system authorized by permit	\$ 63.00	\$ 75.00	100%
	Hood served by mechanical exhaust including duct/fan	\$ 63.00	\$ 75.00	100%
	Miscellaneous items including all factory-built stoves, ovens, etc.	\$ 31.00	\$ 36.00	100%
	Factory Built fireplaces	\$ 31.00	\$ 36.00	100%
	Each low pressure gas-piping system up to .5 psi	\$ 25.00	\$ 29.00	100%
	Each medium or high pressure gas piping system exceeding .5 psi	\$ 86.00	\$ 98.50	100%
	Each misc. item regulated by HB Mechanical Code where no fee listed	\$ 31.00	\$ 36.00	100%
<b>B-38</b>	Mechanical Plan Review	81% of building Inspection fee; \$53 minimum	121% of mechanical Inspection fee; \$53 minimum	100%
	Reviews in excess of 3 submittals	\$106/hr; \$53 minimum	\$129/hr; \$65 minimum	100%
<b>B-39</b>	Plumbing Permit Fees	Minimum \$28.00	Minimum \$39.00	100%
	Each plumbing fixture	\$ 28.00	\$ 39.00	100%
	Each building sewer	\$ 56.00	\$ 78.00	100%
	Rainwater systems-per drain	\$ 14.00	\$ 20.00	100%
	Each water heater and or vent	\$ 28.00	\$ 39.00	100%
	Each low pressure gas-piping system, up to .5 psi	\$ 25.00	\$ 29.00	100%
	Each medium or high pressure gas piping system exceeding .5 psi	\$ 86.00	\$ 98.50	100%
	Each waste interceptor or each kitchen grease trap	\$ 56.00	\$ 78.00	100%
	Installation or alteration of water piping, including vacuum breakers or backflow devices	\$ 56.00	\$ 78.00	100%

# EXHIBIT A

## Community Development, Building Division - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Recovery
	Water Treating Equipment		\$ 28.00	\$ 39.00	100%
	Floor Drain or floor sink		\$ 28.00	\$ 39.00	100%
	Each misc. item regulated by HB Plumbing Code where no fee is listed		\$ 28.00	\$ 39.00	100%
	Sump Pumps (sewage or rainwater)		\$ 28.00	\$ 39.00	100%
	Medical Gas System of 1 to 5 outlets		\$ 185.00	\$ 262.00	100%
	Each additional medical gas outlet		\$ 18.50	\$ 25.00	100%
	Each misc. item regulated by HB Plumbing Code where no fee listed		\$ 28.00	\$ 39.00	100%
<b>B-40</b>	Plumbing Plan Review		76% of building inspection fee; \$53 minimum	68% of plumbing inspection fee; \$65 minimum	100%
	Reviews in excess of 3 submittals		\$106/hr; \$53 minimum	\$129/hr; \$65 minimum	100%
<b>B-41</b>	Swimming Pool Permit Fees		Minimum \$28.00	Minimum \$39.00	100%
	Building Inspection Fee		1.0x as established herein	0.8x as established herein	100%
	Building Plan Review Fee		79% of building inspection fee	61% of building inspection fee	100%
	Planning Plan Review Fee		26% of building inspection fee	20% of building inspection fee	100%
	Electrical Items		\$ 87.00	\$ 125.00	100%
	Exception: Above ground spas, see electrical items		\$ -	\$ -	-
	Plumbing Items		\$ 80.00	\$ 110.00	100%
	Exception: Above ground spas, see plumbing items		\$ -	\$ -	-
	Pre-Site Inspection		\$ 84.00	\$ 129.00	100%
<b>B-42</b>	<b>Solar Energy Permit Fees</b>	[11]	Varies based on State GC	Varies based on State GC	
	<b>Residential</b>				
	15 kW or less		\$ 384	\$ 384	76%
	More than 15 kW		\$384 + \$15 per kW above 15 kW	\$384 + \$15 per kW above 15 kW	76%
	<b>Commercial</b>				
	15 kW or less		\$ 384	\$ 384	38%
	More than 15 kW to 50 kW		\$ 1,000	\$ 1,000	100%
	More than 50 kW to 250 kW		\$1,000 + \$7 per kW above 50 kW	\$1,000 + \$7 per kW above 50 kW	100%
	More than 250 kW		\$2,000 + \$5 per kW above 250 kW	\$2,000 + \$5 per kW above 250 kW	83%
<b>B-43</b>	<b>Landscape Inspection</b>				
	Residential	New		\$ 65	100%
	Commercial/Industrial/Multi-family	New		\$ 194	100%
<b>B-44</b>	NPDES Inspection (hourly, 1/2 hour minimum)	New		\$ 129	100%
<b>B-45</b>	Building without a permit-fine	[5]	2 X Inspection Fee	2 X Inspection Fee	100%
<b>B-46</b>	Technology Automation fee		4.0% of all development fees for all Development Services in each Department	5% of all development, permit and prevention fees for Planning, Building, Public Works and Fire	75%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

# EXHIBIT A

## Community Development, Building Division - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Recovery

**Notes**

- |      |                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                               |  |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------|--|
| [1]  | Building Flat Fees only; remainder of cost analysis conducted on program level in separate analysis                                                                                                                                                                                                                                                                                                                                 |  | <b>Increasing</b>                             |  |
| [2]  | Fees may be waived for Plumbing, Mechanical and Electrical permits issued by the Department of Building & Safety for electrical, mechanical or plumbing systems that either produce energy or save natural resources and exceed State and Federal minimum requirements. Examples include, but are not limited to, photovoltaic systems, solar water heating systems, high efficiency furnaces and high efficiency air conditioners. |  | <b>Flat - can increase</b>                    |  |
| [3]  | City collects \$75 current fee (building counter svcs.)                                                                                                                                                                                                                                                                                                                                                                             |  | <b>Decrease - can remain flat or increase</b> |  |
| [4]  | Only \$30 processing fee is collected if modified                                                                                                                                                                                                                                                                                                                                                                                   |  |                                               |  |
| [5]  | Not included in cost analysis; placeholder on Master Fee Schedule                                                                                                                                                                                                                                                                                                                                                                   |  |                                               |  |
| [6]  | Fee percentage set by City policy, not evaluated through NBS cost analysis                                                                                                                                                                                                                                                                                                                                                          |  |                                               |  |
| [7]  | Penalty; set by City code/citation authority. Not included in NBS cost Analysis                                                                                                                                                                                                                                                                                                                                                     |  |                                               |  |
| [8]  | Per City policy, fees to issue revised permits, adjust permits, admin permits or those not listed are subject to the processing fee, microfilm fee, and other fee schedule line items as applicable. Minimum Inspection Fee does not apply                                                                                                                                                                                          |  |                                               |  |
| [9]  | Per City policy, fees to reactivate permits include the established processing fee plus a penalty of 50% of the new inspection fee for projects with less than 6 months expiry, or 100% of new inspection fee for more than 6 months expiry                                                                                                                                                                                         |  |                                               |  |
| [10] | Fee set by County; NBS did not evaluate                                                                                                                                                                                                                                                                                                                                                                                             |  |                                               |  |
| [11] | Fees for this section are set by the State Government Code Section                                                                                                                                                                                                                                                                                                                                                                  |  |                                               |  |

# EXHIBIT A

## Community Development, Code Enforcement Division - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
CE-1	Re-inspeciton Fee without Citation		\$ 135	\$ 151	100%
CE-2	Re-inspeciton Fee with a Citation		\$ 135	\$ 377	100%
CE-3	Notice & Order Fee		\$ 946	\$ 2,640	100%
CE-4	Mobile Vending Permit Initial	New		\$ 264	100%
CE-5	Mobile Vending Permit Annual	New		\$ 75	100%
CE-6	Shopping Cart Tetrieval Containment Application	New		\$ 566	100%
CE-7	Newsrack - New Permit	New		\$ 490	100%
CE-8	Newsrack - Annual Permit per rack		\$ 15	\$ 75	100%
CE-9	Appeals Fee for Notice & Order	New		\$ 422	100%
CE-10	Hourly Rate	New		\$ 151	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

Notes

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>



# EXHIBIT A

## Business Development -- Film Permit Services Charges

Description	Current Charges	Recommended
<b><u>Motion Daily Charges</u></b>		
<b>Professional</b>		
Crew of under 5	\$ 400.00	\$ 200.00
Crew of 5-9	\$ 400.00	\$ 400.00
Crew of 10-20	\$ 500.00	\$ 500.00
Crew greater than 20	\$ 500.00	\$ 600.00
<b>Huntington Beach Film/Production Companies</b>		
Crew of under 5	\$ 300.00	\$ 150.00
Crew of 5-9	\$ 300.00	\$ 300.00
Crew of 10-20	\$ 400.00	\$ 400.00
Crew greater than 20	\$ 400.00	\$ 500.00
<b>Nonprofit</b>		
Crew of under 5	\$ 100.00	\$ 50.00
Crew of 5-9	\$ 100.00	\$ 100.00
Crew of 10-20	\$ 200.00	\$ 200.00
Crew greater than 20	\$ 200.00	\$ 300.00
<b><u>Still Daily Charges</u></b>		
<b>Professional</b>		
Crew of under 10	\$ 300.00	\$ 200.00
Crew of 10-20	\$ 300.00	\$ 300.00
Crew greater than 20	\$ 300.00	\$ 400.00
<b>Huntington Beach Film/Production Companies</b>		
Crew of under 10	\$ 200.00	\$ 100.00
Crew of 10-20	\$ 200.00	\$ 200.00
Crew greater than 20	\$ 200.00	\$ 300.00
<b>Nonprofit</b>		
Crew of under 10	\$ 100.00	\$ 50.00
Crew of 10-20	\$ 100.00	\$ 100.00
Crew greater than 20	\$ 100.00	\$ 200.00
<b><u>Additional Charges</u></b>		
Location Use Fees	To be determined	To be determined on case-by-case basis by the City Manager or his/her Designee
Student with instructor Verification	Daily Fees not required	Daily Fees not required
Government Agencies	Daily Fees not required	Daily Fees not required
Amateur photographers (including realtors and filming for personal use), Filming for private family use, and same-day breaking news	no charge; film permit not required	no charge; film permit not required

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## OFFICE OF BUSINESS DEVELOPMENT - FACILITY RENTALS AND RECREATIONAL SERVICE FEES

FEE DESCRIPTION	FEE AMOUNT	
	Floor	Maximum
<b>Strand Parking Structure</b>		
<b>Daily Fee:</b>		
<u>September 15 - May 15:</u>		
First 15 minutes(included as part of first hour)	No Charge	No Charge
First 2 hours or less	\$2.00	\$2.00
Each 20 minutes thereafter	\$1.00	\$2.00
Daily Maximum	\$15.00	\$18.00
<u>May 16 -September 14:</u>		
First 15 minutes (included as part of first hour)	No Charge	No Charge
First 2 hours or less	\$2.00	\$2.00
Each 20 minutes thereafter	\$2.00	\$3.00
Daily Maximum	\$17.00	\$20.00
Flat Rate (after 8:00 pm)	\$6.00	\$8.00
Holiday Event Flat Rate	\$27.00	\$30.00
<b>Valet Rates:</b>		
<u>September 15 - May 15</u>		
First 2 hours	\$6.00	\$6.00
Each 20 minutes thereafter	\$1.00	\$2.00
Maximum Rate	\$18.00	\$20.00
<u>May 16-September 14:</u>		
First 2 hours	\$6.00	\$6.00
Each 20 minutes thereafter	\$1.00	\$2.00
Maximum Rate	\$18.00	\$20.00
<b>Monthly Parking Pass: 24 hours, 7 days per week access</b>	\$40.00	\$50.00
Business Hours Parking Pass:		
4th Amendment to Owner Participation Agreement Annual CPI Increase each May	\$18.86	\$18.86

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Public Works - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	<b>DEVELOPMENT RELATED FEES</b>				
	* All Plan Check fees include 2 plan checks; additional plan checks are additional				
<b>PW-1</b>	Bond reduction (partially completed projects)	[2,3]	Deposit \$1,150	Deposit of \$2,400	100%
<b>PW-2</b>	Cash Bond Processing (plus \$75 Treasury Fee)		\$ 240	\$ 594	100%
<b>PW-3</b>	Construction Water (per dwelling unit)	[C]	\$ 110	\$ 100	
<b>PW-4</b>	Drainage Fees	[C]	\$13,880 per acre		
<b>PW-5</b>	Dock Construction Plan Review/Inspection		\$ 540	\$ 761	80%
<b>PW-6</b>	Final Parcel Map Check	[2,3]	Deposit \$2,500	Deposit of \$3,775	80%
<b>PW-7</b>	Final Tract Map Check	[2,3]	Deposit \$2,200	Deposit of \$5,200	80%
<b>PW-8</b>	Lot Line Adjustment (Public Works)	[2,3]	Deposit \$550	Deposit of \$1,150	80%
<b>PW-9</b>	Fire Hydrant Flow Analysis - Deposit	[3,7]	\$ 750	Deposit of \$825	80%
	Grading Plan Check & Inspection (includes erosion control)				
<b>PW-10</b>	(51--300 cubic yards) - deposit	[2,3]	Deposit \$4,200	Deposit of \$4,500	100%
<b>PW-11</b>	(301-5,000 cubic yards) - deposit	[2,3]	Deposit \$5,000	Deposit of \$8,025	80%
<b>PW-12</b>	(Greater than 5,001 cubic yards) Maximum Deposit*	[2,3]	Deposit \$8,000 - \$10,000 +	Deposit of \$12,025	80%
	Improvement Plan Check:				
<b>PW-13</b>	Misc/Minor	[7]	\$ 430	\$ 762	100%
<b>PW-14</b>	Single Family Dwelling (deposit)	[2,3]	Deposit \$4,000	Deposit of \$1,700	100%
<b>PW-15</b>	All Others per 4 sheets (deposit)	[2,3]	Deposit \$7,000	Deposit of \$4,000	100%
<b>PW-16</b>	Landscape Plan Check and Inspection - (Right-of-way) - Deposit	[3,7]	\$ 1,000	Deposit of \$1,500	100%
	<b>ENCROACHMENT PERMITS</b>				
	Improvement Inspection				
<b>PW-17</b>	Minor (2 Hr. Min. Deposit)	[2,3]	\$115 plus 8% construction costs	\$ 238	100%
<b>PW-18</b>	Residential Minor		\$115 plus 8% construction costs	\$ 1,783	100%
<b>PW-19</b>	Residential Major		\$115 plus 8% construction costs	\$ 5,943	100%
<b>PW-20</b>	Commercial/Retail/Industrial - Minor		\$115 plus 8% construction costs	\$ 2,377	100%
<b>PW-21</b>	Commercial/Retail/Industrial - Major		\$115 plus 8% construction costs	\$ 5,943	100%
<b>PW-22</b>	Utility Co Encroachment Permit	[C]	\$ 275	\$ 275	
	Improvement Inspection (Utilities) - per hour (billed monthly)		\$ 110	\$ 119	100%
	Encroachment Permit Expired		\$ 80	\$ 119	100%
<b>PW-23</b>	Encroachment Permit (None/working without): Violation	[4]	\$ 195	2 X Permit Fee	
<b>PW-24</b>	Street Vacation:				
	Full vacation	[2,3]	Deposit \$3,900	Deposit \$3,900	100%
	Summary vacation	[2,3]	Deposit \$900	Deposit \$2,500	100%

# EXHIBIT A

## Public Works - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
PW-25	Street Lighting Plan Check - Per Sheet		\$ 1,950	\$ 713	100%
PW-26	Survey Fee (per point)		\$ 23	\$ 59	100%
PW-27	Traffic Control Plan Check - Per sheet		\$ 1,805	\$ 357	100%
PW-28	Traffic Signal Plan Check - Per sheet		\$ 3,945	\$ 1,545	100%
PW-29	Traffic Signs & Striping Plan Check - Per Sheet		\$ 1,935	\$ 832	100%
PW-30	Obstruction/Storage Bin Permit (good for 7 days)	[7]	\$ 185	\$ 59	100%
PW-31	Illegal Refuse Bin Impound		\$ 400	\$ 119	100%
PW-32	Illegal Storage Bin		\$ 200	\$ 178	100%
PW-33	Recycling Bin Permit (annual)	[7]	\$ 100	\$ 149	100%
PW-34	Residential Parking Permit		\$ 23	\$ 24	100%
PW-35	Residential Parking Permit Replacement		\$ 14	\$ 10	100%
PW-36	Residential Parking Permit (each additional)		\$ 6	\$ 10	100%
PW-37	Temporary Restricted Parking Permits (Construction) * plus cost of signs (\$ .75 per sign)		\$ 140	\$30 plus \$ .75 per sign	100%
PW-38	Temporary Parking in Permit Districts (fee is per sign)		\$ 1	\$ 1	11%
PW-39	Temporary Construction Parking Permit (use on street sweeping day)	New	\$ -	\$ 30	100%
PW-40	Residential Street Tree Request (24" box) (Review & Installation), plus cost of tree	[5]	\$ 190	\$ 312	100%
PW-41	Street Tree Non-Permitted Removal (Evaluation & determination of tree cost; billing resident for tree replacement & installation), plus \$50/caliper inch of trunk @ 48"		\$ 525	\$ 749	100%
PW-42	Transportation Permits:				
	Wide/Overweight/Loading: (set by state)				
	Single Permit	[10]	\$ 16	\$ 16	13%
	Annual Permit	[10]	\$ 90	\$ 90	76%
	<b>NPDES/STORMWATER</b>				
PW-43	Commercial High Priority sites (BMPs)- Annual Inspection		\$ 250	\$ 119	100%
PW-44	Commercial Medium		\$ 250	\$ 119	100%
PW-45	Commercial Low		\$ 250	\$ 119	100%
PW-46	Industrial High Priority		\$ 350	\$ 336	100%
PW-47	Industrial Medium		\$ 250	\$ 119	100%
PW-48	Industrial Low		\$ 250	\$ 119	100%
PW-49	Construction High Priority	New	\$ -	\$ 169	100%
PW-50	Construction Medium	New	\$ -	\$ 69	100%
PW-51	Construction Low	New	\$ -	\$ 50	100%
PW-52	Commercial - Industrial Reinspection	New	\$ -	\$ 119	100%
PW-53	Stormwater Permit Maintenance Inspection Fee		\$ 135	\$ 158	100%
	<b>FATS, OILS &amp; GREASES (FOG)*</b>				
PW-54	Food Service Establishment with Grease Control Device (billed monthly); covers 1 insp/yr - <i>see below</i>		\$ 144	\$ 128	100%
			Monthly \$12/month	Monthly \$11/month	
PW-55	Food Service Establishment without Grease Control Device (billed monthly; covers 2 insp/yr) - <i>see below</i>		\$ 384	\$ 297	100%

# EXHIBIT A

## Public Works - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
			Monthly \$32/month	Monthly \$27/month	
PW-56	Food Service Establishment - Re-Inspection	New	\$ -	\$ 69	100%
	<b>WATER</b>				
PW-57	Delinquent Bill Water Tag		\$ 38	\$ 45	77%
PW-58	Delinquent Bill Water Shut-off		\$ 115	\$ 115	100%
PW-59	Same Day Turn-On Service (Regular Hours)		\$ 60	\$ 70	100%
PW-60	Same Day Turn-On Service (After Hours)- 2 Hour Minimum*		\$ 230	\$ 248	100%
PW-61	Construction Water Meter Deposit	[C]	\$ 829	\$ 829	
PW-62	Temp Meter Rental Setting & Removal (each occurrence)	[7]	\$ 115	\$ 119	100%
PW-63	Temp Meter Rental - Move (each occurrence)	[7]	\$ 115	\$ 59	100%
PW-64	Turn Off/On/Stand-by (customer requested) per hour	New	\$ -	Actual Cost	
	<b>MISCELLANEOUS FEES</b>				
PW-65	Banner Hanging- Main Street (Tree Dept)		\$ 265	\$ 219	100%
PW-66	Pennant Hanging (each) (Signals Dept)		\$ 31	\$ 62	100%
PW-67	Memorial Park Bench	[9]	\$ -	\$ 250	100%
PW-68	Damage to City property	[8]	Fully Burdened Rate (FBR) + materials w/ 2 hour min.	Actual Cost w/ 2 hour min.	100%
PW-69	Emergency cleanup (hazmat, street cleaning)	[8]	Fully Burdened Rate (FBR) + materials w/ 2 hour min.	Actual Cost w/ 2 hour min.	100%
PW-70	Tree/Shrub Overhang Abatement	[8]	Fully Burdened Rate (FBR) + materials w/ 2 hour min.	Actual Cost w/ 2 hour min.	100%
PW-71	Weed Abatement (per parcel), plus additional contract costs if applicable	[6]	\$ 225	\$ 187	100%
PW-72	Archive Fee (as-builts per sheet)		\$ 120	\$ 119	100%
PW-73	Special Studies (Hydrology/Sewer/Other)	New	\$ -	Actual Cost	
PW-74	Excessive Plan Checks > 2; per Re-Check	[3]	FBR	Actual Cost; Minimum Deposit \$600	
PW-75	Re-Inspection (hourly)	[8]		Actual Cost	
PW-76	Public Improvement Inspection - After Hours * 4 hour minimum (hourly)	[8]	4 hours \$465; 8 hours \$880	Actual Cost (\$484 Minimum)	
	Copies of plans and specifications (Most items available on-line)	[C]	various	\$ .10 per copy per PRA or Actual Cost for plans	
	Orange County Sanitation District	[C]	See OCSD Connection Fee Schedule (separate attachment)		
	Sewer Connection Fee (City)	[C]	See Sewer Connection Fee Schedule (separate attachment)		

# EXHIBIT A

## Public Works - User Fees

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	Traffic Impact Fee	C]	See Traffic Impact Fee Schedule (separate attachment)		
	Water Capital Facilities Charge	[C]	See Water Capital Facilities Charge Fee Schedule (separate attachment)		
	<b>HOURLY RATE</b>				
<b>PW-77</b>	Hourly Rate - Engineering		\$ 110	\$ 119	100%
	Hourly Rate - Maintenance		\$ 110	\$ 125	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

**Notes**

- [C] Included for the purpose of consolidation into the new Master Fee & Charges Schedule
- [2] Fee is currently a deposit, with actual costs using FBHR
- [3] Fee recommended is deposit with actual costs using FBHR
- [4] Penalty; not included in cost analysis
- [5] Time estimates represents upgrade from standard 15 gallon to 24 inch box
- [6] Fee plus additional costs if applicable
- [7] Revised fee structure
- [8] Actual Costs; using Fully Burdened Hourly Rates (FBHR)
- [10] Fee set by California Vehicle Code section 35795

		<b>Increasing</b>
		<b>Flat - can increase</b>
		<b>Decrease - Can remain flat or increase</b>

# EXHIBIT A

## Police - User Fees

No.	Fee Description		Current Fee	Recommended Fee Level	% Cost Recovery
PD-1	Noise disturbance response/processing ( in addition to a fine/penalty)		\$ 275	\$ 379	100%
PD-2	Clearance letter		\$ 28	\$ 34	100%
	<b>Subpoena Fee</b>	[3]	\$ 15	\$ 15	Govt Code
PD-3	Response to subpoena - Hourly	[3]	\$ 24	\$ 24	Govt Code
PD-4	Response to subpoena - Records	[4]	\$ 15	\$ 15	100%
PD-5	Response to subpoena - Civil - (Deposit per day; actual costs)	[4]	\$ 275	\$ 275	100%
PD-6	Vehicle equipment correction inspection/ Cite Sign Off (sworn)		\$ 20	\$ 20	38%
	<b>Digital reproduction (CD-ROM)</b>				
PD-7	Copy of Existing Data File		\$ 10	\$ 12	100%
PD-8	Copy of Non-Existing Data File		\$ 10	\$ 26	100%
PD-9	Vehicle release		\$ 150	\$ 173	100%
PD-10	Alarm permit application review/renewal (non sworn)		\$ 36	\$ 41	100%
PD-11	1st and 2nd false alarm (12 month period)	[4]	\$ -	\$ -	
PD-12	3rd false alarm	[4]	\$ 130	\$ 130	100%
PD-13	4th false alarm	[4]	\$ 150	\$ 150	100%
PD-14	5th false alarm	[4]	\$ 200	\$ 200	100%
PD-15	6th false alarm	[4]	\$ 300	\$ 300	100%
PD-16	7th false alarm	[4]	\$ 400	\$ 400	100%
PD-17	8th false alarm	[4]	\$ 500	\$ 500	100%
PD-18	Response	[2]			
PD-19	Records Check (non sworn)		\$ 5	\$ 26	100%
PD-20	Boot Removal (non sworn)		\$ 100	\$ 121	100%
PD-21	Vehicle Repossession Receipt (non sworn)	[6]	\$ 15	\$ 17	100%
PD-47	Massage Establishment Registration Certificate (ERC) - Revocation Appeal	New	\$ -	\$ 2,080	100%
PD-48	Tow truck establishment - initial (sworn)	[7]	\$ 100	\$ 416	100%
PD-49	Tow truck establishment - renewal (sworn)		\$ 80	\$ 104	100%
PD-50	Tow truck establishment - change of location (sworn)		\$ 27	\$ 208	100%
PD-51	Tow truck driver - initial (sworn)		\$ 27	\$ 208	100%
PD-52	Tow truck driver - renewal (sworn)		\$ 27	\$ 208	100%
PD-53	Jail Processing/Booking Fee	[1]	\$ 275	\$ 275	32%
PD-54	City Jail Fee per Inmate per day (Pay to Stay)	[4]	\$ 100	\$ 100	100%
PD-55	One Time Admin fee for cost of account set up of an applicant		\$ 50	\$ 50	41%
PD-56	Renting a GPS Inmate Tracking Device per 24-hour period	[4]	\$ 10	\$ 10	100%

# EXHIBIT A

## Police - User Fees

No.	Fee Description		Current Fee	Recommended Fee Level	% Cost Recovery
PD-57	Bicycle Impound	[8], New	\$ 5	\$ 20	13%
	<b>Drug/DUI/Hazmat/Other Incident Response</b>				
PD-58	* DUI - \$12,000 Maximum per State law	New		Actual Cost	
	<b>Hourly Rates</b>				
PD-59	Sworn	New		\$ 208	100%
	Non-Sworn			\$ 103	100%
	Jail			\$ 134	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

**Notes**

- [1] City does not collect on all booking fees.
- [2] For Information Purposes only; not included in cost analysis
- [3] CA Govt. Code 68097; CA Evidence Code 1563
- [4] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
- [6] Set by state
- [7] No volume - 5 yr cycle
- [8] CA Govt. Code 53150-35159

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
<b>Fire Department - Development Fees</b>					
	<b>Underground/Aboveground Storage Tanks</b>	[7,15,18]			
F-1	Underground Tank & piping Installation Plan Check		\$ 460	\$ 322	100%
F-2	Underground Tank & piping Installation Inspection		\$ 460	\$ 402	100%
F-3	Underground Tank Install Plan Check each additional tank		\$ 113	\$ 80	100%
F-4	Underground Tank Install Inspection each additional tank		\$ 113	\$ 322	100%
F-5	Underground Tank Removal Plan Check		\$ 510	\$ 161	100%
F-6	Underground Tank Removal Inspection		\$ 510	\$ 804	100%
F-7	Underground Tank Removal Plan Check each additional tank		\$ 168	\$ 40	100%
F-8	Underground Tank Removal Inspection each additional tank		\$ 168	\$ 161	100%
F-9	Flammable / Combustible Liquid new or Re-pipe Plan Check		\$ 188	\$ 241	100%
F-10	Flammable / Combustible Liquid new or Re-pipe Inspection		\$ 188	\$ 322	100%
F-11	Aboveground - Storage Tank Installation Plan Check		\$ 233	\$ 482	100%
F-12	Aboveground - Storage Tank Installation Inspection		\$ 233	\$ 322	100%
F-13	Aboveground - Storage Tank Removal Plan Check		\$ 198	\$ 80	100%
F-14	Aboveground - Storage Tank Removal Inspection		\$ 198	\$ 241	100%
F-15	Aboveground - Storage Tank Removal Plan Check - Each additional tank		\$ 28	\$ 40	100%
F-16	Aboveground - Storage Tank Removal Inspection - Each additional tank		\$ 28	\$ 161	100%
	<b>Methane Barrier and Venting System</b>	[15,18]			
	Methane Protection System Plan Check:				
F-17	1-2,500 sq feet		\$ 155	\$ 241	100%
F-18	each additional sq ft > 2,500 sq ft		\$ -	\$ 0.04	100%
F-19	Plan Recheck (hourly)		\$ -	\$ 161	100%
	Methane Protection System Inspection (includes two risers):				
F-20	0 - 2,500 sq feet		\$ 640	\$ 804	100%
F-21	each additional sq ft > 2,500 sq ft		\$ 0	\$ 0.12	100%
F-22	additional risers		\$ 35	\$ 40	100%
F-23	each additional floor over three stories		\$ 35	\$ 40	100%
	<b>Methane Protection System</b>				
F-24	Methane Protection System Repair Inspection - 1 - 100 sq. ft.		\$ 190	\$ 241	100%
F-25	Methane Protection System Repair Insp - each additional sq. ft. over 100 sq. ft.		\$ -	\$ 1.21	100%
F-26	Methane Plan Check repair		per hour	\$ 161	100%
	<b>Project Review and Oversight for Compliance with City Specification 429 (Methane Mitigation) or 431-92 (Soil remediation)</b>				
F-27	Single Family Residence / Multifamily Residential up to 5 units	[13, 22]	varies	\$322 Deposit; actual cost (FBHR)	100%
F-28	All Other	[13, 22]	varies	\$805 Deposit; actual cost (FBHR)	100%
	<b>Water Based Fire Protection Systems</b>	[7,15,18]			
F-29	Single family base (up to 30 heads) Plan Check		\$ 320	\$ 402	100%
F-30	Single family base (up to 30 heads) Inspection		\$ 320	\$ 482	100%
F-31	Multi Family Residences (up to 120 heads) Plan Check		\$ 488	\$ 643	100%
F-32	Multi Family Residences (up to 120 heads) Inspection		\$ 488	\$ 965	100%
F-33	Commercial/Industrial base (up to 50 heads) Plan Check		\$ 375	\$ 643	100%
F-34	Commercial/Industrial base (up to 50 heads) Inspection		\$ 375	\$ 804	100%

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-35	Tenant Improvement (up to 10 heads) Plan Check		\$ 278	\$ 161	100%
F-36	Tenant Improvement (up to 10 heads) Inspection		\$ 278	\$ 241	100%
F-37	Per Additional Head (plan check)		\$ 2	\$ 2	100%
F-38	Per Additional Head (Inspection)		\$ 2	\$ 3	100%
F-39	Standpipe Plan Check		\$ 370	\$ 322	100%
F-40	Standpipe Inspection		\$ 370	\$ 643	100%
F-41	Per Additional Head Plan Check (head replacement only, no modification to piping)		\$ -	\$ 1	100%
F-42	Per Additional Head Inspection (head replacement only, no modification to piping)		\$ -	\$ 1.55	100%
F-43	Fire Protection Underground Plan Check (includes 1 riser or hydrant)		\$ 400	\$ 482	100%
F-44	Fire Protection Underground Inspection (includes 1 riser or hydrant)		\$ 400	\$ 643	100%
F-45	Per Additional Sprinkler Riser or Hydrant Plan Check		\$ 48	\$ 322	100%
F-46	Per Additional Sprinkler Riser or Hydrant Inspection		\$ 48	\$ 322	100%
F-47	Fire Pump Plan Check		\$ 313	\$ 643	100%
F-48	Fire Pump Inspection		\$ 313	\$ 965	100%
	<b>Fire Alarm or Methane Detection:</b>	[7,15,18]			
F-49	Up to 25 devices - Plan Check		\$ 313	\$ 402	100%
F-50	Up to 25 devices - Inspection		\$ 313	\$ 402	100%
F-51	Tenant Improvement (up to 5 devices) Plan Check	[7]	\$ -	\$ 156	100%
F-52	Tenant Improvement (up to 5 devices) Inspection	[7]	\$ 350	\$ 233	100%
F-53	Per additional Device (new or TI) plan check		\$ 4	\$ 3	100%
F-54	Per additional Device (new or TI) inspection		\$ 4	\$ 6	100%
	<b>Alternative Automatic Extinguishing Systems:</b>	[7,15,18]			
F-55	Dry, Wet, CO2, Halon, Clean Agent, Other Plan Check		\$ 298	\$ 322	100%
F-56	Dry, Wet, CO2, Halon, Clean Agent, Other Inspection		\$ 298	\$ 322	100%
	<b>Other Fire Construction Permits:</b>	[7,15,18]			
F-57	Industrial Oven Plan Check		\$ 283	\$ 161	100%
F-58	Industrial Oven Inspection		\$ 283	\$ 322	100%
F-59	LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, & other Fire Construction Permit Plan Check		\$ 195	\$ 322	100%
F-60	LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, & other Fire Construction Permit Inspection		\$ 195	\$ 402	100%
F-61	Emergency Responder Radio Coverage Plan Review & Coordination	[13,15]	\$ -	\$ 482	100%
F-62	Emergency Responder Radio Coverage Inspection & Coordination	[13,18]	\$ -	\$ 643	100%
F-63	Public School Access & Water Supply Plan Check	[15]	\$ 160	\$ 322	100%
	<b>New Street Name or Name Change Review:</b>	[15]			
F-64	Per street name		\$ 455	\$ 161	100%
	<b>New Construction / Remodel:</b>				
	<b>Valuation Based Fire Inspection Fees:</b>				
F-65	\$1 to \$500		\$ 160	\$ 48	40%
F-66	\$501 to \$2,000; 1st \$500		\$ 160	\$ 48	40%
F-67	\$501 to \$2,000; each additional \$100 or fraction thereof		\$ -	\$ 2.00	
F-68	\$2,001 to \$25,000; 1st \$2,000		\$ 152	\$ 78	49%
F-69	\$2,001 to \$25,000; each additional \$1,000 or fraction thereof		\$ -	\$ 4.00	
F-70	\$25,001 to \$50,000; 1st \$25,000		\$ 182	\$ 170	100%

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-71	\$25,001 to \$50,000; each additional \$1,000 or fraction thereof			\$ 2.00	
F-72	\$50,001 to \$100,000; 1st \$50,000		\$ 197	\$ 220	100%
F-73	\$50,001 to \$100,000; each additional \$1,000 or fraction thereof			\$ 0.97	
F-74	\$100,001 to \$500,000; 1st \$100,000		\$ 344	\$ 269	100%
F-75	\$100,001 to \$500,000; each additional \$1,000 or fraction thereof			\$ 0.64	
F-76	\$500,001 to \$1,000,000; 1st \$500,000		\$ 471	\$ 526	100%
F-77	\$500,001 to \$1,000,000; each additional \$1,000 or fraction thereof			\$ 0.64	
F-78	\$1,000,000 and up; 1st \$1,000,000		\$ 942	\$ 847	100%
F-79	\$1,000,000 and up; each additional \$1,000 or fraction thereof			\$ 0.60	
<b>New</b>	<b>Valuation Based Fire Plan Review Fees:</b>				
F-80	\$1 to \$500	[14]	\$ 69	\$ 48	60%
F-81	\$501 to \$2,000; 1st \$500	[14]	\$ 160	\$ 48	60%
F-82	\$501 to \$2,000; each additional \$100 of fraction thereof			\$ 2.00	
F-83	\$2,001 to \$25,000; 1st \$2,000	[14]	\$ 152	\$ 78	65%
F-84	\$2,001 to \$25,000; each additional \$1,000 or fraction thereof			\$ 3.18	
F-85	\$25,001 to \$50,000; 1st \$25,000	[14]	\$ 182	\$ 151	100%
F-86	\$25,001 to \$50,000; each additional \$1,000 or fraction thereof			\$ 2.06	
F-87	\$50,001 to \$100,000; 1st \$50,000	[14]	\$ 197	\$ 203	100%
F-88	\$50,001 to \$100,000; each additional \$1,000 or fraction thereof			\$ 1.03	
F-89	\$100,001 to \$500,000; 1st \$100,000	[15]	\$ 344	\$ 254	100%
F-90	\$100,001 to \$500,000; each additional \$1,000 or fraction thereof			\$ 0.52	
F-91	\$500,001 to \$1,000,000; 1st \$500,000	[15]	\$ 471	\$ 461	100%
F-92	\$500,001 to \$1,000,000; each additional \$1,000 or fraction thereof			\$ 0.51	
F-93	\$1,000,000 and up; 1st \$1,000,000	[16]	\$ 942	\$ 719	100%
F-94	\$1,000,000 and up; each additional \$1,000 or fraction thereof			\$ 0.30	
F-95	Plan Review Fee Exception (Standard Production Units after model unit has been reviewed are charged at % of Fire Plan Review fee for first model unit. Changes are to be reviewed on an hourly basis)	[10]	\$ -	26% of Plan Review fee	
F-96	Alternative Materials and Methods of Construction (hourly) - Minimum 1 hour review deposit required		per hour	Actual cost (FBHR)	100%
	<b>NEW OPERATIONAL PERMIT (per permit)</b>				
F-97	Plan Check/Application Code Review	[14]	\$ 215	\$ 161	100%
F-98	Inspection	[17]	\$ 125	\$ 80	100%
	<b>FIRE/LIFE SAFETY INSPECTION</b>	[17,26]			
F-99	Up to 750 sq. ft.		\$ 30	\$ 45	56%
F-100	751 - 2,500 sq. ft.		\$ 45	\$ 60	50%
F-101	2,501 - 5,000 sq. ft.		\$ 95	\$ 131	65%
F-102	5,001 - 25,000 sq. ft.		\$ 200	\$ 209	65%
F-103	25,001 - 50,000 sq. ft.		\$ 470	\$ 470	84%
F-104	Over 50,000 sq. ft.		\$ 725	\$ 724	100%
F-105	Repeat inspection/inspection attempt/violation notice		\$ 420	\$ 80	100%
F-106	Additional for New Occupancy/Tenant Inspection	[17,26]	\$ 150	\$ 121	100%
	<b>PETROCHEM INSPECTIONS</b>	[18,26]			

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-107	Oil/Gas/Injection Well Abandonment Plan Check		\$ 245	\$ 482	100%
F-108	Oil/Gas/Injection Well Abandonment Inspection		\$ 200	\$ 482	100%
F-109	Oil/Gas/Injection Well Vent Inspection - per well		\$ 270	\$ 482	100%
F-110	Oil/Gas/Injection Well Activation Plan Check/Permit	[7]	\$ 460	\$ 241	100%
F-111	Oil/Gas/Injection Well Activation Plan Check/Permit - per additional well	[7]	\$ 143	\$ 80	100%
F-112	Oil/Gas/Injection Well Activation Inspection	[7]	\$ -	\$ 161	100%
F-113	Oil/Gas/Injection Well Activation Inspection - per additional well	[7]	\$ -	\$ 80	100%
F-114	Oil Well Gas Monitoring Inspection		\$ 200	\$ 161	100%
F-115	Existing Oil/Gas/Injection Well - Initial well		\$ 190	\$ 241	100%
F-116	Existing Oil/Gas/Injection Well Inspection - per additional well		\$ 75	\$ 40	100%
F-117	Oil Well Re-inspection - per well		\$ 215	\$ 121	100%
<b>STATE MANDATED INSPECTIONS</b>					
F-118	Convalescent / Care Facility Inspections	[17,26]	FBR	Actual Cost	65%
F-119	Hospitals / Medical Facility Inspections	[17,26]	FBR	Actual Cost	65%
F-120	Private School Inspections	[17,26]	FBR	Actual Cost	65%
	High Rise Inspections	[17,26]			
F-121	7 stories (base fees)		\$ 1,495	\$ 2,270	65%
F-122	Per floor above 7 stories		\$ 120	\$ 175	65%
	Hotel, Motel & Multifamily Inspections	[17,26]			
F-123	Up to 3 Units (base fee)		\$ 100	\$ 31	65%
F-124	per additional unit over 3 units		\$ 205	\$ 1.00	65%
F-125	Large Family Day Care Inspections	[17,26]	\$ 215	\$ 209	65%
	Fire Clearance Pre-Inspection for State License				
F-126	1 to 25 persons (Fee Set by State)		\$ 50	\$50 or current State Fee	13%
F-127	26 or more persons (Fee Set by State)		\$ 100	\$100 or current State Fee	21%
<b>DOCUMENT PRODUCTION, PROCESSING &amp; RETRIEVAL</b>					
F-128	Record Retention Fee - Each sheet of permitted drawings	[10,24]	\$ -	\$ 4.04	
F-129	Record Retention fee - Each Issued permit	[10,24]	\$ -	\$ 1.04	
F-130	Refund Processing Fee	[10,24]	\$ -	\$ 80	100%
F-131	Reactivate permit for projects expired LESS than 6 months (plus penalty)	[10,24]	\$ -	\$ 44	
F-132	penalty	[10,24]		50% of new inspection fee	
F-133	Reactivate permit for projects expired GREATER than 6 months (plus penalty)	[10,24]	\$ -	\$ 44	
F-134	penalty	[10,24]		100% of new inspection fee	
F-135	Technology Automation Fee		4%	5%	75%
<b>SPECIAL SERVICES FEES &amp; CONDITIONS (See Conditions 1-4 below)</b>					
F-136	Inspection Outside of Normal Work Hours - Hourly Rate (Conditions 1, 3, 4)	[1,3,4]	Actual Cost	\$161/Hr, 2 Hour Minimum	100%
F-137	Inspection During Normal Work Hours - Hourly Rate (Conditions 1, 2)	[1,2]	Actual Cost	\$ 161	100%

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-138	Plan Review Outside Normal Work Hours - Hourly Rate (Conditions 1, 3, 4)	[1,3,4]	Actual Cost	\$161/Hr, 2 Hour Minimum	100%
F-139	Plan Review During Normal Work Hours - Hourly Rate (Conditions 1, 2)	[1,2]	Actual Cost	\$ 161	100%
F-140	Investigation Charge (work without a permit)	[6]	\$ 220	2X Permit Fee	
F-141	Administrative Processing for Consultant Work		\$ 30	\$ 80	100%
<b>Fire - Marine Safety - User Fees</b>					
<b>JUNIOR LIFEGUARD PROGRAM FEES</b>					
F-142	Resident Fees Charged		\$ 605	\$ 605	100%
F-143	Non-Resident Fees Charged		\$ 635	\$ 635	100%
<b>Central Net Training Center-User Fees</b>					
		[11]			
<b>ASSEMBLY-CLASSROOM #1/ 50-100</b>					
F-144	Safety Rate (\$0-\$11,999)- per hour		\$ 50	\$ 50	
F-145	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 45	\$ 45	
F-146	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 40	\$ 40	
F-147	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 35	\$ 35	
F-148	Commercial- per hour		\$ 55	\$ 55	
<b>CLASSROOM #2 / 18-35</b>					
F-149	Safety Rate (\$0-\$11,999)- per hour		\$ 35	\$ 35	
F-150	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 30	\$ 30	
F-151	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 25	\$ 25	
F-152	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 20	\$ 20	
F-153	Commercial- per hour		\$ 35	\$ 35	
<b>CLASSROOM #4 / 42</b>					
F-154	Safety Rate (\$0-\$11,999)- per hour		\$ 40	\$ 40	
F-155	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 35	\$ 35	
F-156	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 30	\$ 30	
F-157	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 25	\$ 25	
F-158	Commercial- per hour		\$ 45	\$ 45	
<b>CLASSROOM #5 / 22</b>					
F-159	Safety Rate (\$0-\$11,999)- per hour		\$ 25	\$ 25	
F-160	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 20	\$ 20	
F-161	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 17	\$ 17	
F-162	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 15	\$ 15	
F-163	Commercial- per hour		\$ 25	\$ 25	
<b>EXECUTIVE BOARDROOM / 12</b>					
F-164	Safety Rate (\$0-\$11,999)- per hour		\$ 75	\$ 75	
F-165	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 70	\$ 70	
F-166	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 60	\$ 60	
F-167	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 50	\$ 50	
F-168	Commercial- per hour		\$ 90	\$ 90	
<b>DRILL GROUNDS &amp; TOWER</b>					
F-169	Safety Rate (\$0-\$11,999)- per hour		\$ 75	\$ 75	
F-170	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 70	\$ 70	
F-171	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 60	\$ 60	

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-172	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 50	\$ 50	
F-173	Commercial- per hour		\$ 90	\$ 90	
	<b>TOWER &amp; BURN ROOMS</b>				
F-174	Safety Rate (\$0-\$11,999)- per 1/2 day		\$ 475	\$ 475	
F-175	Safety Rate (\$0-\$11,999)- per full day		\$ 700	\$ 700	
F-176	10% Reduced Rate (\$12,000-\$24,000)- per 1/2 day		\$ 425	\$ 425	
F-177	10% Reduced Rate (\$12,000-\$24,000)- per full day		\$ 630	\$ 630	
F-178	20% Reduced Rate (\$25,000-\$39,999)- per 1/2 day		\$ 370	\$ 370	
F-179	20% Reduced Rate (\$25,000-\$39,999)- per full day		\$ 575	\$ 575	
F-180	30% Reduced Rate (\$40,000- Plus)- per 1/2 day		\$ 325	\$ 325	
F-181	30% Reduced Rate (\$40,000- Plus)- per full day		\$ 500	\$ 500	
F-182	Commercial- per 1/2 day		\$ 550	\$ 550	
F-183	Commercial- per full day		\$ 835	\$ 835	
	<b>DRILL GROUNDS</b>				
F-184	Safety Rate (\$0-\$11,999)- per hour		\$ 55	\$ 55	
F-185	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 50	\$ 50	
F-186	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 45	\$ 45	
F-187	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 30	\$ 30	
F-188	Commercial- per hour		\$ 65	\$ 65	
	<b>TOWER (NO BURNING)</b>				
F-189	Safety Rate (\$0-\$11,999)- per hour		\$ 55	\$ 55	
F-190	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 50	\$ 50	
F-191	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 45	\$ 45	
F-192	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 30	\$ 30	
F-193	Commercial- per hour		\$ 65	\$ 65	
	<b>DRAFTING / TEST PIT</b>				
F-194	Safety Rate (\$0-\$11,999)- per hour		\$ 15	\$ 15	
F-195	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 13	\$ 13	
F-196	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 12	\$ 12	
F-197	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 11	\$ 11	
F-198	Commercial- per hour		\$ 17	\$ 17	
	<b>FLASHOVER TRAINING</b>				
F-199	Safety Rate (\$0-\$11,999)- per burn session		\$ 475	\$ 475	
F-200	10% Reduced Rate (\$12,000-\$24,000)- per burn session		\$ 450	\$ 450	
F-201	20% Reduced Rate (\$25,000-\$39,999)- per burn session		\$ 425	\$ 425	
F-202	30% Reduced Rate (\$40,000- Plus)- per burn session		\$ 400	\$ 400	
F-203	Commercial- per burn session		\$ 500	\$ 500	
	<b>ENTIRE FACILITY</b>				
F-204	Safety Rate (\$0-\$11,999)- per hour		\$ 150	\$ 150	
F-205	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 130	\$ 130	
F-206	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 115	\$ 115	
F-207	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 100	\$ 100	
F-208	Commercial- per hour		\$ 205	\$ 205	
	<b>ALL OUTSIDE AREA</b>				
F-209	Safety Rate (\$0-\$11,999)- per hour		\$ 90	\$ 90	

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
F-210	10% Reduced Rate (\$12,000-\$24,000)- per hour		\$ 85	\$ 85	
F-211	20% Reduced Rate (\$25,000-\$39,999)- per hour		\$ 75	\$ 75	
F-212	30% Reduced Rate (\$40,000- Plus)- per hour		\$ 65	\$ 65	
F-213	Commercial- per hour		\$ 115	\$ 115	
	<b>PROPANE/ FLAMMABLE PROPS</b>				
F-214	Safety Rate (\$0-\$11,999)- per burn session		\$ 465	\$ 465	
F-215	10% Reduced Rate (\$12,000-\$24,000)- per burn session		\$ 425	\$ 425	
F-216	20% Reduced Rate (\$25,000-\$39,999)- per burn session		\$ 375	\$ 375	
F-217	30% Reduced Rate (\$40,000- Plus)- per burn session		\$ 315	\$ 315	
F-218	Commercial- per burn session		\$ 760	\$ 760	
	<b>VENTILATION WOOD PROP</b>				
F-219	Safety Rate (\$0-\$11,999)- plus Material cost and clean up		\$ 65	\$ 65	
F-220	10% Reduced Rate (\$12,000-\$24,000)- plus Material cost and clean up		\$ 65	\$ 65	
F-221	20% Reduced Rate (\$25,000-\$39,999)- plus Material cost and clean up		\$ 65	\$ 65	
F-222	30% Reduced Rate (\$40,000- Plus)- plus Material cost and clean up		\$ 65	\$ 65	
F-223	Commercial- plus Material cost and clean up		\$ 65	\$ 65	
	<b>CUPA Program- Hazardous Materials Review and Inspection</b>	[12,17,26]			
	<b>Annual Fee by Quantity Ranges:</b>				
F-224	1 chemical		\$350-\$560	\$ 281	100%
F-225	2-5 chemicals		\$350-\$730	\$ 402	100%
F-226	6-10 chemicals		\$500-\$950	\$ 643	100%
F-227	11-15 chemicals		\$860-\$1,300	\$ 804	100%
F-228	16-20 chemicals		\$1,125-\$1,300	\$ 1,045	100%
F-229	21-25 chemicals		\$1,310-\$1,560	\$ 1,126	100%
F-230	26-30 chemicals		\$1,310-\$1,560	\$ 1,206	100%
F-231	31-35 chemicals		\$1,310-\$1,560	\$ 1,286	100%
F-232	36 and above chemicals		\$1,310-\$6,500	\$ 1,367	100%
	Late fee	[6]	\$ 150	\$ 150	
	<b>Fire - EMS Fees</b>				
	Placeholder for Master Fee Schedule - NBS did not evaluate	[10]			
	<b>FALSE ALARM RESPONSE (RESIDENTIAL &amp; COMMERCIAL)</b>				
F-233	1 or 2 in 12-month period (No charge 1st 2 in 12 months)		\$ -	\$ -	
F-234	3 in 12-month period		\$ 120	\$ 120	
F-235	4 in 12-month period		\$ 245	\$ 245	
F-236	5 in 12-month period		\$ 490	\$ 490	
F-237	Each additional False Alarm Response over 5 in 12-month period		\$ 610	\$ 610	
F-238	Response				
	<b>SPECIAL/ SPECIFIC EVENTS Plan Review/ Inspection</b>	[20]			
F-239	Up to 750 sq. ft. event area	[17, 14]	\$ 125	\$ 241	100%
F-240	750 - 5,000 sq. ft. event area	[17, 14]	\$ 285	\$ 482	100%
F-241	5,001 - 25,000 sq. ft. event area	[18, 15]	\$ 415	\$ 322	100%
F-242	25,001 - 50,000 sq. ft. event area	[18, 15]	\$ 415	\$ 900	37%
F-243	> 50,000 sq. ft. event area (base fee)	[18, 15]	\$ 1,755	\$ 2,000	62%
F-244	Per 2,000 sq. ft. > 50,000 sq. ft.	[18, 15]	\$ 100	\$ 80	100%

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	<b>EMERGENCY RESPONSE CHARGES</b>				
F-245	Accident/Incident Response		Actual Cost	Actual Cost	
F-246	DUI Accident Response		Actual Cost	Actual Cost	
F-247	Hazardous Materials Clean-up		Actual Cost	Actual Cost	
F-248	Water / Flood Pumping & Clean-up		Actual Cost	Actual Cost	
F-249	Urban Search and Rescue (USAR)		Actual Cost	Actual Cost	
	<b>Hourly Rates (any other services not identified elsewhere in this fee schedule will be billed at the hourly rate):</b>				
F-250	Paramedic Engine Company (4 person)		\$614-\$733	\$ 597	
F-251	Truck Company (4 person)		\$572-\$683	\$ 597	
F-252	Fire Prevention		\$131-\$157	\$ 161	
F-253	Marine Safety		\$ 80	\$ 80	54%
F-254	Marine Safety - Seasonal/Part-Time	New	\$ -	\$ 19	100%
F-255	Emergency Transport Unit (2 EMT/ Vehicle Operators)		\$62-\$75	\$ 106	
F-256	Hazmat (4 person)		\$614-\$733	\$ 597	
F-257	Fire Personnel		Actual Cost	Actual Cost	
F-258	Consultant Fee (Final consultant fee charges based on actual per hour charges)		\$350.00 deposit + actual per hour charges for consultant	Actual Cost, Deposit based on consultant estimate (recommended)	
F-259	Subpoena Appearance ( <i>fee set by Court</i> )		\$ 275	\$ 275	
F-260	Subpoena Request for Records ( <i>fee set by Court</i> )		\$ 15	\$ 15	
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				

# EXHIBIT A

## Fire - User Fees & Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
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**Notes**

[1]	Condition 1 -- The payment of such fees shall be in addition to other required fees
[2]	Condition 2 -- When the special services is provided during normal work hours, the fee shall be based on the actual time expended, but not less than one-half (1/2) hour
[3]	Condition 3 -- When the special service is provided as overtime as per the employee's MOU
[4]	Condition 4 -- When the special service is provided as overtime on a normal day off or a typical City holiday, as defined in the City's current Memorandum of Understanding (MOUS)
[5]	**Note: Most of these cannot be broken down individually because they involve multiple unites/recourses, such as DUI Accident Response or Hazmat Unit Response.
[6]	Penalty; not included in cost analysis
[7]	Previous fee covered both plan check and inspection
[8]	Deposit for staff time, plus Consultant deposit based on consultant estimate; actual costs using FBHR and consultant costs
[9]	Fee is listed on HBFD fee schedule; however was not collected, therefore current revenue reflects \$0
[10]	Emergency Medical Service fees are approved separately using transportation fees adopted by the Orange County Emergency Medical Services Agency and through research by staff for other cost-associated fees.
[11]	Fees not included in cost analysis; per Prop 26 - market sensitive, included in fee comparison survey; Per City - no recommended fee changes at this time.
[12]	1/3 of fee collected annually; therefore revenue included in cost analysis is 1/3 of total revenue (annual estimate); fee structure has been modified
[13]	Actual Costs - using the Fully Burdened Hourly Rates (FBHR), plus any outside consultant costs if applicable
[14]	Includes 2 plan reviews; additional plan checks will be billed at the adopted hourly rate
[15]	Includes 3 plan reviews; additional plan checks will be billed at the adopted hourly rate
[16]	Includes 4 plan reviews; additional plan checks will be billed at the adopted hourly rate
[17]	Includes up to 2 inspections or violation notices. Additional actions may be billed as a "Repeat inspection/inspection attempt/violation notice"
[18]	Includes up to 3 inspections; additional inspections may be billed at the adopted hourly rate
[19]	
[20]	Temporary Operational Permit Inspection fees also apply
[21]	Current Fee Amount assumed at 50% Plan Check and 50% Inspection. Current practice does not delineate between PC and Insp fee amounts.
[22]	Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate
[23]	Fire/Life Safety Inspection Fees based on square footage also apply
[24]	Staff recommend fee consistent with Building department
[25]	Technology Automation fee added to all development, permit and prevention related fees.
[26]	Fees also apply based on occupancy/area square footage and/or common use area (for hotel, motel, multi-family, and other common use areas). These fees are in addition to any other base fees that apply and operational permit fees. Fees apply per operation and per parcel/address/suite/unit/business (whichever of these constitutes the smallest space).

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Library - User Fees and Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
	<b>Library Card Fees</b>				
L-1	Replacement Card		\$ 3	\$ 5	100%
L-2	Replacement Card - Children's		\$ 2	\$ 5	100%
	<b>Material processing fees and Media Rental Charges</b>				
	<i>The Director of Library Services has the authority to waive fines and penalties, up to \$25.</i>				
	<b>Late Library material processing:</b>				
L-3	Children's Overdue Book fines		\$.15 - \$3.00	\$.15 - \$3.00	
L-4	Regular Overdue Book fines		\$.25 - \$5.00	\$.25 - \$5.00	
L-5	Media Fines		\$.15 - cost of item	\$.15 - cost of item	
	<b>Processing Fees:</b>				
L-6	Processing Fee (for lost materials)		\$ 5	\$ 5	22%
L-7	Processing Fee (for damaged materials)		\$ 5	\$ 5	96%
L-8	Processing Fee (for replacement materials)		\$ 5	\$ 5	22%
	<b>Damaged Materials Fees:</b>				
L-9	Damaged Audiobook CD		\$ 15	\$ 15	
L-10	Damaged Audiobook case		\$ 10	\$ 10	
L-11	Damaged music CD case		\$ 1	\$ 1	
L-12	Damaged DVD/Video case		\$ 2	\$ 2	
L-13	Damaged Radio Frequency ID tag		\$ 2	\$ 2	
L-14	Damaged Chromebook		\$ -	\$ -	
L-15	Actual Replacement Cost			actual cost	
	<b>Reserve Request Fees:</b>				
L-16	Interlibrary loan request - book		\$ 5	\$ 6	7%
L-17	Interlibrary loan request - microfilm		\$ 5	\$ 6	5%
	<b>Media rental charges:</b>				
L-18	Circulation charge for Video/DVD		\$ 1	\$	
L-19	Circulation charge for CD		\$ 1	\$	
L-20	Circulation charge for Audiobooks		\$ 1	\$	
	<b>Facility Rental Charges (per hour unless otherwise noted)</b>	[1]			
	<i>Please see rate sheet for specific facility rental rates</i>				
L-21	Includes: Central Library, Main St. room rentals, Theater rentals	[3]		15% increase	
	<b>Small Study Room Rentals</b>		\$ 2	\$ 5	
	<i>Cleaning/Security Deposit</i>				
L-22	Theaters, Rooms C&D combined, Talbert Room		\$ 500	\$ 500	
L-23	Maddy, B, C, D, E Rooms		\$ 300	\$ 300	
L-24	Technician Fee for Theater per hour		\$ 35	\$ 40	100%
	<i>Alcohol Use/Liability insurance</i>				
L-25	Under 100 persons in attendance		Set by Risk Mgmt + \$20		
L-26	Over 100 persons in attendance		Set by Risk Mgmt + \$20		
L-27	Setup/Takedown Charge (charged in addition to room rental rate)		\$ 80	\$ 85	80%

# EXHIBIT A

## Library - User Fees and Charges

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
L-28	Setup/Takedown Charge Rooms C&D (mandatory; charged in addition to room rental rates)		\$ 125	\$ 150	89%
L-29	Cleaning Services (hourly)		\$ 65	\$ 65	100%
	<i>Reservations and Cancellations Policy</i>				
L-30	Standard Cancellation Fee (plus 10% of total room rental x number of months reservation held)		\$ 50	\$ 50	
L-31	Less than 20 days (Penalty)		Entire Rental Charge	Entire Rental Charge	
L-32	Date Change		\$ 20	\$ 30	100%
L-33	Security staff - minimum of 1 for up to 100 people (City requirement) - per hour		\$ 25	\$ 30	100%
<b>HOURLY RATES</b>		New			
L-34	Full-time			\$ 118	
L-35	Part-time			\$ 30	
	<i>For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</i>				

**Notes**

- [1] Charges for use of City Facilities may be waived for City sponsored and Co-sponsored programs & events
- [3] change in rates recommended; Revenues sourced from FY 14 Trial Balance

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

## EXHIBIT A

### Community Services - User Fees

No.	Description	Current Fee	Recommended Fee Level	% Cost Recovery
<b>CS-28</b>	<b>Specific Events</b>			
	Application Fee	\$ 125.00		
	Under 2,000 Estimated Overall Attendance		\$ 200.00	44%
	Over 2,000 Estimated Overall Attendance		\$ 400.00	44%
	Event Staffing	-Fully Burdened Rate (FBR)-	-Fully Burdened Rate (FBR)-	
	Other Department Staff Charges	As Applicable	As Applicable	
<b>CS-29</b>	<b>Special Events</b>			
	Application Fee	\$ 125.00	\$ 110.00	98%
	Event Staffing	-Fully Burdened Rate (FBR)-	-Fully Burdened Rate (FBR)-	
	Other Department Staff Charges	As Applicable	As Applicable	
	Hourly Rate:			
	Community Services	\$ 105.00	\$ 112	100%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.			

**Notes**

[1] Fees for City Sponsored or Co-Sponsored programs & events may be waived per Resolution 2014-16

	<b>Increasing</b>
	<b>Flat - can increase</b>
	<b>Decrease - can remain flat or increase</b>

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b><u>FACILITIES</u></b>		
Group I = Community Services Sponsored Activity		
Group II = Community Services Co-Sponsored Activity		
Group III = Civic and Nonprofit Organizations		
Group IV = Misc. HB Groups or Individuals (2-hr min)		
Group V = Non-Residents (2-hr. min)		
Group VI = Commercial, Business, For Profit (2-hr min)		
Facility Reservation Change/Cancellation Fee	\$10.00	\$10.00
After Business Hours (hourly rate)	Additional \$25.00/hour	Additional \$25.00/hour
Alcohol Filing Fee	\$5.00	\$5.00
<b><u>Edison/Murdy Community Centers (hourly)</u></b>		
<b>Hall A</b>		
Group I & II	N/A	N/A
Group III	\$45.00	\$50.00
Group IV	\$55.00	\$60.00
Group V	\$85.00	\$90.00
Group VI	\$115.00	\$120.00
<b>Hall B</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$35.00
Group IV	\$35.00	\$40.00
Group V	\$55.00	\$60.00
Group VI	\$70.00	\$75.00
<b>Hall C &amp; D</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$35.00
Group IV	\$35.00	\$40.00
Group V	\$55.00	\$60.00
Group VI	\$70.00	\$75.00
<b>Game Room</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$35.00
Group IV	\$35.00	\$40.00
Group V	\$55.00	\$60.00
Group VI	\$70.00	\$75.00
<b>Hall A &amp; B</b>		
Group I & II	N/A	N/A
Group III	\$65.00	\$70.00
Group IV	\$80.00	\$85.00
Group V	\$130.00	\$135.00
Group VI	\$165.00	\$170.00
<b>Hall A, B, C &amp; D</b>		
Group I & II	N/A	N/A
Group III	\$85.00	\$90.00
Group IV	\$110.00	\$115.00
Group V	\$165.00	\$170.00
Group VI	\$225.00	\$230.00
<b>All Halls &amp; Game Room</b>		
Group I & II	N/A	N/A
Group III	\$95.00	\$100.00
Group IV	\$120.00	\$125.00
Group V	\$180.00	\$185.00
Group VI	\$250.00	\$265.00
Kitchen	\$10/hour	\$10/hour
<b><u>Picnic Shelters (full day)</u></b>		
<b>Edison Community Center</b>		
Nonprofit/Resident	\$50.00	\$50.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
Nonresident	\$75.00	\$75.00
Commercial	\$100.00	\$100.00
<b>Murdy Community Center</b>		
Nonprofit/Resident	\$100.00 - \$200.00	\$100.00 - \$200.00
Nonresident	\$150.00 - \$300.00	\$150.00 - \$300.00
Commercial	\$150.00 - \$300.00	\$175.00 - \$350.00
<b>City Gym &amp; Pool (hourly):</b>		
<b>Gym &amp; Lockers (1-40)</b>		
Group I & II	N/A	N/A
Group III	\$45.00	\$50.00
Group IV	\$55.00	\$60.00
Group V	\$80.00	\$85.00
Group VI	\$110.00	\$115.00
<b>Gym &amp; Lockers 41+</b>		
Group I & II	N/A	N/A
Group III	\$60.00	\$65.00
Group IV	\$70.00	\$75.00
Group V	\$105.00	\$110.00
Group VI	\$140.00	\$145.00
<b>Pool &amp; Lockers (1-25)</b>		
Group I & II	N/A	N/A
Group III	\$55.00	\$60.00
Group IV	\$65.00	\$70.00
Group V	\$95.00	\$100.00
Group VI	\$130.00	\$135.00
<b>Room A</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$35.00
Group IV	\$35.00	\$40.00
Group V	\$50.00	\$55.00
Group VI	\$65.00	\$70.00
<b>Room B</b>		
Group I & II	N/A	N/A
Group III	\$35.00	\$40.00
Group IV	\$40.00	\$45.00
Group V	\$60.00	\$65.00
Group VI	\$75.00	\$80.00
<b>Game Room</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$35.00
Group IV	\$35.00	\$40.00
Group V	\$50.00	\$55.00
Group VI	\$65.00	\$70.00
<b>Conference Room</b>		
Group I & II	N/A	N/A
Group III	\$15.00	\$20.00
Group IV	\$20.00	\$25.00
Group V	\$30.00	\$35.00
Group VI	\$35.00	\$40.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b>Gym, Lockers (1-40), &amp; 1 Room</b>		
Group I & II	N/A	N/A
Group III	\$55.00	\$60.00
Group IV	\$70.00	\$75.00
Group V	\$105.00	\$110.00
Group VI	\$140.00	\$145.00
<b>Gym, Lockers (41+), &amp; 1 Room</b>		
Group I & II	N/A	N/A
Group III	\$70.00	\$75.00
Group IV	\$85.00	\$90.00
Group V	\$130.00	\$135.00
Group; VI	\$170.00	\$175.00
<b>Pool, Lockers (1-25),&amp; 1 Room</b>		
Group I & II	N/A	N/A
Group III	\$65.00	\$70.00
Group IV	\$80.00	\$85.00
Group V	\$125.00	\$130.00
Group VI	\$160.00	\$165.00
<b>Gym, Pool, Game Room, Rooms A &amp; B, &amp; Lockers (1-25)</b>		
Group I & II	N/A	N/A
Group III	\$85.00	\$90.00
Group IV	\$130.00	\$135.00
Group V	\$190.00	\$195.00
Group VI	\$265.00	\$270.00
<b>Gym, Pool, Game Room, Rooms A &amp; B, &amp; Lockers (26+)</b>		
Group I & II	N/A	N/A
Group III	\$100.00	\$105.00
Group IV	\$145.00	\$150.00
Group V	\$225.00	\$230.00
Group VI	\$300.00	\$305.00
<b>Kitchen</b>	\$10/hour	\$10/hour
<b>Pool Lifeguard</b>	\$15.00/hour	\$15.00/hour
<b>Rodgers Senior Center (hourly):</b>		
<b>Main Hall (A &amp; B)</b>		
Group I & II	N/A	N/A
Group III	\$50.00	\$50.00
<b>Hall A</b>		
Group I & II	N/A	N/A
Group III	\$35.00	\$35.00
<b>Hall B</b>		
Group I & II	N/A	N/A
Group III	\$30.00	\$30.00
<b>Hall C</b>		
Group I & II	N/A	N/A
Group III	\$25.00	\$25.00
<b>Hall D</b>		
Group I & II	N/A	N/A
Group III	\$25.00	\$25.00
<b>Hall E</b>		
Group I & II	N/A	N/A
Group III	\$25.00	\$25.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b>Senior Outreach Center (hourly):</b>		
<b>Conference Room I &amp; II</b>		
Group I & II	N/A	N/A
Group III	N/A	\$25.00
<b>Senior Center in Central Park (hourly except as noted below)</b>		
<b>Parkview Room, Stage &amp; Patio included*</b>		
*6 hour minimum rental: Fri. after 3 pm, Sat. & Sun. all day		
Group I & II	N/A	N/A
Group III	\$130.00	\$130.00
Group IV	\$180.00	\$180.00
Group V	\$210.00	\$210.00
Group VI	\$280.00	\$280.00
<b>Parkview Room South, stage included</b>		
Group I & II	N/A	N/A
Group III	\$80.00	\$80.00
Group IV	\$100.00	\$100.00
Group V	\$120.00	\$120.00
Group VI	\$160.00	\$160.00
<b>Parkview Room North, patio included</b>		
Group I & II	N/A	N/A
Group III	\$80.00	\$80.00
Group IV	\$100.00	\$100.00
Group V	\$120.00	\$120.00
Group VI	\$160.00	\$160.00
<i>Note: Parkview Rooms available separately Mon-Thurs, Friday until 3:00 pm</i>		
<b>Edinger Medical Group -- Room 1</b>		
Group I & II	N/A	N/A
Group III	\$50.00	\$50.00
Group IV	\$70.00	\$70.00
Group V	\$80.00	\$80.00
Group VI	\$100.00	\$100.00
<b>Edinger Medical Group -Room 2</b>		
Group I & II	N/A	N/A
Group III	\$40.00	\$40.00
Group IV	\$60.00	\$60.00
Group V	\$70.00	\$70.00
Group VI	\$90.00	\$90.00
<b>Game Room</b>		
Group I & II	N/A	N/A
Group III	\$50.00	\$50.00
Group IV	\$70.00	\$70.00
Group V	\$80.00	\$80.00
Group VI	\$100.00	\$100.00
<b>Dance Room</b>		
Group I & II	N/A	N/A
Group III	\$50.00	\$50.00
Group IV	\$70.00	\$70.00
Group V	\$80.00	\$80.00
Group VI	\$100.00	\$100.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b>Group Exercise Room</b>		
Group I & II	N/A	N/A
Group III	\$50.00	\$50.00
Group IV	\$70.00	\$70.00
Group V	\$80.00	\$80.00
Group VI	\$100.00	\$100.00
<b>Kitchen (vendor use with room rental only)</b>		
Group I & II	N/A	N/A
Group III	\$20.00 ≤ 4 hours \$100 flat fee > 4 hours	\$20.00 ≤ 4 hours \$100 flat fee > 4 hours
Group IV	\$20.00 ≤ 4 hours \$100 flat fee > 4 hours	\$20.00 ≤ 4 hours \$100 flat fee > 4 hours
Group V	\$20.00 ≤ 4 hours \$150 flat fee > 4 hours	\$20.00 ≤ 4 hours \$150 flat fee > 4 hours
Group VI	\$20.00 ≤ 4 hours \$150 flat fee > 4 hours	\$20.00 ≤ 4 hours \$150 flat fee > 4 hours
<b>Additional Charges</b>		
Room Rental with alcohol (not available for Dance Room or Group Exercise Room)	Additional \$20.00 per	Additional \$20.00 per
Reduction for Group III	Reduce 50% Mon - Thurs, 8:00 am to 1:00 pm; based on availability	Reduce 50% Mon - Thurs, 8:00 am to 1:00 pm; based on availability
<b>Additional Hourly Staffing:</b>		
Monday - Thursday, after 5:00 pm	\$25.00	\$25.00
Friday after 3:00 pm, Saturdays & Sundays	\$35.00	\$35.00
Set-up & Cleaning Charge	\$25.00 - \$250 flat fee	\$25.00 - \$250 flat fee
Event Accessories	\$10.00 - \$300.00 per	\$10.00 - \$300.00 per use
Wedding Package #1 (ceremony + reception)	\$3,000.00 flat fee	\$3,000.00 flat fee
Wedding Package #2 (reception only)	\$1,900.00 flat fee	\$1,900.00 flat fee
Wedding Package #3 (outdoor lawn/patio ceremony)	\$600.00 flat fee	\$600.00 flat fee
<b>Art Center (hourly):</b>		
<b>Multi-Purpose Room (hourly)</b>		
Group I & II	N/A	N/A
All Others	\$70/hour	\$70/hour
<b>Multi-Purpose Room with Alcohol (additional hourly amount)</b>		
	Hourly Rate + \$10.00/hour	Hourly Rate + \$10.00/hour
Technical assistance/Security during closed hours	\$15.00/hour	\$15.00/hour
<b>Galleries - Dinner Event</b>	\$150.00/hour (5 hour min)	\$150.00/hour (5 hour min)
<b>Galleries - Wedding Reception</b>	\$3,000.00 (8 hour)	\$3,000.00 (8 hour max)
<b>Kitchen - Per Month</b>	\$500.00	\$500.00
<b>Kitchen - Per Day</b>	\$100.00	\$100.00
<b>Newland Barn (hourly):</b>		
Group I & II	N/A	N/A
Group III	\$40.00	\$40.00
Group IV	\$50.00	\$65.00
Group V	\$80.00	\$85.00
Group VI	\$105.00	\$110.00
<b>Newland Barn with Alcohol (additional hourly amount)</b>		
	Hourly Rate + \$10.00/hour	Hourly Rate + \$10.00/hour

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b><u>Lake View Clubhouse (hourly):</u></b>		
Group I & II	N/A	N/A
Group III	\$20.00	\$20.00
Group IV	\$25.00	\$25.00
Group V	\$45.00	\$45.00
Group VI	\$55.00	\$55.00
<b>Lake View Clubhouse with Alcohol (additional hourly amount)</b>		
	Hourly Rate + \$10.00/hour	Hourly Rate + \$10.00/hour
<b><u>Lake Park/Harbour View Clubhouse (hourly):</u></b>		
Group I & II	No Charge	No Charge
Group III	\$35.00	\$35.00
Group IV	\$40.00	\$40.00
Group V	\$65.00	\$65.00
Group VI	\$85.00	\$85.00
<b>Lake Park/Harbour View Clubhouse with Alcohol (additional hourly amount)</b>		
	Hourly Rate + \$10.00/hour	Hourly Rate + \$10.00/hour
<b><u>Lake Park BBQ Facility</u></b>		
	\$175.00	\$175.00
	\$275.00 (nonresident)	\$275.00 (nonresident)
	\$375.00 (commercial)	\$375.00 (commercial)
<b><u>Sports Complex - Team Room (daily)</u></b>		
Group I & II	N/A	N/A
Group III	\$20.00	\$20.00
Group IV	\$25.00	\$25.00
Group V	\$35.00	\$35.00
Group VI	\$40.00	\$40.00
<b><u>Huntington Central Park</u></b>		
<b><u>Picnic Shelter (daily rate)</u></b>		
Nonprofit/Resident	\$250.00	\$250.00
Nonresident	\$385.00	\$385.00
Commercial	\$500.00	\$500.00
<b><u>Amphitheater (daily rate)</u></b>		
Nonprofit/Resident	\$150.00	\$150.00
Nonresident	\$220.00	\$220.00
Commercial	\$330.00	\$330.00
<b><u>Park Site Reservation</u></b>		
Nonprofit/Resident	\$75.00 per day	\$75.00 per day
Nonresident	\$150.00 per day	\$150.00 per day
Commercial	\$250.00/day OR \$100.00/day + 10% gross revenue --	\$250.00/day OR \$100.00/day + 10% gross revenue --
<b><u>Band Stand</u></b>		
Nonprofit/Resident	\$175.00/day	\$175.00/day
Nonresident	\$250.00/day	\$250.00/day
Commercial	\$350.00/day	\$350.00/day
<b><u>Youth Group Camping - Per Person/Per Night</u></b>		
	\$4.00	\$4.00
<b><u>Jumper/ Bounce House/ Trailer with mounted Merry-Go-Round</u></b>		
	\$25.00	\$25.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b>Courts and Fields Rentals (hourly)</b>		
Edison/Murdy Tennis/Racquetball Court Reservations	\$4.00	\$4.00
<b>Soccer/Football Practice Lights at all schools:</b>		
Talbert, Haven View, College View, Perry, Hope View, Harbour	\$15.00	\$15.00
<b>Softball/Artificial Turf Fields (Edison, Murdy, Worthy, Greer, Sports Complex - hourly)</b>		
<b>Field without Lights:</b>		
Adult/Youth	\$25.00	\$25.00
Nonprofit Youth or Organized 55+ Seniors	\$15.00	\$15.00
<b>Field with Lights/Arena Field:</b>		
Adult/Youth	\$35.00	\$35.00
Nonprofit Youth or Organized 55+ Seniors	\$25.00	\$25.00
<b>After Business Hours (hourly rates)</b>		
	\$20.00/per hour	\$20.00/per hour
<b>Softball/Baseball Field Preparation Charge</b>		
	\$25.00/field/per	\$25.00/field/per
<b>Sports Complex - Batting Cages</b>		
One Token	\$1.00	\$1.00
Six Tokens	\$5.00	\$5.00
30 minutes	\$15.00	\$15.00
<b>Adventure Playground</b>		
Residents	\$3.00/person	\$3.00/person
Non-Residents/Groups	\$3.00/person	\$3.00/person
Adults/Chaperones	No Charge	No Charge
<b>COMMUNITY SERVICES PROGRAMS</b>		
<b>Adult Sports Programs</b>		
Slo-Pitch Softball (per team)	\$420.00 (+\$25.00 if late)	\$420.00 (+\$25.00 if late)
Senior Softball (per team)	\$200.00	\$200.00
Adult Soccer (per team)	\$400.00	\$400.00
<b>Tournaments</b>		
	10% of gross receipts + field rentals	10% of gross receipts + rental fees
<b>Youth Sports Programs/per participant:</b>		
Basketball	\$55.00	\$60.00
Summer Basketball	\$55.00	\$60.00
Shooting Stars Basketball	\$55.00	\$60.00
Flag Football	\$55.00	\$60.00
Baseball	\$55.00	\$60.00
Volleyball	\$55.00	\$60.00
Jr. Baseball/Softball, Basketball, Football	\$55.00	\$60.00
Pee Wee Soccer, Basketball, T-Ball	\$55.00	\$60.00

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b>Recreation/Human Services Events (per person):</b>		
Pier Swim/with Shirt (pre-registration)	\$25.00	\$25.00
Pier Swim/no Shirt (day of event)	\$25.00	\$25.00
Rose Parade Excursion	\$110.00	\$110.00
Surf Contest	\$35.00	\$40.00
Family Camp Out	\$15.00/space + \$10.00/participant	\$18.00/Space + \$12.00/participant
Camp HB	\$169.00	\$175.00
Community Center Events		\$5.00 - \$100.00
Project Self-Sufficiency Special Events & Mixers	\$25.00 - \$75.00	\$25.00 - \$75.00
Senior Center Dances & Events	\$5.00 - \$50.00	\$5.00 - \$50.00
<b>Instructional Classes</b>		
Instructional Classes - Processing Fee	\$6.00	\$6.00 maximum
<b>Sands Community Services Guide Advertising</b>		
Back Cover (full color)	\$3,500.00	\$3,500.00
Inside Front Cover		\$3,200.00
Inside Back Cover (full color)	\$2,800.00	\$2,800.00
Full Interior (Two Color)	\$1,500.00	\$2,000.00
1/2 page (full color)		\$1,200.00
1/4 page (full color)		\$800.00
1/2 page (B & W, Horizontal)	\$800.00	\$800.00
1/4 page (B & W, Vertical)	\$500.00	\$500.00
<b>Aquatics Classes</b>		
	\$85.00/session	\$85.00/session
<b>Senior Citizen Swim</b>		
	\$2.00	\$2.00
<b>MEMBERSHIP - Fitness Center Annual Membership (Senior Center in Central Park)</b>		
Ages 50-79	\$120.00	\$120.00
Ages 80 +	\$80.00	\$80.00
<b>MEMBERSHIP - Art Center (per person):</b>		
Friends/Family	\$60.00	\$60.00
Student/Senior	\$40.00	\$40.00
Supporter	\$150.00	\$150.00
Sustaining	\$300.00	\$300.00
Director's Circle	\$1,000.00	\$1,000.00
<b>Admission to Events</b>		
General	\$15.00 - \$85.00	\$15.00 - \$150.00
Members	Discount varies by	Discount varies by event
<b>Art Camp for Kids</b>	<b>\$150.00 - \$200.00</b>	<b>\$160.00 - \$300.00</b>

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b><u>Fourth of July Celebration</u></b>		
<b>Parade Entry Application</b>	\$300.00 - \$1,000	\$300.00 - \$2,500
Non-Judged Exempt (marching bands, drum & bugle corps, mounted)	Exempt	Exempt
<b>Parade/Fireworks Bleacher Seats</b>	\$10.00 - \$20.00	\$10.00 - \$30.00
<b>Pier Plaza Festival Vendor Booths</b>	\$1,100 to \$1,600	\$500 to \$2,000
<b>Official 4th of July Merchandise</b>	\$5.00 - \$40.00	\$5.00 - \$40.00
<b>Surf City Run</b>		
Kids	\$15.00 - \$20.00	\$15.00 - \$30.00
Residents, Open & Stroller	\$32.00 - \$40.00	\$32.00 - \$50.00
<b><u>Specific Events</u></b>		
Daily Charge - Nonprofit	\$550.00	\$600.00
Daily Charge - Commercial/Standard	\$1,100.00	\$1,200.00
<b><u>Mobile Stage Rental</u></b> (transferred from Resolution 2014-16 schedule)		
	\$700.00	\$700.00
<b><u>Special Events</u></b>		
Day Use Charge - Nonprofit [2]	\$125.00	\$375.00
Day Use Charge - Commercial/Standard [3]	\$325.00	\$500.00
<b>Modified Day Use Charges</b>		
<b>Minimum Hours/Use</b>	N/A	\$325.00
less than 3 hours with 20-50 participants that do not require any set-up and do not require additional staff time or city services. These events should not impact the beach public in any way.		
<b>Minimum Participants</b>	N/A	No Charge
less than 20 participants with no professional contracted services associated with event. These events do not require any set-up and do not require additional staff time or city services. These events should not impact the beach public in any way.		
<b>Special Event Set-up Charge</b>	\$75.00	\$75.00
<b><u>PARKING RATES</u></b>		
<b><u>South Beach Attended Lots - Daily Rates</u></b>		
Auto, pickup truck, motorcycle	\$15.00/day	\$15.00/day
Autos with disabled person (DP) placard	\$10.00	\$10.00
Bus - 24 passengers or less	\$50.00/day	\$50.00/day
Bus - 25 passengers or more	\$100.00/day	\$100.00/day
Vehicles over 20 ft in length, including overhangs	.00 per occupied space	15.00 per occupied space
Vehicles over 20 ft in length, inc overhangs, with disabled person (DP)	.00 per occupied space	10.00 per occupied space
Fourth of July (flat rate)	.00 per occupied space	25.00 per occupied space
<b><u>Event Parking - Beach Lots (permitted events)*</u></b>		
Peak Season - Memorial Day weekend through Labor Day Weekend	\$15/day	\$15/day
Non-Peak Season - After Labor Day through October 31	\$10/day	\$10/day
Non-Peak Season - March 1 until Memorial Day Weekend	\$10/day	\$10/day
Off Season - November through the end of February	\$7/day	\$7/day
* Available only to Specific Event organizers for permitted events that take place annually and when participants will park in beach lots at full day rate.		
<b><u>Beach Service Road Permit, Vendor Permit</u></b>		
Beach Service Road Permit, Vendor Permit	\$10.00/year	\$10.00/year

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
Beach Service Road Replacement Pass	\$5.00	\$5.00
<b><u>Resident Meter Pass</u></b>		
Resident Meter Pass - up to 4 max per dwelling unit	\$10.00/year	\$10.00/year
Resident Meter Replacement Pass	\$5.00	\$5.00
<b><u>Annual Beach Parking Pass</u></b>		
<i>(Valid at Main Promenade &amp; City Beach)</i>		
<b>Vehicles under 20 ft, including overhangs</b>		
General	\$150.00	\$150.00
Senior (62+) (one pass per person)	\$50.00	\$75.00
Disabled Person (DP) Placard	\$50.00	\$50.00
Veterans (with proper identification)	\$125.00	\$125.00
<b>Oversize Vehicles, up to 40 feet total length</b>		
	Annual pass plus additional \$75 sticker	\$225.00 (combine with annual pass)
<b>Annual Beach Parking Replacement Pass</b>		
	\$10.00	\$10.00
<b>Surf Class Parking Pass</b>		
	\$5.00/year	\$5.00/year
<i>(Students must furnish proof of school enrollment for the current year)</i>		
<b><u>Pier Plaza Parking</u></b>		
Fourth of July (flat rate)	\$25.00 per occupied	\$25.00 per occupied
<b><u>Sunset Vista Camping Facility (Daily Rates)</u></b>		
<b>Winter Camping (October 1 - May 31)</b>		
Recreational Vehicle (RV) plus auto	\$70.00/day	\$70.00/day
Senior (62+)	\$60.00/day	\$60.00/day
With Disabled Person (DP) Placard	\$60.00/day	\$60.00/day
Each Additional Vehicle	\$12.00	Not applicable
Reservation Fee	\$10.00	\$10.00
Reservation Cancellation Fee	\$25.00	\$25.00
<i>(for cancellations less than 30 days)</i>		
<b><u>Main Promenade Parking Structure - Daily Fee</u></b>		
First 30 minutes	No Charge	No Charge
Up to Two Hours (includes first 30 minutes)	\$1.00/Hour	\$1.00/Hour
After Two Hours	\$1.00 / Each 20 Minutes	\$1.00 / Each 20 Minutes
Evening Rate: (After 9:00 pm)	Prevailing Hrly Rate or \$5.00 (staff discretion)	Prevailing Hrly Rate or \$5.00 (staff discretion)
Fourth of July (Flat Rate)	\$27.00	\$27.00
Maximum Daily Rate - Non-Peak	\$15.00	\$15.00
Maximum Daily Rate - Peak (Memorial Day - Labor Day)	\$17.00	\$17.00
Maximum Daily Rate - Holidays and Special Events	\$20.00	\$20.00
Customer Validation/hour (Max two validations per ticket)	\$0.50/hour	\$0.50/hour
Employee Pass	\$20.00/month	\$20.00/month
Employee Daily Stamped Validation	\$2.00/day	\$2.00/day

# EXHIBIT A

## Community Services -- Facility Rentals and Recreational Services Charges [1]

Description	Current Charges	Recommended
<b><u>Sports Complex - Parking</u></b>		
Day Use	\$1.00	\$1.00
Season Parking Pass	\$10.00	\$10.00
Annual Parking Pass (3 seasons)	\$30.00	\$30.00
Vehicles over 20 feet, including overhangs, Day Use	\$10.00	\$10.00

Notes:

- [1] Charges for City sponsored or co-sponsored programs & events may be waived per Resolution 2014-15
- [2] This fee was inadvertently reduced from \$325 to \$125 on 4/7/14; the prior fee of \$375 was in effect since 6/15/99
- [3] This fee was inadvertently reduced from \$450 to \$325 on 4/7/14; the prior fee of \$450 was in effect since 6/15/99

	Increasing
	Flat - can increase
	Decrease - Can remain flat
	High Volume/Dollar Value
	Mandates

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 CLK - City Clerk  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.1  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	<b>Copies:</b>											
CL-1	Per page (per case law)	(1)			\$ 0.10		\$ 0.10			\$ -	\$ -	\$ -
CL-2	Miscellaneous (includes micro film)				Cost of Reproduction		Cost of Reproduction			\$ -	\$ -	\$ -
	<b>Electronic Data Request (CD/DVD Copy)</b>											
CL-3	Copy of Existing Data File	(2)			\$ 2.37		Actual cost	100%	0	\$ -	\$ -	\$ -
CL-4	Copy of Non-Existing Data File	(2)			\$ 2.37		Actual cost	100%	0	\$ -	\$ -	\$ -
CL-5	Certification of Document		0.17	\$ 105	\$ 18	\$ 3	17%	\$ 10	57%	0	\$ -	\$ -
CL-6	Passport Program (application fee, Federal Program Mandate)		0.29	\$ 105	\$ 30	\$ 25	82%	\$25 (per State Maximum Fee)	82%	5,121	\$ 128,025	\$ 156,055
CL-7	Passport Photograph (optional)	(2)			\$ 10		\$ 10		4,379	\$ 43,790	\$ 43,790	\$ 43,790
CL-8	Hourly Rate: City Clerk		1.00	\$ 105	\$ 105	\$ -	0%	\$ 105	100%	0	\$ -	\$ -
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL CLK - City Clerk</b>										<b>171,815</b>	<b>199,845</b>	<b>171,815</b>

Notes  
 [1] Per Public Records Act  
 [2] Placeholder for Master Fee Schedule; not included in cost analysis

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Finance Department -- User Fees</b>												
<i>Delinquent Customer Fees</i>												
	Returned Check Processing (Non-Sufficient Funds NSF)											
	FN-1 1st NSF Check	[2] 0.25	\$ 131	\$ 33	\$ 30	91%	\$ 25	76%	4,150	\$ 124,500	\$ 136,383	\$ 103,750
	FN-2 Each Subsequent NSF Check	[2] 0.30	\$ 131	\$ 39	\$ 40	101%	\$ 35	89%	1,300	\$ 52,000	\$ 51,267	\$ 45,500
	FN-3 Processing of Delinquent Administrative Citation	0.30	\$ 131	\$ 39	\$ 35	89%	\$ 39	100%	1,620	\$ 56,700	\$ 63,887	\$ 63,887
	FN-4 Transient Occupancy Tax (TOT) Administration processing fee (in addition to penalty)	0.25	\$ 131	\$ 33	\$ 25	76%	\$ 33	100%	5	\$ 125	\$ 164	\$ 164
	FN-5 Collections Processing Fee	0.25	\$ 131	\$ 33	\$ 25	76%	\$ 33	100%	8,000	\$ 200,000	\$ 262,908	\$ 262,908
<i>Other Fees and Charges</i>												
	FN-6 Credit Card Convenience Processing Fee	0.03	\$ 131	\$ 3	2.85	87%	\$ 2.85	87%	59,000	\$ 168,150	\$ 193,894	\$ 168,150
	FN-7 Parking Citation Processing Fee	0.03	\$ 131	\$ 3	3.00	91%	\$ 3	91%	50,000	\$ 150,000	\$ 164,317	\$ 150,000
	FN-8 Cash Bond Acceptance and Processing	0.75	\$ 131	\$ 99	\$ 75	76%	\$ 85	86%	10	\$ 750	\$ 986	\$ 850
	FN-9 Tract/Other Bonds Processing	0.40	\$ 131	\$ 53	\$ 45	86%	\$ 50	95%	75	\$ 3,375	\$ 3,944	\$ 3,750
	FN-10 Lien Processing	0.75	\$ 131	\$ 99	\$ 75	76%	\$ 85	86%	25	\$ 1,875	\$ 2,465	\$ 2,125
	FN-11 Business Improvement District (BID) Processing Fee	0.08	\$ 131	\$ 11	\$ 10	90%	\$ 10	90%	0	\$ -	\$ -	\$ -
	FN-12 Refund Processing - Check	0.50	\$ 131	\$ 66	\$ 25	38%	\$ 30	46%	1,100	\$ 27,500	\$ 72,300	\$ 33,000
	FN-13 Check Reissuance	0.50	\$ 131	\$ 66	\$ 25	38%	\$ 35	53%	100	\$ 2,500	\$ 6,573	\$ 3,500
<i>Water Billing</i>												
	FN-14 Utility Customer Set-Up (residential, industrial, construction)	0.25	\$ 131	\$ 33	\$ 11	33%	\$ 30	91%	4,192	\$ 46,112	\$ 137,764	\$ 125,760
	FN-15 Utility Billing Late Fee	[3]			\$ 6	n/a	greater of 5% or \$10 flat rate	n/a	45,796	\$ 274,776	\$ 310,715	\$ 310,715
<b>Support to Public Works:</b>												
	PW Delinquent Bill Water Tag											
	FN-16 Finance Water Billing	0.22	\$ 131	\$ 29					6,695			
	PW Delinquent Bill Water Shut-off											
	FN-17 Finance Water Billing	0.42	\$ 131	\$ 55					723			
	PW Same Day Turn-On Service (Regular Hours)											
	FN-18 Finance Water Billing	0.08	\$ 131	\$ 11					152			
	PW Same Day Turn-On Service (After Hours)											
	FN-19 Finance Water Billing	0.08	\$ 131	\$ 11					9			

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Business License</b>												
FN-20	Change to Business License - Name	0.25	\$ 131	\$ 33	\$ 6	18%	\$ 20	61%	260	\$ 1,560	\$ 8,545	\$ 5,200
FN-21	Change to Business License - Location	0.50	\$ 131	\$ 66	\$ 17	26%	\$ 20	30%	260	\$ 4,420	\$ 17,089	\$ 5,200
FN-22	Duplicate Business License	0.08	\$ 131	\$ 11	\$ 6	54%	\$ 11	100%	260	\$ 1,560	\$ 2,888	\$ 2,888
FN-23	Business License Tax Processing Renewal	1.00	\$ 131	\$ 131	\$ 16	12%	\$ 25	19%	16,370	\$ 261,920	\$ 2,151,900	\$ 409,250
FN-24	Business License Tax Renewal Processing (Tax Exempt Business)	1.50	\$ 131	\$ 197	\$ -	0%	\$ -	0%	340	\$ -	\$ 67,041	\$ -
FN-25	Business License Application	1.00	\$ 131	\$ 131	\$ 40	30%	\$ 45	34%	3,045	\$ 121,800	\$ 400,277	\$ 137,025
FN-26	Business License Application (Tax Exempt Business)	1.00	\$ 131	\$ 131	\$ -	0%	\$ -	0%	50	\$ -	\$ 6,573	\$ -
FN-27	Business License Home Occupation	0.08	\$ 131	\$ 11	\$ 2	18%	\$ 11	100%	5,000	\$ 10,000	\$ 55,533	\$ 55,533
FN-28	Business License Field Re-inspection	0.50	\$ 131	\$ 66	\$ -	0%	\$ 20	30%	240	\$ -	\$ 15,774	\$ 4,800
FN-29	Business License Revocation	2.50	\$ 131	\$ 329	\$ 45	14%	\$ 329	100%	0	\$ -	\$ -	\$ -
FN-30	Oil Penalty Administration Fee	0.29	\$ 131	\$ 38	\$ 38	100%	\$ 38	100%	7	\$ 266	\$ 267	\$ 266
<b>Special Regulatory Business Permits</b>												
FN-31	Bingo Permit				\$ 50	0%	\$ 50	0%	5	\$ 250	\$ 250	\$ 250
FN-32	Entertainment Permit - new											
	Finance	1.50	\$ 131	\$ 197	\$ 34							
	Police				\$ 115							
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
	<b>Subtotal</b>			\$ 872	\$ 149	17%	\$ 285	33%	5	\$ 745	\$ 4,358	\$ 1,425
FN-33	Entertainment Permit - renewal											
	Finance	1.50	\$ 131	\$ 197	\$ 34							
	Police				\$ 115							
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
	<b>Subtotal</b>			\$ 872	\$ 149	17%	\$ 285	33%	55	\$ 8,195	\$ 47,933	\$ 15,675
FN-34	Entertainment Permit- change of location/name											
	Finance	1.00	\$ 131	\$ 131	\$ 34							
	Police				\$ 95							
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
	<b>Subtotal</b>			\$ 287	\$ 129	45%	\$ 149	52%	0	\$ -	\$ -	\$ -
FN-35	Entertainment Permit- conceptual											
	Finance	1.50	\$ 131	\$ 197	\$ 34							
	Police				\$ 115							
	Sworn	3.00	\$ 208	\$ 624								
	Non sworn	3.50	\$ 103	\$ 362								
	<b>Subtotal</b>			\$ 1,183	\$ 149	13%	\$ 485	41%	2	\$ 298	\$ 2,366	\$ 970

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
FN-36	Fortune Teller Permit - initial											
	Finance	0.75	\$ 131	\$ 99	\$ 11							
	Police				\$ 170							
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	1.00	\$ 103	\$ 103								
	<b>Subtotal</b>			<b>\$ 306</b>	<b>\$ 181</b>	59%	<b>\$ 265</b>	87%	<b>5</b>	<b>\$ 905</b>	<b>\$ 1,530</b>	<b>\$ 1,325</b>
FN-37	Fortune Teller Permit - renewal											
	Finance	0.75	\$ 131	\$ 99	\$ 11							
	Police				\$ 130							
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	1.00	\$ 103	\$ 103								
	<b>Subtotal</b>			<b>\$ 306</b>	<b>\$ 141</b>	46%	<b>\$ 265</b>	87%	<b>1</b>	<b>\$ 141</b>	<b>\$ 306</b>	<b>\$ 265</b>
FN-38	Fortune Teller Permit - change of location/name											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police				\$ 95							
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
	<b>Subtotal</b>			<b>\$ 254</b>	<b>\$ 95</b>	37%	<b>\$ 149</b>	59%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-39	Sexually Oriented Business (SOB) Business Permit - initial											
	Finance	0.75	\$ 131	\$ 99	\$ 17							
	Police				\$ 340							
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
	<b>Subtotal</b>			<b>\$ 773</b>	<b>\$ 357</b>	46%	<b>\$ 773</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-40	Sexually Oriented Business (SOB) Business Permit - renewal											
	Finance	0.75	\$ 131	\$ 99	\$ 17							
	Police				\$ 115							
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
	<b>Subtotal</b>			<b>\$ 773</b>	<b>\$ 132</b>	17%	<b>\$ 773</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-41	Sexually Oriented Business (SOB) Business Permit - change name/location											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52	\$ 95							
	<b>Subtotal</b>			<b>\$ 254</b>	<b>\$ 95</b>	37%	<b>\$ 254</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-42	Sexually Oriented Business (SOB) Performer Permit - initial											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258	\$ 170							
	<b>Subtotal</b>			<b>\$ 773</b>	<b>\$ 170</b>	22%	<b>\$ 773</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
FN-43	Sexually Oriented Business (SOB) Performer Permit - renewal											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258	\$ 115							
	<b>Subtotal</b>			<b>\$ 773</b>	<b>\$ 115</b>	15%	<b>\$ 773</b>	100%	0	\$ -	\$ -	\$ -
FN-44	Massage Establishment Registration Certificate - initial / add partner											
	Finance	2.50	\$ 131	\$ 329	\$ 34							
	Police				\$ 340							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 847</b>	<b>\$ 374</b>	44%	<b>\$ 495</b>	58%	0	\$ -	\$ -	\$ -
FN-45	Massage Establishment Registration Certificate - renewal											
	Finance	2.50	\$ 131	\$ 329	\$ 34							
	Police				\$ 340							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 847</b>	<b>\$ 374</b>	44%	<b>\$ 495</b>	58%	67	\$ 25,058	\$ 56,725	\$ 33,165
FN-46	Massage Establishment Registration Certificate - change of location/name/removal of partner											
	Finance	1.50	\$ 131	\$ 197	\$ -							
	Police				\$ 95							
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
	<b>Subtotal</b>			<b>\$ 353</b>	<b>\$ 95</b>	27%	<b>\$ 149</b>	42%	10	\$ 950	\$ 3,528	\$ 1,490
FN-47	Massage Independent Registration Certificate- initial											
	Finance	2.00	\$ 131	\$ 263	\$ -							
	Police				\$ 284							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 781</b>	<b>\$ 284</b>	36%	<b>\$ 284</b>	36%	0	\$ -	\$ -	\$ -
FN-48	Massage Independent Registration Certificate- renewal											
	Finance	2.00	\$ 131	\$ 263	\$ -							
	Police				\$ 115							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 781</b>	<b>\$ 115</b>	15%	<b>\$ 115</b>	15%	0	\$ -	\$ -	\$ -

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
FN-49	Massage Independent Registration Certificate- change of location/name											
	Finance	1.00	\$ 131	\$ 131	\$ -							
	Police											
	Sworn	0.50	\$ 208	\$ 104	\$ -							
	Non sworn	0.50	\$ 103	\$ 52	\$ -							
	<b>Subtotal</b>			<b>\$ 287</b>	<b>\$ -</b>	0%	<b>\$ -</b>	0%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-50	Escort Service Permit - initial											
	Finance	0.75	\$ 131	\$ 99	\$ 17							
	Police				\$ 340							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 617</b>	<b>\$ 357</b>	58%	<b>\$ 617</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-51	Escort Service Permit - renewal											
	Finance	0.75	\$ 131	\$ 99	\$ 17							
	Police				\$ 115							
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
	<b>Subtotal</b>			<b>\$ 617</b>	<b>\$ 132</b>	21%	<b>\$ 617</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-52	Escort Service Permit - change of location/name											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52	\$ 95							
	<b>Subtotal</b>			<b>\$ 254</b>	<b>\$ 95</b>	37%	<b>\$ 254</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-53	Escort Employee Permit - initial											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310	\$ 115							
	<b>Subtotal</b>			<b>\$ 617</b>	<b>\$ 115</b>	19%	<b>\$ 617</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
FN-54	Escort Employee Permit - renewal											
	Finance	0.75	\$ 131	\$ 99	\$ -							
	Police											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310	\$ 115							
	<b>Subtotal</b>			<b>\$ 617</b>	<b>\$ 115</b>	19%	<b>\$ 617</b>	100%	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIN - Finance  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.2  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	Subpoena Fees											
FN-55	Response to subpoena - Hourly				\$ 24		\$ 24		0	\$ -	\$ -	\$ -
FN-56	Response to subpoena - Records				\$ 15		\$ 15		0	\$ -	\$ -	\$ -
FN-57	Response to subpoena - Civil				\$ 275		\$ 275		0	\$ -	\$ -	\$ -
FN-58	Copies - Standard Size (up to 8.5 x 14) per copy plus actual postage charges				\$ -		\$0.10 + postage		0	\$ -	\$ -	\$ -
FN-59	Copies - Documents off of microfilm + actual postage charges				\$ -		\$0.20 + postage		0	\$ -	\$ -	\$ -
FN-60	Copies - Reproduction of Documents requiring special processing + actual postage charges				\$ -		Actual Cost of production		0	\$ -	\$ -	\$ -
FN-61	Hourly Rate:											
	Finance	1.00	\$ 131	\$ 131	\$ -	0%	\$ 131	100%	0	\$ -	\$ -	\$ -
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL FINANCE</b>										<b>\$ 1,546,431</b>	<b>\$ 4,250,447</b>	<b>\$ 1,948,785</b>

- Notes
- [1] Bingo permit - Max \$50 - CA Govt. Code 25845; Penal Code 326.3-326.5
  - [2] Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee
  - [3] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
  - [4] Current master fee schedule includes this fee but is no longer being charged due to CA State Law - SB731 section 4600 effective 9/1/09 and revised by AB1147 effective 1/1/15
  - [5] CA Evidence Code 1563
  - [6] CA Govt. Code 68097

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
 DRAFT COPY

No.	Description		Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Police Time Estimates	Police Hourly Rate	Police Subtotal
<b>PLANNING COMMISSION ACTIONS</b>		[1]												
PL-1	Annexation Request (deposit)		150.00	\$ 175	\$ 26,260	100.00	\$ 119	\$ 11,886	7.00	\$ 161	\$ 1,126	-	\$ 208	\$ -
PL-2	Coastal Development Permit Conditional Use Permit:	[2]	40.00	\$ 175	\$ 7,003	10.00	\$ 119	\$ 1,189	1.50	\$ 161	\$ 241	-	\$ 208	\$ -
PL-3	New Residential		60.00	\$ 175	\$ 10,504	8.00	\$ 119	\$ 951	3.00	\$ 161	\$ 482	-	\$ 208	\$ -
PL-4	Commercial/Industrial		120.00	\$ 175	\$ 21,008	20.00	\$ 119	\$ 2,377	6.00	\$ 161	\$ 965	5.00	\$ 208	\$ 1,040
PL-5	Alcohol, Dancing or Live Entertainment		55.00	\$ 175	\$ 9,629	2.00	\$ 119	\$ 238	0.50	\$ 161	\$ 80	5.00	\$ 208	\$ 1,040
PL-6	Mixed Use		120.00	\$ 175	\$ 21,008	40.00	\$ 119	\$ 4,754	6.00	\$ 161	\$ 965	5.00	\$ 208	\$ 1,040
PL-7	Entitlement Continuance Development Agreement	[3]	3.50	\$ 175	\$ 613	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-8	Original Contract or Significant Amendment (Deposit)		170.00	\$ 175	\$ 29,762	40.00	\$ 119	\$ 4,754	7.00	\$ 161	\$ 1,126	-	\$ 208	\$ -
PL-9	Minor Amendment (Affordable Housing Only)		70.00	\$ 175	\$ 12,255	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-10	Annual Review (Planning Commission Hearing)		25.00	\$ 175	\$ 4,377	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-11	Annual Review (Administrative Review)		15.00	\$ 175	\$ 2,626	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-12	Entitlement Plan Amendment New Hearing		27.00	\$ 175	\$ 4,727	8.00	\$ 119	\$ 951	2.00	\$ 161	\$ 322	-	\$ 208	\$ -
PL-13	No Change to Conditions - Director Review		16.00	\$ 175	\$ 2,801	4.00	\$ 119	\$ 475	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-14	General Plan Amendment - GPA Major		305.00	\$ 175	\$ 53,396	30.00	\$ 119	\$ 3,566	7.00	\$ 161	\$ 1,126	-	\$ 208	\$ -
PL-15	General Plan Amendment - GPA Minor		170.00	\$ 175	\$ 29,762	20.00	\$ 119	\$ 2,377	4.00	\$ 161	\$ 643	-	\$ 208	\$ -
PL-16	General Plan Conformance		35.00	\$ 175	\$ 6,127	10.00	\$ 119	\$ 1,189	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-17	Local Coastal Program Amendment		120.00	\$ 175	\$ 21,008	20.00	\$ 119	\$ 2,377	5.00	\$ 161	\$ 804	-	\$ 208	\$ -
PL-18	Reversion to Acreage		24.00	\$ 175	\$ 4,202	16.00	\$ 119	\$ 1,902	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-19	Special Permit Tentative Tract Map		20.00	\$ 175	\$ 3,501	8.00	\$ 119	\$ 951	1.50	\$ 161	\$ 241	-	\$ 208	\$ -
PL-20	Base		140.00	\$ 175	\$ 24,510	40.00	\$ 119	\$ 4,754	7.00	\$ 161	\$ 1,126	-	\$ 208	\$ -
PL-21	Per Lot		0.50	\$ 175	\$ 88	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-22	Variance	[5]	24.00	\$ 175	\$ 4,202	4.00	\$ 119	\$ 475	2.00	\$ 161	\$ 322	-	\$ 208	\$ -
PL-23	Zoning Map Amendment	[6]	165.00	\$ 175	\$ 28,886	40.00	\$ 119	\$ 4,754	8.00	\$ 161	\$ 1,286	-	\$ 208	\$ -
PL-24	Precise Plan of Street Alignment		100.00	\$ 175	\$ 17,507	20.00	\$ 119	\$ 2,377	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-25	Mobile Home Park Conversion Review		254.00	\$ 175	\$ 44,467	40.00	\$ 119	\$ 4,754	12.00	\$ 161	\$ 1,930	-	\$ 208	\$ -
PL-26	Zoning Text Amendment-Major		240.00	\$ 175	\$ 42,016	20.00	\$ 119	\$ 2,377	5.00	\$ 161	\$ 804	-	\$ 208	\$ -
PL-27	Zoning Text Amendment-Minor		98.00	\$ 175	\$ 17,157	10.00	\$ 119	\$ 1,189	4.00	\$ 161	\$ 643	-	\$ 208	\$ -
<b>ZONING ADMINISTRATOR ACTIONS</b>		[1]												
PL-28	Coastal Development Permit Single Family Dwelling	[2]	22.00	\$ 175	\$ 3,851	5.00	\$ 119	\$ 594	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-29	All Others		28.00	\$ 175	\$ 4,902	7.00	\$ 119	\$ 832	1.50	\$ 161	\$ 241	-	\$ 208	\$ -
PL-30	Conditional Use Permit		30.00	\$ 175	\$ 5,252	10.00	\$ 119	\$ 1,189	1.50	\$ 161	\$ 241	1.00	\$ 208	\$ 208
PL-31	Conditional Use Permit (Fences)		17.50	\$ 175	\$ 3,064	3.00	\$ 119	\$ 357	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
PL-32	Entitlement Continuance Entitlement Plan Amendment	[3]	2.50	\$ 175	\$ 438	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-33	New Hearing		17.50	\$ 175	\$ 3,064	5.00	\$ 119	\$ 594	2.00	\$ 161	\$ 322	1.00	\$ 208	\$ 208
PL-34	No Change to Conditions - Director Review		12.50	\$ 175	\$ 2,188	4.00	\$ 119	\$ 475	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-35	Temporary Use Permit		24.00	\$ 175	\$ 4,202	2.00	\$ 119	\$ 238	1.00	\$ 161	\$ 161	1.00	\$ 208	\$ 208
PL-36	Bond (if applicable)	[7]												
PL-37	Tentative Parcel Map		25.50	\$ 175	\$ 4,464	24.00	\$ 119	\$ 2,853	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-38	Tentative Parcel Map Waiver Tentative Tract Map		16.50	\$ 175	\$ 2,889	2.00	\$ 119	\$ 238	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-39	Base		50.00	\$ 175	\$ 8,753	24.00	\$ 119	\$ 2,853	3.00	\$ 161	\$ 482	-	\$ 208	\$ -
PL-40	Per Lot		0.50	\$ 175	\$ 88	-	\$ 119	\$ -	0.01	\$ 161	\$ 2	-	\$ 208	\$ -
PL-41	Variance	[5]	21.50	\$ 175	\$ 3,764	4.00	\$ 119	\$ 475	2.00	\$ 161	\$ 322	-	\$ 208	\$ -

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Police Time Estimates	Police Hourly Rate	Police Subtotal
<b>ENVIRONMENTAL REVIEW</b>														
		[1]												
PL-42	Environmental Assessment		80.00	\$ 175	\$ 14,005	24.00	\$ 119	\$ 2,853	4.00	\$ 161	\$ 643	-	\$ 208	\$ -
PL-43	Historic Structures		50.00	\$ 175	\$ 8,753	10.00	\$ 119	\$ 1,189	3.00	\$ 161	\$ 482	-	\$ 208	\$ -
PL-44	Environmental Review		25.00	\$ 175	\$ 4,377	20.00	\$ 119	\$ 2,377	2.50	\$ 161	\$ 402	-	\$ 208	\$ -
PL-45	Mitigation Monitoring:													
PL-46	Mitigated Negative Declaration		14.00	\$ 175	\$ 2,451	8.00	\$ 119	\$ 951	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-47	Environmental Impact Report-		25.00	\$ 175	\$ 4,377	8.00	\$ 119	\$ 951	2.50	\$ 161	\$ 402	-	\$ 208	\$ -
PL-48	Environmental Impact Report (EIR) (Deposit)	[8]	490.00	\$ 175	\$ 85,783	120.00	\$ 119	\$ 14,263	10.00	\$ 161	\$ 1,608	-	\$ 208	\$ -
<b>STAFF REVIEW AND SERVICES</b>														
		[1]												
PL-49	Address Assignment Processing (per project)		8.00	\$ 175	\$ 1,401	-	\$ 119	\$ -	2.00	\$ 161	\$ 322	-	\$ 208	\$ -
PL-50	Address Change		2.00	\$ 175	\$ 350	-	\$ 119	\$ -	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
	Administrative Permit													
PL-51	List 1: Outdoor Dining, Eating and Drinking Establishments, Fence Extensions (<8'), Personal Enrichment Services over 5,000 sq. ft. and		5.00	\$ 175	\$ 875	4.00	\$ 119	\$ 475	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
PL-52	List 2: Parking Reduction, Carts & Kiosks, Waiver of Development Standards, Non-conforming structure additions		8.00	\$ 175	\$ 1,401	6.00	\$ 119	\$ 713	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-53	List 2A: Daycare		8.70	\$ 175	\$ 1,523	-	\$ 119	\$ -	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-54	List 3: Privacy Gates, Game Centers, Accessory Dwelling Units, Manufactured Home Parks		10.00	\$ 175	\$ 1,751	4.00	\$ 119	\$ 475	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-55	List 4: Personal Enrichment Services under 5,000 sq ft		8.00	\$ 175	\$ 1,401	2.00	\$ 119	\$ 238	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-56	Animal Permits		8.25	\$ 175	\$ 1,444	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-57	Categorical Exclusion letter (coastal)		2.50	\$ 175	\$ 438	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-58	CC&R Review		4.50	\$ 175	\$ 788	4.00	\$ 119	\$ 475	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-59	Certificate of Compliance		4.50	\$ 175	\$ 788	4.00	\$ 119	\$ 475	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
	Design Review Board													
PL-60	Minor- approved by DRB Secretary		8.00	\$ 175	\$ 1,401	2.00	\$ 119	\$ 238	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-61	Others		16.00	\$ 175	\$ 2,801	4.00	\$ 119	\$ 475	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-62	Extension of Time		4.00	\$ 175	\$ 700	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-63	Initial Plan, Zoning & Review (land use changes, zone changes, conceptual plans)		5.00	\$ 175	\$ 875							-	\$ 208	\$ -
	Landscape Plan Check:													
PL-64	Single Family Dwelling		3.00	\$ 175	\$ 525	1.00	\$ 119	\$ 119				-	\$ 208	\$ -
PL-65	Tract Map		6.00	\$ 175	\$ 1,050	2.00	\$ 119	\$ 238				-	\$ 208	\$ -
PL-66	Commercial/Industrial/Multi-Family Dwelling		6.00	\$ 175	\$ 1,050	2.00	\$ 119	\$ 238				-	\$ 208	\$ -
PL-67	Limited Sign Permit		8.25	\$ 175	\$ 1,444	1.00	\$ 119	\$ 119				-	\$ 208	\$ -
PL-68	Lot Line Adjustment / Lot Merger (Planning)		13.00	\$ 175	\$ 2,276							-	\$ 208	\$ -
PL-69	Planned Sign Program		-	\$ 175	\$ -									
PL-70	Single User and Amendments to Existing Programs		8.25	\$ 175	\$ 1,444	1.00	\$ 119	\$ 119	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
PL-71	Multiple Users		13.50	\$ 175	\$ 2,363	1.00	\$ 119	\$ 119	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
	Preliminary Plan Review:	[4]												
PL-72	Single Family Residential		4.00	\$ 175	\$ 700	3.00	\$ 119	\$ 357	1.00	\$ 161	\$ 161	-	\$ 208	\$ -
PL-73	Multi-Family Residential (up to 9 units)		7.00	\$ 175	\$ 1,225	5.00	\$ 119	\$ 594	2.00	\$ 161	\$ 322	-	\$ 208	\$ -
PL-74	Multi-Family Residential (≥10 units)		11.00	\$ 175	\$ 1,926	8.00	\$ 119	\$ 951	3.00	\$ 161	\$ 482	-	\$ 208	\$ -
PL-75	Non-Residential / Mixed Use		13.00	\$ 175	\$ 2,276	10.00	\$ 119	\$ 1,189	3.00	\$ 161	\$ 482	-	\$ 208	\$ -
PL-76	Sign Code Exception – Staff		8.00	\$ 175	\$ 1,401	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-77	Sign Code Exception – Design Review Board		11.00	\$ 175	\$ 1,926	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
	Site Plan Review													
PL-78	Major -PC Review		43.00	\$ 175	\$ 7,528	30.00	\$ 119	\$ 3,566	6.00	\$ 161	\$ 965	-	\$ 208	\$ -
PL-79	Minor- Façade remodel, Car Dealerships		20.00	\$ 175	\$ 3,501	10.00	\$ 119	\$ 1,189	2.00	\$ 161	\$ 322	-	\$ 208	\$ -

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Police Time Estimates	Police Hourly Rate	Police Subtotal
PL-80	Temporary and Promotional Activity Sign Permit		0.50	\$ 175	\$ 88	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-81	Temporary Sales/Event Permit		1.00	\$ 175	\$ 175	-	\$ 119	\$ -	0.50	\$ 161	\$ 80	-	\$ 208	\$ -
PL-82	Wireless Permit Applications Zoning Letter:		8.75	\$ 175	\$ 1,532				-	\$ 161	\$ -	-	\$ 208	\$ -
PL-83	Zoning/ Flood Verification		0.50	\$ 175	\$ 88	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-84	Zoning Letter Staff		1.50	\$ 175	\$ 263	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-85	Zoning Research/Information (Per Hour - 1 hr. min.)		1.00	\$ 175	\$ 175	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-86	Planning Consultation/Meeting Fee (Per Hour, Per Planner; 1 hr. min.)		1.00	\$ 175	\$ 175							-	\$ 208	\$ -
<b>APPEALS</b>														
	To Planning Commission	[1]												
PL-87	Single family owner appealing decision of own property		14.00	\$ 175	\$ 2,451	4.00	\$ 119	\$ 475	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-88	Others		19.00	\$ 175	\$ 3,326	6.00	\$ 119	\$ 713	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-89	Appeal of Director's Decision (PC Public Hearing)		12.00	\$ 175	\$ 2,101	6.00	\$ 119	\$ 713	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-90	Appeal of Director's Interpretation (PC Non-Public) To City Council (file w/ City Clerk's Office)		10.00	\$ 175	\$ 1,751	3.00	\$ 119	\$ 357	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-91	Single family owner appealing decision of own property		12.00	\$ 175	\$ 2,101	1.00	\$ 119	\$ 119	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-92	Others		19.00	\$ 175	\$ 3,326	2.00	\$ 119	\$ 238	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-93	Mills Act Annual Fee		1.00	\$ 175	\$ 175	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
PL-94	Mills Act Application Fee		5.25	\$ 175	\$ 919	-	\$ 119	\$ -	-	\$ 161	\$ -	-	\$ 208	\$ -
<b>PLANNING BUILDING PLAN REVIEW</b>														
PL-95	Planning Plan review													
PL-96	Standard production units after model unit has been reviewed	[1]												
<b>AFFORDABLE HOUSING IN-LIEU FEE - 2008 (Placeholder for MFS; not included)</b>		[7]												
PL-97	3 Unit Projects x \$8,140 =													
PL-98	4 Unit Projects x \$9,150 =													
PL-99	5 Unit Projects x \$10,170 =													
PL-100	6 Unit Projects x \$11,180 =													
PL-101	7 Unit Projects x \$12,200 =													
PL-102	8 Unit Projects x \$13,230 =													
PL-103	9 Unit Projects x \$14,240 =													
<b>OTHER FEES</b>		[7]												
PL-104	Downtown Specific Plan Fee (Placeholder for MFS; not included in cost analysis) Outdoor Dining:													
PL-105	License Agreement Application Fee		1.00	\$ 175	\$ 175									
PL-106	License Agreement Use Charge per sq. ft. (Placeholder for MFS; not	[7]												
PL-107	License Agreement Code Enforcement Fee per sq. ft. (Placeholder for	[7]												
PL-108	Noise Deviation Permit General Plan Maintenance Fee per \$1,000 valuation of new construction		8.00	\$ 175	\$ 1,401									

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

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No.	Description	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Police Time Estimates	Police Hourly Rate	Police Subtotal
<b>ADDITIONAL FEES MAY BE REQUIRED</b>		[1]											
	ENTITLEMENTS FOR DEVELOPMENT INCLUDE INITIAL REVIEW OF PLANS AND ONE SUBSEQUENT REVISION SUBMITTAL. REVIEW OF PLANS IN EXCESS OF ONE REVISION SHALL BE CHARGED THE FULLY BURDENED HOURLY RATE.  ALSO SEE DEPARTMENTS OF PUBLIC WORKS, FIRE, AND THE BUSINESS LICENSE DIVISION FOR ADDITIONAL FEES.												
<b>Development Impact Fees (Placeholder for MFS; not included in cost analysis)</b>		[7]											
	<b>Law Enforcement Facilities</b>												
PL-109	Dethatched Dwelling Units (per Unit)												
PL-110	Attached Dwelling Units (per Unit)												
PL-111	Mobile Home Dwelling Units (per Unit)												
PL-112	Hotel/Motel Lodging Units (per Unit)												
PL-113	Resort Lodging Units (per Unit)												
PL-114	Commercial/Office Uses (per sq. ft.)												
PL-115	Industrial/Manufacturing Uses (per sq. ft.)												
	<b>Fire Suppression Facilities</b>												
PL-116	Dethatched Dwelling Units (per Unit)												
PL-117	Attached Dwelling Units (per Unit)												
PL-118	Mobile Home Dwelling Units (per Unit)												
PL-119	Hotel/Motel Lodging Units (per Unit)												
PL-120	Resort Lodging Units (per Unit)												
PL-121	Commercial/Office Uses (per sq. ft.)												
PL-122	Industrial/Manufacturing Uses (per sq. ft.)												
	<b>Circulation System (Streets, Signals, Bridges)</b>												
PL-123	Dethatched Dwelling Units (per Unit)												
PL-124	Attached Dwelling Units (per Unit)												
PL-125	Mobile Home Dwelling Units (per Unit)												
PL-126	Hotel/Motel Lodging Units (per Unit)												
PL-127	Resort Lodging Units (per Unit)												
PL-128	Commercial/Office Uses (per sq. ft.)												
PL-129	Industrial/Manufacturing Uses (per sq. ft.)												

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Police Time Estimates	Police Hourly Rate	Police Subtotal
	<b>Public Library Facilities</b>													
PL-130	Dethatched Dwelling Units (per Unit)													
PL-131	Attached Dwelling Units (per Unit)													
PL-132	Mobile Home Dwelling Units (per Unit)													
PL-133	Hotel/Motel Lodging Units (per Unit)													
PL-134	Resort Lodging Units (per Unit)													
PL-135	Commercial/Office Uses (per sq. ft.)													
PL-136	Industrial/Manufacturing Uses (per sq. ft.)													
	<b>Park Land/Open Space &amp; Facilities (No Tract Map)</b>													
PL-137	Dethatched Dwelling Units (per Unit)													
PL-138	Attached Dwelling Units (per Unit)													
PL-139	Mobile Home Dwelling Units (per Unit)													
PL-140	Hotel/Motel Lodging Units (per Unit)													
PL-141	Resort Lodging Units (per Unit)													
PL-142	Commercial/Office Uses (per sq. ft.)													
PL-143	Industrial/Manufacturing Uses (per sq. ft.)													
	<b>Pursuant to City Council Resolution No. 2012-66 adopted on October 1, 2012</b>													
	<b>PROJECTS REQUIRING A SUBDIVISION MAP</b>													
	<b>Residential Land Use:</b>													
PL-144	Dethatched Dwelling Units (Persons per Dwelling: 2.913)													
PL-145	Attached Dwelling Units (Persons per Dwelling: 2.257)													
PL-146	Mobile Home Dwelling Units (Persons per Dwelling: 1.822)													
	<b>Hourly Rate</b>													
PL-147	Planning	[9]	1.00	\$ 175	\$ 175									
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.													
<b>TOTAL PLANNING</b>														

- Notes
- [1] Includes 4% automation fee
  - [2] Coastal Development Permit reduced 50% when processed concurrently
  - [3] Plus costs for Notice of Publication, if applicable
  - [4] 50 percent of fee credited towards future entitlements
  - [5] Variance fee reduced 50% when processed concurrently with a Conditional Use Permit
  - [6] ZMA fee reduced 50% when processed concurrently with a General Plan Amendment
  - [7] Placeholder for Master Fee Schedule (MFS); not included in cost analysis
  - [8] Recommend \$X Deposit plus consultant deposit (TBD by consultant)
  - [9] Planner classification rate used for current fee

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Total Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>PLANNING COMMISSION ACTIONS</b>											
		[1]									
PL-1	Annexation Request (deposit)		\$ 39,271	\$ 10,400.00	26%	Deposit of \$37,000	100%	0	\$ -	\$ -	\$ -
PL-2	Coastal Development Permit Conditional Use Permit:	[2]	\$ 8,432	\$ 6,602	78%	\$ 8,432	100%	2	\$ 13,204	\$ 16,865	\$ 16,865
PL-3	New Residential		\$ 11,937	\$ 9,989	84%	\$ 11,937	100%	1	\$ 9,989	\$ 11,937	\$ 11,937
PL-4	Commercial/Industrial		\$ 25,390	\$ 8,422	33%	\$ 12,695	50%	2	\$ 16,844	\$ 50,780	\$ 25,390
PL-5	Alcohol, Dancing or Live Entertainment		\$ 10,987	\$ 4,939	45%	\$ 5,493	50%	2	\$ 9,878	\$ 21,974	\$ 10,987
PL-6	Mixed Use		\$ 27,767	\$ 18,510	67%	\$ 27,767	100%	0	\$ -	\$ -	\$ -
PL-7	Entitlement Continuance Development Agreement	[3]	\$ 613	\$ 346	56%	\$ 613	100%	0	\$ -	\$ -	\$ -
PL-8	Original Contract or Significant Amendment (Deposit)		\$ 35,641	\$ 33,162	93%	Deposit of \$33,000	100%	0	\$ -	\$ -	\$ -
PL-9	Minor Amendment (Affordable Housing Only)		\$ 12,255	\$ 19,418	158%	\$ 12,255	100%	0	\$ -	\$ -	\$ -
PL-10	Annual Review (Planning Commission Hearing)		\$ 4,377	\$ 4,286	98%	\$ 4,377	100%	0	\$ -	\$ -	\$ -
PL-11	Annual Review (Administrative Review)		\$ 2,626	\$ 3,388	129%	\$ 2,626	100%	0	\$ -	\$ -	\$ -
<b>Entitlement Plan Amendment</b>											
PL-12	New Hearing		\$ 5,999	\$ 3,910	65%	\$ 5,999	100%	1	\$ 3,910	\$ 5,999	\$ 5,999
PL-13	No Change to Conditions - Director Review		\$ 3,277	\$ 2,274	69%	\$ 3,277	100%	1	\$ 2,274	\$ 3,277	\$ 3,277
PL-14	General Plan Amendment - GPA Major		\$ 58,087	\$ 46,581	80%	\$ 58,087	100%	1	\$ 46,581	\$ 58,087	\$ 58,087
PL-15	General Plan Amendment - GPA Minor		\$ 32,782	\$ 24,890	76%	\$ 32,782	100%	2	\$ 49,780	\$ 65,564	\$ 65,564
PL-16	General Plan Conformance		\$ 7,316	\$ 5,096	70%	\$ 7,316	100%	4	\$ 20,384	\$ 29,264	\$ 29,264
PL-17	Local Coastal Program Amendment		\$ 24,189	\$ 14,003	58%	\$ 24,189	100%	1	\$ 14,003	\$ 24,189	\$ 24,189
PL-18	Reversion to Acreage		\$ 6,103	\$ 3,775	62%	\$ 6,103	100%	0	\$ -	\$ -	\$ -
PL-19	Special Permit Tentative Tract Map		\$ 4,693	\$ 3,162	67%	\$ 4,693	100%	6	\$ 18,972	\$ 28,160	\$ 28,160
PL-20	Base		\$ 30,389	\$ 23,896	79%	\$ 30,389	100%	2	\$ 47,792	\$ 60,779	\$ 60,779
PL-21	Per Lot		\$ 88	\$ 30	34%	\$ 88	100%	78	\$ 2,340	\$ 6,828	\$ 6,828
PL-22	Variance	[5]	\$ 4,999	\$ 4,234	85%	\$ 4,999	100%	4	\$ 16,936	\$ 19,995	\$ 19,995
PL-23	Zoning Map Amendment	[6]	\$ 34,927	\$ 24,309	70%	\$ 34,927	100%	3	\$ 72,927	\$ 104,781	\$ 104,781
PL-24	Precise Plan of Street Alignment		\$ 19,884	\$ 16,546	83%	\$ 19,884	100%	0	\$ -	\$ -	\$ -
PL-25	Mobile Home Park Conversion Review		\$ 51,151	\$ 37,148	73%	\$ 51,151	100%	0	\$ -	\$ -	\$ -
PL-26	Zoning Text Amendment-Major		\$ 45,197	\$ 15,163	34%	\$ 45,197	100%	1	\$ 15,163	\$ 45,197	\$ 45,197
PL-27	Zoning Text Amendment-Minor		\$ 18,988	\$ 8,429	44%	\$ 18,988	100%	0	\$ -	\$ -	\$ -
<b>ZONING ADMINISTRATOR ACTIONS</b>											
		[1]									
<b>Coastal Development Permit</b>											
		[2]									
PL-28	Single Family Dwelling		\$ 4,607	\$ 2,967	64%	\$ 4,607	100%	11	\$ 32,637	\$ 50,672	\$ 50,672
PL-29	All Others		\$ 5,975	\$ 3,533	59%	\$ 5,975	100%	7	\$ 24,731	\$ 41,826	\$ 41,826
PL-30	Conditional Use Permit		\$ 6,890	\$ 4,556	66%	\$ 6,890	100%	24	\$ 109,344	\$ 165,355	\$ 165,355
PL-31	Conditional Use Permit (Fences)		\$ 3,501	\$ 2,281	65%	\$ 1,750	50%	1	\$ 2,281	\$ 3,501	\$ 1,750
PL-32	Entitlement Continuance Entitlement Plan Amendment	[3]	\$ 438	\$ 260	59%	\$ 438	100%	0	\$ -	\$ -	\$ -
PL-33	New Hearing		\$ 4,188	\$ 2,105	50%	\$ 3,141	75%	1	\$ 2,105	\$ 4,188	\$ 3,141
PL-34	No Change to Conditions - Director Review		\$ 2,664	\$ 1,519	57%	\$ 1,998	75%	1	\$ 1,519	\$ 2,664	\$ 1,998
PL-35	Temporary Use Permit		\$ 4,808	\$ 2,139	44%	\$ 4,808	100%	4	\$ 8,556	\$ 19,233	\$ 19,233
PL-36	Bond (if applicable)	[7]	\$ 500	\$ 500		\$ 500		0	\$ -	\$ -	\$ -
PL-37	Tentative Parcel Map		\$ 7,478	\$ 4,638	62%	\$ 7,478	100%	4	\$ 18,552	\$ 29,910	\$ 29,910
PL-38	Tentative Parcel Map Waiver Tentative Tract Map		\$ 3,287	\$ 2,224	68%	\$ 3,287	100%	0	\$ -	\$ -	\$ -
PL-39	Base		\$ 12,088	\$ 7,714	64%	\$ 12,088	100%	0	\$ -	\$ -	\$ -
PL-40	Per Lot		\$ 89	\$ 30	34%	\$ 89	100%	0	\$ -	\$ -	\$ -
PL-41	Variance	[5]	\$ 4,561	\$ 2,923	64%	\$ 4,561	100%	0	\$ -	\$ -	\$ -

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Total Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>ENVIRONMENTAL REVIEW</b>											
		[1]									
PL-42	Environmental Assessment		\$ 17,501	\$ 10,679	61%	\$ 17,501	100%	3	\$ 32,037	\$ 52,504	\$ 52,504
PL-43	Historic Structures		\$ 10,424	\$ 5,242	50%	\$ 8,751	84%	1	\$ 5,242	\$ 10,424	\$ 8,751
PL-44	Environmental Review		\$ 7,156	\$ -	0%	\$ 7,156	100%	1	\$ -	\$ 7,156	\$ 7,156
PL-45	Mitigation Monitoring:										
PL-46	Mitigated Negative Declaration		\$ 3,563	\$ 2,724	76%	\$ 3,563	100%	2	\$ 5,448	\$ 7,125	\$ 7,125
PL-47	Environmental Impact Report-		\$ 5,730	8% of EIR	n/a	\$ 5,730	100%	0	\$ -	\$ -	\$ -
PL-48	Environmental Impact Report (EIR) (Deposit)	[8]	\$ 101,654	\$ 99,922	98%	Deposit of \$94,000	100%	1	\$ 99,922	\$ 101,654	\$ 101,654.03
<b>STAFF REVIEW AND SERVICES</b>											
		[1]									
PL-49	Address Assignment Processing (per project)		\$ 1,722	\$ 1,256	73%	\$ 1,722	100%	5	\$ 6,280	\$ 8,611	\$ 8,611
PL-50	Address Change		\$ 511	\$ 255	50%	\$ 383	75%	43	\$ 10,965	\$ 21,970	\$ 16,478
	Administrative Permit										
PL-51	List 1: Outdoor Dining, Eating and Drinking Establishments, Fence Extensions (<8'), Personal Enrichment Services over 5,000 sq. ft., and		\$ 1,431	\$ 612	43%	\$ 1,431	100%	5	\$ 3,060	\$ 7,156	\$ 7,156
PL-52	List 2: Parking Reduction, Carts & Kiosks, Waiver of Development Standards, Non-conforming structure additions		\$ 2,274	\$ 1,090	48%	\$ 2,274	100%	4	\$ 4,360	\$ 9,098	\$ 9,098
PL-53	List 2A: Daycare		\$ 1,684	\$ -	0%	\$ -	0%	0	\$ -	\$ -	\$ -
PL-54	List 3: Privacy Gates, Game Centers, Accessory Dwelling Units, Manufactured Home Parks		\$ 2,387	\$ 1,451	61%	\$ 2,387	100%	2	\$ 2,902	\$ 4,774	\$ 4,774
PL-55	List 4: Personal Enrichment Services under 5,000 sq ft		\$ 1,799	\$ -	0%	\$ -	0%	5	\$ -	\$ 8,995	\$ -
PL-56	Animal Permits		\$ 1,444	\$ 215	15%	\$ 361	25%	0	\$ -	\$ -	\$ -
PL-57	Categorical Exclusion letter (coastal)		\$ 438	\$ 260	59%	\$ 438	100%	0	\$ -	\$ -	\$ -
PL-58	CC&R Review		\$ 1,424	\$ 1,254	88%	\$ 1,424	100%	2	\$ 2,508	\$ 2,848	\$ 2,848
PL-59	Certificate of Compliance Design Review Board		\$ 1,344	\$ 755	56%	\$ 1,344	100%	0	\$ -	\$ -	\$ -
PL-60	Minor- approved by DRB Secretary		\$ 1,638	\$ 905	55%	\$ 1,638	100%	11	\$ 9,955	\$ 18,021	\$ 18,021
PL-61	Others		\$ 3,277	\$ 905	28%	\$ 3,277	100%	2	\$ 1,810	\$ 6,553	\$ 6,553
PL-62	Extension of Time		\$ 700	\$ 479	68%	\$ 525	75%	6	\$ 2,874	\$ 4,202	\$ 3,150
PL-63	Initial Plan, Zoning & Review (land use changes, zone changes, conceptual plans)		\$ 875	\$ 357	41%	\$ 875	100%	8	\$ 2,856	\$ 7,003	\$ 7,003
	Landscape Plan Check:										
PL-64	Single Family Dwelling		\$ 644	\$ 495	77%	\$ 644	100%	17	\$ 8,415	\$ 10,949	\$ 10,949
PL-65	Tract Map		\$ 1,288	\$ 1,000	78%	\$ 1,288	100%	4	\$ 4,000	\$ 5,152	\$ 5,152
PL-66	Commercial/Industrial/Multi-Family Dwelling		\$ 1,288	\$ 380	30%	\$ 1,288	100%	132	\$ 50,160	\$ 170,032	\$ 170,032
PL-67	Limited Sign Permit		\$ 1,563	\$ 837	54%	\$ 1,563	100%	0	\$ -	\$ -	\$ -
PL-68	Lot Line Adjustment / Lot Merger (Planning)		\$ 2,276	\$ 551	24%	\$ 1,138	50%	3	\$ 1,653	\$ 6,828	\$ 3,414
PL-69	Planned Sign Program										
PL-70	Single User and Amendments to Existing Programs		\$ 1,644	\$ 880	54%	\$ 1,644	100%	2	\$ 1,760	\$ 3,287	\$ 3,287
PL-71	Multiple Users		\$ 2,563	\$ 1,484	58%	\$ 2,563	100%	4	\$ 5,936	\$ 10,251	\$ 10,251
	Preliminary Plan Review:	[4]									
PL-72	Single Family Residential		\$ 1,218	\$ 832	68%	\$ 1,218	100%	0	\$ -	\$ -	\$ -
PL-73	Multi-Family Residential (up to 9 units)		\$ 2,141	\$ 1,986	93%	\$ 2,141	100%	1	\$ 1,986	\$ 2,141	\$ 2,141
PL-74	Multi-Family Residential (≥10 units)		\$ 3,359	\$ 2,538	76%	\$ 3,359	100%	2	\$ 5,076	\$ 6,718	\$ 6,718
PL-75	Non-Residential / Mixed Use		\$ 3,947	\$ 2,761	70%	\$ 3,947	100%	1	\$ 2,761	\$ 3,947	\$ 3,947
PL-76	Sign Code Exception – Staff		\$ 1,401	\$ 996	71%	\$ 1,401	100%	1	\$ 996	\$ 1,401	\$ 1,401
PL-77	Sign Code Exception – Design Review Board Site Plan Review		\$ 1,926	\$ 1,934	100%	\$ 1,926	100%	3	\$ 5,802	\$ 5,777	\$ 5,777
PL-78	Major -PC Review		\$ 12,058	\$ 5,519	46%	\$ 12,058	100%	2	\$ 11,038	\$ 24,117	\$ 24,117
PL-79	Minor- Façade remodel, Car Dealerships		\$ 5,012	\$ -	0%	\$ 5,012	100%	2	\$ -	\$ 10,023	\$ 10,023

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Total Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PL-80	Temporary and Promotional Activity Sign Permit		\$ 88	\$ 78	89%	\$ 88	100%	48	\$ 3,744	\$ 4,202	\$ 4,202
PL-81	Temporary Sales/Event Permit		\$ 255	\$ 281	110%	\$ 255	100%	82	\$ 23,042	\$ 20,948	\$ 20,948
PL-82	Wireless Permit Applications		\$ 1,532	actual cost	100%	\$ 1,532	100%	9	\$ 13,786.62	\$ 13,787	\$ 13,787
	Zoning Letter:										
PL-83	Zoning/ Flood Verification		\$ 88	\$ 78	89%	\$ 88	100%	5	\$ 390	\$ 438	\$ 438
PL-84	Zoning Letter Staff		\$ 263	\$ 151	58%	\$ 263	100%	36	\$ 5,436	\$ 9,454	\$ 9,454
PL-85	Zoning Research/Information (Per Hour - 1 hr. min.)		\$ 175	\$ 130	74%	\$ 175	100%	0	\$ -	\$ -	\$ -
PL-86	Planning Consultation/Meeting Fee (Per Hour, Per Planner; 1 hr. min.)		\$ 175	\$ 115	66%	\$ 175	100%	0	\$ -	\$ -	\$ -
<b>APPEALS</b>											
	To Planning Commission	[1]									
PL-87	Single family owner appealing decision of own property		\$ 2,926	\$ 1,917	66%	\$ 2,926	100%	0	\$ -	\$ -	\$ -
PL-88	Others		\$ 4,039	\$ 2,501	62%	\$ 4,039	100%	0	\$ -	\$ -	\$ -
PL-89	Appeal of Director's Decision (PC Public Hearing)		\$ 2,814	\$ 494	18%	\$ 2,814	100%	0	\$ -	\$ -	\$ -
PL-90	Appeal of Director's Interpretation (PC Non-Public)		\$ 2,107	\$ 416	20%	\$ 2,107	100%	0	\$ -	\$ -	\$ -
	To City Council (file w/ City Clerk's Office)										
PL-91	Single family owner appealing decision of own property		\$ 2,220	\$ 1,763	79%	\$ 2,220	100%	0	\$ -	\$ -	\$ -
PL-92	Others		\$ 3,564	\$ 3,383	95%	\$ 3,564	100%	0	\$ -	\$ -	\$ -
PL-93	Mills Act Annual Fee		\$ 175	\$ -	0%	\$ 175	100%	10	\$ -	\$ 1,751	\$ 1,751
PL-94	Mills Act Application Fee		\$ 919	\$ 500	54%	\$ 919	100%	10	\$ 5,000	\$ 9,191	\$ 9,190
<b>PLANNING BUILDING PLAN REVIEW</b>											
PL-95	Planning Plan review		\$ 714,969	70% of building inspection fee	190%	46% of building inspection fee	100%		\$ 1,355,389	\$ 714,969	\$ 714,969
PL-96	Standard production units after model unit has been reviewed	[1]		24% of building inspection fee		24% of building inspection fee					
<b>AFFORDABLE HOUSING IN-LIEU FEE - 2008 (Placeholder for MFS; not included)</b>		[7]									
PL-97	3 Unit Projects x \$8,140 =			\$ 24,420		\$ 24,420					
PL-98	4 Unit Projects x \$9,150 =			\$ 36,600		\$ 36,600					
PL-99	5 Unit Projects x \$10,170 =			\$ 50,850		\$ 50,850					
PL-100	6 Unit Projects x \$11,180 =			\$ 67,080		\$ 67,080					
PL-101	7 Unit Projects x \$12,200 =			\$ 85,400		\$ 85,400					
PL-102	8 Unit Projects x \$13,230 =			\$ 105,840		\$ 105,840					
PL-103	9 Unit Projects x \$14,240 =			\$ 128,160		\$ 128,160					
<b>OTHER FEES</b>		[7]									
PL-104	Downtown Specific Plan Fee (Placeholder for MFS; not included in cost analysis)			\$831 per acre		\$831 per acre					
	Outdoor Dining:										
PL-105	License Agreement Application Fee		\$ 175	\$ 30	17%	\$ 175	100%	0	\$ -	\$ -	\$ -
PL-106	License Agreement Use Charge per sq. ft. (Placeholder for MFS; not	[7]		\$ 0.01		\$ 0.01					
PL-107	License Agreement Code Enforcement Fee per sq. ft. (Placeholder for	[7]		\$ 4		\$ 4					
PL-108	Noise Deviation Permit		\$ 1,401	\$ -	0%	\$ 1,401	100%	0	\$ -	\$ -	\$ -
	General Plan Maintenance Fee per \$1,000 valuation of new construction										

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description	Total Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>ADDITIONAL FEES MAY BE REQUIRED</b>		[1]								
	ENTITLEMENTS FOR DEVELOPMENT INCLUDE INITIAL REVIEW OF PLANS AND ONE SUBSEQUENT REVISION SUBMITTAL. REVIEW OF PLANS IN EXCESS OF ONE REVISION SHALL BE CHARGED THE FULLY BURDENED HOURLY RATE.  ALSO SEE DEPARTMENTS OF PUBLIC WORKS, FIRE, AND THE BUSINESS LICENSE DIVISION FOR ADDITIONAL FEES.									
<b>Development Impact Fees (Placeholder for MFS; not included in cost analysis)</b>		[7]								
<b>Law Enforcement Facilities</b>										
PL-109	Dethatched Dwelling Units (per Unit)		\$ 238		\$ 238					
PL-110	Attached Dwelling Units (per Unit)		\$ 489		\$ 489					
PL-111	Mobile Home Dwelling Units (per Unit)		\$ 221		\$ 221					
PL-112	Hotel/Motel Lodging Units (per Unit)		No Fee		No Fee					
PL-113	Resort Lodging Units (per Unit)		No Fee		No Fee					
PL-114	Commercial/Office Uses (per sq. ft.)		\$ 0.63		\$ 0.63					
PL-115	Industrial/Manufacturing Uses (per sq. ft.)		\$ 0.27		\$ 0.27					
<b>Fire Suppression Facilities</b>										
PL-116	Dethatched Dwelling Units (per Unit)		\$ 553		\$ 553					
PL-117	Attached Dwelling Units (per Unit)		\$ 229		\$ 229					
PL-118	Mobile Home Dwelling Units (per Unit)		\$ 950		\$ 950					
PL-119	Hotel/Motel Lodging Units (per Unit)		No Fee		No Fee					
PL-120	Resort Lodging Units (per Unit)		No Fee		No Fee					
PL-121	Commercial/Office Uses (per sq. ft.)		\$ 0.20		\$ 0.20					
PL-122	Industrial/Manufacturing Uses (per sq. ft.)		\$ 0.02		\$ 0.02					
<b>Circulation System (Streets, Signals, Bridges)</b>										
PL-123	Dethatched Dwelling Units (per Unit)		\$ 2,092		\$ 2,092					
PL-124	Attached Dwelling Units (per Unit)		\$ 1,417		\$ 1,417					
PL-125	Mobile Home Dwelling Units (per Unit)		\$ 1,094		\$ 1,094					
PL-126	Hotel/Motel Lodging Units (per Unit)		\$172/trip		\$172/trip					
PL-127	Resort Lodging Units (per Unit)		\$172/trip		\$172/trip					
PL-128	Commercial/Office Uses (per sq. ft.)		\$ 4.18		\$ 4.18					
PL-129	Industrial/Manufacturing Uses (per sq. ft.)		\$ 1.50		\$ 1.50					

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PLN - Planning and Building - Planning  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.3  
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No.	Description		Total Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Public Library Facilities</b>											
PL-130	Dethatched Dwelling Units (per Unit)			\$ 1,126		\$ 1,126					
PL-131	Attached Dwelling Units (per Unit)			\$ 686		\$ 686					
PL-132	Mobile Home Dwelling Units (per Unit)			\$ 588		\$ 588					
PL-133	Hotel/Motel Lodging Units (per Unit)			\$0.04/SF		\$0.04/SF					
PL-134	Resort Lodging Units (per Unit)			\$0.04/SF		\$0.04/SF					
PL-135	Commercial/Office Uses (per sq. ft.)			No Fee		No Fee					
PL-136	Industrial/Manufacturing Uses (per sq. ft.)			No Fee		No Fee					
<b>Park Land/Open Space &amp; Facilities (No Tract Map)</b>											
PL-137	Dethatched Dwelling Units (per Unit)			\$ 11,540		\$ 11,540					
PL-138	Attached Dwelling Units (per Unit)			\$ 8,576		\$ 8,576					
PL-139	Mobile Home Dwelling Units (per Unit)			\$ 6,701		\$ 6,701					
PL-140	Hotel/Motel Lodging Units (per Unit)			\$0.23/SF		\$0.23/SF					
PL-141	Resort Lodging Units (per Unit)			\$0.23/SF		\$0.23/SF					
PL-142	Commercial/Office Uses (per sq. ft.)			\$ 0.66		\$ 0.66					
PL-143	Industrial/Manufacturing Uses (per sq. ft.)			\$ 0.56		\$ 0.56					
<b>Pursuant to City Council Resolution No. 2012-66 adopted on October 1, 2012</b>											
<b>PROJECTS REQUIRING A SUBDIVISION MAP</b>											
<b>Residential Land Use:</b>											
PL-144	Dethatched Dwelling Units (Persons per Dwelling: 2.913)			\$ 17,857		\$ 17,857					
PL-145	Attached Dwelling Units (Persons per Dwelling: 2.257)			\$ 13,385		\$ 13,385					
PL-146	Mobile Home Dwelling Units (Persons per Dwelling: 1.822)			\$ 11,169		\$ 11,169					
<b>Hourly Rate</b>											
PL-147	Planning	[9]	\$ 175	\$ 115	66%	\$ 175	100%				
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.										
<b>TOTAL PLANNING</b>									\$ 2,257,292	\$ 2,184,476	\$ 2,124,008

- Notes
- [1] Includes 4% automation fee
  - [2] Coastal Development Permit reduced 50% when processed concurrently
  - [3] Plus costs for Notice of Publication, if applicable
  - [4] 50 percent of fee credited towards future entitlements
  - [5] Variance fee reduced 50% when processed concurrently with a Conditional Use Permit
  - [6] ZMA fee reduced 50% when processed concurrently with a General Plan Amendment
  - [7] Placeholder for Master Fee Schedule (MFS); not included in cost analysis
  - [8] Recommend \$X Deposit plus consultant deposit (TBD by consultant)
  - [9] Planner classification rate used for current fee

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 Community Development Department - Building Division - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.4  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis					
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee	
B-1	Permit Processing Charge (All permits, plan reviews, including change of contractor, owner, special inspector program, etc.)	n/a	n/a	\$32.37	\$ 30.00	93%	\$ 32	100%	9,348	\$ 280,440	\$ 302,618	\$ 302,618	
B-2	Building Inspection Fees (Including Foundation or Partial Building Inspection as well as routine building permit activities)	n/a	n/a	Varies	Based on Project Valuation	108%	Based on Project Valuation	100%	n/a	\$ 1,936,270	\$ 1,790,359	\$ 1,790,359	
B-3	Building Plan Review Fees	n/a	n/a	Varies	79% of building inspection fee	165%	61% of building inspection fee	100%	n/a	\$ 1,484,634	\$ 900,480	\$ 900,480	
B-4	Standard production units after model unit has been reviewed	[6]	n/a	Varies	26% of building inspection fee	n/a	26% of building inspection fee	n/a	n/a	\$ -	\$ -	\$ -	
B-5	Plan Review Fee for projects requiring review in excess of 2-4 reviews (targets established by City based on project value) - HOURLY	1.00	\$ 129	\$ 129	\$133.00	103%	\$ 129	100%	0	\$ -	\$ -	\$ -	
B-6	Refund Processing Fee	1.50	\$ 129	\$ 194	\$ 68	35%	\$ 194	100%	48	\$ 3,264	\$ 9,290	\$ 9,290	
B-7	Record Retention Fee - Each sheet of permitted drawings	n/a	n/a	n/a	\$ 4.04	141%	\$ 2.86	100%		\$ 70,423	\$ 49,801	\$ 49,801	
B-8	Record Retention Fee - Each Issued permit				\$ 1.04		\$ 0.74						
B-9	Counter Staff Research/Special Services (More than 10 min.)				hourly rates - \$73 minimum charge	n/a	actual cost; \$129 per hr.	n/a					
B-10	Copies from Microfilm	[5]			\$3.00 for 1st copy, \$1.50 each additional copy		\$3.00 for 1st copy, \$1.50 each additional copy						
B-11	Copies not on Microfilm	[5]			\$ 0.10		\$ 0.10						
B-12	Building Plan Review Extension	1.00	\$ 129	\$ 129	\$ 104	81%	\$ 129	100%	47	\$ 4,888	\$ 6,064	\$ 6,064	
B-13	Building Permit Extension	1.00	\$ 129	\$ 129	\$ 104	81%	\$ 129	100%	95	\$ 9,880	\$ 12,258	\$ 12,258	
B-14	Building Relocation Inspection Fee (first 2 hours, minimum charge)	2.00	\$ 129	\$ 258	\$ 170	66%	\$ 258	100%	0	\$ -	\$ -	\$ -	
B-15	Building Relocation Inspection Fee (each additional hour)	1.00	\$ 129	\$ 129	\$ 85	66%	\$ 129	100%	0	\$ -	\$ -	\$ -	
B-16	Investigation Fee-for work performed without a permit	[7]	n/a	n/a	Equal to Std. Insp. Fee OR Actual cost, whichever is greater. Minimum \$250	n/a	Equal to Std. Insp. Fee OR Actual cost, whichever is greater. Minimum \$250	n/a	0	\$ -	\$ -	\$ -	
B-17	Reinspection Fee	1.25	\$ 129	\$ 161	\$ 112	69%	\$ 161	100%	15	\$ 1,680	\$ 2,419	\$ 2,419	
B-18	Permit Supplement	[8]											
B-19	Expired Permits	[7,9]	0.33	\$ 129	\$ 43	\$ 32	74%	\$ 43	100%	0	\$ -	\$ -	
B-20	Recording and Release of Non-Compliance due to Permit Expiration & Similar Services - City Processing Fee	1.00	\$ 129	\$ 129	\$ 110	85%	\$ 129	100%	0	\$ -	\$ -	\$ -	
B-21	Recording and Release of Non-Compliance due to Permit Expiration & Similar Services - County Recorder Fee	[10]	n/a	n/a	\$ 10	n/a	\$ 10	n/a	0	\$ -	\$ -	\$ -	
B-22	Certificate of Occupancy w/Building Permit		n/a	n/a	No Charge	n/a	No Charge	n/a	0	\$ -	\$ -	\$ -	
B-23	Certificate of Occupancy Review (no inspection required)	[3]	0.33	\$ 129	\$ 43	\$ 75	174%	\$ 43	100%	408	\$ 30,600	\$ 17,548	\$ 17,548
B-24	Modified Certificate without additional inspection/admin.	[4]	0.33	\$ 129	\$ 43	\$ 30	70%	\$ 43	100%	8	\$ 240	\$ 344	\$ 344
B-25	Certificate when Inspection/Administrative Services required - B/M Occ		1.25	\$ 129	\$ 161	\$ 100	62%	\$ 161	100%	9	\$ 240	\$ 1,452	\$ 1,452
B-26	Certificate when Inspection/Administrative Services required - All Other Occ		4.00	\$ 129	\$ 516	\$ 225	44%	\$ 516	100%	0	\$ 240	\$ -	\$ -
B-27	Certificate of Occupancy Review services requiring services in excess of 75 minutes for B/M Occupancy, or in excess of 250 minutes for Other Occupancies		n/a	n/a	\$100/hour	n/a	\$129/hour	n/a	0	\$ -	\$ -	\$ -	
B-28	Temporary Certificate of Occupancy - B/M Occupancies		n/a	n/a	Actual Cost; \$100 minimum	100%	Actual Cost; \$100 minimum	n/a	0	\$ -	\$ -	\$ -	
B-29	Temporary Certificate of Occupancy - All Other Occupancies		n/a	n/a	Actual Cost; \$225 minimum	100%	Actual Cost; \$225 minimum	n/a	0	\$ -	\$ -	\$ -	
B-30	Building Division Counter Services, Inspection, Plan Review, Supervisory Services - during normal work hours - hourly rate	1.00	\$ 129	\$ 129	FBHR varies \$75-\$135	n/a	\$ 129	100%	0	\$ -	\$ -	\$ -	
B-31	Building Division Counter Services, Inspection, Plan Review, Supervisory Service - outside normal work hours - hourly rate	1.00	\$ 156	\$ 156	FBHR varies \$110-\$200	n/a	\$ 156	100%	0	\$ -	\$ -	\$ -	

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 Community Development Department - Building Division - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.4  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
B-32	Planning Division - Building Plan Review	n/a	n/a	Varies	70% of building inspection fee	n/a	See Planning Fee Analysis	n/a	n/a	\$ -	\$ -	\$ -
B-33	State of California - SMIP fees	[5]										
B-34	Huntington Beach Library and School District Fees	[5]										
B-35	Electrical Permit Fees	n/a	n/a	Varies	Based on City Itemized Fee Table	66%	Based on City Itemized Fee Table	100%	n/a	\$ 413,974	\$ 624,566	\$ 624,566
B-36	Electrical Plan Review	n/a	n/a	Varies	75% of Electrical Inspection fee; \$53 minimum	110%	62% of Electrical Inspection fee; \$65 minimum	100%	n/a	\$ 284,463	\$ 258,807	\$ 258,807
B-37	Mechanical Permit Fees	n/a	n/a	Varies	Based on City Itemized Fee Table	86%	Based on City Itemized Fee Table	100%	n/a	\$ 222,008	\$ 257,384	\$ 257,384
B-38	Mechanical Plan Review	n/a	n/a	Varies	81% of Mechanical Inspection fee; \$53 minimum	115%	121% of Mechanical Inspection fee; \$65 minimum	100%	n/a	\$ 166,123	\$ 144,401	\$ 144,401
B-39	Plumbing Permit Fees	n/a	n/a	Varies	Based on City Itemized Fee Table	71%	Based on City Itemized Fee Table	100%	n/a	\$ 324,311	\$ 459,766	\$ 459,766
B-40	Plumbing Plan Review	n/a	n/a	Varies	76% of Plumbing Inspection fee; \$53 minimum	147%	68% of Plumbing Inspection fee; \$65 minimum	100%	n/a	\$ 212,100	\$ 144,401	\$ 144,401
B-41	Swimming Pool Permit Fees	n/a	n/a	Varies	Varies based on City Itemized Fee Table	128%	Varies based on City Itemized Fee Table	100%	n/a	\$ 108,774	\$ 84,751	\$ 84,751

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CITY OF HUNTINGTON BEACH  
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No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
B-42	Solar Energy Permit Fees	n/a	n/a	Varies	Varies based on State GC	n/a	Varies based on State GC	n/a	n/a	\$ -	\$ 165,092	\$ 165,092
	<b>Residential</b>											
	15 kW or less				\$ 384		\$ 384					
	More than 15 kW				\$384 + \$15 per kW above 15 kW		\$384 + \$15 per kW above 15 kW					
	<b>Commercial</b>											
	15 kW or less				\$ 384		\$ 384					
	More than 15 kW to 50 kW				\$ 1,000		\$ 1,000					
	More than 50 kW to 250 kW				\$1,000 + \$7 per kW above 50 kW		\$1,000 + \$7 per kW above 50 kW					
	More than 250 kW				\$2,000 + \$5 per kW above 250 kW		\$2,000 + \$5 per kW above 250 kW					
B-43	Landscape Inspection											
	Residential	0.50	\$ 129	\$ 65	\$ -	0%	\$ 65	100%	0	\$ -	\$ -	\$ -
	Commercial/Industrial/Multi-family	1.50	\$ 129	\$ 194	\$ -	0%	\$ 194	100%	0	\$ -	\$ -	\$ -
B-44	NPDES Inspection (hourly, 1/2 hour minimum)	1.00	\$ 129	\$ 129	\$ -	0%	\$ 129	100%	0	\$ -	\$ -	\$ -
B-45	Building without a permit fine				2 X Inspection Fee		2 X Inspection Fee					
B-46	Technology Automation fee				4.0% of all development fees for all Development Services in each Department		5% of all development, permit and prevention fees for Planning, Building, Public Works and Fire					
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL ( Building Division</b>										<b>5,554,553</b>	<b>5,231,801</b>	<b>5,231,801</b>

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CITY OF HUNTINGTON BEACH  
 Community Development Department - Building Division - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

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No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee

- Notes
- [1] Building Flat Fees only; remainder of cost analysis conducted on program level or separate analysis
  - [2] Fees may be waived for plumbing, mechanical and electrical permits issued by the Department of Building & Safety for electrical, mechanical or plumbing systems that either produce energy or save natural resources and exceed State and Federal minimum requirements. Examples include, but are not limited to, photovoltaic systems, solar water heating systems, high efficiency furnaces and high efficiency air conditioners.
  - [3] City collects \$75 current fee (building counter svcs.)
  - [4] Only \$30 processing fee is collected if modified
  - [5] Not included in cost analysis; placeholder on Master Fee Schedule
  - [6] Fee percentage set by City policy; not evaluated through NBS cost analysis
  - [7] Penalty; set by City code/citation authority. Not included in NBS cost Analysis
  - [8] Per City policy, fees to issue revised permits, adjust permits, admin permits or those not listed are subject to the processing fee, microfilm fee, and other fee schedule line items as applicable. Minimum Inspection Fee does not apply
  - [9] Per City policy, fees to reactivate permits include the established processing fee plus a penalty of 50% of the new inspection fee for projects with less than 6 months expiry, or 100% of new inspection fee for more than 6 months expiry.
  - [10] Fee set by County; NBS did not evaluate
  - [11] Fees for this section are set by the State Government Code Section

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 CODE ENFORCEMENT  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.5  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
CE-1	Re-Inspection Fee w/o Cite	1.00	\$ 151	\$ 151	\$ 135	89%	\$ 151	100%	24	\$ 3,240	\$ 3,620	\$ 3,620
CE-2	Re-Inspection Fee w/ Cite	2.50	\$ 151	\$ 377	\$ 135	36%	\$ 377	100%	36	\$ 4,860	\$ 13,577	\$ 13,577
CE-3	Notice & Order Fee	17.50	\$ 151	\$ 2,640	\$ 946	36%	\$ 2,640	100%	3	\$ 2,838	\$ 7,920	\$ 7,920
CE-4	Mobile Vending Permit Initial	1.75	\$ 151	\$ 264	\$ -	0%	\$ 264	100%	0	\$ -	\$ -	\$ -
CE-5	Mobile Vending Permit Annual	0.50	\$ 151	\$ 75	\$ -	0%	\$ 75	100%	0	\$ -	\$ -	\$ -
CE-6	Shopping Cart Retrieval Containment Application	3.75	\$ 151	\$ 566	\$ -	0%	\$ 566	100%	0	\$ -	\$ -	\$ -
CE-7	Newsrack - New Permit	3.25	\$ 151	\$ 490	\$ -	0%	\$ 490	100%	0	\$ -	\$ -	\$ -
CE-8	Newsrack - Annual Permit per rack	0.50	\$ 151	\$ 75	\$ 15	20%	\$ 75	100%	204	\$ 3,060	\$ 15,387	\$ 15,387
CE-9	Appeals Fee for Notice & Order	2.80	\$ 151	\$ 422	\$ -	0%	\$ 422	100%	3	\$ -	\$ 1,267	\$ 1,267
CE-10	Hourly Rate	1.00	\$ 151	\$ 151	\$ -	0%	\$ 151	100%	0	\$ -	\$ -	\$ -
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL CODE ENFORCEMENT</b>										<b>\$ 13,998</b>	<b>\$ 41,771</b>	<b>\$ 41,771</b>

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 OFFICE OF BUSINESS DEVELOPMENT  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.6  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery	Annual Estimated Revenues at Recommended Fee
OBD-1	Subordination Fee	3.00	\$ 91	\$ 274	\$ 250	91%	\$ 250	91%	20	\$ 5,000	\$ 5,476	\$ 5,000
OBD-2	Reconveyance Fee	1.00	\$ 91	\$ 91	\$ 65	71%	\$ 80	88%	10	\$ 650	\$ 913	\$ 800
OBD-3	Demand Fee	1.75	\$ 91	\$ 160	\$ 50	31%	\$ 140	88%	10	\$ 500	\$ 1,597	\$ 1,400
OBD-4	Rehab Loan / Grant Fee	7.00	\$ 91	\$ 639	\$ 500	78%	\$ 500	78%	15	\$ 7,500	\$ 9,583	\$ 7,500
OBD-5	Affordable Housing Unit Inspection (per unit)			\$ 43	\$ 50	116%	\$ 43	100%	575	\$ 28,750	\$ 24,685	\$ 24,685
OBD-6	Affordable Housing Unit - Annual Review (per unit)			\$ 22	\$ -	0%	\$ 22	100%	1,812	\$ -	\$ 40,320	\$ 40,320
OBD-7	Film Permit Application charge											
	Office of Business Development	1.50	\$ 91	\$ 137								
	Police (sworn)	0.15	\$ 208	\$ 31								
				\$ 168	\$ 100	59%	\$ 150	89%	100	\$ 10,000	\$ 16,810	\$ 15,000
OBD-8	Student Film Permit Application charge											
	Office of Business Development	0.50	\$ 91	\$ 46								
	Police (sworn)	0.08	\$ 208	\$ 17								
				\$ 62	\$ 25	40%	\$ 50	80%	15	\$ 375	\$ 934	\$ 750
OBD-9	Film Permit Revisions											
	Office of Business Development	1.00	\$ 91	\$ 91								
	Police (sworn)	0.15	\$ 208	\$ 31								
				\$ 122	\$ -	0%	\$ 120	98%	10	\$ -	\$ 1,225	\$ 1,200
OBD-10	Hourly Rate	1.00	\$ 91	\$ 91			\$ 91	100%	0	\$ -	\$ -	\$ -
For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.												
<b>TOTAL OFFICE OF BUSINESS DEVELOPMENT</b>										<b>\$ 52,775</b>	<b>\$ 101,542</b>	<b>\$ 96,655</b>

Notes	
[1]	Pursuant to City Council adoption of the Housing and Rehab Rules and Regulations on April 5, 2010, Rehab Loan/Grant fee was set at \$500
[2]	Actual cost to City - Consultant cost provided via email 3.24.16 Denise Bazant

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis											
No.	Description		PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Total Cost of Service Per Activity	Current Fee
<b>Public Works Fees</b>													
<b>DEVELOPMENT RELATED FEES</b>													
* All Plan Check fees include 2 plan checks; additional plan checks are additional													
PW-1	Bond reduction (partially completed projects)	[2,3]	20.00	\$ 119	\$ 2,377	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 2,377	Deposit \$1,150
PW-2	Cash Bond Processing (plus \$75 Treasury Fee)		5.00	\$ 119	\$ 594	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 594	\$ 240.00
PW-3	Construction Water (per dwelling unit)	[1]				-							\$ 110.00
PW-4	Drainage Fees	[1]											\$13,880 per acre
PW-5	Dock Construction Plan Review/Inspection		8.00	\$ 119	\$ 951	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 951	\$ 540.00
PW-6	Final Parcel Map Check	[2,3]	25.00	\$ 119	\$ 2,971	10.00	\$ 175	\$ 1,751	-	\$ 161	\$ -	\$ 4,722	Deposit \$2,500
PW-7	Final Tract Map Check	[2,3]	40.00	\$ 119	\$ 4,754	10.00	\$ 175	\$ 1,751	-	\$ 161	\$ -	\$ 6,505	Deposit \$2,200
PW-8	Lot Line Adjustment (Public Works)	[2,3]	12.00	\$ 119	\$ 1,426	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 1,426	Deposit \$550
PW-9	Fire Hydrant Flow Analysis - Deposit	[3,7]	8.00	\$ 119	\$ 951	-	\$ 175	\$ -	0.50	\$ 161	\$ 80	\$ 1,031	\$ 750
Grading Plan Check & Inspection (includes erosion control)													
PW-10	(51-300 cubic yards) - deposit	[2,3]	30.00	\$ 119	\$ 3,566	4.00	\$ 175	\$ 700	2.00	\$ 161	\$ 322	\$ 4,588	Deposit \$4,200
PW-11	(301-5,000 cubic yards) - deposit	[2,3]	70.00	\$ 119	\$ 8,320	7.00	\$ 175	\$ 1,225	3.00	\$ 161	\$ 482	\$ 10,028	Deposit \$5,000
PW-12	(Greater than 5,001 cubic yards) Maximum Deposit*	[2,3]	105.00	\$ 119	\$ 12,480	10.00	\$ 175	\$ 1,751	5.00	\$ 161	\$ 804	\$ 15,035	Deposit \$8,000 - \$10,000 +
Improvement Plan Check:													
PW-13	Misc/Minor	[7]	5.00	\$ 119	\$ 594	0.50	\$ 175	\$ 88	0.50	\$ 161	\$ 80	\$ 762	\$ 430
PW-14	Single Family Dwelling (deposit)	[2,3]	12.00	\$ 119	\$ 1,426	0.50	\$ 175	\$ 88	1.00	\$ 161	\$ 161	\$ 1,675	Deposit \$4,000
PW-15	All Others per 4 sheets (deposit)	[2,3]	30.00	\$ 119	\$ 3,566	0.50	\$ 175	\$ 88	2.00	\$ 161	\$ 322	\$ 3,975	Deposit \$7,000
PW-16	Landscape Plan Check and Inspection - (Right-of-way) - Deposit	[3,7]	10.00	\$ 119	\$ 1,189	2.00	\$ 175	\$ 350	-	\$ 161	\$ -	\$ 1,539	\$ 1,000
<b>ENCROACHMENT PERMITS</b>													
Improvement Inspection													
PW-17	Minor (2 Hr. Min. Deposit)	[2,3]	2.00	\$ 119	\$ 238	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 238	\$115 plus 8% construction costs
PW-18	Residential Minor		15.00	\$ 119	\$ 1,783	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 1,783	\$115 plus 8% construction costs
PW-19	Residential Major		50.00	\$ 119	\$ 5,943	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 5,943	\$115 plus 8% construction costs
PW-20	Commercial/Retail/Industrial - Minor		20.00	\$ 119	\$ 2,377	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 2,377	\$115 plus 8% construction costs
PW-21	Commercial/Retail/Industrial - Major		50.00	\$ 119	\$ 5,943	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 5,943	\$115 plus 8% construction costs
PW-22	Utility Co Encroachment Permit	[1]											\$ 275.00
	Improvement Inspection (Utilities) - per hour (billed monthly)		1.00	\$ 119	\$ 119							\$ 119	\$ 110
	Encroachment Permit Expired		1.00	\$ 119	\$ 119	-	\$ 175	\$ -	-	\$ 161	\$ -	\$ 119	\$ 80
PW-23	Encroachment Permit (None/working without): Violation	[4]											\$ 195
PW-24	Street Vacation:						\$ 175	\$ -	-	\$ 161	\$ -	\$ -	
	Full vacation	[2,3]	30.00	\$ 119	\$ 3,566	-	\$ 175	\$ -	2.00	\$ 161	\$ 322	\$ 3,887	Deposit \$3,900
	Summary vacation	[2,3]	20.00	\$ 119	\$ 2,377	-	\$ 175	\$ -	1.00	\$ 161	\$ 161	\$ 2,538	Deposit \$900
PW-25	Street Lighting Plan Check - Per Sheet		6.00	\$ 119	\$ 713	-	\$ 175	\$ -		\$ 161	\$ -	\$ 713	\$ 1,950
PW-26	Survey Fee (per point)		0.50	\$ 119	\$ 59	-	\$ 175	\$ -		\$ 161	\$ -	\$ 59	\$ 23

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis										
No.	Description	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Total Cost of Service Per Activity	Current Fee
PW-27	Traffic Control Plan Check - Per sheet	3.00	\$ 119	\$ 357	-	\$ 175	\$ -		\$ 161	\$ -	\$ 357	\$ 1,805
PW-28	Traffic Signal Plan Check - Per sheet	13.00	\$ 119	\$ 1,545	-	\$ 175	\$ -		\$ 161	\$ -	\$ 1,545	\$ 3,945
PW-29	Traffic Signs & Striping Plan Check - Per Sheet	7.00	\$ 119	\$ 832	-	\$ 175	\$ -		\$ 161	\$ -	\$ 832	\$ 1,935
PW-30	Obstruction/Storage Bin Permit (good for 7 days)	0.50	\$ 119	\$ 59	-	\$ 175	\$ -		\$ 161	\$ -	\$ 59	\$ 185
PW-31	Illegal Refuse Bin Impound	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 400
PW-32	Illegal Storage Bin	1.50	\$ 119	\$ 178	-	\$ 175	\$ -		\$ 161	\$ -	\$ 178	\$ 200
PW-33	Recycling Bin Permit (annual)	1.25	\$ 119	\$ 149	-	\$ 175	\$ -		\$ 161	\$ -	\$ 149	\$ 100
PW-34	Residential Parking Permit	0.20	\$ 119	\$ 24	-	\$ 175	\$ -		\$ 161	\$ -	\$ 24	\$ 23
PW-35	Residential Parking Permit Replacement	0.08	\$ 119	\$ 10	-	\$ 175	\$ -		\$ 161	\$ -	\$ 10	\$ 14
PW-36	Residential Parking Permit (each additional)	0.08	\$ 119	\$ 10	-	\$ 175	\$ -		\$ 161	\$ -	\$ 10	\$ 6
PW-37	Temporary Restricted Parking Permits (Construction) * plus cost of signs (\$ .75 per sign)	0.25	\$ 119	\$ 30	-	\$ 175	\$ -		\$ 161	\$ -	\$ 30	\$ 140
PW-38	Temporary Parking in Permit Districts (fee is per sign)	0.08	\$ 119	\$ 10	-	\$ 175	\$ -		\$ 161	\$ -	\$ 10	\$ 1
PW-39	Temporary Construction Parking Permit (use on street sweeping day)	0.25	\$ 119	\$ 30	-	\$ 175	\$ -		\$ 161	\$ -	\$ 30	\$ -
PW-40	Residential Street Tree Request (24" box) (Review & Installation), plus cost of tree	2.50	\$ 125	\$ 312	-	\$ 175	\$ -		\$ 161	\$ -	\$ 312	\$ 190
PW-41	Street Tree Non-Permitted Removal (Evaluation & determination of tree cost; billing resident for tree replacement & installation), plus \$50/caliper inch of trunk @ 48"	6.00	\$ 125	\$ 749	-	\$ 175	\$ -		\$ 161	\$ -	\$ 749	\$ 525
PW-42	Transportation Permits:											
	Wide/Overweight/Loading: (set by state)											
	Single Permit	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 16
	Annual Permit	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 90

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
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Fee Activity		Activity Service Cost Analysis										
No.	Description	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Total Cost of Service Per Activity	Current Fee
<b>NPDES/STORMWATER</b>												
PW-43	Commercial High Priority sites (BMPs)- Annual Inspection	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 250
PW-44	Commercial Medium	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 250
PW-45	Commercial Low	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 250
PW-46	Industrial High Priority	2.83	\$ 119	\$ 336	-	\$ 175	\$ -		\$ 161	\$ -	\$ 336	\$ 350
PW-47	Industrial Medium	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 250
PW-48	Industrial Low	1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ 250
PW-49	Construction High Priority	[9] 1.42	\$ 119	\$ 169	-	\$ 175	\$ -		\$ 161	\$ -	\$ 169	\$ -
PW-50	Construction Medium	[9] 0.58	\$ 119	\$ 69	-	\$ 175	\$ -		\$ 161	\$ -	\$ 69	\$ -
PW-51	Construction Low	[9] 0.42	\$ 119	\$ 50	-	\$ 175	\$ -		\$ 161	\$ -	\$ 50	\$ -
PW-52	Commercial - Industrial Reinspection	[9] 1.00	\$ 119	\$ 119	-	\$ 175	\$ -		\$ 161	\$ -	\$ 119	\$ -
PW-53	Stormwater Permit Maintenance Inspection Fee	1.33	\$ 119	\$ 158	-	\$ 175	\$ -		\$ 161	\$ -	\$ 158	\$ 135
<b>FATS, OILS &amp; GREASES (FOG)*</b>												
PW-54	Food Service Establishment with Grease Control Device (billed monthly); covers 1 insp/yr - <i>see below</i>	1.08	\$ 119	\$ 128	-	\$ 175	\$ -		\$ 161	\$ -	\$ 128	\$ 144
												Monthly \$12/month
PW-55	Food Service Establishment without Grease Control Device (billed monthly); covers 2 insp/yr) - <i>see below</i>	2.50	\$ 119	\$ 297	-	\$ 175	\$ -		\$ 161	\$ -	\$ 297	\$ 384
												Monthly \$32/month
PW-56	Food Service Establishment - Re-Inspection	[9] 0.58	\$ 119	\$ 69	-	\$ 175	\$ -		\$ 161	\$ -	\$ 69	\$ -
<b>WATER</b>												
PW-57	Delinquent Bill Water Tag											
	Finance Water Billing	0.22	\$ 131	\$ 29								
	PW Utility	0.25	\$ 119	\$ 30								
	<b>Subtotal</b>			\$ 59							\$ 59	\$ 38
PW-58	Delinquent Bill Water Shut-off											
	Finance Water Billing	0.42	\$ 131	\$ 55								
	PW Utility	0.50	\$ 119	\$ 59								
	<b>Subtotal</b>			\$ 115							\$ 115	\$ 115
PW-59	Same Day Turn-On Service (Regular Hours)											
	Finance Water Billing	0.08	\$ 131	\$ 11								
	PW Utility	0.50	\$ 119	\$ 59								
	<b>Subtotal</b>			\$ 70							\$ 70	\$ 60
PW-60	Same Day Turn-On Service (After Hours)- 2 Hour Minimum*											
	Finance Water Billing	0.08	\$ 131	\$ 11								
	PW Utility (OT)	2.00	\$ 119	\$ 238								
	<b>Subtotal</b>			\$ 248							\$ 248	\$ 230
PW-61	Construction Water Meter Deposit	[1]										\$ 829
PW-62	Temp Meter Rental Setting & Removal (each occurrence)	[7]	1.00	\$ 119	\$ 119						\$ 119	\$ 115
PW-63	Turn Off/On/Stand-by (customer requested) per hour	[9]										\$ -
<b>MISCELLANEOUS FEES</b>												
PW-64	Banner Hanging- Main Street (Tree Dept)		1.75	\$ 125	\$ 219						\$ 219	\$ 265
PW-65	Pennant Hanging (each) (Signals Dept)		0.50	\$ 125	\$ 62						\$ 62	\$ 31
PW-66	Memorial Park Bench	[9]	2.00	\$ 125	\$ 250						\$ 250	\$ -
PW-67	Damage to City property	[8]										Fully Burdened Rate (FBR) + materials w/ 2 hour min.
PW-68	Emergency cleanup (hazmat, street cleaning)	[8]										Fully Burdened Rate (FBR) + materials w/ 2 hour min.

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity			Activity Service Cost Analysis										
No.	Description		PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Total Cost of Service Per Activity	Current Fee
PW-71	Tree/Shrub Overhang Abatement	[8]											Fully Burdened Rate (FBR) + materials w/ 2 hour min.
PW-72	Weed Abatement (per parcel), plus additional contract costs if applicable	[6]	1.50	\$ 125	\$ 187							\$ 187	\$ 225
PW-73	Archive Fee (as-built per sheet)		1.00	\$ 119	\$ 119							\$ 119	\$ 120
PW-74	Special Studies (Hydrology/Sewer/Other)	[9]											\$ -
PW-75	Excessive Plan Checks > 2; per Re-Check	[3]	5.00	\$ 119	\$ 594							\$ 594	FBR
PW-76	Re-Inspection (hourly)	[8]	1.00	\$ 119	\$ 119							\$ 119	
PW-77	Public Improvement Inspection - After Hours * 4 hour minimum (hourly)	[8]	1.00	\$ 119	\$ 119							\$ 119	4 hours \$465; 8 hours \$880
	Copies of plans and specifications (Most items available on-line)	[1]											various
	Orange County Sanitation District	[1]											See OCSD Connection Fee Schedule (separate attachment)
	Sewer Connection Fee (City)	[1]											See Sewer Connection Fee Schedule (separate attachment)
	Traffic Impact Fee	[1]											See Traffic Impact Fee Schedule (separate attachment)

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis										Current Fee
No.	Description	PW-Eng Time Estimates	PW-Eng Hourly Rate	PW-Eng Subtotal	Planning Time Estimates	Planning Hourly Rate	Planning Subtotal	Fire Time Estimates	Fire Hourly Rate	Fire Subtotal	Total Cost of Service Per Activity	
	Water Capital Facilities Charge	[1]										See Water Capital Facilities Charge Fee Schedule (separate attachment)
<b>PW-78</b>	<b>Hourly Rates:</b>											
	Engineering		1.00 \$	119 \$							\$ 119	\$ 110
	Maintenance		1.00 \$	125 \$							\$ 125	\$ 110
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL PUBLIC WORKS</b>												

**Notes**

- [1] Placeholder for Master Fee Schedule (MFS) not included in cost analysis
- [2] Fee is currently a deposit, with actual costs using FBHR
- [3] Fee recommended is deposit with actual costs using FBHR
- [4] Penalty; not included in cost analysis
- [5] Time estimates represents upgrade from standard 15 gallon to 24 inch box
- [6] Fee plus additional costs if applicable
- [7] Revised fee structure
- [8] Actual Costs; using Fully Burdened Hourly Rates (FBHR)
- [9] New Fee
- [10] Fee set by California Vehicle Code section 35795

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity		Cost Recovery Analysis			Annual Estimated Revenue Analysis			
No.	Description	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Public Works Fees</b>								
<b>DEVELOPMENT RELATED FEES</b>								
* All Plan Check fees include 2 plan checks; additional plan checks are additional								
PW-1	Bond reduction (partially completed projects)	[2.3] 100%	Deposit of \$2,400	100%	1	\$ 2,377	\$ 2,377	\$ 2,377
PW-2	Cash Bond Processing (plus \$75 Treasury Fee)	40%	\$ 594	100%	5	\$ 1,200	\$ 2,971	\$ 2,971
PW-3	Construction Water (per dwelling unit)	[1]	\$ 110					
PW-4	Drainage Fees	[1]						
PW-5	Dock Construction Plan Review/Inspection	57%	\$ 761	80%	16	\$ 8,640	\$ 15,214	\$ 12,176
PW-6	Final Parcel Map Check	[2.3] 100%	Deposit of \$3,775	80%	5	\$ 23,610	\$ 23,610	\$ 18,888
PW-7	Final Tract Map Check	[2.3] 100%	Deposit of \$5,200	80%	3	\$ 19,515	\$ 19,515	\$ 15,612
PW-8	Lot Line Adjustment (Public Works)	[2.3] 100%	Deposit of \$1,150	80%	4	\$ 5,705	\$ 5,705	\$ 4,564
PW-9	Fire Hydrant Flow Analysis - Deposit	[3.7] 73%	Deposit of \$825	80%	25	\$ 18,750	\$ 25,781	\$ 20,625
	Grading Plan Check & Inspection (includes erosion control)					\$ 427,842		
PW-10	(51-300 cubic yards) - deposit	[2.3] 93%	Deposit of \$4,500	100%	6	\$ -	\$ 29,360	\$ 29,360
PW-11	(301-5,000 cubic yards) - deposit	[2.3] 50%	Deposit of \$8,025	80%	13	\$ -	\$ 128,355	\$ 102,684
PW-12	(Greater than 5,001 cubic yards) Maximum Deposit*	[2.3] 67%	Deposit of \$12,025	80%	38	\$ -	\$ 577,325	\$ 461,860
	Improvement Plan Check:							
PW-13	Misc/Minor	[7] 56%	\$ 762	100%	5	\$ 2,150	\$ 3,811	\$ 3,811
PW-14	Single Family Dwelling (deposit)	[2.3] 235%	Deposit of \$1,700	100%	0	\$ -	\$ -	\$ -
PW-15	All Others per 4 sheets (deposit)	[2.3] 175%	Deposit of \$4,000	100%	8	\$ 56,000	\$ 31,798	\$ 31,798
PW-16	Landscape Plan Check and Inspection - (Right-of-way) - Deposit	[3.7] 65%	Deposit of \$1,500	100%	0	\$ -	\$ -	\$ -
<b>ENCROACHMENT PERMITS</b>								
	Improvement Inspection							
PW-17	Minor (2 Hr. Min. Deposit)	[2.3] 100%	\$ 238	100%	24	\$ 5,705	\$ 5,705	\$ 5,705
PW-18	Residential Minor	100%	\$ 1,783	100%	27	\$ 48,137	\$ 48,137	\$ 48,137
PW-19	Residential Major	100%	\$ 5,943	100%	28	\$ 166,398	\$ 166,398	\$ 166,398
PW-20	Commercial/Retail/Industrial - Minor	100%	\$ 2,377	100%	89	\$ 211,563	\$ 211,563	\$ 211,563
PW-21	Commercial/Retail/Industrial - Major	100%	\$ 5,943	100%	0	\$ -	\$ -	\$ -
PW-22	Utility Co Encroachment Permit	[1] 93%	\$ 275	100%	184	\$ 104,035	\$ 104,035	\$ 104,035
	Improvement Inspection (Utilities) - per hour (billed monthly)	67%	\$ 119	100%	0	\$ -	\$ -	\$ -
	Encroachment Permit Expired	67%	\$ 119	100%	0	\$ -	\$ -	\$ -
PW-23	Encroachment Permit (None/working without): Violation	[4]	2 X Permit Fee		2	\$ 390	\$ 390	\$ 390
PW-24	Street Vacation:							
	Full vacation	[2.3] 100%	Deposit \$3,900	100%	5	\$ 19,436	\$ 19,436	\$ 19,436
	Summary vacation	[2.3] 35%	Deposit \$2,500	100%	0	\$ -	\$ -	\$ -
PW-25	Street Lighting Plan Check - Per Sheet	273%	\$ 713	100%	5	\$ 9,750	\$ 3,566	\$ 3,566
PW-26	Survey Fee (per point)	39%	\$ 59	100%	340	\$ 7,820	\$ 20,205	\$ 20,205

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
 DRAFT COPY

Fee Activity		Cost Recovery Analysis			Annual Estimated Revenue Analysis			
No.	Description	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PW-27	Traffic Control Plan Check - Per sheet	97%						
		506%	\$ 357	100%	12	\$ 21,660	\$ 4,279	\$ 4,279
PW-28	Traffic Signal Plan Check - Per sheet	255%	\$ 1,545	100%	1	\$ 3,945	\$ 1,545	\$ 1,545
PW-29	Traffic Signs & Striping Plan Check - Per Sheet	233%	\$ 832	100%	7	\$ 13,545	\$ 5,824	\$ 5,824
PW-30	Obstruction/Storage Bin Permit (good for 7 days)		\$ 59	100%	12		\$ 713	\$ 713
PW-31	Illegal Refuse Bin Impound	337%	\$ 119	100%	4	\$ 1,600	\$ 475	\$ 475
PW-32	Illegal Storage Bin	112%	\$ 178	100%	5	\$ 1,000	\$ 891	\$ 891
PW-33	Recycling Bin Permit (annual)	67%	\$ 149	100%	12	\$ 1,200	\$ 1,783	\$ 1,783
PW-34	Residential Parking Permit	97%	\$ 24	100%	50	\$ 1,150	\$ 1,189	\$ 1,189
PW-35	Residential Parking Permit Replacement	147%	\$ 10	100%	150	\$ 2,100	\$ 1,426	\$ 1,426
PW-36	Residential Parking Permit (each additional)	63%	\$ 10	100%	20	\$ 120	\$ 190	\$ 190
PW-37	Temporary Restricted Parking Permits (Construction) * plus cost of signs (\$ .75 per sign)		\$30 plus \$ .75 per sign	100%	107	\$ 14,980	\$ 3,179	\$ 3,179
PW-38	Temporary Parking in Permit Districts (fee is per sign)	11%	\$ 1	11%	300	\$ 300	\$ 2,853	\$ 300
PW-39	Temporary Construction Parking Permit (use on street sweeping day)	0%	\$ 30	100%	6	\$ -	\$ 178	\$ 178
PW-40	Residential Street Tree Request (24" box) (Review & Installation), plus cost of tree	61%	\$ 312	100%	12	\$ 2,280	\$ 3,746	\$ 3,746
PW-41	Street Tree Non-Permitted Removal (Evaluation & determination of tree cost; billing resident for tree replacement & installation), plus \$50/caliper inch of trunk @ 48"	70%	\$ 749	100%	6	\$ 3,150	\$ 4,496	\$ 4,496
PW-42	Transportation Permits:							
	Wide/Overweight/Loading: (set by state)							
	Single Permit	13%	\$ 16	13%	629	\$ 10,056	\$ 74,701	\$ 10,056
	Annual Permit	76%	\$ 90	76%	210	\$ 18,855	\$ 24,900	\$ 18,855

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
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Fee Activity		Cost Recovery Analysis			Annual Estimated Revenue Analysis			
No.	Description	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>NPDES/STORMWATER</b>								
PW-43	Commercial High Priority sites (BMPs)- Annual Inspection	210%	\$ 119	100%	31	\$ 7,750	\$ 3,685	\$ 3,685
PW-44	Commercial Medium	210%	\$ 119	100%	39	\$ 9,750	\$ 4,635	\$ 4,635
PW-45	Commercial Low	210%	\$ 119	100%	25	\$ 6,250	\$ 2,971	\$ 2,971
PW-46	Industrial High Priority	104%	\$ 336	100%	42	\$ 14,700	\$ 14,127	\$ 14,127
PW-47	Industrial Medium	210%	\$ 119	100%	19	\$ 4,750	\$ 2,258	\$ 2,258
PW-48	Industrial Low	210%	\$ 119	100%	17	\$ 4,250	\$ 2,021	\$ 2,021
PW-49	Construction High Priority	(9) 0%	\$ 169	100%	151	\$ -	\$ 25,485	\$ 25,485
PW-50	Construction Medium	(9) 0%	\$ 69	100%	12	\$ -	\$ 832	\$ 832
PW-51	Construction Low	(9) 0%	\$ 50	100%	355	\$ -	\$ 17,581	\$ 17,581
PW-52	Commercial - Industrial Reinspection	(9) 0%	\$ 119	100%	6	\$ -	\$ 713	\$ 713
PW-53	Stormwater Permit Maintenance Inspection Fee	85%	\$ 158	100%	96	\$ 12,960	\$ 15,175	\$ 15,175
<b>FATS, OILS &amp; GREASES (FOG)*</b>								
PW-54	Food Service Establishment with Grease Control Device (billed monthly); covers 1 insp/yr - <i>see below</i>	112%	\$ 128	100%	206	\$ 29,664	\$ 26,443	\$ 26,443
			Monthly \$11/month					
PW-55	Food Service Establishment without Grease Control Device (billed monthly); covers 2 insp/yr) - <i>see below</i>	129%	\$ 297	100%	118	\$ 45,312	\$ 35,062	\$ 35,062
			Monthly \$27/month					
PW-56	Food Service Establishment - Re-Inspection	(9) 0%	\$ 69	100%	22	\$ -	\$ 1,496	\$ 1,496
<b>WATER</b>								
PW-57	Delinquent Bill Water Tag							
	Finance Water Billing							
	PW Utility							
	<b>Subtotal</b>	65%	\$ 45	77%	6,695	\$ 254,410	\$ 392,553	\$ 301,275
PW-58	Delinquent Bill Water Shut-off							
	Finance Water Billing							
	PW Utility							
	<b>Subtotal</b>	100%	\$ 115	100%	723	\$ 83,145	\$ 82,884	\$ 82,884
PW-59	Same Day Turn-On Service (Regular Hours)							
	Finance Water Billing							
	PW Utility							
	<b>Subtotal</b>	86%	\$ 70	100%	152	\$ 9,120	\$ 10,632	\$ 10,632
PW-60	Same Day Turn-On Service (After Hours)- 2 Hour Minimum*							
	Finance Water Billing							
	PW Utility (OT)							
	<b>Subtotal</b>	93%	\$ 248	100%	9	\$ 2,070	\$ 2,234	\$ 2,234
PW-61	Construction Water Meter Deposit	(1) \$	829					
PW-62	Temp Meter Rental Setting & Removal (each occurrence)	(7) 97%	\$ 119	100%	56	\$ 6,440	\$ 6,656	\$ 6,656
PW-63	Turn Off/On/Stand-by (customer requested) per hour	(9)	Actual Cost					
<b>MISCELLANEOUS FEES</b>								
PW-64	Banner Hanging- Main Street (Tree Dept)	121%	\$ 219	100%	40	\$ 10,600	\$ 8,741	\$ 8,741
PW-65	Pennant Hanging (each) (Signals Dept)	50%	\$ 62	100%	200	\$ 6,200	\$ 12,488	\$ 12,488
PW-66	Memorial Park Bench	(9) 0%	\$ 250	100%	18	\$ -	\$ 4,496	\$ 4,496
PW-67	Damage to City property	(8)	Actual Cost w/ 2 hour min.	100%				
PW-68	Emergency cleanup (hazmat, street cleaning)	(8)	Actual Cost w/ 2 hour min.	100%				

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
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Fee Activity		Cost Recovery Analysis			Annual Estimated Revenue Analysis			
No.	Description	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PW-71	Tree/Shrub Overhang Abatement	[8]	Actual Cost w/ 2 hour min.	100%				
PW-72	Weed Abatement (per parcel), plus additional contract costs if applicable	[6]	\$ 187	100%	40	\$ 9,000	\$ 7,493	\$ 7,493
PW-73	Archive Fee (as-built per sheet)		\$ 119	100%	220	\$ 26,400	\$ 26,148	\$ 26,148
PW-74	Special Studies (Hydrology/Sewer/Other)	[9]		Actual Costs				
PW-75	Excessive Plan Checks > 2; per Re-Check	[3]	Actual Cost; Minimum Deposit \$600					
PW-76	Re-Inspection (hourly)	[8]	Actual Cost					
PW-77	Public Improvement Inspection - After Hours * 4 hour minimum (hourly)	[8]	Actual Cost (\$484 Minimum)					
	Copies of plans and specifications (Most items available on-line)	[1]	\$.10 per copy per PRA or Actual Cost for plans					
	Orange County Sanitation District	[1]						
	Sewer Connection Fee (City)	[1]						
	Traffic Impact Fee	[1]						

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 PW - Public Works  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.7  
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Fee Activity		Cost Recovery Analysis			Annual Estimated Revenue Analysis			
No.	Description	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	Water Capital Facilities Charge	[1]						
<b>PW-78</b>	<b>Hourly Rates:</b>							
	Engineering	93%	\$ 119	100%				
	Maintenance	88%	\$ 125	100%				
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.							
<b>TOTAL PUBLIC WORKS</b>						<b>\$ 1,777,735</b>	<b>\$ 2,284,435</b>	<b>\$ 1,960,818</b>

- Notes**
- [1] Placeholder for Master Fee Schedule (MFS) not included in cost analysis
  - [2] Fee is currently a deposit, with actual costs using FBHR
  - [3] Fee recommended is deposit with actual costs using FBHR
  - [4] Penalty; not included in cost analysis
  - [5] Time estimates represents upgrade from standard 15 gallon to 24 inch box
  - [6] Fee plus additional costs if applicable
  - [7] Revised fee structure
  - [8] Actual Costs; using Fully Burdened Hourly Rates (FBHR)
  - [9] New Fee
  - [10] Fee set by California Vehicle Code section 35795



# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 POL - Police - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.8  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PD-26	Entertainment Permit- conceptual											
	Sworn	3.00	\$ 208	\$ 624								
	Non sworn	3.50	\$ 103	\$ 362								
PD-27	Fortune Teller Permit - initial											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	1.00		-								
PD-28	Fortune Teller Permit - renewal											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	1.00	\$ 103	\$ 103								
PD-29	Fortune Teller Permit - change of location/name											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
PD-30	Sexually Oriented Business (SOB) Business Permit -			\$ 674								
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
PD-31	Sexually Oriented Business (SOB) Business Permit -											
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
PD-32	Sexually Oriented Business (SOB) Business Permit -											
	change name/location											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
PD-33	Sexually Oriented Business (SOB) Performer Permit -											
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
PD-34	Sexually Oriented Business (SOB) Performer Permit -											
	Sworn	2.00	\$ 208	\$ 416								
	Non sworn	2.50	\$ 103	\$ 258								
PD-35	Massage Establishment Registration Certificate -											
	initial/add partner											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-36	Massage Establishment Registration Certificate - each											
	add'l owner or partner											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-37	Massage Establishment Registration Certificate -											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-38	Massage Establishment Registration Certificate -											
	change of location/name/removal of partner											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 POL - Police - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.8  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PD-39	Massage Independent Registration Certificate - initial											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-40	Massage Independent Registration Certificate - renewal											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-41	Massage Independent Registration Certificate - change of location/name											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
PD-42	Escort Service Permit - initial											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-43	Escort Service Permit - renewal											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-44	Escort Service Permit - change of location/name											
	Sworn	0.50	\$ 208	\$ 104								
	Non sworn	0.50	\$ 103	\$ 52								
PD-45	Escort Employee Permit - initial											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-46	Escort Employee Permit - renewal											
	Sworn	1.00	\$ 208	\$ 208								
	Non sworn	3.00	\$ 103	\$ 310								
PD-47	Massage Establishment Registration Certificate (ERC) - Revocation Appeal											
	Sworn	10.00	\$ 208	\$ 2,080	\$ -	0%	\$ 2,080	100%	-	\$ -	\$ -	\$ -
PD-48	Tow truck establishment - initial (sworn)	2.00	\$ 208	\$ 416	\$ 100	24%	\$ 416	100%	-	\$ -	\$ -	\$ -
PD-49	Tow truck establishment - renewal (sworn)	0.50	\$ 208	\$ 104	\$ 80	77%	\$ 104	100%	-	\$ -	\$ -	\$ -
PD-50	Tow truck establishment - change of location (sworn)	1.00	\$ 208	\$ 208	\$ 27	13%	\$ 208	100%	-	\$ -	\$ -	\$ -
PD-51	Tow truck driver - initial (sworn)	1.00	\$ 208	\$ 208	\$ 27	13%	\$ 208	100%	44	\$ 1,188	\$ 9,152	\$ 9,152
PD-52	Tow truck driver - renewal (sworn)	1.00	\$ 208	\$ 208	\$ 27	13%	\$ 208	100%	21	\$ 567	\$ 4,368	\$ 4,368
PD-53	Jail Processing/Booking Fee	6.50	\$ 134	\$ 872	\$ 275	32%	\$ 275	32%	825	\$ 226,875	\$ 719,230	\$ 226,875
PD-54	City Jail Fee per Inmate per day (Pay to Stay)				\$ 100		\$ 100					
PD-55	One Time Admin fee for cost of account set up of an applicant	0.92	\$ 134	\$ 123	\$ 50	41%	\$ 50	41%	825	\$ 41,250	\$ 101,430	\$ 41,250
PD-56	Renting a GPS Inmate Tracking Device per 24-hour period				\$ 10	0%	\$ 10	0%	-	\$ -	\$ -	\$ -

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 POL - Police - User Fee Study FY 15  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.8  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
PD-57	Bicycle Impound											
	Sworn	0.50	\$ 208	\$ 104								
	Non-sworn	0.50	\$ 103	\$ 52								
	<b>Subtotal</b>			<b>\$ 156</b>	<b>\$ 5</b>	3%	<b>\$ 20</b>	13%		-	-	-
	<b>Drug/DUI/Hazmat/Other Incident Response</b>						<b>Actual Cost</b>					
PD-58	* DUI - \$12,000 Maximum per State law											
PD-59	Hourly Rates											
	Sworn	1.00	\$ 208									
	Non-Sworn	1.00	\$ 103									
	Jail	1.00	\$ 134									
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL POL - Police - User Fee Study FY 15</b>										<b>\$ 798,393</b>	<b>\$ 1,486,197</b>	<b>\$ 931,998</b>

- Notes
- [1] City does not collect on all booking fees.
  - [2] For Information Purposes only; not included in cost analysis
  - [3] CA Govt. Code 68097; CA Evidence Code 1563
  - [4] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
  - [5] Total cost analysis - shown on Finance analysis
  - [6] Set by state
  - [7] No volume - 5 yr cycle
  - [8] CA Govt. Code 53150-35159
  - [9] Bingo permit - Max \$50 - CA Govt. Code 25845; Penal Code 326.3-326.5

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Fire Department - Development Fees</b>												
<b>Underground/Aboveground Storage Tanks</b>												
F-1	Underground Tank & piping Installation Plan Check	2.00	\$ 161	\$ 322	\$ 460	143%	\$ 322	100%	-	\$ -	\$ -	\$ -
F-2	Underground Tank & piping Installation Inspection	2.50	\$ 161	\$ 402	\$ 460	114%	\$ 402	100%	-	\$ -	\$ -	\$ -
F-3	Underground Tank Install Plan Check each additional tank	0.50	\$ 161	\$ 80	\$ 113	140%	\$ 80	100%	-	\$ -	\$ -	\$ -
F-4	Underground Tank Install Inspection each additional tank	2.00	\$ 161	\$ 322	\$ 113	35%	\$ 322	100%	-	\$ -	\$ -	\$ -
F-5	Underground Tank Removal Plan Check	1.00	\$ 161	\$ 161	\$ 510	317%	\$ 161	100%	2	\$ 1,020	\$ 322	\$ 322
F-6	Underground Tank Removal Inspection	5.00	\$ 161	\$ 804	\$ 510	63%	\$ 804	100%	2	\$ 1,020	\$ 1,608	\$ 1,608
F-7	Underground Tank Removal Plan Check each additional tank	0.25	\$ 161	\$ 40	\$ 168	417%	\$ 40	100%	1	\$ 168	\$ 40	\$ 40
F-8	Underground Tank Removal Inspection each additional tank	1.00	\$ 161	\$ 161	\$ 168	104%	\$ 161	100%	1	\$ 168	\$ 161	\$ 161
F-9	Flammable / Combustible Liquid new or Re-pipe Plan Check	1.50	\$ 161	\$ 241	\$ 188	78%	\$ 241	100%	1	\$ 188	\$ 241	\$ 241
F-10	Flammable / Combustible Liquid new or Re-pipe Inspection	2.00	\$ 161	\$ 322	\$ 188	58%	\$ 322	100%	1	\$ 188	\$ 322	\$ 322
F-11	Aboveground - Storage Tank Installation Plan Check	3.00	\$ 161	\$ 482	\$ 233	48%	\$ 482	100%	7	\$ 1,628	\$ 3,377	\$ 3,377
F-12	Aboveground - Storage Tank Installation Inspection	2.00	\$ 161	\$ 322	\$ 233	72%	\$ 322	100%	7	\$ 1,628	\$ 2,251	\$ 2,251
F-13	Aboveground - Storage Tank Removal Plan Check	0.50	\$ 161	\$ 80	\$ 198	246%	\$ 80	100%	-	\$ -	\$ -	\$ -
F-14	Aboveground - Storage Tank Removal Inspection	1.50	\$ 161	\$ 241	\$ 198	82%	\$ 241	100%	-	\$ -	\$ -	\$ -
F-15	Aboveground - Storage Tank Removal Plan Check - Each additional tank	0.25	\$ 161	\$ 40	\$ 28	68%	\$ 40	100%	-	\$ -	\$ -	\$ -
F-16	Aboveground - Storage Tank Removal Inspection - Each additional tank	1.00	\$ 161	\$ 161	\$ 28	17%	\$ 161	100%	-	\$ -	\$ -	\$ -
<b>Methane Barrier and Venting System</b>												
Methane Protection System Plan Check:												
F-17	1-2,500 sq feet	1.50	\$ 161	\$ 241	\$ 155	64%	\$ 241	100%	20	\$ 3,100	\$ 4,824	\$ 4,824
F-18	each additional sq ft > 2,500 sq ft	0.0003	\$ 161	\$ 0.04	\$ -	0%	\$ 0.04	100%	-	\$ -	\$ -	\$ -
F-19	Plan Recheck (hourly)	1.00	\$ 161	\$ 160.80	\$ -	0%	\$ 161	100%	-	\$ -	\$ -	\$ -
Methane Protection System Inspection (includes two risers):												
F-20	0 - 2,500 sq feet	5.00	\$ 161	\$ 804	\$ 640	80%	\$ 804	100%	12	\$ 7,680	\$ 9,648	\$ 9,648
F-21	each additional sq ft > 2,500 sq ft	0.0008	\$ 161	\$ 0.12	\$ 0.03	25%	\$ 0.12	100%	5	\$ 0	\$ 1	\$ 1
F-22	additional risers	0.25	\$ 161	\$ 40	\$ 35	87%	\$ 40	100%	5	\$ 175	\$ 201	\$ 201
F-23	each additional floor over three stories	0.25	\$ 161	\$ 40	\$ 35	87%	\$ 40	100%	3	\$ 105	\$ 121	\$ 121
<b>Methane Protection System Repair</b>												
F-24	Methane Protection System Repair Inspection - 1 - 100 sq. ft.	1.50	\$ 161	\$ 241	\$ 190	79%	\$ 241	100%	18	\$ 3,420	\$ 4,342	\$ 4,342
F-25	Methane Protection System Repair Inspection - each additional sq. ft. over 100 sq. ft.	0.008	\$ 161	\$ 1.21	\$ -	0%	\$ 1.21	100%	-	\$ -	\$ -	\$ -
F-26	Methane Protection System Repair Plan Check	1.00	\$ 161	\$ 161	per hour	100%	\$ 161	100%	16	\$ 2,573	\$ 2,573	\$ 2,573
<b>Project Review and Oversight for Compliance with City Specification 429 (Methane Mitigation) or 431-92 (Soil remediation)</b>												
F-27	Single Family Residence / Multifamily Residential up to 5 units	2.00	\$ 161	\$ 322	varies		\$322 Deposit; actual cost (FBHR)	100%	30	\$ 9,648	\$ 9,648	\$ 9,648
F-28	All Other	5.00	\$ 161	\$ 804	varies		\$805 Deposit; actual cost (FBHR)	100%	10	\$ 8,040	\$ 8,040	\$ 8,040

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Water Based Fire Protection Systems</b>												
		(7,15,18)										
F-29	Single family base (up to 30 heads) Plan Check	2.50	\$ 161	\$ 402	\$ 320	80%	\$ 402	100%	12	\$ 3,840	\$ 4,824	\$ 4,824
F-30	Single family base (up to 30 heads) Inspection	3.00	\$ 161	\$ 482	\$ 320	66%	\$ 482	100%	12	\$ 3,840	\$ 5,789	\$ 5,789
F-31	Multi Family Residences (up to 120 heads) Plan Check	4.00	\$ 161	\$ 643	\$ 488	76%	\$ 643	100%	-	\$ -	\$ -	\$ -
F-32	Multi Family Residences (up to 120 heads) Inspection	6.00	\$ 161	\$ 965	\$ 488	51%	\$ 965	100%	-	\$ -	\$ -	\$ -
F-33	Commercial/Industrial base (up to 50 heads) Plan Check	4.00	\$ 161	\$ 643	\$ 375	58%	\$ 643	100%	9	\$ 3,375	\$ 5,789	\$ 5,789
F-34	Commercial/Industrial base (up to 50 heads) Inspection	5.00	\$ 161	\$ 804	\$ 375	47%	\$ 804	100%	9	\$ 3,375	\$ 7,236	\$ 7,236
F-35	Tenant Improvement (up to 10 heads) Plan Check	1.00	\$ 161	\$ 161	\$ 278	173%	\$ 161	100%	31	\$ 8,603	\$ 4,985	\$ 4,985
F-36	Tenant Improvement (up to 10 heads) Inspection	1.50	\$ 161	\$ 241	\$ 278	115%	\$ 241	100%	31	\$ 8,603	\$ 7,477	\$ 7,477
F-37	Per Additional Head (plan check)	0.01	\$ 161	\$ 2	\$ 2	124%	\$ 2	100%	136	\$ 272	\$ 219	\$ 219
F-38	Per Additional Head (Inspection)	0.02	\$ 161	\$ 3	\$ 2	62%	\$ 3	100%	136	\$ 272	\$ 437	\$ 437
F-39	Standpipe Plan Check	2.00	\$ 161	\$ 322	\$ 370	115%	\$ 322	100%	8	\$ 2,960	\$ 2,573	\$ 2,573
F-40	Standpipe Inspection	4.00	\$ 161	\$ 643	\$ 370	58%	\$ 643	100%	8	\$ 2,960	\$ 5,145	\$ 5,145
F-41	Per Additional Head Plan Check (head replacement only, no modification to piping)	0.005	\$ 161	\$ 1	\$ -	0%	\$ 1	100%	-	\$ -	\$ -	\$ -
F-42	Per Additional Head Inspection (head replacement only, no modification to piping)	0.01	\$ 161	\$ 1.55	\$ -	0%	\$ 1.55	100%	-	\$ -	\$ -	\$ -
F-43	Fire Protection Underground Plan Check (includes 1 riser or hydrant)	3.00	\$ 161	\$ 482	\$ 400	83%	\$ 482	100%	17	\$ 6,800	\$ 8,201	\$ 8,201
F-44	Fire Protection Underground Inspection (includes 1 riser or hydrant)	4.00	\$ 161	\$ 643	\$ 400	62%	\$ 643	100%	17	\$ 6,800	\$ 10,934	\$ 10,934
F-45	Per Additional Sprinkler Riser or Hydrant Plan Check	2.00	\$ 161	\$ 322	\$ 48	15%	\$ 322	100%	5	\$ 238	\$ 1,608	\$ 1,608
F-46	Per Additional Sprinkler Riser or Hydrant Inspection	2.00	\$ 161	\$ 322	\$ 48	15%	\$ 322	100%	5	\$ 238	\$ 1,608	\$ 1,608
F-47	Fire Pump Plan Check	4.00	\$ 161	\$ 643	\$ 313	49%	\$ 643	100%	3	\$ 938	\$ 1,930	\$ 1,930
F-48	Fire Pump Inspection	6.00	\$ 161	\$ 965	\$ 313	32%	\$ 965	100%	-	\$ -	\$ -	\$ -
<b>Fire Alarm or Methane Detection:</b>												
		(7,15,18)										
F-49	Up to 25 devices - Plan Check	2.50	\$ 161	\$ 402	\$ 313	78%	\$ 402	100%	43	\$ 13,438	\$ 17,286	\$ 17,286
F-50	Up to 25 devices - Inspection	2.50	\$ 161	\$ 402	\$ 313	78%	\$ 402	100%	43	\$ 13,438	\$ 17,286	\$ 17,286
F-51	Tenant Improvement (up to 5 devices) Plan Check	1.00	\$ 156	\$ 156	\$ -	0%	\$ 156	100%	26	\$ -	\$ 4,047	\$ 4,047
F-52	Tenant Improvement (up to 5 devices) Inspection	1.50	\$ 156	\$ 233	\$ 350	150%	\$ 233	100%	26	\$ 9,100	\$ 6,070	\$ 6,070
F-53	Per additional Device (new or TI) plan check	0.02	\$ 161	\$ 3	\$ 4	124%	\$ 3	100%	49	\$ 196	\$ 158	\$ 158
F-54	Per additional Device (new or TI) inspection	0.04	\$ 161	\$ 6	\$ 4	62%	\$ 6	100%				
<b>Alternative Automatic Extinguishing Systems</b>												
		(7,15,18)										
F-55	Dry, Wet, CO2, Halon, Clean Agent, Other Plan Check	2.00	\$ 161	\$ 322	\$ 298	93%	\$ 322	100%	21	\$ 6,248	\$ 6,753	\$ 6,753
F-56	Dry, Wet, CO2, Halon, Clean Agent, Other Inspection	2.00	\$ 161	\$ 322	\$ 298	93%	\$ 322	100%	21	\$ 6,248	\$ 6,753	\$ 6,753
<b>Other Fire Construction Permits:</b>												
		(7,15,18)										
F-57	Industrial Oven Plan Check	1.00	\$ 161	\$ 161	\$ 283	176%	\$ 161	100%	1	\$ 283	\$ 161	\$ 161
F-58	Industrial Oven Inspection	2.00	\$ 161	\$ 322	\$ 283	88%	\$ 322	100%	1	\$ 283	\$ 322	\$ 322
F-59	LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, & other Fire Construction Permit Plan Check	2.00	\$ 161	\$ 322	\$ 195	61%	\$ 322	100%	4	\$ 780	\$ 1,286	\$ 1,286
F-60	LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, & other Fire Construction Permit Inspection	2.50	\$ 161	\$ 402	\$ 195	49%	\$ 402	100%	4	\$ 780	\$ 1,608	\$ 1,608
F-61	Emergency Responder Radio Coverage Plan Review & Coordination	3.00	\$ 161	\$ 482	\$ -	0%	\$ 482	100%	-	\$ -	\$ -	\$ -
F-62	Emergency Responder Radio Coverage Inspection & Coordination	4.00	\$ 161	\$ 643	\$ -	0%	\$ 643	100%	-	\$ -	\$ -	\$ -
F-63	Public School Access & Water Supply Plan Check	2.00	\$ 161	\$ 322	\$ 160	50%	\$ 322	100%	2	\$ 320	\$ 643	\$ 643

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	New Street Name or Name Change Review:											
F-64	Per street name	1.00	\$ 161	\$ 161	\$ 455	283%	\$ 161	100%	3	\$ 1,365	\$ 482	\$ 482
	<b>New Construction / Remodel:</b>											
	<b>New Valuation Based Fire Inspection Fees:</b>											
F-65	\$1 to \$500	0.75	\$ 161	\$ 121	\$ 160	133%	\$ 48	40%	1	\$ 160	\$ 121	\$ 48
F-66	\$501 to \$2,000; 1st \$500	0.75	\$ 161	\$ 121	\$ 160	133%	\$ 48	40%	2	\$ 320	\$ 241	\$ 96
F-67	\$501 to \$2,000; each additional \$100 or fraction thereof			\$ 2,6799			\$ 2.00					
F-68	\$2,001 to \$25,000; 1st \$2,000	1.00	\$ 161	\$ 161	\$ 152	95%	\$ 78	49%	91	\$ 13,832	\$ 14,632	\$ 7,098
F-69	\$2,001 to \$25,000; each additional \$1,000 or fraction thereof			\$ 0.42			\$ 4.00					
F-70	\$25,001 to \$50,000; 1st \$25,000	1.06	\$ 161	\$ 170	\$ 182	107%	\$ 170	100%	55	\$ 10,010	\$ 9,374	\$ 9,350
F-71	\$25,001 to \$50,000; each additional \$1,000 or fraction thereof			\$ 1.99			\$ 2.00					
F-72	\$50,001 to \$100,000; 1st \$50,000	1.37	\$ 161	\$ 220	\$ 197	89%	\$ 220	100%	41	\$ 8,077	\$ 9,032	\$ 9,020
F-73	\$50,001 to \$100,000; each additional \$1,000 or fraction thereof			\$ 0.96			\$ 0.97					
F-74	\$100,001 to \$500,000; 1st \$100,000	1.67	\$ 161	\$ 269	\$ 344	128%	\$ 269	100%	77	\$ 26,488	\$ 20,677	\$ 20,677
F-75	\$100,001 to \$500,000; each additional \$1,000 or fraction thereof			\$ 0.64			\$ 0.64					
F-76	\$500,001 to \$1,000,000; 1st \$500,000	3.27	\$ 161	\$ 526	\$ 471	90%	\$ 526	100%	14	\$ 6,594	\$ 7,361	\$ 7,361
F-77	\$500,001 to \$1,000,000; each additional \$1,000 or fraction thereof			\$ 0.64			\$ 0.64					
F-78	\$1,000,000 and up; 1st \$1,000,000	5.27	\$ 161	\$ 847	\$ 942	111%	\$ 847	100%	58	\$ 54,636	\$ 49,149	\$ 49,149
F-79	\$1,000,000 and up; each additional \$1,000 or fraction thereof			\$ 0.85			\$ 0.60					
	<b>New Valuation Based Fire Plan Review Fees:</b>											
F-80	\$1 to \$500	0.50	\$ 161	\$ 80	\$ 69	86%	\$ 48	60%	1	\$ 69	\$ 80	\$ 48
F-81	\$501 to \$2,000; 1st \$500	0.50	\$ 161	\$ 80	\$ 160	199%	\$ 48	60%	2	\$ 320	\$ 161	\$ 96
F-82	\$501 to \$2,000; each additional \$100 of fraction thereof			\$ 2.68			\$ 2.00					
F-83	\$2,001 to \$25,000; 1st \$2,000	0.75	\$ 161	\$ 121	\$ 152	126%	\$ 78	65%	65	\$ 9,880	\$ 7,839	\$ 5,070
F-84	\$2,001 to \$25,000; each additional \$1,000 or fraction thereof			\$ 1.33			\$ 3.18					
F-85	\$25,001 to \$50,000; 1st \$25,000	0.94	\$ 161	\$ 151	\$ 182	120%	\$ 151	100%	91	\$ 16,562	\$ 13,755	\$ 13,755
F-86	\$25,001 to \$50,000; each additional \$1,000 or fraction thereof			\$ 2.06			\$ 2.06					
F-87	\$50,001 to \$100,000; 1st \$50,000	1.26	\$ 161	\$ 203	\$ 197	97%	\$ 203	100%	58	\$ 11,426	\$ 11,751	\$ 11,751
F-88	\$50,001 to \$100,000; each additional \$1,000 or fraction thereof			\$ 1.03			\$ 1.03					
F-89	\$100,001 to \$500,000; 1st \$100,000	1.58	\$ 161	\$ 254	\$ 344	135%	\$ 254	100%	113	\$ 38,872	\$ 28,709	\$ 28,709
F-90	\$100,001 to \$500,000; each additional \$1,000 or fraction thereof			\$ 0.52			\$ 0.52					
F-91	\$500,001 to \$1,000,000; 1st \$500,000	2.87	\$ 161	\$ 461	\$ 471	102%	\$ 461	100%	12	\$ 5,652	\$ 5,538	\$ 5,538
F-92	\$500,001 to \$1,000,000; each additional \$1,000 or fraction thereof			\$ 0.51			\$ 0.51					
F-93	\$1,000,000 and up; 1st \$1,000,000	4.47	\$ 161	\$ 719	\$ 942	131%	\$ 719	100%	48	\$ 45,216	\$ 34,501	\$ 34,501
F-94	\$1,000,000 and up; each additional \$1,000 or fraction thereof			\$ 0.72			\$ 0.30					
F-95	Plan Review Fee Exception (Standard Production Units after model unit has been reviewed are charged at % of Fire Plan Review fee for first model unit. Changes are to be reviewed on an hourly basis)				\$ -		26% of Plan Review fee					
F-96	Alternative Materials and Methods of Construction (hourly) - Minimum 1 hour review deposit required	1.00	\$ 161	\$ 161	per hour	100%	Actual cost (FBHR)	100%	-	\$ -	\$ -	\$ -
	<b>NEW OPERATIONAL PERMIT (per permit)</b>											
F-97	Plan Check/Application Code Review	1.00	\$ 161	\$ 161	\$ 215	134%	\$ 161	100%	51	\$ 10,965	\$ 8,201	\$ 8,201
F-98	Inspection	0.50	\$ 161	\$ 80	\$ 125	155%	\$ 80	100%	13	\$ 1,625	\$ 1,045	\$ 1,045

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	<b>RECURRING &amp; TEMPORARY OPERATIONAL PERMIT INSPECTION (PER PERMIT)</b>	0.50	\$ 161	\$ 80	\$ 170	211%	\$ 80	100%	256	\$ 43,520	\$ 20,582	\$ 20,582
	<b>FIRE/LIFE SAFETY INSPECTION</b>											
F-99	Up to 750 sq. ft.	0.50	\$ 161	\$ 80	\$ 30	37%	\$ 45	56%	464	\$ 13,920	\$ 37,305	\$ 20,880
F-100	751 - 2,500 sq. ft.	0.75	\$ 161	\$ 121	\$ 45	37%	\$ 60	50%	1,737	\$ 78,165	\$ 209,478	\$ 104,220
F-101	2,501 - 5,000 sq. ft.	1.25	\$ 161	\$ 201	\$ 95	47%	\$ 131	65%	382	\$ 36,290	\$ 76,780	\$ 49,907
F-102	5,001 - 25,000 sq. ft.	2.00	\$ 161	\$ 322	\$ 200	62%	\$ 209	65%	395	\$ 79,000	\$ 127,029	\$ 82,569
F-103	25,001 - 50,000 sq. ft.	3.50	\$ 161	\$ 563	\$ 470	84%	\$ 470	84%	34	\$ 15,980	\$ 19,135	\$ 15,980
F-104	Over 50,000 sq. ft.	4.50	\$ 161	\$ 724	\$ 725	100%	\$ 724	100%	18	\$ 13,050	\$ 13,025	\$ 13,032
F-105	Repeat inspection/inspection attempt/violation notice	0.50	\$ 161	\$ 80	\$ 420	522%	\$ 80	100%	-	\$ -	\$ -	\$ -
F-106	Additional for New Occupancy/Tenant Inspection	0.75	\$ 161	\$ 121	\$ 150	124%	\$ 121	100%	32	\$ 4,800	\$ 3,859	\$ 3,859
	<b>PETROCHEM INSPECTIONS</b>											
F-107	Oil/Gas/Injection Well Abandonment Permit	3.00	\$ 161	\$ 482	\$ 245	51%	\$ 482	100%	-	\$ -	\$ -	\$ -
F-108	Oil/Gas/Injection Well Abandonment Inspection	3.00	\$ 161	\$ 482	\$ 200	41%	\$ 482	100%	-	\$ -	\$ -	\$ -
F-109	Oil/Gas/Injection Well Vent Inspection - per well	3.00	\$ 161	\$ 482	\$ 270	56%	\$ 482	100%	-	\$ -	\$ -	\$ -
F-110	Oil/Gas/Injection Well Activation Plan Check/Permit	1.50	\$ 161	\$ 241	\$ 460	191%	\$ 241	100%	7	\$ 3,220	\$ 1,688	\$ 1,688
F-111	Oil/Gas/Injection Well Activation Plan Check/Permit - per additional well	0.50	\$ 161	\$ 80	\$ 143	178%	\$ 80	100%	-	\$ -	\$ -	\$ -
F-112	Oil/Gas/Injection Well Activation Inspection	1.00	\$ 161	\$ 161	\$ -	0%	\$ 161	100%	-	\$ -	\$ -	\$ -
F-113	Oil/Gas/Injection Well Activation Inspection - per additional well	0.50	\$ 161	\$ 80	\$ -	0%	\$ 80	100%	-	\$ -	\$ -	\$ -
F-114	Oil Well Gas Monitoring Inspection	1.00	\$ 161	\$ 161	\$ 200		\$ 161	100%	-	\$ -	\$ -	\$ -
F-115	Existing Oil/Gas/Injection Well - Initial well	1.50	\$ 161	\$ 241	\$ 190	79%	\$ 241	100%	36	\$ 6,840	\$ 8,683	\$ 8,683
F-116	Existing Oil/Gas/Injection Well Inspection - per additional well	0.25	\$ 161	\$ 40	\$ 75	187%	\$ 40	100%	346	\$ 25,950	\$ 13,909	\$ 13,909
F-117	Oil Well Re-inspection - per well	0.75	\$ 161	\$ 121	\$ 215	178%	\$ 121	100%	-	\$ -	\$ -	\$ -
	<b>STATE MANDATED INSPECTIONS</b>											
F-118	Convalescent / Care Facility Inspections				FBR	100%	Actual Cost	65%	-	\$ -	\$ -	\$ -
F-119	Hospitals / Medical Facility Inspections				FBR	100%	Actual Cost	65%	1	\$ 623	\$ 623	\$ 405
F-120	Private School Inspections				FBR	100%	Actual Cost	65%	35	\$ 8,155	\$ 8,155	\$ 5,301
	High Rise Inspections											
F-121	7 stories (base fees)	6.50	\$ 597	\$ 3,880	\$ 1,495	39%	\$ 2,522	65%	6	\$ 8,970	\$ 23,279	\$ 15,131
F-122	Per floor above 7 stories	0.50	\$ 597	\$ 298	\$ 120	40%	\$ 194	65%	6	\$ 720	\$ 1,791	\$ 1,164
	Hotel, Motel & Multifamily Inspections											
F-123	Up to 3 Units (base fee)	0.30	\$ 161	\$ 48	\$ 100	207%	\$ 31	65%	126	\$ 12,600	\$ 6,078	\$ 3,951
F-124	per additional unit over 3 units	0.01	\$ 161	\$ 1.33	\$ 205	15360%	\$ 1	65%	-	\$ -	\$ -	\$ -
F-125	Large Family Day Care Inspections	2.00	\$ 161	\$ 322	\$ 215	67%	\$ 209	65%	5	\$ 1,075	\$ 1,608	\$ 1,045
	Fire Clearance Pre-Inspection for State License											
F-126	1 to 25 persons (Fee Set by State)	2.50	\$ 161	\$ 402	\$ 50	12%	\$50 or current State Fee	13%	15	\$ 750	\$ 6,030	\$ 750
F-127	26 or more persons (Fee Set by State)	3.00	\$ 161	\$ 482	\$ 100	21%	\$100 or current State Fee	21%	1	\$ 100	\$ 482	\$ 100

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CITY OF HUNTINGTON BEACH  
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 Cost Estimation for Providing Fee Related Activities and Services

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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>DOCUMENT PRODUCTION, PROCESSING &amp; RETRIEVAL</b>												
F-128	Record Retention Fee - Each sheet of permitted drawings	(10,24)			\$ -		\$ 3		-	\$ -	\$ -	\$ -
F-129	Record Retention fee - Each Issued permit	(10,24)			\$ -		\$ 1		-	\$ -	\$ -	\$ -
F-130	Refund Processing Fee	(10,24)	0.50	\$ 161	\$ 80		\$ 80	100%	-	\$ -	\$ -	\$ -
F-131	Reactivate permit for projects expired LESS than 6 months (plus penalty)	(10,24)			\$ -	0%	\$ 44		-	\$ -	\$ -	\$ -
F-132	penalty	(10,24)					50% of new inspection fee		-	\$ -	\$ -	\$ -
F-133	Reactivate permit for projects expired GREATER than 6 months (plus penalty)	(10,24)			\$ -	0%	\$ 44		-	\$ -	\$ -	\$ -
F-134	penalty	(10,24)					100% of new inspection fee		-	\$ -	\$ -	\$ -
F-135	Technology Automation Fee				\$ -		5% of all development, permit and prevention fees for Planning, Building, Public Works and Fire					
<b>SPECIAL SERVICES FEES &amp; CONDITIONS (See Conditions 1-4)</b>												
F-136	Inspection Outside of Normal Work Hours - Hourly Rate (Conditions 1, 3, 4)	(1,3,4)	1.00	\$ 161	\$ 161	Actual Cost	\$161/Hr, 2 Hour Minimum	100%	-	\$ -	\$ -	\$ -
F-137	Inspection During Normal Work Hours - Hourly Rate (Conditions 1, 2)	(1,2)	1.00	\$ 161	\$ 161	Actual Cost	\$ 161	100%	56	\$ 9,005	\$ 9,005	\$ 9,005
F-138	Plan Review Outside Normal Work Hours - Hourly Rate (Conditions 1, 3, 4)	(1,3,4)	1.00	\$ 161	\$ 161	Actual Cost	\$161/Hr, 2 Hour Minimum	100%	-	\$ -	\$ -	\$ -
F-139	Plan Review During Normal Work Hours - Hourly Rate (Conditions 1, 2)	(1,2)	1.00	\$ 161	\$ 161	Actual Cost	\$ 161	100%	127	\$ 20,421	\$ 20,421	\$ 20,421
F-140	Investigation Charge (work without a permit)	(6)			\$ 220		2X Permit Fee					
F-141	Administrative Processing for Consultant Work		0.50	\$ 161	\$ 80	\$ 30	\$ 80	100%	103	\$ 3,090	\$ 8,281	\$ 8,281
<b>Fire - Marine Safety - User Fees</b>												
<b>JUNIOR LIFEGUARD PROGRAM FEES</b>												
F-142	Resident Fees Charged			\$ 605	\$ 605	100%	\$ 605	100%	722	\$ 436,810	\$ 436,810	\$ 436,810
F-143	Non-Resident Fees Charged			\$ 635	\$ 635	100%	\$ 635	100%	215	\$ 136,525	\$ 136,525	\$ 136,525

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Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Central Net Training Center-User Fees</b>												
	<b>ASSEMBLY-CLASSROOM #1/ 50-100</b>											
F-144	Safety Rate (\$0-\$11,999)- per hour				\$ 50							
F-145	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 45							
F-146	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 40							
F-147	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 35							
F-148	Commerical- per hour				\$ 55							
	<b>CLASSROOM #2 / 18-35</b>											
F-149	Safety Rate (\$0-\$11,999)- per hour				\$ 35							
F-150	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 30							
F-151	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 25							
F-152	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 20							
F-153	Commerical- per hour				\$ 35							
	<b>CLASSROOM #4 / 42</b>											
F-154	Safety Rate (\$0-\$11,999)- per hour				\$ 40							
F-155	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 35							
F-156	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 30							
F-157	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 25							
F-158	Commerical- per hour				\$ 45							
	<b>CLASSROOM #5 / 22</b>											
F-159	Safety Rate (\$0-\$11,999)- per hour				\$ 25							
F-160	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 20							
F-161	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 17							
F-162	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 15							
F-163	Commerical- per hour				\$ 25							
	<b>EXECUTIVE BOARDROOM / 12</b>											
F-164	Safety Rate (\$0-\$11,999)- per hour				\$ 75							
F-165	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 70							
F-166	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 60							
F-167	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 50							
F-168	Commerical- per hour				\$ 90							
	<b>DRILL GROUNDS &amp; TOWER</b>											
F-169	Safety Rate (\$0-\$11,999)- per hour				\$ 75							
F-170	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 70							
F-171	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 60							
F-172	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 50							
F-173	Commerical- per hour				\$ 90							
	<b>TOWER &amp; BURN ROOMS</b>											
F-174	Safety Rate (\$0-\$11,999)- per 1/2 day				\$ 475							
F-175	Safety Rate (\$0-\$11,999)- per full day				\$ 700							
F-176	10% Reduced Rate (\$12,000-\$24,000)- per 1/2 day				\$ 425							
F-177	10% Reduced Rate (\$12,000-\$24,000)- per full day				\$ 630							
F-178	20% Reduced Rate (\$25,000-\$39,999)- per 1/2 day				\$ 370							
F-179	20% Reduced Rate (\$25,000-\$39,999)- per full day				\$ 575							
F-180	30% Reduced Rate (\$40,000- Plus)- per 1/2 day				\$ 325							
F-181	30% Reduced Rate (\$40,000- Plus)- per full day				\$ 500							
F-182	Commerical- per 1/2 day				\$ 550							
F-183	Commerical- per full day				\$ 835							

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>DRILL GROUNDS</b>												
F-184	Safety Rate (\$0-\$11,999)- per hour				\$ 55							
F-185	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 50							
F-186	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 45							
F-187	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 30							
F-188	Commerical- per hour				\$ 65							
<b>TOWER (NO BURNING)</b>												
F-189	Safety Rate (\$0-\$11,999)- per hour				\$ 55							
F-190	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 50							
F-191	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 45							
F-192	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 30							
F-193	Commerical- per hour				\$ 65							
<b>DRAFTING / TEST PIT</b>												
F-194	Safety Rate (\$0-\$11,999)- per hour				\$ 15							
F-195	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 13							
F-196	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 12							
F-197	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 11							
F-198	Commerical- per hour				\$ 17							
<b>FLASHOVER TRAINING</b>												
F-199	Safety Rate (\$0-\$11,999)- per burn session				\$ 475							
F-200	10% Reduced Rate (\$12,000-\$24,000)- per burn session				\$ 450							
F-201	20% Reduced Rate (\$25,000-\$39,999)- per burn session				\$ 425							
F-202	30% Reduced Rate (\$40,000- Plus)- per burn session				\$ 400							
F-203	Commerical- per burn session				\$ 500							
<b>ENTIRE FACILITY</b>												
F-204	Safety Rate (\$0-\$11,999)- per hour				\$ 150							
F-205	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 130							
F-206	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 115							
F-207	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 100							
F-208	Commerical- per hour				\$ 205							
<b>ALL OUTSIDE AREA</b>												
F-209	Safety Rate (\$0-\$11,999)- per hour				\$ 90							
F-210	10% Reduced Rate (\$12,000-\$24,000)- per hour				\$ 85							
F-211	20% Reduced Rate (\$25,000-\$39,999)- per hour				\$ 75							
F-212	30% Reduced Rate (\$40,000- Plus)- per hour				\$ 65							
F-213	Commerical- per hour				\$ 115							
<b>PROPANE/ FLAMMABLE PROPS</b>												
F-214	Safety Rate (\$0-\$11,999)- per burn session				\$ 465							
F-215	10% Reduced Rate (\$12,000-\$24,000)- per burn session				\$ 425							
F-216	20% Reduced Rate (\$25,000-\$39,999)- per burn session				\$ 375							
F-217	30% Reduced Rate (\$40,000- Plus)- per burn session				\$ 315							
F-218	Commerical- per burn session				\$ 760							
<b>VENTILATION WOOD PROP</b>												
F-219	Safety Rate (\$0-\$11,999)- plus Material cost and clean up				\$ 65							
F-220	10% Reduced Rate (\$12,000-\$24,000)- plus Material cost and clean up				\$ 65							
F-221	20% Reduced Rate (\$25,000-\$39,999)- plus Material cost and clean up				\$ 65							
F-222	30% Reduced Rate (\$40,000- Plus)- plus Material cost and clean up				\$ 65							
F-223	Commerical- plus Material cost and clean up				\$ 65							

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>CUPA Program- Hazardous Materials Review and Inspection</b>												
	<b>Annual Fee by Quantity Ranges:</b>									\$ 182,940		
F-224	1 chemical	1.75	\$ 161	\$ 281	\$350-\$560	varies	\$ 281	100%	264	\$ -	\$ 74,288	\$ 74,288
F-225	2-5 chemicals	2.50	\$ 161	\$ 402	\$350-\$730	varies	\$ 402	100%	120	\$ -	\$ 48,239	\$ 48,239
F-226	6-10 chemicals	4.00	\$ 161	\$ 643	\$500-\$950	varies	\$ 643	100%	75	\$ -	\$ 48,239	\$ 48,239
F-227	11-15 chemicals	5.00	\$ 161	\$ 804	\$860-\$1,300	varies	\$ 804	100%	60	\$ -	\$ 48,239	\$ 48,239
F-228	16-20 chemicals	6.50	\$ 161	\$ 1,045	\$1,125-\$1,300	varies	\$ 1,045	100%	30	\$ -	\$ 31,355	\$ 31,355
F-229	21-25 chemicals	7.00	\$ 161	\$ 1,126	\$1,310-\$1,560	varies	\$ 1,126	100%	21	\$ -	\$ 23,637	\$ 23,637
F-230	26-30 chemicals	7.50	\$ 161	\$ 1,206	\$1,310-\$1,560	varies	\$ 1,206	100%	9	\$ -	\$ 10,854	\$ 10,854
F-231	31-35 chemicals	8.00	\$ 161	\$ 1,286	\$1,310-\$1,560	varies	\$ 1,286	100%	9	\$ -	\$ 11,577	\$ 11,577
F-232	36 and above chemicals	8.50	\$ 161	\$ 1,367	\$1,310-\$6,500	varies	\$ 1,367	100%	9	\$ -	\$ 12,301	\$ 12,301
	Late fee - assumes 10% are late				\$ 150		\$ 150		20	\$ 2,940	\$ 2,940	\$ 2,940
<b>Fire - EMS Fees</b>												
	Placeholder for Master Fee Schedule - NBS did not evaluate											
<b>FALSE ALARM RESPONSE (RESIDENTIAL &amp; COMMERCIAL)</b>												
F-233	1 or 2 in 12-month period (No charge 1st 2 in 12 months)				\$ -		\$ -		N/A			
F-234	3 in 12-month period				\$ 120		\$ 120		22			
F-235	4 in 12-month period				\$ 245		\$ 245		12			
F-236	5 in 12-month period				\$ 490		\$ 490		6			
F-237	Each additional False Alarm Response over 5 in 12-month period				\$ 610		\$ 610		6			
F-238	Response	0.50	\$ 597	\$ 298								
<b>SPECIAL/ SPECIFIC EVENTS Plan Review/ Inspection</b>												
F-239	Up to 750 sq. ft. event area	1.50	\$ 161	\$ 241	\$ 125	52%	\$ 241	100%	-	\$ -	\$ -	\$ -
F-240	750 - 5,000 sq. ft. event area	3.00	\$ 161	\$ 482	\$ 285	59%	\$ 482	100%	-	\$ -	\$ -	\$ -
F-241	5,001 - 25,000 sq. ft. event area	2.00	\$ 161	\$ 322	\$ 415	129%	\$ 322	100%	63	\$ 21,995	\$ 17,044	\$ 17,044
F-242	25,001 - 50,000 sq. ft. event area	15.00	\$ 161	\$ 2,412	\$ 415	17%	\$ 900	37%	10	\$ 4,150	\$ 24,119	\$ 9,000
F-243	> 50,000 sq. ft. event area (base fee)	20.00	\$ 161	\$ 3,216	\$ 1,755	55%	\$ 2,000	62%	-	\$ -	\$ -	\$ -
F-244	Per 2,000 sq. ft. > 50,000 sq. ft.	0.50	\$ 161	\$ 80	\$ 100	124%	\$ 80	100%	-	\$ -	\$ -	\$ -
<b>EMERGENCY RESPONSE CHARGES</b>												
F-245	Accident/Incident Response				Actual Cost		Actual Cost					
F-246	DUI Accident Response				Actual Cost		Actual Cost					
F-247	Hazardous Materials Clean-up				Actual Cost		Actual Cost			\$ 13,000	\$ 13,000	\$ 13,000
F-248	Water / Flood Pumping & Clean-up				Actual Cost		Actual Cost					
F-249	Urban Search and Rescue (USAR)				Actual Cost		Actual Cost					
<b>Hourly Rates (any other services not identified elsewhere in this fee schedule will be billed at the hourly rate):</b>												
F-250	Paramedic Engine Company (4 person)	1.00	\$ 597	\$ 597	\$614-\$733		\$ 597					
F-251	Truck Company (4 person)	1.00	\$ 597	\$ 597	\$572-\$683		\$ 597					
F-252	Fire Prevention	1.00	\$ 161	\$ 161	\$131-\$157		\$ 161					
F-253	Marine Safety	1.00	\$ 149	\$ 149	\$ 80		\$ 80	54%				
F-254	Marine Safety - Seasonal/Part-Time	1.00	\$ 19	\$ 19	\$ -		\$ 19	100%				
F-255	Emergency Transport Unit (2 EMT/ Vehicle Operators)	1.00	\$ 106	\$ 106	\$62-\$75		\$ 106					
F-256	Hazmat (4 person)	1.00	\$ 597	\$ 597	\$614-\$733		\$ 597					
F-257	Fire Personnel				Actual Cost		Actual Cost					
F-258	Consultant Fee (Final consultant fee charges based on actual per hour charges)				\$350.00 deposit + actual per hour charges for consultant		Actual Cost, Deposit based on consultant estimate (recommended)					
F-259	Subpoena Appearance (fee set by Court)				\$ 275		\$ 275					
F-260	Subpoena Request for Records (fee set by Court)				\$ 15		\$ 15					

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 FIRE FEES  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.9  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.											
<b>TOTAL FIRE</b>										\$ 1,591,640	\$ 1,957,885	\$ 1,715,749

# EXHIBIT B

**CITY OF HUNTINGTON BEACH  
FIRE FEES  
Cost Estimation for Providing Fee Related Activities and Services**

Appendix A.9  
DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee

Notes	
[1]	Condition 1 -- The payment of such fees shall be in addition to other required fees
[2]	Condition 2 -- When the special services is provided during normal work hours, the fee shall be based on the actual time expended, but not less than one-half (1/2) hou
[3]	Condition 3 -- When the special service is provided as overtime as per the employee's MOU
[4]	Condition 4 -- When the special service is provided as overtime on a normal day off or a typical City holiday, as defined in the City's current Memorandum of Understanding (MOUS)
[5]	**Note: Most of these cannot be broken down individually because they involve multiple unites/recourses, such as DUI Accident Response or Hazmat Unit Response
[6]	Penalty; not included in cost analysis
[7]	Previous fee covered both plan check and inspection
[8]	Deposit for staff time, plus Consultant deposit based on consultant estimate; actual costs using FBHR and consultant costs
[9]	Fee is listed on HBFD fee schedule; however was not collected, therefore current revenue reflects \$0
[10]	Emergency Medical Service fees are approved separately using transportation fees adopted by the Orange County Emergency Medical Services Agency and through research by staff for other cost-associated fees. NBS did not evaluate
[11]	Fees not included in cost analysis; per Prop 26 - market sensitive, included in fee comparison survey; Per City - no recommended fee changes at this time.
[12]	1/3 of fee collected annually; therefore revenue included in cost analysis is 1/3 of total revenue (annual estimate); fee structure has been modified
[13]	Actual Costs - using the Fully Burdened Hourly Rates (FBHR), plus any outside consultant costs if applicable
[14]	Includes 2 plan reviews; additional plan checks will be billed at the adopted hourly rate
[15]	Includes 3 plan reviews; additional plan checks will be billed at the adopted hourly rate
[16]	Includes 4 plan reviews; additional plan checks will be billed at the adopted hourly rate
[17]	Includes up to 2 inspections or violation notices. Additional actions may be billed as a "Repeat inspection/inspection attempt/violation notice"
[18]	Includes up to 3 inspections; additional inspections may be billed at the adopted hourly rate
[19]	
[20]	Temporary Operational Permit Inspection fees also apply
[21]	Current Fee Amount assumed at 50% Plan Check and 50% Inspection. Current practice does not delineate between PC and Insp fee amounts
[22]	Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate
[23]	Fire/Life Safety Inspection Fees based on square footage also apply
[24]	Staff recommend fee consistent with Building department
[25]	Technology Automation fee added to al development, permit and prevention related fees. Fees also apply based on occupancy/area square footage and/or common use area (for hotel, motel, multi-family, and other common use areas). These fees are in addition to any other base fees that apply and operational permit fees. Fees apply per operation and per parcel/address/suite/unit/business (whichever of these constitutes the smallest space).
[26]	

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 LIB - Library Services  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.10  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>Library Card Fees</b>												
L-1	Replacement Card	0.15	\$ 30	\$ 5	\$ 3	66%	\$ 5	100%	1,937	\$ 5,811	\$ 8,860	\$ 8,860
L-2	Replacement Card - Children's	0.15	\$ 30	\$ 5	\$ 2	44%	\$ 5	100%		\$ -	\$ -	\$ -
<b>Material processing fees and Media Rental Charges</b>												
<i>The Director of Library Services has the authority to waive fines and penalties, up to \$25 .</i>												
<b>Late Library material processing:</b>												
L-3	Children's Overdue Book fines				\$ .15 - \$3.00		\$ .15 - \$3.00					
L-4	Regular Overdue Book fines				\$ .25 - \$5.00		\$ .25 - \$5.00					
L-5	Media Fines				\$ .15 - cost of item		\$ .15 - cost of item					
<b>Processing Fees:</b>												
L-6	Processing Fee (for lost materials)	0.75	\$ 30	\$ 23	\$ 5	22%	\$ 5	22%	350	\$ 1,752	\$ 8,014	\$ 1,752
L-7	Processing Fee (for damaged materials)	0.17	\$ 30	\$ 5	\$ 5	96%	\$ 5	96%		\$ -	\$ -	\$ -
L-8	Processing Fee (for replacement materials)	0.75	\$ 30	\$ 23	\$ 5	22%	\$ 5	22%		\$ -	\$ -	\$ -
<b>Damaged Materials Fees:</b>												
L-9	Damaged Audiobook CD				\$ 15		\$ 15					
L-10	Damaged Audiobook case				\$ 10		\$ 10					
L-11	Damaged music CD case				\$ 1		\$ 1					
L-12	Damaged DVD/Video case				\$ 2		\$ 2					
L-13	Damaged Radio Frequency ID tag				\$ 2		\$ 2					
L-14	Damaged Chromebook				\$ -		\$ -					
L-15	Actual Replacement Cost						actual cost					
<b>Reserve Request Fees:</b>												
L-16	Interlibrary loan request - book	0.75	\$ 118	\$ 89	\$ 5	6%	\$ 6	7%		\$ -	\$ -	\$ -
L-17	Interlibrary loan request - microfilm	1.00	\$ 118	\$ 118	\$ 5	4%	\$ 6	5%		\$ -	\$ -	\$ -
<b>Media rental charges:</b>												
L-18	Circulation charge for Video/DVD				\$ 1		\$ -					
L-19	Circulation charge for CD				\$ 1		\$ -					
L-20	Circulation charge for Audiobooks				\$ 1		\$ -					
<b>Facility Rental Charges (per hour unless otherwise noted)</b>												
<i>Please see rate sheet for specific facility rental rates</i>												
L-21	Includes: Central Library, Main St. room rentals, Theater rentals						15% increase					
	Small Study Room Rentals				\$ 2		\$ 5					
<b>Cleaning/Security Deposit</b>												
L-22	Theaters, Rooms C&D combined, Talbert Room				\$ 500		\$ 500					
L-23	Maddy, B, C, D, E Rooms				\$ 300		\$ 300					
L-24	Technician Fee for Theater per hour			\$ 40	\$ 35	88%	\$ 40	100%	4,980	\$ 174,300	\$ 199,200	\$ 199,200
<b>Alcohol Use/Liability insurance</b>												
L-25	Under 100 persons in attendance						Set by Risk Mgmt + \$20					
L-26	Over 100 persons in attendance						Set by Risk Mgmt + \$20					

# EXHIBIT B

CITY OF HUNTINGTON BEACH  
 LIB - Library Services  
 Cost Estimation for Providing Fee Related Activities and Services

Appendix A.10  
 DRAFT COPY

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
No.	Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery %	Recommended Fee Level	Recommended Cost Recovery %	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
L-27	Setup/Takedown Charge (charged in addition to room rental rate)	3.50	\$ 30	\$ 107	\$ 80	75%	\$ 85	80%	0	\$ -	\$ -	\$ -
L-28	Setup/Takedown Charge Rooms C&D (mandatory; charged in addition to room rental rates))	5.50	\$ 30	\$ 168	\$ 125	75%	\$ 150	89%	0	\$ -	\$ -	\$ -
L-29	Cleaning Services (hourly)	1.00	\$ 30	\$ 30	\$ 65	213%	\$ 65	100%	0	\$ -	\$ -	\$ -
<i>Reservations and Cancellations Policy</i>												
L-30	Standard Cancellation Fee (plus 10% of total room rental x number of months reservation held)				\$ 50		\$ 50		0	\$ -	\$ -	\$ -
L-31	Less than 20 days (Penalty)				Entire Rental Charge		Entire Rental Charge					
L-32	Date Change	0.25	\$ 118	\$ 30	\$ 20	68%	\$ 30	100%	0	\$ -	\$ -	\$ -
L-33	Security staff - minimum of 1 for up to 100 people (City requirement) - per hour	1.00	\$ 30	\$ 30	\$ 25	82%	\$ 30	100%	0	\$ -	\$ -	\$ -
<b>HOURLY RATES</b>												
L-34	Full-time	1.00	\$ 118	\$ 118			\$ 118					
L-35	Part-time	1.00	\$ 30	\$ 30			\$ 30					
<i>For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</i>												
<b>TOTAL LIBRARY SERVICES</b>										<b>\$ 181,863</b>	<b>\$ 216,074</b>	<b>\$ 209,812</b>

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

# EXHIBIT C

## Master Fee and Charges Schedule List of New Fees and Hourly Rates\*

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
<b>CITY CLERK</b>					
CL-8	City Clerk Hourly Rate*:	New	\$0.00	\$105.00	100%
<b>FINANCE</b>					
FN-28	Business License Field Re-inspection	New	\$0.00	\$20.00	30%
	Subpoena Fees	New			
FN-55	Response to subpoena - Hourly	[5]	\$24.00	\$24.00	
FN-56	Response to subpoena - Records	[5]	\$15.00	\$15.00	
FN-57	Response to subpoena - Civil	[6]	\$275.00	\$275.00	
FN-58	Copies - Standard Size (up to 8.5 x 14) per copy plus actual postage	New	\$0.00	\$0.10 + postage	
FN-59	Copies - Documents off of microfilm + actual postage charges	New	\$0.00	\$0.20 + postage	
FN-60	Copies - Reproduction of Documents requiring special processing + actual postage charges	New	\$0.00	Actual Cost of production	
FN-61	Finance Hourly Rate*:	New	\$0.00	\$131.00	100%
<b>COMMUNITY DEVELOPMENT - PLANNING</b>					
PL-147	Planning Hourly Rate*:		\$115.00	\$175.00	100%
<b>COMMUNITY DEVELOPMENT - BUILDING</b>					
B-43	Landscape Inspection				
	Residential	New		\$65.00	100%
	Commercial/Industrial/Multi-family	New		\$194.00	100%
B-44	NPDES Inspection (hourly, 1/2 hour minimum)	New		\$129.00	100%
	Building Hourly Rate*:				
<b>COMMUNITY DEVELOPMENT - CODE ENFORCEMENT</b>					
CE-4	Mobile Vending Permit Initial	New		\$264.00	100%
CE-5	Mobile Vending Permit Annual	New		\$75.00	100%
CE-6	Shopping Cart Retrieval Containment Application	New		\$566.00	100%
CE-7	Newsrack - New Permit	New		\$490.00	100%
CE-9	Appeals Fee for Notice & Order	New		\$422.00	100%
CE-10	Code Enforcement Hourly Rate:	New		\$151.00	100%
<b>OFFICE OF BUSINESS DEVELOPMENT</b>					
OBD-6	Affordable Housing Unit - Annual Review	New	\$0.00	\$22.00	99%
OBD-9	Film Permit Revisions	New	\$0.00	\$120.00	98%
OBD-10	Office of Business Development Hourly Rate*:	New		\$91.00	100%
<b>PUBLIC WORKS</b>					
PW-39	Temporary Construction Parking Permit (use on street sweeping day)	New	\$0.00	\$30.00	100%
PW-49	Construction High Priority	New	\$0.00	\$169.00	100%
PW-50	Construction Medium	New	\$0.00	\$69.00	100%
PW-51	Construction Low	New	\$0.00	\$50.00	100%
PW-52	Commercial - Industrial Reinspection	New	\$0.00	\$119.00	100%
PW-56	Food Service Establishment - Re-Inspection	New	\$0.00	\$69.00	100%
PW-73	Special Studies (Hydrology/Sewer/Other)	New	\$0.00	Actual Cost	
PW-77	Engineering Hourly Rate*:		\$110.00	\$119.00	100%
	Maintenance Hourly Rate*:		\$110.00	\$125.00	100%
<b>POLICE</b>					
PD-47	Massage Establishment Registration Certificate (ERC) - Revocation Appeal	New	\$0.00	\$2,080.00	100%
PD-57	Bicycle Impound	[8], New	\$5.00	\$20.00	13%
	Drug/DUI/Hazmat/Other Incident Response				
PD-58	* DUI - \$12,000 Maximum per State Law	New		Actual Cost	
PD-59	Hourly Rates*:				
	Sworn	New		\$208.00	100%
	Non-Sworn			\$103.00	100%
	Jail			\$134.00	100%

# EXHIBIT C

## Master Fee and Charges Schedule List of New Fees and Hourly Rates\*

No.	Description		Current Fee	Recommended Fee Level	% Cost Recovery
<b>FIRE - HOURLY RATES*</b>					
F-254	Marine Safety - Seasonal/Part-Time	New	\$0.00	\$19.00	100%
F-250	Pramedic Engine Company (4 person)		\$614-\$733	\$597.00	Change
F-251	Truck Company (4 person)		\$572-\$683	\$597.00	Change
F-252	Fire Prevention		\$131-\$157	\$161.00	Change
F-253	Marine Safety		\$80.00	\$80.00	54%
F-255	Emergency Transport Unit (2 EMT/ Vehicle Operators)		\$62-\$75	\$106.00	Change
F-256	Hazmat (4 person)		\$614-\$733	\$597.00	Change
F-257	Fire Personnel		Actual Cost	Actual Cost	
<b>LIBRARY - HOURLY RATES*</b>					
L-34	Full-time	New		\$118.00	
L-35	Part-time	New		\$30.00	
<b>COMMUNITY SERVICES - HOURLY RATES*</b>					
	<b>Community Services Hourly Rates:</b>		\$105.00	\$112.00	100%
<b>Note:</b>	<i>* For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</i>				

# EXHIBIT D



## MINUTES REGULAR MEETING FINANCE COMMISSION

Wednesday, August 24, 2016  
5:00 p.m.  
City of Huntington Beach  
Civic Center – Lower Level Room B-8  
2000 Main Street  
Huntington Beach, CA 92648-2702

Chair Bunten called the meeting to order at 5:05 p.m. and led the Pledge of Allegiance.

MEMBERS PRESENT: Berge; Bunten; Hart; Hreish; Woodworth

MEMBERS ABSENT: Romero; Small

STAFF PRESENT: Lori Ann Farrell Harrison; Chief Financial Officer  
Scott Hess, Director, Community Development  
Stephanie Beverage, Director, Library Services  
Eric Engberg, Fire Chief/Fire Suppression  
Bill Reardon, Fire Chief/Fire Prevention  
Michael Baumgartner, Marine Safety Division Chief  
Russ Reinhart, Police Captain  
Dahle Bulosan, Finance Manager  
Jane Cameron, Fire Medical Coordinator  
Kevin Justen, Senior Administrative Analyst (Fire)  
Debra Gilbert, Senior Administrative Analyst (Com.Dev.)  
Mary Loadsman, Administrative Assistant

CONSULTANT: Nicole Kissam, Director – Financial Consulting Group, NBS

**ORAL COMMUNICATIONS** – none.

### **MINUTES**

**Motion: Moved by Berge and seconded by Hart to approve the Finance Commission Minutes dated July 27, 2016 as presented.**

Ayes: Berge; Bunten; Hart; Woodworth

Noes: None

Abstain: Hreish

Absent: Romero; Small

Motion Passed: 4-0

## EXHIBIT D

### **PRESENTATION**

Citywide User Fee and Rate Study – Lori Ann Farrell Harrison noted the City started the citywide cost allocation and fee study more than a year ago. There has not been a study conducted since 2009 with general best practices recommending a review be conducted approximately every five years. As this is a major undertaking involving all departments and many staff hours, the intent after completion of this fee study and approval by City Council, is that the consolidated Master Fee and Charges Schedule be brought to City Council on an annual basis along with the proposed budget. In the meantime, Councilmember Peterson has recommended the Finance Commission review the documents and provide any comments prior to City Council approval. Farrell Harrison introduced Nicole Kissam, NBS Government Consultant, to review the PowerPoint presented to the City Council at the Study Session, on August 15, 2016.

Kissam presented the highlights and approach used noting the goal is to calibrate fees to the cost of providing services and that all required government laws have been followed. Areas not explored in the process include taxes, utility rates, development impact fees, and medical services which align with the County of Orange. She noted the basic premise for cost recovery is that the fee cannot exceed the cost of providing the service, and assumptions are based upon Fiscal Year 2014 financial information.

Dahle Bulosan, Finance Manager, presented Department's Fee and Charges noting the Master Fee and Charges Schedule was generated based upon costs, governing laws and comparisons to similar cities. He also noted that the fee increases were generally 70% to 73% cost recovery recommendations, with certain increases phased-in over a three-year period.

Chair Bunten asked if the phased-in approach included any CPI (Consumer Price Index) increases.

Bulosan responded that it did not. He noted that any item that is 100+% would be brought into line, and that some fees or charges would increase to levels between 80% and 90% cost recovery. He indicated there are instances wherein charging 100% of cost recovery is not feasible, that it is not in line with what other cities are charging. This can be due to staffing level changes or other methodology criteria.

In summary, General Fund Fees are increasing from 71% Cost Recovery to 73% or a total of 2% with some fees phased-in. All Funds are increasing from 71% Cost Recovery to 74% or a total of 3% phased-in increase. Bulosan also reviewed the Technology Automation Fee, Fee Highlights and presented a Tentative Schedule that includes two required Public Hearing notifications for review.

Commissioners asked questions regarding jail booking fees, facility and room rentals at the Library and Senior Center, Fire related fees and development fees. Department staff provided response to each of the questions. Commissioners asked if the fees and charges could be resorted to a more manageable approach and outlined the requirements. Farrell Harrison responded that the items requested would be generated and distributed to the Commissioners for their review.

## EXHIBIT D

Finance Commission  
Page 3 of 3

There being no further questions at this time, department representatives were released from the meeting.

**DIRECTOR UPDATE** – Chief Financial Officer Lori Ann Farrell Harrison advised that the Proposed Budget for Fiscal Year 2016/2017 along with the 5-year Long Term Financial Plan Update will be presented in Study Session on September 6, 2016. The Public Hearing to Adopt the Budget is on the Agenda for City Council approval.

### **DISCUSSION**

It was agreed that a Special Meeting of the Finance Commission would convene after the Labor Day Holiday to review the fee and charges schedule. It was agreed that the meeting would begin at 4PM with staff confirming the date and location once arrangements are complete. A second meeting will be tentatively scheduled in the event the Finance Commission will need additional time for the review.

### **ITEMS DISTRIBUTED TO COMMISSION**

Fiscal Year 2016/17 Proposed Budget  
NBS Draft User Fee Study and proposed Master Charges and Fee Schedule, dated August 15, 2016

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:10 p.m.

Submitted by:

Lori Ann Farrell Harrison, Chief Financial Officer

By: Mary Loadsman, Administrative Assistant, Finance Department

# EXHIBIT E

## Finance Commission Written Questions

Item #1 - FN-1 and 2 Delinquent Customer Fees – Returned Check Processing (Non-Sufficient Funds NSF)

Question: Why is a reduction necessary?

*Response: California Civil Code section 1719 limits how much can be charged. Currently, the maximum that can be charged for 1<sup>st</sup> NSF check is \$25 and \$35 for each subsequent NSF check.*

Item #2 - FN-23 – Business License Tax Processing Renewal

Question: What is this for?

*Response: This is the fee for time and materials related to the processing of the business tax renewal notices. It includes first notice, delinquent notice, and final notice. (Optional: Includes the review and running of the process, sorting and review of documents and sending to 3<sup>rd</sup> party for printing and mailing)*

Item #3 - FN-28 Business License Field Re-Inspection

Question: Is this exercise performed today? Is it a practical activity? What is actually "field inspected?"

*Response:*

*(1) Yes, the exercise is performed regularly today.*

*(2) Yes, it is a practical activity to ensure compliance after any initial contact.*

*(3) The Business License Field Inspector checks for compliance with Chapter 5 of the Municipal Code, to ensure that any required operating licenses are valid (such as a sales tax permit, cosmetologist license, etc.) and that any other city required permits have been established (Certificate of Occupancy). Staff does a preliminary scan to ensure compliance with any other health and safety code and will report to appropriate departments any concerns.*

Item #4 - PL-5 Conditional Use Permit – Alcohol, Dancing or Live Entertainment

Question: Would there be justification to increase Phase 3 beyond Phase 1 due to any associated cost increases?

*Response: Staff was recommending 50% recovery prior to the phased in approach. In this case Phase 1, 2, and 3 would not apply.*

Item #5 - PL-56 Animal Permit

Question: What is the basis of these costs?

*Response: Planning staff time is 8.25 hours to process an animal permit. Staff feels 100% fee of \$1,444 would not encourage residents to apply for an animal permit, therefore staff recommended 25% recovery of this fee to encourage compliance with the code.*

Item #6 - PL-147 Hourly Rate – Planning Division

# EXHIBIT E

## Finance Commission Written Questions

Question: Why is there no increase for Phase 3? Isn't the cost expected to increase over 2 or 3 years?

*Response: Planning hourly rate fee for Phase 1 is at the 100% recovery rate, therefore, there would be no phased in approach. This is similar to other department hourly rate stated in User Fee Study.*

Note: In order to mitigate the impact of increasing certain development fees, it is proposed to have a “phased” implementation of entitlement (Planning) development fees. While the goal is 100% cost recovery, the phased implementation would allow for that goal to be reached over a three-year period.

### Item #7 - OBD-8 Student Film Permit Application Charge

Question: Is this increase in the best interest of the community?

*Response: The increase from \$25.00 to \$50.00 is justified and is in the interest of the community. Staff works with the student filmmakers to walk them through the process, review verification and ensure that the students are not interfering with pedestrians and/or adjacent businesses and residences in the filming. As indicated on the competitive survey, we are lower cost than three out of the five cities. Over that last year we have seen an increase in student filming in the City, since we do work with the local colleges.*

### Item #8 - OBD-9 Film Permit Revisions

Question: Does Visit HB agree?

*Response: We verified with VHB that they agree with the new fee. The fee is justified, due to the additional time staff needs to reschedule the filming, notification, and if needed, coordinating Parking, Police and/or Marine Safety personnel.*

### Item #9 - OBD-10 Hourly Rate

Question: What city activity does this cover?

*Response: It is undetermined what this rate would cover; if a request for an activity is received and the City does not have an established Fee Permit/Description, the activity/fee would be charged based upon this per hour amount, the City Manager or his/her designee shall determine the fee to be charged.*

### Item #10 - F-123 through F-125 – State Mandated Inspections (Fire). High Rise Inspections, Hotel, Motel & Multifamily Inspections

Question: What justifies a reduction? Why not keep the current amount?

*Response: The difference in fees:*

- *Current Fee: flat fees – e.g., \$100 for 1-50 units and \$205 for >50 units*
- *Proposed Fee: base fee + each additional, e.g., if 10 units, it would be \$31 (for first 3) + \$1 each additional.*

# EXHIBIT E

## Finance Commission Written Questions

The reason is based on actual time and having a fee that was closer to the actual time it takes vs. a flat fee. This distributes fees better based on size.

Current Fee:

Per Floor Above 7 Stories	\$	120
<b>Hotel, Motel, Apartment &amp; Multi-Family Dwelling Inspections</b>		
1 to 50 Units	\$	100
Over 50 Units	\$	205
<b>Large Family Day Care Inspections</b>		
7 to 25 Persons	\$	215
Over 25 Persons	\$	250
<b>Fire Clearance Pre-Inspection for State License</b>		

*F-125 – Large Family Day Care Inspection - the difference is only a \$6 reduction (\$115 to \$109), which better reflects the time to do the inspection.*

### Item #11 - Library Room Charges

Question: Are these fees per hour of use?

*Response: Library Room Charges are per hour charges.*

### Item #12 - Community Services Rental Facilities - Edison/Murdy/City Gym, etc.

Question: Shouldn't there be a "cleaning deposit" for kitchen rental?

*Response: Community Services collects a deposit for all rentals which would cover the kitchen rentals. Deposits are not on the fee schedule since they are deposits. Any damages or required cleaning charges are deducted from the deposit.*

### Item #13 – Beach Parking Annual Pass

Question: What about vehicles longer than 20ft?

*Response: The annual pass would be \$225. This is listed on Page 65 of 67 under Oversize Vehicles, up to 40 feet total in length.*

### Item #14 – Sports Complex Daily Parking

Question: Can we justify an increase for vehicles over 20ft? (This parking lot is becoming an "RV day camp")

*Response: We don't have to justify an increase since this is a charge and consideration could be given to raising it. The current \$10 parking charge was developed in part to reduce RV usage in September 2011. Enforcement would be the better method of preventing over use of the parking lot by RVs, however, citing RVs with handicapped placards is problematic (due to DMV codes). The City does not charge vehicles that display a disabled parking placard for meters or day use parking at city parks.*

# EXHIBIT E

## Finance Commission Written Questions

Item #15 – General question on variances on the percentage of cost recovery.

I have similar questions to the ones other commissioners have posed, that could be asked related to virtually every fee that is increasing...too many to list. It seems the City has thoughtfully and thoroughly established the full cost of the services it provides; however, the decisions regarding what percentage of those costs the City will subsidize, and what percentage we seek to recover, still depends on the judgment of the various department heads. That may be totally fine, but it seems to leave almost every fee change open to question and explanation.

For instance, why does the Police Department seek to recover only 63% of their costs, while the Fire Department is hoping to recover 88%? Why does the Library Department recommend recovering 97% of their costs, while Community Services only looks to recover 60% of theirs?

Why is the cost of a Conditional Use Permit (PL-30) recommended rise to 100% cost recovery, while the charge for a Conditional Use Permit (Fences) (PL-31) is only recommended to reach 65%?

I guess my main question would be has the City ever considered a policy that it would subsidize all services across the board by X amount and seek to recover the rest in fees? If the City decided that it wanted to recover, let's say, 75% of the services it provides, why not have every fee reflect 75% of the actual cost of the service? This would seem fairer, simpler and more transparent.

Question: Just wondering if any thought has ever been given to this, or if any other communities do it this way?

Response to the specific Planning Fees questions:

*First staff looked at the 100% cost recovery off all fees, then made recommendations to those fees that the 100% recovery would discourage residents, business owners, and developers from applying for an entitlement. PL-31 Conditional Use Fences fell into this category. Staff recommended keeping the fee the same, with no increase, equating to a 65% recovery, to encourage compliance with code. Thirteen (13) fees fall into this category.*

*Then administration directed staff, that in order to mitigate the impact of increasing certain development fees, it is proposed to have a "phased" implementation of entitlement (Planning) development fees. While the goal is 100% cost recovery, the phased implementation would allow for that goal to be reached over a three-year period. PL-30 Conditional Use Permit falls into this category.*

Item #16 – General Question on Cost of Starting a Business in Huntington Beach

I would still like to look at the costs of starting a business in HB using the following assumptions:

# EXHIBIT E

## Finance Commission Written Questions

1. Cost of starting a professional business - basically use of the new office space. What are the city fee categories associated with renting office space (assume less than 1,000 sq ft)?

### Finance

#### BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

BID Assessment – Range from \$60-\$240 depending on if in Zone 1 or 2, and if 1<sup>st</sup> floor or 2<sup>nd</sup> floor.

#### Non BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

### Community Development

Existing building and no tenant improvements; only need a Certificate of Occupancy

### Fire

Fire/life safety inspection would be required every 4 years based on “B” business occupancy.

Fee = \$60 (invoiced after inspection)

2. Cost of starting a coffee shop - no cooking or baking other than a microwave. What are just the city fee categories associated with food service?

### Finance

#### BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

BID Assessment - \$300

#### Non BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

### Community Development

If in existing building, no tenant improvements; only need a Certificate of Occupancy

### Fire

Fire/life safety inspection would be required every 4 years based on “B” business occupancy.

Fee = \$60 (invoiced after inspection)

If >49 people, then it would become an “A” occupancy. Fee = \$60/year for fire/life safety + \$80 for the permit inspection (invoiced after inspection)

3. Cost of starting a retail store. I would think it should be similar to renting office space but just in case there is something different because of a larger space. Assume 5,000 sq ft.

# EXHIBIT E

## Finance Commission Written Questions

### Finance

#### BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

BID Assessment - \$1,200

#### Non BID Zone

Business License Tax - \$75.00 (up to 3 employees) \$4 per additional employee

Application Fee - \$40

Certificate of Occupancy - Fee determined by Community Development

### Community Development

If in existing building, no tenant improvements; only need a Certificate of Occupancy

Please note the triggers are: less than 12 seats, no alcohol, and what is the existing zoning. If greater than 12 seats, alcohol present, and it is not zoned for the intended use that triggers a one or more other fees, conditions, process flows.

### Fire

Assume no other operational permits are required.

Fire/life safety inspection would be required every 4 years based on "M" mercantile occupancy.

Fee = \$60 (invoiced after inspection)

Note: If 5,000 feet or under – sprinklers would not be required to be added. If >5,000 feet, sprinklers would be required. Fee = cost of fire construction permit for sprinkler system is based on square footage.

*Response: Staff will survey surrounding cities and prepare a cost comparison analysis based on the criteria provided.*

# EXHIBIT F



## MINUTES SPECIAL MEETING FINANCE COMMISSION

Wednesday, September 7, 2016  
4:00 p.m.  
City of Huntington Beach  
Civic Center – Lower Level Room B-8  
2000 Main Street  
Huntington Beach, CA 92648-2702

Chair Bunten called the meeting to order at 4:03 p.m. and led the Pledge of Allegiance.

MEMBERS PRESENT: Bunten; Hart; Hreish; Woodworth; Berge (arrived at 4:20 p.m.)

MEMBERS ABSENT: Small; Romero

STAFF PRESENT: Lori Ann Farrell Harrison; Chief Financial Officer  
Stephanie Beverage; Director, Library Services  
Janeen Laudenback; Director, Community Services  
Bill Reardon; Fire Chief - Fire Prevention  
Russell Reinhart; Police Captain, Police  
Dahle Bulosan; Finance Manager - Accounting  
Jim Slobojan; Finance Manager - Fiscal Services  
Ken Dills; Project Manager, Public Works  
Kevin Justen; Senior Administrative Analyst, Fire  
Elaine Kuhnke; Senior Administrative Analyst, Community Services  
Debra Gilbert; Senior Administrative Analyst, Community Development  
Jane Cameron; Firemed Coordinator, Fire  
Mary Wilson; Principal Librarian, Library Services  
Linda Wine; Administrative Assistant, Finance

**ORAL COMMUNICATIONS** – None.

### **MINUTES**

**Motion: Moved by Hreish and seconded by Woodworth to approve the Finance Commission Minutes dated August 24, 2016 as presented.**

Ayes: Bunten; Hart; Hreish; Woodworth

Noes: None

Absent: Berge; Romero; Small

Motion passed: 4-0

# EXHIBIT F

## **DISCUSSION ITEMS**

**Citywide User Fee and Rate Study/Master Fee and Charges Schedule - Review and discuss the information regarding proposed user fees and charges requested at the August 24, 2016 Finance Commission meeting.**

### **Comparison of Costs to Open a Business:**

Commissioner Woodworth requested information regarding the cost of opening certain business in Huntington Beach in comparison to other cities. Farrell Harrison and the Community Development Department noted that city-to-city comparisons are generally based on a defined scenario, assuming such variables as No Tenant Improvements, "Like to Like" Zoning, and businesses which are limited to no more than 12 seats.

Commissioner Hreish inquired whether small businesses experience more difficulties obtaining permits than large businesses. The Community Development Department, explained that the permit process operates under state-mandated guidelines and noted the Community Development Department actively seeks public feedback to ensure customer satisfaction.

### **Proposed Rates, Fees and Cost Recovery**

Commissioner Woodworth inquired about the proposed room rates at the Central Library. Library Services Director, Stephanie Beverage, responded to the questions and noted the Central Library features a full size theater and multiple meeting rooms, which few other cities are able to offer.

Commissioner Woodworth asked about landscape inspections and related fees. Community Development noted that these types of inspections are for new residences only and focus on exterior sprinkler systems, irrigation and run-off systems.

Comissioner Hart commented that if all of the proposed fees were adopted with the same cost recovery percentage across the board there would be a 74% recovery cost. He also inquired if any cities have considered such an approach and is that an option the City should consider.

Farrell Harrison indicated that different City Departments would have different costs and variables which would result in differing fees between departments. She noted that the cost of services and fees have a ceiling. She explained that in a non-100% cost recovery scenario, the difference would be subsidized by the City's General Fund and that fees are competitive with neighboring cities. Farrell Harrison also explained that the City receives frequent public feedback (at the front counters for example), regarding fees, charges and changes as well, and that data helps to inform decisions. She indicated that the City also takes into consideration the consultant's advice and direction regarding the ratio between costs passed onto the rate payer versus costs subsidized by the City's General Fund, etc. Chair Buntin explained that the cost being subsidized by the General Fund may also depend upon the type of service in question.

## EXHIBIT F

Commissioner Hart asked about cost recovery for the Fire Department and Police Department fees.

Fire Chief – Fire Prevention, Bill Reardon, explained that the costs of Fire Department inspections and permit processes are based on the square footage of the property being inspected.

Police Captain, Russell Reinhart, briefly discussed the City's "Pay To Stay" jail program and associated fees. He explained that an inmate may only elect the "Pay to Stay" option in the City of Huntington Beach Jail, as opposed to the Orange County Jail, if a Judge's order grants the inmate that permission.

Commissioner Berge asked if there was a standard hourly rate by department associated with each fee. Farrell Harrison explained that each fee levied is developed on a 'standalone' basis, how they are different for each department, are inclusive of staff hours, research, Department Head involvement, legal review, City Council approval and other factors. She indicated that the costs are built into the fee schedule on a 'cradle to grave' basis. Commissioner Berge asked if equipment costs were factored in and Finance Manager, Dahle Bulosan, confirmed that the costs of fleet and equipment usage are factors built into the fee schedule.

Commissioner Bunten asked questions regarding Business License taxes and fees. Finance Manager, Jim Slobojan, responded to the questions and noted that impacts for all Fire inspection and Code Enforcement inspections are reported back to the Business License Division.

Commissioner Woodworth asked about Affordable Housing Fees and Community Development responded the fees are established by ordinance.

Commissioner Woodworth also inquired about the new Senior Center Facility rental charges. Community Services Department Director, Janeen Laudanback, explained this will be the first year of experience with the Senior Center rates and indicated the rates that have been set are based on data gathered from Senior Centers in other cities to create comparable fees.

A brief discussion regarding the proposed fee schedule and how it might be affected by the CPI (Consumer Price Index) was covered, as well as a general discussion regarding fees for Zoning and Conditional Use Permits (CUPs).

Farrell Harrison reiterated that the fee schedule had not been updated between 2009 and Fiscal Year 2014/2015. She indicated there will be a more frequent review and analysis of the fee schedule in the future, including annual review during the budget process.

Staff was excused by Chair Bunten at 5:25 pm.

## EXHIBIT F

### **COMMISSIONER COMMENTS**

Farrell Harrison presented the Commissioners with a draft Preliminary Calendar of events for the Citywide User Fee and Rate Study/Master Fee and Charges Schedule adoption by City Council for discussion.

The Commissioners agreed that they were satisfied with staff responses to date, research conducted, and the presentation of the Citywide User Fee and Rate Study/Master Fee and Charges Schedule.

Chair Bunten recommended that the Finance Commission meet again in one week's time and requested that each Commissioner bring individual recommendations regarding the proposed fee schedule to discuss at the next meeting and, if appropriate, to present to the City Council.

**Motion: Moved by Bunten and seconded by Hreish to schedule a Finance Commission meeting on September 14, 2016 at 4:00 pm to finalize the Finance Commission's recommendations to the City Council.**

Ayes: Berge; Bunten; Hart; Hreish; Woodworth

Noes: None

Absent: Romero; Small

Motion passed: 5-0

### **ITEMS DISTRIBUTED TO COMMISSION**

Draft Preliminary Calendar - Citywide User Fee and Rate Study/Master Fee and Charges Schedule

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 6:22 p.m.

Submitted by:

Lori Ann Farrell Harrison, Chief Financial Officer

By: Linda Wine, Administrative Assistant, Finance Department

# EXHIBIT G



## MINUTES SPECIAL MEETING FINANCE COMMISSION

Wednesday, September 14, 2016  
4:00 p.m.  
City of Huntington Beach  
Civic Center – Lower Level Room B-7  
2000 Main Street  
Huntington Beach, CA 92648-2702

Chair Bunten called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

MEMBERS PRESENT: Bunten; Hart; Hreish; Woodworth; Berge

MEMBERS ABSENT: Romero; Small

STAFF PRESENT: Lori Ann Farrell Harrison; Chief Financial Officer  
Stephanie Beverage; Director, Library Services  
Scott Hess. Director, Community Development  
Janeen Laudenback; Director, Community Services  
Travis Hopkins, Director, Public Works  
Bill Reardon; Fire Chief - Fire Prevention  
Russell Reinhart; Police Captain, Police  
Dahle Bulosan; Finance Manager - Accounting  
Kevin Justen; Senior Administrative Analyst, Fire  
Elaine Kuhnke; Senior Administrative Analyst, Community Services  
Debra Gilbert; Senior Administrative Analyst, Community Development  
Jane Cameron; Firemed Coordinator, Fire  
Mary Loadsman; Administrative Assistant, Finance

**ORAL COMMUNICATIONS** – None.

### **MINUTES**

**Motion: Moved by Woodworth and seconded by Berge to approve the Finance Commission Special Meeting Minutes dated September 7, 2016 as presented.**

Ayes: Berge; Bunten; Hart; Hreish; Woodworth

Absent: Romero; Small

Motion passed: 5-0

# EXHIBIT G

## **DISCUSSION ITEMS**

### **Citywide User Fee and Rate Study/Master Fee and Charges Schedule - Review and finalize the Finance Commission's Draft Recommendations to City Council regarding proposed user fees and charges.**

Consistent with the direction agreed to at the Special Finance Commission Meeting of September 7, 2016, Chair Bunten requested each Commissioner report on their comments and questions regarding specific fees.

#### **Commissioner Woodworth:**

Commissioner Woodworth would like to recommend the City Council consider increasing Jail Processing/Booking Fees from \$275 to \$300 to further deter breaking the law in the City of Huntington Beach.

She asked if a three business comparison review had been prepared for the purpose of determining whether or not the City of Huntington Beach is business friendly, or if fees are disproportionate. Finance Manager, Dahle Bulosan responded that a limited sample comparison worksheet for discussion had been prepared.

Commissioner Woodworth asked if a 4<sup>th</sup> of July fee discussion could take place at a future date and is not recommending any changes at this time.

Commissioner Woodworth confirmed she is aware that Development Impact Fees are set by Resolution and asked that a side project be considered for the future to further understand the underlying costs associated with the fees. She noted she wanted to make sure the fees have not changed dramatically from the time the Resolution was approved.

Commissioner Woodworth asked for clarification on the cleaning fee and deposit differences between the Central Library and Community Services Recreational Facilities. Community Services Director, Janeen Laudenback thanked Commissioner Woodworth for her comments and noted that some of the items for the Senior Center were in fact refundable deposits and not fees, and that the final user Fee Study reports would more accurately reflect the correct deposit and cleaning fee notations for improved clarity. She explained that deposits were held for facilities rentals with the expectation the client would return the facilities in the condition found, and a full refund of the deposit would ensue. If the facilities were not returned as found and staff had to clean the facilities, then the client would be charged for the required cleaning services from the deposit and the balance would be returned. Library Services Director, Stephanie Beverage, also clarified the deposit and cleaning fee information with the Commission and responded to questions. The Community Services Director and Library Services Director confirmed that the cleaning fee at the Central Library and Community Services Recreation Facilities are comparable.

Commissioner Woodworth asked the Library Services Director if the City was charged for City Events held at the Central Library. Director Beverage responded that there is no charge back to the City, however, she does track the scope and scale of events and prepares a cost estimate of what the City uses for her own budgeting purposes. She indicated she would be

## EXHIBIT G

able to develop an annual survey on the facility usage that could be shared with the departments. Woodworth responded that in lieu of the actual accounting and charge back, the survey usage information would be good for the department to view.

### **Commissioner William Hart:**

Commissioner Hart thanked the Department Heads and staff for attending the Special Meetings saying he appreciated the hard work that went into establishing the fees, as well as the process and rationale that vary the percentage of cost recovery.

Commissioner Hart noted that for Community Development almost every fee is increasing to 100% cost recovery, while other departments are not seeking recovery at that level. He expressed concern for the average resident who is interested in making improvements to their residence. He commented that building permits are sought for additions, upgrades and renovations that would enhance property values and improve neighborhoods. He indicated that the citizens are currently paying taxes and asked for the rationale on charging the 100% cost recovery for these types of inspection and permit services, noting that other City services are provided a significant subsidy, including some used by non-residents. He also commented that it would seem to be beneficial to strive to keep fees as low as possible in order to encourage homeowners to invest in their property. He asked if the Community Development's budget is not sufficient, or are we in line with what other cities charge for the same services. The Community Development Department responded that the law allows the City to charge 100% of the cost to whomever is receiving the service, noting that if we are not charging 100% then the General Fund would have to subsidize the difference.

Community Development Director, Scott Hess, also clarified the 100% cost recovery direct benefit is for planning services as well as building permit and inspection services. He reported that currently, the Department outsources the plan check and inspection process with costs passed onto the end user, noting that without the outsourced processes, developers, business owners and residents would be waiting for extensive periods of time to have their projects reviewed, approved, inspected and completed in a reasonable timeframe.

Commissioner Hart thanked the Community Development Department for providing the explanation that the individual, business or developer would pay for the service and not the community at large.

Commissioner Hart also asked for an explanation on cost recovery levels for the Fire Department inspection fees. Fire Prevention Chief Reardon responded that some fees are mandated cost recovery amounts, while others are set not to recover the fully burdened rates so as to not impact small business, yet still provide a reasonable cost recovery effort. He explained that most inspection fees are based upon square footage.

Commissioner Hart again thanked staff noting he has a better understanding of the reasoning behind the cost recovery variances.

## EXHIBIT G

### **Commissioner Nouha Hreish:**

Commissioner Hreish reported she was satisfied with the Fee Study, and the Master Fee and Charges Schedule. She felt that sufficient investigation and analysis had been performed and thanked the departments for the time and effort that was put into preparing and completing the reports. She also appreciated the participation from each of the departments in attending the Commission meetings and taking the time to explain the fees and answer the questions from each of the Commissioners.

Commissioner Hreish commented that as a business owner in Huntington Beach for 35 years, she felt she had been treated fairly. She explained that during the times when her business underwent a Fire Inspection, that the Fire Department Personnel were always willing to answer questions and provide useful information. She noted that she felt that all of the business services received have been fair.

Commissioner Hreish noted that as long as the City is not losing money in the provision of City Services, she is satisfied and has no further questions.

### **Commissioner Bud Berge:**

Commissioner Berge commented that Mr. Hess's explanation is sufficient regarding planning, permitting and inspection fees and indicated that citizens seeking to remodel their residences will plan on the necessary costs and services. Commissioner Berge commented that the City should not subsidize these types of services and that the City deserves to recoup the costs. He doesn't believe that asking for 100% cost recovery for these types of services discourages the residents from making improvements.

Commissioner Hreish commented that any complaints about fees for these types of services are from frustration from contractors, noting that quality customer service for many contractors, developers and businesses are more important. If the customer service is excellent, many residents and businesses will not complain about the fees.

Commissioner Berge noted that they may complain about the fees but, want a timeline so they know how to plan for their projects. He explained that when a developer gets a commitment to do a development, they want an expedited process as much as possible, noting their biggest problem is time, because time is a critical factor and may lead to increased costs.

### **Commissioner Buntun comments:**

Chair Buntun asked the Community Services Department for clarification regarding parking fees at the City Beach and Sports Complex.

Community Services Director, Janeen Laudenback explained the \$15 flat rate beach parking is "Per Space Occupied", in other words, if a vehicle that is towing a trailer pulls into the parking lot and uses two spaces for the vehicle and one space for the trailer, then the total spaces occupied would be three (3) spaces and charged the rate of \$45.00. She noted that clarifications or corrections to ensure the public understands the fees in the final documents would be completed.

## EXHIBIT G

Chair Bunten indicated the \$10.00 daily rate for a 20 ft. plus vehicle to park at the Sport Complex is encouraging daily use Recreational Vehicle (RV) parking. Director Laudenback responded that on the weekends, many groups utilize the RV Parking during team events and tournaments however, during the weekday there are several RVs that regularly park at the Sports Complex. Many of the weekday RV Parking is with handicap placards and is “free parking”, since anyone parking at a City facility or metered parking in the City can park for free if they have a disabled parking placard. She explained that changing the rate will not deter the situation with RV Parking at the Sports Complex.

Chair Bunten commented that he has witnessed ad hoc car shows on Main Street and that many of the participants parked using disabled placards. He also commented that there are very few cities that have beach parking and that they do not allow RVs into daily use parking lots, which may be something to consider.

### **General Discussion:**

Woodworth asked to discuss the “Cost of doing Business” scenarios asking Mr. Bulosan if there was anything during the course of review that was particularly noteworthy. Finance Manager, Dahle Bulosan, responded that the main focus was to obtain “apples to apples” data for each business scenario to facilitate the Commission’s analysis.

Chair Bunten noted City 2 and City 4 were in a different league for fees and asked that the discussion and questions be limited to the other three sample cities and the City of Huntington Beach.

Commissioner Woodworth asked if the City had considered a Business License Tax based on sales revenue, such as gross receipts. Director Farrell Harrison responded that any changes to the Business License Tax would result in a ballot measure and that it can be collected on gross receipts or flat rate plus employee if the voters approve the change. She explained that if the rate was based on gross receipts, you have to confirm and validate the gross receipts and match them up with the State in order to derive the amount to charge. The flat rate plus employee is the more cost effect approach considering the work and manpower required for the gross receipt based fees.

Commissioner Woodworth asked if we knew if City 3 took business away from the City of Huntington Beach. Bulosan responded that business migration was not part of the survey conducted.

Commissioner Hreish commented that when a business starts-up, they look at location and run the cost of start up, it is part of the business plan, and the fees and charges are usually understood, and should not be a surprise.

Commissioner Woodworth explained that the purpose of the exercise was that there is a perception that the City of Huntington Beach may not be business friendly and she wanted to identify if our fees are out of sync. After review and discussion of the business scenarios, Commissioner Woodworth concluded the City of Huntington Beach is business friendly with comparable fees charged for similar business activities.

## EXHIBIT G

Commissioner Berge asked if staff considered placing “No Overnight Parking” signs at the Sport Complex. Director Laudenback confirmed that there is no overnight parking at any of the parks, there is a citywide curfew at 10:00 p.m. and that the department works with the Police Department to issue citations to violators.

Commissioner Berge asked for information regarding the \$20 bicycle impound fee. Police Captain Reinhart explained the fee is recent and is intended to help deter bicyclists that have chained their bicycle in the beach area or downtown and have left them for several days. The bicycles are marked after 24 hours and if after several days the bicycles have not moved, the locks will be cut and the bicycles impounded. He explained this has not been done before, that fee is intended to discourage “nuisance bikes”.

Commissioner Berge asked for clarification on Fire Inspection fees for items F121 through F125, noting the fees are not at full cost recovery. Fire Prevention Chief Reardon explained that the percentage cost recovery is a conscious decision, noting traditionally the department did not charge as much as the proposed fees prepared by the consultant. He explained that normally when a team is dispatched to do inspections (for example a strip mall), the team splits up to make best use of their time. If a single business is to be charged the fully burdened rate for the entire team, the cost would be prohibitive for most small business owners.

Commissioner Berge noted item F123 is for inspection for up to three (3) units. Fire Prevention Chief Reardon explained the inspection is not extensive and that the proposed fee amount adequately captures the time.

Commissioner Woodworth asked for clarification regarding High Rise Inspections, item F121 and F122 and asked how many buildings in Huntington Beach are above seven stories. Chief Reardon said he would need to double check on the number of buildings the fees would apply to, perhaps around 7 to 8 buildings.

Commissioner Berge asked about Multi-Unit and Large Family Day Care Inspections if there were charges for re-inspection. Fire Prevention Chief Reardon explained that generally speaking most businesses are not charged for a re-inspection fee, however, if the property is in disrepair and several inspections are required to observe corrections, then consideration for cost recovery efforts can apply.

Chair Bunten noted that based on the comparisons, it looks like the Fire Inspection fees are in line with other cities.

Commissioner Berge asked for clarification regarding the hourly rate. Fire Prevention Chief Reardon explained the hourly rate is more prevalent in Fire Prevention field unit activities versus plan review and permitting processes.

Director Farrell Harrison indicated that the challenge of the annual budget is to try and balance anticipated revenue and that changing the methodology for setting fees and for cost recovery for the Fire Department could be added to a future recommendation to determine the feasibility and potential revenue impact, if any.

## EXHIBIT G

Public Works Director, Travis Hopkins, commented that it is “Better for Business” to have known fees, not unknown fees, and how a flat rate allows for predictability for a business owner.

Chief Reardon reviewed the High Rise Fee noting that if he took the time of 6.5 hours at \$537 per hour the inspection fee would be around \$3,500 for 100% cost recovery. He commented the consultant is suggesting 65% cost recovery fees of \$2,270. Finance Manager, Dahle Bulosan noted the fee is increasing from about \$1,500 to \$2,270 already to achieve the 65% cost recovery.

Chair Bunten went around the table asking Commissioners if there were additional questions, and with no further questions called for a motion:

**Motion: Moved by Berge, Seconded by Woodworth, recommend to the City Council that the Master Fee and Charges Schedule be approved as presented, and to have Finance staff present material from the Special Meetings of Finance Commission for review at the regularly scheduled Finance Commission meeting of September 28, 2016 to forward to City Council at Study Session on October 3, 2016.**

Ayes: Berge; Bunten; Hart; Hreish; Woodworth

Noes: None

Absent: Romero; Small

Motion passed: 5-0

### **ITEMS DISTRIBUTED TO COMMISSION**

1. Draft Preliminary Calendar - Citywide User Fee and Rate Study/Master Fee and Charges Schedule.
2. “Cost of Starting a Business Scenarios” – Five City Sample.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:27 p.m.

Submitted by:

Lori Ann Farrell Harrison, Chief Financial Officer

By: Mary Loadsman, Administrative Assistant, Finance Department

## EXHIBIT H

### Cost of Starting a Business Scenarios

**FOR DISCUSSION PURPOSES ONLY\***

Ref	Fee Description		Current	Recommended	City #1	City #2	City #3	City #4	City #5
			Huntington Beach	Huntington Beach					

**1. Professional Business (new office space, 1,000 sq ft, 1 owner 2 professional employees, \$200,000 gross revenues)**

	N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$17 for each employee	\$0 - \$200 Based on Receipts	\$211 plus add'l amt for each employee after 1st owner	\$35 plus receipt based tax
		Based on Scenario		\$75	\$75	\$59	\$200	\$60	\$423	\$140
	FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
	F-100	Fire/Life Safety Inspection	[2]	\$45	\$60	\$40	\$329	\$0	\$0	\$0
		<u>Certificate of Occupancy</u>	[3]							
	B-1	Permit Processing Charge		\$30	\$32					
	B-8	Record Retention Fee		\$1.04	\$0.74					
	B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
	<b>Total</b>			<b>\$266</b>	<b>\$256</b>	<b>\$134</b>	<b>\$576</b>	<b>\$60</b>	<b>\$864</b>	<b>\$186</b>

**2. Coffee Shop (no cooking or baking other than a microwave, 1,000 sq ft, 1 owner 2 employees, \$200,000 gross revenues)**

	N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$8 for each employee	\$0 - \$200 Based on Receipts	\$127 plus receipt based tax	\$35 plus receipt based fee
		Based on Scenario		\$75	\$75	\$59	\$200	\$60	\$339	\$135
	FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
	F-100	Fire/Life Safety Inspection	[2]	\$45	\$60	\$40	\$329	\$0	\$0	\$0
		<u>Certificate of Occupancy</u>	[3]							
	B-1	Permit Processing Charge		\$30	\$32					
	B-8	Record Retention Fee		\$1.04	\$0.74					
	B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
	<b>Total</b>			<b>\$266</b>	<b>\$256</b>	<b>\$134</b>	<b>\$576</b>	<b>\$60</b>	<b>\$780</b>	<b>\$181</b>

## EXHIBIT H

### Cost of Starting a Business Scenarios

**FOR DISCUSSION PURPOSES ONLY\***

Ref	Fee Description		Current	Recommended	City #1	City #2	City #3	City #4	City #5
			Huntington Beach	Huntington Beach					
<b>3. Retail store (assume 5,000 sq ft, 1 owner 10 employees, \$1,000,000 gross revenues)</b>									
N/A	Business License Tax	[1]	\$75 plus \$4 for each additional employee over 3	\$75 plus \$4 for each additional employee over 3	\$50 plus add'l amt for each employee (\$3-\$4.25)	\$166 plus \$8 for each employee	\$0 - \$200 Based on Receipts	\$127 plus receipt based tax	\$35 plus receipt based fee
	Based on Scenario		\$103	\$103	\$93	\$336	\$200	\$848	\$295
FN-25	Business License Application		\$40	\$45	\$35	\$47	\$0	\$32	\$46
F-101	Fire/Life Safety Inspection	[2]	\$95	\$131	\$240	\$410	\$0	\$0	\$0
	<u>Certificate of Occupancy</u>	[3]							
B-1	Permit Processing Charge		\$30	\$32					
B-8	Record Retention Fee		\$1.04	\$0.74					
B-23	Certificate of Occupancy Review		\$75	\$43	\$0	\$0	\$0	\$409	\$0
<b>Total</b>			<b>\$344</b>	<b>\$355</b>	<b>\$368</b>	<b>\$793</b>	<b>\$200</b>	<b>\$1,288</b>	<b>\$341</b>

**Assumptions:**

[1] This is a tax and not a fee. Not included in Master Fee and Charges Schedule

[2] Required every 4 years based on "B" business occupancy. Fee invoiced after inspection. If 5,000 feet or under, sprinklers would not be required to be added. If >5,000 feet, sprinklers would be required. Fee = cost of fire construction permit for sprinkler system is based on project valuation.

[3] Existing building and no tenant improvements. Assumes less than 12 seats, no alcohol, and same zoning in all 3 cases.

*\*This is an illustrative comparison and is not meant to be representative of all costs incurred to open a business in the City. Additional fees for other business types will apply.*

## EXHIBIT I

### PRELIMINARY SCHEDULE FOR FEE ADOPTION

Date	Item
August 15, 2016	Citywide User Fee Study - Study Session
August 24, 2016	Finance Commission Meeting
September 7, 2016	Finance Commission Special Meeting #1
September 14, 2016	Finance Commission Special Meeting #2
September 22, 2016	Public Hearing Notice #1 and Notice of Public Hearing to Interested Parties
September 28, 2016	Finance Commission Regular Monthly Meeting (Draft Recommendations to City Council)
October 3, 2016	Finance Commission Presentation to City Council - (Tentative) Study Session 4:00 P.M.
October 6, 2016	Public Hearing Notice #2
October 17, 2016	City Council Public Hearing for Adoption of Master Fee & Charges Schedule
December 16, 2016	Effective Date of Master Fee & Charges Schedule

## SUPPLEMENTAL COMMUNICATION

Meeting Date: 10-3-2016

**From:** Carl Ellis  
**To:** Stachelski, Bob  
**Subject:** Parking Permit - District "T" Extension - Montecito Drive.  
**Date:** Monday, October 03, 2016 12:50:29 PM  
**Attachments:** image004.png  
image007.png

Agenda Item No.: 4

Hi Bob,

I hope you are doing well, we spoke on the phone a few times about the half-street Permit proposal for Montecito Drive and I wanted to say thanks for following up with this one and scheduling the meeting etc.

I'm definitely planning to attend and I know that at least 4 other residents from my end of the street are also planning to come, I work in Gardena, so I have a long drive to get there ! ☺

I'm not sure what sort of opportunity we'll have to speak, so I wanted to bullet point the issues I've experienced on a daily / weekly basis, so at least it's on record if required.

- Cars are regularly abandoned outside our house for 4 or 5 days on end, thus making it hard for our visitors to park – these cars belong to residents at the apartment blocks on Springdale St., we know this they don't live on our street and can be seen parking, locking their cars and then walking towards Springdale, after a while you get to recognize the cars and the individuals who drive them.
- I am regularly awoken by loud stereos, alarms or loud conversations etc. right outside our house at anti-social hours – this is worse at the weekends when people arrive back late after going to bars etc. watching them trying to part in a straight line is interesting ! ☺. Also, it seems some individuals work shifts ?, leaving at 4:00 in the morning etc. and those individuals show no consideration for the residents in our otherwise quiet street.
- Our driveways are regularly used to turn-around and we have had damage to the planting in the mouth of the drive accordingly – I generally find using somebody drive to turn-around as being pretty obnoxious.
- The nature of the parking of often inconsiderate as hell. i.e. cars overhanging the end of my drive, or 3 feet from the curb making it hard for me to reverse my car out of my garage, in some cases the cars blocking my drive are left for several days .....I leave polite notes on the cars, asking them not to block my drive, but it seems to make no difference.
- On Trash Collection Days, we leave our trash bins out on the street in front of our house on a Tuesday evening, but the parked cars make this very difficult sometimes. Assuming they leave sufficient space and we manage to actually put the bins out, I have noticed people trying to park on the street using their cars to nudge them out of the way. I hear from my neighbors that their bins have even been moved onto the sidewalk or into the road by people trying to part – this means they will not be emptied by the garbage collectors.
- Having numerous parked cars on the street makes it dangerous for my kids who have to cross the road from behind the cars so that they are obscured from the view of oncoming traffic, this was not the case before the permit zone was extended to Angler lane earlier this year.
- The road outside our house is now covered in oil spots from the Apartment resident's cars, they also leave trash, cigarette butts, bear bottles etc. on the street on the sidewalk, which we are obliged to clean up.
- I avoid taking to the owners of the vehicles as I hear from my neighbors that they can be abusive.

I also took some photos a few months ago of the road immediately outside our house, when the grass was green !, just to show the extent of the problem, it's worth noting that none of the cars shown here belong to the residents of our street they all live at the Apartments on Springdale.





**Carl Ellis**

Purchasing Manager – Interior & Exterior Components



18455 S Figueroa St. Gardena, CA 90248

e [carl.ellis@faradayfuture.com](mailto:carl.ellis@faradayfuture.com)

c 424 237 4802

w [www.faradayfuture.com](http://www.faradayfuture.com)

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**From:** Dick Weatherford  
**To:** Stachelski, Bob  
**Subject:** Montecito Drive Parking Restrictions  
**Date:** Sunday, September 25, 2016 2:44:43 PM

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My name is Richard Weatherford and I live at 6072 Montecito Drive in Huntington Beach. I received a letter from your office regarding the city council meeting on October 3, 2016 at which parking restrictions on both sides of the western end of Montecito Drive (8 residences on each side of the street).will be discussed. There currently are no restrictions for parking on Montecito and those of us who live on the western end of the street experience unavailability of parking because of the many vehicles from other areas which are parked here. Unfortunately, I am unable to attend the meeting; however I would like to offer my views on the situation.

The density of parking has frequently impeded various vehicles such as delivery vehicles, service vehicles and maintenance vehicles which need the availability of street parking for short times to perform their respective functions. In addition, the parked vehicles also impede the placement and pickup of trash cans, potentially causing tipped over or emptied trash cans left out in the street. Some of the vehicles remain parked for 3 or 4 days at a time without being moved thus increasing the problems. At times the parking has been dense enough to cause service vehicles to park in the middle of the street. As yet, there has not been a problem of the parking situation impeding emergency vehicles, although two of them arrived a week or two ago and were fortunate to find adequate parking.

Richard Weatherford  
6072 Montecito Dr,  
Huntington Beach, CA 92647-3221



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## **SUPPLEMENTAL COMMUNICATION**

Meeting Date: 10-3-16

Agenda Item No.: 4

**From:** Via Via  
**To:** Stachelski, Bob  
**Subject:** Permit Parking District "T" Petition Amendment  
**Date:** Sunday, October 02, 2016 8:22:58 PM

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Hello Mr. Stachelski and the City Council,

This email is in regards to the petition to amend the Permit Parking District "T" in my neighborhood.

I am unable to attend the meeting set for tomorrow evening but I wanted to make sure I sent my recommendation on the matter at hand.

My name is Sylvia and I live in the Lamplighter Apartment complex right on the corner of Springdale and Softwind Dr. Parking is constantly an issue in the area due to Springdale being a main street and lots of red curbs in the area. This petition would limit the already scarce parking even more than before and I feel this is too extreme and very unneighborly.

I understand some of the homes in the area dislike it, but the street is a public space and does not belong to them. They all have driveways and 2 car garages for their vehicles. It's unfair to restrict others from parking in an area that would remain empty otherwise and especially in the middle of the night. Even the people that live by the beach do not restrict the parking in front of their homes by permits. Hundreds of people drive to the beach on a regular basis and park all around these homes and there are no permit restrictions to any of those areas, why would these streets be any different.

I hate that I have to park my car half a mile away from my apartment sometimes and have to walk alone in the dark to get home. This will make it even worse. It's unfair and would effect more people negatively than it would positively.

I appreciate you taking the time to hear my thoughts on the petition.

Sincerely,

Sylvia Kalaydjian  
16102 Springdale St. #29  
Huntington Beach, 92649

**SUPPLEMENTAL  
COMMUNICATION**

Meeting Date: 10-3-16

Agenda Item No.: 4